

# College Catalog



2008-2009

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This catalog is a source of general information and does not constitute an irrevocable contract between Baldwin-Wallace College and any person. The College reserves the right to make necessary changes to the provisions and policies of this catalog at any time. All such changes are effective at such time as determined by the College and may apply to all prospective and matriculated students

# ABOUT BALDWIN-WALLACE COLLEGE

Founded in 1845, Baldwin-Wallace was among the first colleges to admit students without regard to race or gender. That spirit of inclusiveness and innovation continues today. The academic program, rooted in the liberal arts, yet balanced by abundant opportunities for career exploration and application, is designed to prepare students to make a living...and a life *worth* living. Affiliated with the United Methodist Church, Baldwin-Wallace College is an independent, coeducational college located in Berea, Ohio, a suburb southwest of Cleveland. Today, the College serves approximately 3100 full-time undergraduates, 800 part-time students in evening and weekend programs and over 700 graduate students in education and business administration.

The College maintains more than 50 academic programs within the following seven divisions: business administration, education, health and physical education, humanities, music, science and mathematics, and social sciences.

## Non-Discriminatory Policy

Baldwin-Wallace College does not discriminate because of race, creed, age, disabilities, national origin, gender or sexual orientation in the administration of its policies or programs.

## Statement of Mission of Baldwin Wallace College

Baldwin-Wallace College is an academic community committed to the liberal arts and sciences as the foundation for lifelong learning.

The College fulfills this mission through a rigorous academic program that is characterized by excellence in teaching and learning within a challenging, supportive environment that enhances students' intellectual and spiritual growth.

Baldwin-Wallace assists students in their preparation to become contributing, compassionate citizens of an increasingly global society and encourages their pursuit of personal and professional excellence.

## Statement of Church Relatedness

Baldwin-Wallace College values its historic relationship and active affiliation with the United Methodist Church. The College provides a supportive environment enhancing all students' intellectual, moral, and spiritual growth. The College respects the diversity of individual religious beliefs, including those who profess no religious viewpoint. All members of the College community are encouraged to participate in activities related to spiritual growth and development. The College is deeply committed to the open pursuit of knowledge and stresses such values as integrity, honesty, justice, compassion, and spiritual growth as integral to that pursuit. Further, the College recognizes the vital connection between faith, knowledge, and service and offers a variety of means to develop and strengthen those connections for members of the College community. As a United Methodist related school, Baldwin-Wallace College prepares students for lives of informed and mature leadership as global citizens in a diverse world.

## Division III Athletic Philosophy Statement

Baldwin-Wallace College seeks to establish and maintain an environment in which a student's athletics activities are conducted as an integral part of the total educational experience. The college places highest priority on the successful completion of the academic program for all students.

In addition the college seeks to establish and maintain an environment that values cultural diversity and gender equity among their student-athletes and athletics staff.

To achieve this end, Baldwin-Wallace College

- (a) places special importance on the impact of athletics on the participants rather than on the spectators and greater emphasis on the internal constituency (students, alumni, institutional personnel) than on the general public and its entertainment needs;
- (b) awards no athletically related financial aid to any student;
- (c) assures that athletics participants are treated no differently than any other member of the student body;
- (d) assures that athletics programs support the institution's educational mission by financing, staffing, and controlling the programs through the same general procedures as other departments of the institution;
- (e) provides equitable athletics opportunities for males and females and gives equal emphasis to men and women's sports.

## **Accreditation**

Baldwin-Wallace College is accredited by The Higher Learning Commission, a commission of the North Central Association. The address, telephone number and website for this accrediting body is 30 North LaSalle Street, Suite 2400, Chicago, Illinois 60602-2504; 1-800-621-7440; [www.ncahigherlearningcommission.org](http://www.ncahigherlearningcommission.org).

In addition, the College is on the approved lists of the American Chemical Society, University Senate of the United Methodist Church, Ohio College Association and the American Association of University Women. It was approved by the Association of American Universities in 1931, and its credits are accepted wherever American college work is recognized. Baldwin-Wallace is a member of the Association of American Colleges and Universities, the American Council on Education, the American Association of Collegiate Schools of Business, and the American Association of Colleges of Teacher Education.

The undergraduate programs in music also are accredited by the National Association of Schools of Music and in elementary, secondary and all-grades education by the National Council for Accreditation of Teacher Education (NCATE). The College is approved for teacher education in the following areas: Early Childhood Education (pre-kindergarten-grade 3); Middle Childhood Education (grades 4-9); Adolescent Young Adult (grades 7-12) in Integrated Language Arts, Integrated Mathematics, Integrated Science, Integrated Social Studies, Life Sciences, and Physical Sciences; Multi-Age Education (prekindergarten-grade 12) in Foreign Languages (French, German, or Spanish), Health, Music, Physical Education, or Visual Arts, Intervention Specialist; Mild/Moderate Educational Needs (kindergarten-grade 12); and endorsements in Reading and Computer Technology. Because of the fluctuating requirements for licensure to teach in the various states, it is recommended that candidates for licensure check with departments of education in the states in which they intend to teach. This will give them the opportunity to schedule required courses wherever possible.

The Athletic Training Education Program is accredited by the Commission on Accreditation of Athletic Training Education (CAATE).

Approved plans of study are provided to prepare students for graduate study or for professional schools of medicine, dentistry, law, engineering, theology, art, library science, social service work, medical technology, physical therapy and forestry.

# Majors, Minors and Other Undergraduate Academic Programs 2008-2009

## MAJORS

### Art:

- History of Art
- Studio Art

### Biology

### Business:

- Accounting
- Business Administration
- Finance
- Human Resource Management
- International Business
- Management
- Marketing

### Chemistry

### Communication:

- Broadcasting and Mass Communication
- Communication Disorders
- Communication Studies
- Film Studies
- Public Relations

### Computer Science:

- Computer Information Systems -  
Information Systems Analyst  
Concentration
- Network Analyst Concentration
- Computer Science -  
Computer Science Concentration
- Web Applications Engineer  
Concentration

### Criminal Justice

### Economics:

- Economics
- Mathematical Economics

### Education:

- Early Childhood (PreK-3)
- Middle Childhood (4-9) (students must select two out of the following four content areas: mathematics; science; reading/language arts; social studies.)
- Adolescent/Young Adult (7-12) (students must select one of the following teaching fields):
  - Integrated Language Arts
  - Integrated Mathematics
  - Integrated Science
  - Integrated Social Studies
  - Life Sciences
  - Physical Sciences

Multi-Age (preK-12) (students must select one of the following teaching fields):

- Foreign Language – French, German, or Spanish

- Health
- Music
- Physical Education
- Visual Arts

Mild/Moderate Educational Needs (K-12)

English

Foreign Languages and Literatures:

- French
- German
- Spanish

Health and Physical Education:

- Athletic Training
- Exercise Science
- Health Promotion and Education
- Physical Education
- Pre-Physical Therapy
- Sport Management

History

International Studies

Mathematics

Music:

- Composition
- Music Education (BME)
- Music History & Literature
- Music in Liberal Arts (BA)
- Musical Theatre
- Music Theory
- Music Therapy
- Performance

Neuroscience

Organizational Leadership \*

Philosophy

Physics

Political Science

Psychology

Religion

Sociology

Sustainability

Theatre

**\*Only available in the Evening/Weekend program.**

**See Section VII for Evening/Weekend program majors.**

## MINORS

### Art

- History of Art
- Studio Art

### Asian Studies

### Biology

### Business:

- Accounting
- Business Administration
- Entrepreneurship
- Finance
- Human Resource Management
- International Business
- Management
- Marketing

### Chemistry

### Communication:

- Communication Disorders
- Communication Studies
- Public Relations

### Computer Information Systems

### Computer Science

### Criminal Justice

### Diversity Studies

### Economics

### Education (for students seeking licensure in

- Adolescent/Young Adult or Multi-Age Education)\*\*

### English:

- Literature
- Writing

### Environmental Studies

### Foreign Languages and Literatures:

- French
- German
- Spanish

### Geology

### Health and Physical Education:

- Athletic Coaching
- Child and Family
- Dance
- Health Promotion and Education
- Orthopaedic Assessment and Treatment
- Personal Wellness
- Recreation

### History

### International Studies

### Leadership Studies

### Management and Organization

### Mathematics

### Music

### Music with Emphasis in Arts Management

### Neuroscience

### Philosophy

### Physics

### Political Science

### Psychology

### Religion

### Sociology

### Theatre

## DUAL-DEGREE (3+2) PROGRAMS

### Accounting MBA, with:

- Baldwin-Wallace College

### Engineering (Chemistry- or Physics-based), with:

- Case Western Reserve University
- Columbia University
- Washington University

### Human Resource MBA with:

- Baldwin-Wallace College

### Social Work (Psychology- or Sociology-based), with:

- Case Western Reserve University

## Five-Year Dual-Degree Programs

- Computer Information Systems and MBA

- Computer Science and MBA

## OTHER PROGRAMS OF CONCENTRATION

- Arts Management

- Medical Technology

## CERTIFICATE PROGRAMS

- Accounting

- Applied Communications

- Computer Information Systems:

  - Network Option

  - Database Option

- Human Resource Management

- Leadership

- Organizational Development

**See Section VII for Evening/Weekend program minors.**

\*\*Does not apply to Music Education licensure.

# ACADEMIC TELEPHONE DIRECTORY

All campus phone numbers are preceded by **area code 440 and prefix 826-**.  
Phone numbers listed here pertain to information supplied in this catalog. For a more complete listing of campus telephone numbers, refer to the Student Handbook.

2188 Academic Advising	2250 Leadership Studies Minor
2251 Academic Affairs	2147 Learning Center
2766 Academic Concerns	Library (see Ritter Library)
2222 Admission	2121 Evening & Weekend Division
2152 Art	2168 M.A.Ed. Program
3449 Asian Studies Minor	2392 M.B.A. Programs
2312 Astronomy	2117 Mathematics
2262 Biology & Geology	2379 Neuroscience
2344 Bookstore	8096 Organizational Leadership Minor
2392 Business Administration	2076 Philosophy
2102 Career Counseling	2312 Physics
2217 Cashier's Office (bill payment)	2311 Political Science
2312 Chemistry	2424 President's Office
2351 College Union (Strosacker)	2253 Professional Development
2278 Communication	2163 Psychology
8096 Communication (Evening/Weekend only)	2285 Recreation Center
2355 Commuter Concerns Computer Center (Student Center) (see Information Technology)	2076 Religion
2117 Computer Science	2126 Registration & Records
2369 Conservatory of Music	2114 Residence Life
2146 Criminal Justice Minor	2204 Ritter Library
2111 Dean of Students	2108 Scholarships
2188 Developmental Services	2000 Security—Emergencies (24 Hours)
2280 Diversity Studies Minor	2161 Social Work
2113 Economics	2161 Sociology & Anthropology
2166 Education	2178 Student Insurance
2312 Engineering	2231 Study Abroad
2293 English	2239 Theatre
2263 Environmental Studies Minor	2126 Transcripts
2231 Explorations/Study Abroad	2208 Upward Bound
2108 Financial Aid	2417 Writing Lab
2244 Foreign Languages/Literatures	
2262 Geology & Geography Minor	For numbers not listed above
2158 Gerontology Minor	2359 Union Service Desk
2126 Grades	0 College Switchboard (on campus)
2178 Health Center	2900 College Switchboard (off campus)
2184 or 2306 Health/Physical Education	
2076 History	Baldwin-Wallace Website
2419 Honors Program	<a href="http://www.bw.edu">www.bw.edu</a>
2410 ID Office	
6960 Information Technology	
2102 Internships	
2116 International Students	
2311 International Studies	

# 2008-09 ACADEMIC CALENDAR

## 2008 FALL SEMESTER

Classes Begin	Monday, August 25
Last Day to Add	Friday, August 29 (full semester)
Last Day to Audit to Credit	Friday, August 29 (full semester)
Last Day to S/U	Monday, September 22 (full semester)
Last Day to Drop	Monday, October 27 (full semester)
Last Day to Credit to Audit	Monday, October 27 (full semester)
Classes End	Friday, December 7
Final Exams	Monday, December 8 through Friday, December 12
Holidays: Labor Day, Monday, September 1	
Fall Holiday, Friday, October 17	
Thanksgiving Break, Wednesday, November 26 through Friday, November 28	

## 2009 SPRING SEMESTER

Classes Begin	Monday, January 12
Last Day to Add	Friday, January 16 (full semester)
Last Day to S/U	Monday, February 9 (full semester)
Last Day to Drop	Monday, March 16 (full semester)
Last Day to Audit to Credit	Friday, January 16 (full semester)
Last Day to Credit to Audit	Monday, March 16 (full semester)
Classes End	Friday, May 1
Final Exams	Monday, May 4 through Friday, May 8
Commencement	Sunday, May 10
Holidays: Martin Luther King, Jr. Day, Monday, January 19	
Spring Break, Monday, March 9 through Friday, March 13	
Good Friday, Friday, April 10	
Easter Monday, April 13 (Day classes only)	

## FALL MINIMESTER A (2008) – Aug. 25–Oct. 10

Classes Begin	Mon., Aug. 25
Last Day to Add	Wed., Aug. 27
Last Day to Audit to Credit	Wed., Aug. 27
Last Day to S/U	Mon., Sept 8
Last Day to Drop	Tues., Sept. 23
Last Day to Credit to Audit	Tues., Sept. 23
Classes End	Fri., Oct. 10
Final Exams	Mon., Oct. 13–Thurs., Oct. 16

## FALL MINIMESTER B (2008) – Oct. 20–Dec. 5

Classes Begin	Mon., Oct. 20
Last Day to Add	Wed., Oct. 22
Last Day to Audit to Credit	Wed., Oct. 22
Last Day to S/U	Mon., Nov. 3
Last Day to Drop	Tues., Nov. 18
Last Day to Credit to Audit	Tues., Nov. 18
Classes End	Fri., Dec. 5
Final Exams	Mon., Dec. 8–Fri., Dec. 12

## SPRING MINIMESTER A (2009) – Jan. 12–Feb. 27

Classes Begin	Mon., Jan. 12
Last Day to Add	Wed., Jan. 14
Last Day to Audit to Credit	Wed., Jan. 14
Last Day to S/U	Mon., Jan. 26
Last Day to Drop	Tues., Feb. 10
Last Day to Credit to Audit	Tues., Feb. 10
Classes End	Fri., Feb. 27
Final Exams	Mon., March 2–Thurs., March 5

## SPRING MINIMESTER B (2009) – March 16–May 1

Classes Begin	Mon., March 16
Last Day to Add	Wed., March 18
Last Day to Audit to Credit	Wed., March 18
Last Day to S/U	Mon., March 30
Last Day to Drop	Tues., April 14
Last Day to Credit to Audit	Tues., April 14
Classes End	Fri., May 1
Final Exams	Mon., May 4–Fri., May 8

# Section I

## UNDERGRADUATE ACADEMIC PROGRAM

### Introduction

The general requirements for a bachelor's degree are intended to achieve four major goals:

- an individualized academic program reflecting each student's special needs, interests, and aspirations;
- sufficient work in a variety of academic areas to introduce breadth into the academic program;
- an exploration in depth of at least one area of knowledge;
- a sufficient number of elective hours to enable the student to pursue secondary interests that support and supplement other requirements.

The College attempts to provide an atmosphere in which the student can develop the abilities to think creatively and critically, to make honest and objective judgments, to perceive and utilize patterns of balance between personal needs and the needs of others; and, finally, to work independently in exploring areas of knowledge and growth beyond those studied formally in the classroom. In line with these principles, the academic program undertaken by each student is comprised of the general requirements described in this section, a major in an academic area, a minor in an academic area, and elective courses the student carefully chooses to pursue special interests.

**The student, working with a faculty advisor, is responsible for planning his/her own course of study. While academic advising is a process of communication and information exchange between student and advisor, the ultimate responsibility for program, course selection, and meeting graduation requirements rests with the student.**

### Degrees

Except those subsequently noted, Baldwin-Wallace College grants the degree of **Bachelor of Arts (B.A.)** to students who complete the requirements for graduation. The degree of **Bachelor of Science (B.S.)** is granted to those who have majored in one of the natural sciences, psychology, mathematics, computer science, or computer information systems. The degree of **Bachelor of Science in Education (B.S. in Ed.)** is granted to students who major in early childhood education, middle childhood, and mild/moderate educational needs. The degrees of **Bachelor of Music (B.M.)** and **Bachelor of Music Education (B.M.E.)** are granted to those students who complete the respective programs in the Conservatory.

A student who desires two bachelor's degrees must meet the following requirements: (1) The candidate must meet the particular subject requirements for both degrees and the core requirements. (2) An additional 32 credit hours must be completed at Baldwin-Wallace beyond the requirements of the first degree. (3) There can be no duplication of departmental major fields. As an example, a student earning a Bachelor of Music degree and a Bachelor of Arts degree cannot elect a major in music for the BA degree. (4) Comprehensive examinations or their equivalent, as required by major departments, must be completed.

**For information on graduate degrees offered by Baldwin-Wallace College, see Section IX.**

### The College Core

All undergraduate students at B-W pursue a course of study sufficiently varied to acquaint them with a broad spectrum of human knowledge and to provide them a strong foundation in core academic skills. The knowledge and skills that students utilize and develop through their core

courses are essential to their success in academic work as well as in their personal and professional lives.

The core requirements include course work in the following areas: foundation courses in Mathematics, English Composition, and Liberal Arts and Sciences (LAS 200); breadth courses in the Humanities, Social Sciences and Natural Sciences; wellness courses in Health and Physical Education; coursework in International Studies; and coursework in Diversity Studies. Completion of a minor adds depth in a particular area of study, to balance the breadth provided by distribution requirements across the major disciplinary areas in the Liberal Arts and Sciences.

**Specific area, course and credit requirements for fulfillment of the College core are described in Section VIII.**

## **Academic Majors and Minors**

**The Academic Major:** Students must complete a major in an academic area, and are encouraged to declare their major by the end of the sophomore year. Students who meet the minimum requirements of the College may major in any course of study offered by the College. There are no other requirements for admission to or continuation in any major except for the Bachelor of Music and Bachelor of Music Education programs, the certification programs of the Division of Education, and the Sports Medicine/Exercise Science Major, Athletic Training Concentration.

If the major is in a single academic department, it will include a minimum of 23 semester credits of courses in the department plus additional requirements as stipulated. These may include specific courses, a specified number of credits in excess of 23 semester credit hours, courses in other departments, proficiency examinations, and other appropriate activities such as recitals, exhibitions and student teaching.

Students may complete more than one major providing they meet all of the requirements. A department cannot require a minimum grade point average for a major nor require a student to take more than 53 credits from a single academic department. Not more than 60 credits from a single department will be accepted toward the minimum credits required for graduation except for the degrees of Bachelor of Music, Bachelor of Music Education and Bachelor of Science in Education.

Transfer students are required to complete at least 40% in their major field of study at B-W. Exceptions may be made by an individual department based on an examination or other appropriate evaluative methods. Some departments require more than 40%.

A self-directed **interdepartmental major** may be arranged in consultation with the heads of the departments concerned. Interdepartmental majors must include coursework from three departments and **a minimum of 36 credit hours, of which 15 must be at the 300-400 level.** Written copies of the agreement specifying the requirements for the interdepartmental major must be signed by the heads of these departments and filed with both the College Registrar and the student's faculty advisor. This request must be made prior to the student's earning 91 semester credits towards a degree at Baldwin-Wallace College.

**Only four credits of "D" (D+, D, and/or D-) in a major** may be counted toward the total number of credits required in a student's major department. If a student exceeds the four-credit rule, the major department will decide if the student should take an additional course(s) beyond the minimum credits required for the major or repeat the course(s) graded "D." If a student is required to repeat a course, the total number of credits required for graduation will be increased.

**The Academic Minor:** All students\* must complete an academic minor. (A second major will also satisfy this requirement.) An academic minor consists of at least 17 semester credits as

specified by the department offering the minor. A minimum of six of the 17 credits must be earned at Baldwin-Wallace. A student may fulfill the minor requirement in any department or division, as long as the minor selected is not identical to the student's major or is not otherwise prohibited by the department in which the major resides. Consult the section of the catalog that describes the requirements for each major for those minors that are not permitted.

\*Does not apply to Music majors (other than Music in Liberal Arts) or students pursuing licensure in Early Childhood Education.

A self-directed **interdepartmental minor** may be arranged in consultation with the heads of the departments concerned. Interdepartmental minors must include coursework from two departments and a minimum of 17 credit hours, of which 9 must be at the 300-400 level. Written copies of the agreement specifying the requirements for the interdepartmental minor must be signed by the heads of these departments and filed with both the College Registrar and the student's faculty advisor. This request must be made prior to the student's earning 91 semester credits towards a degree at Baldwin-Wallace College.

**For a complete listing of all undergraduate majors and minors, see pages 5 and 6. Specific major and minor requirements, course descriptions and other programs of study are described in detail in Section VIII of this catalog.**

## Grading System

At the completion of a semester's work, students are graded in each subject. Grades given are:

### Grade Quality Points:

A+	4.000	S	Satisfactory hours earned toward degree, equivalent to A, B or C, no quality points
A	4.000	U	Unsatisfactory. No hours earned toward degree, equivalent to C-or below
A-	3.667	I	Incomplete
B+	3.333	W	Withdrawal prior to completion of 60% of the course
B	3.000	WA	Administrative withdrawal
B-	2.667	WP	Withdrawal passing after completion of 60% of course with registrar's approval
C+	2.333	WX	Withdrawal failing after completion of 60% of course with registrar's approval
C	2.000	AU	Audit. No credit
C-	1.667	NR	Non-reported grade by instructor
D+	1.333	CIP	Courses in progress
D	1.000	*	Freshman forgiveness. First attempt not in GPA
D-	0.667	T	Temporary grade for continuing course, work must be validated by subsequent letter grade to count for credit
F	0.000	F#	Failure for non-attendance of class

Quality points are used in calculating the student's grade point average (GPA). To find the GPA, multiply the number of credit hours in a course by the quality point value of the letter grade (A, four, B, three, etc.); then add the quality points earned for each course and divide by the total number of graded credit hours attempted. Courses graded S, U, I, T, AU, NR, W, WX, WP and WA are not used in computing GPA.

The mark "I" is given only when, through no fault of his/her own, a student is unable to complete the work. It is the responsibility of the student to inform the instructor why he/she is unable to complete the work, and the instructor shall determine whether the mark "I" is justifiable. If the instructor reports the mark "I" to the registrar, justification for this mark must be submitted in writing. Students receiving an "I" Incomplete grade have until the end of week six of the immediate subsequent Fall or Spring semester in which they are enrolled to complete all coursework before they are converted to a grade of "F". All "I" grades will convert to an "F" one calendar year following the completion of the semester in which the "I" grade was given.

Extensions to the above deadlines must be submitted in writing by the instructor of the class to the Registrar's Office.

The mark "T" is given in courses which are completed over a two- or three-semester period. The "T" indicates that the course work is progressing satisfactorily. A completion date must be stipulated when the instructor submits the "T" grade. Failure to complete work by the established date will result in the grade of "F" being automatically awarded. Work which is given a "T" must be validated by a subsequent letter grade to count for credit.

The mark "NR" is given when no regular grade is reported by the instructor. The "NR" must be replaced with a regular grade. A letter grade for outstanding NR's must be reported to the Office of Registration and Records not later than the last day of the sixth week of the next term of registration. Unreported NR's by deadline become "F" grades.

Any course in which a grade of "C-" through "F" is received may be repeated; credit toward the degree (hours earned) may be received only once. However, the hours and quality points represented by each attempt will be included in the grade point average (GPA). See **Freshman Forgiveness Policy** for an alternative option available to students during their first 32 hours of coursework.

Grades are not given for non-credit (audit) work. A student who desires a grade in a course must take it for credit. Courses are offered for credit or audit. A student taking a course on an audit basis will agree with the course instructor to participate in certain aspects of the course (often this is class attendance). If this agreement is fulfilled, the course instructor will authorize the registrar to indicate on the student's transcript that the course was taken on an audit basis. If the agreement is not fulfilled, no record of the student's participation in the course will appear on the transcript. Changes from audit or visitor to credit may not be made after the first week of the semester.

**S/U Grading (Pass/Fail):** In order to provide students the opportunity to explore a greater variety of academic disciplines outside their major fields and at the same time reduce the stress of competition with majors in these disciplines, Baldwin-Wallace has instituted a "satisfactory-unsatisfactory" (S/U) grading system. Performance in a course equivalent to the traditional "A+" through "C" level will be considered satisfactory (S), while a "C-" through "F" level of performance will be deemed unsatisfactory (U). Students earning an "S" grade will receive credit toward graduation for the course. A "U" grade will appear on the student's transcript but will not provide credit toward graduation. S/U grades do not affect the student's grade point average (GPA). The S/U option is designed to operate on two levels and may be initiated either by the faculty or by the individual student as stipulated below.

- **Faculty Option:** The S/U option may be used, with the approval of the Curriculum Advisory Board of the College faculty, for those courses in which the department concerned feels that the students taking the course cannot be successfully graded according to the traditional "A+" through "F" system. There is no limit to the number of such courses a student may take.
- **Student Option:** Sophomores, juniors and seniors not on academic probation may also elect a maximum of four credit hours per semester, up to a maximum of 20 credit hours, to be graded on an S/U basis. A student may take any course **except those in his major department, those required by his major department and foundation courses LAS 200, ENG 131 and the core MTH course** on an S/U basis. All other courses, including the general curriculum requirements, may be taken under the S/U option. If a student declares their major as undecided but, at a later date, majors in the department that was S/U, the professor will be asked to submit a grade and it will be calculated into the GPA. The decision by the student to take a course on this basis must be declared to the registrar by the last day of the fourth week of the term. The student may, within the same period, nullify the election of this option. Students being graded under the S/U option must fulfill all requirements of the course.

## **Freshman Forgiveness Policy**

A course that a student takes during the first 32 credit hours of his or her enrollment at Baldwin-Wallace College can be repeated. The grade obtained in the first attempt is removed from the calculation of the GPA and is designated with a symbol (\*) signifying that the course was repeated and that the original grade is not included in the GPA calculation. The grade obtained on the second attempt is used to calculate the GPA, even if it is lower than the first attempt.

A course can only be repeated once under this policy. The credits of the repeated course count only once toward graduation requirements.

This policy does not apply to students transferring 32 or more credit hours; it applies, however, to students who are transferring fewer than 32 credit hours, as long as the course that is repeated was taken at Baldwin-Wallace College before the student earned 32 credits.

A course must be repeated at Baldwin-Wallace College the following semester, or the semester during which it is next offered, for the student to be able to benefit from this policy. Any course can be repeated under this policy, as long as the first attempt was taken at B-W within the first 32 credit hours of college work of the student.

## **Graduation Requirements**

It is the responsibility of the student to meet all requirements for graduation. Students are eligible for the bachelor's degree when they have fulfilled the following requirements:

1. They must have completed at least 124 semester credit hours. These 124 credits must include the requirements for a major and a minor in an academic area, in addition to the general core curriculum requirements.
2. No more than 60 credits in a single department may be accepted toward the credits required for graduation, except for the Bachelor of Music, the Bachelor of Music Education, and Bachelor of Science in Education degrees.
3. Students must have at least a 2.00 grade point average.
4. All financial obligations to the College must have been met.
5. Students are required to complete their last 32 of the 124 credits, or one-fourth of their academic program, required for graduation at B-W. Special requests for transient status in the last 32 semester hours must be approved by the Registrar.
6. Students must successfully complete the comprehensive examinations if required by the major department.
7. Students must participate in any assessment activities for which they have been selected unless they have been excused by the Assessment Director.
8. Students must file an application for graduation no later than the beginning of the semester preceding the one in which they expect to graduate. Applications are available in the Registrar's Office. In order to participate in the spring Commencement ceremony, candidates must have completed all degree requirements by the end of the spring semester or must have no more than seven credit hours outstanding. Students with requirements yet to complete after the ceremony will be required to submit to the Registrar a written Completion Plan including specific courses required for completion of the degree that will be taken by the end of the subsequent Fall Semester. Completion plans must be signed and approved by the student's faculty advisor and the chair of the major department or division. Applicants not meeting the above criteria will be removed from the Commencement ceremony list. A special exception to this rule will be made for those students who are candidates for teaching licensure and who have yet to complete their student teaching (10 credits) plus two required concurrent seminars (one credit each) in the fall. These 12 credits are not counted as part of the seven hour limit. Completion plans for education majors must be filed with the Registrar as above.
9. Graduating seniors are expected to attend the Commencement exercises, unless they have notified the Office of Registration and Records in writing that they do not plan to participate.

## Comprehensive Examinations

As a part of graduation requirements, some departments require a comprehensive examination. The comprehensive examination is intended to evaluate the student's progress toward completion of a major. The methodology and content of the comprehensive examination vary from department to department. A description of individual department requirements is available to students in the major department. A student who declares multiple majors must satisfy comprehensive examination requirements for each major as indicated. It is the responsibility of each student to satisfy all major requirements before graduation.

## Graduation with Honors

Honors are based on all undergraduate work at Baldwin-Wallace. Candidates for academic honors at the end of the senior year are recognized at Commencement. Eligibility is determined by the completion of at least 124 credit hours of study with the following minimum grade point averages:

- For a degree *cum laude* 3.400
- For a degree *magna cum laude* 3.600
- For a degree *summa cum laude* 3.800

In order to receive a diploma with academic honors, a student must have completed at least 32 of the 124 credit hours, or one-third of their academic program, at Baldwin-Wallace in courses graded A+ through F.

Transfer students are eligible to graduate with honors provided their grade point average earned at Baldwin-Wallace meets the stated minimum requirements.

## Dean's List

Degree-seeking undergraduate students with superior academic standing are recognized each semester by the Academic Dean. Any day, evening or weekend student who achieves a GPA of at least 3.5 for seven or more graded hours in fall or spring semester will be placed on the Dean's List. The criteria for Summer Dean's List is achievement of a GPA of 3.5 for at least five cumulative credit hours. The Dean's List is published each semester. Any pending grades must be removed before the GPA for that semester is established. To be eligible for Dean's List, no student may have a grade of U (unsatisfactory), I (incomplete) or WX (withdraw failing).

## Alpha Lambda

Alpha Lambda is the Baldwin-Wallace College Freshman Honor Society. Students who have earned a minimum GPA of 3.5 at the completion of their freshman year (minimum of 24 credits) and who are full-time first-semester sophomores are eligible for induction into Alpha Lambda in the fall of their sophomore year. The College supports its students in achieving the highest level of scholarship and is proud to honor the members of Alpha Lambda Honor Society. Questions about Alpha Lambda may be directed to the Office of Academic Advising.

## Academic Assessment Program

As stated in the College mission, Baldwin-Wallace College strives to provide a rigorous academic program characterized by excellence in teaching and learning within a challenging and supportive environment that enhances students' intellectual and spiritual growth. Toward that end, and consistent with accreditation standards, Baldwin-Wallace College has developed a comprehensive plan to assess student academic outcomes. By determining what Baldwin-Wallace students learn, the College seeks to continuously monitor and improve the quality of its academic program (pedagogy, curriculum, instructional resources and student services). Baldwin-Wallace's Assessment Plan focuses on measuring academic outcomes (performance) at appropriate points during students' college careers. To this end, students are assessed at both the core curriculum

level, which may occur at the institutional or program level, and at the program (academic major) level. From these data, the College produces aggregate and group level comparisons of student performance over time. While not all students will be asked to participate in core curriculum assessment at the institutional level, it is possible that a student may be selected more than once (for example, during their freshman and senior year). When a student is selected to participate in an institutional core assessment activity, participation is required; failure to participate may affect registration and/or graduation eligibility. It is important to note that when a student does participate in these college-wide core assessment activities, in no way will the student's performance affect a course grade, graduation eligibility, class rank or overall grade point average. Program-level academic major assessment activities may or may not impact student grades, at the discretion of individual departments.

In addition to the assessments described above, students are asked to voluntarily participate in national surveys at different points in their academic careers to assess their engagement and satisfaction with various aspects of their experience at the College.

## **Section II**

# **UNDERGRADUATE ACADEMIC OPPORTUNITIES**

In addition to established courses and programs of study that fulfill requirements for the College core, majors, minors, and electives, the following credit opportunities are available to undergraduates at Baldwin-Wallace.

### **Advanced Placement Program**

Advanced Placement (AP) examination scores prepared by the College Entrance Examination Board in the following subjects will be considered for credit at Baldwin-Wallace: history of art, studio art, biology, chemistry, computer science, economics, literature and English composition, French, German, government and politics, U.S. and European history, Latin, mathematics, physics, psychology, and Spanish.

Baldwin-Wallace College recognizes the merits of the Advanced Placement Program and awards credit as appropriate. Students who present a score of 3, 4 or 5 in the Advanced Placement Program examination may be awarded credit, with placement and course equivalents determined by the academic department.

The program is administered by the Registrar who processes credit awards and notifies students concerning application of credit and placement.

### **International Baccalaureate Program**

Baldwin-Wallace College recognizes the merit of the International Baccalaureate and awards credit as appropriate for higher level examinations on which the student scores a 5, 6, or 7. Subjects that may be considered for credit upon approval of the appropriate academic department are English Composition, Foreign Language, Biology, Chemistry, History, Mathematics, Physics and Psychology.

### **Departmental Thesis/Project**

The Departmental Thesis/Project gives juniors and seniors the opportunity to do intensive work in a particular subject. Students develop their study under the direct supervision of a faculty member as approved by the head of the department or program in which the study will be done. The departmental thesis/project is intended to afford students an opportunity to engage in study of a significant field of knowledge, to carry on original investigation when possible, and to further develop their abilities of self-expression.

Juniors and seniors may undertake a departmental thesis/project if they have the permission of the head of the department or program in which the work is to be done, and they meet the criteria, including the minimum GPA, established by the department for the thesis/ project. Although most departmental thesis/project work is taken in the students' major field, students may complete work on a special academic interest in a department other than their major.

A student may not pursue more than four credits toward a departmental thesis/project per semester, and no more than 12 total credits of such work may be counted toward graduation requirements; however, individual departments or programs may set a lower limit on total credits allowed for a thesis/project.

The departmental thesis/project is not to serve as a substitute for any courses offered in the organized curriculum. At the discretion of the department chair and the Curriculum Advisory Board, however, the student who has completed work graded "A" or "A+" may be excused from a required course that covers similar material. Thesis/project credit may be applied toward

minimum requirements for a major only at the discretion of the department or program head and the Curriculum Advisory Board.

Students completing a departmental thesis/project are expected to present a paper or comparable product showing the results of their studies. Guidelines for the format of the paper are available from the office of the Academic Dean. Creative work in the arts may be substituted for a paper where appropriate. For further details on criteria and format of a departmental thesis/project, students should consult the department or program in which the work will be done.

At the conclusion of a departmental thesis/project, the student is given an oral examination by the department or program concerned, but not solely by the faculty member under whom the work was done. Rather, it is customary to invite one or more faculty members from other departments or programs to attend the oral examination.

A departmental thesis/project must be graded; it may not be taken S/U. Through the generosity of Dr. James M. Ruegsegger, a 1922 graduate of Baldwin-Wallace, "A" and "A+" theses/projects will be bound and available for reading in Ritter Library. All students who complete a departmental thesis/project with a passing grade will, of course, receive credit.

When exceptional circumstances seem to justify modification of the departmental thesis/project guidelines and requirements, the changes may be made only with the approval of the Curriculum Advisory Board and the head of the department or program in which the work is to be done.

## **Faculty-Student Collaboration Courses**

The broad goals of the FSC courses are: (1) to encourage and support faculty-student collaborations as they tackle the unscripted problems typical of research, scholarship and other creative endeavors; and (2) to facilitate deep learning as student-faculty teams examine, create, and share new knowledge or original works.

The Baldwin-Wallace College program to encourage **Faculty-Student Collaboration** (FSC) is based in the knowledge that strategies that have proven successful for creative work also enable student learning. Systematic exploration of unscripted problems exercises all of the core skills that we wish our students to possess.

### **Definitions: What is FSC?**

- FSC addresses something unknown that, through faculty-student interaction, becomes known.
- FSC is original work.
- FSC often produces non-predictable outcomes.
- FSC requires a high level of discipline-related or interdisciplinary expertise.
- FSC is conducted in a scholarly manner with clear goals, adequate preparation, and appropriate technology.
- FSC is a real collaboration between faculty and students requiring a "give and take" of feedback, expertise and ideas.
- FSC produces outcomes that go beyond just a grade.
- FSC is conducted for a sufficient time to allow a real connection between faculty and student.
- FSC is appropriately documented and disseminated.
- FSC includes a reflective component that addresses the significance of the work, the process that was followed, and its outcomes.
- FSC has significance beyond the individual context.
- FSC is reviewed by professional peers.

The FSC program (and FSC courses, in particular) provide a framework under which faculty and students may collaborate on creative work.

**Mechanics of enrolling in FSC courses:** Any full-time or part-time student who has sophomore, junior or senior status and has a cumulative GPA of 3.00 or better<sup>1</sup> and permission of a faculty collaborator may participate in the program. All FSC proposals, including the number of credit hours requested, must be submitted in writing to the department in which the project will be undertaken and screened by the Director, FSC and the Faculty Affairs Advisory Committee to determine consistency with the goals of the program. The student and the faculty member will jointly establish the detailed format, time schedule and other aspects of the how the project will be conducted. The FSC enrollment form with the established details must be signed by the participating student, the faculty collaborator, the department head and the Director of FSC. These signatures will constitute departmental and FSC approval of the proposal. If XXX-259/359/459 is taken during the summer, students may defer up to 3 FSC hours credit to the fall semester.

The number of credit hours granted to the student will be determined by the quantity of work involved, with a guideline of 45 clock hours of work on the project per credit hour. Note, however, that the quality of the work will dictate the grade assigned. Usually FSC projects will be at least 3 semester hours to provide the depth required for this program. Under normal circumstances no more than 4 credit hours of FSC will be permitted in one semester. A maximum of 10 credit hours of FSC may be applied to the total credit hours required for graduation, and no more than 8 credit hours of FSC may be earned in any one department. FSC projects may run more than one semester but will be compete for continuation with new proposals. The quality of the student's performance will be evaluated on the A+ through F grading system.

Departmental/Divisional participation in the FSC courses is optional. Departments/Divisions determine whether or not credits earned as part of an FSC project may be applied toward completion of a major.

**Requirements that must be met for a FSC project to be approved and students to enroll in XXX-259/359/459:**

- Faculty candidates for the FSC course will (along with their student collaborators) submit a proposal describing their project, the number of student participants, the nature of the faculty-student interactions, the learning objectives of the project (consistent with the program goals<sup>1</sup>), the tools and procedures that will be used to assess outcomes, the means of dissemination planned, and the method of obtaining peer review.
- Participation in the course will be competitive and selection will be made by the director of FSC following consultation and review of the proposals by the Faculty Affairs Advisory Committee (FAAC).
- Selection will be based on the quality of the collaborative project and how well it meets the program goals and requirements. In the case of proposals of equal quality, awards will be made to enhance the diversity of disciplines.
- Students will register for XXX-259/359/459 depending on the depth of the project. The student and his/her faculty mentor will decide on the appropriate number of hours required to complete the planned scholarly work.
- Participating faculty may continue in the program while they are on sabbatical—if the sabbatical project is consistent with the FSC project. However, this will not affect workload arrangements made subsequent- or prior-to the sabbatical.
- Participating faculty and students will attend at least 3 group meetings a semester as well as events used for dissemination of project results. The group meetings will be used to help build the community of scholars and reinforce and support the scholarly work of the members.
- Contractual arrangements with individual faculty members will be made on a semester-by-semester basis.

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<sup>1</sup> Students having a GPA between 2.00 and 2.99 may apply for a waiver of this standard if it is endorsed by the faculty collaborator and department chair.

- It is expected that faculty-student contact will be extensive during the collaboration but it is also understood that there may be brief times when students and faculty may be working somewhat independently. Minimum faculty contact of 2 hours/week is expected with each student.
- The results of the project must be reviewed by professional peers and disseminated as widely as possible. (Note: Plans for peer review and dissemination will be established at the start of the project.)
- The benefits to the students and faculty members must be assessed against the goals of the program and the factors that characterize high-quality FSC.

**Assessment of program/course goals:** Learning objectives, consistent with the goals of the FSC program<sup>2</sup>, will be established for each FSC project and submitted as part of the project proposal. Assessment of the student outcomes will be based on evaluation of the final product (journal article, work of art, short story, cantata, etc.) specific to the project. This evaluation will include an objective assessment of the depth of student learning and also a subjective assessment of the depth of faculty learning produced by the experience. Ratings of the extent to which the student-faculty contact was sufficient and effective will be made by faculty/student team members. Additional ratings of progress on the core skills will be made by both the faculty member and the student. A written summary appropriate for the experience is expected. Dissemination of the project products is also expected.

**XXX-259/359/459, (FSC):**

Through the FSC courses (XXX-259/359/459) Baldwin-Wallace College encourages and supports faculty-student collaborators as they tackle the inquiry-based, unscripted problems typical of research, scholarship and other creative endeavors. These courses facilitate the engagement of students and faculty in the deep learning required for the creation, practice, and sharing of knowledge or works in their area of professional study. Enrollment in the course is competitive and requires that collaborating students and faculty submit a project proposal. Details about this course and the application process may be found online:

<http://www.bw.edu/resources/dean/FSCS/fsc399499/>

<sup>2</sup> **The broad goals of the FSC program:**

- To encourage and support faculty-student collaborators as they tackle the inquiry-based, unscripted problems typical of research, scholarship and other creative endeavors.
- To facilitate the engagement of students and faculty in the deep learning required for the creation, practice, and sharing of knowledge or works in their area of professional study.
- To use research, scholarship and other creative endeavors to develop and exercise the B-W core skills.
- To provide students and faculty with sufficient contact outside the classroom so that they feel a professional connection to each other in the context of collaborative scholarly work.

## Independent Study Program

Independent study is designed to encourage the study of academic topics beyond those included in the course offerings of the College, providing an opportunity for students to explore an area of special interest. Approved independent study proposals may not duplicate a course presently in the curriculum without permission of the department. Independent study is an individualized academic investigation carried out by a student under faculty supervision. Any full-time or part-time student who is sophomore status and has a GPA of 2.00 or better may participate in an approved independent study.

All independent study proposals, including the number of credit hours requested, must be submitted in writing to the department in which the project will be undertaken. The participating student and the supervising faculty member will jointly establish the detailed format, time schedule and number of tutorial sessions deemed necessary to attain the goals of the proposal. The independent study form with the established details must be signed by the participating

student, the supervising faculty member and the department head. These signatures will constitute departmental approval of the proposal.

The number of credit hours granted for any independent study proposal will be determined by the quantity of work involved, with a possible guideline of 45 clock hours of work on the study per credit hour. Usually independent studies will range from one to four hours. Under normal circumstances no more than four credit hours of independent study will be permitted in one semester. A maximum of 20 credit hours of independent study may be applied to the total credit hours required for graduation, and no more than 10 credit hours of independent study may be earned in any one department.

Independent study projects may run more than one semester and will be considered completed upon presentation of an oral or written report or other demonstration of proficiency as established by the department. The quality of the student's performance will be evaluated on an S/U basis by the supervising faculty member.

Students have the option of having their independent study project graded on the A+ through F system. The students' choice of the A+ through F system must meet the approval of the supervising faculty member. The students must declare their intent concerning the grading system to the registrar no later than the fifth day of classes of the semester in which the project is undertaken.

Requests for approval of independent study proposals in excess of four credit hours should be prepared as a normal request, and then a copy of the signed, departmentally approved proposal must be submitted to the dean of the College one month prior to the date which officially closes the semester preceding the semester in which the project is to be undertaken. A student who is granted approval for a project in excess of four credit hours must submit a copy of the results of the study to the department involved. If the result of the project is other than a reproducible paper or report (e.g., a work of art), a brief description of the work will be accepted. Credit for the independent study will be recorded upon receipt of this product.

## **Internship Program**

### **What is an Internship?**

Internship projects are defined as individualized professionally-oriented experiences undertaken with faculty supervision to supplement or complement the students' academic programs. Career Services facilitates the process by which students earn academic credit for internships. Students interested in pursuing an internship for academic credit are required to attend an Internship Orientation Workshop, held every Tuesday at noon in Career Services.

Most internships are designated as 070 credit. However, some specific field or clinical experiences are offered under a course number designated by the Department/Division, e.g. CSC 470. (Please consult the Baldwin-Wallace College Handbook for specific details.)

### **Benefits of Internships**

The Internship Program offers students opportunities to:

- Explore career objectives through career-related experiences;
- Apply theory learned in the classroom to practice in a work setting;
- Obtain experience that will aid in pursuing a career following graduation;
- Develop core skills and personal attributes applicable to the professional world;
- Test potential career paths without a permanent commitment;
- Establish a network of professional contacts and mentors who may serve as references and assist with professional, full-time employment searches;
- Take responsibility for their learning and create a more rewarding college experience.

## How Do I Find an Internship?

- Plan ahead! Begin your internship search early. Internship searches can take up to six months to implement, particularly if you are required to complete an application, need a security clearance, or plan to conduct your internship abroad or in another city.
- Attend an Internship Orientation Workshop, held every Tuesday at noon in Career Services. Once you have attended an Internship Orientation Workshop you will be able to earn credit for internships—within the maximum number of hours allotted—until you graduate.
- Establish an account on the BWCN (<http://bw.erecruiting.com/er/security/login.jsp>) and complete the Authorization for Release of Information form (a link to this form is available on the BWCN). The Authorization for Release of Information form enables employers who have received access to the BWCN to review any resumes that you publish to resume books for potential internship opportunities with their organization.

Students who already have a BWCN Account should update their profile and keep it up-to-date.

**Note to students graduating in 2008 or later:** A BWCN account with your username and password has already been established for you. Please contact Career Services, Bonds Room 104, or call campus extension x2101 to obtain this information.

- Get your resume critiqued by a Career Advisor. Make an individual appointment or visit a Career Advisor during Express Lane appointments. If you have never created a resume, Resume Writing Clinics are held throughout the semester (times and locations vary; please check the BWCN Calendar menu for the Resume Writing Clinic schedule).
- Upload your current resume to your BWCN account, and publish it to as many Electronic Resume Books as possible. By publishing your resume to an Electronic Resume Book, in the BWCN, employers can request Career Services to forward your resume. If your area of interest and academic background meets the employer's criteria, employers may contact you directly about their internship.
- Search for internships on the BWCN, on [ClevelandIntern.net](http://ClevelandIntern.net), at the Career & Internship Expo, in the directories of the CareerPlace Library in Career Services, and through family, friends, faculty, and staff.

## Process to Receive Internship Credit

### Before the Internship:

- Create or update BWCN account
- Attend an Internship Orientation Workshop, held every Tuesday at noon in Career Services.
- Have at least a sophomore status with a 2.0 GPA or better, and
- Meet the criteria established by the Department/Division and Career Services.

### Once you have secured an internship, complete the following:

**Pre-Approval Form**-This form is used to initiate the internship experience by identifying key elements of the internship including the student's Faculty Coordinator, the internship company/organization, dates of the internship and number of credits students will earn.

- Acquire and complete an Internship Pre-Approval Form in Career Services to begin the registration process. Return your completed Pre-Approval Form to Career Services for authorization to continue the registration process.
- Pre-Approval Forms will be reviewed by a Career Advisor and accepted or denied within two business days of submitting them to Career Services.
- After two business days, pick up a copy of your approved Pre-Approval Form and the Internship Registration Packet in Career Services.
- If your internship is not approved, a career advisor will call you to discuss your internship further or ask you to provide additional information if needed.

**During the first two weeks of your internship, complete the following:**

**Registration Form**—This form will register the internship on the student’s schedule as a class.

- Indicate the semester you are applying the credit toward. Credit for an internship must be taken during the semester that it is worked with the exception of summer semester. If working an internship during the summer, you may either take it for the number of approved credits and pay per credit hour for summer term or you may defer up to three credits into the fall semester. Students who begin the internships after the ninth week of the semester must apply the credits to the following semester. **These credits cannot replace required elective in a student’s major or minor field of study.**
- Calculate the number of credits you have already completed within your major and place appropriately on the Registration Form.
  - The maximum number of Internship Credits a student can earn in any given semester is 12. A student is permitted to apply up to 13 total credit hours of Internship as electives in their major or minor area of study toward graduation requirements. However, Departments/Divisions determine whether or not credits earned in an internship may be applied toward completion of a major.
  - No more than 13 credit hours earned in internship credit may be counted toward the minimum of 124 credit hours required for graduation. Exceptions to this limit must be approved by the Academic Services Advisory Board.
  - Credit earned in an internship may not be used to satisfy the College Core requirements.
  - The approval of the Academic Services Advisory Board is required whenever an individual wishes to attempt an internship, independent study, or a combination of the two that exceeds 12 credits in any single semester.
- Sign the form and obtain the signatures of your Faculty Coordinator and Department Chair before submitting it to Career Services.

**Data Sheet**—This form requires demographic and company information. It is critical that all of information is completed accurately and fully.

- The beginning and ending dates must be entered on the appropriate line along with the hours worked per week in Section 6. The Number of Credits must correspond to the same Number of Credits on the Registration Form.
- If your internship is on-campus, the Faculty Coordinator and the Employer Supervisor cannot be the same person.

**Learning Contract**—This form gives you the opportunity to explain what you hope to learn/accomplish during your internship and outlines your goals, objectives, and action plans. It is an agreement between the student, the Faculty Coordinator and the Employer Supervisor.

- For each credit hour earned, students must work a minimum of 45 hours in activities that support the Learning Contract.
- Discuss with your Faculty Coordinator how your internship will be evaluated, e.g. mid-point and final meeting, written report or project, weekly journal entries, on-site visitation, etc.
- Signatures are required from you, your Faculty Coordinator, Department Chair, Employer Supervisor, and Career Services.

***IMPORTANT: Submit completed Registration Form, Data Sheet and Learning Contract within the first two weeks of starting the internship. Complete all forms completely and accurately.***

**Prior to concluding the internship, complete the following:**

**Student and Supervisor Evaluation Forms**—These forms provide feedback and dialog regarding the internship experience from the student, Employer Supervisor and Faculty Coordinators.

- Schedule meetings with your Employer Supervisor and Faculty Coordinator within the last two weeks of your internship in order to discuss the experience and get their signatures on the appropriate evaluations.
- Completed Student and Supervisor Evaluations must be submitted to Career Services by the last week of the semester.
- A grade will not be posted until the Supervisor Evaluation Form with the employer's signature and the Student Evaluation Form with the Faculty Coordinator's signature is submitted to Career Services.
- Internships are graded on an S/U basis.
- At the end of the semester, a T-grade (temporary grade) may appear on your transcript. This T-grade will remain until you submit completed Student and Supervisor Evaluations to Career Services.
- Award of credit is based on the successful completion of the Learning Contract and a positive Employer Evaluation.

### **Course Assistants (060)**

Course Assistants are undergraduate students who work with B-W faculty members in the planning and implementation of a class. Students working as course assistants are required to meet all the expectations of the Internship Program in order to receive academic credit.

- Credit for internships as a course assistant is designated under the number 060.
- The faculty member teaching the class in which the student is serving as a course assistant is designated as their "Employer Supervisor."
- Another faculty member will serve as a Faculty Coordinator.

- Course assistantships are graded S/U and require final evaluations to be submitted to Career Services for the grade to be released.

### **Professionalism**

Participation in the Internship Program is an opportunity that carries with it responsibilities. Student participants are considered representatives of Baldwin-Wallace College. The College expects exemplary professional conduct and students' actions or behavior that is unacceptable will result in termination of the internship and may lead to institutional sanctions.

### **Credit Recommendation Service**

The College Credit Recommendation Service (formerly known as the American Council on Education or ACE) evaluates a wide range of business and military training for college equivalencies and keeps records of all individuals who have participated in these programs. Persons who have completed education/training at work (private industry or government) or in the military which is recognized by the College Credit Recommendation Service may be able to earn credit at Baldwin-Wallace College for those experiences.

Baldwin-Wallace is guided by the principles and recommendations of the Service's guidebooks when assessing requests for credit earned in this manner. The student must have College Credit Recommendation Service transcripts sent directly from the Center for Adult Learning and Educational Credentials to the Office of Registration and Records at B-W for consideration of credit. For information on credit or to receive a transcript contact The Center for Adult Learning and Educational Credentials, College Credit Recommendation Service, Washington, D.C. 20036, (202) 939-9475.

### **The College Level Examination Program (CLEP)**

The College Level Examination Program, an activity of the College Board, makes examinations available through which a student may receive credit toward the bachelor's degree. Two types of examinations are offered: general examinations (English composition, humanities, natural science and social sciences) and a number of subject examinations ranging from American Government through Western Civilization. Baldwin-Wallace College is a CLEP Test Center.

The faculty of the College recognizes the merits of CLEP and is prepared to make the following awards to those students who qualify:

1. In order to qualify for credit in any of the examinations offered in CLEP, the student must meet each of the following requirements:
  - a. The student may not receive credit for a general examination if he/she has already earned college credit in more than one discipline covered by the appropriate general examination.
  - b. The student may not receive credit for a subject examination that covers the same subject area in which the student has already earned college credit.
2. Credits awarded from the CLEP program are considered transfer credit.
3. Further information concerning the details of the various examinations, score requirements, and registration procedures is available in the Evening/Weekend Program office or the B-W web site at <http://www.bw.edu/clep>.

### **Prior Learning Assessment**

To participate in Prior Learning Assessment, the student must enroll in the two-credit course, COL 163, which helps students identify college-level learning already acquired, relates it to the curriculum at B-W, and assists the student in developing a portfolio. Regular tuition fees are charged for the course. The student must have completed an English composition course at B-W

or another educational institution and at least six semester credit hours at B-W prior to course entry.

As part of the completion of COL 163, the student develops a portfolio to document college-level learning. The portfolio is submitted for faculty and academic department assessment and determination of credits. Fees are charged for assessment of the portfolio and transcription of credit earned.

For more information, contact the Evening/Weekend Program office or COL163 course instructor.

## **Reserve Office Training Corps (ROTC)**

Reserve Office Training Corps (ROTC) programs are available to Baldwin-Wallace College students through cooperative arrangements with the Kent State University, for Air Force ROTC and with John Carroll University, for Army ROTC. Each of these universities offers military studies, leadership and training courses. Participating students may seek transfer credit at Baldwin-Wallace College for some of these courses.

## **Explorations/Study Abroad**

The Explorations/Study Abroad Center is part of a larger effort to expand students' learning by linking the curriculum to the world beyond Baldwin-Wallace. The college offers study away opportunities in various countries around the globe and across the country. With an increased emphasis on globalization in the marketplace, off-campus study can be an integral part of any student's college education. Whether his/her major is art history, economics, or anything in between, studying away provides students with an invaluable learning experience. An Explorations program is not a simple sightseeing tour, but rather a wonderful opportunity that allows students to experience their education in a different setting. Credits and costs for the majority of these programs are comparable to that of a semester at B-W. However, studying away fosters the type of personal and professional growth that may be difficult to experience on campus.

Located on the 2<sup>nd</sup> floor of Strosacker Hall, the Explorations/Study Abroad Center coordinates a variety of off-campus study options: faculty-led group study seminars (both domestic and international), study programs at foreign universities, summer programs, and short-term programs. Students have a variety of recommended programs to choose from. Those receiving federal or institutional financial aid may apply their aid package to the cost of the study away program, as long as it is a recommended program supported by B-W. Explorations staff will help students choose the appropriate location, register for courses, advise on travel plans, and provide pre-trip orientation. Additionally, Explorations helps students readjust to life on campus by offering a Welcome Back/Re-Entry Program.

## **Full Semester Faculty-Led Seminars**

B-W seminars are led by two faculty members. Being semester-long programs, these experiences allow students and faculty to travel and learn as a cohesive group. Some seminars travel for the entire semester while others spend part of the semester on campus in preparatory courses and then travel to selected locations during the latter portion of the semester. The combination of journals and papers completed while on the study tour including on-campus classes generally results in a 14–17 credit hour course load.

### **A Sampling of Faculty-Led Tours:**

**Seminar in Europe:** Students spend the first half of the semester taking classes relevant to the tour on the Baldwin-Wallace campus. In the second half of the semester, students usually travel within Greece, Italy, France, Germany, England, and sometimes in other countries. The Seminar in Europe experience is designed to encourage intellectual and personal growth through informed

visits to sites of major importance in the development of Western culture. Members of the Baldwin-Wallace faculty accompany students on this study tour.

**Seminar in Ecuador:** This adventurous program provides a comprehensive, integrated exposure to the cultural and ecological variety of Ecuador. Students expand their understanding of Latin America through coursework in Spanish language, biology, and literature. Students will spend part of the semester on campus and 6-weeks in Ecuador. This program fosters an understanding of the need for multi-disciplinary approaches to conserving the biological and cultural diversity of developing nations. A visit to the Galapagos Islands is often an option.

### Short-term Faculty-led Seminars

If you are unable to study away for an entire academic semester, we also offer **short-term programs (1-3 weeks in length)** and summer programs.

**For example:**

**On the Trail of Lewis & Clark (Fall 2008):** This innovative tour will take students along the actual trail of Lewis and Clark. Students and faculty will travel through Montana, Idaho and Oregon for ten days and learn the leadership principles of Lewis and Clark and study the geology and geography of the land and intercultural perspectives of native peoples.

**Experiencing China: A Society in Radical Transformation (Spring 2009):** This is an exciting 3-week study tour through three major cities in China (Hong Kong, Shanghai, and Beijing). Students will learn about the major social problems in China, as well as the rapid economic growth through visits to businesses and governmental agencies. Students will be exposed to cultural and historical attractions throughout the program.

Other programs include a 7-day geological excursion to Iceland and a 14-day art history tour of Italy. New programs are constantly being developed, so contact Explorations for more information.

### Recommended Partner Institutions

In addition to our faculty-led study tours, we encourage students to travel independently to destinations throughout the world. Our exchange institutions offer courses in English and are excellent options for students who want an adventure all their own! Additionally, these institutions will be sending their students to study here at B-W. You will literally exchange places with students from around the world! Exchange opportunities include:

- York St. John University College (England)
- Christ College (India)
- MICEFA (France)
- University of Osnabrueck (Germany)
- University of Hull (England)
- Ewha University (Korea)
- Kansai Gaidai (Japan)
- Hong Kong Baptist University (China)
- American Business School Paris (France)
- Athlone Institute of Technology (Ireland)
- University of Sunshine Coast (Australia)
- ...and many more.

The Center has reference materials and applications from university partners and programs around the globe. Other recommended programs are offered in Switzerland, Mexico, Italy, South Africa, Austria, France, Spain and more. Internships are also offered in Washington, D.C. and New York City.

**Contact Information:** For more information, call 440-826-2231, check out <http://www.bw.edu/academics/explor>, or stop by our office in the Strosacker College Union.

## **Carmel Living Learning Center**

The Carmel Living Learning Center (CLLC) provides a residential setting for B-W students who have similar academic goals and interests and who are also enrolled in at least one common course each semester during the academic year. The CLLC offers a collaborative living and learning environment that incorporates increased student-faculty interaction in the context of social and academic networks designed to enhance the educational experience. The specific program options for each academic year are developed by B-W faculty and described at <http://www.bw.edu/academics/carmel/programs>. Students apply for residence in the CLLC and admission into the academic programs on a yearly basis. CLLC program faculty both teach the classes and work with the Student Affairs personnel to design a learning process that enriches the academic experience through appropriate co-curricular assignments and activities. CLLC courses may count toward the college core or appropriate majors.

## **Section III**

# **ACADEMIC SUPPORT SERVICES**

### **Academic Advising**

Academic Advising at Baldwin-Wallace College is a developmental process of faculty members working with students to strategize, plan and critique decisions related to students' educational, career and personal goals. Through this interactive relationship, students learn how to utilize resources and tools to make effective, self-directed decisions. While this process is a collaborative effort, the ultimate responsibility for making decisions rests with the individual student.

Academic Advising is available to all students who are admitted to Baldwin-Wallace College. Advising for full-time, undergraduate day students is provided by faculty and Learning Center specialists and is coordinated by the staff of the Office of Academic Advising. Every student who has declared a major will be advised by that department or division. A student whose major is undecided is advised by a faculty member in a department of interest, a faculty member who works with undecided students or by the director of the Office of Academic Advising.

Students should come to the Office of Academic Advising, located in Bonds 106, to add or change their major(s) or minor(s), change their advisors, or receive additional help utilizing their academic program evaluations.

For more information, visit [www.bw.edu/resources/advising](http://www.bw.edu/resources/advising), call 440/826-2188, or e-mail at [advising@bw.edu](mailto:advising@bw.edu)

### **Career Services**

#### **Mission**

Baldwin-Wallace College Career Services encourages, supports and advances career and professional development for undergraduate students to facilitate their transition from college to career. Career Services:

- Offers students resources and assessment tools for self-discovery and academic major selection.
- Teaches students job search techniques and professional networking skills.
- Provides students opportunities to connect with upperclassmen, alumni, and employers for career and professional exploration.

#### **Career Advising**

Students may schedule individual appointments with career advisors to assist in the development of career management skills and with the utilization of career-related technological tools. Career advisors are available for scheduled appointments throughout the year and during academic breaks.

Career advisors also host weekly Express Lane appointments, 15-minute first come/first served career advising appointments in academic buildings throughout campus. Express Lane appointments are designed to provide Career Services outreach in locations and during times that are convenient for students.

Students are encouraged to meet with a career advisor at least once a semester and as early as their first year.

### **Career Planning and Exploration Resources**

Career Services offers several tools to assist students with their career planning and exploration including:

- **DISCOVER:** DISCOVER provides students an opportunity for career and academic exploration through targeted searches and inventories.
- **CareerPlace Library:** CareerPlace Library contains more than 350 resources about career fields, job search information, industry and graduate school directories, and test preparatory guides.
- **Myers-Briggs Type Indicator (MBTI):** The MBTI is a personality assessment used to help validate modes of behavior in living, learning, working, managing, and team building. After taking the MBTI, students meet with a career advisor for a feedback and interpretation session.

### **Career Development Resources**

Career Services offers a variety of resources to assist students with job and/or internship searches, interview preparation and career-related mentoring relationships. Resources include, but are not limited to:

- **The Baldwin-Wallace College Career Network (BWCN):** The BWCN is a web-based platform designed to provide both students and employers an interface with Career Services. It provides students the ability to:
  - conduct career research
  - access information about upcoming events
  - access job and internship postings
  - upload and publish resumes
  - apply for positions on-line
  - network with alumni through CareerConnections

To create an account on the BWCN:

- Log onto <http://bw.erecruiting.com/er/security/login.jsp>
- Click on the New User Link
- Create a Username and Password. Fill out the basic information that includes address, email, current education, skills and abilities, future academic pursuits, and email preferences.
- Download and sign the Authorization for Release of Information form. This form must be signed and delivered to Career Services in order to gain full access to the BWCN

***Note to students graduating in 2008 or later:*** A BWCN account with your username and password has already been established for you. Please contact Career Services, Bonds Room 104, or call campus extension x2101 to obtain this information.

- **ClevelandIntern.net:** Baldwin-Wallace College is a member of the ClevelandIntern.net consortium, which is comprised of 16 Northeast Ohio colleges and universities. This consortium exists to share internship opportunities with the goal of connecting students and employers for meaningful learning/work experiences. ClevelandIntern.net, a web-based platform, is a free service for Baldwin-Wallace College students.

- **CareerSearch:** CareerSearch is an extensive database of accurate, up-to-date information on potential employers and contacts in a wide range of industries and fields nationally and internationally.
- **Career Services Blackboard Site:** The Career Services Blackboard site provides comprehensive career management information available on a 24/7 basis to students. The site replicates most career-related materials available in Career Services office, as well as provides extensive external links and information.
- **Perfect Interview:** Perfect Interview is an interactive software program that engages students in mock interviews. This innovative program is equipped with over 1,500 interview questions, answers and hints, which have all been professionally produced on digital video.
- **CareerConnections:** CareerConnections is an online mentoring program that connects current students to B-W alumni working in their respective fields or attending graduate school. Alumni may be available to current students for career exploration advice, job shadowing experiences, information interviews, professional development and/or relocation assistance.

### **On-Campus Recruiting**

The On-Campus Recruiting Program provides an opportunity for Baldwin-Wallace College students and alumni to interview, on-campus, for career and internship opportunities with a variety of potential employers from diverse industries. Employers post job and/or internship opportunities on the BWCN, interested students apply to be considered for these positions, and finally, employers determine who they will interview on-campus.

In addition to on-campus interviews, employers also can connect with students for on-campus recruiting through:

- **Employer Meet & Greet Sessions:** Employer Meet & Greet sessions are designed for employers to provide students with information about their organization and current job and/or internship opportunities. Employer Meet & Greet Sessions are often held in conjunction with on-campus recruiting or prior to the annual Career & Internship Expo.
- **Information Tables:** Employers are invited to Baldwin-Wallace College to host information tables in the Strostacker College Union to network informally with students and distribute company literature.

### **The Baldwin-Wallace College Internship Program**

Internships are defined as individualized professionally-oriented experiences undertaken with faculty supervision to supplement or complement the students' academic programs. Career Services facilitates the process by which students earn academic credit for internships. Students interested in pursuing an internship for academic credit are required to attend an Internship Orientation Workshop, held every Tuesday at noon in Career Services.

### **Career Services Programming and Special Events**

Career Services sponsors a variety of career-related events throughout the academic year to support students' career development including:

- **TWIST—a Career Services Orientation: Today Will Inspire Success Tomorrow (TWIST)** is an interactive, Career Services orientation program designed to help students learn about the resources available as they explore, decide and navigate their careers. All students—all majors and years—and strongly encouraged to attend TWIST.

- **Resume Writing Clinics:** Resume Writing Clinics are held twice monthly to provide students the opportunity to build their first resume in an interactive facilitated session. Following participation at a resume writing clinic, students are encouraged to meet with a career advisor for a resume critique.
- **Career & Internship Expo:** Baldwin-Wallace College students are encouraged to participate in the annual Career & Internship Expo. Held on the first Thursday evening in November, the Career & Internship Expo is a dynamic networking and talent sourcing event designed to connect Baldwin-Wallace College students with over 70 employers for full-time jobs and/or internship opportunities.
- **Northeast Ohio Teacher Education Day (NOTED):** NOTED is an annual education job fair sponsored by Baldwin-Wallace College and 11 additional Northeast Ohio colleges and universities that are part of the NOTED consortium. Held every April at the IX Center in Cleveland, Ohio, NOTED provides teacher candidates the opportunity to network with over 90 public and private school districts in Northeast Ohio and across the country. NOTED is only open to current students and alumni of the consortium member colleges and universities.
- **Fall & Spring Career Weeks:** Each semester, Career Services hosts a week of specialized career and graduate school related programming on topics including, but not limited to: networking, managing personal finances and negotiating salary, dressing for success, preparing for a career fair, and applying to graduate school.

## **Graduate Study**

The College encourages students to continue their formal education in graduate programs. Specific advice and information concerning graduate work may be obtained from the faculty members in the student's major department. The Office of Career Services offers a graduate school workshop each semester and extensive resources on graduate programs and admission tests. The College also maintains a library of information in Ritter Library relating to graduate and professional programs, graduate fellowships and graduate scholarships.

## **Testing for Graduate Admission**

The Academic Advising Office provides information of the Graduate Management Admission Test (GMAT), the Graduate Record Examination (GRE), and the College Level Examination Placement tests (CLEP). Students interested in the Law School Admission Test (LSAT) should contact the department of Political Science, and students interested in applying for medical school should contact the department of Biology for information on the Medical College Aptitude Test (MCAT).

## **Ritter Library**

Ritter Library has a book collection of more than 200,000 volumes. The Library subscribes to approximately 600 print journals and provides on-line electronic access to over 25,000 journals. Approximately 145 on-line databases are available for student use, including ERIC, Academic Search Premier, Lexis-Nexis, and PsycINFO. Through OhioLINK, an Ohio-wide academic library consortium, Baldwin-Wallace students have borrowing privileges at most of Ohio's other academic libraries. Ritter's professional staff assists students in using the collection and advising about access to off-campus resources. Ritter Library's 52 student-use computer workstations provide a variety of software programs and allow students to access the Internet.

## **Information Technology**

The Department of Information Technology maintains a reliable, secure network and communication infrastructure, while supporting applications, training, and services for the students, faculty, and staff.

**Facilities**

All campus buildings, including residence halls, are wired and connected to the Internet and Internet2 (via the Ohio fiber optic high-speed network), as well as the B-W campus network. Wireless access is available campus-wide.

Each residential room has one live network data port per student. More than 95% of residential students choose to connect to the B-W network with their own PC. Student rooms in residence halls and apartments each have a telephone jack(s), however, telephones are not provided. Residential students receive individual voicemail accounts and unlimited free local phone service. Each residence hall building has at least one (free local calling) courtesy telephone.

Nearly every classroom and meeting facility across campus has a fixed multimedia podium that features a networked computer, overhead data projector, VCR/DVD, Internet access, audio/video tools, and laptop connections.

Thirty-five student computer labs across campus house nearly 600 computers and offer access to the B-W network. These labs feature MS Office software, web-authoring tools, graphic design packages, computer simulations, statistical software, programming languages, discipline-specific software, and printers. Two of the labs have 24-hour access. A student multimedia lab houses equipment where students can scan images, digitize and edit audio/video, build web pages, design graphics, burn CD's, and create computer animations. Students are allocated 500 free printed (black & white) pages per semester. Color printing in the labs is available for a fee. In addition, the CyberCafe (located in the Strosacker College Union) offers Internet access in a coffeehouse atmosphere.

The faculty at B-W have 24-hr. access to ITec, the Instructional Technology Education Center. The Center is designed to encourage and assist faculty with integrating technology into teaching. Tools are available at the Center for faculty to utilize in the classroom, such as CRS (Classroom Response Systems), StarBoards/SmartBoards, streaming audio/video, electronic simulations, Bluetooth presentation tablets, video conferencing, and other high-tech products.

**Services**

New resident students receive "The Interactive Guide to Student Computing," a CD tutorial that provides detailed information and procedures for accessing the many technology resources at B-W. Included on the CD is a free downloadable copy of Symantec Anti-Virus software. Subsequent updates are available via the network.

Commuter students can access course materials from the B-W campus computer labs or over the Web from home using a personal Internet Service Provider (ISP). Commuters may also pick-up a copy of the free interactive CD from various locations across campus and download the anti-virus software to their home computers.

In addition to the Internet, campus-wide network computing allows access to the following B-W services: e-mail, the Yellow Jacket Portal (the campus intranet and gateway to all the diverse resources and materials available), Blackboard Learning System (course management tool), Web Express (registration), the B-W Action Plan & ePortfolio, Electronic Check-In, the library catalogue and databases, career planning databases, networked printers and databases, application services, and file storage, and more.

Each student can customize their home page on the Yellow Jacket Portal with links to sites and services used most frequently and receive announcements and information specific to his or her role on campus. Most campus organizations have sites on the portal to facilitate communication with interested participants.

Blackboard, B-W's course management tool, is utilized by all instructors to post their course syllabus and enter grades. Faculty are encouraged to take advantage of the many other features in Blackboard in order to provide online collaboration and communication both inside and outside the classroom.

By using Web Express, students can view class schedules and grades, register for courses, print unofficial transcripts and program evaluations (to track progress in meeting degree requirements), and pay bills.

The B-W Action Plan helps each student monitor their academic and social progress, as well as discover a host of activities, internships, experiential learning, and study abroad opportunities. The ePortfolio provides students with a host site to document their learning accomplishments, post their work, and share the information with others.

## **The Learning Center**

The Learning Center is committed to assisting students in acquiring knowledge, skills, and attitudes necessary to become responsible, independent, and active learners in an ever-changing society. The staff provides the following academic support services to students:

- Free peer tutoring including math assistance in the Drop-In Math Tutor Lab
- Learning and study skills classes
- Test preparation and analyses
- Personalized time management assistance
- Individual consultations
- Academic advising

## **The B-W Writing Lab**

The B-W Writing Lab provides an opportunity for those who do not have departmental tutors to come for assistance with writing problems. The Lab offers professional tutors who help on a one-time or continuing basis with anything from generating a thesis to developing and organizing ideas, to providing guidance regarding documentation, style, and mechanics. Proofreading services are not provided. The Lab also has a library of writing reference books and files of helpful handouts.

## **ASSIST Program**

This program is an alternative to academic suspension. When a student's grade point average falls below College requirements, the student is referred to the ASSIST program where his or her academic strengths and weaknesses are evaluated. Additionally, the student is offered assistance in college study skills and time management, is made aware of campus resources, and receives assistance in understanding the attitudes and behaviors necessary to becoming a successful student.

## **Upward Bound Program**

Upward Bound is a federally funded pre-college program offering educational opportunities to high school students. Students must meet specific eligibility criteria and attend targeted Cleveland Metropolitan School District high schools. The goal of the program is to assist students to acquire the competencies and attitudes necessary for graduation from high school and enrollment in and persistence in college. In order to promote and support students' personal and academic development, students are provided exposure to meaningful experiences in a supportive and encouraging environment. Students are provided with a program of challenging academics, academic and personal advising, tutoring, in addition to social, intellectual, and cultural activities. Upward Bound operates year round. The major program components are a six-week simulated college experience during the summer and academic enrichment workshops on

Saturday mornings during the academic year. For more information contact the Upward Bound Program at (440) 826-2208 or <http://www.bw.edu/resources/upward/contact/>

## **Academic and Cultural Events Series (ACES)**

ACES provides an opportunity for an enriched learning environment by co-sponsoring with academic departments and student organizations many programs of intellectual and cultural interest throughout the academic year. ACES provides a broad range of events encompassed in five programming areas which include: (1) Guest speakers and panels on current topics in the news; (2) concerts, workshops and master classes in the performing and visual arts; (3) field trips; (4) films, books and audio-visual materials pertaining to leadership and diversity and (5) special interest and multicultural programming. Faculty members may also request that ACES sponsor a program or a speaker as a supplement to a specific course they are teaching.

ACES also collaborates with other offices, student organizations and community area representatives to sponsor annual events like the Dr. Martin Luther King, Jr. holiday celebration, ethnic awareness, diversity programming, and music from around the world.

## **Disability Services for Students**

The College will endeavor to provide reasonable accommodations for all students with documented disabilities while ensuring the academic integrity of its programs. Students with disabilities who are seeking accommodations should contact the Office of Disability Services, 207 Ritter Library. For more information, see [www.bw.edu/stulife/judicial.policies/disability/index.html](http://www.bw.edu/stulife/judicial.policies/disability/index.html)

Baldwin-Wallace College does not discriminate in admission or treatment of students on the basis of disability. The College is committed to compliance with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act as follows:

### **Section 302 of the 1990 Americans with Disabilities Act**

"No individual shall be discriminated on the basis of disability in the full and equal enjoyment of the goods, accommodations of any place of public accommodation by any person who owns, leases (or leases to), or operates a place of public accommodation."

### **Section 504 of the 1973 Rehabilitation Act**

"No otherwise qualified, handicapped individual in the United States shall solely, by reason of his handicap, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance."

# Section IV

## UNDERGRADUATE STATUS AND POLICIES

### Criteria Related to Status

**Full-time status**—Students who have met the entrance requirements and are enrolled in a program of 12 to 18 credit hours per semester. The average class load is 15 or 16 hours. The maximum load is 18. Students are not permitted to take more than 18 credit hours unless they have a cumulative GPA of 3.00 and written permission of their faculty advisor and the registrar. A class load below 12 credit hours carries the status of part-time student.

**Sophomore, Junior, Senior status**—To be ranked a sophomore, a student must have earned at least 25 credits; a junior must have earned at least 57 credits; and a senior must have earned at least 91 credits.

### Probationary Status

Students on academic or disciplinary probation are subject to all of the following restrictions:

1. They may not hold any office or leadership role in any student or College organization or activity.
2. They may not participate in April Reign activities.
3. They may not pledge, nor be initiated into, a national social fraternity or sorority.
4. They may not represent the College in any on- or off-campus event.
5. They are ineligible to participate in varsity athletics.
6. Other restrictions may be established for individual situations.

Explanations of both academic probation and disciplinary probation, in addition to a description of the levels of academic standing at Baldwin-Wallace College, follow.

### Disciplinary Probation

A student whose behavior on or off the campus is in violation of established College policies, or who defames the name of the College, is subject to disciplinary censure. This censure may be in the form of warning, disciplinary probation, suspension or dismissal.

### Academic Probation

Students working regularly toward meeting graduation requirements and standards are considered to be in good standing. Those whose progress is slowed because of poor grades or inadequate planning in meeting College requirements are placed on academic probation.

The basic goals of the probation system are threefold:

1. It serves to inform students when they are failing to meet the normal standards expected of college-level students;
2. It encourages students to spend more time on curricular activities;
3. It requires the student to reevaluate the motivation that prompted him/her to seek admission to the College and to consider whether or not these goals might better be pursued in some alternate course of action.

Since there are two distinct grading systems in use, two criteria to measure academic performance are used. These criteria are:

1. The semester and the cumulative grade point averages (GPA), computed on the basis of that portion of the student's course work which is graded on a letter-grade basis.

- The percentage of hours attempted in which a grade of “U” is earned.

With respect to these criteria, there are a series of plateaus to allow time for adjustment to the expectations of the College. The minimum levels of acceptable performance are:

Hours Attempted or Earned (whichever is greater)	Minimum Cumulative GPA Required	Maximum Ratio: Hours of “U” to Hours Attempted
1-11	—	—
12-26	1.70	0.30
27-42	1.80	0.20
43-59	1.90	0.15
60-124	2.00	0.10

## Categories of Academic Performance

There are three categories of academic performance recognized by the College:

**Good Standing** — Students who are making satisfactory progress toward the completion of their degree requirements (see above). Special students are expected to maintain a 2.00 GPA each semester to remain in good standing.

**Probation** — Students who for the first time have failed to meet the minimum levels of academic performance specified under the category “Good Standing.”

**Academic Suspension**— Former students whose permission to register has been revoked because of failure to meet the minimum academic requirements specified above and below. Once suspended, individuals must remain on suspension for a minimum of one academic semester (Fall or Spring) before applying to be reinstated. Students who are placed on Academic Suspension at the end of the Spring semester may not take summer classes. (see Reinstatement, page 37).

## Procedure for Changing Categories

The general procedure to be followed in changing a student’s academic standing will be:

- At the end of each academic semester, the registrar will ascertain for each student the GPA and the ratio of hours of “U” to hours attempted. An “I” grade will be referred to the Academic Appeals Board/Grievance Review Board for a ruling on academic standing.
- Each student will be placed in one of the three categories of academic standing described above. The minimum requirements to be satisfied for good standing will be determined on the basis of the total number of academic hours attempted or earned, whichever is greater as of the end of that semester. Students transferring to Baldwin-Wallace will be required to achieve at the academic level corresponding to the number of hours transferred plus the number of hours attempted at Baldwin-Wallace since transferring.
- A student who fails to meet the minimum level of performance for either of the criteria discussed above will be placed on probation and will be subject to the restrictions described above. A student will be removed from probation when both the cumulative GPA and the ratio of hours of “U” to hours attempted or earned are above the required minimal levels.
- A student placed on academic probation for the second time will be academically suspended. An exception to this would be a student who has completed fewer than 60 credit hours and earned a semester GPA of 2.00 or better for the previous semester. That student will be continued on probation while the record is reviewed by the Academic Appeals Board/Grievance Review Board during the subsequent semester.
- Students who are placed on Academic Suspension at the end of the spring semester

- may not take summer classes and must remain on suspension for a minimum of one academic term (fall or spring) before applying for reinstatement.
6. It is suggested that students who, in any semester, achieves a GPA of less than 2.00 consult their faculty advisor. Such students should consider the possibilities for improvement offered by the Learning Center and the Center for Academic and Professional Success.
  7. A full-time student who, in any semester, receives a semester GPA of less than 1.00 or receives a grade of "U" in more than 75 percent of the hours attempted that semester will automatically be placed in the category of academic suspension. A full-time student who drops a course, is graded on 7-11 remaining hours, and earns a GPA below 1.00 will be placed in the category of suspension. If a full-time student receives an "I" grade in one or more courses, but the graded courses result in a GPA below 1.00, the case will be referred to the Academic Appeals Board/Grievance Review Board for evaluation and a ruling of probation or suspension. This evaluation will be based on such considerations as the student's previous record, the reason for the "I" grade(s), and the quality of the work prior to the "I" being given.
  8. Students enrolled for fewer than 12 hours during any semester will be considered part-time students. They will be evaluated whenever they have attempted or earned enough hours to take them to the next acceptable performance plateau or at the end of every 15-hour block of hours attempted after they have attempted more than 60 credit hours.

## Reinstatement

When a student has been placed on academic suspension, the only way that the student may return is to be reinstated by the Academic Appeals Board/Grievance Review Board. During the semester of suspension, or thereafter, the student may present a written application for reinstatement to the board. Applications for reinstatement can be obtained from the Academic Affairs Office or downloaded from the web (<http://www.bw.edu/resources/dean/forms>) and must be returned at least one month prior to the beginning of the semester in which the student hopes to return. The Board will study each case along with any supporting evidence from faculty and administrative personnel, parents, the student involved, and any other persons deemed by the Board to have pertinent evidence to offer. The Board will decide as a result of its study whether or not the student will be reinstated and, if so, the conditions under which reinstatement may occur, as well as the conditions which must be satisfied if the student is to remain eligible to register. The decision of the Board is final, although students may reapply in subsequent semesters. Unless permission has been obtained from the Academic Affairs Office, any work completed at another college while a student was suspended from Baldwin-Wallace will not transfer back to B-W unless approved by the Academic Appeals Board/Grievance Review Board or the Dean.

## Attendance Policy

The official non-punitive policy for college approved absences, and as such serves as a basis for any individual absence policy developed by a professor, is as follows:

It is the responsibility of the faculty member to have a clearly stated attendance policy included in each course syllabus. A professor may have a more lenient attendance policy if he or she wishes and if it is stated in the syllabus. In the absence of this, the College policy prevails. Furthermore, persons leading co-curricular activities will follow the official College absence policy giving priority to academic requirements. Persons leading co-curricular activities are expected to inform students of potential conflicts with other academic requirements within the first week of classes or at the time of registration. **No professor is required to excuse absences in excess of ten percent of class meetings.**

- A. The policy of the College is that all students are expected to attend all classes. It is realized, of course, that not all students will, or can, attend all classes. *Excused* absences from class fall into the following three main categories:
1. absences for field trips or activities directly involved with the academic program;
  2. absences for official College functions and activities, such as intercollegiate athletic competitions and co-curricular activities of performing groups or individuals;
  3. absences for a death in the family, a serious illness, or a major religious holiday.
- B. Any student who wishes to be excused for reasons of “serious illness” must present some appropriate form of verification (e.g., a medical excuse) to the professor. In the absence of such documentation, the decision of whether or not to excuse is left to the professor’s discretion. Any student who wishes to be excused for sports-related, performance-related events or academic field trips must present the professor with advance notification (e.g., a letter signed by a coach or other faculty member) at the beginning of the term for scheduled events, and as far in advance as possible for events scheduled while the term is in progress.
- C. Regardless of reasons for the absence, the student is responsible for contacting the professor at the beginning of the term for scheduled events, and as far in advance as possible for events scheduled while the term is in progress. **The student is responsible for any work he/she may have missed due to absence, excused or unexcused.** It is up to the discretion of the professor to decide when, where, and how the missed work is completed.

## Financial Obligations and Refunds

All College charges and fees are due in full on Friday of the first week of classes. It is suggested that all necessary applications for financial aid assistance be completed prior to the first day of classes. A finance charge will be added to any account balance remaining after the first week of classes. Monthly account statements will assess a finance charge, on any unpaid balance, until the account is paid in full. If full payment cannot be made by the first due date, the student should make alternate arrangements. The Bursar’s Office can assist with these arrangements to ensure that the account will be paid in full by the deadline.

For students and parents desiring to pay their educational expenses in monthly installments, a deferred payment program is available through Tuition Management Systems (TMS), a nationwide organization specializing in educational financing. Finance charges are not assessed to students enrolled in good standing in this payment plan. This plan includes insurance for the parent. Tuition, room and board charges can also be handled through this plan. The Cashier’s Office has detailed registration information.

**Delinquent students will not be allowed to register for the next semester unless full payment of the account has been received prior to the student registration appointment time. Students/Families using the monthly payment plan Tuition Management Systems (TMS) must have budgeted enough to have the current semester charges covered by the registration appointment time, or the registration will be delayed until payment has been made.** Students who are delinquent in meeting their financial obligations to the College are subject to additional restrictions. Certificates of credit (transcripts) or letters of honorable dismissal will not be issued. Diplomas will not be awarded. Students should contact the Bursar to make arrangements to resolve their delinquent status.

College tuition and all related charges are refundable based on the published refund schedule. First time B-W students receiving Federal Title IV funds may be subject to a different refund schedule as required by federal regulation. For additional refund information contact the Financial Aid Office. The refund percentages will be prorated for courses that are less than a full semester.

Withdrawals after the ninth week of the semester are permitted only for prolonged illness, change of employment, or other circumstances beyond the student's control. All requests for withdrawal, before the end of a term, must be in writing and should be addressed to the College Registrar's Office (copy to the Bursar's Office). Refunds after the ninth week, when permitted, are made according to the published refund schedule assuming that the tuition and fees have been paid in full. Refund credits will appear on the student account.

For withdrawals before the first class at the beginning of the semester, 100 percent of the tuition charges are refunded. Room charges and Jacket Express account refunds will be on a prorated basis. For withdrawals after the semester begins, all of the balance remaining in the student's Jacket Express account is refunded. All refunds will appear as credits on the student account. Refunds of tuition, fees and other charges for financial aid students who drop courses or withdraw completely will be made in accordance with the policy listed in the *Guide to Financial Aid*.

Students who do not abide by the regulations of the residence halls or who show an unwillingness to cooperate with those in charge will be instructed to leave the residence hall. Any student leaving the residence hall or the College, under disciplinary action, is not entitled to any refund regardless of the time remaining in the term.

In the unlikely event that Baldwin-Wallace College suspends operations, including the cancellation of classes, as a result of a pandemic or other similar occurrence, the College will reopen and continue the semester as soon as feasible. Prepaid tuition, fees, room and board will not be refunded under this circumstance. All payments will be held and applied to the continued semester as though there were no interruption of services.

### **Educational Loans – College-based**

Tuition and other educational expenses must be paid in accordance with Section IV – *Financial Obligations and Refunds* of the College Catalog. The College recognizes that a student may face circumstances which prevent payment from being made in accordance with this policy. In such cases the College will provide the student with additional time to make payment. This decision will be made by the Bursar on a case by case basis and reviewed each semester. Credit Extensions granted by the Bursar shall be evidenced by a signed Educational Credit/Loan Agreement. It is not necessary, however, for additional extensions of credit to be evidenced by a new Loan Agreement. Rather, the College will allow additional extensions of credit to be governed by the initial Loan Agreement.

Often the circumstances that create a need for this type of loan are not known or not communicated to the College at the start of a semester. It is important, however, for the student to communicate any financial need to the Bursar as soon as possible. Additionally, certain circumstances may require a co-makers' signature on a Loan Agreement for the extension of credit to be granted.

### **Policy on Academic Honesty**

Baldwin-Wallace is committed to the growth and learning of its students and believes strongly that such growth and learning prospers best within a community of trust. We believe that academic honesty, the fair and straightforward representation of what one has learned, researched and/or written, is the foundation of a healthy environment for learning. Instructors, administrators, staff, and students alike are responsible for upholding high ethical standards of academic honesty in all

academic endeavors, and the academic community of Baldwin-Wallace supports the policy that any form of academic dishonesty is a serious breach of ethics and shall be dealt with appropriately.

To show our commitment to academic honesty, members of the Baldwin-Wallace community must speak a common language in explaining the value of academic honesty and our expectations about honesty in our courses. Thus, faculty should provide guidance on what is and is not acceptable. We cannot assume that students understand expectations, nor can we assume that they share our values. We can show our concern for ethical behavior by creating a climate at the College that encourages academic honesty and discourages academic dishonesty. If academic dishonesty does occur, we should deal with it, and not ignore it, by taking the alleged violator through the appropriate Student Conduct process.

The following guidelines for how to encourage a culture of academic honesty, prepared by the Dean's Task Force on Academic Dishonesty and revised by subsequent faculty actions, are meant to provide the common language and direction that are needed if Baldwin-Wallace College is to uphold the value of academic honesty.

## **Community Responsibility for Promoting Academic Honesty**

### **A. Administrative responsibility**

All department heads, supervisors, and deans are expected to make sure that the employees under their supervision understand and carry out their responsibilities for developing, supporting, and maintaining academic honesty in the Baldwin-Wallace community.

### **B. Instructor's Responsibility**

We recognize that much plagiarism in student writing and some cheating on assignments results from confusion over proper documentation methods and appropriate use of cooperative learning. We also realize that this confusion results in part from the justifiably different demands of different disciplines that can be challenging for our students to understand. Therefore, it is the responsibility of all instructors to remind their students about the College's Academic Honesty policy, to help their students develop documentation and cooperative learning skills appropriate to the instructors' disciplines and subject matter. In this effort, all instructors should take the following steps:

1. Tell students when it is appropriate for them to collaborate on an assignment and when it is not, explaining carefully the reasons for the distinctions and the penalties for inappropriate cooperation.
2. Provide the students with models for documentation that are based upon the newest revision of the chosen style guide and are consistent with current usage within the discipline. To this end, Baldwin-Wallace has adopted a standard text that includes updated style guides for the MLA, APA, Chicago, AIP, and CBE styles of documentation. Instructors should acquire a copy of that book and require students to use it in their classes as the standard style guide for documenting any assignments for which documentation is appropriate. Instructors who wish to teach a method of documentation not covered in the manual should provide the students with instructions about how to document according to that style and devote class time to explaining the documentation style and its advantages.
3. When a student has made an attempt to cite his or her sources but has done so incorrectly, or in other cases where the instructor feels strongly that the student is not deliberately committing acts of academic dishonesty, instructors are at liberty to determine the consequences and should not file an incident report with the Director of Student Conduct. In these cases, possible consequences for incorrect documentation might include requiring the student to revise the assignment, possibly with the help of the

Writing Lab, and/or reducing the grade on the assignment. Alternatively, the instructor might comment upon and correct the documentation in the assignment to demonstrate to the student how it should be done. The maximum sanction that an instructor may impose for incorrect citations is a zero for that assignment. It is permissible for the penalties exacted on the assignment to result in an overall failing grade for the course.

4. In order to ensure a fair process, instructors must state their expectations regarding academic honesty in writing.

### **C. Staff Responsibility**

All staff persons are responsible for supporting the instructors' teaching and assessment of academic honesty in student work. Staff should help to explain to students why academic honesty is important in academic life and in the workplace, and should refer students back to their professors, to the Learning Center, or to the Writing Lab for any additional instruction that the students need.

### **D. Student Responsibility**

It is the students' responsibility to pay attention to the instruction in class, to learn the principles and mechanics of academic honesty, and to apply that knowledge in all of their work across the curriculum and outside of the classroom. Students are expected to understand and comply with the limits of collaboration imposed by each instructor, and to know how and when to document appropriately in the APA, MLA, Chicago, AIP, and CBE styles. Students who are unclear about the rules and mechanics of documentation are expected to seek clarification from their professors, from the Writing Lab, or from the Learning Center.

### **Students who fail to practice academic honesty will be considered to have violated the Student Code of Conduct.**

Behaviors that manifest academic dishonesty can be classified in three ways.

1. The first is claiming someone else's work as your own, including but not limited to the following examples:

- using answers that someone else has given on a test
- turning in a paper for which someone else did the original research and writing
- quoting from another person without acknowledging that you are quoting and without giving the source of the quotation.
- Plagiarism, a specific form of false claim, is defined as using someone else's words or ideas, images, or other intellectual property, written, recorded, or spoken without identifying the source from which they come
- using someone else's sentence structure, written, recorded, or spoken without identifying the source from which it comes
- using the structure of someone else's argument, written, recorded, or spoken without identifying the source from which it comes
- paraphrasing or rewording another's words or ideas, written, recorded or spoken, without identifying the source from which they come
- Missing or inadequate attribution of direct quotations.

2. The second is seeking an unfair advantage over other students in taking a test or fulfilling an assignment. Some examples of such behavior may include but are not limited to the following:

- copying from another student's paper, or otherwise communicating with him/her during an examination
- allowing another student to copy from one's exam paper
- unauthorized use of notes or electronic devices during an exam
- copying another student's homework or allowing another student to copy one's homework, or
- acquiring a copy of an examination without the permission of the instructor.

3. The third is fraud. Examples include but are not limited to the following:
- signing the name of an academic advisor or any instructor, staff member, or administrator to an official form or document
  - writing a paper or taking an exam for someone else
  - fabricating research material, interviews, or other sources for a project
  - creating, participating in, or using the services of any group or organization that promotes or contributes to academic dishonesty on the Baldwin-Wallace College campus or in the global academic community.

## **Procedures to Follow if Academic Honesty is Violated**

### **Accusations against an Instructor**

Instructors, staff or students wishing to make an accusation of academic dishonesty against an instructor should contact the Grievances Review Board.

### **Accusations against Staff or Administrators**

Cases involving staff or administrators shall be handled by the staff member's or administrator's supervisor. Instructors, or staff wishing to make an accusation of academic dishonesty against a staff member or administrator, should contact the staff member's or administrator's supervisor. Students wishing to complain of suspected academic dishonesty against a staff member or administrator should contact the Academic Dean's office for instructions about how to proceed.

### **Accusations against Students**

Students who commit academic dishonesty have violated the Student Code of Conduct and must be referred to the Student Conduct system for sanctioning. In order to ensure 1) consistency of sanctions imposed upon students committing academic dishonesty, 2) a fair process, 3) protection of the complainant from possible legal liability, and 4) to be able to track repetitive incidents, instructors, students, staff, or administrators who find that a student has failed to uphold the College's standards for academic honesty should follow the procedures outlined below. During this process, the complainant must maintain strict confidentiality concerning the alleged offense, should avoid any public accusations, and should explain to the student that he/she suspects a violation rather than making blatant accusations of cheating.

Persons wishing to document a suspected case of academic dishonesty must take the following steps:

1. File an incident report with the Director of Student Conduct who shall work with the complainant to determine the desired course of action. The Director of Student Conduct and the complainant shall be guided by the description of sanctions for academic dishonesty described below.
2. Privately notify the student that he or she has filed an incident report with the Director of Student Conduct and inform the student about the evidence that supports his or her suspicion of academic dishonesty. He or she should also discreetly inform the student about the process the College uses to resolve these cases.
3. Instructors should not assign a grade to the assignment in question. To preserve a fair process, the College assumes innocence until the student has accepted responsibility or a hearing panel has ruled on the case. Once the student has accepted responsibility or the hearing panel has made a ruling, the instructor will indicate sanctions that he or she believes appropriate and should then assign a grade to the work. Until the student has been notified that a complaint has been made and documentation has been forwarded to the Director of Student Conduct, the complainant should be willing and available to discuss the complaint and the hearing process with the student.

4. The Director of Student Conduct shall then meet with the student and explain the complainant's concern and evidence. If the student admits that he or she has failed in his/her responsibility for academic honesty, the Director of Student Conduct shall impose sanctions as appropriate, taking into consideration the complainant's recommendations. The Director of Student Conduct shall then notify the complainant about how the incident has been resolved. Since the Director of Student Conduct has information about the student that is not available to the complainant, the sanctions imposed may differ somewhat from the complainant's recommendations. For example, mitigating circumstances such as mental health issues could result in lighter sanctions than those recommended by the complainant, while aggravating circumstances such as a series of

previous disciplinary infractions or previous incidents of academic dishonesty might result in more severe sanctions than those recommended by the faculty member.

If the student does not accept responsibility for the incident or the sanctions imposed by the Director of Student Conduct, then the Director of Student Conduct shall convene a Hearing Panel to hear the case formally. For incidents of Academic Dishonesty, that Panel shall consist of 2 faculty members, 1 student, and 1 Student Affairs staff person. The members of this board shall be chosen from among a pool of faculty on the Grievance Review Board, students, and staff who have completed an orientation process about academic honesty and the Student Conduct procedures. The complainant and the student shall have an opportunity to review the membership of the Hearing Panel and request substitution of any member whom he or she feels might be prejudiced or biased. Panel members shall ask to be replaced if they have any prior experience with the complainant or the accused that could bias their judgment. This Hearing Panel shall conduct a hearing according to the rules described in the Student Code of Conduct. Judgments shall be made by majority vote. In the case of a tie vote, the student will be considered not responsible.

5. Within 5 college business days after the hearing, the Hearing Panel shall advise the accused in writing of its determination and the sanctions imposed, if any. Students or instructors have 3 college business days after the date of that written notification to appeal the decision to the Vice President for Academic Affairs. Appeals must be based upon:
  - A. New relevant evidence, unavailable during the original hearing, becomes available.
  - B. There was a deviation from the written procedures that impacted the fairness of the hearing.
  - C. Sanctions imposed were grossly disproportionate to the severity of the offense.
  - D. The finding was not in accord with the evidence.

Any information and records relating to an action under Baldwin-Wallace's Academic Honesty Policy and related disciplinary actions under the Student Code of Conduct shall be maintained and disclosed by the College in compliance with the Family Educational Rights and Privacy Act ("FERPA") and the College's *Policy on Confidentiality of Student Records*.

Sanctions or changes to the sanctions for cases of proven academic dishonesty shall be approved by the Faculty Senate before being incorporated into the Faculty Handbook and the Student Code of Conduct.

### **Sanctions for Proven Violations of Academic Honesty**

The following are the minimum sanctions that students who violate academic honesty shall incur:

**First Offense**—minimally, all of the following and/or any other sanctions deemed appropriate

- Reduction in grade, as determined by the instructor. Such reductions may include failure

- or grade of zero on the test, paper, or project in question. This failure or zero may result in failure for the course.
- Educational project, including attendance at an Intellectual Property seminar, an instructional project, and a follow-up meeting with the Director of the Center for Transformational Learning or his or her delegate to determine whether this sanction has been successfully completed (see below).
  - Notification of the student's faculty advisor

**Second Offense**—minimally, all of the following and/or any other sanctions deemed appropriate

- Failure of the course in which the academic dishonesty took place
- Academic Probation (see below)
- Educational Project (see below)
- Notification of the student's faculty advisor

Alternative sanctions may include:

- Suspension
- Conduct Probation

**Third Offense**—Expulsion from Baldwin-Wallace College (see below)

The College reserves the right to revoke part or all of a student's Baldwin-Wallace College scholarship based on violation of the college's academic honesty policy. Baldwin-Wallace College also reserves the right to remove anyone who disrupts the living and learning community through residence hall or institutional suspension or expulsion.

### **Definitions of Sanctions**

**Educational Projects:** Completion of an educational or developmental project, such as but not limited to the following: attending a specific workshop or program, making an oral presentation to a campus group, participating in specified counseling, work assignments, and/or service to the College or the broader community. The nature of the educational project shall be determined by the Director of Student Conduct and/or the Hearing Panel that hears the case, taking into account the recommendations of the complainant.

**Academic Probation:** Those whose progress is slowed because of poor grades or inadequate planning in meeting College requirements or who have been found to be responsible for violations of academic honesty are placed on academic probation.

**Conduct Probation:** A student whose behavior on or off campus is in violation of established College policies, rules, and/or regulations may be placed on disciplinary probation. This sanction shall be imposed for not less than one semester nor more than three semesters. The Hearing Panel determines the beginning and ending dates. Students on disciplinary probation may incur additional sanctions for any subsequent violation of College policies, rules, and/or regulations whether or not this violation is related to the original violation for which disciplinary probation was imposed.

**Suspension from Baldwin-Wallace College:** Separation of the student from campus, classes and all privileges for a definite period of time after which the student is eligible to return. The offender may not be on campus at any time except to come to the Administration Building for matters directly related to the suspension. In cases where suspension prevents course work, the student shall receive a grade of "W," "WP," or "WX." There shall be no refund of tuition or fees. Any conditions for readmission will be stated in the order of suspension.

**Expulsion from Baldwin-Wallace College:** Permanent separation of the student from the College. There shall be no refund of tuition or fees.

**Interim Suspension:** In certain circumstances of academic dishonesty, the Director of Student Conduct or a designee may impose a College or residence hall suspension prior to the hearing before a Hearing Panel. Interim suspension may be imposed only

1. to ensure the safety and well-being of any member of the College Community or preservation of College property.
2. to ensure the student's own physical or emotional safety and well-being
3. to ensure that the student shall not disrupt or interfere with the normal operations of the College.

During the interim suspension, accused student(s) shall be denied access to the residence halls and/or to the campus (including classes) and/or all other College activities or privileges for which the student might otherwise be eligible, as the Director of Student Conduct may determine to be appropriate.

Other than College suspension or expulsion, disciplinary sanctions related to academic dishonesty shall not be made part of the student's permanent record, but shall become part of the student's confidential record.

Upon graduation and following application to the Director of Student Conduct, the student's confidential record may be expunged of most academic dishonesty sanctions. However, College suspension or College expulsion may not be expunged from the confidential record.

## **Section V**

# **ADMISSION & REGISTRATION**

### **Applying for Admission to Baldwin-Wallace College**

The Admission Committee carefully examines the academic achievement and aptitude of every candidate for admission to Baldwin-Wallace College. The goal of the Admission Committee is to admit students who can best benefit from and contribute to the academic program and life of the College.

Baldwin-Wallace College has a rolling admission policy; however, it is strongly recommended that high school seniors apply between September and March of their senior year. Priority admission and scholarships are given to students applying prior to March 1. Applications should be received no later than May 1. Transfer and adult students should apply at least 6 weeks prior to the beginning of the semester. B-W notifies applicants approximately 2-4 weeks after all required application information and forms are received by the Office of Admission.

All applications and credentials submitted for admission consideration become property of Baldwin-Wallace College when they are submitted and will not be returned in original or copy form, unless the student has matriculated at Baldwin-Wallace College.

For more information on applying to B-W, go online to [www.bw.edu/apply](http://www.bw.edu/apply).

### **First Time Undergraduate Students**

Admission to the College is offered on a selective basis. To be considered for admission, candidates must submit an application and fee, official high school or GED transcripts, results of the ACT or SAT examination, a teacher's recommendation, a writing sample and a summary of school and community activities. B-W requires that applicants have earned either a diploma from an accredited high school or the GED Certificate prior to enrolling at the College. Students who have been home schooled should consult with the Office of Admission.

While not required, an on-campus interview with an admission counselor is highly recommended. A campus visit provides the applicant an opportunity to share personal insights with a member of the Admission Committee, as well as the opportunity to evaluate the programs and atmosphere of the College.

The Admission Committee has determined that the following high school curriculum will best prepare most students for academic success at B-W: four units in English; three units each in mathematics including Algebra 2, social science and natural science; two units in foreign language and at least three additional elective units from academic areas. Candidates considering majors in the sciences or mathematics are encouraged to include four units each of mathematics and science in their high school programs.

Successful candidates for admission typically rank in the top quarter of their high school classes, have earned a minimum B average in their academic course work and have demonstrated involvement and leadership in school or community organizations. Standardized test scores generally reflect commensurate achievement and ability; however test scores are optional in the admission process.

The College recognizes that some students may be well qualified to succeed in an

undergraduate program without having followed the recommended high school curriculum. Therefore, applicants whose records indicate academic potential but who have followed an alternate program of study are encouraged to contact the Office of Admission for additional information at 440/826-2222 or [admission@bw.edu](mailto:admission@bw.edu).

## **Conservatory of Music Students**

Admission to the Conservatory is highly selective and is based on the following factors: admission to Baldwin-Wallace College, audition on primary applied instrument, interviews for the music majors of composition, education, therapy and theory. All application materials and the fee must be submitted prior to the audition. Auditions are held in the Conservatory at regular intervals during the academic year, as well as in several U.S. cities.

Detailed information concerning admission to specific majors and programs, repertoire requirements, or an appointment for an interview or audition may be obtained by writing or calling Conservatory Admission, Conservatory of Music, Baldwin-Wallace College, 275 Eastland Road, Berea, Ohio 44017-2088, toll free 1-866-BW-MUSIC; email [music@bw.edu](mailto:music@bw.edu) or go to the web site, [www.bw.edu/conservatory](http://www.bw.edu/conservatory).

For the policy on acceptance of Conservatory transfer students, see page 46.

## **Evening/Weekend Students**

Adult students applying for admission to Baldwin-Wallace as an Evening/Weekend student are required to submit an application and fee, official transcripts from all colleges and universities attended, and a letter of recommendation. Students who have not completed 25 semester hours of successful course work or have been out of high school less than five years are required to submit an official high school or GED transcript. An on-campus interview with an admission counselor is highly recommended. The Admission Committee also recognizes that life and career responsibilities, military service and employment history can provide helpful insight into a student's potential for a successful academic experience at the College. The application for admission is available from the Admission Office 440/826-8012 or email [evening@bw.edu](mailto:evening@bw.edu). Applications are also available online at [www.bw.edu/apply](http://www.bw.edu/apply).

Evening/Weekend students may also apply to B-W using the Quick Start application for admission. A Quick Start application is available from the Evening/Weekend Admission Office or may be downloaded from the web at [www.bw.edu/quickstart](http://www.bw.edu/quickstart). This application allows a student to enroll as a part-time student for one semester before formally applying to the College as a degree-seeking student.

To be considered for admission to the Three-Year Accelerated Degree in Organizational Leadership program, candidates must complete the application for that program and submit official college transcripts, two letters of recommendation, a resume or work history, and schedule an interview with the Admission Committee. Candidates who have completed less than 25 semester hours of successful college course work must also submit an official high school or GED transcript. Candidates should be 25 or older with at least five years of work experience, and should have demonstrated leadership, community involvement, and evidence of personal growth.

## **Undergraduate Transfer Students**

### **Transfer Students To All Divisions**

Admission to the College is offered on a selective basis. To be considered for admission, candidates must submit an application and fee, a high school or GED transcript (if out of high school less than five years or if less than 25 transferable college credits have been completed), a letter of recommendation, Dean of Students Evaluation form (if attending a four-year residential college/university within the last academic year), and official transcripts or evidence of approved withdrawal from all previous colleges and universities attended. Scores of the SAT or ACT may be required for recent high school graduates. All of the applicant's credentials, including all

previous course work completed at other colleges or universities, are considered in the admission process. Failure to fully disclose all academic records to the Admission Committee at the time of application may be cause for cancellation of admission or dismissal from the College.

Successful candidates for admission typically submit credentials from colleges and universities accredited by the Higher Learning Commission, have met the general admission requirements for first time students and have earned a B average in their college or university course work. Candidates should be in good academic, social and financial standing at their previous institutions. Students not in good standing at a previous institution may be considered for admission provided they have been out of school at least one full year prior to their proposed date of entrance.

The College recognizes that several factors may influence a student's decision to transfer to a new institution. Therefore, a candidate whose record indicates academic potential but who has not met the exact pattern listed above is encouraged to contact the Office of Admission for additional information.

Courses which fall within the academic scope of the B-W curriculum as determined by the faculty and in which a student has received a grade of "C" or better will be considered for transfer credit at B-W. The College will transfer credit hours, but will not transfer quality points or grades.

Transfer students must fulfill the College's last 32 hours of their 124 hours of required course work, or one-fourth of their academic program, in residency, as well as all stated College and departmental requirements, to qualify for degree status.

Baldwin-Wallace will not accept in transfer credits earned by examination from other institutions. College credit may be granted for training programs offered by business and industry as recommended in the American Council on Education's *Guide to Educational Credit for Training Programs* and for previous military experience as recommended in the American Council on Education's *Guide to the Evaluation of Educational Experiences in the Armed Services*. The training must fall within the academic scope of the Baldwin-Wallace curriculum. Official transcripts from the American Council on Education are required before appropriate credit can be determined. The maximum credit accepted from a two-year college is 62 semester hours. More credit is accepted from a four-year college as long as 32 hours of the required 124 hours of course work, or one-fourth of their academic program is met in residency at Baldwin-Wallace.

**Conservatory Transfer Students** submit the transfer application, Conservatory audition portfolio, and participate in the audition process. The Conservatory reserves the right to assess all music **transfer** credits through placement examinations, particularly in the areas of Music Theory, Music History & Literature, and Applied Music. If a student has had courses in these areas but does not demonstrate the required proficiency, he/she may be required to retake courses as taught by Conservatory faculty. In such a case, the credits will transfer as music electives.

## **Affiliated 2+2 Programs with Local Community Colleges**

Through special affiliations with Cuyahoga Community College, Lakeland Community College and Lorain County Community College, **Baldwin-Wallace accepts 62 semester hours in transfer for approved associate degrees**. Applicants must meet all normal admission requirements and conditions of the College. The following are degrees and programs approved from each of the community colleges:

### **Cuyahoga Community College**

**Associate of Arts and Associate of Science**

All programs are approved

**Associate of Applied Science (health related) Programs**

Approved for programs in Dental Hygiene, Medical Laboratory Technology, Occupational Therapy Assisting, Physician's Assistant, Radiography, Respiratory Care, and Surgeon's Assistant

**Associate of Applied Business**

Approved for programs in Accounting, Accounting Theory, Business Management, Marketing, Professional Selling, and Industrial Management

**Associate of Applied Science (criminal justice)**

Approved for programs in Law Enforcement

**Lakeland Community College**

**Associate of Arts and Associate of Science**

All programs are approved.

**Associate of Applied Science (health related)**

Approved for programs in Dental Hygiene and Respiratory Therapy

**Associate of Applied Business**

Approved for programs in Accounting, Business Management and Marketing

**Associate of Applied Science (criminal justice)**

Approved for programs in Criminal Justice

**Lorain County Community College**

**Associate of Arts and Associate of Science**

All programs are approved.

**Associate of Applied Science (health related)**

Approved for programs in Medical Laboratory Technology and Radiologic Technology

**Associate of Applied Business**

Approved for programs in Accounting and Banking and Finance

**Associate of Applied Science (criminal justice)**

Approved for programs in Police Science

For more detailed information on 2+2 programs, contact the Office of Admission or check the B-W web page at [www.bw.edu/transferguides](http://www.bw.edu/transferguides).

**Dual Admission Program**

The Dual Admission Program is a joint transfer program with Cuyahoga Community College that allows students to complete an Associate's degree at Cuyahoga Community College and also be granted admission to Baldwin-Wallace College. Students may be admitted to the Dual Admission program directly out of high school depending on the strength of their academic program and performance. Students with less than 25 transferable college credits are encouraged to apply to the program. Once accepted into the Dual Admission program, students must complete a minimum of 25 transferable Tri-C credits, have a minimum cumulative GPA of 2.5, and have completed required English and Math courses to be guaranteed degree-seeking admission to B-W.

For more detailed information on the Dual Admission Program, please contact the Admission Office or check the B-W web page at [www.bw.edu/transfer](http://www.bw.edu/transfer).

**Reserve Officer Training Corps (ROTC)**

Students may enroll in Army and Air Force ROTC programs at Baldwin-Wallace College. Army instruction is given at John Carroll University. Air Force instruction is given at Kent State University. Students enrolled full-time in an ROTC program are eligible to receive free room and board.

**International Students**

Students from more than 20 nations are enrolled at Baldwin-Wallace College. International

applicants must submit an application and fee, certified English translations of all official academic records beyond the primary level, the results of the TOEFL examination, two teacher recommendations, a personal statement of educational goals and a statement of financial support. For additional information, please contact the Office of Admission. Additional fees may be assessed for evaluation of transfer credit. Baldwin-Wallace College supports the American Association of Collegiate Registrars and Admission Officers (AACRAO), the International Bill of Rights and Responsibilities for International Students and Institutions.

## Transient Course Work

Transient status refers to a student who wishes to enroll at another college or university for limited, specific coursework, for the purpose of transferring those courses back to the institution where they are earning a degree.

**Students from other institutions attending B-W:** The College may admit a student who has a minimum 2.0 GPA and is in good standing at another institution for specific course work at Baldwin-Wallace. This course work may apply toward a degree at the student's home institution, based upon regulations at that institution. A transient student application form is available from the Office of Admission (440/826-2222) and must be submitted for each semester of enrollment.

**B-W students attending other institutions:** Baldwin-Wallace College students may be approved to attend another fully accredited institution during an academic term and transfer credits to their degree programs at the College. A Transient Student Permit Form must be obtained from the Office of Registration and Records (440/826-2126). Students must be in good standing at the College. Course selections must be approved by both the academic department chairperson in whose department the course work will apply and the Registrar of the College.

Students completing courses at Cuyahoga Community College, Lakeland Community College and Lorain County Community College which are listed in the respective Transfer Guides do not need to obtain departmental approval.

Students are required to complete their last 32 semester hours of their required 124 hours of course work, or one-fourth of their, academic program, in residence at Baldwin-Wallace. Special requests for transient status in the last 32 semester hours must be approved by the Registrar. Requests not approved by the Registrar may be appealed to the Academic Dean. Transient course work transferred to the College is subject to all policies and provisions governing transfer course work stated herein. A transient student may not enroll in more credits at another institution than normally could be completed at Baldwin-Wallace College in a comparable time period.

Students generally may not be enrolled in two institutions during the same semester without approval of the Registrar or enrollment in the NOCHE Cross Registration program endorsed by the College. Students wishing to complete correspondence work at other institutions are considered in transient, and are subject to all policies and provisions governing transient status stated herein.

## Post Baccalaureate Students

A Post Baccalaureate Student has earned a bachelor's degree and wishes to take supplemental undergraduate course work at Baldwin-Wallace College. Post Baccalaureate Students apply using the Non-Degree application forms, which are available from the Admission Office (440/826-8012) or may be downloaded from the B-W web page at <http://www.bw.edu/admission>. Students seeking to earn a second bachelor's degree, a teacher's license, or a certificate program completion must submit official college transcripts from each college or university attended.

B-W graduates seeking a second degree from B-W after an absence of more than three years will be subject to the institutional (core) and departmental curricular requirements in effect at the time of readmission. B-W graduates seeking a second degree after an absence of 3 years or less will

be subject to the institutional (core) requirements in effect when they earned their first degree and to the departmental curricular requirements in effect at the time of readmission. A year is defined as the completion of two consecutive semesters and one summer session.

## Returning Students

Former Baldwin-Wallace students seeking readmission after an absence should contact the Office of Registration and Records (440-826-2126). Students with senior status (having earned 91 credits or more toward their degree) after an absence of more than three years will be subject to the institutional and departmental curricular requirements in effect at the time of readmission. Students with junior, sophomore or freshman status (having earned 90 credits or less toward their degree) after an absence of more than one year will be subject to the institutional and departmental curricular requirements in effect at the time of readmission. One year is defined as the completion of two consecutive semesters and one summer session. Students who have attended other institutions during the withdrawal period from the College must follow the admission procedures for transfer students stated herein. Students who left B-W with a GPA less than 2.00 must apply as a returning student to the Office of Registration and Records.

## Military Call to Active Duty Policy

Baldwin-Wallace College will be as supportive and accommodating as possible for those students who must withdraw in a given semester because they have been called to active military duty. Exceptions to this policy are determined by the Dean of Student's Office.

Any student who is called to active military duty should present his/her active duty orders to the Office of the Dean of Students. Depending on the activation date and the judgment of the individual faculty, the student has several options regarding the completion of coursework.

1. A student may request a withdrawal. The withdrawal will be retroactive to the beginning of the term. A student may do a complete withdrawal resulting in all tuition charges removed. A student may do a partial withdrawal, receiving "W" grades in some courses. Full-time students will not receive a refund if the "W" grades result in part-time status.
2. A student may request an "Incomplete" to be decided by the individual instructors. The will not be any tuition adjustment for courses assigned "I" grades and the student will have six weeks into the next term of enrollment to complete the "I" grade.
3. A student may request final grades at the discretion of individual faculty members. Faculty and students would also have the option of turning the grade into satisfactory/unsatisfactory if departure occurs prior to final exams. Tuition is not adjusted.

In all of the above cases, all room charges will be prorated. Any remaining Jacket Express balance will be credited to the student's account. The College would not charge a student carrying charges on back balances while he/she is in the military.

## Registration

**Day Division:** Students regularly enrolled in the Day Division will register on-line through Web Express for classes at times announced by the Registrar. Special registration days are scheduled for new students entering B-W for the first time.

Class schedules must be prepared by students with the assistance of their academic advisors to whom they have been assigned.

**Evening/Weekend Program/Graduate Division:** Students regularly enrolled in the Evening/Weekend Program and Graduate programs, including students entering B-W for the first time, may register in person, mail, fax or by the Web at times specified by the Registrar.

Evening and Weekend College and Graduate students are not required to prepare their schedules with the assistance of an academic advisor. However, advising is available upon request and is **highly encouraged**.

**All Divisions:** While Baldwin-Wallace makes every effort to assist students in the planning of their programs of study, **it is ultimately each student's personal responsibility to plan and complete all College degree requirements.**

Classes may be canceled at the discretion of the College. In such instances, the students affected will be notified, and assistance in planning alternative schedules will be made available.

## **Full-time and Half-time Status**

**Undergraduate Divisions:** Undergraduate students enrolled in a program of 12 to 18 credit hours per semester are classified as full-time students. The maximum course load per semester is 18 credit hours. Students are not permitted to exceed the maximum semester course load unless they have earned a cumulative grade point average of 3.00 or higher, and have received the written approval of their academic advisor and/or the Registrar. Undergraduate students enrolled in a program of 6 to 11 credit hours per semester are classified as half-time students.

**Graduate Divisions:** Graduate students enrolled in a program must take a minimum of 6 credit hours per semester to be classified as full-time students. Graduate students enrolled in a program with less than 6 hours per semester are considered half-time students.

## **Changes in Schedule**

**Day Division:** Students may add and/or drop courses only during specified times announced by the Registrar. All seats are maintained on a space available basis. **No waiting lists are kept.**

Students must review proposed schedule changes with their academic advisors, and must submit a completed Change of Schedule form, including advisor signature, to the Office of Registration and Records before a schedule change is officially recorded. Failure to submit a completed, signed change form will void any pending transactions. Change of Schedule forms are available at the Office of Registration and Records.

**Evening/Weekend Program/Graduate Division:** Students must submit schedule changes in person, by phone, or by fax directly to the Office of Registration and Records. Students may add and/or drop courses only during specified times announced by the Registrar. All seats are maintained on a space available basis. **No waiting lists are kept.**

**All Divisions:** Students may not add courses after the fifth day of the semester, or drop courses after the ninth week of the semester. After the ninth week of the semester, students may withdraw from a course without grade penalty only under unusual circumstances and with the approval of the Registrar. Courses offered in times/formats other than the traditional sixteen-week semester may have other specified add/drop periods. Consult the appropriate schedule book for registration deadlines.

**The responsibility to complete schedule changes in a timely and proper manner rests with each student.** Students should consult the academic calendars printed on the Registrar's Web page for the exact dates for schedule changes each semester.

Students failing to add a course properly will not receive course credit regardless of course attendance or course work completed. Students failing to drop a course properly will receive a grade of "F#" for the course in question.

## Withdrawal

Students may withdraw from classes during the first nine weeks of the semester without academic penalty. A grade of “W” will be assigned for each course withdrawn. Courses offered in times/formats other than the traditional sixteen week semester may have other specified withdrawal periods.

Students wishing to withdraw from classes after the deadline must submit a written petition and documentation of extenuating circumstances to the Registrar for review. If the petition is approved, a grade of “WP” or “WX” will be assigned to each course withdrawn. “WP” will be assigned indicating passing coursework at the time of withdrawal. “WX” will be assigned indicating failing coursework at the time of withdrawal. Withdrawal from a course without approval constitutes a failure, and a grade of “F” will be assigned to the course. Petition forms are available in the Office of Registration and Records.

## Student Records

All academic records are maintained in the Office of Registration and Records. Additional student personnel and advising records are maintained in the Office of Student Affairs, the Evening/Weekend Program, the Office of Academic Advising, by assigned faculty advisors and appropriate academic divisional offices. These records are made available, in a reasonable length of time, upon request for review by the student to whom they pertain. Baldwin-Wallace College designates the following categories of student information as public or “Directory Information,” and this information may be disclosed by the institution for any purpose at its discretion.

- Category I:** Name, date of attendance, enrollment status (current, full-time, part-time)
- Category II:** Previous institution(s) attended, address, telephone number, email address, student ID number, major field of study, degree(s) conferred (including dates), date of birth, class schedule, student photo
- Category III:** Past and present participation in officially recognized sports and activities, physical characteristics of athletes.

Currently enrolled students may withhold disclosure of any category of information under the Family Educational Rights and Privacy Act of 1974. Forms requesting the withholding of “Directory Information” are available in the Office of Registration and Records. A new form must be filed every academic year. **Baldwin-Wallace assumes that unless a student specifically requests withholding of categories of “Directory Information,” individual approval for disclosure is granted.**

## Summer Semester

Undergraduate and graduate courses are offered during the summer. Undergraduate courses are offered in an eight-week summer session and are supplemented by immersion and hybrid courses that are offered throughout the summer. The undergraduate summer schedule is designed for both full- and part-time students and all courses are open to day, evening, and weekend students. Students may enroll in courses taught on campus and/or at B-W East.

The full-time credit hour load for summer is defined as 7-10 credit hours. The Registrar may consider overloads for students with a 3.0 GPA or above.

Courses and workshops for graduate students are also scheduled throughout the summer. Students should check for specifics as offered by their area of graduate specialization.

## Section VI

# STUDENT EXPENSES & FINANCIAL AID

Tuition does not cover the full cost of the instructional and operating costs of the College. Other sources of income are from endowment and gifts and contributions from churches, trustees, alumni and other friends of the College. All rates given are subject to change without notice.

### New Student Fee

Upon admission to the College, each new student is required to pay a \$200 tuition deposit prior to receiving orientation and registration materials. The fee is due on or before May 1 for freshmen or with one month of notification for transfer students. The fee is required of all students. One hundred and twenty-five dollars is credited to the first semester's tuition charges.

### Tuition 2008-09\*

College tuition is \$23,524 per year for undergraduate students enrolled for 12 to 18 credit hours per semester. Tuition for students enrolled in the Conservatory of Music is \$25,484 per year.

Undergraduate students enrolled for fewer than 12 credit hours per semester are charged \$748 per credit hour for day classes, \$826 per credit hour for Conservatory classes, and \$544 per credit hour for Evening/Weekend Program classes. Students enrolled for more than 18 credit hours are charged the appropriate hourly fee for each credit hour of overload in addition to the full time semester charges.

The audit charge for undergraduate classes is \$272 per credit hour; the audit charge for graduate classes is \$418 per credit hour. Full-time undergraduate students may audit up to five overload hours for no additional charge.

*\*All tuition and fees are subject to change without notice.*

### Other Fees

A health insurance plan is available to all registered students at the College. It is automatically offered to all full-time students each year. The insurance premium is assessed on the fall semester student account statement. This insurance coverage is optional; however, **to eliminate the coverage and remove the assessed charge the student must complete and return the waiver form to the Cashier's Office before the stated due date**. The insurance is in force automatically and after the waiver period has expired cannot be cancelled. Part-time students may enroll in the insurance by obtaining and submitting an application directly at the Cashier's Office during the open enrollment period (the first week of each term). Details regarding the insurance plan are mailed to all registered full-time students prior to the beginning of fall term with the student account statement. Coverage of the plan is provided for one year from August 1 thru July 31. Questions regarding the plan should be addressed to the Cashier's Office.

A charge of three dollars is made for each transcript of record from the Registrar's Office.

### Residence Halls

In fulfilling its mission of offering a liberal arts education, Baldwin-Wallace College provides on campus residence and dining halls, and welcomes and encourages students to live on campus.

Most residence hall rooms are constructed and equipped for double occupancy, with a limited number of single, triple and quad housing spaces on campus. Students should contact or look at the website, <http://www.bw.edu/stulife/reslife> of the Office of Residence Life for availability and charges.

A housing deposit of \$150 is required of students returning to the residence halls after their first year. The deposit must be submitted along with the student housing application, and is held as a damage and security deposit. Students may request a deposit refund at the time they leave the residence halls.

Damage to a room or College furnishings beyond ordinary wear and tear will be charged directly to the student. Damage to College property not assignable to individual students may be prorated to students within the group responsible.

College fire and theft insurance covers College property only. It is recommended that all students arrange for insurance coverage for their personal possessions.

## **Food Service**

All students living in College residence halls are required to have a board account and eat in the College dining facilities. Students residing in College-owned apartments may choose to open a board account.

All food items are priced ala carte. The total cost of each meal is calculated and deducted from the individual's board plan account. This is achieved through the use of the Jacket Express debit card\*. Resident and Commuter students are issued a Jacket Express card, which may be used in any Food Service location. It may be used to order from contracted outside vendors and on a variety of vending machines that are conveniently located throughout campus.

### **\*Jacket Express—Student ID**

The Jacket Express card is a person's official College ID card during his/her years at B-W. The card allows the use of many campus facilities, activities and services. It also may function as a debit card for certain on-campus purchases. See the Student Handbook or B-W web page for more details.

For 2008-09 the Jacket Express semester charge for all resident students is \$1,976. A reduction in the amount of Jacket Express to be charged on a student's account must be received by the end of the add/drop week of each semester; otherwise no reductions are allowed except for special dietary or financial reasons. If by the end of the semester the student has an unused portion remaining on the Jacket Express Card, the student can request a refund for this amount. Any refund amount that a student receives may require an adjustment in financial gift assistance since a portion of the Jacket Express may be covered by B-W need-based grant assistance.

## **Financial Aid**

Baldwin-Wallace College seeks to attract students with a broad range of experiences and high academic potential to fulfill its mission of providing a quality liberal arts education. To ensure this diversity, Baldwin-Wallace is committed to enabling interested and qualified students to attend, regardless of financial circumstances.

In order to apply for financial assistance, students are required to submit the Free Application for Federal Student Aid (FAFSA) to a federal processor detailing the financial situation of their families. An analysis of the FAFSA form using U.S. Department of Education standards provides an equitable and objective means of determining a reasonable family contribution toward educational costs. Once the results of this analysis are available, the Financial Aid Office reviews the data and makes an evaluation of each applicant's financial need. A family may be required to complete a B-W financial aid application and may be required to submit a copy of their U.S. Tax Return before an aid award is finalized. Applicants who are Ohio residents must also apply for an Ohio Instructional Grant/Ohio College Opportunity Grant, using the FAFSA application.

If a family's income and assets are not sufficient to meet the full cost of a student's education at

Baldwin-Wallace, the College may offer assistance to help meet financial need. The principal types of aid awarded to applicants are scholarships, grants, long-term loans and campus employment. Most students receive a combination of gift aid, loan and/or work-study opportunity.

If family resources are adequate to meet educational costs, students are not eligible for need-based aid. Such students, however, may qualify for scholarships awarded in recognition of outstanding academic potential or special talent.

Students who are accepted for admission and who apply for financial assistance are automatically considered for all available forms of aid. Separate applications for special funds or scholarships are not necessary, except where noted. Most types of aid are limited to full-time students.

Financial aid forms must be filed each year in which aid is requested. Financial need is reevaluated each year in light of any changes in family financial circumstance. Therefore, a student's need based assistance will not necessarily remain the same from year to year.

**Transfer Students** are eligible for consideration for all forms of financial assistance upon acceptance to the College. The same application procedures noted herein apply.

**Part-time Students** are eligible to apply for certain types of assistance. Undergraduate students registered for at least six semester credit hours are eligible to apply for Federal Pell Grant, Ohio College Opportunity Grant, Stafford Student Loan and College Work-Study employment. Students should follow the same application procedures noted herein. Undergraduate students enrolled for five semester credit hours or less may not be eligible to receive certain forms of assistance.

**Evening and Weekend College students** are often eligible for some form of loan assistance. Students enrolled for six or more semester credit hours should follow the same application procedures noted herein. Student enrolled for five semester credit hours or less are not typically eligible for federal or College funds, but they do have the option to apply for alternative loan funds. Financial institutions that offer alternative loans for less than half time students process the loan applications, so prospective applicant may wish to contact the institution(s) directly. The Financial Aid Office can also provide information and guidance to Evening/Weekend students who are considering alternative loans.

## **Gift Assistance**

**Baldwin Wallace Grant** is based on financial need as determined by the analysis of the FAFSA and other student application materials. The award is made on an annual basis.

**Federal Pell Grant** is an entitlement grant awarded through the federal government based on the results of the FAFSA application. Students are notified of the results of their application through the Student Aid Report which is sent directly to them by the Federal processor.

**Ohio Instructional Grant/Ohio College Opportunity Grant** is an Ohio state funded aid program. Eligibility is limited to residents of Ohio. Application is made through the FAFSA. All Ohio residents applying for financial assistance must submit a FAFSA application requesting the processor to release income and asset data to the State of Ohio. The Ohio Board of Regents will send notices of eligibility to students who should then submit them to the Financial Aid Office.

**Ohio Student Choice Grant** is available to all Ohio residents who are enrolled as full-time undergraduate students in a program leading to a bachelor's degree at one of Ohio's many independent colleges or universities. Only those students attending college for the first time on a full-time basis after July 1, 1984 are eligible to receive the Choice Grant.

**Federal Supplemental Educational Opportunity Grant (SEOG)** is a federal entitlement program designed to assist students with exceptional financial need as determined by the FAFSA analysis. Due to limited funding, not every student with exceptional need will receive a SEOG. Instead, the College assists with B-W grant money.

**B-W Ministerial Grant** of one-half tuition may be made to ordained United Methodist ministers who are full members of an annual conference and their unmarried dependent children who are full-time students. Ministerial grants also are available for United Methodist missionaries in active or retired service and their unmarried dependent children who are full-time students. Students may be eligible for additional need-based assistance based upon the results of the FAFSA application.

For information about other types of B-W gift assistance, including scholarships, contact the Financial Aid Office.

## Section VII

# ADULT AND CONTINUING EDUCATION

Baldwin-Wallace has been active in adult education programs since 1947 and continues to provide adult learners with a rigorous curriculum and a number of services designed especially for them. The Adult and Continuing Education Program is designed specifically to meet the needs of adult students. Degree-seeking students entering the program will find that course formats accommodate the special time constraints of working adults. Degree completion and certificates available to adult learners are designed with optimal flexibility and convenience. Course options, including formats and times, provide choices while responding to an adult's sense of urgency for degree completion.

Adult and Continuing Education students should refer to other sections of the Catalog for more details related to undergraduate degree requirements, special academic opportunities such as field experience and independent study, financial aid, academic support services, credit for prior learning, transfer credit, and admissions.

Course descriptions and specific course and credit requirements for the College core and majors approved for Adult and Continuing Education students are found in Section VIII.

### Evening/Weekend Class Schedule and Formats

Baldwin-Wallace offers courses in the evenings, Monday through Thursday, during Fall, Spring, and Summer terms. **New courses are available for registration every eight weeks during the Fall and Spring terms.** The number and length of meeting times will depend on the course credit and format involved. Evening courses typically begin at 6:15 p.m. Weekend courses meet on Saturdays beginning at 8:00 a.m. or 11:15 a.m.

**Minimesters** are offered in both evening and weekend formats. Minimesters are accelerated 8-week sessions that require extensive out of class coursework and an advance assignment.

**Immersion Courses** are completed in just one week, following a Saturday - Sunday - Wednesday - Saturday - Sunday format (unless otherwise noted). The classes usually meet from 9:00 a.m. until 5:00 p.m. each of the five days. In addition, an advance or pre-assignment is required and possibly a post-completion assignment due several weeks after the class is over.

### Administrative Withdrawal

A student may be withdrawn from any immersion or minimester class upon the recommendation of the instructor if the student misses two classes of a minimester or one class of an immersion course. Typically this recommendation will be made only when, in the judgment of the instructor, the student's absence(s) will jeopardize his or her success in the class.

- Grade - students who are administratively withdrawn will have "WA" or "AW" placed on their transcript
- Tuition Refund - calculation is based on the date the withdrawal is processed in the registrar's office according to the withdrawal formula posted in each term's schedule

## General Academic Program, Majors and Minors

Degree-seeking students must satisfy degree requirements as outlined in Section I, which includes the completion of core, academic major, and a minimum of 124 credit hours. The following majors are offered in the Adult and Continuing Education Program:

Accounting	History*
Business Administration	Human Resources
Communication	Management
Computer Information Systems Analyst	Marketing
Criminal Justice	Organizational Leadership
Economics*	Political Science*
Education*	Psychology
English*	Sociology*
Finance	

\*Some courses for this major may have to be taken in the day program

The following minors are offered in the Adult and Continuing Education Program:

Accounting	Leadership Studies
Business Administration	Management
Computer Information Systems	Marketing
Economics	Political Science
Finance	Psychology
History	Sociology
Human Resources	

For course descriptions, general information, course and credit requirements for the above majors and minors, see Section VIII of this Catalog.

## Special Academic Programs

In addition to other applicable programs and support services cited in Sections II and III of the catalog, the following learning opportunities are available to adult students:

**Education Major and Teacher Licensure** coursework is offered in the evening and daytime slots. Many of the preliminary courses are offered evenings and weekends. The professional methods courses, field experience, and student teaching must be completed during the day since time in the schools is required for these courses. This portion of the coursework usually takes two or more semesters for the student to complete.

### Certificate Programs

Accounting  
Applied Communications  
Computer Information Systems—Databases  
Human Resources Management  
Leadership  
Organizational Development

**Prior Learning Assessment—Portfolio Evaluation, the College Level Examination Program (CLEP) and the College Credit Recommendation Service** are examples of B-W's willingness to grant college credit for knowledge and expertise acquired outside an accredited classroom setting when that knowledge is related to the College's curriculum. For more details, see Section II of this Catalog or B-W web page at <http://www.bw.edu/lifelearn/current/explearn>.

## **Academic Advising and Registration**

**440-826-2121**

Once a student is admitted to the Adult and Continuing Education Program, he/she is urged to contact its office for an advising appointment before registering for classes. The College strongly recommends that adult students minimally maintain annual contact with their academic advisor to make sure that course selections and loads are appropriate. Ultimately, the student is responsible for making sure that all requirements are met. Advising appointments can be scheduled directly with a student's academic advisor. Day and evening appointments are available. Contact the Adult and Continuing Education Program with questions or to obtain advisor contact information.

The first registration must be done in person. After a student's first semester, all subsequent registrations may be done by fax, mail, or by Web Express - the online Web registration. Registration is done on a first-come-first-served basis with priority for students with 91+ credit hours. Please note that registration for minimester, immersion, and weekend courses ends approximately one week prior to the first class meeting. Additional minimester courses may be available at the midpoint of the semester.

## **Writing Lab**

**440-826-2417**

The B-W Writing Lab, located in Marting Hall, is available by appointment for adult students. The Lab has professional tutors who will help on a one-time or continuing basis with anything from generating a thesis or developing and organizing ideas, to providing guidance regarding documentation, style and mechanics.

## **The Learning Center**

**440-826-2147**

The Learning Center, located in Dietsch Hall, provides support for students through a variety of programs and classes that are designed to improve academic performance. Offerings include free tutoring, drop-in mathematics lab, and personal assistance in test-taking and time management.

## **Tuition and Fees**

Part-time adult students (1–11 credit hours per term) pay per credit hour enrolled. If students take 12–18 semester hours, they are considered full-time students, and are charged a flat tuition that is the same for all students. Unpaid tuition charges are assessed a carrying charge. Other policies on tuition and fees are outlined in Section VI of this Catalog.

Baldwin-Wallace offers a Tuition Reimbursement Payment Plan (TRPP) for students receiving tuition assistance from employers. TRPP permits a student to defer payment to B-W until 30 days after the end of the semester. Students receiving tuition support from employers should contact the College Bursar (440-826-2217) to make suitable arrangements for payment.

Financial aid and scholarships are available to Adult and Continuing Education students who meet eligibility criteria. These students must be enrolled in at least six semester credit hours per term to qualify for financial aid. (Financial Aid Office: 440-826-2108)

## **Alpha Sigma Lambda**

Alpha Sigma Lambda is the national honor society for Adult and Continuing Education students. The local chapter, Beta Upsilon, is one of more than 270 throughout the country. It is an active chapter which sponsors campus and philanthropic events. It recognizes outstanding full-time and adjunct faculty through special awards and sponsors campus scholarships open to all qualifying Adult students. Membership selection occurs once a year and is based on a grade point average of at least 3.2 for 24 or more credit hours earned at Baldwin-Wallace plus evidence of volunteered campus and/or community leadership.

# Section VIII

## UNDERGRADUATE PROGRAMS OF STUDY

This section includes course descriptions, general information and specific course and credit requirements for the College core, undergraduate majors, minors and other programs of study.

### Core Curriculum Requirements

All undergraduate students at B-W pursue a course of study sufficiently varied to acquaint them with a broad spectrum of human knowledge and to provide them a strong foundation in core academic skills. The knowledge and skills that students utilize and develop through their core courses are essential to their success in academic work as well as in their personal and professional lives. The core requirements include course work in the following areas: foundation courses in Mathematics, English Composition, and Liberal Arts and Sciences (LAS 200); breadth courses in the Humanities, Social Sciences and Natural Sciences; wellness courses in Health and Physical Education; coursework in International Studies; and coursework in Diversity Studies. Completion of a minor adds depth in a particular area of study, to balance the breadth provided by distribution requirements across the major disciplinary areas in the Liberal Arts and Sciences. Each core course provides an opportunity for students to develop their skills in at least two of the following areas: written communication, oral communication, critical thinking, quantitative literacy, computer/information literacy, and teamwork.

### Liberal Arts and Sciences Core – Total semester hour credits: 43

#### Mathematics – 3 credit hour minimum

MTH 136 (Applied College Mathematics) or higher.\* Prerequisite: Students are required to have scored at least 24 on the quantitative portion of the ACT or at least 560 on the quantitative portion of the SAT. For students with both ACT and SAT scores, the higher placement will be used. Students who wish to challenge their ACT- or SAT-based placement, or students entering Baldwin-Wallace College without ACT or SAT test scores, must take a mathematics placement test in order to take their MTH core course. Students majoring in Early Childhood Education or Mild/Moderate Educational Needs substitute MTH 111 (4 credits) and MTH 112 (4 credits) for MTH 136.

Students should complete their MTH core requirement during their first two semesters at B-W if they meet the prerequisite upon entry, or within their first three semesters if the prerequisite must be completed first.

**\*Exception to requirement:** Students who received credit for AP Calculus are exempt from the MTH core requirement and will receive credits as follows:

Score	Exam	Credit Hours	Course Equivalent
3, 4, 5	AB	4	MTH 141
3, 4, 5	BC	8	MTH 141, 142

### **English Composition – 3 credit hours**

ENG 131 – Workshop in Exposition and Argument. Prerequisite: ENG 111 or placement. Students placing into ENG 131 should take it within their first two semesters at B-W. Students required to take ENG 111 should take it during their first semester at B-W, and should take ENG 131 no later than their third semester at B-W.

English Composition placement determined by ACT and SAT scores is as follows:

<b>Placement</b>	<b>Placement Scores</b>	
ENG 131	ACT 24 or above	SAT 550 or above
ENG 111	ACT 23 or below	SAT 540 or below

Students with the following scores or above may seek exemption from English 131 by writing the challenge option essay: ACT English: Main (32), SAT Verbal/Critical Reading (670), CLEP (80%), AP English Literature and Composition (4), AP English Language and Composition (4), International Baccalaureate (6). Exempted students satisfy core requirements by fulfilling 40 hours rather than 43.

### **Liberal Arts and Sciences Foundation Course (LAS 200)– 3 credit hours**

Liberal Arts and Sciences (LAS) 200 – Enduring Questions for an Intercultural World. Prerequisites: Eligibility to take MTH core course and completion of ENG 131. Students should complete this course within their first two semesters at B-W if they meet the prerequisites upon entry, and no later than their third semester if prerequisites must be completed first.

### **Humanities – 14 credit hours of core-designated coursework taken from the following areas:**

**Fine Arts** – 4 hours from selected courses in: Art; Broadcasting; English; French, German, or Spanish Literature; Health and Physical Education; Music; Philosophy; Theater (courses with “F” designation in the course number)

**Cultural Heritage** – 6 hours from at least two areas—History, Philosophy, Religion

**General Humanities** – 4 additional hours from any Humanities area listed above as well as Communication Studies, Communication Disorders, Chinese, Italian or courses with HUM-prefix

### **Natural Sciences – 7 credit hours of core-designated coursework, one of which must include a lab (indicated by an ‘L’ in the course number) from at least two of the following areas:**

Astronomy	Geology
Biology	Physics
Chemistry	

### **Social Sciences – 8 credit hours of core-designated coursework from at least two of the following areas:**

Asian Studies	Political Science
Criminal Justice	Psychology
Economics	Sociology
International Studies	

## **Liberal Arts and Sciences electives – 3 additional credit hours of core-designated coursework in Humanities, Natural Sciences or Social Sciences**

### **Health and Physical Education – 2 credit-hour minimum**

Students are required to take HPE 110W (Personal Wellness) and to fulfill the remaining HPE requirement with core-designated (W) activity, technique, or health and wellness courses.

### **International Studies**

Students must fulfill one of the following three options\*:

**Foreign Language:** One year of one foreign language excluding Foreign Languages & Literature courses taught in English.

**Study Abroad:** This requirement can be fulfilled by one of the following:

1. Earning academic credit for at least three courses in an approved study abroad program.
2. Earning the equivalent of 15 credit-hours in an accredited college abroad.
3. Living abroad and attending a non-U.S. elementary or secondary school for at least one academic year.
4. Other experiences abroad as approved by the Global Issues Committee.

#### **Coursework in International Studies (courses with an 'I' designation)**

Three courses with no more than two from the same department. Courses that fulfill the International Studies requirement meet at least one of the following criteria:

1. Explore an international cultural or cultures, past and/or present.
2. Explore current global problems.
3. Develop competencies in international communications.
4. Explore international aspects of political and economic systems.

\*International Studies core requirement does not apply to Music Education majors.

### **Diversity Studies (courses with a 'D' designation)**

Students must complete one course designated as meeting the domestic diversity requirement. Courses that fulfill the Diversity Studies requirement have a significant amount of course content devoted to the analysis of domestic diversity, such as culture, race, religion, age, disability, ethnicity, gender, sexual orientation, language, and social class. Courses that fulfill the Diversity Studies requirement meet at least one of the following criteria:

1. Help students understand the historical or contemporary experiences of underrepresented groups in U.S. society.
2. Introduce students to the ways in which diversity in America enriches our intellectual, social and cultural lives.
3. Assist students in their preparation for both professional and civic life, by providing them perspective and insight on the diversity they will encounter in their workplaces and communities.
4. Provide students the foundation for asking and answering insightful questions about the ways in which diverse peoples interact with each other and the consequences of these interactions.

## **Minor**

Students must complete a minor\*. (A second major will also satisfy this requirement.) A student may fulfill the minor requirement in any department or division, as long as the minor selected is not identical to the student's major.

\* Minor requirement does not apply to Music majors (other than Music in Liberal Arts) or students pursuing licensure in Early Childhood Education.

See <http://www.bw.edu/resources/registration/info/core/class/> for a complete list of courses that meet each component of the core.

### **Letter Designations:**

**D = Diversity Studies**  
**F = Fine Arts**

**H = Honors Course**  
**I = International Studies**

**L = Lab Science**  
**W = HPE Course**

# ART & ART HISTORY

The curriculum of the Department of Art has a fourfold objective: to familiarize students with the basic principles of visual art and to prepare them to use the arts intelligently in their own lives: to devote their skills in various techniques and media: to develop their creative, aesthetic awareness and visual expression: and to foster an understanding and appreciation of the arts of other ages and cultures, as well as those of their own time and place.

## Major

The department offers three areas of concentration: Art Education, History of Art, and Studio. Students should enroll initially in any of the 100 or 200 entry level courses which do not have prerequisites. (ART 102IF Art Appreciation is not designed for majors and is not recommended for students who are planning to major in studio or the history of art).

The department requests that enrolling freshmen studio majors present a portfolio of six to ten works when meeting with their faculty advisor.

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## History of Art Major

Computer Code: ARTH

Minimum credits required: 39

Required courses (\* = Prerequisite Required)

### History of Art--35 credits required

ART	231IF	Western Art I	4 credits
ART	232IF	Western Art II	4 credits
ART	234F	Survey of American Painting and Sculpture	3 credits
ART	235(IF)	Topics in Non-Western Art	3 credits
ART	331IF	Northern Medieval Art	3 credits
ART	332IF	Southern Medieval Art	3 credits
ART	333IF	Northern Renaissance Art	3 credits
ART	334IF	Southern Renaissance Art	3 credits
ART	335F	American Architecture and Urban Planning	3 credits
ART	431IF	Nineteenth Century Art	3 credits
ART	432IF	Twentieth Century Art	3 credits

### Studio Art--4 credits required

ART	115F	Two Dimensional Design	2 credits
ART	117F	Color Theory	2 credits

Twenty-four hours of History of Art courses must be taken at Baldwin-Wallace.

If a student majoring in the history of art anticipates applying to a graduate program in the discipline, it is recommended that the student obtain a French 102 or German 102 proficiency before the completion of undergraduate work. A list of recommended courses for the major can be obtained from the head of the history of art area.

Seminars are offered, but are not required as part of the major and are not substituted for stated requirements.

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## Studio Art Major

Computer Code: ARTS

Majors will be required to participate in a yearly critique with the studio faculty. In addition, senior candidates for graduation will choose and mount a senior exhibition in April of their graduation year. The department also requests that enrolling freshmen studio majors present a portfolio of six to ten works when meeting with their faculty advisor.

**Minimum credits required: 33 (plus prerequisites as indicated)**

**Required courses** (\* = Prerequisite Required)

**Studio Art--22 credits required**

ART	110F	Drawing I	2 credits
ART	111F	Drawing II	2 credits*
ART	212	Drawing III	2 credits*
ART	115F	Two Dimensional Design	2 credits
ART	116F	Three Dimensional Design	2 credits
ART	117F	Color Theory	2 credits
Additional Studio Courses			10 credits

**History of Art--11 credits required**

ART	103F	Art of Our Time	3 credits
ART	231F	Western Art I	4 credits
ART	232F	Western Art II	4 credits

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## Art Education Major

Computer Code: ARTE

Multi-age License--Visual Arts

Art education majors will be required to participate in a yearly critique with the studio faculty. In addition, senior candidates for graduation in art education will choose and mount a senior exhibition in April of their graduating year.

**Minimum credits required: 52 (plus prerequisites as indicated)**

**Required courses** (\* = Prerequisite Required)

**Studio Art--32 credits required**

ART	110F	Drawing I	2 credits
ART	111F	Drawing II	2 credits*
ART	212	Drawing III	2 credits*
ART	115F	Two Dimensional Design	2 credits
ART	116F	Three Dimensional Design	2 credits
ART	117F	Color Theory	2 credits
ART	222F	Introduction to Photography <b>OR</b>	2 credits
ART	225F	Two-Dimensional Computer Imaging	2 credits
ART	213F	Introduction to Painting	2 credits

ART 246F	Introduction to Sculpture	2 credits
ART 216F	Introduction to Ceramics	2 credits
ART 248F	Introduction to Printmaking	2 credits
ART 328	Materials and Techniques	2 credits
Required Studio Elective Hours		8 credits

### **History of Art--20 credits required**

ART 102IF	Art Appreciation	3 credits
ART 231IF	Western Art I	4 credits
ART 232IF	Western Art II	4 credits
ART 234F	Survey of American Painting and Sculpture	3 credits
ART 235F	Topics in Non-Western Art	3 credits
One Upper Level Art History Course		3 credits

The student must also satisfy the state requirements in education as offered in other areas of the college, especially those offered by the Division of Education. See Division of Education for a list of requirements.

### **Minor in History of Art**

A minor in art concentrating in the history of art consists of a total of 20 hours, including ART 231IF, 232IF, and 234F, and 235F, and two 300 or 400 level courses. A maximum of one transferred course from another institution can help comprise the minor in art history.

### **Minor in Studio Art**

A minor in art concentrating in the studio area consists of a total of 18 hours including ART 110F, 115F, 116F, 232IF, plus four studio courses of the student's choice.

## **Art and Art History Course Descriptions**

### **History of Art**

ART 050	INDEPENDENT STUDY	One to four credit hours
See <a href="#">Independent Study Program, Section II.</a>		
ART 070	INTERNSHIP	One to twelve credit hours
See <a href="#">Internship Program, Section II.</a>		
ART 259,359,459	FACULTY-STUDENT COLLABORATION	<i>Credit hours to be arranged</i>
See <a href="#">FSC Program, Section II.</a>		
ART 102IF	ART APPRECIATION	Three credit hours
A study of the meanings of visual form and imagery in architecture, painting and sculpture. Not recommended for art majors who have a history of art emphasis; required of art education majors. <i>Offered every semester.</i>		

- ART 103FD ART OF OUR TIME Three credit hours**  
 A look into major trends in American painting, sculpture and architecture since 1945, emphasizing their exciting and meaningful relations in contemporary life. *Offered every semester.*
- ART 231IF WESTERN ART I Four credit hours**  
 A survey of Pre-historic, Ancient, Early Medieval, Islamic, Romanesque, Gothic and Northern Renaissance art. *Offered Fall or Spring semester every year.*
- ART 232IF WESTERN ART II Four credit hours**  
 A survey of art from the Italian Renaissance to the Modern period, including Baroque, Neoclassicism & Romanticism, Realism, Impressionism, Post-Impressionism, Cubism, Dada & Surrealism, Abstract Expressionism and Pop Art. *Offered Fall or Spring semester every year.*
- ART 234F SURVEY OF AMERICAN PAINTING AND SCULPTURE Three credit hours**  
 A survey of American painting and sculpture from the colonial era to World War II. *Offered every other year.*
- ART 235IF TOPICS IN NON-WESTERN ART Three credit hours**  
 A survey of the art of China, India, Japan, Africa or Pre-Colombian areas. *Offered every other year.*
- ART 236IEF EUROPEAN MUSEUMS AND ARCHITECTURE Two credit hours**  
 Art and architecture to be seen while with the Seminar in Europe tour will be studied and discussed. Required of all participants. Course fulfills International Studies and Fine Arts Core credit.
- ART 237IEF ART OF EUROPE OR ASIA Four credit hours**  
 Title of course will vary each year. An intensive, two week, on-site investigation of the art in a specific region of Europe or Asia. Course fulfills International Studies and Fine Arts credit in the Core. Additional fees are required for participation in this course.
- ART 263 SEMINAR IN ART HISTORY One to three credit hours**  
 Areas of specialized interest are offered.
- ART 331IF NORTHERN MEDIEVAL ART Three credit hours**  
 A study of the art of Western Europe from the Carolingian period to the 15th century. *Offered every other year.*
- ART 332IF SOUTHERN MEDIEVAL ART Three credit hours**  
 A study of the Christian art of the western Mediterranean region to the 14th century and the art of the Byzantine Empire to the 15th century. *Offered every other year.*
- ART 333IF NORTHERN RENAISSANCE ART Three credit hours**  
 A survey of the art of the Netherlands, France, Germany and England from 1400-1600. *Offered every other year.*
- ART 334IF SOUTHERN RENAISSANCE ART Three credit hours**  
 A survey of the art of Italy from 1300 to 1520. Emphasis is placed on major artists of the 15th and early 16th centuries. *Offered every other year.*
- ART 335F AMERICAN ARCHITECTURE AND URBAN PLANNING Three credit hours**  
 A study of American architecture and urban planning from the colonial era to the present with Cleveland serving as an appropriate case study. *Offered every other year.*
- ART 431IF NINETEENTH CENTURY ART Three credit hours**  
 A study of European art from the French Revolution in the 1780s to the rise of modernism in the 1880s, emphasizing the works of major painters and sculptors. *Offered every other year.*

**ART 432IF TWENTIETH CENTURY ART Three credit hours**  
A study of the history of art in Europe and America from 1900 to 1945. *Offered every other year.*

**ART 491,492 DEPARTMENTAL THESIS/PROJECT Credit hours to be arranged**

See [Departmental Thesis/Project, Section II.](#)

## Studio Art

**ART 050 INDEPENDENT STUDY One to four credit hours**

See [Independent Study Program, Section II.](#)

**ART 110F DRAWING I Two credit hours**  
Creative problem solving and self-expression are the underlying themes in this survey of the basic topics in drawing, including perspective, perception, materials and techniques.

**ART 111F DRAWING II Two credit hours**  
*Prerequisite: ART 110F*

An extension of ART 110F that includes an introduction to figure drawing and pastels. Students begin formulating a unique personal vision and style while familiarizing themselves with more advance pictorial strategies.

**ART 115F TWO DIMENSIONAL DESIGN Two credit hours**

An investigation of structure and order in the visual arts. Such two dimensional design concepts as figure/ground, positive/negative space, balance, composition, pattern and rhythm will be explored. Emphasis will be on learning basic design concepts through various projects, creation of artworks, visual problem solving, self-expression, and assessment through group critiques by learning to make critical aesthetic judgments.

**ART 116F THREE DIMENSIONAL DESIGN Two credit hours**

Students participate in creative problem-solving exercises that explore the concepts of three dimensional design. Students will participate in classroom critiques where emphasis will be placed on making critical aesthetic judgements.

**ART 117F COLOR THEORY Two credit hours**

The theory and practice of color are closely examined in this course. Useful applications are made to a broad range of fields with a special focus on the visual arts.

**ART 212 DRAWING III Two credit hours**

*Prerequisite: ART 111F*

An in-depth investigation of the human form through drawing. Topics covered include gesture, anatomy, color, and foreshortening. Students will be encouraged to develop a personal philosophy and style regarding the use of the human form in art.

**ART 213F INTRODUCTION TO PAINTING Two credit hours**

An introduction to oil painting, various techniques and styles, both traditional and contemporary, will be explored to aid the student in creative problem-solving and self-expression.

**ART 214F INTERMEDIATE PAINTING Two credit hours**

*Prerequisite: ART 213F*

An extension of ART 213F, students begin building a personal artistic style and philosophy through the exploration of a variety of subjects, working strategies and stylistic concerns. Readings and discussions on contemporary art and artists aid the students in this process.

**ART 216F INTRODUCTION TO CERAMICS Two credit hours**

An introduction to the potters wheel and the basic processes of hand forming, decorating and glazing pottery. Student projects will be evaluated based on craftsmanship, design, aesthetics and creativity.

**ART 217F INTERMEDIATE CERAMICS Two credit hours**

*Prerequisite: ART 216F*

An intensive study of utilitarian and non-utilitarian forms created with clay. Students will participate in classroom critiques where emphasis is placed on craftsmanship, design, aesthetics and creativity.

**ART 220F DIGITAL PHOTOGRAPHY Two credit hours**

This studio course covers the fundamentals of digital photography as an art form. Areas of study include learning to use the digital camera, shutter, aperture and exposure as well as gaining experience in the digital darkroom and in the process of the digital image with Adobe Photoshop. Students will also learn color management and how to print digital images. The course emphasizes visual problem solving and creativity through class assignments. Students must provide a 3 mega pixel camera or greater to complete the course.

**ART 222F INTRODUCTION TO PHOTOGRAPHY Two credit hours**

A study of the fundamentals of black and white photography as an art form. Various creative assignments acquaint the beginner with the taking of pictures, the processing of film, and the enlargement and mounting of final prints. Students must provide their own cameras (with manual adjustable shutter speeds and apertures).

**ART 225F TWO-DIMENSIONAL COMPUTER IMAGING Two credit hours**

A study of two-dimensional computer imaging and design using Adobe Photoshop for creative image making and visual problem solving. Students will learn to operate the computer, picture and film scanners, and color printers while studying the raster based program Adobe Photoshop. The course will focus on 16 million color digital painting, drawing and photography. Students must provide film and/or digital cameras for use in the course.

**ART 226F THREE-DIMENSIONAL COMPUTER IMAGING Two credit hours**

A study of three-dimensional computer imaging and design using the program 3Ds Max for creative image making, animation and visual problem solving. This program is the industry standard for 3D computer imaging for film, video, game creation and 3D visualizations. Students will learn to create virtual 3D worlds by creating 3D objects, navigating space, lighting, camera techniques, ray trace rendering and animation. Emphasis will be on the technical, visual problem solving and self-expression through this medium. May be repeated for credit.

**ART 230F INTRODUCTION TO JEWELRY AND METAL DESIGN Two credit hours**

A study of jewelry and design techniques for creating wearable art and objects. Students will learn to layout, pierce designs in metal, solder, patina, polish and display the works they have created. Students will learn the properties of—and work with—nickel, brass, copper and sterling silver. Emphasis will be placed on the marriage of technical skills and design.

**ART 246F INTRODUCTION TO SCULPTURE Two credit hours**

Students explore creative processes aimed at uncovering the structural and plastic potential of a variety of media. Projects will be critiqued and evaluated while students learn to make critical aesthetic judgements.

**ART 248F INTRODUCTION TO PRINTMAKING Two credit hours**

An introductory course covering various printmaking processes; relief (linocut, woodcut, collagraph), and intaglio (etching). Emphasis will be on learning how to make prints, visual problem-solving, personal image-making, and assessment through group critiques by learning to make critical aesthetic judgments.

**ART 263F SEMINAR One to three credit hours**

Areas of specialized interest are offered

**ART 315      ADVANCED PAINTING      Two credit hours**

*Prerequisite: ART 214F*

Primarily a self-directed course, students are responsible for creating a body of work that reflects individual formal and conceptual concerns. Students receive personalized guidance and feedback through discussions, directed readings and structured critiques. May be repeated for credit.

**ART 318      ADVANCED CERAMICS      Two credit hours**

*Prerequisite: ART 217F*

The exploration and development of a student's personal style in ceramics. Through classroom critiques students learn to make critical aesthetic judgments. This course may be repeated for credit.

**ART 319      SPECIAL TOPICS IN CERAMICS      One to two credit hours**

*Prerequisite: Consent of the Instructor*

This course will focus on and explore techniques and materials not covered in ART 216F, 217F, 318. Areas of concentration may include Raku, Earthenware, Mold Making and Slip Casting, and Clay and Glaze Calculation. This course may be repeated for credit.

**ART 323      ADVANCED PHOTOGRAPHY      Two credit hours**

*Prerequisite: ART 222F*

A study of advanced darkroom procedures with emphasis on color transparencies, black and white experimental techniques, and digital imaging. Creative projects emphasize visual problem-solving, self-expression, and assessment through group critiques by learning to make critical aesthetic judgments. May be repeated for credit.

**ART 330      ADVANCED JEWELRY AND METAL DESIGN      Two credit hours**

*Prerequisite: ART 228*

This is an advanced metal design course. Emphasis is placed on the development of a personal aesthetic while more complex technical skills are explored. Students will become familiar with cold connections, simple metal casting, etching and forming processes. This course can be repeated for credit.

**ART 347      ADVANCED SCULPTURE      Two credit hours**

*Prerequisite: ART 246F*

An intensive study of the sculpture process in a medium of the students' choice. Through regular evaluation and critiques students will learn to make critical aesthetic judgments. May be repeated for credit.

**ART 349      ADVANCED PRINTMAKING      Two credit hours**

*Prerequisite: ART 248F*

An intensive personal exploration of any print medium of the students choice. A search for individual style is emphasized. Advanced topics will also be covered and may include: photographic techniques in etching and lithography, the big woodcut, color techniques in relief and intaglio, the collagraph, the multi-block print, paper making and the print, and artists books. May be repeated for credit.

## **Art Education**

**ART 328      MATERIALS AND TECHNIQUES      Two credit hours**

*Required of all art education majors. Not open to freshmen*

A study of the materials and methods relative to teaching the visual arts as they pertain to the Early Childhood Licensure. Emphasis will be on how the visual arts may aid in the child's physical social, emotional, cognitive and creative development. The student will be actively engaged in the areas of design, painting, printmaking and other projects both two and three dimensional in nature.

# ARTS MANAGEMENT PROGRAM

This program is designed to present an overview of skills and techniques required for managers of not-for-profit arts organizations as well as to introduce students to contemporary issues facing such organizations. The program consists of three components: a major or minor in fine arts, a major or minor in business, and special topic courses and internships in arts management. It is possible to complete a major in another field, two minors (one in fine arts and the other in business) and the arts management courses and internships and successfully complete the program. Because of the variety of career paths students in this program may take, faculty advising is a vital part of this program. Student needs, interests, background experience and future aspirations are used as guides to curricular recommendations which enable students to consider multiple options for graduate study or professional employment. For more information about Arts Management, contact program coordinator Bryan Bowser at (440) 826-2366 or [bbowser@bw.edu](mailto:bbowser@bw.edu).

Successful completion of the program will be indicated on the college transcript for students who successfully complete college and program requirements.

## Program Requirements

Students enrolled in the program must choose a major field of study, a minor field of study and complete the dedicated Arts Management classes. Failure to complete the Arts Management classes will not prevent a student from graduating, although it will prevent satisfactory completion of the program from appearing on his or her transcript. The program consists at its minimum of the AMG courses, a specialized minor in fine arts, and a minor in Business. Minors may be replaced by a major in the same area where applicable.

There are three components to the program:

- 1- Arts Management component
- 2- Fine Arts component
- 3- Business Administration component

## **Arts Management Component**

Minimum credits required: 15

### **Required courses** (\* = Prerequisite Required)

AMG 102	Intro to Arts Management	3 credits
AMG 270	On-Campus Internship	2 credits*
AMG 301	Public Relations, Marketing & Fundraising for the Arts Org.	3 credits*
AMG 401	Senior Experience	1 credit*
AMG 470	Internship	3 credits*

One Fine Arts Appreciation Course- Must be chosen from a different Fine Arts discipline than the student's Fine Arts component. 3 credits

## ***Fine Arts Component***

The Fine Arts component may be satisfied by completing any of the following options:

History Of Art Major	39 credits
Studio Art Major	33 credits
Minor in History of Art	20 credits
Minor in Studio Art	18 credits
Dance Minor	23 credits
Bachelor of Music, Music Major	126.5-137.5 credits
Bachelor of Arts, Music Major	41 credits
Music Minor	21 credits
Specialized Music Minor for AMG Program	17-18 credits
Theatre Major	46 credits
Theatre Minor	19 credits

## ***Business Component***

The Business component may be satisfied by completing one of the following options:

Business Administration Major	54 credits
Business Administration Minor	28 credits
Accounting Major	54 credits
Accounting Minor	25 credits
Finance Major	54 credits
Finance Minor	28 credits
Human Resources Major	54 credits
Human Resources Minor	24 credits
Management Major	54 credits
Management Minor	21 credits
Marketing Major	54 credits
Marketing Minor	21 credits
Entrepreneurship Minor	21 credits

## Arts Management Program Course Descriptions

**AMG 102 INTRODUCTION TO ARTS MANAGEMENT** *Three credit hours*

An examination of the Arts Management field including career options, types of arts organizations, relationship of program components to program goals, and current issues in arts management. Students will also reflect upon their career goals, create preliminary plans for attaining them, and begin working on interview, resume, and professionalism skills.

**AMG 270 ON-CAMPUS INTERNSHIP** *Two credit hours*

*Prerequisite: AMG 102*

See [Internship Program, Section II.](#)

**AMG 301 PUBLIC RELATIONS, MARKETING & FUNDRAISING FOR THE ARTS ORGANIZATION** *Three credit hours*

*Prerequisite: AMG 102*

This course focuses on skills related to strategic planning, outreach, and resource development strategies for not-for-profit arts organizations.

**AMG 401 SENIOR EXPERIENCE** *One credit hour*

*Prerequisite: AMG 102, 270.*

This course focuses on typical transitional issues for college seniors as they prepare for graduate school or careers in arts management.

**AMG 470 INTERNSHIP** *Three credit hours*

*Prerequisites: AMG 102, AMG 270, AMG 301, 3.0 GPA and successful completion of a junior-year portfolio review and interview with the Arts Management faculty.*

See [Internship Program, Section II.](#)

# ASIAN STUDIES MINOR

The primary goal of the Asian Studies Minor at Baldwin-Wallace College is to serve students who have personal and professional interests in learning more about Asia. With Asia's increasing international presence and influence, it is crucial to understand this region's historical, political, economic, and social experiences for students who seek to work in areas of international business, politics, and comparative studies in various fields. The course works for the minor combine the social sciences and the humanities as they investigate many dimensions of Asian life.

A student wishing to declare an Asian Studies Minor is encouraged to meet with the director of the Asian Studies Minor early in the student's college study to develop a plan for completing the minor's requirements. Direct all questions related to the minor to Professor Ellen Posman, new director of the minor, in the Department of Religion.

## Asian Studies Minor

**Students must earn a minimum of 19 credit hours distributed among the following requirements to complete the Asian Studies minor. (\* = Prerequisite Required)**

ASN 100I Understanding Asia **3 credits**

**Complete one semester of Asian language (from CHI 101, 102, 201 or 202) 4 credits**

These Chinese courses are offered in the Foreign Languages Department at Baldwin-Wallace College. Students with native speaking ability or those who have taken an Asian language course (e.g., Japanese, Korean, or Hindu) elsewhere are exempt from the language requirement. The latter group must show transcript that includes such a course. Students with the language exemption must take another 4 credit hour elective course instead to complete the minimum requirement of the 19 credit hours.

**Elective courses in Humanities and Social Sciences# 12 credits**

Electives must include at least 2 courses at the 200-300 level and must include at least one course in Humanities and at least one course in Social Sciences.

#The following courses count as electives:

### HUMANITIES:

ART 235F	Topics in Non-Western Art	3 credits
ENG 335I	Literature and Film of the South Asian Diaspora	4 credits*
ENG 336I	Specific Genres (when focus is on Asia)	4 credits*
HIS 267I	Vietnam	3 credits*
HIS 291I	East Asia	3 credits*
HIS 391I	History of China	4 credits*
HIS 236I	Women in Eastern Civilization	3 credits*
HIS 288I	Islamic History 600-1800	3 credits*
REL 101I	Religions of India	3 credits
REL 102I	Religions of China and Japan	3 credits

REL 2011	Buddhist Culture in Asia	3 credits
REL 393I	Special Topics (when focus is on Asia)	3 credits*

**SOCIAL SCIENCES:**

ECN 362I	Economics of Developing Countries	3 credits*
POL 314I	Comparative Foreign Relations (when focus is on Asia)	3 credits
POL 326I	Special Topics (when focus is on Asia)	3 credits
POL 327I	Political change in Asia	3 credits
POL 363I	South Asia and World Politics	3 credits
SOC 350I	Modern China	3 credits
SOC 250I	Socioeconomic Development in South Asia	3 credits

## **Asian Studies Course Descriptions**

**ASN 100I      UNDERSTANDING ASIA      *Three credit hours***

This interdisciplinary, team-taught course will provide an overview of the broad social changes in the major social institutions in contemporary China, Japan, Korea, India, and Pakistan. The course will place special emphasis on “modern” East Asia and South Asia’s linkages with their “traditional” pasts. The goal of the course is to give a broad introduction to social conditions in this part of the world, and to provide a basis for further study in more advanced and specialized classes in Asian studies.

# ASTRONOMY

Courses in astronomy are offered by the Department of Physics and Astronomy. No major or minor in astronomy is currently being offered.

## Course Descriptions

- AST 050**            **INDEPENDENT STUDY**            *One to three credit hours*  
See [Independent Study Program, Section II.](#)
- AST 070**            **INTERNSHIP**            *Credit hours to be arranged*  
See [Internship Program, Section II.](#)
- AST 259,359,459** **FACULTY-STUDENT COLLABORATION**    *Credit hours to be arranged*  
See [FSC Program, Section II.](#)
- AST 100L**           **OBSERVATIONAL ASTRONOMY**            *Four credit hours*  
*The student is assumed to have had high school mathematics through algebra*  
An introductory lecture-laboratory course investigating the universe as revealed by observations. Stars, planets and other astronomical objects are observed with the naked eye, small telescopes, and the 13-inch telescope of the Burrell Memorial Observatory. Laboratory exercises emphasize the basis of observational facts which underlie modern astronomical knowledge. Lab included.
- AST 111**            **ASTRONOMY OF THE STARS**            *Three credit hours*  
*The student is assumed to have had high school mathematics through algebra*  
An introductory lecture course dealing primarily objects beyond the solar system. The course briefly discusses the historical development of astronomy, telescopes, and spectroscopy. The major topics covered are the birth and death of stars, the structure and evolution of galaxies, exotic objects such as pulsars, white dwarfs, black holes, radio galaxies, quasars and some of the current theories of cosmology. No Lab.
- AST 121**            **ASTRONOMY OF THE SOLAR SYSTEM**    *Three credit hours*  
*The student is assumed to have had high school mathematics through algebra*  
An introductory lecture dealing primarily with objects in the solar system. The course briefly covers the methods and historical development of astronomy. Drawing on the most recent data from space probes and the Hubble, the course's major topics include the structure of the sun, the structure and remarkable features of the planets and their moons, and solar system debris such as comets and asteroids. No Lab.
- AST 131L**           **EXPLORATORY ASTRONOMY**            *Four credit hours*  
*The student is assumed to have had high school mathematics through algebra*  
An introductory lecture-laboratory course dealing with topics in solar system and stellar astronomy. Lab exercises emphasize topics such as the nature and properties of light, optics, heat, mechanics, astronomical data analysis and/or computer simulations. Lab included.
- AST 200**            **SCIENCE**            *One to four credit hours*  
A study of a topic in science which may involve an interdisciplinary approach. Course content is determined by the department under whose auspices the course is offered.
- AST 491,492**       **DEPARTMENTAL THESIS/PROJECT**       *Credit hours to be arranged*  
See [Departmental Thesis/Project, Section II](#)

# BIOLOGY AND GEOLOGY

The objective of the biology curriculum in the Department of Biology & Geology is to provide a strong foundation in the scientific principles governing living organisms—from the molecular and cellular level to ecological and environmental interactions. The biology major emphasizes research, critical thinking, and communication in order to build the skills and knowledge needed to succeed in a biological career or graduate/professional school. Examples of graduate and professional degrees pursued by recent graduates include medicine, dentistry, pharmacy, veterinary medicine, genetic counseling, nursing, environmental science, and molecular biology. Employers of recent graduates include pharmaceutical companies, school systems, government agencies, zoos, research labs, environmental education centers, and biotechnology companies.

The geology component of the Department provides the basic knowledge of the structural, physical and chemical nature of the planet and its manifestations on the surface.

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## Biology Major

Computer Code: BIOL

**Minimum credits required: 50.5/51.5** (\* = Prerequisite Required)

All biology courses for the major have a prerequisite except BIO 121L, 122L & 163.

### Required courses

BIO	121L, 122L	Principles of Biology I & II	8 credits
BIO	211	Genetics	4 credits*
BIO	212	Microbiology	4 credits*
BIO	221	General Zoology	3 credits*
BIO	222	General Botany	3 credits*
BIO	163	Freshman Seminar	0.5 credits
BIO	263	Sophomore Seminar	1 credits*
BIO	363	Biology Seminar	0 credits
BIO	463	Senior Seminar	1 credits*
CHM	111, 112	General Chemistry w/ Labs	9 credits

### At least one of the following Structure & Function Biology courses:

BIO	330	Gross Anatomy	4 credits*
BIO	332	Histology	3 credits*
BIO	333	Human Physiology	4 credits*
BIO	337	Plant Physiology	4 credits*

### At least one of the following Cellular and Molecular Biology courses:

BIO	331	Developmental Biology	4 credits*
BIO	336	Molecular Biology	4 credits*
BIO	341	Immunology	4 credits*

### At least one of the following Environmental Biology courses:

BIO	309	Vertebrate Natural History	4 credits*
BIO	310	Evolution	4 credits*

BIO	313	Ecology	4 credits*
BIO	334	Invertebrate Natural History	4 credits*

### **Biology Electives**

**6 credits**

**Additional biology courses totaling 6 credits are required bringing the minimum to 50.5/51.5 credits.**

Courses in organic chemistry, physics, and statistics are recommended for students who expect to continue their education in graduate or professional school. The general biology sequence (BIO 121L and BIO 122L) and Freshman Biology Seminar (BIO 163) should be taken during the freshman year. The Sophomore Biology Seminar (BIO 263), General Zoology (BIO 221), and General Botany (BIO 222) should be taken the sophomore year. The Senior Biology Seminar (BIO 463) should be taken either the Fall or Spring semester of the senior year. Biology majors are expected to take the Biology Seminar (BIO 363) every semester after their freshman year. The BIO 121L, 122L courses are prerequisites for all two, three, and four hundred level biology courses for majors.

### **Biology Minor**

A minor in biology consists of a minimum of 17 semester credits of biology (BIO) courses including BIO 121L and 122L. We encourage students to consult a biology faculty member to help them develop a minor that best suits their needs.

### **Geology Minor**

**Courses in Geology are offered by the Department of Biology and Geology.**

The goals of the geology course offerings are to instill in the student an appreciation of the earth's place and behavior in the universe; to give an understanding of the processes that have acted throughout time to shape the earth, its resources, and its life forms; to examine the effects of these processes on human habitation and the environment; and to bring an awareness of the interdisciplinary nature of the solutions to the earth's environmental problems.

A Geology minor shall consist of a minimum of 17 credit hours and must include GEO 111L, 112L, and 232L.

A minor in geology is offered to meet the needs of those preparing to teach earth sciences in primary and secondary schools, those who are simply interested in learning more about the earth as part of a liberal arts education, and to provide a foundation for those who wish to do further work in geology or environmental sciences.

## Biology Course Descriptions

**BIO 050**

**INDEPENDENT STUDY**

**One to four credit hours**

See [Independent Study Program, Section II.](#)

**BIO 070**

**INTERNSHIP**

**One to twelve credit hours**

*Up to twelve hours may count toward graduation, but only four hours may count toward the biology major.*

See [Internship Program, Section II.](#)

**BIO 259,359,459 FACULTY-STUDENT COLLABORATION**

**Credit hours to be arranged**

See [FSC Program, Section II.](#)

**BIO 101**

**HUMAN BIOLOGY**

**Three credit hours**

*For non-biology majors only; does not count toward biology major credits*

A non-laboratory scientific study of fundamental biological principles as they pertain to the human condition.

**BIO 110L**

**BIOLOGY FOR THE CITIZEN**

**Three credit hours**

*For non-biology majors only; does not count toward biology major credits*

A lecture-laboratory inquiry into selected biological topics of interest to the intelligent citizen.

**BIO 111L**

**FIELD BIOLOGY**

**Four credit hours**

*For non-biology majors only; does not count toward biology major credits*

An ecological approach to the study of life with emphasis on the outdoor world and peoples place in it. A field and laboratory course emphasizing the natural history of selected aquatic and terrestrial ecosystems.

**BIO 121L**

**PRINCIPLES OF BIOLOGY I**

**Four credit hours**

A lecture-laboratory survey of cellular and molecular biological principles. Topics include the chemistry of living cells; cellular structure, function, and metabolism; and the principles of inheritance.

**BIO 122L**

**PRINCIPLES OF BIOLOGY II**

**Four credit hours**

A lecture-laboratory survey of macro-level biological principles. Topics include evolution, diversity, classification, ecology, and environmental science.

**BIO 150I**

**HUMANS & THE EARTH: CAN WE COEXIST?**

**Three credit hours**

This team taught, interdisciplinary course examines global environmental issues, including biodiversity, climate, energy and population from biological and other disciplinary perspectives. These other perspectives will vary depending upon the academic disciplines of the other two faculty members who will teach the course. The student can satisfy three core credits, either in the sciences (BIO 150I) or in the social sciences (ECN 150I).

**BIO 163**

**FRESHMAN BIOLOGY SEMINAR**

**One-half credit hours**

*All biology majors must take this course during their first year of study at Baldwin-Wallace.*

This course serves as an introduction to the opportunities, expectations, and responsibilities that result from choosing a career in the biological sciences. The course consists of discussions, outside speakers, assessment testing, and presentations given by senior biology majors. Graded S/U.

**BIO 180L INTRODUCTION TO BIOTECHNOLOGY Three credit hours**

*For non-biology majors only; does not count toward biology major credits*

An introduction to the science of biotechnology. Topics to be covered include a survey of the fundamentals of proteins and DNA, the basic procedures employed in working with these biological molecules, and the construction of recombinant DNA and transgenic animals (“genetic engineering”). The class will also explore the societal impact of biotechnology.

**BIO 200 SCIENCE One to four credit hours**

A study of a topic in science that involves an interdisciplinary approach. The department under whose auspices the course is offered determines course content.

**BIO 203L HUMAN ANATOMY AND PHYSIOLOGY I Four credit hours**

A lecture-laboratory course covering cells, tissues and the skeletal, muscular, nervous, sensory, and respiratory systems of the human body. Prosected human cadavers, organs and skeletons will be studied in the laboratory portion of the course.

**BIO 204 HUMAN ANATOMY AND PHYSIOLOGY II Three credit hours**

*Prerequisite: BIO 203L*

A continuation of BIO 203L, covering the cardiovascular, integumentary, endocrine, immune, digestive, urinary, reproductive and lymphatic systems of the human body. Prosected human cadavers, organs and live human specimens will be studied in the laboratory portion of the course.

**BIO 210IE TROPICAL ECOLOGY Four credit hours**

*Prerequisite: Consent of instructor*

This course explores ecological principles as demonstrated by interactions among tropical organisms and their environments. The laboratory component of the course involves field work done in a tropical setting.

**BIO 211 GENETICS Four credit hours**

*Prerequisite: BIO 121L, 122L*

A lecture-laboratory study of classical, cellular and population genetics.

**BIO 212 MICROBIOLOGY Four credit hours**

*Prerequisite: BIO 121L, 122L*

A lecture-laboratory study of microorganisms, particularly bacteria. The relationship of these microorganisms to humans is emphasized.

**BIO 221 GENERAL ZOOLOGY Three credit hours**

*Prerequisite: BIO 121L, 122L*

A lecture-laboratory survey of the most common taxa of the animal kingdom.

**BIO 222 GENERAL BOTANY Three credit hours**

*Prerequisite: BIO 121L, 122L*

A lecture-laboratory study of the plant kingdom with emphasis on the flowering plants.

**BIO 250 PRINCIPLES OF NEUROSCIENCE Three credit hours**

*This course may be taken to partially satisfy the general curriculum requirement in either the Social Sciences or the Natural Sciences.*

An introduction to the study of the brain and behavior. In this course students will become familiar with recent advances in the growing field of Neuroscience as they consider how their brains work and how the nervous system grows, perceives, controls the body, sleeps, ages and responds to damage and disease.

**BIO 263 SOPHOMORE BIOLOGY SEMINAR****One credit hours**

*Prerequisite: BIO 163. Biology majors must take this course during their sophomore year. Transfer biology majors must take this course the next semester after they take BIO 163 if they are sophomores or higher when they transfer in. Otherwise, they must take this course their sophomore year.*

Students in this course will learn how to use and interpret the scientific literature, and how to research, develop and deliver a talk on a current topic in Biology.

**BIO/PSY 303 PHYSIOLOGICAL PSYCHOLOGY****Four credit hours**

*Prerequisite: PSY 100 or PSY 110 or BIO 121L or BIO 203L or consent of instructor. This course may be taken to partially satisfy the general curriculum requirement in the social sciences.*

This lecture-laboratory course provides an overview of the physiological bases of behavior, cognition, motivation, emotion, learning and memory. Emphasis is placed on the mechanisms of brain and endocrine system functioning.

**BIO 309 VERTEBRATE NATURAL HISTORY****Four credit hours**

*Prerequisite: BIO 121L, 122L*

A lecture-laboratory-field study of the evolution and ecology of vertebrate animals.

**BIO 310 EVOLUTION****Four credit hours**

*Prerequisite: BIO 121L, 122L*

A lecture-laboratory-field study of the fundamental principles of organic evolution.

**BIO 313 ECOLOGY****Four credit hours**

*Prerequisite: BIO 121L, 122L*

A laboratory-field study of the concepts of ecology. Representative aquatic and terrestrial ecosystems will be studied.

**BIO 330 GROSS ANATOMY****Four credit hours**

*Prerequisite: BIO 121L, 122L*

This is a lecture-laboratory course in the gross structures of the human body, in which a detailed, regional approach is used. Student dissection of human cadavers, as well as the study of skeletons and organs will be performed in the laboratory.

**BIO 331 DEVELOPMENTAL BIOLOGY****Four credit hours**

*Prerequisite: BIO 211 or consent of instructor.*

A lecture-laboratory course emphasizing the processes and concepts of embryonic development at the cellular, tissue, and organismal levels. A large part of this course is concerned with the biochemical, cellular, and molecular aspects of developmental biology.

**BIO 332 HISTOLOGY****Three credit hours**

*Prerequisite: BIO 121L & 122L or BIO 203L & 204L*

A lecture-laboratory study of the microscopic structure of the human body. All organ systems will be covered. Detailed consideration is given to the manner in which cells are organized into tissues and tissues are organized into organs. Slides of mammalian tissues and organs will be studied in the laboratory portion of the course.

**BIO 333 HUMAN PHYSIOLOGY****Four credit hours**

*Prerequisite: BIO 121L, 122L*

A lecture-laboratory study of the fundamental processes responsible for the normal function of the cells, tissues, organs, and systems of the human body. Initial emphasis is given to physiological processes common to all cells of the body. Essential concepts of physiology at the organ and system level are then presented.

**BIO 334 INVERTEBRATE NATURAL HISTORY****Four credit hours**

*Prerequisite: BIO 221*

A laboratory-field study of the ecology, behavior and importance of invertebrate animals. Special emphasis is given to insects and marine organisms.

**BIO 336 MOLECULAR BIOLOGY****Four credit hours**

*Prerequisite: BIO 211 is required and BIO 212 is recommended*

A lecture-laboratory study of some of the major techniques and applications in molecular biology.

**BIO 337 PLANT PHYSIOLOGY****Four credit hours***Prerequisite: BIO 222*

A lecture-laboratory study of the mechanisms employed by plants to solve the problems of life on land. Discussion of classic and current papers from the literature is included. Major topics covered are stress physiology, growth and development, and photosynthesis. The cellular and molecular basis for plant function is explored. The implications of plants' physiological adaptations in ecology and agriculture are emphasized.

**BIO 341 IMMUNOLOGY****Four credit hours***Prerequisite: BIO 121L, 122L are required. BIO 211 and BIO 212 are recommended.*

A lecture-laboratory study of innate and acquired immune responses.

**BIO 363 BIOLOGY SEMINAR****Zero credit hours**

This course consists of attending the senior biology seminar (BIO 463) and evaluating the presentations. Graded S/U.

**BIO 365 ECOLOGY FIELD STUDIES****Two credit hours***Prerequisite: Consent of the instructor*

A field and classroom study of a particular ecosystem. A major component of the course will be an extensive field trip that will take place during or after the semester in which the course is offered. Graded S/U.

**BIO 405 ADVANCED TOPICS IN BIOLOGY****One to four credit hours***Prerequisite: Junior or Senior standing or consent of instructor. Prerequisite courses will be specified on the basis of the subject offered.*

A single topic will be addressed each time the course is offered, but topics chosen may differ.

**BIO 463 SENIOR BIOLOGY SEMINAR****One credit hours***Prerequisite: One or two semesters of BIO 363. Must be repeated if grade is below C.*

Students enrolled in this course will give an oral presentation to the faculty and students of the Department on a previously approved biological topic that they have researched. They will write a research paper on the same topic.

**BIO 491 DEPARTMENTAL THESIS/PROJECT****Credit hours to be arranged**

See [Departmental Thesis/Project, Section II.](#)

**Medical Technology**

Before entering hospital training, students enrolled in the Medical Technology Program at Baldwin-Wallace College may elect one of two options: the three-plus-one hospital-based affiliation program or the four-plus-one hospital-based affiliation program (Post-BS option). Both options require the fulfillment of the College requirements for graduation and also the following requirements of the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS):

Sixteen hours of biological sciences, including Microbiology, Immunology, Genetics or Molecular Biology, Anatomy and Physiology; 16 hours of chemistry including Organic or Biochemistry; Statistics; the bachelor's degree, and a 12 month hospital training program.

The hospital presently affiliated with Baldwin-Wallace is Southwest General Health Center.

Before admission to the hospital training program, a student's transcript is evaluated by the registrar and sent to the hospital at the student's request. Requests for this evaluation, as well as an application for admission to the hospital school of medical technology, should be submitted about one year prior to entrance into the hospital training program. Priority will be given to students enrolled in the three-one program; however, acceptance is not guaranteed.

Upon satisfactory completion of one year of hospital training, the student receives a Bachelor of Science degree with a major in biology and is then eligible to take a National Certification Examination. Four hours from the hospital training program will count toward the Biology major at Baldwin-Wallace.

Students will receive close personal counseling. A faculty advisor with practical experience and genuine concern will work with any student who seeks this help. Periodically, there are opportunities to visit medical technology laboratories and to interact with professionals, as well as students, currently in training.

### **Courses Offered in Hospital Schools of Medical Technology**

*Prerequisite: Enrollment in a hospital school of medical technology that has been approved by the Council of Medical Education of the American Medical Association in collaboration with the National Accrediting Agency for Clinical Laboratory Sciences.*

#### **MICROBIOLOGY AND IMMUNOLOGY**

***Ten credit hours***

Lectures and laboratory experience in bacteriology, parasitology, mycology and immunology; culture and identification of microorganisms; utilization of media; antibiotic sensitivity studies; serology tests.

#### **CLINICAL CHEMISTRY**

***Eight credit hours***

Lectures and laboratory experience; applied automated techniques in quantitative chemistry of blood and other body fluids.

#### **HEMATOLOGY**

***Six credit hours***

Lectures and laboratory experience; blood morphology in health and disease; normal and abnormal physiology of blood; venipuncture technique; blood cell counting and identification.

#### **IMMUNOHEMATOLOGY**

***Three credit hours***

Lectures and laboratory experience; common blood group antigens and antibodies; identification; compatibility testing; collection and preparing blood products for transfusion.

#### **CLINICAL MICROSCOPY**

***One credit hours***

Lectures and laboratory experience; chemical and microscopic examination of urine.

#### **SPECIAL SUBJECTS**

***Four credit hours***

Lectures, demonstrations and laboratory experience that might include special subjects such as hospital orientation, laboratory computer systems, management and education.

## **Geology Course Descriptions**

### **GEO 104L GEOLOGY OF NATIONAL PARKS**

***Four credit hours***

An introduction to the geology of selected national parks and monuments of the United States, emphasizing basic geologic principles and processes illustrated by the geology of each area. Three lecture sessions and one lab per week.

### **GEO 111L THE DYNAMIC EARTH**

***Four credit hours***

A study of the origin and nature of minerals and rocks as well as the dynamic processes acting on and in the earth (erosion, sedimentation, volcanism, plate tectonics) and their results as reflected in topography and earth structure. Three lecture sessions and one lab per week. One Saturday or Sunday field trip required.

### **GEO 112L EARTH HISTORY & PLATE TECTONICS**

***Four credit hours***

An introduction to the geologic history of the earth including the history of the large scale crustal movements (plate tectonics) and the evolutionary development of prehistoric organism which inhabited the earth. Three lecture sessions and one lab per week. One field trip required.

**GEO 121IL PHYSICAL GEOGRAPHY**

***Four credit hours***

An introduction to some of the physical features and processes of the earth and their significance in relation to many of the activities and problems of humans in the modern world. Three lecture sessions and one lab per week.

**GEO 150 REGIONAL GEOLOGY & GEOGRAPHY**

***Two credit hours***

An introduction to physical and historical geology as well as physical geography of selected areas. Basic geologic principles and processes will be illustrated by the geology of the area of interest. Two lecture sessions per week.

**GEO 163 GEOLOGY SEMINAR**

***One credit hours***

This course consists of study, discussion and demonstration of special topics. One class session per week.

**GEO 200 SCIENCE**

***Three credit hours***

An interdisciplinary approach to a topic of scientific interest. Course content is determined by the topic chosen.

**GEO 205L GEO-ORIENTEERING**

***Three credit hours***

A course designed to provide a better understanding of spatial information, its purpose, and its display. It explores the use of maps and compasses, Global Positioning System (GPS), and Geographic Information System (GIS).

**GEO 221L SHAPING THE LAND**

***Three credit hours***

This course explores meteorology and geomorphology, explains the components of weather that effect life on earth, describes the inner forces that create mountains and continents, and describes how erosion and weathering of solid rock level the surface of the earth's crust.

**GEO 223L GEOLOGY OF THE ROCKY RIVER VALLEY**

***Three credit hours***

This course utilizes the local resource of the Rocky River Valley to teach principles of geology. The student will be in the valley every weekend to study the geologic features.

**GEO 225L CRYSTALS, MINERALS, AND ROCKS**

***Four credit hours***

An entry-level laboratory course that introduces the basic concepts of crystallography, mineralogy, and petrology.

**GEO 227 ENVIRONMENTAL GEOLOGY**

***Three credit hours***

An exploration of how the earth's geologic environment affects the earth's life forms. It is also an exploration of the impact of man on the earth's geologic evolution, and a review of the laws governing the use of natural resources.

**GEO 229 OCEANOGRAPHY**

***Three credit hours***

A study of the physical aspects of the oceans starting with the ocean floor continuing to the chemical make up of the water, the currents, and movement of the waves. The ocean environment and relationship between the ocean and the atmosphere will be included.

**GEO 232L ELEMENTS OF MINERALOGY**

***Four credit hours***

*Prerequisite: GEO111 or consent of the instructor*

A course that includes the elements of crystallography, crystal growing, crystal chemistry, physical properties and descriptive mineralogy of the important or rock forming minerals. Three lecture sessions and one lab per week.

# BUSINESS ADMINISTRATION

The Division of Business Administration trains students to become contributing members of today's corporate, entrepreneurial, public and non-profit organizations. While an objective of the Division is to prepare a person for specific career orientation, the Division recognizes that the student must also develop into an individual ready to adapt to personal and social problems as well as to a constantly changing global, competitive environment. Communication and leadership skills are critical and will be honed through experiential learning, internship opportunities, and student organizational involvement. Prior to entering a specialized curriculum, students will broaden their preparation in written and oral communications, the social and natural sciences, mathematics and other courses that will prepare them for a lifetime of learning.

**Special Note:** A course taken as an elective for a BUS major cannot be used as an elective to satisfy the requirements of another BUS major or minor.

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## Business Administration Major Computer Code: BSAD

**Minimum credits required: 54**

**Prerequisite Courses** (\* = Prerequisite Required)

ECN 101	Principles of Economics I (Micro)	4 credits
ECN 102	Principles of Economics II (Macro)	4 credits*
ECN 279	Elements of Statistics	4 credits*
CSC 141	Advanced Applications for Information Analysis	3 credits

**Required Business Administration Courses** (\* = Prerequisite Required)

BUS 211	Principles of Accounting I	3 credits*
BUS 212	Principles of Accounting II	3 credits*
BUS 305	Introduction to Management	3 credits*
BUS 326	Legal Environment of Organizations	3 credits
BUS 330	Introduction to Marketing	3 credits*
BUS 342	Corporate and Organizational Finance	3 credits*
BUS 365	Management Science	3 credits*
BUS 451	Management Strategy & Policy	3 credits*

**Elective Business Administration Courses**

Five elective courses at the 300-400 level 15 credits\*

Students majoring in business administration must also meet these requirements:

1. At least six (6) courses at the 300-400 level must be completed in the Division of Business Administration at Baldwin-Wallace College.
2. Not more than 60 semester hours of BUS prefix course work can be applied to the 124 hours required for the Bachelor of Arts degree. This includes any transferred BUS credit hours, field experience and independent study sponsored by Business Administration.
3. Students planning to attend graduate school are encouraged to take calculus.
4. A maximum of 4 semester hours of a D grade in a required BUS prefix course may be counted toward the major.

**Business Administration Minor- 28 credit hours**

**Prerequisite Courses:** (\* = Prerequisite Required)

ECN	100^	Survey of Economics	3 credits
ECN	279	Elements of Statistics	4 credits*

**Required Business Administration Courses:** (\* = Prerequisite Required)

BUS	211	Principles of Accounting I	3 credits*
BUS	212	Principles of Accounting II	3 credits*
BUS	305	Introduction to Management	3 credits*
BUS	330	Introduction to Marketing	3 credits*
BUS	342	Corporate and Organizational Finance	3 credits*

**Elective Business Administration Courses:**

Two Business Administration courses at the 300-400 level			6 credits*
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^The sequence of ECN 101 and ECN 102 can be substituted for ECN 100

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**Accounting Major**

**Computer Code: BSAC**

The Accounting Major provides both technical accounting and financial skills and the broad functional business background necessary to succeed in this challenging career field. New financial instruments and accounting pronouncements are being developed constantly. Tax laws are ever changing. While Accounting expertise is critical, managers in the field must make recommendations and decisions with the 'big picture' in mind and communicate information in an open and understandable way to both external and internal users.

**Minimum credits required: 54**

**Prerequisite Courses** (\* = Prerequisite Required)

ECN	101	Principles of Economics I (Micro)	4 credits
ECN	102	Principles of Economics II (Macro)	4 credits*
ECN	279	Elements of Statistics	4 credits*
CSC	141	Advanced Applications for Information Analysis	3 credits

**Required Business Administration Courses** (\* = Prerequisite Required)

BUS	211	Principles of Accounting I	3 credits*
BUS	212	Principles of Accounting II	3 credits*
BUS	305	Introduction to Management	3 credits*
BUS	326	Legal Environment of Organizations	3 credits
BUS	330	Introduction to Marketing	3 credits*
BUS	342	Corporate and Organizational Finance	3 credits*
BUS	365	Management Science	3 credits*
BUS	451	Management Strategy & Policy	3 credits*

### **Elective Accounting Courses**

Five elective courses in Accounting  
(among BUS 316, BUS 321, BUS 322, BUS 328, BUS 378, BUS 407, BUS 408, BUS 417, BUS 418, BUS 420, BUS 421, BUS 463 Financial Statement Analysis) 15 credits\*

Students majoring in Accounting must also meet these requirements:

1. At least six (6) courses at the 300-400 level must be completed in the Division of Business Administration at Baldwin-Wallace College.
2. Not more than 60 semester hours of BUS prefix course work can be applied to the 124 hours required for the Bachelor of Arts degree. This includes any transferred BUS credit hours, field experience and independent study sponsored by Business Administration.
3. Students planning to attend graduate school are encouraged to take calculus.
4. A maximum of 4 semester hours of a D grade in a required BUS prefix course may be counted toward the major.

### **Accounting Minor- 25 credit hours**

**Prerequisite Courses:** (\* = Prerequisite Required)

ECN	100 <sup>^</sup>	Survey of Economics	3 credits
ECN	279	Elements of Statistics	4 credits*

**Required Business Administration Courses:** (\* = Prerequisite Required)

BUS	208#	Introduction to Business	3 credits
BUS	211	Principles of Accounting I	3 credits*
BUS	212	Principles of Accounting II	3 credits*

### **Elective Accounting Courses:**

Three elective courses in Accounting  
(among BUS-316, 321, 322, 378, 407, 408, 417, 418, 420, 421) 9 credits\*

<sup>^</sup>The sequence of ECN 101 and ECN 102 can be substituted for ECN 100

<sup>#</sup>The sequence of BUS 305, BUS 326, & BUS 330 can be substituted for BUS 208

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## Finance Major

Computer Code: BSFN

The field of financial management, now more than ever, needs ethical professionals with a broad educational background. Financial management examines the sources and uses of funds within an organization, the returns and risks related to an organization's working capital and capital budgeting decisions. Financial curriculum prepares students for challenging and fast-paced positions in financial planning, investment, and services in both public and private sector finance.

### Minimum credits required: 54

#### Prerequisite Courses (\* = Prerequisite Required)

ECN	101	Principles of Economics I (Micro)	4 credits
ECN	102	Principles of Economics II (Macro)	4 credits*
ECN	279	Elements of Statistics	4 credits*
CSC	141	Advanced Applications for Information Analysis	3 credits

#### Required Business Administration Courses (\* = Prerequisite Required)

BUS	211	Principles of Accounting I	3 credits*
BUS	212	Principles of Accounting II	3 credits*
BUS	305	Introduction to Management	3 credits*
BUS	326	Legal Environment of Organizations	3 credits
BUS	330	Introduction to Marketing	3 credits*
BUS	342	Corporate and Organizational Finance	3 credits*
BUS	365	Management Science	3 credits*
BUS	451	Management Strategy & Policy	3 credits*

#### Elective Finance Courses

Five elective courses in Finance

(among BUS 321, BUS 329, BUS 416, BUS 444, BUS 445, ECN 339, BUS 463 Financial Statement Analysis or Risk Mgmt in Financial Institutions) 15 credits\*

Students majoring in Finance must also meet these requirements:

1. At least six (6) courses at the 300-400 level must be completed in the Division of Business Administration at Baldwin-Wallace College.
2. Not more than 60 semester hours of BUS prefix course work can be applied to the 124 hours required for the Bachelor of Arts degree. This includes any transferred BUS credit hours, field experience and independent study sponsored by Business Administration.
3. Students planning to attend graduate school are encouraged to take calculus.
4. A maximum of 4 semester hours of a D grade in a required BUS prefix course may be counted toward the major.

**Finance Minor- 28 credit hours****Prerequisite Courses** (\* = Prerequisite Required)

ECN	100 <sup>^</sup>	Survey of Economics	3 credits
ECN	279	Elements of Statistics	4 credits*

**Required Business Administration Courses** (\* = Prerequisite Required)

BUS	208#	Introduction to Business	3 credits
BUS	211	Principles of Accounting I	3 credits*
BUS	212	Principles of Accounting II	3 credits*
BUS	342	Corporate and Organizational Finance	3 credits*

**Elective Finance Courses:**

Three elective courses in Finance (among BUS-416, 444, 445, ECN 339)			9 credits*
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<sup>^</sup>The sequence of ECN 101 and ECN 102 can be substituted for ECN 100

<sup>#</sup>The sequence of BUS 305, BUS 326, & BUS 330 can be substituted for BUS 208

**Human Resource Management Major****Computer Code: BSHR**

The Human Resource Management Major provides knowledge in the technical areas of Employment Law, Staffing and Development, Compensation, and Human Resource Strategy. Understanding of the overall organizational strategy and business environments is accompanied by experience in the application of current Human Resource business practices. This knowledge and skill base prepares students to work in both large corporations and small entrepreneurial firms.

**Minimum credits required: 54****Prerequisite Courses** (\* = Prerequisite Required)

ECN	101	Principles of Economics I (Micro)	4 credits
ECN	102	Principles of Economics II (Macro)	4 credits*
ECN	279	Elements of Statistics	4 credits*
CSC	141	Advanced Applications for Information Analysis	3 credits

**Required Business Administration Courses** (\* = Prerequisite Required)

BUS	211	Principles of Accounting I	3 credits*
BUS	212	Principles of Accounting II	3 credits*
BUS	305	Introduction to Management	3 credits*
BUS	326	Legal Environment of Organizations	3 credits
BUS	330	Introduction to Marketing	3 credits*
BUS	342	Corporate and Organizational Finance	3 credits*
BUS	365	Management Science	3 credits*
BUS	451	Management Strategy & Policy	3 credits*

### **Elective Human Resource Courses**

Five elective courses in Human Resource  
(among BUS 329, BUS 409D, BUS 410, BUS 411, BUS 412, BUS 413, ECN 349) 15 credits\*

Students majoring in Human Resource must also meet these requirements:

1. At least six (6) courses at the 300-400 level must be completed in the Division of Business Administration at Baldwin-Wallace College.
2. Not more than 60 semester hours of BUS prefix course work can be applied to the 124 hours required for the Bachelor of Arts degree. This includes any transferred BUS credit hours, field experience and independent study sponsored by Business Administration.
3. Students planning to attend graduate school are encouraged to take calculus.
4. A maximum of 4 semester hours of a D grade in a required BUS prefix course may be counted toward the major.

### **Human Resource Management Minor- 24 credit hours**

#### **Prerequisite Courses**

ECN 100^ Survey of Economics 3 credits

#### **Required Business Administration Courses (\* = Prerequisite Required)**

BUS 208# Introduction to Business 3 credits

BUS 305 Introduction to Management 3 credits\*

BUS 326 Legal Environment of Organizations 3 credits

BUS 410 Human Resource Management 3 credits\*

#### **Elective Human Resource Management Courses:**

Three elective courses in H.R. Management 9 credits\*  
(among BUS-329, 409D, 411, 412, 413, ECN 349)

^The sequence of ECN 101 and ECN 102 can be substituted for ECN 100

#The sequence of BUS 211, BUS 212, & BUS 330 can be substituted for BUS 208

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## International Business Major

Computer Code: BSIN

The International Business major and minor prepares students to understand diverse cultures, experience a foreign culture, and demonstrate competency in international business practices. The International Business major consists of core Business Courses, international Business courses, a required study abroad experience, and an interdisciplinary requirement.

### Minimum credits required: 62-64

#### Prerequisite Courses (\* = Prerequisite Required)

ECN	101	Principles of Economics I (Micro)	4 credits
ECN	102	Principles of Economics II (Macro)	4 credits*
ECN	279	Elements of Statistics	4 credits*
CSC	141	Advanced Applications for Information Analysis	3 credits

#### Required Business Administration Courses (\* = Prerequisite Required)

BUS	211	Principles of Accounting I	3 credits*
BUS	212	Principles of Accounting II	3 credits*
BUS	305	Introduction to Management	3 credits*
BUS	326	Legal Environment of Organizations	3 credits
BUS	330	Introduction to Marketing	3 credits*
BUS	342	Corporate and Organizational Finance	3 credits*
BUS	365	Management Science	3 credits*
BUS	451	Management Strategy & Policy	3 credits*

#### Elective International Business Courses

All students must complete BUS-310I and four elective courses in International Business 15 credits\*  
(among BUS 351I, BUS 360I, BUS 436I, BUS 444I, ECN-365I, INT-200I)

#### Interdisciplinary Requirement

Choose from the following three options:

1. Minor in a foreign language
2. Minor in International Studies
3. Choose from either two semesters of any one foreign language or three courses from the following selection of interdisciplinary courses.

Interdisciplinary Courses: (3 courses)

Choose one course from the following:

POL	211I	International Politics	4 credits
POL	221I	Intro to Comparative Politics	4 credits
BIO/ECN	150I	Humans and the Earth	3 credits
ECN	360I	Comparative Economic Systems	3 credits*
INT	200I+	Intro to International Studies	3 credits
HUM	285I	Intercultural Communication	3 credits
SOC	286I	Global Perspectives	3 credits

+cannot be one of the major electives

Choose two courses from the following:

ASN	100I	Understanding Asia	3 credits
ECN	362I	Economics of Developing Countries	3 credits*
HIS	227I	History of Africa	3 credits*
HIS	245I	Russia	3 credits*
HIS	260I	Topics in History (when topic is international)	3 credits*
HIS	288I	Islamic History	3 credits*
HIS	291I	East Asia	3 credits*
HIS	346I	Modern Russia	3 credits*
HIS	381I	Arab-Israeli Conflicts	3 credits*
HIS	389I	Modern Middle East	3 credits*
HIS	391I	History of China	3 credits*
POL	327I	Political Change in Asia	3 credits

### Required Study Abroad or Internship Abroad

Study abroad is defined as an approved program of study that includes significant time abroad. Semester long programs are encouraged.

Students majoring in International Business must also meet these requirements:

1. At least six (6) courses at the 300-400 level must be completed in the Division of Business Administration at Baldwin-Wallace College.
2. Not more than 60 semester hours of BUS prefix course work can be applied to the 124 hours required for the Bachelor of Arts degree. This includes any transferred BUS credit hours, field experience and independent study sponsored by Business Administration.
3. Students planning to attend graduate school are encouraged to take calculus.
4. A maximum of 4 semester hours of a D grade in a required BUS prefix course may be counted toward the major.

### International Business Minor- 18 credit hours

#### Prerequisite Courses

ECN	100 <sup>^</sup>	Survey of Economics	3 credits
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#### Required Business Administration Courses (\* = Prerequisite Required)

BUS	208#	Introduction to Business	3 credits
BUS	310I	Intro to International Business	3 credits
BUS	360I	Pol & Social Responsibility of Multinational Corp	3 credits
BUS	436I	International Marketing	3 credits*
INT	200I	Intro to International Studies	3 credits

<sup>^</sup>The sequence of ECN 101 and ECN 102 can be substituted for ECN 100

<sup>#</sup>The sequence of BUS 211, BUS 212, & BUS 330 can be substituted for BUS 208

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## Management Major

Computer Code: BSMG

Management Majors understand how to manage the key resource in today's organization, people. Management focuses on leadership activities within organizations in various business environments. The functions of managers are examined from a holistic, systemic perspective with an emphasis on behavioral interactions and integration to create organizational effectiveness. Management is a cross-disciplinary field that provides a strong theoretical knowledge base accompanied by significant experiential learning.

### Minimum credits required: 54

#### Prerequisite Courses (\* = Prerequisite Required)

ECN	101	Principles of Economics I (Micro)	4 credits
ECN	102	Principles of Economics II (Macro)	4 credits*
ECN	279	Elements of Statistics	4 credits*
CSC	141	Advanced Applications for Information Analysis	3 credits

#### Required Business Administration Courses (\* = Prerequisite Required)

BUS	211	Principles of Accounting I	3 credits*
BUS	212	Principles of Accounting II	3 credits*
BUS	305	Introduction to Management	3 credits*
BUS	326	Legal Environment of Organizations	3 credits
BUS	330	Introduction to Marketing	3 credits*
BUS	342	Corporate and Organizational Finance	3 credits*
BUS	365	Management Science	3 credits*
BUS	451	Management Strategy & Policy	3 credits*

#### Elective Management Courses

Five elective courses in Management  
(among ECN 344, ECN 349, BUS 329, BUS 358, BUS 409D, BUS 410,  
BUS 463 (International Organizational Behavior; Global Management),  
PSY 320, PSY 321) 15 credits\*

Students majoring in Management must also meet these requirements:

1. At least six (6) courses at the 300-400 level must be completed in the Division of Business Administration at Baldwin-Wallace College.
2. Not more than 60 semester hours of BUS prefix course work can be applied to the 124 hours required for the Bachelor of Arts degree. This includes any transferred BUS credit hours, field experience and independent study sponsored by Business Administration.
3. Students planning to attend graduate school are encouraged to take calculus.
4. A maximum of 4 semester hours of a D grade in a required BUS prefix course may be counted toward the major.

## Management Minor- 21 credit hours

### Prerequisite Courses:

ECN 100^ Survey of Economics 3 credits

### Required Business Administration Courses:

BUS 208# Introduction to Business 3 credits

BUS 305 Introduction to Management 3 credits\*

BUS 326 Legal Environment of Organizations 3 credits

### Elective Management Courses:

Three elective courses in Management  
(among BUS-329, 358, 409D, 410, BUS 463 (International Organizational Behavior; Global Management), ECN 349) 9 credits\*

^The sequence of ECN 101 and ECN 102 can be substituted for ECN 100

#The sequence of BUS 211, BUS 212, & BUS 330 can be substituted for BUS 208

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## Marketing Major

Computer Code: BSMK

The Marketing Major offers an integrative approach to understanding and solving contemporary marketing challenges. The curriculum provides students with an understanding of core marketing tools including consumer analysis, market research, communication, and strategic planning. Students then apply these marketing tools in the development of marketing plans, case studies, and actual marketing strategies. Coursework prepares students for careers in advertising, sales, product development, marketing management, market research, and account management.

### Minimum credits required: 54

#### Prerequisite Courses (\* = Prerequisite Required)

ECN 101 Principles of Economics I (Micro) 4 credits

ECN 102 Principles of Economics II (Macro) 4 credits\*

ECN 279 Elements of Statistics 4 credits\*

CSC 141 Advanced Applications for Information Analysis 3 credits

#### Required Business Administration Courses (\* = Prerequisite Required)

BUS 211 Principles of Accounting I 3 credits\*

BUS 212 Principles of Accounting II 3 credits\*

BUS 305 Introduction to Management 3 credits\*

BUS 326 Legal Environment of Organizations 3 credits

BUS 330 Introduction to Marketing 3 credits\*

BUS 342 Corporate and Organizational Finance 3 credits\*

BUS 365 Management Science 3 credits\*

BUS 451 Management Strategy & Policy 3 credits\*

#### Elective Marketing Courses

Five elective courses in Marketing  
(among BUS 329, BUS 333, BUS 334, BUS 335, BUS 338, BUS 432, BUS 436I, BUS 437, CST 206) 15 credits\*

Students majoring in Marketing must also meet these requirements:

1. At least six (6) courses at the 300-400 level must be completed in the Division of Business Administration at Baldwin-Wallace College.
2. Not more than 60 semester hours of BUS prefix course work can be applied to the 124 hours required for the Bachelor of Arts degree. This includes any transferred BUS credit hours, field experience and independent study sponsored by Business Administration.
3. Students planning to attend graduate school are encouraged to take calculus.
4. A maximum of 4 semester hours of a D grade in a required BUS prefix course may be counted toward the major.

### **Marketing Minor- 21 credit hours**

#### **Prerequisite Courses:**

ECN	100 <sup>^</sup>	Survey of Economics	3 credits
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#### **Required Business Administration Courses:**

BUS	208#	Introduction to Business	3 credits
BUS	326	Legal Environment of Organizations	3 credits
BUS	330	Introduction to Marketing	3 credits*

#### **Elective Marketing Courses:**

Three elective courses in Marketing (among BUS 333, 334, 335, 338, 432, 436I, 437, CST 206)	9 credits*
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<sup>^</sup>The sequence of ECN 101 and ECN 102 can be substituted for ECN 100

<sup>#</sup>The sequence of BUS 211, BUS 212, & BUS 305 can be substituted for BUS 208.

### **Entrepreneurship Minor- 21 credit hours**

The Entrepreneurship Minor provides a framework to understand the mindset, behaviors, experiences and skills of an entrepreneur; how an entrepreneurial business is planned, started and transitioned to the growth stage; and culminates in the development of a complete business plan. Key components to coursework include learning how to evaluate growth objectively, anticipate problems, develop pragmatic solutions and assemble the resources to implement a strategic vision.

#### **Prerequisite Courses**

ECN	100 <sup>^</sup>	Survey of Economics	3 credits
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#### **Required Business Administration Courses (\* = Prerequisite Required)**

BUS	211	Principles of Accounting I	3 credits*
BUS	212	Principles of Accounting II	3 credits*
BUS	330	Introduction to Marketing	3 credits*

#### **Entrepreneurship Courses (\* = Prerequisite Required)**

BUS	215	Introduction to Entrepreneurship	3 credits
BUS	315	Small Business Management	3 credits*
BUS	415	Business Plan Development	3 credits*

<sup>^</sup>The sequence of ECN 101 and ECN 102 can be substituted for ECN 100

<sup>#</sup>The sequence of BUS 211, BUS 212, & BUS 305 can be substituted for BUS 208.

## **2+2 Transfer Program in Business Administration**

Baldwin-Wallace College accepts transfer credit earned in approved AAB programs toward the Bachelor of Arts degree with a major in business administration. The approved programs offered by the area community colleges with which the affiliations exist are:

### **CUYAHOGA COMMUNITY COLLEGE**

- Accounting
- Accounting, concentration in Accounting Theory
- Business Management
- Business Management, concentration in Small Business
- Industrial Management
- Marketing
- Marketing, concentration in Professional Selling

### **LAKELAND COMMUNITY COLLEGE**

- Accounting
- Business Management, with approved electives in Accounting, Business or Marketing
- Marketing

### **LORAIN COUNTY COMMUNITY COLLEGE**

- Accounting
- Banking and Finance

# Business Administration

## Course Descriptions

<b>BUS 050I</b>	<b>INDEPENDENT STUDY</b>	<b><i>One to four credit hours</i></b>
See <a href="#">Independent Study Program, Section II.</a>		
<b>BUS 070</b>	<b>INTERNSHIP</b>	<b><i>One to twelve credit hours</i></b>
See <a href="#">Internship Program, Section II.</a>		
<b>BUS 259,359,459</b>	<b>FACULTY-STUDENT COLLABORATION</b>	<b><i>Credit hours to be arranged</i></b>
See <a href="#">FSC Program, Section II.</a>		
<b>BUS 208</b>	<b>INTRODUCTION TO BUSINESS</b>	<b><i>Three credit hours</i></b>
This course provides an introduction to the role of business in modern society, its responsibilities and obligations, existing forms and functions, and projected changes and their effect on society. Not open to students who have taken BUS 305.		
<b>BUS 211</b>	<b>PRINCIPLES OF ACCOUNTING I</b>	<b><i>Three credit hours</i></b>
<i>Prerequisite: MTH 136</i>		
This is an introductory course designed to acquaint students with the principles of accounting theory with emphasis upon the accounting cycle, the accounting equation, and the preparation and interpretation of the primary financial statements as they relate to various business organizations.		
<b>BUS 212</b>	<b>PRINCIPLES OF ACCOUNTING II</b>	<b><i>Three credit hours</i></b>
<i>Prerequisite: MTH 136, BUS 211</i>		
A continuation of BUS 211, this course emphasizes the managerial applications of accounting information.		
<b>BUS 215</b>	<b>INTRODUCTION TO ENTREPRENEURSHIP</b>	<b><i>Three credit hours</i></b>
This overview course will give students an awareness of the skills, knowledge and abilities needed to be a successful entrepreneur. An objective of the course is to develop students' ability to become opportunity-focused and recognize their own entrepreneurial potential. Students will examine a framework that views entrepreneurship as a process that emphasizes the individual, the environment, the organization. Topics such as entrepreneurship, family businesses, social entrepreneurship, and innovation will be explored.		
<b>BUS 243</b>	<b>PERSONAL FINANCE</b>	<b><i>Three credit hours</i></b>
This course studies the principles of personal finance with an emphasis on personal taxes, cash and savings instruments, consumer loans, stock and bond investments, real estate, insurance, and retirement planning.		
<b>BUS 250</b>	<b>GREEN BUSINESS: GOD, MONEY AND ECOLOGY</b>	<b><i>Three credit hours</i></b>
Consideration of what ethics and religion have to say about the relationship of business and the environment both in the U.S. and in developing countries is covered in this course.		
<b>BUS 263</b>	<b>SEMINAR</b>	<b><i>One to three credit hours</i></b>
Seminars are open to all students who have completed listed prerequisites. Seminars study a specified current business topic and may be taken more than once for credit provided the topic or subject area is different.		
<b>BUS 305</b>	<b>INTRODUCTION TO MANAGEMENT</b>	<b><i>Three credit hours</i></b>
<i>Prerequisite: Completion of 30 credit hours</i>		
This course examines the leadership activities of managers within organizations in various environments. It also analyzes the functions of management from a holistic or systems perspective with emphasis on behavioral interaction and integration to create organizational effectiveness. Students apply knowledge acquired to successfully meet individual and organizational challenges.		

**BUS 310I INTRO TO INTERNATIONAL BUSINESS****Three credit hours**

Prerequisite: Sophomore status or BUS 208.

*This course is designed to give students an opportunity to become familiar with the particularities of conducting business in an international environment, by giving them the theoretical and practical foundations necessary to study this discipline in greater detail.*

**BUS 315 SMALL BUSINESS MANAGEMENT****Three credit hours**

Prerequisite: BUS 330

This course develops the students' understanding of how the functional areas of business are applied in a small, entrepreneurial enterprise. Because of the cross-functional demands on the entrepreneur, this course covers a wide range of topics. Students will gain a greater understanding of the interdependencies within an organization. Topics such as guerilla marketing, networking, legal forms of an organization, relationship-building, advisory boards, and venture capital are explored in broad the financial issues confronting entrepreneurs are explored in broad terms.

**BUS 316 COST ACCOUNTING & ANALYSIS****Three credit hours**

Prerequisite: BUS 212, ECN 279

This course surveys the accounting requirements of internal organizational management with particular attention devoted to the costs capitalized in inventory. Defines and illustrates job order costing, process costing, standard costing, direct costing, cost-volume-profit analysis, activity-based costing, budgeting, and control of decentralized operations.

**BUS 321 INTERMEDIATE ACCOUNTING I****Three credit hours**

Prerequisite: BUS 212

The accounting cycle, the theory, and practice of financial statement preparation in accordance with generally accepted accounting principles are covered in this course. Topics also include long-term assets, liabilities, and stockholders' equity of the corporation.

**BUS 322 INTERMEDIATE ACCOUNTING II****Three credit hours**

Prerequisite: BUS 321

This course will continue the analysis of the balance sheet and will also review the preparation of the cash flow statement. Advanced measurement and disclosure issues relating to the financial statements will also be examined.

**BUS 326 LEGAL ENVIRONMENT OF ORGANIZATIONS****Three credit hours**

Prerequisite: Completion of 30 credit hours

Substantive private law, business associations, labor-management agreements, government regulations, and international law as they affect American business policies, practices and ethics are covered in this course.

**BUS 328 BUSINESS LAW****Three credit hours**

Prerequisite: BUS 326

This course is a study of the law applicable to commercial transactions, property, debtor and creditor relationships as well as wills and trusts. It is recommended for the accounting major.

**BUS 329 BUSINESS ETHICS****Three credit hours**

Business ethics provides an examination of moral problems facing organization managers with a focus on learning how to integrate ethical thinking with strategic thinking in shaping actions. Students analyze actual case problems, learning to use various ethical theories as a guide to clear thinking.

**BUS 330 INTRODUCTION TO MARKETING****Three credit hours**

Prerequisite: ECN 100 or 101

Marketing involves understanding the changing wants of individuals and organizations, the development and distribution of goods and services to meet those wants, and the maintenance of satisfactory customer relationships. It includes all the activities necessary to get goods and services from the producer to the consumer. This course gives students an opportunity to participate in an analysis of marketing strategies and the evaluation and control of marketing programs.

**BUS 333 ADVERTISING MANAGEMENT****Three credit hours***Prerequisite: BUS 330*

Advertising is studied as an integral part of our economic and social systems, and as a tool that has a direct impact on the manufacture, distribution, marketing and sale of tangible and intangible goods. Concepts and strategies include target markets, media selection, sales promotions, budgeting and evaluation techniques. Through case studies, students will receive hands on experience in developing an advertising campaign. Exposure to professionals in the field is provided by tours and lectures.

**BUS 334 SALESMANSHIP & SALES MANAGEMENT****Three credit hours***Prerequisite: BUS 330*

This course covers the practical aspects of the sales function and the job of the sales manager. Students will be given the opportunity to develop and demonstrate the skills, knowledge, attitudes and understanding necessary for the successful salesperson or sales manager.

**BUS 335 RETAIL MANAGEMENT****Three credit hours***Prerequisite: BUS 330*

This course includes the study of retailing and retail management—management of the retail store, its environment, personnel, buying, merchandising, pricing, advertising, promotion, selling, expense control and customer service.

**BUS 338 CONSUMER BEHAVIOR****Three credit hours***Prerequisite: BUS 330*

What makes people do what they do? What makes people buy? What makes people buy from one company rather than another? This course will look at the nature of the purchase decision process. Theories, concepts, research methods and findings are explored and examined for use in marketing management decision-making.

**BUS 342 CORPORATE & ORGANIZATIONAL FINANCE****Three credit hours***Prerequisite: CSC 121, MTH 136, ECN 100 OR 101, BUS 212*

This course is a study of the sources and uses of funds within an organization, the returns and risks related to an organization's working capital and capital budgeting decisions.

**BUS 351I GLOBAL STRATEGIES****Three credit hours***Prerequisite: BUS 310I*

This course challenges the student to understand management of a multinational organization operating in a variety of national and cultural contexts. Strategic and tactical concepts will provide a framework for examining how organizations deal with the complex global environment.

**BUS 358 BUSINESS COMMUNICATIONS****Three credit hours**

This course is designed to improve the student's command of the English language in typical business writing, with analysis and writing of various types of business letters and reports, including collection of data, organization of material, choice of writing style and various uses of reports in business and industry.

**BUS 360I POL & SOCIAL RESPONSIBILITY OF  
MULTINATIONAL CORPORATION****Three credit hours**

This course examines the role of power and ethics in the conduct of international business. Actual cases are studied that demonstrate some of the dilemmas faced by the multinational corporation and the growing concern with integrating the ethical and social concerns with business actions in a way that is beneficial to both business and society.

**BUS 365 MANAGEMENT SCIENCE****Three credit hours***Prerequisite: MTH 136, CSC 121, ECN 279*

This course provides analysis of the various quantitative models that are available for formulating and solving accounting, finance, management and marketing problems. The student is exposed to the fundamental principles of operations research as applied to all areas of business decision-making.

**BUS 378 PRINCIPLES OF FRAUD EXAMINATION** **Three credit hours**

This course focuses on fraud in the workplace. You will learn about common fraudulent schemes, typical perpetrators and measures a company can implement to protect against workplace fraud.

**BUS 407 FEDERAL INCOME TAXATION** **Three credit hours**

*Prerequisite: BUS 211*

The topics of the federal income tax law, U.S. Treasury regulations, and IRS revenue rulings and court cases are covered in this course. A major emphasis of the course will be tax planning for the individual. There will be a detailed study of actual personal federal tax forms. Ethics will be stressed.

**BUS 408 FEDERAL TAXATION: CORPORATIONS, PARTNERSHIPS, ESTATES AND TRUSTS** **Three credit hours**

*Prerequisite: BUS 211*

This course is a study of current federal tax laws applicable to corporations, partnerships, estates and trusts. Tax reporting, planning and research are an integral part of this course.

**BUS 409D BEHAVIORAL THEORIES OF MANAGEMENT** **Three credit hours**

*Prerequisite: BUS 305*

This is an experiential laboratory course that explores personal, interpersonal, group, inter-group, and organizational change as it relates to effective leadership and diversity management in business and other organizations.

**BUS 410 HUMAN RESOURCE MANAGEMENT** **Three credit hours**

*Prerequisite: BUS 305*

This course provides an overview of the various functions in the field of Human Resource Management. The functions of planning, selecting, compensating, appraising, training, and development are covered. Legislation and laws pertaining to these functions as well labor relations and health and safety are examined. Overall organizational strategy is incorporated into the application of all Human Resource functions.

**BUS 411 COMPENSATION** **Three credit hours**

*Prerequisite: BUS 410 or permission of instructor*

Theory and strategy behind organizational compensation practices are examined. Specifically, the behavioral aspects of compensation, the legal constraints, development of base pay systems, variable pay, executive compensation, benefits, and services are covered. Students become familiar with actual practices and application in organizations.

**BUS 412 EMPLOYMENT LAW AND LABOR RELATIONS** **Three credit hours**

*Prerequisite: BUS 410 or permission of instructor*

This course is a review of the historical foundations of Employment Law and Labor Law with a focus on current issues as reflected by recent agency and court rulings. Labor Relations includes the topics of the NLRB, unionization, collective bargaining, grievance procedures, arbitrations and mediation. This course is open to graduate students.

**BUS 413 STAFFING AND DEVELOPMENT** **Three credit hours**

*Prerequisite: BUS 410 or permission of instructor*

This course provides a strategic overview of the Human Resource Planning function. Job analysis, recruiting, selection, training, development, retention, and appraisal are covered as key topical areas with a focus on the theoretical foundations and application of current practices.

**BUS 415 BUSINESS PLAN DEVELOPMENT** **Three credit hours**

*Prerequisite: BUS 215, BUS 315*

In this capstone course, entrepreneurship students will complete a comprehensive business plan, including a competitive analysis, industry description and outlook, sales and marketing plan and financial plan for a proposed company. Faculty and entrepreneurs will work closely with students to ensure that this project incorporates the practical issues entrepreneurs tackle in starting or growing a business. Students will meet with bankers, venture service providers and successful entrepreneurs.

**BUS 416 FINANCIAL MANAGEMENT****Three credit hours***Prerequisite: BUS 342, ECN 279*

This advanced course covers selected topics in financial management such as financial analysis, forecasting, working capital management, capital budgeting, long-term financing, cost of capital and dividend policies.

**BUS 417 PRINCIPLES OF AUDITING****Three credit hours***Prerequisite: BUS 322 (may be taken concurrently)*

This course emphasizes auditing concepts and applications that enable students to understand the philosophy and environment in public accounting ethics, auditing standards, opinions on the financial statements.

**BUS 418 GOVERNMENTAL AND NONPROFIT ACCOUNTING** **Three credit hours***Prerequisite: BUS 212*

This course deals with financial accounting and reporting concepts, standards, and procedures applicable to (1) state and local governments-including counties, cities, and school districts, as well as townships, villages, other special districts, and public authorities; (2) the federal government; and (3) nonprofit and governmental universities, hospitals, voluntary health and welfare organizations, and other nonprofit (or not-for-profit) organizations. Financial management and accountability considerations peculiar to government and nonprofit (G&NP) organizations are emphasized, and the distinctive aspects of auditing G&NP organizations are discussed.

**BUS 420 ACCOUNTING SYSTEMS****Three credit hours***Prerequisite: BUS 322*

This course is a survey of information technology and its application to accounting issues. Students will solve problems using electronic spreadsheets, word processors, and the internet. Students will develop an understanding of the information gathering, data accumulation, and reporting requirements of various accounting software programs.

**BUS 421 ADVANCED ACCOUNTING****Three credit hours***Prerequisite: BUS 322*

This course deals with special problems in accounting for business acquisitions and mergers. Students will be exposed to the different methods of accounting for investments on the books of the parent company. They will develop an understanding of the consolidation procedures that deal with the issues of noncontrolling interests, intercompany sales, intercompany debt, ownership patterns and income taxes. In addition, the related topics of business segment reporting, and foreign currency translation will be examined.

**BUS 432 MARKETING RESEARCH & INFORMATION SYSTEMS****Three credit hours***Prerequisite: BUS 330, ECN 279*

The student will learn how to develop a marketing research project. An understanding of domestic and international marketing information needs and procedures will be covered. Students will be taken through the research process from purpose definition and proposal writing to final report writing and presentation. Data collection techniques will be offered to include current technologies and use of the internet.

**BUS 436I INTERNATIONAL MARKETING****Three credit hours***Prerequisite: BUS 330*

This course is a study of the peculiarities of marketing products and services overseas. An overview of the economic, political, cultural and infrastructure environments; determination of market size; use of segmentation variables; review of foreign buyer behavior; collection and analysis of foreign market research; determination of best method of entry; selection of optimum marketing strategies; and integration of all variables in a comprehensive marketing plan are covered.

**BUS 437     MARKETING MANAGEMENT**

**Three credit hours**

*Prerequisite: Two upper-level marketing courses*

This capstone marketing course offers an integrative approach to understanding and solving contemporary marketing management problems. The course focuses on optimizing the firm's effectiveness as it changes to meet the challenges of the domestic and international environments. The course helps students learn how to establish strategic direction in pursuit of ever-changing marketing opportunities.

**BUS 444I     INTERNATIONAL FINANCIAL MANAGEMENT**

**Three credit hours**

*Prerequisite: BUS 342*

This course is a study of foreign exchange markets, the management of foreign exchange exposure, multinational capital budgeting, international portfolio management, transfer pricing, multinational taxation, international securities, and interest rate risk management.

**BUS 445     PRINCIPLES OF INVESTMENTS**

**Three credit hours**

*Prerequisite: BUS 342, ECN 279*

This course emphasizes techniques of security analysis, evaluation of portfolios and investment strategies including the use of derivatives.

**BUS 451     MANAGEMENT STRATEGY & POLICY**

**Three credit hours**

*Prerequisite: Completion of all other requirements for the business administration major.*

This is the capstone course of the business major. Students learn to research and formulate top level strategic goals which enable the firm to adapt and grow with its changing environment. Students also learn how to implement strategic goals by integrating the functions learned in lower level courses. Real world case examples are used to apply the learnings.

**BUS 463     SEMINAR**

**One to three credit hours**

Upper level seminars are open to juniors and seniors who have completed listed prerequisites. Seminars study advanced, current business topics and may be taken more than once for credit provided the topic or subject area is different.

**BUS 470     ACCOUNTING INTERNSHIP PROGRAM**

**Credit hours to be arranged**

The Accounting Internship Program is open to junior or senior accounting students. Permission of instructor is required. Accounting Internships provide practical experience in public accounting involving employment in local accounting firms in a pre-arranged program, coordinated with the accounting faculty at Baldwin-Wallace College. See also the [Internship Program, Section II.](#)

# CHEMISTRY

The Department of Chemistry provides a general knowledge of chemistry and prepares students for professional work in chemistry, graduate school, or professional schools of medicine, pharmacy or engineering.

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## Chemistry Major

Computer Code: CHMY

**Minimum credits required: 53.5** (\* = Prerequisite required)

### Required courses

CHM	111,112,111L,112L	General Chemistry & Labs	9 credits
CHM	221,221L	Quantitative Analysis & Lab	4 credits*
CHM	251,252,251L,252L	Organic Chemistry & Labs	9.5 credits*
CHM	331, 331L	Physical Chemistry I and Lab	4 credits*
<b>OR</b>			
CHM	332, 332L	Physical Chemistry II and Lab	4 credits*
CHM	463	Chemistry Seminar (4 semesters for 0.5 credit each)	2 credits*
MTH	141,142	Calculus	8 credits
PHY	131, 151L	General Physics I and Lab	5 credits
<b>OR</b>			
PHY	145L	Applied College Physics I	5 credits
Either PHY 131 along with 151L or PHY 145L, but not both, may be taken for credit.			
PHY	132, 152L	General Physics II and Lab	5 credits*
<b>OR</b>			
PHY	146L	Applied College Physics II	5 credits*
Either PHY 132 along with 152L or PHY 146L, but not both, may be taken for credit.			

A minimum of 6 credits from the following [300 level] courses is required for graduation as a chemistry major. (Labs do not count as individual courses.)

CHM	311, 311L	Biochemistry and Lab	4 credits*
CHM	321, 321L	Instrumental Analysis and Lab	4 credits*
CHM	341, 341L	Inorganic Chemistry and Lab	4 credits*
CHM	351	Organic Spectroscopy	2 credits*

A minimum of one credit from the following courses is required for graduation as a chemistry major:

CHM	411	Topics in Biochemistry	0.5, 1 or 2 credits*
CHM	421	Topics in Analytical Chemistry	0.5, 1 or 2 credits*
CHM	441	Topics in Inorganic Chemistry	0.5, 1 or 2 credits*
CHM	451	Topics in Organic Chemistry	0.5, 1 or 2 credits*

**More intensive options for the major include:**

1. Certification by the American Chemical Society as a professional chemist;
2. Preparation for work toward an advanced degree in chemistry.

The pattern of study is based on the recommendations outlined by the Committee on Professional Training of the American Chemical Society for the ACS certified degree. A copy outlining the various possibilities may be obtained from the department secretary.

**Chemistry Minor****Minimum credits required: 22.5**

CHM	111,112,111L,112L	General Chemistry & Labs	9 credits*
CHM	221,221L	Quantitative Analysis & Lab	4 credits*
CHM	251,252,251L,252L	Organic Chemistry & Labs	9.5 credits*

Consultation with the Chemistry Department is encouraged.

Students interested in teacher certification must take the required courses in education. See Education.

**Beginning Courses in Chemistry**

CHM 111, 112, 111L, 112L are the regular introductory chemistry courses for those students who will need a substantial chemistry background and who have successfully completed high school chemistry. Any qualified student should take this course sequence since it is considered a prerequisite for every other course in the department.

## Chemistry Course Descriptions

**CHM 111                      GENERAL CHEMISTRY I                      *Four credit hours***

*Prerequisite: Three years high school mathematics or equivalent. High school chemistry is highly recommended. CHM 111 is a prerequisite for CHM 112*

An introduction to chemical principles including stoichiometry, chemical reactions, thermochemistry, electronic structure of atoms and molecules, and periodic trends. CHM 111L must be taken concurrently with CHM 111 to receive credit for the coursework.

**CHM 112                      GENERAL CHEMISTRY II                      *Four credit hours***

*Prerequisite: CHM 111 or the equivalent.*

Continuation of CHM 111. Topics include kinetics, equilibrium, and acid-base chemistry. CHM 112L must be taken concurrently with CHM 112 to receive credit for the coursework.

**CHM 111L and 112L      GENERAL CHEMISTRY  
LABORATORY                      *One-half credit hour each***

These lab courses consist of illustrations of chemical principles, skills involving weighing and liquid measure, lab safety and hazardous waste disposal. These must be taken concurrently with CHM 111 and CHM 112, respectively. Lab: each one three-hour minimester lab per week.

**CHM 150L                      PHYSICAL SCIENCE  
INVESTIGATIONS I                      *Three credit hours***

*Prerequisite: High school mathematics through algebra*

An introduction to chemical principles that address topics required for a middle school science education major. A lab component is included in this course.

<b>CHM 200(IH)</b>	<b>SCIENCE</b>	<b>Three or four credit hours</b>
The study of a topic in science which may involve an interdisciplinary approach. Course content is determined by the faculty member under whose auspices the course is offered. Includes: U.S. Chemical Industry, Science and Society, Technological Revolutions, and Energy.		
<b>CHM 221</b>	<b>QUANTITATIVE ANALYSIS</b>	<b>Three credit hours</b>
<i>Prerequisite: CHM 112 or permission of the instructor</i>		
An introduction to chemical analysis. The principles of statistics, stoichiometry and solution chemistry as well as an introduction to chemical instrumentation are explored. CHM 221L must be taken concurrently to receive credit.		
<b>CHM 221L</b>	<b>QUANTITATIVE ANALYSIS LABORATORY</b>	<b>One credit hour</b>
This must be taken concurrently with CHM 221. Lab: Two three-hour minimester labs per week.		
<b>CHM 251, 252</b>	<b>ORGANIC CHEMISTRY I, II</b>	<b>Four credit hours</b>
<i>Prerequisite: CHM 112 or permission of the instructor. Required of pre-medical students</i>		
General principles and theories for the synthesis of aliphatic, aromatic, and heterocyclic compounds. Special emphasis on functional groups and mechanisms of organic reactions. CHM 251 is a prerequisite for CHM 252. CHM 251L and CHM 252L must be taken concurrently with CHM 251 and CHM 252, respectively, to receive credit.		
<b>CHM 251L</b>	<b>ORGANIC CHEMISTRY I LABORATORY</b>	<b>One half credit hour</b>
Must be taken concurrently with CHM 251. One 3-hour minimester lab per week.		
<b>CHM 252L</b>	<b>ORGANIC CHEMISTRY II LABORATORY</b>	<b>One credit hour</b>
Must be taken concurrently with CHM 252. One three-hour lab per week.		
<b>CHM 311</b>	<b>BIOCHEMISTRY</b>	<b>Three credit hours</b>
<i>Prerequisite: Two years of college chemistry, including CHM 252</i>		
An introduction to the chemistry of biological systems including proteins, enzymes, nucleic acids, lipids and carbohydrates. An overview of metabolic processes will be presented. CHM 311L must be taken concurrently to receive credit.		
<b>CHM 311L</b>	<b>BIOCHEMISTRY LABORATORY</b>	<b>One credit hour</b>
Must be taken concurrently with CHM 311. Lab: One 3-hour lab per week		
<b>CHM 321</b>	<b>INSTRUMENTAL ANALYSIS</b>	<b>Three credit hours</b>
<i>Prerequisite: Two years of college chemistry, including CHM 221</i>		
A survey of analytical techniques using instrumental methods of analysis. CHM 321L must be taken concurrently to receive credit.		
<b>CHM 321L</b>	<b>INSTRUMENTAL ANALYSIS LABORATORY</b>	<b>One credit hour</b>
Lab: One 2-hour lab per week		
<b>CHM 331, 332</b>	<b>PHYSICAL CHEMISTRY</b>	<b>Three credit hours each</b>
<i>Prerequisite: Two years of college chemistry, two semester of calculus, CHM 221/221L or permission of the instructor</i>		
Systematic study of thermodynamics, statistical mechanics, dynamics, quantum mechanics and spectroscopy as applied to chemical systems. CHM 331L, 332L must be taken concurrently to receive credit.		
<b>CHM 331L, 332L</b>	<b>PHYSICAL CHEMISTRY LABORATORY</b>	<b>One credit hour each</b>
CHM 331L and CHM 332L must be taken concurrently with CHM 331 and CHM 332 respectively to receive credit.		

<b>CHM 341</b>	<b>INORGANIC CHEMISTRY</b>	<b>Three credit hours</b>
<i>Prerequisite: Two years of college chemistry</i>		
Chemistry of inorganic compounds with a focus on transition-metal complexes. Topics include structure, bonding, molecular orbital theory, group theory and spectroscopic properties. CHM 341L must be taken concurrently.		
<b>CHM 341L</b>	<b>INORGANIC CHEMISTRY LABORATORY</b>	<b>One credit hour</b>
Laboratory will focus on synthesis of inorganic and organometallic complexes emphasizing inert atmosphere techniques and spectroscopy. CHM 341L must be taken concurrently with CHM 341 for credit. Lab: One 3-hour lab per week.		
<b>CHM 351</b>	<b>ORGANIC SPECTROSCOPY</b>	<b>Two credit hours</b>
<i>Prerequisite: CHM 252</i>		
A lecture/laboratory course covering spectroscopic techniques used in identifying organic molecules including UV and IR spectroscopy and NMR and mass spectrometry.		
<b>CHM 403</b>	<b>LABORATORY PROJECTS</b>	<b>One half or one credit hour</b>
<i>Prerequisite: Two years of college chemistry</i>		
Projects in analytical, inorganic, organic, physical chemistry or biochemistry are investigated with guidance of one of the professors in each field. An introduction to research techniques.		
<b>CHM 411</b>	<b>TOPICS IN BIOCHEMISTRY</b>	<b>One half to two credit hours</b>
<i>Prerequisite: CHM 311 or permission of the instructor</i>		
<b>CHM 421</b>	<b>TOPICS IN ANALYTICAL CHEMISTRY</b>	<b>One-half to two credit hours</b>
<i>Prerequisite: CHM 321 or permission of the instructor</i>		
Advanced topics in analytical chemistry.		
<b>CHM 441</b>	<b>TOPICS IN INORGANIC CHEMISTRY</b>	<b>One-half to two credit hours</b>
<i>Prerequisite: CHM 341 or permission of the instructor</i>		
Advanced topics in inorganic chemistry, including organometallics.		
<b>CHM 451</b>	<b>TOPICS IN ORGANIC CHEMISTRY</b>	<b>One-half to two credit hours</b>
<i>Prerequisite: CHM 252 or permission of the instructor</i>		
Advanced topics in organic chemistry.		
<b>CHM 463</b>	<b>CHEMISTRY SEMINAR</b>	<b>One-half credit hour each</b>
<i>Prerequisite: Junior standing and four courses in chemistry</i>		
Reports and discussions of recent work in inorganic, organic, analytical and physical chemistry. Four semesters required of juniors and seniors majoring in chemistry. Three of the seminar semesters are graded pass/fail. During the senior year a student is required to give an oral presentation which is equivalent to a comprehensive examination and is the student's grade for that semester.		
<b>CHM 491, 492</b>	<b>DEPARTMENTAL THESIS/PROJECT</b>	<b>Credit hours to be arranged</b>
See <a href="#">Departmental Thesis/Project, Section II.</a>		

# COLLEGE

## Course Descriptions

### **COL 070 INTERNSHIP**

*Credits to be arranged*

Internship proposals appropriate to a COL-prefix must be approved by the chairperson of the College Course Committee. For other details, see [Internship Program, Section II.](#)

### **COL 020 REFRESHER ALGEBRA**

*Two credit hours*

This course provides remediation for those students lacking a thorough understanding of basic algebra. This course may be repeated until the student passes the placement exam that is prerequisite to entry level mathematics courses. Credits are not applicable toward the minimum credit requirement for graduation. The course is graded S/U.

### **COL 101 FIRST-YEAR EXPERIENCE**

*Two credit hours*

First-Year Experience is offered Fall semester to all students who are entering college for the first time. This two-credit course provides an important foundation for beginning the college experience and making a successful transition to college life. Students will work closely with the course instructor, establish appropriate and realistic academic and personal goals, become oriented to expectations of Baldwin-Wallace College and learn how to effectively utilize campus resources such as the career center, advising and an array of student services.

### **COL 115 CAREER DECISION-MAKING**

*One credit hours*

Would you like to discover your true career path? Would you like to identify your natural skills and talents? If yes, College 115 is for you. This course leads students through three phases of the career development process: getting to know yourself, career exploration (learning more about your academic and career options), and career decision-making (crafting a plan to reach your career goals). Students will also be introduced to professional skills such as resume and cover letter writing, interviewing and networking. The course is graded S/U.

### **COL 123 APPLIED LEARNING SKILLS**

*One to two credit hours*

There are three Applied Learning Skills courses:

#### **(1) COL 123-A01, A02, B01 etc.**

This is a one-credit hour Study Skills course open to anyone who would like to learn skills that empower students to become active, confident, independent, and successful college learners. Strategies such as managing time, marking texts, taking and using good notes, and preparing for and taking tests are emphasized. This class is graded S/U.

#### **(2) COL 123-S01, Applied Learning Skills- EXCEL**

This is a two-credit hour semester long course designed to help selected first-year students acquire and develop skills necessary for college success- study strategies, critical thinking and reading, writing, listening, and speaking. Permission from the instructor is required to take this S/U class.

#### **(3) COL 123-S02, ASSIST**

The ASSIST class is a one-credit hour course offered to students as an alternative to academic suspension. The focus of this course is to help students (1) assess self-management, motivation and personal learning styles, (2) investigate and adopt college-level study strategies and techniques, (3) become aware of and use campus resources to help establish the connection between college and career, and (4) develop attitude, behaviors, routines, and methods to organize life and become successful students. Permission of the instructor is required to take this S/U class.

### **COL 162 PRINCIPLES OF ADULT LEARNING**

*One to two credit hours*

This is a foundation course for adults enrolled in the Evening & Weekend College at Baldwin-Wallace. It is designed to help new and returning students make the transition to college level work at Baldwin-Wallace. This seminar stresses critical reading, active discussion, and reflective writing.

**COL 163 PRIOR LEARNING ASSESSMENT*****Two credit hours***

Baldwin-Wallace College recognizes the legitimacy of college-level learning which has taken place outside the traditional classroom setting and grants credit for this kind of learning where it relates to the college curriculum. This course is designed to assist individuals in exploring their past life and work experiences and in planning future educational goals. Students learn how to prepare a portfolio of credit requests based on the learning outcomes of life experience which are truly college level and relevant to B-W courses. The two credits awarded for this course apply regardless of the amount of credit, if any, that is subsequently approved by faculty and academic department assessment. The student must have completed an English composition course and at least 6 semester credit hours at B-W prior to course entry. The course is graded S/U.

**COL 228 LEADERSHIP EDUCATION AND DEVELOPMENT*****Two credit hours***

This course centers on the theoretical foundations of student development and personal growth, and serves as a preparatory course for leadership. It helps student leaders in their personal growth and aids them in becoming positive influences in the Baldwin-Wallace community. The course focuses on understanding the role of higher education, developing interpersonal and group skills, and integrating developmental and human relations theories with practical situations. It is a prerequisite for Resident Assistant and selected Course Assistant positions. The course is graded S/U.

# COMMUNICATION

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## **Broadcasting & Mass Communication Major**      **Computer Code: CBMC**

This major blends the theory, skills, and strategies essential in the production and understanding of mass media. Students will combine academic coursework with "on-air" experience. Student who complete this major are expected to be proficient in the skills required for success in broadcasting and the knowledge required to be responsible broadcasters.

**Minimum credits required: 50 (plus prerequisites as indicated)**

### **Required Courses** (\* = Prerequisite Required)

BMC	070	Internship	3 credits
BMC	107F	Film and Culture	3 credits
		OR	
BMC	108IF	International Cinema and Aesthetics	3 credits
BMC	126	Introduction to Mass Communication	3 credits
BMC	161	Radio Production and Air Studio Management	2 credits

### **Three credits from any combination of the following practicum courses:**

	BMC	162	DJ Format Shift	2 credits*
	BMC	163	Participation in WBWC	1–2 credits
	BMC	164	Participation in BW-TV	1–2 credits
	BMC	226	Writing for the Media	3 credits*
	BMC	227	Audio for Media	2 credits
	BMC	326	Radio & TV Announcing	3 credits*
	BMC	327	Television Production & Direction	3 credits*
	BMC	377	Mass Communication Theory	3 credits*
	BMC	426	Broadcast Programming	2 credits*
	BMC	428	Broadcast Law & Ethics	3 credits*
	BMC	475	Film Production & Direction	3 credits*
	BMC	476	Capstone	2 credits
	CST	207	Group Communication and Leadership	3 credits

Requirements in other departments include ENG 232, BUS 305 (prerequisite 30 credit hours), and BUS 333 (prerequisites BUS 330 & ECN 100).

## Broadcasting & Mass Communication Minor

The Broadcasting and Mass Communication minor emphasizes the theoretical frameworks of media criticism. The minor requires only two credits in practical courses and is thus designed for those who do not plan to work primarily in the area of media production.

**Minimum credits required: 19**

**Required Courses** (\* = Prerequisite Required)

BMC	070	Internship	3 credits
BMC	107F	Film and Culture	3 credits
	OR		
BMC	108IF	International Cinema and Aesthetics	3 credits
BMC	126	Introduction to Mass Communication	3 credits

**Two credits from any combination of the following practicum courses:**

BMC	161	Radio Production and Air Studio Management	2 credits
BMC	164	Participation in BW-TV	1–2 credits
BMC	277D	Media and Diversity	3 credits
BMC	426	Broadcast Programming	2 credits*
BMC	428	Broadcast Law & Ethics	3 credits*

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## Communication Studies Major

**Computer Code: CCST**

The major in Communication Studies is designed to provide the student with the opportunity to develop applied communication skills within a framework of communication theory.

**Minimum credits required: 44 (plus prerequisites as indicated)**

**Required Courses** (\* = Prerequisite Required)

CST	070	Internship	2 credits
CST	102	Interpersonal Communication	3 credits
CST	106	Introduction to Human Communication	3 credits
CST	112	Public Speaking	3 credits
CST	203	Family Communication	3 credits*
CST	206	Business & Professional Speaking	3 credits*
CST	207	Group Communication & Leadership	3 credits*
CST	307	Nonverbal Communication	3 credits*
CST	312	Introduction to Communication Research Methods	3 credits*
CST	313	Organizational Communication	3 credits*
CST	324	Studies in Communication	3 credits*
CST	410	Persuasive Campaigns	3 credits*
CST	412	Advanced Communication Research Methods	3 credits*
CST	413	Human Communication Theory	3 credits*
CST	476	Capstone	3 credits*

## Communication Studies Minor

The minor in Communication Studies includes CST 102, 106, 207\*, 313, 324 and 410.  
Total credits required: 18.

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## Communication Disorders Major

Computer Code: CCDC

The Communication Disorders major, a pre-professional program, offers students experience in working with people who have communication problems. In addition, the course work prepares students for entrance into graduate programs in Speech-Language Pathology, Audiology, Speech and/or Hearing Science, or a career in an allied field.

**Minimum credits required: 48 (plus prerequisites as indicated)**

### Required Courses (\* = Prerequisite Required)

CDC 105	Intro to Communication Disorders	3 credits
CDC 134	Sign Language I	3 credits
CDC 220	Speech and Language Development	3 credits*
CDC 225	Phonetics and Phonology	3 credits*
CDC 235	Clinical Management and Standards	1 credits*
CDC 321	Anatomy & Physiology of Speech & Hearing Mechanisms	3 credits*
CDC 335	Clinical Practice (1 credit per semester)	3 credits*
CDC 340	Language Disorders	3 credits*
CDC 341	Speech Disorders	3 credits*
CDC 420	Audiology	3 credits*
CDC 440	Research Methods in Communication Disorders	3 credits*
CDC 476	Capstone	2 credits
PSY 110	Principles of Psychology	4 credits
PSY 205	Developmental Psychology	3 credits
PSY 279	Elements of Statistics	4 credits
PHY 101L	Acoustics	4 credits

### Recommended Courses for Communication Disorders Major

CDC 421	Aural Rehabilitation	3 credits*
ENG 210	The Study of Language	3 credits
BIO	Any Biology Course	1-4 credits
SOC 281	SPSS: Data Analysis	4 credits

## Communication Disorders Minor

The minor in Communication Disorders includes CDC 105, CDC 220 and 11 additional credits from Communication Disorders (**CDC prefix courses only**). Total credits required: 17.

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## Public Relations Major

Computer Code: CPBR

Minimum credit require: 37-39 (plus prerequisites as indicated)

### Required Courses (\* = Prerequisite Required)

CST	106	Introduction to Human Communication	3 credits
CST	120	Strategies in Public Relations	3 credits
CST	230	Practicum in Public Relations	1-3 credits*
CST	313	Organizational Communication	3 credits*
CST	410	Persuasive Campaigns	3 credits*
CST	415	Studies in Public Relations	3 credits*
CST	420	Capstone in Public Relations	3 credits
ENG	131	Workshop in Argument & Exposition	3 credits*
ENG	232	Workshop in Journalism	3 credits*
ENG	305	Advanced Expository & Argumentative Writing <b>OR</b>	3 credits*
ENG	306	Advanced Journalism	3 credits*
BUS	305	Introduction to Management	3 credits*
BUS	330	Introduction to Marketing	3 credits*

### Complete one of the following:

BUS	211	Principles of Accounting I	3 credits*
BUS	329	Business Ethics	3 credits
BUS	358	Business Communication	3 credits
BUS	409	Behavioral Theories of Management	3 credits
BUS	410	Human Resources Management	3 credits

## Public Relations Minor

A total of 24 credits are required for the Public Relations minor, courses include:

### Required Courses

CST	106	Intro to Human Communication	3 credits
CST	410	Persuasion	3 credits*
CST	415	Studies in Public Relations	3 credits*
CST	420	Capstone in Public Relations	3 credits*
ENG	131	Workshop in Exposition & Argument	3 credits*
ENG	232	Workshop in Journalism	3 credits*

### Take 6 credits from the following list of courses:

BUS	305	Introduction to Management	3 credits*
BUS	330	Introduction to Marketing	3 credits*
BUS	333	Advertising Management	3 credits*
BUS	358	Business Communications	3 credits
BUS	409	Behavioral Theories of Management	3 credits*
BUS	410	Human Resource Management	3 credits*
BUS	436I	International Marketing	3 credits*

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## Film Studies Major

Computer Code: CFLM

The interdisciplinary film major encourages students to explore the relationship between film as an expressive art, and the interaction between films and the culture of which they are a part. The film major emphasizes critical, theoretical, and practical coursework which should provide the student with both an academic and artistic portfolio.

**Minimum credits required: 55 (plus prerequisites as indicated)**

**Required Courses** (\* = Prerequisite Required)

BMC	107F	Film and Culture	3 credits
BMC	164	Participation in BW-TV	3 credits
BMC	220F	Film History	3 credits
BMC	227	Audio for Media	2 credits
BMC	228F	Lighting for Film	3 credits*
BMC	324F	Film Genres	3 credits*
BMC	327	Television Production & Direction	3 credits*
BMC	424F	Film Makers	3 credits*
BMC	461	Screenwriting	3 credits*
BMC	474	Advanced Film Audio	3 credits*
BMC	475	Film Production & Direction	3 credits*
BMC	476	Capstone	2 credits*
CST	207	Group Communication and Leadership	3 credits*
ART	115F	Two-Dimensional Design	2 credits
ART	117F	Color Theory	2 credits
ART	222F	Introduction to Photography	2 credits
ART	225F	Two-Dimensional Computer Imaging	2 credits
ART	226F	Three-Dimensional Computer Imaging	2 credits*
ART	323F	Advanced Photography	2 credits*
<b>OR</b>			
ART	220F	Digital Photography	2 credits*
ART	432IF	Twentieth Century Art	3 credits
MUL	172IF	Music Appreciation	3 credits

## Film Studies Minor

The interdisciplinary film minor encourages students to explore the relationship between film as an expressive art, and the interaction between films and the culture of which they are a part. The film minor emphasizes the critical and theoretical coursework of the major, rather than production coursework.

**Minimum credits required: 17**

**Required Courses**

BMC	107F	Film and Culture	3 credits
<b>OR</b>			
BMC	108IF	International Cinema and Aesthetics	3 credits
BMC	164	Participation in BW-TV	3 credits
BMC	220F	Film History	3 credits
BMC	324F	Film Genres	3 credits*
BMC	424F	Film Makers	3 credits*
ART	222F	Introduction to Photography	2 credits

## Communications Major for Evening/Weekend Students

Computer Code:  
CSTE

Key: (\* = Prerequisite Required)

**Minimum credits required: 43-44 (plus prerequisites as indicated)**

### Required courses

#### Speech Communication

CST	102	Interpersonal Communication	3 credits
CST	206	Business & Professional Speaking	3 credits*
CST	207	Group Communications & Leadership	3 credits*
CST	324	Studies in Communication	3 credits*

#### Choose one:

BMC	107F	Media Communication	3 credits
CST	313	Organizational Communication	3 credits*
CST	410	Persuasion	3 credits*

**Total 15 Credits**

#### English

ENG	131	Workshop in Exposition	3 credits
ENG	232	Workshop in Journalism <b>OR</b>	3 credits*
ENG	233F	Workshop in Creative Writing	3 credits*
ENG	300(level)	Advanced Studies in Literature	4 credits*
ENG	305	Advanced Exposition	3 credits*

**Total 13 Credits**

#### Social Interpretation (choose two):

CST	285I	Intro to Intercultural Communication	3 credits
PSY	339	Social Psychology	4 credits*
SOC	290D	Gender Roles	3 credits*
SOC	301D	Social Inequalities	3 credits*

**Total 6 or 7 Credits**

#### Advanced Emphasis

**Total 9 Credits**

Hours must be in same department. The student will choose an emphasis for application of communication skills and theory. See examples only listed below.

- Business Administration (BUS 358 & 2 courses in management or 2 courses in marketing)
- Literature
- Political Science
- Psychology
- Religion
- Sociology

The following prerequisites are implied for appropriate departments: CST 106, 112, SOC 100D, 106, PSY 110, ENG 126F/127F/128F series, or one of that series and one of ENG 241IF, 242IF, 250F, 280IF.

# Communications

## Course Descriptions

### Broadcasting & Mass Communication

**BMC 050(I) INDEPENDENT STUDY** *Credit hours to be arranged*

See [Independent Study Program, Section II.](#)

**BMC 070 INTERNSHIP** *Credit hours to be arranged*

*Required of all broadcasting majors.*

Practical experience in any area of broadcasting. See [Internship Program, Section II.](#)

**BMC 259,359,459 FACULTY-STUDENT COLLABORATION** *Credit hours to be arranged*

See [FSC Program, Section II.](#)

**BMC 107F FILM AND CULTURE** *Three credit hours*

An analysis of television and the motion picture as an art form and a medium of cultural communication from their beginnings to the present day. A variety of examples showing significant artistic development will be viewed and discussed in order to establish criteria for evaluating and setting of standards for these two media.

**BMC 108IF INTERNATIONAL CINEMA AND AESTHETICS** *Three credit hours*

An analysis of the motion picture as an art form and a medium of cultural communication. A variety of international examples showing specific cultural trends are examined.

**BMC 126 INTRODUCTION TO MASS COMMUNICATION** *Three credit hours*

*Required of all broadcasting majors.*

An introduction to mass communication from Gutenberg to the Internet. Subjects to be covered are history, development, functions, philosophy, media interrelationships, and their social and commercial basis.

**BMC 161 RADIO PRODUCTION AND AIR STUDIO MANAGEMENT** *Two credit hour*

*Registration with the Director of Broadcasting or instructor's approval only.*

This experiential learning opportunity includes broadcast training at WBWC. At the successful completion of the class, students may earn their FCC Radio Operators License for an additional fee.

**BMC 162 DJ FORMAT SHIFT** *Two credit hours*

*Prerequisite: BMC 161, FCC License and registration with instructor's approval.*

This experiential learning opportunity includes one semester as a staff disc jockey at WBWC.

**BMC 163 PARTICIPATION IN WBWC** *One or two credit hours*

*Prerequisite: Registration with instructor's approval only.*

Students may work at WBWC for credit by working in the music department, in broadcasting news, or in other station activities as approved by the station management and the instructor. This course is graded.

**BMC 164 PARTICIPATION IN BW-TV** *One or two credit hours*

*Prerequisite: Registration with instructor's approval only.*

Students may work at BW-TV for credit by working as photographers, reporters, directors, producers, etc. as approved by the station management and the instructor. This course is graded.

**BMC 220F FILM HISTORY** *Three credit hours*

*Prerequisite: BMC 107F, or registration with instructor's approval only.*

A study of the history of cinema from its beginnings to the present day. Topics will include the business, politics, and development of film as an art form. Representative films will be shown in class.

**BMC 226 WRITING FOR THE MEDIA****Three credit hours**

*Prerequisite: BMC 126 or instructor's approval.*

A study of the principles of writing news and information for radio, TV, and the Internet. News articles and events are analyzed and practice in newswriting is stressed. Attention also is given to story development, research, interviewing, and follow-up.

**BMC 227 AUDIO FOR MEDIA****Two credit hours**

The study of audio production principles and practices for a variety of venues. Complex and multileveled production board operations will be combined with computer applications. The course focuses on directing, producing, editing, and critical evaluation of programming elements and styles.

**BMC 228F LIGHTING FOR FILM****Three credit hours**

*Prerequisite: BMC 107F, or registration with instructor's approval only.*

A lighting design course specifically designed to introduce the student to the equipment and techniques of grips and gaffers. Composition, color theory, and qualities of light will be discussed how they relate to the photography (still, motion, digital, and chemical).

**BMC 263F SEMINAR****Two to four credit hours**

*Prerequisite: BMC 226*

This seminar studies current topics of concern in broadcasting and mass communication. May be repeated more than once, provided the subject or topic is different.

**BMC 277D MEDIA AND DIVERSITY****Three credit hours**

*Prerequisite: BMC 126 or LAS 150*

This course will critically examine the role of the media in facilitating and challenging the social constructions of race, class, gender, and sexual orientation in our culture. It will take an interdisciplinary approach and will consider the mass media to be one among many other social institutions such as family, education, and religion, which strongly influence our conceptions of race, class, gender and sexual orientation. The course will address a variety of entertainment and news content in chemical, print and electronic media.

**BMC 324F FILM GENRES****Three credit hours**

*Prerequisite: BMC 107F or registration with instructor's approval only*

An examination of various genres in film that contribute to the greater appreciation of film as an art form. Each term the course is offered, one of the major cycles of motion picture production will be highlighted including international films, musicals, horror, war, westerns, etc. Several full-length films illustrating historically important phases of that film form will be shown in the laboratory period. Course may be repeated as genre changes.

**BMC 326 RADIO & TV ANNOUNCING****Three credit hours**

*Prerequisite: BMC 226 and BMC 227*

A study of the principles of radio and TV announcing. Individual practice in voice production for radio and TV is stressed. Venues for radio and television announcing are examined.

**BMC 327 TELEVISION PRODUCTION AND DIRECTION****Three credit hours**

*Prerequisite: BMC 227*

The exploration of elementary video production principles, practices, and operations. Emphasis is placed on laboratory elements of scripting, lighting, audio, camera, switching, editing, character generator, and chromakey. Practical experience in producing video projects. Offered in alternate years.

**BMC 377 MASS COMMUNICATION THEORY****Three credit hours**

*Prerequisite: BMC 126 and Junior or Senior status*

This course is an overview of the disciplinary traditions and research interests of mass communication theory. In it we will investigate the techniques and values of mass communication research and contemporary mass media. Our resources will include, but not be limited to, authors such as John Fiske, Denis McQuail, and Marshall McLuhan.

**BMC 424F**                      **FILM MAKERS**                      **Three credit hours**

*Prerequisite: BMC 107F, or registration with instructor's approval only*

This course will examine the creative contributions of various filmmakers. The filmmaker's personal vision, time in history and artistic sensibilities will be examined through the context of his or her work. The Auteur Theory, history, and criticism will be emphasized as well as the literature and practical techniques of criticism. Course may be repeated as the filmmaker changes.

**BMC 426**                      **BROADCAST PROGRAMMING**                      **Two credit hours**

*Prerequisite: BMC 126 and Junior or Senior status*

This course examines current television and radio programming principles, practices and strategies including examination of multidimensional and bimodal appeals, scheduling tactics and rationales, and program evaluation and restraints. New trends and developments in the industry also are given attention. Offered in alternate years.

**BMC 428**                      **BROADCAST LAW AND ETHICS**                      **Three credit hours**

*Prerequisite: BMC 126 and Junior or Senior status*

An exploration of broadcast regulations, law, and ethics with emphasis given to their evolution and their impact on broadcasting and society over time. Current issues including First Amendment law, libel, slander, obscenity, copyright, etc. are also analyzed. Offered in alternate years.

**BMC 461**                      **SCREENWRITING**                      **Three credit hours**

*Prerequisites: BMC 107F, Junior or Senior status, Film Majors only or registration with instructor's approval only*

This course covers the most critical elements of screenwriting. Among them are development of plots and subplots through the inciting incident, backstory, turning points, image systems, beats and scenes units, and set-ups and pay-offs. This course will also examine the mechanics of the teleplay, a more restricted form of screenplay.

**BMC 463**                      **SEMINAR**                      **Two to four credit hours**

*Prerequisite: BMC 126 or with instructor's approval*

An advanced current topic in broadcasting. May be repeated, provided that the topic is different.

**BMC 474**                      **AUDIO FOR FILM**                      **Three credit hours**

*Prerequisite: BMC 227 or with instructor's approval*

The study of audio production principles and practices as they specifically relate to film production and post production. Topics will include on location acquisition as well as post production manipulation, and mixing of sound and audio. Foley and ADR projects will be included. The course focuses on the use of sound to compliment the image.

**BMC 475**                      **FILM PRODUCTION AND DIRECTION**                      **Three credit hours**

*Prerequisites: BMC 226, 227, 327 or 461 or instructor's approval*

Film aesthetics and practices will utilize Digital Video Technologies. Topics will include image acquisition, image manipulation, image composition and non-linear editing.

**BMC 476**                      **CAPSTONE**                      **Two credit hours**

*Junior/Senior status only*

To demonstrate their expertise and experience, Broadcasting students must prepare a resume and portfolio of their media experiences, including a "demo reel." In addition, students must write, research, plan and record a special project (program or production) to demonstrate their proficiencies. The Capstone coordinator must approve topics for projects.

## **Communication Studies**

**CST 050I**                      **INDEPENDENT STUDY**                      **Credit hours to be arranged**

See [Independent Study Program, Section II.](#)

**CST 070**                      **INTERNSHIP**                      **Two credit hours**

*Can consist of practical and/or clinical experience in any area of communications.*

See [Internship Program, Section II.](#)

**CST 259,359,459 FACULTY-STUDENT COLLABORATION *Credit hours to be arranged***

See [FSC Program, Section II.](#)

**CST 102 INTERPERSONAL COMMUNICATION *Three credit hours***

An introduction to one-on-one communication which emphasizes the initiating, maintenance, and dissolution of relationships. The concepts of people perception beginning with the “self” are studied in terms of verbal and nonverbal cues, gender, and multicultural variables. Listening, conflict management, and self-presentation are included.

**CST 106 INTRODUCTION TO HUMAN COMMUNICATION *Three credit hours***

Introduction to the human communication process with emphasis on the principles, variables, and social contexts of communication. A primary goal of this course is to provide an introduction to the field of Communication Studies. Topics covered in the course include interpersonal, group, nonverbal, intercultural, organizational, persuasive, and mass communication.

**CST 112 PUBLIC SPEAKING *Three credit hours***

A practical general course introducing the elements of speaking in public. Emphasis on ethics in public speaking, controlling nervousness, the importance of listening, audience analysis, speech purposes, selecting and researching topics, speech organization, language for oral style, delivery techniques including nonverbal communication skills, and use of basic support visuals. Student assignments will move from simple to relatively complex presentations.

**CST 120 STRATEGIES IN PUBLIC RELATIONS *Three credit hours***

This course shall focus on public relations from a value driven perspective. Students will learn the fundamentals of public relations. A focus will be given to how public relation strategies can be employed to support philanthropies and other forms of community involvement. The difference between ethical and unethical public relations is detailed.

**CST 203 FAMILY COMMUNICATION *Three credit hours***

*Prerequisite CST 106*

This course examines the following family interaction pattern: parent/child communication, sibling dynamics, marital communication, and interaction dynamics with extended family members. Cultural, ideological, and economical factors influencing families are also examined.

**CST 206 BUSINESS & PROFESSIONAL SPEAKING *Three credit hours***

*Prerequisite CST 112*

A course designed to develop skill in the preparation and delivery of professional public speeches. Critical analyses, video sessions and conferences will be used to develop critical thinking and analytical skills. Emphasis will be placed on emerging technology used in public presentations.

**CST 207 GROUP COMMUNICATION AND LEADERSHIP *Three credit hours***

*Prerequisite CST 112*

A practical course with emphasis on discussion techniques and leadership actions in the group setting. How to lead, facilitate, and participate in group meetings. Emphasis on choosing and using meeting procedures for achieving group goals, group decision making and problem solving, managing conflicts in meetings, special techniques in meetings, and the development of strategies for productive meetings.

**CST 230 PRACTICUM IN PUBLIC RELATIONS *One to three credit hours***

*Prerequisite CST 120 or consent of instructor*

Students will work on actual public relations campaigns that benefit the community. Each campaign must be approved and supervised by an instructor. This course can be repeated.

**CST 263 SEMINAR *Two to four credit hours***

The study of current topics of concern within the communication area. May be repeated more than once provided the subject or topic is different.

**CST 285D INTRO TO INTERCULTURAL COMMUNICATION** *Three credit hours*

This course will analyze difficulties in communicating across cultural boundaries, misunderstandings arising from cultural differences, and techniques for living and working successfully in a multicultural setting. The course utilizes films, simulation games and other experiential learning techniques. Appropriate for any student interested in being a genuine citizen of the world.

**CST 307 NONVERBAL COMMUNICATION** *Three credit hours*

*Prerequisite CST 106*

A course tailored to engage students in learning how nonverbal processes related to facial, eye, artifactual, spatial, tactile, paralinguistic and temporal communication influence human interaction.

**CST 312 INTRO TO COMMUNICATION RESEARCH METHODS** *Three credit hours*

*Prerequisite CST 106 and Junior or Senior status*

The primary objective of this course is to introduce the student to the analysis and evaluation of communication research, applying this knowledge to the development of professional writing and performance skills. Techniques of argumentation including development of propositions, use of evidence and ethical considerations will be a main focus. Students will design and carry out a pilot study.

**CST 313 ORGANIZATIONAL COMMUNICATION** *Three credit hours*

*Prerequisite CST 106 or consent of the instructor*

This course examines how oral communication is exchanged among corporate member and the extent to which such interaction influences managerial/subordinate relationships. The learning environment entails discussing case study readings, conducting exercises, and completing a project.

**CST 324 STUDIES IN COMMUNICATION** *Three credit hours*

*Prerequisite CST 106 or consent of the instructor. Course may be repeated as the topic changes.*

This course examines current topics of concern within the communication area. Topic offerings to include health communication, communication and aging, listening, conflict communication, communication education, black rhetoric, political communication, legal communication, or gender communication.

**CST 410 PERSUASIVE CAMPAIGNS** *Three credit hours*

*Prerequisite CST 106*

This course covers the fundamentals of public relations. Students will learn how to produce press releases, home pages, brochures, and other communication tools. Students will create and implement a persuasive campaign relying on theories and strategies learned in the course.

**CST 412 ADVANCED COMMUNICATION RESEARCH METHODS** *Three credit hours*

*Prerequisites CST 312, Junior standing, can be taken concurrently with CST 476*

The course focuses on the completion of student research projects proposed in CST-312 using established procedures and/or designs. Students are exposed to qualitative and quantitative approaches. The student will gain hands-on research experience, analytical skills, scientific writing abilities, and oral presentation skills. Completion of an investigation utilizing the APA (American Psychological Association) writing format and the use of SAS or SPSS will be required.

**CST 413 HUMAN COMMUNICATION THEORY** *Three credit hours*

*Prerequisites: Junior or Senior standing*

A course designed to familiarize students with prominent communication theories. Students will think critically about theoretical issues and discover how communication theories pertain to their lives.

**CST 415                    STUDIES IN PUBLIC REATIONS                    Three credit hours**

*Prerequisite: Junior standing*

Current topics within the PR area will be studied including research, case studies, writing, or other specified areas of public relations. Course may be taken more than once provided the subject or topic is different.

**CST 420                    CAPSTONE IN PUBLIC RELATIONS                    Three credit hours**

*Prerequisite: CST 410, CST 415*

Students enrolled in this course will learn the public relations writing techniques and formats necessary for the profession. This portfolio will include press releases for print, radio and television, media kits, backgrounders, advertising copy, and other public relations writing.

**CST 463                    SEMINAR                    Two to four credit hours**

An advanced current topic in communication. May be repeated, provided that the topic is different.

**CST 476                    CAPSTONE                    Three credit hours**

*Prerequisite: Senior standing, can be taken concurrently with CST 412. Course must be repeated if grade is below C*

Majors enrolled in this course will learn the technology needed to conduct a Web-based portfolio that documents their learning experiences. This portfolio will include a resume, recommendation letters, samples of speaking presentations, communication-related papers, projects, and documentation of experiential learning.

## **Communication Disorders**

**CDC 050(I)                    INDEPENDENT STUDY                    Credit hours to be arranged**

See [Independent Study Program, Section II.](#)

**CDC 259,359,459 FACULTY-STUDENT COLLABORATION                    Credit hours to be arranged**

See [FSC Program, Section II.](#)

**CDC 105                    INTRODUCTION TO COMMUNICATION                    Three credit hours**  
**DISORDERS**

An introduction to disorders in the areas of speech, language and hearing. Includes an overview of normal speech, language and hearing development and explanations of causes, characteristics, remediation and prognosis of a wide variety of communication disorders.

**CDC 134                    SIGN LANGUAGE I                    Three credit hours**

An introduction to the acquisition and development of fundamental expressive and receptive skills in manual communication. Special emphasis is placed on basic positions, movements and rhythmic aspects of encoding and decoding the language of signs and the American Manual alphabet. A cultural perspective of deafness will be stressed.

**CDC 220                    SPEECH AND LANGUAGE                    Three credit hours**  
**DEVELOPMENT**

*Prerequisite: CDC 105, or consent of the instructor*

Speech and language acquisition theory and stages from birth through adolescence. A variety of methods for analyzing syntax, semantics, pragmatics, morphology and phonology across the stages of development are discussed. Contributions of biological, social, cognitive and environmental factors on the process of language development are discussed. Information on language variation in multicultural populations is presented.

**CDC 225                    PHONETICS AND PHONOLOGY                    Three credit hours**

*Prerequisite: CDC 105, or consent of the instructor*

A theoretical and applied study of the production of speech sounds based on the International Phonetic Alphabet. Standard American dialect is emphasized through practice in broad and narrow phonetic transcription techniques on both normal and disordered speech samples. Phonological theories are examined and applied to normal and disordered speech samples.

**CDC 235 CLINICAL MANAGEMENT AND STANDARDS**

**One credit hour**

*Prerequisite: CDC 105 and CDC 220*

An introduction to careers in speech-language pathology and audiology. Focusing on the basic skills needed for the management of a clinical caseload (i.e., writing long and short term goals, writing lesson plans, choose appropriate therapy materials, behavior management techniques, charting progress, writing progress reports, etc.). A brief review of diagnostic procedures is discussed. In addition, the student will have an understanding of the American Speech-Language and Hearing Association Code of Ethics. Finally, students will be required to have completed their 25 observational hours by the end of this class.

**CDC 263 SEMINAR IN COMMUNICATION DISORDERS**

**Two to four credit hours**

The study of current topics of concern within the communication disorders area. May be repeated more than once provided the subject or topic is different. This is an elective course.

**CDC 321 ANATOMY AND PHYSIOLOGY OF SPEECH AND HEARING MECHANISMS**

**Three credit hours**

*Prerequisite: CDC 105 and CDC 220*

The anatomy and physiology of normal speech production and of the hearing mechanism. Including the study of the nervous system, ear, laryngeal, respiratory and orofacial processes.

**CDC 334 AMERICAN SIGN LANGUAGE (AMESLAN)** **Three credit hours**

*Prerequisite: CDC 134*

A study of sign language and fingerspelling with emphasis on receptive and expressive message clarity, comprehension of AMESLAN syntax and semantics, and facility in encoding and decoding. Some attention is given to the idiomatic aspects of sign language as used by the deaf population (1400-1500 signs).

**CDC 335 CLINICAL PRACTICE**

**One to three credit hours**

*Prerequisite: CDC 105, 220, and 235*

Students are enrolled in clinical practice for a minimum of three semesters for one credit each semester. Students gain practical application of therapeutic knowledge and techniques in the Baldwin-Wallace Speech Clinic. Students are assigned clinic patients and work on obtaining ASHA clinical hours. Students are required to write and execute daily lesson plans, and write end-of-semester progress reports.

**CDC 340 LANGUAGE DISORDERS**

**Three credit hours**

*Prerequisite: CDC 105 and 220*

The nature and characteristics of language disorders in children and adults are discussed. Including the assessment and treatment of disorders of syntax, semantics, morphology and pragmatics in all populations of language disordered children and adults.

**CDC 341 SPEECH DISORDERS**

**Three credit hours**

*Prerequisite: CDC 105 and 220*

The nature and characteristics of speech disorders in children and adults are discussed, including the assessment and treatment of disorders in voice, articulation, and fluency/stuttering.

**CDC 420 AUDIOLOGY**

**Three credit hours**

*Prerequisite: CDC 105 and 220*

A study of audiology, instrumentation, diagnosis, hearing disorders and basic rehabilitation procedures for hearing impaired populations.

**CDC 421 AURAL REHABILITATION**

***Three credit hours***

*Prerequisite: CDC 105 and 220*

A study of the historical aspects of communication intervention with people who are hearing impaired, etiologies related to hearing impairment, incorporating auditory and visual stimuli in communication, language and speech of the hearing impaired, communication methodologies, psychosocial issues related to hearing impairment, hearing aids, assistive listening devices, cochlear implants, and audiologic rehabilitation techniques across the lifespan.

**CDC 440 RESEARCH METHODS IN  
COMMUNICATION DISORDERS**

***Three credit hours***

*Prerequisite: CDC 105 and 220*

This course provides an overview of research methodology, design considerations, and the formulation of testable research questions that are central to the study of communication disorders. Ethical issues involved in communication disorders research will also be discussed.

**CDC 463 SEMINAR IN COMMUNICATION  
DISORDERS**

***Two to four credit hours***

The advanced study of current topics of concern within the communication disorders area. May be repeated more than once provided the subject or topic is different. This is an elective course.

**CDC 476 CAPSTONE**

***Two credit hours***

*Prerequisite: Senior status*

Students enrolled in this course will complete a portfolio, in which they are to document their learning, both in and out of the classroom, during their college years. Course must be repeated if grade is below a C.

# COMPUTER SCIENCE

The Department of Computer Science offers two majors. The **Computer Science major** (with concentrations in Computer Science and Web Application Engineer) prepares graduates to enter positions as software specialists in industry or commerce, or to enter graduate programs in computer science, operations research or computers in management. The **Computer Information Systems major** (with concentrations in Information Systems Analyst and Network Analyst) is designed to prepare graduates for positions in information processing as programmer analysts and systems designers. Many graduates secure positions in software, hardware and/or network support.

Beginning Fall 2006, two five-year programs are offered to specially qualified students that combine either a **Computer Science or Computer Information Systems major** with a **minor in Business Administration** and a **Masters of Business Administration degree**. These programs are designed to prepare graduates for positions in computer and information systems management that require strong technical backgrounds, good communication skills, and an in-depth understanding of the business world. Applicants to the program must have a 3.0 minimum GPA. Those applicants with a cumulative GPA less than a 3.4 will be expected to take the GMAT exam prior to applying to the program. Interested students are strongly encouraged to contact the director of the MBA program in the spring semester of their sophomore year.

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## Computer Information Systems Major Information Systems Analyst Concentration

Computer Code: CISA

**Minimum credits required: 29 in Computer Science, 7 in Mathematics, 10 in Business Administration, and 3 in Communication Studies (plus prerequisites as indicated)**

(\* = Prerequisite Required)

### Required Communication Studies Course: 3 credits

CST	112	Public Speaking	3 credits
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### Required Mathematics Courses: 7 credits (plus prerequisites as indicated)

MTH	135	Intro to Probability and Statistics	3 credits*
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MTH	161	Discrete Mathematics I	4 credits*
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### Required Business courses: 10 credits (plus prerequisites as indicated)

BUS	211	Principles of Accounting I	4 credits*
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BUS	358	Business Communications	3 credits*
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BUS	208	Introduction to Business <b>OR</b>	3 credits*
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BUS	305	Introduction to Management	3 credits*
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### Required Computer Science: 29 credits (plus prerequisites as indicated)

CSC	180	Foundations in Computer Science	3 credits
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CSC	210	Computer Science I	3 credits*
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CSC	225	Intermediate Programming for Information Systems	4 credits*
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CSC	270	Data Communications	3 credits*
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CSC	280	Introduction to Database	3 credits*
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CSC	360	Project Management	3 credits*
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CSC	380	Advanced Database	3 credits*
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CSC	460	System Analysis and Design	4 credits*
CSC	470	Senior Internship <b>OR</b>	3 credits*
CSC	471	Senior Project	3 credits*

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## Computer Information Systems Major Network Analyst Concentration

Computer Code: CINA

**Minimum credits required: 34 in Computer Science, 7 in Mathematics, 3 in Business Administration, and 3 in Communication Studies (plus prerequisites as indicated)**

(\* = Prerequisite Required)

### Required Communication Studies Course: 3 credits

CST	112	Public Speaking	3 credits
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### Required Mathematics Courses: 7 credits (plus prerequisites as indicated)

MTH	135	Intro to Probability and Statistics	3 credits*
MTH	161	Discrete Mathematics I	4 credits*

### Required Business courses: 3 credits (plus prerequisites as indicated)

BUS	358	Business Communications	3 credits*
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### Required Computer Science: 34 credits (plus prerequisites as indicated)

CSC	180	Foundations in Computer Science	3 credits
CSC	210	Computer Science I	3 credits*
CSC	225	Intermediate Programming for Information Systems	4 credits*
CSC	270	Data Communications	3 credits*
CSC	280	Introduction to Database Management Systems	3 credits*
CSC	290	Building Local Area Networks	3 credits*
CSC	360	Project Management	3 credits*
CSC	370	Info Systems Security, Privacy, & Ethics	3 credits*
CSC	410	Advanced Local Area Networks	3 credits*
CSC	411	Network Administration	3 credits*
CSC	470	Senior Internship <b>OR</b>	3 credits*
CSC	471	Senior Project	3 credits*

## Computer Information Systems Minor

### Computer Science Requirements: 16 credits (plus prerequisites as indicated)

CSC	180	Foundations in Computer Science	3 credits
CSC	210	Computer Science I	3 credits*
CSC	225	Intermediate Programming for Information Systems	4 credits*
CSC	270	Data Communications	3 credits*
Additional CSC credits numbered above 200			3 credits

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## Computer Science Major Computer Science Concentration

Computer Code: CSCI

**Minimum credits required: 33 in Computer Science courses and 18 in Mathematics (plus prerequisites as indicated) (\* = Prerequisite Required)**

### **Required Mathematics Courses: 18 credits (plus prerequisites as indicated)**

MTH	161	Discrete Mathematics I	4 credits*
MTH	262	Discrete Mathematics II	3 credits*
MTH	141	Calculus I	4 credits*
MTH	142	Calculus II	4 credits*
		One MTH course numbered above 201	3 or more credits

### **Required Computer Science : 33 credits (plus prerequisites as indicated)**

CSC	180	Foundations in Computer Science	3 credits
CSC	210	Computer Science I	3 credits*
CSC	241	Object Orientation and Linear Structures	3 credits*
CSC	242	Non-Linear Data Structures	3 credits*
CSC	320	Computer Architecture & Hardware	3 credits*
CSC	400	Operating Systems	3 credits*
CSC	420	Formal Languages & Automata	3 credits*
CSC	430	Algorithms	3 credits*
CSC	470	Internship <b>OR</b>	3 credits*
CSC	471	Senior Project	3 credits*

### **Take at least 6 elective credits from:**

CSC	280	Intro to Database Management Systems	3 credits*
CSC	330	Web Programming I	3 credits*
CSC	370	Info Systems Security, Privacy & Ethics	3 credits*
CSC	460	Systems Analysis & Design	4 credits*

Computer Science majors are required to earn a passing score on an approved **comprehensive examination**. The two examinations approved for this purpose are the Major Field Achievement Test (Computer Science) published by the Educational Testing Service and the Computer Science Subject Test of the Graduate Record Examination.

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## Computer Science Major Web Applications Engineer Concentration

Computer Code: CSWE

**Minimum credits required: 39 in Computer Science courses, 10-11 in Mathematics, and 2 in Art (plus prerequisites as indicated) (\* = Prerequisite Required)**

**Required Art Course: 2 credits**

ART	225F	Two-Dimensional Computer Imaging	2 credits
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**Required Mathematics Courses: 10-11 credits (plus prerequisites as indicated)**

MTH	161	Discrete Mathematics I	4 credits*
MTH	262	Discrete Mathematics II	3 credits*
MTH	135	Intro to Probability & Statistics <b>OR</b>	3 credits*
MTH	141	Calculus I	4 credits*

**Required Computer Science : 39 credits (plus prerequisites as indicated)**

CSC	180	Foundations in Computer Science	3 credits
CSC	210	Computer Science I	3 credits*
CSC	250	Multimedia Programming	3 credits*
CSC	241	Object Orientation and Linear Structures	3 credits*
CSC	242	Non-Linear Data Structures	3 credits*
CSC	280	Intro to Database Management Systems	3 credits*
CSC	330	Web Programming I	3 credits*
CSC	340	Web Programming II	3 credits*
CSC	370	Info Systems Security, Privacy, & Ethics	3 credits*
CSC	380	Advanced Database	3 credits*
CSC	400	Operating Systems	3 credits*
CSC	420	Formal Languages & Automata	3 credits*
CSC	475	Portfolio Development	3 credits*

Computer Science majors are required to earn a passing score on an approved **comprehensive examination**. The two examinations approved for this purpose are the Major Field Achievement Test (Computer Science) published by the Educational Testing Service and the Computer Science Subject Test of the Graduate Record Examination.

## Computer Science Minor

The minor includes a minimum of 22 credits (plus prerequisites as indicated):

**Required Mathematics courses: 7 credits (plus prerequisites as indicated)**

MTH	161	Discrete Mathematics I	4 credits*
MTH	262	Discrete Mathematics II	3 credits*

**Required Computer Science Courses: 15 credits (plus prerequisites as indicated)**

CSC	180	Foundations in Computer Science	3 credits
CSC	210	Computer Science I	3 credits*
CSC	241	Object Orientation and Linear Structures	3 credits*

CSC 242	Non-Linear Data Structures	3 credits*
CSC 400	Operating Systems	3 credits*

### Computer Science Advanced Placement Equivalencies

A student scoring 3 or better on an AP Computer Science examination will be awarded credit as follows:

Exam	Score	Credit Hours	Course Equivalent
A	3, 4, 5	3	CSC 210
AB	3, 4, 5	6	CSC 210, 241

## Computer Science Course Descriptions

### CSC 050

### INDEPENDENT STUDY

*One to three credit hours*

This course is designed to assist students in the study of computer topics beyond those included in the regular course offerings. Students working in cooperation with a supervising faculty member may study approved material which does not duplicate a course presently in the curriculum. See [Independent Study Program, Section II.](#)

### CSC 070

### INTERNSHIP

*Credit hours to be arranged*

Academic credit is offered for appropriate off-campus, computer-related experience. See [Internship Program, Section II.](#)

### CSC 259,359,459 FACULTY-STUDENT COLLABORATION

*Credit hours to be arranged*

See [FSC Program, Section II.](#)

### CSC 121

### TECHNOLOGICAL LITERACY FOR TODAY'S WORLD *Three credit hours*

This course introduces concepts and methods concerning the use of computer-based systems in business and other aspects of society, including communication technologies and the sciences. Several applications will be introduced in a hands-on, laboratory setting, including word processing, presentation software, spreadsheets, HTML, e-mail, the Internet, and the World Wide Web.

### CSC 131

### COMPUTER APPLICATION SOFTWARE

*Two credit hours*

The focus is on the application of a specific software product. Techniques for using software will be learned while applying them to the solution of information-processing problems. Students are permitted to repeat the course when it is offered with a different software application, but no more than six credit hours of CSC 131 may be counted toward graduation requirements.

### CSC 141

### ADVANCED APPLICATIONS FOR INFORMATION ANALYSIS

*Three credit hours*

*Prerequisite: Basic computer literacy, including the use of word processors, is assumed.*

This course focuses on spreadsheet and database technologies with an emphasis of the use of those technologies into specific application domains including business and the sciences. Topics include creation of spreadsheets and databases, financial and statistical functions, charting, problem solving tools, querying of databases, creation of forms and reports, macros, and the integration of spreadsheets and databases.

**CSC 150 VISUAL BASIC PROGRAMMING****Three credit hours**

*Prerequisite: three years of high school mathematics, including second year algebra.*

This course is a survey of the field of computer science including a study of the design of computer programs. Programming techniques are covered and the common logic patterns sequence, selection (branching), looping, and modularization will be covered in detail. These logical patterns will be applied to algorithms common to many complex programs.

**CSC 180 FOUNDATIONS IN COMPUTER SCIENCE****Three credit hours**

This introductory course is designed for those students intending to major or minor in Computer Science or Computer Information Systems. Topics include the internal representation of values and instructions, digital logic and circuits, machine language, network terminology and architecture, parallel and distributed algorithms, data communications, security, and the use of global networks.

**CSC 210 COMPUTER SCIENCE I: PROGRAMS AND APPLICATIONS****Three credit hours**

*Prerequisite: familiarity with the concepts of a high-level procedural language is recommended.*

This course covers the fundamental concepts of computers and computer programming. It introduces a variety of problem-solving paradigms, but concentrates on procedural and object-oriented programming. Repetition, selection, procedures, simple data types, arrays, and records are covered. Structured design and programming techniques are emphasized.

**CSC 225 INTERMEDIATE PROGRAMMING FOR INFORMATION SYSTEMS****Four credit hours**

*Prerequisite: CSC 180 and CSC 210; Corequisite: MTH 161*

This course introduces the concept of structured programming in a business-programming environment. Concepts covered include object-oriented program structures, developing text and GUI interfaces, file processing, database information processing, data conversion and information processing.

**CSC 241 OBJECT ORIENTATION AND LINEAR STRUCTURES****Three credit hours**

*Prerequisite: CSC 180 and CSC 210; Corequisite: MTH 161*

This course emphasizes the design, construction, and use of structured data and objects. Both static and dynamic linear structures are covered, including lists, stacks and queues.

**CSC 242 NON-LINEAR DATA STRUCTURES****Three credit hours**

*Prerequisite: CSC 241; Corequisite: MTH 262*

This course expands the study of data structures begun in CSC 241 to non-linear structures, including trees, graphs and heaps. Special attention is paid to the time and space complexity of the related algorithms. More advanced language topics are introduced.

**CSC 250 MULTIMEDIA PROGRAMMING****Three credit hours**

*Prerequisite: CSC 180 and CSC 210*

This course focuses on the creation and integration of computer media including still graphics, animation, video, and sound. A major part of the course will focus on programming techniques and languages for the interactive control of multimedia presentations.

**CSC 263 SEMINAR****Three credit hours**

Selected topics in computer science

**CSC 270 DATA COMMUNICATION CONCEPTS****Three credit hours**

*Prerequisite: CSC 180 and CSC 210*

This course is an initiation to data communications. Topics include fundamental communications concepts (data and voice); communications hardware, protocols, and software; and network configurations, design, security, control, and management. Topic coverage includes study of LANs, WANs, OSI models, Internet, and intranets.

**CSC 280 INTRODUCTION TO DATABASE MANAGEMENT SYSTEMS** **Three credit hours**

*Prerequisite: Either CSC 225 or CSC 241*

This course introduces the fundamental concepts necessary for the use, design, implementation, and management of a database system. The course is project-based, covering database creation, maintenance, and querying using SQL. A relational database management system will be used throughout. The project focuses on retrieving and answering queries from and to a Web interface.

**CSC 290 INTRODUCTION TO LOCAL AREA NETWORKS** **Three credit hours**

*Prerequisite: CSC 270*

This course covers the design, installation and administration of Local Area Networks (LANs) at the Operating System level. It contains a lab component in which a fully functional client/server network is designed and configured.

**CSC 320 COMPUTER ARCHITECTURE & ORGANIZATION** **Three credit hours**

*Prerequisite: CSC 241*

This course covers computing history, computer technology and terminology, basic logic design, computer architecture, CPU architecture, memory systems and assembly language.

**CSC 330 WEB PROGRAMMING I** **Three credit hours**

*Prerequisite: CSC 241*

This course focuses on the client technologies used in deploying Web sites. Topics covered include Internet basics, HTML, XML, CSS, JavaScript, HTTP protocol, and cookies.

**CSC 340 WEB PROGRAMMING II** **Three credit hours**

*Prerequisite: CSC 330*

This course explores advanced client and server technologies for Web site deployment. Topics include Java, Perl, PHP, CGI/SSI, Web servers (e.g., Apache), servlets, network programming, and database access.

**CSC 360 INFORMATION SYSTEMS PROJECT MANAGEMENT** **Three credit hours**

*Prerequisite: CSC 225 or CSC 241*

This course provides a methodical approach to project management in the context of an information system organization. The theory and practice of project management are studied and applied. Topics include system life cycle planning, organizational structures, team building, interview techniques, management functions, project management software, project evaluation and control, and technical writing.

**CSC 370 INFO SYSTEMS SECURITY, PRIVACY, & ETHICS** **Three credit hours**

*Prerequisite: CSC 270 or CSC 290 or any CSC 3XX or 4XX.*

This course explores the social issues, including historical and social context, professional responsibilities, risks and liabilities, and intellectual property of an information system organization. Topics include security policy development life cycle, policy development and implementation process, network security, privacy laws, authentication, access and information flow controls, memo and technical writing.

**CSC 380 ADVANCED DATABASE MANAGEMENT SYSTEMS** **Three credit hours**

*Prerequisite: CSC 280*

This course stresses advanced topics in database management systems, particularly: advanced processing and SQL techniques, recovery and security issues and strategies, advanced database models, performance and tuning issues, distributed databases including data warehousing and related concepts.

**CSC 400 OPERATING SYSTEMS** **Three credit hours**

*Prerequisite: CSC 242*

This course covers operating systems concepts and design, including processes and threads, CPU scheduling, mutual exclusion and synchronization, deadlock, memory management, file systems, networking, distributed systems and systems programming.

**CSC 410 ADVANCED LOCAL AREA NETWORKS****Three credit hours***Prerequisite: CSC 290 and MTH 135*

This course covers advanced concepts and tools associated with LANs operation and performance. Topics include network topology, network hardware (switches and routers), communication protocols and packet formats, troubleshooting techniques, multi-platform integration, and network security and configuration.

**CSC 411 SYSTEM AND NETWORK ADMINISTRATION****Three credit hours***Prerequisite: CSC 410*

This course covers administering network operating systems. Topics include Windows system and UNIX (Linux) system administration, application (Database, Web) maintenance and interoperability between Windows and Linux systems.

**CSC 420 FORMAL LANGUAGES AND AUTOMATA****Three credit hours***Prerequisite: CSC 242*

This course is an introduction to the theoretical foundations underlying computing. Topics include language specification and grammars, finite and pushdown automata, Turing machines, decidability, and computability. Application of these concepts into areas such as compiler design will also be discussed.

**CSC 430 ALGORITHM DESIGN AND ANALYSIS****Three credit hours***Prerequisite: CSC 242*

Building on concepts of basic algorithm design and complexity analysis introduced in Computer Science I & II, this course explores advanced algorithm design and analysis. Topics may include advanced data structures, inductive algorithms, graph algorithms, geometric, algebraic, and numeric algorithms, reductions, NP-completeness, and parallel algorithms. Emphasis is placed on formal efficiency analysis of algorithms utilizing concepts from discrete mathematics.

**CSC 460 SYSTEMS ANALYSIS AND DESIGN****Four credit hours***Prerequisite: CSC 241 or CSC 280*

This course provides a methodical approach to developing computer systems including feasibility study, systems planning, analysis, design, testing, implementation, and software maintenance. Structured Systems Analysis and Design will be emphasized, but data-structure based and object-oriented Systems Analysis and Design methods will also be covered, with an emphasis on the relationship between the latter two methodologies.

**CSC 470 SENIOR INTERNSHIP****Three credit hours***Prerequisite: Permission of instructor*

This course is designed to be a senior capstone experience in which the student is expected to demonstrate mastery of the skills and concepts acquired throughout the major curriculum. The internship is required to match the individual's major program and have an emphasis on the application of classroom knowledge to actual practice. All internships must be approved by the faculty of the department. Due to the capstone nature of the course, senior status within the major is a required pre-requisite.

**CSC 471 SENIOR PROJECT****Three credit hours***Prerequisite: at least one CSC 3XX or CSC 4XX course*

This course provides a project-oriented experience and is intended primarily for those students who are seeking a research experience or who for logistical reasons are unable to participate in an internship experience. Students seeking to pursue this option must submit a detailed project proposal to the computer science faculty for approval. Project proposals must demonstrate that the project is of significant breadth and depth to be considered a capstone experience, integrating multiple aspects of the student's background coursework and extending the student's knowledge in at least one aspect of their area of concentration.

**CSC 475 PORTFOLIO DEVELOPMENT****Three credit hours***Prerequisite: CSC 250 and CSC 280 and CSC 340*

This course serves as the capstone course in the Web Specialist track. A Web Site of sizable work and technical complexity is assigned.

# CRIMINAL JUSTICE

The interdisciplinary major in Criminal Justice, offered by the Division of Social Sciences, is designed to provide students with a series of academic courses and related experiences appropriate for career interests in the following areas: probation and parole, law enforcement, juvenile justice and corrections. The sequence of courses will enable students to understand the psychological, sociological, economic and political factors underlying criminal, delinquent, asocial and anti-social behavior. A seminar at the senior level provides an integration of material regarding issues within the major areas of the criminal justice system.

The criminal justice major is also intended to provide students with academic preparation for graduate school in criminal justice or law and/or help prepare the student academically to become a practitioner in the criminal justice system. In order to “bridge” the transition from college to the world of work within the criminal justice system, students are strongly encouraged (optional) to complete a field experience (internship) in an area pertaining to their career aspirations. There are a variety of internship opportunities in the areas of local law enforcement, federal law enforcement, juvenile justice, probation and courts/law. Students should be aware that opportunities may vary from year to year; also, some internships are competitive in nature and require substantial lead time in terms of the application process.

The program in criminal justice is designed as both a four-year major and as an affiliated program for students transferring from community colleges. Students transferring to Baldwin-Wallace after completion of the A.A.S. (Associates of Applied Science) degree in law enforcement, criminal justice or police science will be awarded up to 62 semester hours of transfer credit as Criminal Justice majors if the A.A.S. degree is from Cuyahoga Community College or Lakeland Community College. A.A.S. degrees from other institutions will be evaluated on a case-by-case basis.

*Direct all questions related to the major in Criminal Justice to Dr. Louis San Marco, Director of the Criminal Justice Program, in the Department of Sociology.*

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## Criminal Justice Major

**Computer Code: CRJS**

### **Minimum credits required: 58 to 61 (including prerequisite courses as indicated)**

Specific requirements for the interdisciplinary major in criminal justice follow:

#### **Prerequisites:**

PSY 110, POL 101, SOC 100, ECN 101 and ECN 102 are required of all Criminal Justice majors.

These courses are to be completed before taking other required courses in that department as indicated below. (\* = Required prerequisite courses)

#### **Criminal Justice core: 19 hours required**

CRJ 165	Overview of the CRJ System	4 credits
POL/CRJ 207	Introduction to Law	3 credits
CRJ/SOC 223	Juv Del/Juv Justice System	3 credits
SOC/CRJ 313	Criminology	3 credits

CRJ/SOC 361	Corrections	3 credits
CRJ 464	Integrative Sem. In Crim. Justice	3 credits

**Psychology: 11-12 hours required**

PSY 110	Principles of Psychology	4 credits*
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**Select one of the following:**

PSY 205	Developmental Psychology	3 credits
PSY 315	Child Development	4 credits
PSY 325	Adolescent Development	4 credits

**Select one of the following:**

PSY 302	Abnormal Psychology	4 credits
PSY 339	Social Psychology	4 credits

**Political Science: 7 hours required**

POL 101	American National Government	4 credits*
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**Select one of the following:**

POL 303	Public Administration	3 credits
POL 304	Urban Politics	3 credits
POL 308	Civil Liberties	3 credits
POL 309	Criminal Law and the Constitution	3 credits

**Sociology: 7-8 hours required**

SOC 100	Principles of Sociology	4 credits*
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**Select one of the following:**

SOC 201	Social Problems	4 credits
SOC 302	Racial & Cultural Minorities	3 credits

**Economics: 11 hours required**

ECN 101	Principles of Economics I	4 credits*
ECN 102	Principles of Economics II	4 credits*

**Select one of the following:**

ECN 349	Labor in the Economy	3 credits
ECN 352	Public Finance	3 credits
ECN 356	Urban Economics	3 credits

**Statistics: 3-4 hours required**

**Select one of the following:**

MTH 135	Introduction to Probability & Statistics	3 credits
ECN 279	Elements of Statistics	4 credits
PSY 279	Elements of Statistics	4 credits

**IMPORTANT NOTE regarding D grades in the CRJ interdisciplinary major:**

Students should also be aware that they cannot have more than 4 credit hours of “D” in the CRJ interdisciplinary major (including prerequisites ECN 101 and 102, PSY 100/110, SOC 100, POL 101). If you must repeat a course under those circumstances, you will not be given duplicate credit for the same course. (**Note:** PSY 279 and ECN 279 are equivalent courses.) If a student has more than one “D” in the CRJ interdisciplinary major, he/she should consider whether to remain in the CRJ major.

## Criminal Justice Course Descriptions

In addition to the courses offered in economics, political science, psychology and sociology, there also are specifically designated criminal justice (CRJ) courses within the interdisciplinary major.

**CRJ 050(I)**                      **INDEPENDENT STUDY**                      *Credit hours to be arranged*  
(*Elective*)

Students must generally have at least a 3.0 overall G.P.A. See [Independent Study Program, Section II.](#)

**CRJ 070**                      **INTERNSHIP**                      *Credit hours to be arranged*  
(*Elective*)

An internship with various criminal justice agencies is available to give students the opportunity to gain practical exposure to the workings of the criminal justice system (see [Internship Program, Section II](#)). Criminal Justice majors are advised to see the director or assistant director of the Criminal Justice program regarding internship opportunities. Students must have junior or senior status to participate. Students should see the director/assistant director at least one semester before the semester that they plan to do the internship. Competitive internships will be announced and may have more stringent requirements. The availability of specific internships may vary.

**CRJ 259,359,459** **FACULTY-STUDENT COLLABORATION**                      *Credit hours to be arranged*

See [FSC Program, Section II.](#)

**CRJ 165**                      **OVERVIEW OF THE CRIMINAL JUSTICE SYSTEM**                      *Four credit hours*

This course examines the criminal justice system, consisting of police, courts and corrections. Acquainting the student with critical issues confronting these subsystems and our society will be of paramount importance. Major topics may include due process, police role, pretrial release, prosecutorial discretion and sentencing.

**POL/CRJ 207**                      **INTRODUCTION TO LAW**                      *Three credit hours*

This course represents a basic introduction to the American legal system. Particular emphasis is placed on identifying the various types of law and the types of conflicts they are intended to resolve. Students will be introduced to the analysis of court decisions as a means to understanding some of the processes of legal reasoning. The course examines the law and the legal system from the perspective of the social sciences.

**CRJ/SOC 223**                    **JUVENILE DELINQUENCY & THE JUVENILE JUSTICE SYSTEM**    *Three credit hours*

This course examines competing theories of juvenile delinquency; measures which aid in the prevention and control of this behavior are also addressed. Juvenile justice procedures and cases are presented. Attention is also given to the social consequences of juvenile delinquency and to the corresponding legal and social reactions.

**SOC/CRJ 313**                    **CRIMINOLOGY**    *Three credit hours*

*Prerequisite: SOC 100 or SOC 106*

This course focuses on the sociological aspects of crime. The course will include an examination of the nature of criminal law, the variety of theoretical explanations for criminal behavior, the measurement of crime, patterns of crime and the mechanisms for control of criminal behavior.

**CRJ/SOC 361**                    **CORRECTIONS**    *Three credit hours*

The focus of this course will be upon acquainting the student with an analysis of sentencing, probation, parole and a diverse number of "critical issues" in penology. Such issues may include the prison environment, deterrence, rehabilitation, retribution, prison violence, capital punishment, prisoners' rights and reform of the system.

**CRJ 464**                    **INTEGRATIVE SEMINAR IN CRIMINAL JUSTICE**                    *Three credit hours*

*Prerequisite: Participation in Criminal Justice Program, Senior status (Junior or Senior status for Evening/Weekend CRJ majors).*

This is a 400-level course limited to Criminal Justice majors. A primary focus is to substantively analyze some of the key issues affecting the subsystems of law enforcement, courts, and corrections, particularly from an ethical, and where feasible, an interdisciplinary perspective. Students will also have an opportunity to explore career options within the criminal justice system.

# DIVERSITY STUDIES MINOR

The minor in Diversity Studies has two purposes: to teach students about diversity of the United States, with a special focus on gender, and to help students find innovative ways of living within a pluralistic society. For the purposes of this minor, "diversity" encompasses cultural, racial, ethnic, religious, sexual, generational, and physical diversities within the United States. "Gender" is understood as a subset of diversity, and includes the physiology, sociology, or psychology of gender difference, sexual identities, gender stereotypes, and/or social, economic, cultural and historical structures relating to men's and women's status. Gender courses may in addition have an international focus.

The minor is intended to complement students' majors. Its interdisciplinary design introduces students to the different ways the disciplines conceptualize, investigate, and analyze issues of diversity. The program of study will also aid students in refining and expressing their own ideas about diversity, and will encourage them to bring new perspectives to bear on their other areas of study. A capstone seminar will provide students with theoretical tools to integrate the material from their courses with their research or career choices in a sophisticated manner.

Direct all questions related to the Diversity Studies minor to Dr. Ellen Posman, Director of the Diversity Studies minor, in the Religion Department.

## Diversity Studies

**Computer Code: DVST**

15 hours will be selected from a menu of existing courses (Gender Studies and Diversity Studies lists below), and students will also take a 3 credit capstone seminar (DST-463) that will provide students with theoretical tools to integrate the knowledge from the various classes they have taken into a final research project. Students may do a concentration in either gender studies or diversity studies, but they must take at least one class from both categories.

**Minimum credits required: 18** (\* = Prerequisite Required)

### Required Course: 3 credits

DST 463 Seminar in Diversity Studies 3 credits

This is an integrative seminar intended to help students achieve an ability to deal with complex problems relating to the diversity of American society. The course is intended to help students integrate the knowledge they have acquired from their elective courses; conceptual issues will be of great importance. The seminar will culminate in a research paper or other appropriate project. The seminar, which may be team taught, will deal with selected topics chosen by the professors offering the course.

### Elective courses:

Choose 15 credits from the following course listing. Choose at least one course from the Gender Studies course list and one from the Diversity Studies course list. To foster an interdisciplinary perspective on diversity, no more than two courses from a single department may count toward the minor.

### Gender Studies courses:

CST	324	Studies in Communication ( <i>when taught as Gender Communications</i> )	3 credits
HIS	235I	Women in Western Civilization	3 credits

HIS	236I	Women in Eastern Civilizations	3 credits
POL	208D	Special Legal Studies: when offered as "Women & Law" or "Sex and the Law"	1-3 credits
PHL	207D	Feminist Philosophy	4 credits
REL	216I	Women and Religion	3 credits
SOC	290D	Gender Roles	3 credits

Seminar and Topics courses as deemed appropriate

**Diversity Studies courses:**

CST	285D	Introduction to Intercultural Communication	3 credits
CST	324D	Studies in Communication ( <i>when taught as Diversity in America</i> )	3 credits
ECN	341D	Episodes in the Economic History of North America & the Caribbean	4 credits
ECN	356D	Urban Economics	3 credits
HIS	170D	Diversity in America	3 credits
HIS	260D	Topics in History ( <i>when taught as African-American History</i> )	3-4 credits
MUL	228FD	Jazz History	2 credits
POL	202	Major Policy Issues: when topic is appropriate	1-3 credits
POL	203D	Civil Rights I	2 credits
POL	204D	Civil Rights II	2 credits
POL	263D	Seminar ( <i>when topic is Civil Rights</i> )	2 credits
POL	304D	Urban Politics	3 credits
POL	333D	Contemporary Political Voices at the Margins	3 credits
PSY	345D	Multicultural Psychology	4 credits
REL	106I	Hinduism	2 credits
REL	108I	Islam	2 credits
REL	110	Judaism	3 credits
REL	115D	African-American Religious Experience	3 credits
REL	193D	Seminar ( <i>when taught as Dr. Martin Luther King Jr. or King and American Racism</i> )	3 credits
REL	211D	Jewish Liturgical Year	3 credits
REL	218D	American Religious Pluralism	3 credits
REL	293D	Seminar ( <i>when taught as History of Gospel Music</i> )	3 credits
SOC	201D	Social Problems	4 credits
SOC	301D	Social Inequalities	3 credits
SOC	302I	Racial & Cultural Minorities	3 credits
SOC	418D	Social Movements	3 credits

Seminars and Topics courses as deemed appropriate.

# ECONOMICS

Economics is a social science because it seeks to measure, explain and predict ways in which people behave. Its approach to problem solving is typically deductive and it is frequently quantitative, but the underlying agenda is the improvement of the human condition through the selection of appropriate public policy. From the introductory courses, which acquaint students with the fundamentals of the economic way of thinking through the intermediate theory, topics and methods courses, to the capstone senior seminar, we stress this importance of analysis in the service of society.

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## Economics Major

Computer Code: ECNS

**Minimum credits required: 40** (\* = Prerequisite Required)

Students who elect to major in economics will find a broad spectrum of courses enabling them to obtain jobs in the business and financial community, to enter graduate school or to pursue a professional education, such as law. Courses in economic theory are balanced with others in which economics is applied to specific domestic and international issues. Economics majors are exposed to computer techniques and applications in statistics and economic research. Independent study and seminar classes are made available to juniors and seniors.

### Required Courses

BUS	211	Principles of Accounting I	4 credits
ECN	101	Principles of Economics I	4 credits
ECN	102	Principles of Economics II	4 credits*
ECN	279	Elements of Statistics	4 credits*
ECN	379	Advanced Statistical Methods	4 credits*
ECN	301	Intermediate Microeconomics	4 credits*
ECN	302	Intermediate Macroeconomics	4 credits*
ECN	463	Research Seminar	3 credits*
3 Elective courses in Economics at the 300 level			9 credits*

Students majoring in economics should complete ECN 279 early in their program.

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## Mathematical Economics Major

Computer Code: MTEC

**Minimum credits required: 50**

The department also offers a major in Mathematical Economics. This major provides students with a level of mathematical background considered essential for pursuing graduate work in economics. The major also provides students of mathematics with a firm understanding of the application of mathematical principles to economics.

### Required Courses

#### Economics Department

ECN	101	Principles of Economics I	4 credits
ECN	102	Principles of Economics II	4 credits

ECN	301	Intermediate Microeconomics	4 credits
ECN	302	Intermediate Macroeconomics	4 credits
ECN	279**	Elements of Statistics <b>OR</b>	4 credits
MTH	405	Mathematical Statistics	4 credits
ECN	363M	Mathematical Topics in Economics	3 credits
ECN	379	Advanced Statistical Methods	4 credits
ECN	463	Research Seminar	3 credits

**Total credits in Economics: 30**

\*\* If MTH 405 is taken, an additional course in economics at the 300 level is to be substituted for ECN 279.

### **Required courses:**

#### **Mathematics Department**

MTH	141	Calculus I	4 credits
MTH	142	Calculus II	4 credits
MTH	243	Calculus III	4 credits
MTH	211	Linear Algebra	4 credits
MTH	212	Differential Equations <b>OR</b>	4 credits
MTH	405	Mathematical Statistics I	4 credits

**Total credits in Mathematics: 20**

MTH 405 can substitute for ECN 279, in which case an additional economics course at the 300 level must be taken.

### **Economics Minor**

A minor in economics consists of 22 to 26 credit hours. Students must take ECN 101, 102, 301, and two other economics courses at the 300 or 400 level. The minor is completed by taking either ECN 279 or BUS 211.

### **Economics Internship Option**

The faculty of the department strongly encourages participation in the Internship program. Through the program, students accumulate academic credit and gain valuable job experience. Students are often compensated for their work and can present a record of academic and practical experience to potential employers. Students are advised to consult their faculty advisor and the office of Career Services for more information.

### **Secondary Education Licensure**

Students wishing to be certified by the State of Ohio for the teaching of economics in the secondary schools may obtain information concerning certification requirements from either the Department of Economics or the Division of Education.

### **The Buckhorn Chair in Economics**

The Buckhorn Chair in Economics was established in January 1983 through a gift from Buckhorn, Inc., of Cincinnati, Ohio, (a subsidiary of Myers Industries). The chair enables a faculty member to conduct research in economic thought, economic, political, and social issues, economic growth, and applied economics. The scope of the Buckhorn Chair includes teaching, research, and establishment of linkages between the academic and business communities.

## **Economics Course Descriptions**

<b>ECN 050(I)</b>	<b>INDEPENDENT STUDY</b>	<b>One to four credit hours</b>
<p>Intended to encourage the development of study in the broadest sense, utilizing every avenue to the development of a creative and critical exchange of ideas. The number of credit hours involved will depend on the nature of the independent study program undertaken by the student. Independent study courses are not designed to serve as substitutes for any course offered in the department. They are intended to give students an opportunity to expand their knowledge and give critical analysis to specific areas of economics. See Guidelines for Independent Study available in the Economics Department office for further information. Also see <a href="#">Independent Study Program, Section II</a></p>		
<b>ECN 070</b>	<b>INTERNSHIP</b>	<b>One to eight credit hours</b>
<p>Economics majors and other students interested in economics are encouraged to participate in the Internship Program. The purpose of the Program is to enable students to broaden their horizons by merging valid work experience with classroom training. All Internship programs in economics must be coordinated through the Office of Career Services and the Department of Economics. See Guidelines for Internships available in the Economics Department office for further information. Also see <a href="#">Internship Program, Section II</a>.</p>		
<b>ECN 259,359,459</b>	<b>FACULTY-STUDENT COLLABORATION</b>	<b>Credit hours to be arranged</b>
<p>See <a href="#">FSC Program, Section II</a>.</p>		
<b>ECN 100</b>	<b>SURVEY OF ECONOMICS</b>	<b>Three credit hours</b>
<p>Designed partially to fulfill the general curriculum requirement in social science. (Also see requirements for BUS minors and for EDU Middle Childhood.) A study of economic relationships, problems and institutions. ECN 100 may not be taken for credit if a student has earned previous credit for ECN 101 and/or ECN 102.</p>		
<b>ECN 101</b>	<b>PRINCIPLES OF ECONOMICS I</b>	<b>Four credit hours</b>
<p>Principles and problems of microeconomics: price, value and distribution. Economic decision making under different market structures is analyzed. Emphasis is placed on the efficient allocation of resources by firms and owners of the factors of production.</p>		
<b>ECN 102</b>	<b>PRINCIPLES OF ECONOMICS II</b>	<b>Four credit hours</b>
<p><i>Prerequisite: ECN 101</i></p> <p>Principles and problems of macroeconomics: national income, employment, inflation, economic growth, monetary and fiscal policies, international economics and alternative economic systems.</p>		
<b>ECN 150I</b>	<b>HUMANS AND THE EARTH: CAN WE COEXIST?</b>	<b>Three credit hours</b>
<p>This team-taught, interdisciplinary course examines global environmental issues, including biodiversity, climate, energy and population from economic and other disciplinary perspectives. These other perspectives will vary depending upon the academic disciplines of the other two faculty members who teach the course. The student can satisfy three core credits, either in the sciences (BIO 150I) or in the social sciences (ECN 150I).</p>		

**ECN 279      ELEMENTS OF STATISTICS****Four credit hours**

*Prerequisite: MTH 136 or higher level math course recommended, or consent of the instructor. This course will not count toward satisfying the social sciences portion of the core curriculum requirement of the College.*

Introduction to basic statistical concepts including descriptive statistics, probability, confidence intervals, sampling distributions, hypothesis testing, correlation and regression. Emphasis is placed on statistical reasoning and data analysis with applications in economics, business and the social sciences.

**ECN 301      INTERMEDIATE ECONOMICS I (MICRO THEORY)****Four credit hours**

*Prerequisite: ECN 101, 102 and 279 or 379.*

An in-depth intermediate level discussion of price and value theory, as well as distribution theory. The economic decision-making process of consumers, business firms and owners of factors of production operating under different market structures is given rigorous analysis.

**ECN 302      INTERMEDIATE ECONOMICS II (MACRO THEORY)****Four credit hours**

*Prerequisite: ECN 101, 102 and 279*

An in-depth intermediate level discussion of macroeconomics, including an analysis of income determination through the classical and Keynesian models. The analysis includes an examination of the theories of consumption and investment, the nature and causes of business cycles, and the determinants of economic growth.

**ECN 339      MONEY & BANKING****Three credit hours**

*Prerequisite: ECN 101, 102*

A study of the history, organization and operation of monetary and banking institutions, including the money markets, their role in the functioning of the economy and monetary and fiscal policies.

**ECN 340I      HISTORY OF ECONOMIC THOUGHT****Three credit hours**

*Prerequisite: ECN 101, 102*

This course examines the evolution of ideas from the earliest of progenitors to modern times. It particularly emphasizes the development of economic theory and methods of the Classics, Marxists, Neoclassicals and Keynesians.

**ECN 341      US ECONOMIC HISTORY****Three credit hours**

*Prerequisite: ECN 101, 102*

This course is a survey of the economic development of the United States. It emphasizes the development of commerce and industry, the structural changes in the economy, and the policy adaptations to these changes.

**ECN/BUS 344      GAME THEORY****Three credit hours**

This course addresses the nature of competition and cooperation in economics and business, as well as how cooperative behavior evolves. The notion of Prisoner's Dilemmas and the means by which players and societies extract themselves from the dilemma of individual vs. social rationality will be our focus. We will ask whether purely self-interested behavior is always in the "best" interests of the individuals involved or whether there are long-term benefits of cooperation.

**ECN 349      LABOR IN THE ECONOMY****Three credit hours**

*Prerequisite: ECN 101, 102*

Develops the theoretic foundations for the analysis of labor markets. Other topics include education and the development of human capital; labor-market search models; wage-based incentive programs; the theory of union-management negotiation and a discussion of labor-market discrimination. The course emphasizes analytic techniques that may be applied to issues as diverse as welfare reform, immigration policy and the economic incentives to crime.

**ECN 352 PUBLIC FINANCE****Three credit hours***Prerequisite: ECN 101, 102*

A study of the economic basis for governmental activity. Emphasis is placed on efficiency, market failure, externalities, public goods and collective choice. The theory of taxation and tax incidence is discussed and applied to contemporary tax policy issues. Alternative means of financing government activity and the distribution of powers among governments in a federal system are analyzed.

**ECN 354 LAW AND ECONOMICS****Three credit hours***Prerequisites: ECN 101, 102*

This upper-division course presents an economic view of the justice system. Topics include principles of welfare economics as applied to property, contract, and tort law. It also examines the economics of deterrence of both financial and capital crime.

**ECN 356D URBAN ECONOMICS****Three credit hours***Prerequisite: ECN 101, 102*

A study of the economic processes through which cities and regions develop, grow and mature. Economic theories of urban and metropolitan development and studied and applied to contemporary problems such as urban fiscal and economic decline, crime, poverty, housing, transportation and central city-suburban competition.

**ECN 358 ENVIRONMENTAL ECONOMICS****Three credit hours***Prerequisite: ECN 101(H), 102(H)*

A study of the economic approaches to environmental and natural resource issues. The study includes the ideas, concepts, and theories that have influenced economists in the formulation of environmental and natural resource policy. The greater emphasis will be on environmental economics. Offered in alternate years.

**ECN 360I COMPARATIVE ECONOMIC SYSTEMS****Three credit hours***Prerequisite: ECN 101, 102*

A comparative study of the operation of different economic systems, in theory and as practiced currently in the major economies of the world. Offered as needed.

**ECN 362I ECONOMICS OF DEVELOPING COUNTRIES** **Three credit hours***Prerequisite: ECN 101, 102*

A study of issues and problems of the economic development of emerging countries: concepts of development and growth, theories of development, domestic and international significance of development plans. Offered in alternate years.

**ECN 363(M) TOPICS IN ECONOMICS****Three credit hours***Prerequisite: ECN 101, 102 and consent of instructor*

Examination of special topics in economics. A mathematical version of this course is required for students majoring in mathematical economics. Offered as needed.

**ECN 365I INTERNATIONAL ECONOMICS****Three credit hours***Prerequisite: ECN 101, 102*

A study of the economic relations among the nations, the causes and effects of international specialization and exchange, structural changes in the international economy, and international economic policies. The course emphasizes (1) the theory of international trade and (2) the theory of international finance, including a unit on economic integration (common markets).

**ECN 379 ADVANCED STATISTICAL METHODS****Four credit hours***Prerequisite: ECN 279*

Intensive study of statistical methods and applications widely used in economic and related fields is undertaken. Students normally analyze a chosen research question. Statistical topics include ordinary least squares, generalized least squares, and methods to address other specific data problems. Computer use with statistical software is intensive.

**ECN 463 RESEARCH SEMINAR****Three credit hours**

*(Formerly ECN 250) Prerequisites ECN 101, 102, 279, senior standing or permission of instructor. In addition, ECN 301, 302 and 379 are recommended.*

A review and discussion of the main research methods used by economists. Students undertake a capstone research project. They begin by choosing and refining a research question, followed by a thorough literature review. Economic theory, evidence, and the development and testing of a hypothesis are used, as appropriate, to answer the research question. Both the question and the methodology are presented to the seminar at various stages of the research.

**ECN 491,492 DEPARTMENTAL THESIS/PROJECT****Credit hours to be arranged**

Open only to students receiving permission of the Dean of College and having at least a 3.00 cumulative point average. Departmental Thesis/Projects are intended to afford the student an opportunity to engage in a study of a fairly comprehensive field of knowledge, to carry on original investigation where this is possible, and to develop the ability to express oneself. The student works under the direction of a faculty member for Departmental Thesis/Project work. The Guidelines for Departmental Thesis/Project are available in the Economics Department office. Also see [Departmental Thesis/Project, Section II.](#)

# EDUCATION

Baldwin-Wallace College is accredited by The Higher Learning Commission, a commission of the North Central Association. The programs offered by the Division of Education are approved by the State of Ohio Department of Education and fully accredited by the National Council for Accreditation of Teacher Education to prepare teachers for teaching early childhood education (prekindergarten-grade 3), middle childhood education (grades 4-9), mild/moderate educational needs (kindergarten-grade 12), adolescent young adult education (grades 7-12), for teaching regular academic subjects offered in the junior and senior high schools, and multi-age education (prekindergarten-grade 12), for teaching subjects such as foreign language, health, music, physical education, and visual arts.

The Division of Education faculty, along with their Arts and Sciences and Conservatory faculty partners, are committed to the development of a strong performance-based program of teacher education. The teacher education curriculum is arranged conceptually around six teacher/educator attributes: content knowledge, professional knowledge, pedagogical knowledge, diversity, educational technology, and professional dispositions. These six attributes comprise a conceptual framework for guiding the academic experiences of all students. Through a series of professional and self-assessments, teacher education graduates will be able to demonstrate proficiency in each of the six areas.

Teacher Education candidates participate in field experiences, seminars, classes, and assessment and remediation activities. Successful teacher education candidates learn the art of self-reflection and embody the characteristics of all B-W students in becoming contributing, compassionate, competent educators.

Field Experiences are developmentally sequenced to allow students the opportunity to explore teaching as a career choice early in their college experience. Initial field experiences include observation, tutoring, and assisting teachers in their classrooms. By their junior year candidates have not only practiced teaching in their B-W classes, they have planned, conducted and evaluated their teaching in an actual school classroom. By completing a series of steps to qualify for each transition point in the program, students are allowed opportunities to develop the necessary skills, knowledge, and values to move confidently into their final clinical experience, student teaching.

## Dispositions

The faculty in the Division of Education believe that effective teachers possess and develop characteristics, attitudes and behaviors that contribute to their students' success. These include:

1. Candidates will contribute to a positive climate in both the college classroom and in the P-12 setting.
2. Candidates will demonstrate mastery of written and spoken language for self-expression and in communication with others.
3. Candidates are thoughtful and responsive listeners.
4. Candidates will demonstrate a commitment to reflection, assessment, and learning as ongoing processes.
5. Candidates will demonstrate a willingness to give and receive help.
6. Candidates will demonstrate sensitivity to community and cultural norms of the teacher education program, the college classroom, and clinical/practicum settings.
7. Candidates will show that they value human diversity and show respect for others' varied talents and perspectives.

8. Candidates will show that they value the development of critical thinking, independent problem solving, and performance capabilities in himself or herself and P-12 students.
9. Candidates will demonstrate a commitment to keeping abreast of new ideas and understandings in the field of education.
10. Candidates will demonstrate a level of responsibility appropriate for a professional.

Students are periodically assessed in class and field work on these dispositions. They are provided feedback to encourage individual growth and development.

## Licensure

A provisional teacher license, valid for two years, will be issued by the State of Ohio to students who earn the baccalaureate degree, including the prescribed program of general and professional education courses, and who successfully complete the State License Examinations. This license is required for entry into an Entry Year Program and may be used for substitute teaching. Although variations exist according to individual majors, the basic professional education requirements include the following courses and their credit-hour values.

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### Early Childhood Education License (prekindergarten-grade 3)

Computer Code: EDUC

#### Minimum professional education credits required: 57

For an Early Childhood Education license, a student must major in Early Childhood Education and earn a baccalaureate degree, including the prescribed program of general education, professional education, and curriculum content.

The basic professional education course requirements include the following courses and their credit hour values:

EDU 101	Introduction to Education and Teaching	2 credits
EDU 102	Introductory Field Experience	0 credits
EDU 103D	Education of Children with Special Needs	2 credits
EDU 104	Technologies for the K-12 Educator	3 credits
PSY 205	Developmental Psychology	3 credits
EDU 203	Introduction to Early Childhood Education	3 credits
EDU 204	The Teaching of Phonics	3 credits
EDU 208	Developmentally Appropriate Programs in Early Childhood Education	2 credits
EDU 209	Guiding Young Children	2 credits
EDU 210	Family & Community in Early Childhood Education	2 credits
EDU 211D	Exploring Education in a Diverse Society	3 credits
EDU 330	Assessment in Early Childhood Education	2 credits
EDU 331	Literature in Early Childhood Education	2 credits
EDU 332	Literacy Instruction in Early Childhood Education	3 credits
EDU 333	Reading Instruction in Early Childhood Education	3 credits
EDU 334	Diagnostic & Remedial Reading Methods	3 credits
EDU 335	Social Studies Instruction in Early Childhood Education	2 credits
EDU 336	Science/Health Instruction in Early Childhood Education	2 credits

EDU 337	Mathematics Instruction in Early Childhood Education	3 credits
EDU 480	Clinical Practice in Early Childhood Education	9 credits
EDU 492	Senior Capstone Seminar	3 credits

The degree earned with a major in Early Childhood Education is a Bachelor of Science in Education (B.S. in Ed.)

To earn an additional license in **Mild/Moderate Educational Needs**, the Early Childhood Education candidate must complete the following sequence of courses.

EDU 274	Introduction to Students with Mild/Moderate Educational Needs	3 credits
EDU 276	Behavior Management for Students with Mild/Moderate Educational Needs	3 credits
EDU 347	Mathematics Instruction in Middle Childhood Education	3 credits
EDU 348	Reading in the Content Area	3 credits
EDU 377	Assessment for Students with Mild/Moderate Educational Needs	3 credits
EDU 394	Remediation Across the Curriculum	3 credits
EDU 475	Professional Collaboration and Transition Development	3 credits
EDU 415B01	Clinical Practice in Mild/Moderate Educational Needs (1/2 semester)	5 credits
EDU 417A01	Clinical Practice in Early Childhood Education (1/2 semester)	4 credits

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## Middle Childhood Education (grades 4-9)

Computer Code: EDMC

### Minimum professional education credits required: 47

For a Middle Childhood Education license, a student must major in Middle Childhood Education, and earn a baccalaureate degree, including the prescribed program of general education, and professional education. In addition, the student must also take the required courses in two of the following teaching fields:

- Reading and Language Arts\* (29 hours) (3.0 GPA required)
- Mathematics\* (30-32 hours) (2.5 GPA required)
- Science\* (21-23 hours) (2.6 GPA required)
- Social Studies\* (27 hours) (2.6 GPA required)

The basic professional education course requirements include the following courses and their credit hour values:

EDU 101	Introduction to Education and Teaching	2 credits
EDU 102	Introductory Field Experience	0 credits
PSY 205	Developmental Psychology	3 credits
EDU 103D	Education of Children with Special Needs	2 credits
EDU 104	Technologies for the K-12 Educator	3 credits
EDU 201	Teaching Strategies & Management Skills	3 credits
EDU 204	The Teaching of Phonics	3 credits
EDU 205	Introduction to Middle Childhood Education	3 credits
EDU 211D	Exploring Education in a Diverse Society	3 credits
EDU 340	Assessment of Teaching and Learning	2 credits
EDU 341	Adolescent/Young Adult Literature	2 credits

EDU 343	Reading Instruction in Middle Childhood Education	3 credits
EDU 348	Reading in the Content Area	3 credits
EDU 334	Diagnostic and Remedial Reading Methods	3 credits
EDU 481	Clinical Practice in Middle Childhood Education	9 credits
EDU 492	Senior Capstone Seminar	3 credits

\*Teaching fields qualify as minors for middle childhood majors.

The degree earned with a major in middle childhood education is a Bachelor of Science in Education (B.S. in Ed.).

See Division of Education for **REQUIRED** courses in each area.

To earn an additional license in **Mild/Moderate Educational Needs**, the Middle Childhood Education candidate must complete the following sequence of courses:

EDU 274	Introduction to Students with Mild/Moderate Educational Need	3 credits
EDU 276	Behavior Management for Students with Mild/Moderate Educational Needs	3 credits
EDU 333	Reading Instruction in Early Childhood Education	3 credits
EDU 337	Mathematics Instruction in Early Childhood Education	3 credits
EDU 377	Assessment for Students with Mild/Moderate Educational Needs	3 credits
EDU 394	Remediation Across the Curriculum	3 credits
EDU 475	Professional Collaboration and Transition Development	3 credits
EDU 415B01	Clinical Practice in Mild/Moderate Educational Needs (1/2 semester)	5 credits
EDU 418A01	Clinical Practice Middle Childhood Education (1/2 semester)	4 credits

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## **Adolescent Young Adult (AYA) Education\*      Computer Code: LYAM** **(7-12) License and Multi-Age Education\*** **(prekindergarten-grade 12) License**

**Minimum professional education credits required: 38-39**

For adolescent young adult and multi-age licenses, a student majors in an academic area and completes courses required for license. Degrees offered include B.A., B.S., and B.M.E., depending upon major.

The basic professional education course requirements include the following courses and their credit hour values:

EDU 101	Introduction to Education and Teaching	2 credits
EDU 102	Introductory Field Experience	0 credits
EDU 103D	Education of Children with Special Needs	2 credits
EDU 104	Technologies for the K-12 Educator	3 credits
PSY 205	Developmental Psychology	3 credits
EDU 201	Teaching Strategies & Management Skills	3 credits
EDU 206	Introduction to Adolescent Education	2 credits

EDU 211D	Exploring Education in a Diverse Society	3 credits
EDU 340	Assessment of Teaching and Learning	2 credits
EDU 348	Reading in the Content Area	3 credits
EDU 350-358	Special Methods in Adolescent Young Adult/Multi-Age Teaching Field	3/4 credit
EDU 487	Clinical Practice: Adolescent Young Adult Education	9 credits
	<b>OR</b>	
EDU 490	Clinical Practice: Multi-Age Education	9 credits
EDU 492	Senior Capstone Seminar	3 credits

\*Completing AYA or Multi-Age requirements constitutes a minor in either area.

### Licensure Courses

**Multi-Age Education (prekindergarten through twelve):** Foreign Languages—French, German, Spanish; Health; Music; Physical Education; and Visual Arts

**Adolescent Young Adult Education (grades seven through twelve):** Integrated Language Arts; Integrated Mathematics; Integrated Science; Integrated Social Studies; Life Sciences; and Physical Sciences

See Division of Education for REQUIRED courses in each area.

**Music Education candidates** have a professional education program that varies from the program listed here. See Music Education for details.

To earn an additional license in **Mild/Moderate Educational Needs**, the Adolescent Young Adult/Multi-Age Education candidate must complete the following sequence of courses:

EDU 204	The Teaching of Phonics	3 credits
EDU 274	Introduction to Students with Mild/Moderate Educational Needs	3 credits
EDU 276	Behavior Management for Students with Mild/Moderate Educational Needs	3 credits
EDU 334	Diagnostic & Remedial Reading Methods	3 credits
EDU 343	Reading Instruction in Middle Childhood Education	3 credits
EDU 347	Mathematics Instruction in Middle Childhood Education	3 credits
EDU 377	Assessment for Students with Mild/Moderate Educational Needs	3 credits
EDU 394	Remediation Across the Curriculum	3 credits
EDU 475	Professional Collaboration and Transition Development	3 credits
EDU 415B01	Clinical Practice in Mild/Moderate Educational Needs (1/2 semester)	5 credits
EDU 419A01	Clinical Practice Adolescent Education (1/2 semester)	4 credits

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## Mild/Moderate Educational Needs (K-12) License

Computer Code: EDUD

### Minimum professional education credits required: 75

For an Intervention Specialist license, a student must major in Mild/Moderate Educational Needs and earn a baccalaureate degree including the prescribed program of general education, professional education, curriculum content, and specialization courses.

The basic professional education and specialization course requirements include the following courses and their credit hour values:

EDU 101	Introduction to Education and Teaching	2 credits
EDU 102	Introductory Field Experience	0 credits
EDU 103D	Education of Children with Special Needs	2 credits
EDU 104	Technologies for the K-12 Educator	3 credits
PSY 205	Developmental Psychology	3 credits
EDU 201	Teaching Strategies & Management Skills	3 credits
EDU 204	The Teaching of Phonics	3 credits
EDU 211D	Exploring Education in a Diverse Society	3 credits
EDU 274	Introduction to Students with Mild/Moderate Educational Needs	3 credits
EDU 276	Behavior Management for Students with Educational Needs	3 credits
EDU 331	Literature in Early Childhood Education	2 credits
<b>OR</b>		
EDU 341	Adolescent/Young Adult Literature	2 credits
EDU 332	Literacy Instruction in Early Childhood Education	3 credits
EDU 333	Reading Instruction in Early Childhood Education	3 credits
EDU 334	Diagnostic & Remedial Reading Methods	3 credits
EDU 345	Social Studies Instruction in Middle Childhood Education	2 credits
EDU 346	Science/Health Instruction in Middle Childhood Education	2 credits
EDU 347	Mathematics Instruction in Middle Childhood Education	3 credits
EDU 348	Reading in the Content Area	3 credits
PSY 315	Child Development	4 credits
PSY 325	Adolescent Development	4 credits
EDU 377	Assessment for Students with Mild/Moderate Educational Needs	3 credits
EDU 394	Remediation Across the Curriculum	3 credits
EDU 475	Professional Collaboration and Transition Development	3 credits
EDU 484	Clinical Practice - Mild/Moderate Educational Needs	9 credits
EDU 492	Senior Capstone Seminar	3 credits

### Licensure in Other States

Qualification for a teaching license in Ohio is usually sufficient for an initial license/certificate in other states. A majority of states participate in a reciprocal agreement with the State of Ohio. In addition, accreditation by the National Council for the Accreditation of Teacher Education may facilitate the securing of a license/certificate outside of Ohio.

## **Placement and Job Opportunities**

Students are required to submit a completed portfolio by the end of the clinical practice experience. The portfolio contains reference letters, final evaluations and evidence of successful teacher preparation and student teaching and is a valuable tool in the interview process.

Information on teaching opportunities may be obtained in the Office of Career Services, not in the Division of Education. Students should study the Job Bulletins which are issued weekly by the Office of Career Services. Students are asked to note the on-campus interview schedules and other teaching opportunities posted on various bulletin boards on campus.

The Office of Career Services assists students with self-assessment, career information and placement. Students are actively engaged in these areas through individual guidance and group programs. Education majors are encouraged to begin their resumes and required portfolios as freshmen or sophomores and pursue internships working with youth or educational organizations throughout college. Programs such as Survival Skills in Education and Career Roundtable Dinners allow students to network with educators from area schools. Career Services meets with students early and often during their college experience so they may realize their goal of employment upon graduation.

Although Career Services offers valuable assistance to prospective teachers, final job placement resides with the candidate. Both the Division of Education and Career Services are pleased to help; the initiative, however, must come from the candidate.

## **Field Experience**

Many of the professional education courses have planned field experiences. Students are required to spend time in schools in a variety of settings including urban, suburban and rural locations.

In addition to the planned field experiences, candidates are encouraged to secure work experience with youth groups or assist with counseling, playground supervision, club sponsorship, etc. Such activity can provide valuable experience in the preparation of teachers.

Transportation to and from any field-based experience, including clinical practice, is the responsibility of the student. Although the Division of Education will assist with arrangements whenever possible, the student must assume the responsibility both for such transportation and for adequate insurance protection.

## **Teacher Education Handbook**

Each fall the Division of Education prepares a handbook entitled "Policies and Procedures for Teacher Education." All students entering preparation for teaching should obtain this handbook from the Division of Education or from their advisors.

## **Admission and Continuation in the Teacher Education Program Leading to Licensure**

### **Transition Points**

#### **Point One: Admission to Baldwin-Wallace College**

##### **Criteria:**

- The criteria for admission are established by the college officers and published in the current college catalog.

**Point Two: Formal admission to the Teacher Education Program (In order to advance to 200 level courses)**

**Criteria:**

- Have overall GPA of 2.6 in all B-W course work
- Have completed all prerequisite course work including required field experiences for 200 level courses
- Have earned a cumulative GPA in EDU courses of 2.8 with a grade of C or better in all EDU courses
- Submit verification of "Good Moral Character" form
- Submit formal application. (Should be completed by each candidate while enrolled in EDU 101 or available in Division office)

**Point Three: Acceptance to Professional Sequence (Methods Courses)**

**Criteria:**

- Earn overall GPA of 2.6 in all B-W course work
- Have all prerequisite course work completed including required field experiences
- Earn a cumulative GPA in EDU courses of 2.8 with a grade of C or better in all EDU courses
- Meet all Teaching Field/Department GPA requirement(s).
- Obtain a "clear" Bureau of Criminal Identification and Investigation (BCII) report and a "clear" Federal Bureau of Investigation (FBI) report (valid for one year)
- Obtain a "negative" TB test (valid for one year)

**Point Four: Acceptance to Clinical Practice**

**Criteria:**

- Register for the PRAXIS II (Principles of Learning and Teaching Tests and Subject Assessment/Specialty Area Tests as required by the Ohio Department of Education)
- Earn a cumulative GPA in EDU courses of 2.8 with a grade of C or better in all required method courses
- Earn overall GPA of 2.6 in all B-W course work
- Meet all Teaching Field/Department GPA requirement(s)
- Obtain a "clear" Bureau of Criminal Identification and Investigation (BCII) report and a "clear" Federal Bureau of Investigation (FBI) report (valid for one year)
- Obtain a "negative" TB test (valid for one year)

**Point Five: Candidate's Application for Provisional Teacher License Signed by Division Chair**

**Criteria:**

- Completion of all required course work and, if appropriate, all degree requirements
- Submit passing scores on PRAXIS II (Principles of Learning & Teaching Tests and Subject Assessment/Specialty Area Tests as required by the Ohio Department of Education)
- Satisfactory evaluation of Clinical Practice and the candidate's Professional Portfolio
- Obtain a "clear" criminal identification and investigation report
- Earn overall GPA of 2.6 in all B-W course work
- Cumulative GPA of 2.8 in EDU course work
- Meet Subject/Department area GPA requirement(s)

**Point Six: Candidate Earns First Professional License**

**Criteria:**

- Candidate successfully completes Entry Year Program including Entry Year Performance Assessment (PRAXIS III)

## **Appeal Procedure**

Any student has the right to request, in writing to the Division of Education Chairperson of the Teacher Education Committee a review of a decision made on the status of his/her candidacy.

## **Review Procedure**

All teacher education candidates who do not qualify at any transition point in the program will be counseled by their academic advisor. The advisor may recommend the following types of remediation: additional course work, repeating a course, or other forms of student support. In cases where continuation is in question, the advisor, current faculty members and the Chair may confer to determine a suggested course of action, including withdrawal from the program.

## **Code of Professional Behavior**

A Code of Professional Behavior is outlined for all candidates in the Student Handbook. The Code identifies professional dispositions expected of all pre-service and advanced candidates. Faculty may identify candidates who exhibit behaviors that are inconsistent with the Code and provide a written referral to the Division Chairperson. If a response is warranted, a team of appropriate faculty, field or administrative staff will meet with the candidate to determine an appropriate course of remedial action.

## **Early Childhood Education License**

**Course Requirements.** Early Childhood Education majors must complete the courses as listed on the current "Model Program." All methods courses must have been taken within the last five years prior to license and with a grade of "C" or better.

The student majoring in early childhood education must meet the College requirements for a baccalaureate degree and also must satisfy the state and College requirements for licensure as an early childhood education teacher. Early Childhood majors are exempt from the college requirement to complete a minor.

**Licensure.** A provisional teacher license, valid for two years, is available for early childhood education, grades prekindergarten through three. This license shall be required for entry into an Entry Year Program and may be used for substitute teaching.

## **Middle Childhood Education License**

The Division of Education offers a licensure program for middle childhood education teachers (grades four through nine). Middle Childhood Education teaching fields consist of course work distributed over two of the following curriculum areas:

1. Reading/Language Arts (29 hrs.) (3.0 GPA required)
2. Mathematics (30-32 hrs.) (2.5 GPA required)
3. Science (21-23 hrs.) (2.6 GPA required)
4. Social Studies (27 hrs.) (2.6 GPA required)

Teaching fields qualify as minors for Middle Childhood students.

## **Adolescent Young Adult/Multi-age License**

Students preparing for an Adolescent Young Adult (AYA) Education License (grades seven through twelve) or for a Multi-Age Education License (grades prekindergarten through twelve) must complete the courses as listed on the current "Model Program".

**Selecting Teaching Fields.** Selection of a teaching field is an extremely important task for each Adolescent Young Adult Education (grades seven through twelve) or Multi-Age Education (grades prekindergarten through twelve) student. A 2.6 grade point average is required for all teaching areas except English and Music Education, where a 3.0 grade point average is required. The Math area requires a 2.5 minimum grade point average. Teaching fields available at Baldwin-Wallace are:

**Multi-Age Education (grades prekindergarten through twelve)**

- Foreign Language: French, German, Spanish
- Health
- Music
- Physical Education
- Visual Arts

**Adolescent Young Adult Education (grades seven through twelve)**

- Integrated Language Arts
- Integrated Mathematics
- Integrated Science
- Integrated Social Studies
- Life Sciences
- Physical Sciences

Completing AYA or Multi-Age requirements constitutes a college minor.

**Intervention Specialist License (Kindergarten through grade twelve)**

**Mild/Moderate Educational Needs**

A license for Mild/Moderate Educational Needs is currently the only area of Intervention Specialist available at Baldwin-Wallace College.

A license to teach Mild/Moderate Educational Needs is a major within the Division of Education at Baldwin-Wallace College. The student seeking this major must complete the courses listed on the current Mild/Moderate Educational Needs "Model Program."

The student who qualifies for any license listed above in either Early Childhood Education, Adolescent Young Adult Education or Multi-Age Education also may complete a program in Mild/Moderate Educational Needs. The Middle Childhood, Adolescent Young Adult, and Multi-Age Education programs will require additional courses in order to add Mild/Moderate Educational Needs.

Each Intervention Specialist license candidate is required to complete a satisfactory student teaching experience.

## Praxis II Test Results

According to information provided in May of 2007 by the Ohio Department of Education, Baldwin-Wallace College education students fared well on all aggregated areas of the 2005-2006 Praxis II tests and exceeded the state summary (overall) pass rate as indicated below.

Category	B-W Pass Rate	State Pass Rate
Professional Knowledge	98%	97%
Academic Content Areas (math, English, etc.)	96%	98%
Teaching Special Populations	95%	97%
Summary Pass Rates	93%	95%

A more detailed analysis of Praxis II performance by B-W students can be found on the Baldwin-Wallace College Web page at <http://www.bw.edu/academics/edu/programs/praxis/>.

## State License Examination

The State Board of Education of Ohio requires the Praxis II Examinations for all candidates seeking licensure at any level - Early Childhood Education, Middle Childhood Education, Adolescent Young Adult Education, Multi-Age Education, and Mild/Moderate Educational Needs. The Praxis II examination consists of the Principles of Learning and Teaching Exam and the required Specialty Exam.

Candidates currently holding a license and seeking endorsement or validation will be tested only in the areas that they intend to add. Thus, candidates adding Reading or Mild/Moderate Educational Needs endorsement to their license must take the exam in that area. License+Master's candidates must take all the required exams for licensure and endorsements.

Candidates currently holding a license and seeking educational personnel license (e.g. administrator) will be tested in the specialty area.

A candidate for licensure may take any or all required exams as many times as needed, provided the candidate fulfills registration and fee requirements for each "retake."

## Post-Baccalaureate Program (PB): Licensure Only

The Licensure Only program is designed for candidates who have already earned a Bachelor's degree, but do not have a teaching license through the state of Ohio. The Licensure Only program combines undergraduate education and content-area courses leading to an initial Ohio teaching license—but not a formal undergraduate or graduate education degree—in one of the following areas:

- Early Childhood Education (PK–3)
- Middle Childhood Education (4–9)
- Adolescent/Young-Adult Education (7–12)
- Multi-Age Education (K–12)
- Mild/Moderate Educational Needs (K–12)

Admission criteria: Official transcripts from all institutions attended. Cumulative GPA of 2.75. Application and three letters of reference. Contact the Evening/Weekend Admission Office for materials and details.

## **License+Master's Program**

The License+Master's program is an alternative licensure program for a student with a degree and seeking a license. To be admitted to the License+Master's program candidates must hold a cumulative grade point average of 2.75 in the final 60 hours of their undergraduate degree. Candidates who hold an overall grade point average of less than 2.75 but greater than 2.6 will be required to take the Miller's Analogies Test to supplement their application.

As a general rule the Bachelor's degree from an accredited four-year institution of higher education fulfills the general education requirements. To obtain licensure the student must complete required undergraduate professional education courses, teaching field courses, student teaching, and some additional graduate courses which replace undergraduate professional education courses. All graduate courses in the MAEd program of study are required for licensure. License+Master's students who have not taken a psychology course will be required to take PSY 110. In addition, they will be required to take PSY 205.

Upon completion of all requirements the student earns a license in the specialty area, a Master's degree, and possible endorsement or licensure in the Master's specialization.

The following are the License+Master's programs available at Baldwin-Wallace College. Model Program Sheets delineating the requirements for each License+Master's program may be obtained in the Division of Education.

Early Childhood Education License with Reading Endorsement.  
Early Childhood Education License with Mild/Moderate Educational Needs License.  
Early Childhood Education License with Educational Technology Endorsement.  
Middle Childhood Education with Reading Endorsement.  
Middle Childhood Education with Mild/Moderate Educational Needs License.  
Middle Childhood Education with Educational Technology Endorsement  
Adolescent Young Adult Education/ Multi-Age License with Reading Endorsement  
Adolescent Young Adult Education/ Multi-Age License with Mild/Moderate Educational Needs License.  
Adolescent Young Adult Education/ Multi-Age License with Educational Technology Endorsement.  
Intervention Specialist License- Mild/Moderate Educational Needs License.

Each of these programs is designed for the college graduate who wishes to pursue a course of study leading to licensure/endorsement in each of the above areas. Through a combination of graduate and undergraduate courses, the individual may complete a Master of Arts in Education degree, plus licensure in any of the above areas. The candidate will not be recommended for licensure until all of the requirements are completed and the candidate is eligible for the Master of Arts in Education degree.

Details concerning the License+Master's program may be obtained in the Division of Education Office.

# Education

## Course Descriptions

**EDU 101**                    **INTRODUCTION TO EDUCATION AND TEACHING**                    **Two credit hours**

This course will introduce the beginning student in professional education to teaching at the various levels and licensure areas. Students will explore the foundation of American education; emerging models of teaching; structural reforms; diversity of learners; multicultural education; and issues and trends affecting education in a diversified, technological and global world.

**EDU 102**                    **INTRODUCTORY FIELD EXPERIENCE**                    **Zero credit hours**

*Prerequisite: EDU 101*

This experience is an introduction to teaching in primary, middle, or secondary grade classrooms. Minimum time: 30 hours in an academic setting pre-approved by the Division of Education.

**EDU 103D**                    **EDUCATION OF CHILDREN WITH SPECIAL NEEDS**                    **Two credit hours**

*Prerequisites: EDU 101 may be taken concurrently.*

This is a survey course designed to introduce the students to characteristics of learners with special learning, physical and emotional needs. Public laws, court cases, teaching and accommodation strategies will be explored as they relate to trends in reaching students with disabilities, gifts and talents, and diverse cultural needs in both special education and inclusive K-12 settings. A field experience is required.

**EDU 104**                    **TECHNOLOGIES FOR THE K-12 EDUCATOR**                    **Three credit hours**

This course will emphasize the use of technologies in the curriculum; including, but not limited to, technology assessment and purchase, software evaluation, mastery of teaching resources (word-processing, spreadsheet, presentation, CD-ROM) instructional strategies, Internet access, electronic classroom training, access and free speech issues, and grant writing.

**EDU 201**                    **TEACHING STRATEGIES AND MANAGEMENT SKILLS**                    **Three credit hours**

*Prerequisites: EDU 101, PSY 205. (PSY 205 may be taken concurrently)*

Students will study general strategies for teaching students ages 3 through 21. Areas to be included are: planning for instruction; questioning, probing, and reinforcement skills; classroom management theories and techniques; observational, clinical and peer teaching skills.

**EDU 203**                    **INTRODUCTION TO EARLY CHILDHOOD EDUCATION**                    **Three credit hours**

*Prerequisites: EDU 101, PSY 205. (PSY 205 may be taken concurrently).*

This course is designed to provide students with an overview of early childhood education (ages 3-8). Attention will be given to the early childhood profession, its historical, philosophical, and social foundations and how they influence current thought and practice.

**EDU 204**                    **THE TEACHING OF PHONICS**                    **Three credit hours**

This course focuses on understanding and applying phonics rules as well as the role of phonics in reading instruction. Students will learn strategies to incorporate phonics in the teaching of reading.

**EDU 205**                    **INTRODUCTION TO MIDDLE CHILDHOOD EDUCATION**                    **Three credit hours**

*Prerequisites: EDU 101, PSY 205. (PSY 205 may be taken concurrently.)*

The students will study the philosophy, curriculum organization, and goals of middle childhood education. The nature of emerging adolescent learners and teaching methodologies unique to this population will be emphasized.

**PSY 205                      DEVELOPMENTAL PSYCHOLOGY                      *Three credit hours***

*Prerequisite: PSY 110*

A course designed to help the student gain knowledge of the sequence of human development from conception and birth through infancy, childhood, adolescence, adulthood and aging. The impact of biological and interpersonal factors in the growth and maturation of the individual is considered.

**EDU 206                      INTRODUCTION TO ADOLESCENT  
EDUCATION                      *Two credit hours***

*Prerequisites: EDU 101, PSY 205. (PSY 205 may be taken concurrently.)*

This course is an overview of adolescent education for students ages 12 through 21. Current issues confronting the secondary school will be addressed.

**EDU 208                      DEVELOPMENTALLY APPROPRIATE  
PROGRAMS IN EARLY CHILDHOOD  
EDUCATION                      *Two credit hours***

*Prerequisites: EDU 203. Must be taken concurrently with EDU 209*

In this course, students will examine factors which are necessary to create responsive learning environments for young children. Many aspects of the environment will be considered to meet the cognitive and physiological needs of young children.

**EDU 209                      GUIDING YOUNG CHILDREN                      *Two credit hours***

*Prerequisites: EDU 203. Must be taken concurrently with EDU 208.*

The goal of early childhood professionals is to have children behave in socially acceptable and appropriate ways. This course introduces students to techniques for guiding, supporting and encouraging young children's positive behavior.

**EDU 210                      FAMILY AND COMMUNITY IN EARLY  
CHILDHOOD                      *Two credit hours***

*Prerequisites: EDU 208 & 209. (May be taken concurrently).*

This course will emphasize changes in contemporary society and families and how those changes affect children and early childhood education programs. Also emphasized will be techniques and strategies for working effectively with diverse family structures and using community resources to support children ages three to eight. A field experience is required.

**EDU 211D                      EXPLORING EDUCATION IN A DIVERSE  
SOCIETY                      *Three credit hours***

*Prerequisites: Sophomore status and LAS 150. May be taken concurrently with LAS 150.*

The aim of the course is to sensitize teacher education candidates and other interested students to the differing needs of children/adolescents and to foster an exploration of their beliefs and experiences with regard to issues of diversity. Participants in the course will understand critical concepts of teaching and learning in a multi-cultural classroom.

**EDU 274                      INTRODUCTION TO STUDENTS WITH  
MILD/MODERATE EDUCATIONAL NEEDS                      *Three credit hours***

*Prerequisites: EDU 103D*

This course is a study of historical and current definition, characteristics, and needs of students with Mild/Moderate Educational Needs (ages 5-21), and how they change through the lifespan. Focus will be on academic, behavioral, and social assessment and interventions based on current research and inclusive, co-teaching models. A field experience is required.

**EDU 276                      BEHAVIORAL MANAGEMENT FOR STUDENTS  
WITH MILD/MODERATE EDUCATIONAL  
NEEDS                      *Three credit hours***

*Prerequisites: EDU 274*

This course is a study of classroom management approaches for learners ages 5-21, including behaviorist, psychodynamic, environmental, and biophysical models with their legal and ethical implications. Baseline data collection, target behaviors, token economies, contracts and certificates, group processes, medical interventions, and classroom arrangements behavior management and intervention planning are discussed. A field experience is required.



**EDU 340 ASSESSMENT OF TEACHING AND LEARNING Two credit hours**

*Prerequisites: EDU 201, 205 or 206. Must be taken concurrently with EDU 348.*

Students will study elements of measurement, evaluation, effective teaching, and student achievement in diverse settings. The course will emphasize: evaluation methods, grading systems, standardized and teacher-made tests and their interpretation, as well as formal and informal assessment methods. A field experience is required.

**EDU 341 ADOLESCENT/YOUNG ADULT LITERATURE Two credit hours**

*Prerequisites: EDU 201, 205 or 206. May be taken concurrently with EDU 343.*

This course is a survey of literature appropriate for use in the classroom for students ages 8-14. Included is the study of many genres of literature, as well as strategies for using literature across the curriculum. A field experience is required.

**EDU 342 INTEGRATED CURRICULUM FOR INTERVENTION SPECIALISTS Three credit hours**

*Prerequisites: EDU 201. May be taken concurrently with EDU 340. Only required for Middle Childhood, Adolescent Young Adult or Multi-Age Education students who add Mild/Moderate Educational Needs to their license.*

This course is designed to give an understanding of the elementary curriculum to students with middle childhood, adolescent, or multi-age licenses who are seeking the Intervention Specialist license in Mild/Moderate Educational Needs. Integrated content methods and accommodations in reading/language arts, math, science/health, and social studies will be explored.

**EDU 343 READING INSTRUCTION IN MIDDLE CHILDHOOD EDUCATION Three credit hours**

*Must be taken concurrently with EDU 341.*

Students will study the techniques, materials, and philosophical approaches to reading instruction for students ages 8-14. Included are topics such as: reading comprehension, word identification, reading in the content areas, integrating literacy instruction across the curriculum, using literature to teach reading, assessment and teaching reading in diverse classrooms. A field experience is required.

**EDU 345 SOCIAL STUDIES INSTRUCTION IN MIDDLE CHILDHOOD EDUCATION Two credit hours**

Students will study materials and teaching strategies applied to the social studies curriculum for students ages 8-14. A field experience is required.

**EDU 346 SCIENCE/HEALTH INSTRUCTION IN MIDDLE CHILDHOOD EDUCATION Two credit hours**

Students will study the methods and materials used in the science/health curriculum for students ages 8-14. A field experience is required.

**EDU 347 MATHEMATICS INSTRUCTION IN MIDDLE CHILDHOOD EDUCATION Three credit hours**

Students will study the materials and teaching techniques applicable to teaching mathematics to students ages 8-14. A problem-solving approach will be emphasized. A field experience is required.

**EDU 348 READING IN THE CONTENT AREA Three credit hours**

*Must be taken with EDU 340.*

This course is a study of strategies for teaching reading in the content areas. It is required for students planning to teach at the secondary level. 25 hours of clinical/field experience required

**EDU 350-358 SPECIAL METHODS IN ADOLESCENT YOUNG ADULT/MULTI-AGE TEACHING FIELD Three/Four credit hours**

*Prerequisites: EDU 201,206,340,348 other teaching field(s) prerequisites may be required.*

These courses are designed to provide a special teaching methodology in the student's teaching field. In-school experiences are required as part of the course. A field experience is required.

**EDU 377**                    **ASSESSMENT FOR STUDENTS WITH MILD/MODERATE EDUCATIONAL NEEDS**                    **Three credit hours**

*Prerequisites: EDU-103D & 274.*

This course is the study of the use of formal and informal diagnostic instruments used for planning individual instruction for students with mild/moderate educational needs. Includes authentic, portfolio, curriculum-based, performance, and alternative assessment as well as standardized tests. Procedures for using such information for placement decisions and on IEPs are discussed.

**EDU 394**                    **REMEDATION ACROSS THE CURRICULUM**                    **Three credit hours**

*Prerequisites: EDU-103D, 274 & 377.*

This course is designed to give an understanding of the K-12 curriculum to students who are seeking the Intervention Specialist license in Mild/Moderate Educational Needs. Integrated content methods and accommodations in reading/language arts, math, science/health, and social studies will be explored. Methods and materials used to teach these students with mild/moderate educational needs (ages 5-21) will be examined.

**EDU 415**                    **CLINICAL PRACTICE IN MILD/MODERATE EDUCATIONAL NEEDS**                    **Five credit hours**

*Must be taken concurrently with EDU 492. No additional coursework may be taken without the Chairperson's approval.*

This is a period of guided teaching of students with mild/moderate educational needs under the direction of a certificated/licensed special educator. This half-semester experience is completed by candidates seeking dual licensure in mild/moderate educational needs and another licensure/program area. Application required.

**EDU 417**                    **CLINICAL PRACTICE IN EARLY CHILDHOOD EDUCATION**                    **Four credit hours**

*Must be taken concurrently with EDU 492. No additional coursework may be taken without the Chairperson's approval.*

This is a supervised program of observation, participation and classroom teaching experiences in an early childhood setting. This half-semester experience is completed by candidates seeking dual licensure in mild/moderate educational needs and early childhood education. Application required.

**EDU 418**                    **CLINICAL PRACTICE IN MIDDLE CHILDHOOD EDUCATION**                    **Four credit hours**

*Must be taken concurrently with EDU 492. No additional coursework may be taken without the Chairperson's approval.*

This is a supervised program of observation, participation and classroom teaching experiences in two chosen subject areas in a middle childhood setting. This half-semester experience is completed by candidates seeking dual licensure in mild/moderate educational needs and middle childhood education. Application required.

**EDU 419**                    **CLINICAL PRACTICE IN ADOLESCENT YOUNG ADULT EDUCATION**                    **Four credit hours**

*Must be taken concurrently with EDU 492. No additional coursework may be taken without the Chairperson's approval.*

This is a supervised program of observation, participation and classroom teaching experiences in a secondary school. This half-semester experience is completed by candidates seeking dual licensure in mild/moderate educational needs and adolescent young adult/multi-age education. Application required.

**EDU 475**                      **PROFESSIONAL COLLABORATION AND  
TRANSITION DEVELOPMENT**                      **Three credit hours**

*Prerequisites: EDU-103D & 274.*

This course provides an emphasis on collaboration and partnerships with other professionals, paraprofessionals, and parents as team members designing, implementing, and evaluating appropriate educational experiences for persons with disabilities. Characteristics (e.g., SES, cultural background, language, environmental effects, disciplinary/supervisory practices) of families and their effects on teaming, curriculum, instruction will be explored. Additionally, the course will cover topics related to the transition of students with mild/moderate educational needs from special education settings to the general education classroom, from one level of school to the next and from school to community. Issues, resources, techniques to make successful transitions will be explored.

**EDU 478**                      **CLINICAL PRACTICE IN MILD/MODERATE  
EDUCATIONAL NEEDS**                      **Four credit hours**

*Must be taken concurrently with EDU 492. No additional coursework may be taken without the Chairperson's approval.*

*Prerequisites: All Methods and Mild/Moderate Educational Needs Courses. Required of all License + Master's candidates.*

This is a half semester period of guided teaching of students with mild/moderate educational needs under the direction of a certificated/ licensed special educator. Application required.

**EDU 480**                      **CLINICAL PRACTICE IN EARLY CHILDHOOD**                      **Nine credit hours**

*Must be taken concurrently with EDU 492. No additional coursework may be taken without the Chairperson's approval.*

This is a supervised program of observation, participation and classroom teaching experiences in an early childhood setting. Application required.

**EDU 481**                      **CLINICAL PRACTICE IN MIDDLE CHILDHOOD  
EDUCATION**                      **Nine credit hours**

*Must be taken concurrently with EDU 492. No additional coursework may be taken without the Chairperson's approval.*

This is a supervised program of observation, participation and classroom teaching experiences in two chosen subject areas in a middle childhood setting. Application required.

**EDU 484**                      **CLINICAL PRACTICE IN MILD/MODERATE  
EDUCATIONAL NEEDS**                      **Nine credit hours**

*Must be taken concurrently with EDU 492. No additional coursework may be taken without the Chairperson's approval.*

This is a period of guided teaching of students with mild/moderate educational needs under the direction of a certificated/licensed special educator. Application required.

**EDU 487**                      **CLINICAL PRACTICE, ADOLESCENT YOUNG  
ADULT**                      **Nine credit hours**

*Must be taken concurrently with EDU 492. No additional coursework may be taken without the Chairperson's approval.*

This is a supervised program of observation, participation and classroom teaching experiences in a secondary school. Application required.

**EDU 490**                      **CLINICAL PRACTICE, MULTI-AGE EDUCATION**                      **Nine credit hours**

*Must be taken concurrently with EDU 492. No additional coursework may be taken without the Chairperson's approval.*

This is a supervised program of observation, participation and classroom teaching experiences in elementary, middle and/or secondary schools. Requests for student teaching assignments are limited to schools within a specified distance from Baldwin-Wallace College. Placements are made by the Division of Education, not by the individual student.



# ENGLISH

The curriculum in English offers study in several areas. Interested students may take courses designed to improve their understanding of and skills in essay writing, creative writing, and journalistic writing. Courses in literature offer students the opportunity to learn to read perceptively in the various genres and to study American, British, and World literatures in an historical context. Courses in language explore the nature of language, its role in society, and the history and current state of English. The major provides useful preparation for graduate school in English, for professional school in law, and for careers in public relations, education, advertising, publishing, and journalism.

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## English Major

Computer Code: ENGL

**Minimum credits required (5 categories): 40-43 (plus prerequisites as indicated)**

(\* = Prerequisite Required) (+ = test placement or prerequisite)

### I. Introductions to literary analysis and interpretation- Six credits (all of the following)

ENG 126F	Introduction to Fiction	2 credits
ENG 127F	Introduction to Poetry	2 credits
ENG 128F	Introduction to Drama	2 credits

### II. Studies in the literary traditions- Eight credits (two of the following)

ENG 241IF	Survey of British Literature I	4 credits
ENG 242IF	Survey of British Literature II	4 credits
ENG 250FD	Survey of American Literature	4 credits
ENG 280IF	Survey of World Literature	4 credits

### III. Language- Three credits

ENG 210	Introduction to the Study of Language	3 credits
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### IV. Writing- Six credits

ENG 131	Workshop in Exposition and Argument	3 credits+
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Required of all majors except those who have been exempted from the core curriculum writing requirement. English majors who have been exempted from ENG 131 must take ENG 305 plus another writing class from those listed below to satisfy the writing course requirement for the major.

### Choose one additional course from the following (3 credits)

ENG 232	Workshop in Journalism	3 credits*
ENG 233F	Workshop in Creative Writing	3 credits*
ENG 305^	Advanced Expository and Argumentative Writing	3 credits*

Students planning graduate study are advised to take at least three hours in advanced writing.

**V. Advanced studies in English- Seventeen-Twenty credits (five of the following)**

ENG 305^	Advanced Expository and Argumentative Writing	3 credits*
ENG 306	Advanced Journalism	3 credits*
ENG 307	Advanced Creative Writing	3 credits*
ENG 316(I,D)	Studies in Literary History	4 credits*
ENG 328(I,D)	Studies in Major Authors	4 credits*
ENG 335I	Studies in World Literature	4 credits*
ENG 336(I,D)	Studies in Genres, Themes, or Modes	4 credits*
ENG 463(I,D)	Seminar	4 credits*

ENG 316(I,D), 328(I,D), 335I, 336(I,D), and 463(I,D) are not individual courses; they are inclusive categories of courses. For example, there is no course called ENG 328 Major Authors. Rather, there is ENG 328I Chaucer, ENG 328I Shakespeare, etc.

Also, students are not required to take a course in each 300-level category. Any combination of courses with the numbers 316(I,D), 328(I,D), 335I, 336(I,D), 463(I,D) satisfies the "Advanced Studies" requirement.

^ If ENG-305 was used to fulfill the Writing requirement it may not be used to fulfill the Advanced Studies requirement as well.

Note: For the Interdisciplinary Major in Communications for Evening/Weekend students, see Communications.

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## **English Major with a Concentration in Creative Writing**

**Computer Code: ENGC**

**Minimum credits required (5 categories): 45 (plus prerequisites as indicated)**

(\* = Prerequisite Required) (+ = test placement or prerequisite)

**I. Introductions to literary analysis and interpretation- Six credits (all of the following)**

ENG 126F	Introduction to Fiction	2 credits
ENG 127F	Introduction to Poetry	2 credits
ENG 128F	Introduction to Drama	2 credits

**II. Studies in the literary traditions- Eight credits (two of the following)**

ENG 241IF	Survey of British Literature I	4 credits
ENG 242IF	Survey of British Literature II	4 credits
ENG 250FD	Survey of American Literature	4 credits
ENG 280IF	Survey of World Literature	4 credits

**III. Language- Three credits**

ENG 210	Introduction to the Study of Language	3 credits
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**IV. Writing- Nine credits**

ENG 131	Workshop in Exposition and Argument	3 credits+
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Required of all majors except those who have been exempted from the core curriculum writing requirement through ACT or SAT language scores. Students who have been exempted from ENG 131 because of their ACT or SAT score must take ENG 305 plus both writing class listed below to satisfy the writing course requirement for the major with a concentration in creative writing.

ENG 233F	Workshop in Creative Writing: Fiction	3 credits*
ENG 233F	Workshop in Creative Writing: Poetry	3 credits*

#### V. Advanced studies in English- Nineteen credits

Required- both of the following:

ENG 307	Advanced Creative Writing	3 credits*
ENG 450	Seminar in Creative Writing	4 credits*

Required- three of the following:

ENG 316(I,D)	Studies in Literary History	4 credits*
ENG 328(I,D)	Studies in Major Authors	4 credits*
ENG 335I	Studies in World Literature	4 credits*
ENG 336(I,D)	Studies in Genres, Themes, or Modes	4 credits*
ENG 463(I,D)	Seminar	4 credits*

ENG 316(I,D), 328(I,D), 335I, 336(I,D), and 463(I,D) are not individual courses; they are inclusive categories of courses. For example, there is no course called ENG 328 Major Authors. Rather, there is ENG 328I Chaucer, ENG 328I Shakespeare, etc.

Also: With the exception of ENG 307 and ENG 450, which are required, any combination of courses with the numbers 316(I,D), 328(I,D), 335I, 336(I,D), 463(I,D) satisfies the "Advanced Studies" requirement.

#### English Minor in Writing

The English minor in writing must take a minimum of six courses in English including five of the following for a total of 17 credits. ENG 233F Poetry and ENG 233F Fiction can count as two of the five courses.

ENG 131	Workshop in Exposition and Argument	3 credits+
ENG 232	Workshop in Journalism	3 credits*
ENG 233F	Workshop in Creative Writing	3 credits*
ENG 210	Introduction to the Study of Language	3 credits
ENG 305	Advanced Expository and Argumentative Writing	3 credits+
ENG 306	Advanced Journalism	3 credits*
ENG 307	Advanced Creative Writing	3 credits*

## English Minor in Literature

The English minor in literature must take a minimum of 18 credits in English including:

### Six credits (three of the following)

ENG	126F	Introduction to Fiction	2 credits
ENG	127F	Introduction to Poetry	2 credits
ENG	128F	Introduction to Drama	2 credits
ENG	129F(I)	Introduction to Literature: Open Topic	2 credits

### Four credits (one of the following)

ENG	241IF	Survey of British Literature I	4 credits
ENG	242IF	Survey of British Literature II	4 credits
ENG	250FD	Survey of American Literature	4 credits
ENG	280IF	Survey of World Literature	4 credits

### Eight credits (two of the following)

Two literature courses at the 300, 400 level\*

## English Minor in Creative Writing

A minimum of 17 credits are required for the English minor in creative writing.

ENG	126F	Introduction to Fiction	2 credits
ENG	127F	Introduction to Poetry	2 credits
ENG	233F	Workshop in Creative Writing: Fiction	3 credits*
ENG	233F	Workshop in Creative Writing: Poetry	3 credits*
ENG	307	Advanced Creative Writing	3 credits*
ENG	450	Seminar in Creative Writing	4 credits*

## English Education

These requirements are explained under Division of Education. Students who wish to teach English in Ohio schools should check with the Division of Education for further explanation of these requirements.

## English Course Descriptions

### Lower-level courses

#### ENG 050 INDEPENDENT STUDY

See [Independent Study Program, Section II.](#)

**One to four credit hours**

#### ENG 070 INTERNSHIP

See [Internship Program, Section II.](#)

**Credit hours to be arranged**

**ENG 259,359,459**      **FACULTY-STUDENT COLLABORATION**      *Credit hours to be arranged*

See [FSC Program, Section II.](#)

**ENG 111**      **COLLEGE COMPOSITION**      *Three credit hours*

A first course in college-level writing, emphasizing such fundamentals as clarity, coherence, organization, grammatical and mechanical correctness, logic, as well as good content. ENG 111 should be taken in the first year, preferably in the first semester.

**ENG 126F**      **INTRODUCTION TO FICTION**      *Two credit hours*

Readings in the short story and/or novel. The aim of the course is to provide an understanding and appreciation of significant works of fiction. The course will require discussion and writing about the works read. Usually the course will be taught in the 8-week minimester format.

**ENG 127F**      **INTRODUCTION TO POETRY**      *Two credit hours*

Readings in poetry. The aim of the course is to provide an understanding and appreciation of significant works of poetry. The course will require discussion and writing about the poems read. Usually the course will be taught in the 8-week minimester format.

**ENG 128F**      **INTRODUCTION TO DRAMA**      *Two credit hours*

Readings of selected plays. The aim of the course is to provide an understanding and appreciation of significant works of drama. The course will require discussion and writing about the plays read. Usually the course will be taught in the 8-week minimester format.

**ENG 129F(I)**      **INTRODUCTION TO LITERATURE: OPEN TOPIC**      *Two credit hours*

This course can count toward the core fine arts requirement but may not substitute for the ENG 126F, 127F, 128F requirement for the English major.

**ENG 131**      **WORKSHOP IN EXPOSITION AND ARGUMENT**      *Three credit hours*

*Prerequisite: ENG 111 or placement.*

Assignments in writing expository and argumentative prose with particular emphasis on content development. Core requirement; Students required to take ENG 111 should take it during their first semester at B-W, and should take ENG 131 no later than their third semester at B-W.

**ENG 210**      **INTRODUCTION TO THE STUDY OF LANGUAGE**      *Three credit hours*

An introduction to linguistics focusing on the nature of language; its role in human society; its acquisition in childhood and its development; and the sounds, forms, and structures of English from Anglo-Saxon times to the present, with emphasis on current American English and its regional, social, ethnic, and gender variations. No previous work in linguistics is necessary. Required of all English majors.

**ENG 232**      **WORKSHOP IN JOURNALISM**      *Three credit hours*  
**(formerly 132)**

*Prerequisite: Students must have completed the college writing requirement (ENG 131, or exemption) before enrolling in ENG 232.*

Assignments in writing news and features, with emphasis on improving general writing skills, and understanding news values and the functions of journalism in our society.

**ENG 233F**      **WORKSHOP IN CREATIVE WRITING**      *Three credit hours*  
**(formerly 133F)**

*Prerequisite: Students must have completed the college writing requirement (ENG 131, or exemption) plus ENG 126F for ENG 233F (formerly 133F)-Fiction or ENG 127F for ENG 233F (formerly 133F)-Poetry, or permission of the instructor.*

Assignments in writing poetry or fiction. Students who have taken ENG 233F (formerly 133F)-Fiction may also take ENG 233F (formerly 133F)-Poetry for credit and vice versa.

**ENG 241IF**      **SURVEY OF BRITISH LITERATURE I**      *Four credit hours*

A study of selected major British works from the Anglo-Saxon times to 1798, read in their historical contexts.

**ENG 242IF**      **SURVEY OF BRITISH LITERATURE II**      *Four credit hours*

A study of selected major British works from 1798 to the twentieth century, read in their historical contexts.

**ENG 250FD**                    **SURVEY OF AMERICAN LITERATURE**                    **Four credit hours**  
A study of selected works that represent American literature from colonial times through the mid-twentieth century, read in their historical contexts.

**ENG 263IF**                    **SEMINAR**                    **Two to four credit hours**  
Varied topics oriented to the non-major.

**ENG 280IF**                    **SURVEY OF WORLD LITERATURE**                    **Four credit hours**  
A study of selected classics that represent the growth and development of world literature from Ancient to Early Modern Times, read in their historical contexts. Varied topics.

## Advanced Courses

The advanced courses listed below provide approaches to literature and language from a variety of significant viewpoints. They are intended primarily for majors and non-majors who have had courses in the 100 and 200 series. Students may enroll for advanced courses in literature only if they have had six hours of literature (ENG 126F, 127F, 128F, or one of the former and one of ENG 241IF, 242IF, 250F, 280IF, or the equivalent in transferred credits). Since the topics change from term to term, the courses may be repeated for credit.

**ENG 305**                    **WORKSHOP IN ADVANCED EXPOSITORY AND ARGUMENTATIVE WRITING**                    **Three credit hours**  
*Prerequisite: ENG 131 or exemption*

An advanced course in expository and argumentative prose for students who have successfully completed ENG 131.

**ENG 306**                    **ADVANCED JOURNALISM**                    **Three credit hours**  
*Prerequisite: ENG 232 (formerly 132)*

A study of different approaches and styles of journalistic writing in publications with a national distribution, with a focus on helping students to improve their own writing styles.

**ENG 307**                    **ADVANCED CREATIVE WRITING**                    **Three credit hours**  
*Prerequisite: ENG 233F (formerly 133F)*

Intensive workshop specializing in advanced fiction and poetry writing. Designed for students who have taken prerequisite workshops in either or both genres.

**ENG 316(I,D)**                    **STUDIES IN LITERARY HISTORY**                    **Four credit hours**  
*Prerequisite: Six hours of literature (ENG 126F, 127F, 128F, or one of the former and one of ENG 241IF, 242IF, 250F, 280IF, or the equivalent in transferred credits).*

Courses offered under this number are designed to provide advanced study of specific periods in the history of British or American literature.

**ENG 328(I,D)**                    **STUDIES OF MAJOR AUTHORS**                    **Four credit hours**  
*Prerequisite: Six hours of literature (ENG 126F, 127F, 128F, or one of the former and one of ENG 241IF, 242IF, 250F, 280IF, or the equivalent in transferred credits).*

Courses offered under this number concentrate on the work of a single major writer or of a small group of closely-allied writers.

**ENG 335I**                    **STUDIES IN WORLD LITERATURE**                    **Four credit hours**  
*Prerequisite: Six hours of literature (ENG 126F, 127F, 128F, or one of the former and one of ENG 241IF, 242IF, 250F, 280IF, or the equivalent in transferred credits).*

A study of selected works in translation from the great literatures of the world.

**ENG 336(I,D)**                    **STUDIES IN SPECIFIC GENRES, THEMES OR MODES**                    **Four credit hours**

*Prerequisite: Six hours of literature (ENG 126F, 127F, 128F, or one of the former and one of ENG 241IF, 242IF, 250F, 280IF, or the equivalent in transferred credits).*

Courses offered under this number offer intensive study of the development of a single genre, such as the epic, novel or biography; or of a particular literary mode, such as satire or tragedy; or of a recurring theme as it can be traced in various eras and cultures.

**EDU 351**                    **SPECIAL METHODS FOR INTEGRATED  
LANGUAGE ARTS, ADOLESCENT/ MULTI-AGE  
TEACHERS**                    *Four credit hours*

The Division of Education offers a special section of EDU 351 through the English Department for students seeking licensure in English. Students enrolled in this section are required to enroll simultaneously in ENG 351, Research Methods for Teaching Integrated Language Arts, Adolescent and Young Adult (two credit hours) offered by the English Department. (See English Department website at [http://www.bw.edu/academics/eng/.](http://www.bw.edu/academics/eng/))

**ENG 351**                    **RESEARCH METHODS FOR TEACHING  
INTEGRATED LANGUAGE ARTS, ADOLESCENT  
AND YOUNG ADULT**                    *Two credit hours*

Provides methodologies for researching literary texts, that is, how to identify and find criticism of those considered expert on a text, author, or period. Practice includes a research project, incorporation of research into the unit for methods, and incorporation of research into the methods field experience lesson plans. Must be taken concurrently with EDU 351, Special Methods for Integrated Language Arts, Adolescent/Multi-Age Teachers.

**ENG 450**                    **SEMINAR IN CREATIVE WRITING**                    *Four credit hours*

*Prerequisite: ENG 307*

A "Special Topics," capstone seminar and workshop, primarily for students minoring and concentrating in Creative Writing.

**ENG 463(I,D)**                    **SEMINAR**                    *Four credit hours*

*Prerequisite: Written consent of the instructor.*

Varied topics. May be counted toward "Advanced Studies in English" requirement.

**ENG 491,492**                    **DEPARTMENTAL THESIS/PROJECT**                    *Credit hours to be  
(I,D) arranged*

See [Departmental Thesis/Project, Section II](#)

# ENGLISH AS A SECOND LANGUAGE

English as a Second Language (ESL) services are available to all Baldwin-Wallace students whose first language is not English. This includes international exchange students as well as other B-W students. The two courses listed below, ESL 101 and ESL 102 are available for credit to help students improve English speaking and writing skills. Each course can be taken for up to 3 credits. After taking the course for credit, students may continue to receive ESL services in subsequent semesters. Due to potential unique circumstances, ESL students may be allowed to add the course(s) after the first week of the semester. Please contact the ESL office for specific consideration and guidance.

In addition to these courses, ESL instructors are available for individual instruction, informal conversation groups, assistance with written assignments, cultural understanding through discussion and field trips, and TOEFL study groups.

ESL instruction and support are part of B-W's Learning Center, located on the top floor of Ritter Library. Other services to support student success, such as tutoring and study skills are available to all B-W students free of charge.

## **ESL 101 SPEAKING/ LISTENING FOR ACADEMIC PURPOSES** *One to three credits* *Permission of Instructor*

This course will help the Non-Native English Speaking (NNES) student improve overall academic speaking and listening skills by increasing retention of oral and written material and developing communication and presentation skills in an academic setting.

## **ESL 102 ADVANCED GRAMMAR** *One to three credits* *Permission of Instructor*

This course will help the Non-Native English Speaking (NNES) student improve overall academic writing skills by enhancing students' ability to manipulate grammar for style and use academic vocabulary to communicate effectively even under time pressure.

# ENVIRONMENTAL STUDIES MINOR

The primary goal of the Environmental Studies Minor at Baldwin-Wallace College is to provide students with an interdisciplinary perspective of the relationship between humans and their environment. The minor combines coursework and practical experience. Students explore connections among the natural sciences, the social sciences and the humanities as they investigate the context in which environmental problems emerge. Completion of the minor should heighten the students' ability to contribute to the creation of sustainable human societies. The minor is especially recommended for students interested in pursuing careers or graduate work in environmentally related fields.

All students must earn a minimum of 18 semester hours distributed among the following requirements to complete the minor:

- Completion of Humans and the Earth, preferably in the freshman year--Three credits  
For a course description, see ECN 150 under Economics or BIO 150 under Biology.
- Completion of a capstone experience. This may consist of a senior seminar or an internship. Either option would be worth three credit hours.

The seminar would allow students to do in-depth research on a particular environmental problem. Presumably the research would culminate in a written report. Seminars would be organized by faculty with specific environmental interests.

Internships would allow students to gain practical work experience with an organization or business that regularly deals with environmental issues. Each internship must be approved by the Environmental Minor Committee and must involve a minimum of one semester's work equivalent to the work involved in a three credit hour course. Methods for evaluating the internship must be established through collaboration of the student, the Environmental Minor Committee, and the organization/business that provides the internship.

- A student wishing to declare an Environmental Studies Minor must meet with the director of the Environment Studies Minor, preferably no later than the end of the student's sophomore year to develop a plan for completing the minor's requirements. If the student intends to complete an internship, the plan should include a timetable for submitting an internship proposal to the Environmental Studies Committee and then carrying out the work for the internship.
- **Additional Coursework requirements--** In addition to the requirements described above, each student will be expected to complete a minimum of **six credits** of coursework in the natural sciences and **six credits** of coursework in the social sciences/humanities/business. The student must choose from among the following courses to satisfy these coursework requirements:

## Natural Sciences

BIO	111L	Field Biology	4 credits
BIO	210I	Tropical Ecology	4 credits
BIO	313	Ecology	4 credits*
BIO	334	Invertebrate Natural History	4 credits*
+CHM	200I	Science	3-4 credits
GEO	111L	The Dynamic Earth	4 credits
GEO	121IL	Physical Geography	4 credits
PHY	102	Energy and the Future	3 credits

**Social Sciences/Humanities**

ECN	358	Environmental Economics	3 credits*
ECN	362I	Economics of Developing Countries	3 credits*
PHL	205	Environmental Ethics	3 credits*
POL	205	Environmental Politics	3 credits
SOC	181I	Cultural Anthropology	3 credits
BUS	250	Green Business	3 credits

(\* = Prerequisite)

+Topic must be approved by Environmental Studies Committee

# FOREIGN LANGUAGES AND LITERATURES

## Why take a foreign language at college?

Language classes are an excellent opportunity to enhance your studies at college. Many people have found the developing those skills which you began in high school can help smooth the transition to college. Studying a language can also help you develop into a better all-around student. Foreign language study is the key to intercultural knowledge because you learn much about the traditions, customs and values of the cultures where the language is spoken. Once you know one foreign culture better, you will have a new perspective from which to understand and appreciate many other cultures. In addition, you will also learn a great deal about the structure of your own language and the values of your own culture.

Your potential career opportunities also offer a very practical reason for learning a foreign language, because the knowledge of a foreign language in connection with other college training can set you apart from monolingual job candidates.

Many students have discovered that it is not difficult to combine foreign language learning with other areas of study. For example, you need only two courses in the same language to fulfill the International Studies core requirement, and literature classes in any foreign language satisfy the Humanities Fine Arts core requirements. It is common for students to double major or minor in a foreign language and another field of interest. A minor in German, French or Spanish is only a commitment of 17-18 hours above the 100-level. A significant number of B-W students with various majors also study abroad each year.

## Placement in Foreign Language Classes

Many students have questions about which course is the most appropriate entry point into the study of a foreign language. To insure success, it is important that students choose the proper level. Choosing a level too high can create frustration, but a level too low can cause you to lose interest quickly. The following guidelines should be of help.

When you are deciding among the entry-level courses, 101, 102 and 201, the factors to consider are: 1) the amount of previous experience with the language; 2) the quality of the previous experience; 3) the amount of time which has elapsed since you last studied the language; and 4) your placement test score.

All students beginning Spanish, French or German at Baldwin-Wallace College who have not taken the foreign language placement exam before enrolling will be asked by their language teachers to take the test at the beginning of the first week of classes.

**101** is meant for true beginners and is most appropriate for students who have had no previous knowledge of the language. Students with up to 2 years of high school instruction may take this course, if their preparation is not sufficient to take 102 or 201. If other factors such as those listed above make you feel that you need to take 101, despite having had more than two years of previous experience, you should take the placement exam and contact the Department of Foreign Languages and Literatures for advice.

**102** is most appropriate for students who have previous knowledge of the language such as that equivalent to the catalog course description of 101, but who still need an introduction to the topics listed in the catalog description of 102.

**201** is most appropriate for students who have been introduced to and have some understanding of the basic grammar, but who now need to review and refine what they know. Typically, students with 3 or more years of high school instruction and those who have completed the 102 level enroll in 201. This course builds upon the foundation laid in the 101-102 sequence by providing an expansion of the 4 skills of reading, writing, speaking and listening.

During the first week of classes you should speak to your instructor if you feel you are not placed in the most appropriate course. Students who seek initial placement in foreign language courses at the 202 level and above must get special permission from the professor in the Department who is responsible for that language.

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## French Major

**Computer Code: FRNH**

Courses in French are designed to aid in the preparation of students for effective participation as citizens of the world community. The program is structured to develop skill in the use of the French language, to afford a broad knowledge of French literature and civilization, and to nurture discriminating taste in that literature and the related arts.

Major students must complete a minimum of 34 credits beyond the 100-level courses. Certification to teach French is possible for students who also complete applicable requirements of the Division of Education. Education majors planning to teach French are required to spend at least one academic semester or a total of 15 weeks abroad studying the language for which they seek licensure. Although we suggest spending the entire time in one extended visit, students may combine visits to reach the total as long as one visit is a minimum of eight weeks long. The program and projected plan of study should be approved by the student's academic advisor in the Department of Foreign Languages prior to enrolling in the program.

### Minimum credits required: 34

#### Required courses (\* = Prerequisite Required)

FRN	201	Intermediate French I	4 credits*
FRN	202	Intermediate French II	4 credits*
FRN	221I	French Conversation	3 credits*
FRN	275IF	Introduction to French Literature	4 credits*
FRN	310I	French Civilization I	3 credits*
FRN	311I	French Civilization II	3 credits*
FRN	335I	Advanced Grammar and Composition	4 credits*
HUM	285I	Introduction to Intercultural Communication	3 credits

#### At least 6 hours from the following literature courses must be successfully completed:

FRN	263	Seminar (When the topic is literature.)	3 credits*
FRN	375IF	Survey of French Literature I	3 credits*
FRN	376IF	Survey of French Literature II	3 credits*
FRN	463	Special Topics Seminar	3 credits*

The seminars 263 and 463 can be substituted for required classes according to the topic. Substitutions require departmental approval.

## French Minor

Students wishing to minor in French must complete a minimum of 18 credits beyond the 100-level courses, including FRN 201 and 202 (or Advanced Placement), FRN 221I, FRN 275IF and at least one course at the 300 level.

**Education Majors Planning to Teach in Foreign Languages** are required to spend at least one academic semester or a total of 15 weeks abroad studying the language for which they seek licensure. Although we suggest spending the entire time in one extended visit, students may combine visits to reach the total as long as one visit is a minimum of eight weeks long. The program and projected plan of study should be approved by the student's academic advisor in the Department of Foreign Languages prior to enrolling in the program.

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## German Major

**Computer Code: GERM**

German courses are aimed at developing skills in the use of the German language, an appreciation of the literature of German-speaking countries, and an acquaintance with the cultures of these countries. Students majoring in German must complete a minimum of 33 semester hours beyond the 100-level courses. Certification to teach German is possible for students who also complete applicable requirements of the Division of Education. Education majors planning to teach German are required to spend at least one academic semester or a total of 15 weeks abroad studying the language for which they seek licensure. Although we suggest spending the entire time in one extended visit, students may combine visits to reach the total as long as one visit is a minimum of eight weeks long. The program and projected plan of study should be approved by the student's academic advisor in the Department of Foreign Languages prior to enrolling in the program.

### Minimum credits required: 33

#### Required courses (\* = Prerequisite Required)

GER	201	Intermediate German I	4 credits*
GER	202	Intermediate German II	4 credits*
GER	221I	German Conversation	2 credits*
GER	275IF	Introduction to German Literature	4 credits*
GER	310I	German Civilization	3 credits*
GER	335	Advanced Composition and Conversation	4 credits*
HUM	285I	Introduction to Intercultural Communications	3 credits

#### At least 6 hours from the following literature courses must be successfully completed:

GER	263	Seminar (When the topic is literature.)	3 credits*
GER	375IF	Survey of German Literature I	3 credits*
GER	376IF	Survey of German Literature II	3 credits*
GER	463	Special Topics Seminar	3 credits*

The remaining credits may be completed with any German courses above the 100 level. The seminars 263 and 463 can be substituted for required classes according to the topic. Substitutions require departmental approval.

## German Minor

Students wishing to minor in German need 17 credits of German beyond the 100 level which must include GER 201 and 202 (or Advanced Placement), GER 275IF and at least one of the following: GER 263, 310I, 335, 375IF, 376I or 463. Any additional courses above 202 may be used to satisfy the remainder of the required credit hours.

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## Spanish Major

Computer Code: SPNH

Courses in Spanish are designed to develop skills in the use of the Spanish language as well as an appreciation of the language, literature, history and culture of the Spanish-speaking peoples of the world. Students majoring in Spanish must complete a minimum of 33 semester hours beyond the 100-level courses. Certification to teach Spanish is possible for students who also complete applicable requirements of the Division of Education. Education majors planning to teach Spanish are required to spend at least one academic semester or a total of 15 weeks abroad studying the language for which they seek licensure. Although we suggest spending the entire time in one extended visit, students may combine visits to reach the total as long as one visit is a minimum of eight weeks long. The program and projected plan of study should be approved by the student's academic advisor in the Department of Foreign Languages prior to enrolling in the program.

### Minimum credits required: 33

#### Required courses (\* = Prerequisite Required)

SPN	201	Intermediate Spanish I	4 credits*
SPN	202	Intermediate Spanish II	4 credits*
SPN	221I	Spanish Conversation	2 credits*
SPN	275IF	Introduction to Hispanic Literature	4 credits*
SPN	310I	Spanish Civilization	3 credits*
SPN	311I	Spanish-American Civilization	3 credits*
SPN	335	Advanced Composition and Conversation	4 credits*
HUM	285I	Introduction to Intercultural Communications	3 credits

#### At least 6 hours from the following literature courses must be successfully completed:

SPN	263	Seminar (When the topic is literature.)	3 credits*
SPN	375IF	Survey of Spanish Literature I	3 credits*
SPN	376IF	Survey of Spanish-American Literature II	3 credits*
SPN	463	Special Topics Seminar	3 credits*

The seminars 263 and 463 can be substituted for required classes according to the topic. Substitutions require departmental approval.

## Spanish Minor

Students wishing to minor in Spanish must complete a minimum of 17 semester hours beyond the 100-level courses, including SPN 201 and 202 (or Advanced Placement), SPN 275IF and one 300-level course.

# Foreign Languages and Literatures

## Course Descriptions

### Chinese

**CHI 101      ELEMENTARY CHINESE I      *Four credit hours***

Introduction to Chinese language and culture for students with no or little previous experience. Students learn about 100 characters to help them understand basic texts such as songs and poems. Use of videos and internet help the learners gain a better understanding of Chinese culture.

**CHI 102      ELEMENTARY CHINESE II      *Four credit hours***

*Prerequisite: CHI 101 or equivalent*

This second course continues the introduction of simple Chinese characters. Students learn 100 more characters to help develop their reading and writing skills. Teaching of culture is an integral part of the course.

**CHI 201      INTERMEDIATE CHINESE I      *Four credit hours***

*Prerequisite: CHI 102 or equivalent*

This third course continues building on the students' previous Chinese knowledge by introducing new vocabulary, characters, grammar and usage. Students who complete this course should be able to initiate discussion on topics of daily life, understand more complicated sentences and write short compositions. Mandarin pronunciation is taught.

**CHI 202      INTERMEDIATE CHINESE II      *Four credit hours***

*Prerequisite: CHI 201 or equivalent.*

This course begins the second volume of the textbook introducing additional characters with more complicated dialogue and sentence patterns with continued practice of Mandarin pronunciation. Students will read and discuss supplemental materials including Chinese proverbs and folk stories.

### French

**FRN 050I      INDEPENDENT STUDY      *One to four credit hours***

See [Independent Study Program, Section II.](#)

**FRN 101      ELEMENTARY FRENCH I      *Four credit hours***

*Prerequisite: None. Appropriate course for beginners. Students with more than two years of high school French must have special permission of the instructor to register for FRN 101.*

French 101 is a class for students with no experience in the language, or for students with a 1 to 2 year high school experience. Depending on the level of the students, and the program they followed in high school, French 102 can be a better entry point for the study of the language. Basic conversation, reading, listening and writing skills are taught at the 101 level. Students learn regular verbs ending in "er" and some irregular verbs: to be, to have, to do, to go, etc. Present and past tenses, basic negations, questions, adjective usage are also part of the 101 core. Main conversation topics include: introducing oneself, talking about food, family, telling time, and different actions in the present and past tenses.

**FRN 102      ELEMENTARY FRENCH II****Four credit hours***Prerequisite: FRN 101 or equivalent*

French 102 is a continuation of the first-year experience in the language. French 101 is required or at least 2 years high school experience. Students who desire to enter the 102 level without taking 101 should acquire the textbook used in the 101 level and review the chapters covered in that class (contact instructor for more information). More of the basic conversation, reading, listening and writing skills are taught at the 102 level. Students learn more regular and irregular verbs. Future, subjunctive and more past tenses are introduced as well as grammar items such as question formation and pronoun usage. Main conversation topics include: talking about television, hobbies, and cultural aspects of the French speaking world.

**FRN 201      INTERMEDIATE FRENCH I****Four credit hours***Prerequisite: FRN 102 or equivalent. FRN 201 is an appropriate entry point for most students with more than two years of solid high school French. Required of all French majors*

French 201 is foremost a review of some of the basic grammar items covered in a first-year French college class (101 and 102) with an emphasis on exceptions to rules and new vocabulary items to improve conversation skills. Most high school students who have studied the language for 3 years or more can enter this specific level of the (language during their freshmen year in college. Conversation, reading and writing skills are taught in order for students to improve their knowledge and usage of the language. New students should realize that 3 to 4 year high school experience prepare them well for the level of French used in the classroom. French 201 reviews and improves usage of regular verbs (like "parler" "finir" "repondre") and some of the irregular verbs (to be, to have, to go, etc.). Adjectives, articles, basic question patterns, and numbers form also the core of the review and improvement taught in the class. A typical 201 level class helps students to go back into the language after their summer break.

**FRN 202      INTERMEDIATE FRENCH II****Four credit hours***Prerequisite: FRN 201 or equivalent. Required of all French majors*

French 202 is a continuation of the second-year experience in the language. French 201 or at least 3-4 year high experience is required to enter the class. Students who get permission from the instructor to enter the 202 level without taking 201 will be asked to acquire the textbook used in the 201 level and review the chapters covered in that class (contact instructor for more information). Students need to understand that entering a 202 level requires a good understanding of spoken French as well as the ability to write and express oneself in the language. Students entering this specific level will join a group of their peers who have used and reviewed the language at the 201 level with exercises in conversation, reading, listening and writing skills. French 202 reviews and improves the use of subjunctive, conditional and future tenses. Complex sentences, questions and prepositions use are also part of the curriculum.

**FRN 221I      FRENCH CONVERSATION****Three credit hours***Prerequisite: FRN 202 or equivalent. Required of all French majors*

Intensive practice in the spoken idiom, phonetics, developing fluency of expression and establishing basic conversational vocabulary.

**FRN 240I      CONTEMPORARY FRANCE****Three credit hours***Prerequisite: None. Given in English, with no prior study of French expected. May be taken for major credit if out-of-class research and reports are done in French.*

A study of ongoing and developing events, in any field, which present themselves in France and Francophone countries. The course also includes readings in and discussions of the French national character and examples of intercultural miscommunication.

- FRN 250      TECHNIQUES OF TRANSLATION      *Three credit hours***  
*Prerequisite: FRN 202 or equivalent*  
 A brief introduction to the theories of translation, followed by practical experience in translating various materials, such as news items, magazine articles, technical information and literature, with an effort to produce translations from English to French and from French to English of publishable quality.
- FRN 260      COMMERCIAL FRENCH      *Three credit hours***  
*Prerequisite: FRN 202 or equivalent*  
 An introduction to the French commercial enterprise, with particular emphasis on technical and commercial terminology. Practice in business correspondence.
- FRN 263      SEMINAR      *Three credit hours***  
*Prerequisite: FRN 202 or permission of instructor*  
 A close study of a selected topic in French. May be repeated if a different topic is offered. Depending on the topic this class may substitute for courses required of the French minor and major.
- FRN 275IF    INTRODUCTION TO LITERATURE      *Four credit hours***  
*Prerequisite: FRN 202. Required of all French majors*  
 An introduction to literary study, treating major authors and literary genres from various periods.
- FRN 310I    CIVILIZATION I      *Three credit hours***  
*Prerequisite: FRN 202. Required of all French majors*  
 A study of French culture, society, history and arts, from the origins of France Through the Third Republic.
- FRN 311I    CIVILIZATION II      *Three credit hours***  
*Prerequisite: FRN 202. Required of all French majors*  
 A continuation of the study of French civilization, with emphasis on contemporary France, its society, its institutions and the French mentality today.
- FRN 335I    ADVANCED GRAMMAR & COMPOSITION      *Four credit hours***  
*Prerequisite: FRN 202. Required of all French majors*  
 Advanced work in grammar with an emphasis on French composition and stylistics.
- FRN 350    SPECIAL METHODS LANGUAGE TEACHING      *Three-four credit hours***  
 Required of all students seeking a license to teach. See EDU 350.
- FRN 375IF    SURVEY OF FRENCH LITERATURE I      *Three credit hours***  
*Prerequisite: FRN 275IF. Required of all French majors*  
 A study of French literature from the Middle Ages through the 18th Century.
- FRN 376IF    SURVEY OF FRENCH LITERATURE II      *Three credit hours***  
*Prerequisite: FRN 275IF. Required of all French majors*  
 A study of French literature of the 19th and 20th Centuries.
- FRN 463    SEMINAR      *Three credit hours***  
*Prerequisite: Advanced standing and permission of instructor*  
 FRN 463 is intended to be a capstone seminar which builds on a significant understanding of French Studies. Topics may vary. Students may take the course twice if different topics are offered.

**FLL 3001      FRENCH LITERATURE IN TRANSLATION 19th CENTURY FRENCH NOVELS      Three credit hours**

*Prerequisite: None. Taught in English. Only offered on weekends or evenings*

The 19th Century is the Golden Age of the Novel in France. In this class students and the professor will discuss the major works produced in France during the 19th century starting from Romanticism and Realism and continuing into Naturalism in order to arrive at a possible definition of the novel as a literary genre. Reading assignments will include among other works Balzac's Old Goriot and Flaubert's Madame Bovary.

## **German**

**GER 050I      INDEPENDENT STUDY      One to four credit hours**

See [Independent Study Program, Section II.](#)

**GER 101      ELEMENTARY GERMAN I      Four credit hours**

*Prerequisite: None. Appropriate course for beginners. Students with more than two years of high school German must have special permission of the instructor to register for GER 101.*

German 101 begins with an introduction to basic vocabulary, from numbers and greetings through foods and furniture to travel topics. Class time is used to practice speaking and listening skills, where you can expect to respond to questions, do numerous pair exercises and participate in role playing. Students learn about the gender of nouns and pronouns, the nominative, accusative and dative cases and the use of prepositions. Regular and irregular verbs in both the present and present perfect tenses are taught as well as modal auxiliary verbs. Among others, the basic functions of asking and giving personal information, making a purchase, ordering in a restaurant, and giving directions are stressed in written homework as well as in oral work in class. The reading assignments and supplements to the book provide interesting cultural information about the German-speaking countries.

**GER 102      ELEMENTARY GERMAN II      Four credit hours**

*Prerequisite: GER 101 or equivalent.*

German 102 reviews the student's basic knowledge of the nominative, accusative and dative cases and introduces the genitive. Students will be taught how to tell stories in the simple past tense, use attributive adjectives, make comparisons, use the future tense, form sentences in passive voice, and to use the subjunctive to indicate conjecture. Discussion topics include sports and leisure, overnight lodging, entertainment, the German school system, fairy tales and German history. Written practice comes mainly in the form of homework, and time in class concentrates on practicing speaking and listening. The textbook is supplemented with educational language videos, recorded music and interactive small group exercises.

**GER 201      INTERMEDIATE GERMAN I      Four credit hours**

*Prerequisite: GER 102 or equivalent. Appropriate entry point for most people who have had more than two years of solid high school German. Required of all German majors.*

This first level of the intermediate sequence reviews the basic skills which you acquired in your elementary language study and expands upon them. Although a thorough review of all grammar is given, special attention is paid to the following difficult areas of grammar: adjective endings, past tenses, relative pronouns. The exercises are designed to increase your ability to read, write, speak and understand German. You will be given a selection of authentic reading assignments which are appropriate for your level, and which deal with topics of German-speaking culture and life in Europe. Role play, pair work and writing assignments ask for your personal, creative reaction to the readings. Real life situations such as dialogues in restaurants and at the train station are imitated in classroom pair work. All class discussions, readings and written assignments are in German, but do not require an advanced level of language ability.

**GER 202 INTERMEDIATE GERMAN II *Four credit hours***

*Prerequisite: GER 201 or equivalent. Required of all German majors.*

German 202 is a continuation of the intermediate level and builds upon the skills practiced in 201 including further work on passive voice, subjunctive and relative pronouns. GER 202 is the prerequisite for advanced level German language classes. Classroom discussions and written assignments center on authentic short literary and cultural texts and one novella of moderate length. The course is taught in German. Class work provides listening and speaking practice while homework affords the chance to sharpen writing skills.

**GER 221 GERMAN CONVERSATION *Two credit hours***

*Prerequisite: GER 202 or consent of the instructor. Required of all German majors.*

Intensive practice in speaking and vocabulary building. May be repeated for credit. Offered alternate years.

**GER 240I CONTEMPORARY GERMANY *Three credit hours***

*Prerequisite: None, taught in English*

A discussion of the social, political and artistic trends in contemporary German speaking countries. Students may receive language credit if their reading and papers are done in German. This course may be offered in the eight week minimester format. In addition, this course is used as a preparatory course for study abroad programs, such as "Germany Rocks!", Spring 2005.

**GER 250I TECHNIQUES OF GERMAN TRANSLATION *Three credit hours***

*Prerequisite: GER 202.*

A brief introduction to theories of translation, followed by practical experience translating various texts. Most assignments will be translations from German to English. Offered in alternate years.

**GER 260I COMMERCIAL GERMAN *Three credit hours***

*Prerequisite: GER 202.*

An introduction to commercial terminology in German plus cultural study of the institutions needed for business. Students also learn the rudiments of German business correspondence and telephone etiquette. Considerable time will be devoted to modern German culture as it determines the nature of business with Germans. Offered in alternate years.

**GER 263I SEMINAR *Three credit hours***

*Prerequisite: GER 202.*

A close study of a selected topic in German. May be repeated if a different topic is offered. Depending on the topic this class may substitute for courses required of the German minor or major.

**GER 275IF INTRODUCTION TO GERMAN LITERATURE *Four credit hours***

*Prerequisite: GER 202 or equivalent. Required of all German majors.*

This course is a thematic survey of literature from several of the major literary movements. Students will read a variety of genres and authors from works of various periods which share at least one common theme. Serves as a prerequisite for GER 375IF and 376IF.

**GER 310I GERMAN CIVILIZATION *Three credit hours***

*Prerequisite: GER 202. Required of all German majors.*

A study of the historical and culture development of the German-speaking peoples from the Germanic tribes to the formation of the Federal Republic of Germany. Required of all German majors.

**GER 335 ADVANCED COMPOSITION AND CONVERSATION *Four credit hours***

*Prerequisite: GER 202. Required of all German majors.*

This course seeks to fine tune the student's command of German by discussing difficult vocabulary usage and reviewing the most difficult grammar. Numerous written assignments and daily oral exercises in class.

**GER 350 SPECIAL METHODS LANGUAGE TEACHING *Three-four credit hours***

*Required of all students seeking a license to teach German.*

See EDU 350. Not offered every year.

**GER 375IF SURVEY OF GERMAN LITERATURE I Three credit hours**

*Prerequisite: At least one of GER 263(I), 275IF or 310I or permission of instructor.*

This study of German literature will include works from the earliest periods to the beginning of the nineteenth century. GER 376IF and 375IF may be taken in any order.

**GER 376IF SURVEY OF GERMAN LITERATURE II Three credit hours**

*Prerequisite: At least one of GER 263(I), 275IF or 310I or permission of instructor.*

A survey of German literature from Romanticism to the 20th century. GER 376IF and 375IF may be taken in any order.

**GER 463 SPECIAL TOPICS SEMINAR Three credit hours**

*Prerequisite: Advanced standing and permission of instructor.*

GER 463 is intended to be a capstone seminar which builds on a significant understanding of German Studies. Topics may vary. Students may take the course twice if different topics are offered.

**FLL 300I GERMAN CLASSICS IN TRANSLATION Three-four credit hours**

*Prerequisite: None. Taught in English. Only offered weekends or evenings.*

Analysis and discussion of literary and intellectual trends in Germany as reflected in representative works of German literature from about 1750 through 1900; authors include Lessing, Goethe, Schiller, Heine and Keller.

**FLL 301I RECENT GERMAN LITERATURE IN TRANSLATION Three-four credit hours**

*Prerequisite: None. Taught in English. Only offered weekends or evenings.*

Analysis and discussion of intellectual and literary trends in German-speaking countries from the beginning of the twentieth century to the present; authors include Brecht, Kafka, Hesse and Mann.

**FLL 310I SURVEY OF GERMAN FILM Three-four credit hours**

*Prerequisite: None. Taught in English. Only offered weekends or evenings.*

Intensive study and discussion of selected periods and themes in German film. This course may be repeated for credit, provided it covers a different subject matter.

**FLL 320I GERMANY AND FACISM Three-four credit hours**

*Prerequisite: None. Taught in English. Only offered weekends or evenings.*

Intensive study and discussion of selected authors dealing with Fascism in German literature. This course may be repeated for credit, provided it covers a different subject matter.

## Italian

**ITL 101 ELEMENTARY ITALIAN I Four credit hours**

*Prerequisite: None. Appropriate course for beginners. Students with more than two years of high school Italian must have special permission of the instructor to register for ITL 101.*

An introduction to basic Italian vocabulary, pronunciation and grammar. Students complete the first half of the elementary Italian textbook.

**ITL 102 ELEMENTARY ITALIAN II Four credit hours**

*Prerequisite: ITL 101 or equivalent.*

ITL 102 assumes some active knowledge of basic Italian and builds on the skills taught in ITL 101, completing the elementary textbook.

## Spanish

### **SPN 050 INDEPENDENT STUDY**

**One to four credit hours**

See [Independent Study Program, Section II.](#)

### **SPN 101 ELEMENTARY SPANISH I**

**Four credit hours**

*Prerequisite: None. Appropriate course for beginners. Students with more than two years of high school Spanish must have special permission of the instructor to register for SPN 101.*

This course is designed for students with no previous knowledge of Spanish. Students will learn basic grammar in an oral/aural context in each class. Students of Spanish 101 are expected to develop the four language skills of speaking, listening, basic reading and writing as well as an appreciation of Latino culture. Students will be exposed to native speakers of Spanish in an interactive CD ROM, tele-based program Destinos, and videos on Spain and Spanish-America.

### **SPN 102 ELEMENTARY SPANISH II**

**Four credit hours**

*Prerequisite: SPN 101 or equivalent.*

Students of Spanish 102 are expected to enhance the four language skills of speaking listening, reading, and writing. This class will introduce the subjunctive mood, compound tenses, prepositions, and basic conversational skills. Speaking the language is greatly stressed at this level. Students will be exposed to native speakers of Spanish in an interactive CD ROM, tele-based program Destinos, and videos on Spain and Spanish-America.

### **SPN 201 INTERMEDIATE SPANISH I**

**Four credit hours**

*Prerequisite: SPN 102 or equivalent. SPN 201 is an appropriate entry point for most students with more than two years of high school Spanish. Required of all Spanish majors.*

One purpose of this class is to review what the student already learned and to expand on her/his first year of Spanish at B-W. This is a grammar class with an introduction to cultural and literary readings. All skills (reading, writing, listening, and speaking), as well as the three basic fields (grammar, literature, and culture) will be emphasized during the course.

### **SPN 202 INTERMEDIATE SPANISH II**

**Four credit hours**

*Prerequisite: SPN 201 or equivalent. Required of all Spanish majors.*

An expansion of Spanish language skills developed with exercises in conversation, oral comprehension, composition based on cultural and literary readings.

### **SPN 221 SPANISH CONVERSATION I**

**Two credit hours**

*Prerequisite: SPN 202 or consent of the instructor. Required of all Spanish majors.*

This course focuses on the development of oral fluency and vocabulary.

### **SPN 240I CONTEMPORARY SPAIN AND LATIN AMERICA**

**Three credit hours**

*Prerequisite: None. Given in English. May be taken for major credit if out-of-class research and report is done in Spanish.*

A study and discussion of ongoing and developing events in any field, which present themselves in Spain and Latin America. The course also includes readings and discussions of the Hispanic character and pertinent topics in intercultural communication.

### **SPN 250 TECHNIQUES OF SPANISH TRANSLATION**

**Three credit hours**

*Prerequisite: SPN 202 and 221I or equivalent.*

A brief introduction to theories of translation followed by practical experience translating various texts.

### **SPN 260I COMMERCIAL SPANISH**

**Three credit hours**

*Prerequisite: SPN 202 or equivalent.*

An introduction to commercial and technical terms in Spanish with practice in business correspondence.

**SPN 263 SEMINAR Three credit hours**

*Prerequisite: SPN 202 or permission of instructor.*

A close study of a selected topic in Spanish. May be repeated if a different topic is offered. Depending on the topic this course may substitute for courses required of the Spanish minor or major.

**SPN 275IF INTRODUCTION TO HISPANIC LITERATURE Four credit hours**

*Prerequisite: SPN 202 or special permission of instructor. Required of all Spanish majors.*

An introduction to literary study, treating major authors and literary genres from various periods and countries.

**SPN 310I SPANISH CIVILIZATION Three credit hours**

*Prerequisite: SPN 202 or equivalent.*

A study of the historical and social development of Spanish culture and civilization.

**SPN 311I SPANISH-AMERICAN CIVILIZATION Three credit hours**

*Prerequisite: SPN 202 or equivalent.*

A study of the historical, political, economic and cultural development of Latin America.

**SPN 335I ADVANCED COMPOSITION AND CONVERSATION Four credit hours**

*Prerequisite: SPN 202 or equivalent. Required of all Spanish majors.*

Students receive directed composition practice on various current and personal themes. Group and individual work on practical improvement of pronunciation and the study of troublesome aspects of grammar and syntax are also involved.

**SPN 350 SPECIAL METHODS LANGUAGE TEACHING Three- four credit hours**

*Required of all students seeking a license to teach.*

See EDU 350.

**SPN 375IF SURVEY OF SPANISH LITERATURE Three credit hours**

*Prerequisite: SPN 275IF or equivalent.*

A study of the major literary movements, representative authors and selections from their works from the 12th century to the 20th century. Short stories, poetry, essays and the theater are included.

**SPN 376IF SURVEY OF SPANISH-AMERICAN LITERATURE Three credit hours**

*Prerequisite: SPN 275IF or equivalent.*

A study and interpretation of a select number of major literary works from Latin America.

**SPN 463 SEMINAR Three credit hours**

*Prerequisite: Advanced standing and permission of instructor.*

SPN 463 is intended to be a capstone seminar which builds on a significant understanding of Hispanic Studies. Topics may vary. Students may take the course twice if different topics are offered.

## Seminar in Ecuador

The following courses are offered only for the students who are participating in the Seminar in Ecuador. See description in this catalog under [Explorations/Study Abroad program, Section II.](#)

### **SPN 110      ELEMENTARY SPANISH IN ECUADOR      *Seven credit hours***

*Prerequisite: None*

SPN 110 is offered in Ecuador by Experiment in International Living. It is a beginning language class for students with no more than three years of Spanish. (Appropriate student placement will be determined by the Department of Foreign Languages and Literatures to which students must present evidence of their high school year/s of Spanish, such as a transcript). This course will cover the equivalent of the first year of language and culture instruction offered in the Spanish Program at Baldwin-Wallace College. This is an intensive course that allows students to complete two semesters of Spanish in one semester in Ecuador.

**Course Structure and Objectives:** SPN 110 is an introduction to Spanish language and culture. It will cover basic Spanish grammar and structures and pay particular attention to vocabulary enrichment and knowledge of Latino culture. All skills (reading, writing, listening and speaking) and the three basic fields (grammar, introduction to reading, and writing) will be emphasized.

### **SPN 210      INTERMEDIATE/ADVANCED SPANISH IN ECUADOR      *Seven credit hours***

*Prerequisite: Minimum SPN 101 (See the description of this class below for more details).*

SPN 210 is an intermediate and/or advanced course in Spanish that reviews and expands knowledge of grammar, aural skills (listening and comprehension), and reading and written skills in Spanish. If the student is a Spanish major or minor, this course may be the equivalent of SPN 102/201, 201/202, 202/221I, or two of the following courses: 240I, 275IF, and/or 311I, however, the exact equivalence will depend on the student's placement by the Department of Foreign Languages and Literatures.

**Course Structure and Objectives:** SPN 210 is designed to reinforce and expand the Spanish language skills the student has already acquired in the first year of language instruction. During the semester, the student should improve her or his ability to manipulate not only the basic structures of Spanish, but more idiosyncratic and sophisticated structures as well. Special attention will be given to vocabulary enrichment, literary and cultural readings, oral discussions and writing.

## Humanities

### **HUM 285I      INTRODUCTION TO INTERCULTURAL COMMUNICATION      *Three credit hours***

This course, taught in English by members of the Foreign Language faculty, will analyze difficulties in communicating across cultural boundaries, misunderstandings arising from cultural differences, and techniques for living and working successfully in a multicultural setting. The course utilizes films, simulation games and other experiential learning techniques. Appropriate for any student interested in being a genuine citizen of the world. May be offered in the minimester format.

### **HUM 287IE      SEMINAR IN EUROPE I: ON-CAMPUS PROGRAM      *Two credit hours***

See [Seminar in Europe, Section II.](#)

### **HUM 288IE      SEMINAR IN EUROPE II: THE EUROPEAN EXPERIENCE      *Six credit hours***

See [Seminar in Europe, Section II.](#)

# HEALTH AND PHYSICAL EDUCATION

The Division of Health and Physical Education offers courses that satisfy core curriculum requirements, HPE Division major and minor programs of study, requirements for other College majors, and general electives.

## HPE Core Curriculum Requirements

To satisfy the health and physical education core requirement of the College, all students must complete a one-half credit computer course, HPE 110W, Personal Wellness, and complete an additional minimum of one and one-half credits from a menu of sports, fitness, recreational activity courses and/or dance technique courses from HPE 131W, 132W, 133W, 141W, 142W, 143W, 144W and/or from a menu of classroom course offerings in health and wellness as designated applicable to the HPE Core. Students may select any of the activity and technique courses offered, however, no specific activity or technique course may be repeated for credit except at a more advanced level. Students who have individual needs or are physically challenged may confer with HPE faculty to discuss selection of appropriate courses.

Note that the HPE Core requirement as outlined begins for students who enter B-W in the 2004-2005 academic year.

Among objectives for the required HPE Core courses are the following:

- The development of essential knowledge in health and wellness issues especially as it may relate to leadership and advocacy for healthy lifestyles for individuals, families, and communities now and in the future.
- The development of knowledge, skills, attitudes, and values related to achieving and maintaining optimal levels of physical fitness and personal wellness.
- The development of motor abilities that contribute to skill, proficiency, ease, and grace in the control of one's body.
- The development of worthy leisure-time recreational habits, skills, and attitudes.
- The development of an appreciation of the art and science of human movement both as a participant and as a spectator.

## Fine Arts, Diversity and International requirements of the Core Curriculum Courses

offered by the HPE Division that may be applied to the fine arts requirement of the core include HPE 214IF, 217FD, 331F, 333F. HPE 214IF may also be applied to the international studies component of the core. HPE 217FD and HPE 423D may be applied to the diversity requirement.

## Divisional Majors and Minors

For students planning to major in any one of the majors offered by the HPE Division, the Division recognizes the preceding objectives, explores the body of knowledge, and provides a foundation for students preparing to teach, coach, manage and/or pursue graduate study in areas related to the major. Majors are offered in physical education, sport management, athletic training, pre-physical therapy, exercise science, health promotion and education. Academic minors are designed to supplement any academic major. Minors are offered in health promotion and education, child and family, athletic coaching, dance, recreation, and personal wellness. Additional study is recommended beyond the minimum credits and required courses for each major and minor including HPE 050, 070, special topic seminars, and honors courses.

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## Physical Education Major

Computer Code: HPET

This major is designed to focus on theoretical and practical knowledge and skills related to the planning, implementation, and evaluation of physical education programs for learners ages three through twenty-one and prekindergarten through grade twelve. Multi-age license to teach physical education is possible for students who successfully complete this major as well as applicable requirements for licensure as outlined by the Division of Education. Students are encouraged to supplement physical education licensure with a secondary teaching area such as health promotion and education. Students who desire to coach are encouraged to complete the athletic coaching minor. Students who complete this major are expected to be competent in a number of sport and fitness skills.

**Minimum credits required: 49 (\* plus prerequisites as indicated)**

### Required courses

BIO	203L	Human Anatomy and Physiology I	4 credits
BIO	204L	Human Anatomy and Physiology II	3 credits*
HPE	201	Orientation to HPE	1 credits
HPE	205	First Aid	2 credits
HPE	209	Research Design & Statistics	3 credits
HPE	215	Dance Forms	2 credits
HPE	230	Physical Education for Children	3 credits
HPE	232	Physical Education for the Middle Grades	2 credits
HPE	302	Physiology of Exercise	3 credits*
HPE	311	Techniques of Instruction	3 credits*
HPE	321	Adapted Physical Education	2 credits
HPE	323	Outdoor Recreation & Education	2 credits
HPE	340	Program Organization & Administration	3 credits
HPE	347	Historical, Philosophical, and Curricular Foundations of Physical Education	3 credits
HPE	352	Motor Learning	3 credits
HPE	404	Principles of Sport & Physical Education	2 credits
HPE	451	Kinesiology/Biomechanics	3 credits*

At least 10 activity courses from HPE 131W, 132W, 133W are required in the following five designated areas: Area I, Sports and Games: minimum of 3 courses from badminton, basketball, soccer/speedball, softball, tennis, volleyball; Area II, Lifetime/Leisure: minimum of 2 courses from archery, bowling, camping, canoeing, cycling, golf, racquetball, with at least 1 of the 2 courses from camping, canoeing, cycling; Area III, Gymnastics/Tumbling: minimum of 1 course from tumbling/free exercise, apparatus; Area IV, Swimming: minimum of 1 course from swimming; students may satisfy the Area IV activity requirement by current participation on the intercollegiate swim team or current certification in American Red Cross Lifeguard Training or Water Safety Instructor; note that students who choose the latter option must still complete the 10 activity course minimum; Area V, Physical Fitness: minimum of three courses specifically designated as weight training, aerobics, water aerobics and either walk, jog, run or fitness. Substitutions for activity courses in the five designated areas must be approved by student's academic advisor and department chair.

Courses required for the major do not necessarily need to be taken in the sequence listed unless as specified by course prerequisites.

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## Sport Management Major

Computer Code: HPEM

Designed for students who are interested in pursuing a career in professional sports, collegiate athletics, amateur sports, youth sports, or organizations with a sport-related component such as private clubs, government agencies, and city recreation departments. Students completing this major must also complete a second major or minor offered by the Division of Business Administration or Public Relations.

**Minimum credits required: 35-37 (\* plus prerequisites as indicated)**

### Required courses

HPE 201	Orientation to HPE	1 credits
HPE 205	First Aid	2 credits
HPE 227	Principles of Coaching	2 credits
HPE 243	Introduction to Sport Management	3 credits
HPE 250	Sport Management Explorations	1 credit
HPE 324	Community Recreation	2 credits
HPE 340	Program Organization & Administration	3 credits*
HPE 343M	Ethics in Sport Management	2 credits*
HPE 343R	Legal Issues in Sport Management	2 credits*
HPE 343B	Budgeting, Finance, and Economics in Sport Management	2 credits*
HPE 344	Sport Management & Media Relations	2 credits*
HPE 346	Sport Marketing	2 credits*
HPE 404	Principles of Sport and Physical Education	2 credits*
HPE 443	Sport Management Capstone	1 credit*
HPE 450	Facility/Event Management	3 credits*
HPE 070	Sport Management Internship	3-4 credits*

### At least one course from the following:

HPE 301W	Sport Exercise Conditioning & Program Design	3 credits
HPE 321	Adapted Physical Education	2 credits
HPE 323	Outdoor Recreation & Education	2 credits
HPE 345	Fitness & Health Promotion Program Management	3 credits*
HPE 406	Psychology of Coaching	2 credits*

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## Athletic Training Major

Computer Code: HPEA

This CAATE (Commission on Accreditation of Athletic Training Education) accredited major is designed to prepare students to become skilled allied health care practitioners capable of working in the athletic training field as well as a multitude of other settings. Upon completion, students are eligible and expected to sit for the BOC (Board of Certification) examination in order to become a Certified Athletic Trainer (ATC). Major emphasis is placed on the development of cognitive knowledge and psychomotor skills and is accomplished by the integration of didactic coursework with laboratory, practicum, clinical and internship experiences. Students must be selected into the clinical experience component of the major and must pass eligibility standards to continue in the program. Admission is based on, but not limited to: documented clinical observation hours, prerequisite course grades, overall grade point average, evaluations, proficiency exam, and letters of recommendation. Details of program accreditation and selection standards are available from the Athletic Training Education Program Director as well as accessible on the Baldwin-Wallace College Athletic Training Education Program website.

<http://www.bw.edu/academics/hpe/programs/at/>

**Minimum credits required: 62 (\* plus prerequisites as indicated)**

### Required courses:

HPE	201	Orientation to HPE	1 credits
HPE	202	Athletic Training I	3 credits
HPE	205	First Aid	2 credits
HPE	206	Medical Terminology	2 credits
HPE	208	Emergency Care Techniques	1 credit*
HPE	209	Research Design and Statistics	3 credits
HPE	211W	Nutrition for the Athlete	3 credits
HPE	281	Practicum in Athletic Training I	1 credit
HPE	282	Practicum in Athletic Training II	1 credit
HPE	302	Physiology of Exercise	3 credits*
HPE	303	Health & Physical Fitness Assessment	2 credits*
HPE	305	Lower Extremity Evaluation	3 credits*
HPE	306	Therapeutic Modalities	3 credits*
HPE	306L	Therapeutic Modalities Lab	1 credit*
HPE	307	Upper Extremity Evaluation	3 credits*
HPE	308	Athletic Training Administration	3 credits*
HPE	309	Therapeutic Exercise	3 credits*
HPE	381	Practicum in Athletic Training III	1 credit
HPE	382	Practicum in Athletic Training IV	1 credit
HPE	423D	Exercise Prescription for Special Populations	3 credits
HPE	445	Theory and Practice of Strength and Conditioning	3 credits
HPE	451	Kinesiology/Biomechanics	3 credits*
HPE	481	Practicum in Athletic Training V	1 credit
HPE	482	Practicum in Athletic Training VI	1 credit
BIO	203L	Human Anatomy & Physiology I	4 credits
BIO	204L	Human Anatomy & Physiology II	3 credits*
PSY	110	Applications of Psychology	4 credits

Athletic Training Education coursework that have accompanying psychomotor competencies **must be completed at B-W** unless otherwise determined by the Program Director: HPE 201, 202, 208, 305, 306, 307, 308, 309, 281, 282, 381, 382, 481, and 482. Transfer students should expect to be actively enrolled in B-W's Athletic Training Education Program for a minimum of three years.

Recommended: CSC 121 or computer competency, CHM 111, 111L, PSY 205, HPE 209, HPE 221W, HPE 225, HPE 321, and HPE 424.

Courses required for the major do not necessarily need to be taken in the sequence listed unless as specified by course prerequisites. For prerequisite details, see Course Descriptions.

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## Pre-Physical Therapy Major

**Computer Code: HPEP**

The major in Pre-Physical Therapy is designed to provide a strong foundation in the fundamental principles of science and exercise science. The major offers the preparation necessary for the student to continue study toward a degree in physical therapy or a related health profession. Students who complete this program can pursue further education in Physical or Occupational Therapy, Physician Assistance, Chiropractics, Podiatry and Nursing.

**Minimum credits required: 62 (\* plus prerequisites as indicated)**

### Required courses

HPE	201	Orientation to HPE	1 credits
HPE	203	Essentials of Athletic Training	2 credits
HPE	205	First Aid	2 credits
HPE	206	Medical Terminology	2 credits
HPE	209	Research Design & Statistics	3 credits
HPE	302	Physiology of Exercise	3 credits*
HPE	303	Health/Physical Fitness Assessment	2 credits*
HPE	306	Therapeutic Modalities	3 credits*
HPE	306L	Therapeutic Modalities Lab	1 credit*
HPE	321	Adapted Physical Education	2 credits
HPE	451	Kinesiology/Biomechanics	3 credits*
BIO	121L	Principles of Biology I	4 credits
BIO	122L	Principles of Biology II	4 credits
BIO	203L	Human Anatomy & Physiology I	4 credits
BIO	204L	Human Anatomy & Physiology II	3 credits*
CHM	111	General Chemistry I	4 credits
CHM	111L	General Chemistry I Lab	.5 credits
CHM	112	General Chemistry II	4 credits*
CHM	112L	General Chemistry II Lab	.5 credits
PHY	131&151L	General Physics I with Lab <b>OR</b>	5 credits
PHY	145L	Applied College Physics I	5 credits
PHY	132&152L	General Physics II with Lab <b>OR</b>	5 credits*
PHY	146L	Applied College Physics II	5 credits

At least two additional courses or appropriate seminars in Biology at the 200 level or above (4 credit minimum)

Students should select the additional BIO courses based on graduate school prerequisite requirements. Although the additional two courses in upper level BIO are elective, the following are suggested for consideration:

BIO	211	Genetics	4 credits
BIO	212	Microbiology	4 credits
BIO	221	Zoology	4 credits
BIO	330	Gross Anatomy	4 credits
BIO	331	Developmental Biology	4 credits
BIO	332	Histology	3 credits
BIO	333	Human Physiology	4 credits
BIO/PSY	250	Neuroscience	3 credits

Students planning to pursue a graduate degree in physical therapy should also take PSY 110, PSY 205, SOC 100D, MTH 141. All pre-physical therapy students should also complete internship(s) in a variety of physical therapy settings (HPE 070, 2-4 credits).

Courses required for the major do not necessarily need to be taken in the sequence listed unless as specified by course prerequisites. For prerequisite details, see Course Descriptions.

## Exercise Science Major

**Computer Code: HPES**

This American College of Sports Medicine Endorsed major is designed to focus on content areas of exercise science and fitness management as related to management and organization of corporate, community, or commercial fitness programs. Students successfully completing this major will be able to conduct fitness testing and implement exercise programs for low- to moderate-risk clients and for individuals with controlled diseases. In addition, development of strength and conditioning programs for clients and athletes is also a focus for the major. For students wishing to pursue graduate level study in exercise physiology or related area, a minor in Chemistry is highly recommended. For students wishing to pursue a focus in fitness management, a minor in Business Management and Organization and/or Health Promotion and Education is highly recommended.

**Minimum credits required: 40 (\* plus prerequisites as indicated)**

### Required courses:

HPE	201	Orientation to HPE	1 credits
HPE	203	Essentials of Athletic Training	2 credits
HPE	205	First Aid	2 credits
HPE	207W	Nutrition for Daily Living <b>OR</b>	3 credits
HPE	211W	Nutrition for the Athlete	
HPE	209	Research Design & Statistics	3 credits
HPE	245	Health Behavior Management	2 credits
HPE	302	Physiology of Exercise	3 credits*
HPE	303	Health/Physical Fitness Assessment	2 credits*
HPE	345	Fitness & Health Promotion Program Management	3 credits*
HPE	352	Motor Learning	3 credits
HPE	423D	Exercise Prescription for Special Populations	3 credits*
HPE	445	Theory & Practice of Strength & Conditioning	3 credits*

HPE	451	Kinesiology/Biomechanics	3 credits*
BIO	203L	Human Anatomy & Physiology I	4 credits
BIO	204L	Human Anatomy & Physiology II	3 credits*

The following Exercise Science coursework **must be completed at B-W** unless otherwise approved by the Academic Coordinator: HPE 201, 209, 245, 302, 303, 423D, 445

Courses required for the major do not necessarily need to be taken in the sequence listed unless as specified by course prerequisites. For prerequisite details, see Course Descriptions.

## Health Promotion and Education Major

Computer Code: HPEH

This major is designed to prepare the undergraduate student for competency in health promotion and disease prevention as these programs may be implemented in schools or in public and private agencies, at the worksite, or in specialized and clinical settings. This major leads to teaching certification if requirements of the Division of Education are also completed.

**Minimum credits required: 47 (\* plus prerequisites as indicated)**

### Required courses:

HPE	201	Orientation to HPE	1 credit
HPE	205	First Aid	2 credits
HPE	207W	Nutrition in Daily Living	3 credits
HPE	218W	Consumer Issues	2 credits
HPE	221W	Personal Health	4 credits
HPE	222W	Community Health	3 credits
HPE	312W	Substance Abuse/Chemical Dependency	2 credits
HPE	315	Principles of Health Education	2 credits
HPE	316	Health Services	2 credits
HPE	318	Teaching Health Education	3 credits
HPE	345	Fitness & Health Promotion Program Management	3 credits*
HPE	424	Human Sexuality Education	3 credits*
BIO	203L	Human Anatomy & Physiology I	4 credits
BIO	204L	Human Anatomy & Physiology II	3 credits*

### For the interdisciplinary content requirement, one of the following courses:

PSY	302	Abnormal Psychology	4 credits*
PSY	304	Personality Psychology	4 credits*
SOC	201D	Social Problems	4 credits

### Electives to fulfill required credits for the completion of major from the following: (Six credits)

HPE	216W	Family Relations	3 credits
HPE	245	Health Behavior Management	2 credits
HPE	263	Special Topic Seminar approved for Health Promotion/Education	
HPE	463	Advanced Special Topic Seminar approved for Health Promotion/Education	
HPE	302	Physiology of Exercise	3 credits*

HPE	303	Health & Physical Fitness Assessment	2 credits*
HPE	320W	Parenting	3 credits*
SOC	344	Aging <b>OR</b>	3 credits*
SOC	345	Medical Sociology	3 credits*
PSY	315	Child Development <b>OR</b>	4 credits*
PSY	325	Adolescent Psychology	4 credits*
BIO	212	Microbiology	4 credits*
PSY 302, PSY 304, SOC 201D			4 credits

(Course applicable as an elective if not already selected to fulfill the Interdisciplinary Content requirement above.)

Courses required for the major do not necessarily need to be taken in the sequence listed unless as specified by prerequisites. For prerequisite details, see Course Descriptions.

## HPE Minors

The Division offers the following academic minors:

(\*) denotes prerequisite

### Athletic Coaching Minor (21 credit hours)

Required courses:

HPE	203	Essentials of Athletic Training	2 credits
HPE	205	First Aid and Safety Education	2 credits
HPE	207W	Nutrition for Daily Living	3 credits
		<b>OR</b>	
HPE	211W	Nutrition for Athlete	3 credits
HPE	227	Principles of Coaching	2 credits
HPE	340	Program Organization and Administration	3 credits*
HPE	406	Psychology of Coaching	2 credits*
HPE	301W	Sport Exercise Conditioning/Program Design	3 credits
		<b>OR</b>	
HPE	445	Theory and Practice of Strength & Conditioning	3 credits*
HPE	070	Internship	0 credits

Two courses (4 credits) required from:

HPE	327	Coaching	2 credits
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### Child in the Family Minor (17 credit hours)

Required courses:

HPE	216W	Family Relations	3 credits
HPE	319W	Child in the Family	3 credits
HPE	320W	Parenting	2 credits*
PSY	205	Developmental Psychology	3 credits*
PSY	315	Child Development	4 credits*
HPE	070	Internship	2 credits*

### Dance Minor (23 credit hours)

Require courses:

BIO	203L	Human Anatomy and Physiology I	4 credits
HPE	203	Essentials of Athletic Training	2 credits
		<b>OR</b>	
HPE	205	First Aid and Safety Education	2 credits

HPE	207W	Nutrition for Daily Living	3 credits
	OR		
HPE	211W	Nutrition for Athlete	3 credits
HPE	214IF	Dance History	3 credits
HPE	331F	Improvisation & Choreography	3 credits*
HPE	332	Dance Production & Performance	2 credits*
HPE	333F	Dance in the Musical Theater	3 credits

Three semester credits of dance technique  
HPE 141W, 142W, 143W, 144W

Recommended: BIO 204L, BMC 227, HPE 451, MUL (course in music), HPE 263, 463, 070 (as related to dance).

### **Health Promotion and Education Minor (24 credit hours)**

Required courses:

HPE	205	First Aid and Safety Education	2 credits
HPE	221W	Personal Health	4 credits
HPE	222W	Community Health	2 credits
HPE	312	Substance Abuse/Chemical Dependency	2 credits
HPE	315	Principles of Health Education	2 credits
HPE	424	Human Sexuality Education	3 credits*

Minimum of 9 credit hours must be selected from:

HPE	207W	Nutrition for Daily Living	3 credits
HPE	216W	Family Relations	3 credits
HPE	218W	Consumer Issues	2 credits
HPE	245	Health Behavior Management	2 credits
HPE	302	Physiology of Exercise	3 credits*
HPE	303	Health & Physical Fitness Assessment	2 credits*
HPE	316	Health Services	2 credits
HPE	318	Teaching of Health Education	3 credits
HPE	320W	Parenting	2 credits*
HPE	345	Fitness & Health Promotion Programming	3 credits

The health promotion and education minor does not lead to teacher licensure; only the major leads to teacher licensure.

### **Orthopedic Assessment and Treatment Minor (17-19 credit hours)**

This minor is open to all non-Athletic Training majors.

Required courses:

HPE	202	Athletic Training I	3 credits
	OR		
HPE	203	Essentials of Athletic Training	2 credits
HPE	206	Medical Terminology	2 credits
HPE	208	Emergency Techniques in Athletic Training	1 credits
HPE	305	Lower Extremity Evaluation	3 credits*
HPE	307	Upper Extremity Evaluation	3 credits*
HPE	306 & 306L	Therapeutic Modalities (3 cr) & Lab (1 cr)	4 credits*
	OR		
HPE	309	Therapeutic Exercise	3 credits*
HPE	451	Kinesiology/Biomechanics	3 credits*

### **Personal Wellness Minor (18 credit hours)**

Required courses:

HPE	110W	Personal Wellness	.5 credit
HPE	205	First Aid and Safety Education	2 credits
HPE	207W	Nutrition for Daily Living	3 credits
HPE	218W	Consumer Issues	2 credits
HPE	221W	Personal Health	4 credits

Minimum of 3.5 credits must be selected from:

HPE 131W, 132W, 133W which must include at least one course from yoga, Pilates, techniques of relaxation; at least two courses from weight training, water aerobics, swim conditioning, aerobics, fitness, spinning; at least two courses from golf, tennis, canoeing, camping, basic swimming, fly fishing, ice skating, cycling, racquetball. No more than a total of 5 credits toward the minimum of 18 credits may come from HPE 131W, 132W, 133W, 141W, 142W, 143W, 144W (activity/technique courses).

Minimum of 3 additional credits must be selected from:

Additional courses and/or seminars designated as applicable to the HPE Core.

### **Recreation Minor (17 credit hours)**

Required courses:

HPE	205	First Aid and Safety Education	2 credits
HPE	215	Dance Forms	2 credits
HPE	323	Outdoor Recreation & Education	2 credits
HPE	324	Community Recreation	2 credits*
HPE	340	Program Organization and Administration	3 credits

Minimum of 6 credit hours must be selected from:

HPE	230	Physical Education & Rhythmics for Children	3 credits*
		OR	
HPE	232	Physical Education for Middle Grades	2 credits*
HPE	321	Adapted Physical Education	2 credits
HPE	345	Fitness & Health Promotion Programming	3 credits*
HPE	423D	Exercise Prescription for Special Populations	3 credits*
BUS	305	Introduction to Management	3 credits*
SOC	303I	Urban Community Life	4 credits*
BIO	111L	Field Biology	4 credits
CST	207	Group Communication & Leadership	3 credits*

Up to but no more than three credits in HPE 070, approved internship in recreation, may be applied to the minimum credits required for the minor.

# Health and Physical Education Course Descriptions

**HPE 050 INDEPENDENT STUDY**

***Credit hours to be arranged***

See [Independent Study Program, Section II.](#)

**HPE 070 INTERNSHIP**

***Credit hours to be arranged***

See [Internship Program, Section II.](#)

**HPE 259,359,459 FACULTY-STUDENT COLLABORATION**

***Credit hours to be arranged***

See [FSC Program, Section II.](#)

**HPE 110W PERSONAL WELLNESS**

***One-half credit hour***

Course designed as a computer course that includes a comprehensive health risk assessment, nutrition, dietary assessment and other aspects of personal wellness as developed especially for the course. Required of all students for completion of HPE core. Graded S-U.

**HPE 131W, 132W, 133W, 141W, 142W, 143W, 144W  
PHYSICAL ACTIVITIES/DANCE  
TECHNIQUE**

***One-half to one credit hour***

These courses deal with the development of skills and knowledge of sport, dance, fitness, and other movement activities. Courses are designed for one-half or one credit hour depending on the nature and skill level of the activity. Some courses may be offered on a minimester schedule while others are offered for a full semester. No course may be repeated for credit except at a more advanced level. All courses are open to both men and women. Specific courses are listed in the course schedule for each term.

**HPE 201 ORIENTATION TO HPE**

***One credit hour***

*Note: Designed for students majoring in HPE*

A survey course designed to introduce the nature of study, interrelationships, and career options related to academic disciplines and programs associated with physical education, health education, sport management, dance, and the areas of study included in sports medicine and exercise science. Recommended to be taken in the freshman or sophomore year.

**HPE 202 ATHLETIC TRAINING I**

***Three credit hours***

*Note: Course is open to majors in athletic training or with prior consent of Athletic Training Education Program Director. Non-athletic training majors, refer to HPE 203*

This is the introductory course in athletic training that exposes students to the profession. The duties of the athletic trainer are discussed in relationship to the current job settings of the profession. Care and prevention of athletic injuries are presented along with basic practical experience in preventative taping, injury assessment and treatment. Students are also introduced to the administrative requirements for a successful athletic training program. This course will also include practical evaluation of required competencies and proficiencies in the field of athletic training.

**HPE 203 ESSENTIALS OF ATHLETIC TRAINING**

***Two credit hours***

*Note: Course is not applicable to the major requirements in athletic training.*

This course is designed as an overview of principles and practices in athletic training as they relate to coaching, teaching, and other areas related to knowledge and skills in exercise science.

**HPE 205 FIRST AID & SAFETY EDUCATION**

***Two credit hours***

*Note: Additional administrative/certification fee required.*

Recognizing various types of illnesses, emergency and stress situations and the ability to care for an injured person until professional help arrives are among the topics explored in this course. Emphasis is also given to rendering psychological first aid, developing splinting, bandaging and transportation proficiency. Also includes building an awareness of accident problems and ways to prevent potential accidents in the home, school, industrial or recreational environment. HPE 205 is not applicable to the HPE Core requirement.

**HPE 206                    MEDICAL TERMINOLOGY                    *Two credit hours***

This course is an introduction to the field of medical terminology, the language of the medical profession and its allied health professions. Emphasis is on understanding basic medical terms and how they are used in communicating, documenting and reporting patient care procedures. Practical applications are provided by exercises and medical record analyses.

**HPE 207W                    NUTRITION FOR DAILY LIVING                    *Three credit hours***

An introduction to the study of basic nutrition including macro and micronutrients. Course focuses on nutrition for healthy individuals throughout the stages of the life cycle with emphasis on personal diet planning.

**HPE 208                    EMERGENCY CARE TECHNIQUES FOR                    *One credit hour*  
ATHLETIC TRAINERS**

*Prerequisite: HPE 205 or concurrent enrollment in HPE 205. Course is open only to majors in athletic training, minors in orthopedic assessment and treatment or prior consent of the Athletic Training Education Program Director.*

Course is designed to include content and procedures related to advanced emergency care techniques needed by athletic trainers. Emphasis is given to on field management of acute injuries. Course will be offered in alternate years.

**HPE 209                    RESEARCH DESIGN & STATISTICS IN                    *Three credit hours*  
PHYSICAL EDUCATION & EXERCISE  
SCIENCE**

This course is designed to acquaint students with the study and principles of qualitative and quantitative research methods, the application of research principles to health and human performance and the understanding of proper research design especially as it might relate to individual and program assessment.

**HPE 210W                    SUSTAINABLE FOOD & NUTRITION                    *Two credit hours*  
CHOICES**

This course explores the links between nutrition and food and agricultural factors and the impact of these on the environment and human health. Students will be introduced to the concept of local and global food systems (production, processing, and distribution of food in order to obtain nutrients). Topics to be covered include: consequences of chemical contamination of food and food safety; issues of quality and quantity of drinking water; causes, effects, and solutions to malnutrition; issues and implications of global obesity; effects of food biotechnology on health; and options for sustainable dietary practices.

**HPE 211W                    NUTRITION FOR THE ATHLETE                    *Three credit hours***

This course studies the scientific basis for sports nutrition and how it can be used to optimize performance. Emphasis will be on nutritional concepts related to the daily training, diet, and precompetition meal, energy utilization in exercise and recovery, body composition, use of nutrient supplements and ergogenic aids as well as the special needs of athletes.

**HPE 214IF                    DANCE HISTORY                    *Three credit hours***

A survey course of the history of dance. The course is designed to present to the student a broad overview of dance in various world cultures through the ages. Applicable to the fine arts requirement of the College core and the international studies requirement of the College core. May be offered less frequently than once a year.

**HPE 215                    DANCE FORMS                    *Two credit hours***

A course focusing on the development of skills in the presentation of a variety of dance forms and rhythmic activities appropriate for middle school to young adult learners. Forms studied will include but not be limited to folk, square, social and line dance. Other dance and rhythmic activities may be introduced as appropriate to the study of the basic application of teaching methods and the role of rhythmic activities in school or community based programs.

**HPE 216W                    FAMILY RELATIONS                    *Three credit hours***

A study of the developmental stages of family life from marriage through child bearing to the elderly years. Functions of families in America are studied, along with roles and interrelationships of family members, with emphasis on crises faced by families.

**HPE 217FD DANCE IN AMERICA****Three credit hours**

*Note: Course was formerly entitled Looking at Dance, two credit hours. Students may not receive credit for both Looking at Dance and Dance in America.*

Course is designed to introduce the student to the vast discipline of dance. Students will view and read about dance as an art form and as a theatrical vehicle and become more aware of the analysis of form and style and elements of critique in the various genres of dance. The course will trace the American dance scene and its impact on and reflection of American culture. No previous knowledge and/or training in dance is required. Course applicable to fine arts requirement of College core. Some additional cost may be involved for purchase of performance tickets.

**HPE 218W CONSUMER ISSUES****Two credit hours**

Course involves the study of consumer issues affecting individuals and families. With special attention to consumer issues in health and wellness, the course focuses on consumer alternatives in the market place, consumer legislation, and the rights and responsibilities of the consumer.

**HPE 221W PERSONAL HEALTH****Four credit hours**

The study of the health problems and concerns of young adults in America today. Although normally selected by members of the class, topics of study usually include stress management and emotional health, chemical dependency, sexual responsibility, nutrition, fitness, heart disease, cancer and the communicable diseases including the STDs and AIDS. With the focus on prevention, students are encouraged to make lifestyle choices conducive to lifelong wellness.

**HPE 222W COMMUNITY HEALTH****Three credit hours**

A study of health problems affecting entire populations, particularly environmental pollution and toxic wastes, communicable disease control, and the health risks of community living. The course surveys how community action works to reduce such risks, while investigating the crisis in health care, particularly mental health care and the role of public health agencies in the business of health promotion and disease prevention.

**HPE 225 CPR/ FIRST AID/ AED INSTRUCTOR TRAINING****Two credit hours**

*Prerequisite: Current ARC Certification in CPR, First Aid, AED or consent of instructor*

Course will focus on the development of the knowledge, skills, and attitudes necessary to become a successful American Red Cross Instructor in CPR, First Aid, and AED. Course provides the opportunity to become a certified ARC Instructor. Course is not offered on a regular basis.

**HPE 227 PRINCIPLES OF COACHING****Two credit hours**

An introductory level course for those students preparing to enter a coaching career or be involved in the management and organization of an athletic program. Through the course the student will develop guidelines and principles helpful in organizing a successful athletic program. The course will emphasize an awareness of the demands of the coaching profession and explore issues and ethical considerations significant to coaching. Course will also include a review of requirements for the completion of a minor in athletic coaching, particularly as related to enrollment in HPE 070, internship in coaching.

**HPE 230 PHYSICAL EDUCATION & RHYTHMICS FOR CHILDREN: PREKINDERGARTEN THROUGH EARLYCHILDHOOD****Three credit hours**

*Prerequisite: Teacher Education Major (HPE or EDU) or consent of instructor*

A study of the characteristics of children ages three through eight and prekindergarten through grade three with implications for the selection, adaptation, and teaching of appropriate movement and rhythmic activities. The focus of the course is the understanding of such concepts as basic movement, movement exploration, perceptual motor skills, developmental movement, rhythmic development, and the integration of movement and rhythmic into other areas of the early childhood school curriculum.

**HPE 232                      PHYSICAL EDUCATION FOR MIDDLE GRADES (4-9)                      Two credit hours**

*Prerequisite: Teacher Education Major (HPE or EDU) or consent of instructor*

A course designed to give the student experience in the theory and practice of lead-up games to selected team sports, dual sports, gymnastics, and fitness activities as appropriate for learners ages eight through fourteen and attending grades four through nine in a physical education program.

**HPE 243                      INTRODUCTION TO SPORT MANAGEMENT                      Three credit hours**

*Prerequisite: HPE 201 or concurrent enrollment in HPE 201 or consent of instructor*

This course is designed to be the foundation or introductory course for sport management majors. The historical development of sport management as a profession and as an academic discipline is traced. The diverse variety of opportunities in sport management is presented. Selected functional areas of contemporary sport management are surveyed relative to supervisory responsibilities of the sport management professional.

**HPE 245                      HEALTH BEHAVIOR MANAGEMENT                      Two credit hours**

Introduction to key health behavior change theories and psychosocial determinants of health behaviors. Laboratory emphasis on communication, leadership, and group-process activities related to health behavior change theories and practices.

**HPE 250                      SPORT MANAGEMENT EXPLORATIONS                      One credit hour**

*Prerequisite: HPE 243*

This course is designed to give the sport management major student an opportunity to observe, experience and procure information in a sport working environment early in the students program of study.

**HPE 263                      SPECIAL TOPIC SEMINAR                      Credits to be arranged**

**HPE 281                      PRACTICUM IN ATHLETIC TRAINING I                      One credit hour**

*Prerequisite: Acceptance into the ATEP or instructor permission.*

This course is designed to assist the second year Athletic Training Education major in understanding the connection between their classroom instruction and their clinical education. Specific focus will be on the introductory psychomotor proficiencies from the Athletic Training Educational Competencies as well as documentation and athletic training standard operation procedures. The course will provide guided reflection and assessment of the student's ability to apply knowledge in the clinical setting. Clinical hours, evaluations, and completion of specific competencies as mandated by the program's accreditation are required components to the course.

**HPE 282                      PRACTICUM IN ATHLETIC TRAINING II                      One credit hour**

*Prerequisite: Acceptance into the ATEP or instructor permission.*

This course is designed to further enhance the second year athletic training education student's ability to connect their classroom instruction with their clinical experience. Specific focus will be on the introductory psychomotor proficiencies from the Athletic Training Education Competencies as well as attitudes and values associated with affective attributes and cultural diversity. The course will provide guided reflection and assessment of the student's ability to apply knowledge in the clinical setting. Clinical hours, evaluations, and completion of specific competencies as mandated by the program's accreditation are required components to the course.

**HPE 301W                      SPORT EXERCISE CONDITIONING AND PROGRAM DESIGN                      Three credit hours**

The course will study the importance of physical fitness in sport. It will cover the basic principles of strength and cardiovascular conditioning related to creating aerobic and strength training programs to physically train individuals for peak performance. Lab sessions will be included.

**HPE 302                      PHYSIOLOGY OF EXERCISE                      Three credit hours**

*Prerequisite: BIO 203L and BIO 204L*

A study of the human body's responses to the stress of physical exercise. Topics covered include metabolic, neuromuscular, cardiovascular and pulmonary adjustments to acute and chronic exercise.

**HPE 303 HEALTH AND PHYSICAL FITNESS ASSESSMENT TECHNIQUES Two credit hours**

*Prerequisite: BIO 203L and BIO 204L*

Measurement of human metabolic responses to exercise in laboratory and field settings. Topics include ergometry, energy expenditure, body composition, blood pressure recording, lung function during exercise, ECG interpretation, PWC tests and graded exercise testing.

**HPE 305 LOWER EXTREMITY EVALUATION Three credit hours**

*Prerequisite: HPE 202 or 203 and BIO 203L*

This course is a study of the anatomical structures of the lower extremities as it relates to normal surface anatomy and injury pathology including bony landmarks, ligamentous tissue and musculotendinous structures. Students will also gain an understanding of the procedures governing the care and treatment of athletic injuries as they relate to the lower extremities. Laboratory experience is designed to demonstrate the application of various evaluation techniques utilized in diagnosing lower extremity dysfunction. This course will also include practical evaluation of required competencies and proficiencies in the field of athletic training. This course will be offered in alternate years.

**HPE 306 THERAPEUTIC MODALITIES Three credit hours**

*Prerequisite: BIO 203L, HPE 202 or 203, and concurrent enrollment in HPE 306L*

This course is a study of the various therapeutic modalities used in the care and treatment of athletic injuries. The mechanical and physiological effects of these modalities will be studied along with laboratory practice and use of the actual devices.

**HPE 306L THERAPEUTIC MODALITIES LAB One credit hour**

*Prerequisite: BIO 203L, HPE 202 or 203, and concurrent enrollment in HPE 306*

A laboratory allowing for structured laboratory activities covering therapeutic modalities used in the care and treatment of the physically active, which is beyond mere setup and application of the equipment. Exposure to the mechanical and physiological effects of these modalities will reinforce the didactic segment of the HPE 306 course which prepares students to become clinicians rather than technicians.

**HPE 307 UPPER EXTREMITY EVALUATION Three credit hours**

*Prerequisite: HPE 202 or 203 and BIO 203L*

This course is a study of the anatomical structures of the upper extremities as it relates to normal surface anatomy and injury pathology including bony landmarks, ligamentous tissue and musculotendinous structures. Students will also gain an understanding of the procedures governing the care and treatment of athletic injuries as they relate to the upper extremities. Laboratory experience is designed to demonstrate the application of various evaluation techniques utilized in diagnosing lower extremity dysfunction. This course will also include oral practical evaluation of required competencies and proficiencies in the field of athletic training. This course will be offered in alternate years.

**HPE 308 ATHLETIC TRAINING ADMINISTRATION Three credit hours**

*Prerequisite: HPE 202*

A course designed to study the management and administration of athletic training programs in clinical, high school, college, professional and industrial settings. Facility requirements and development will be discussed along with personnel requirements and hiring. Time will be spent on the maintenance and utilization of medical records, liability and insurance requirements. Laws and practices related to pharmacology and the application of pharmacological concepts will also be examined. Standards and emergency operating procedures will be covered as will public relations and the use of computers and information technology in an athletic training environment. This course will be offered in alternate years.

**HPE 309 THERAPEUTIC EXERCISE Three credit hours**

*Prerequisite: HPE 202 or 203 and BIO 203L*

This course is a study of the principles and application of therapeutic exercise. The course content will focus on the components of a physical restoration program, including determinants of therapeutic goals, selection of modalities and exercise, methods of recording progress and development of criteria for progression. This course will also include practical evaluation of required competencies and proficiencies in the field of athletic training. This course will be offered in alternate years.

**HPE 311 TECHNIQUES OF INSTRUCTION Three credit hours**

*Prerequisite: HPE 230, HPE 232, experience in a variety of activity areas, and junior or senior standing.*

A study of the principles and practices of successful teaching techniques as they apply to physical education programs designed especially for adolescent to young adult learners and in grades seven through twelve.

**HPE 312W SUBSTANCE ABUSE/CHEMICAL DEPENDENCY Two credit hours**

Drug use remains a major problem in our communities and in our schools. This course will study the problem. Students will be exposed to many of the difficulties created by alcohol and drug abuse, the complexities of dependency and recovery, and will learn prevention strategies.

**HPE 315 PRINCIPLES OF HEALTH EDUCATION Two credit hours**

A study of the purpose, scope and nature of health education through consideration of the behavioral and philosophical perspectives of the field. A search for and development of principles guiding the operation of health education in the schools, the community, and in public health agencies.

**HPE 316 HEALTH SERVICES Two credit hours**

School health services and healthful school environments are studied as components of the total school health program. Public health services are considered in relation to the goals of health promotion and disease prevention.

**HPE 318 TEACHING OF HEALTH EDUCATION Three credit hours**

A study of the various teaching strategies effective in health promotion, featuring a survey of facilitation methodology and skills, and a look at the teaching behaviors conducive to learner achievement in health education. In addition to implementing teaching strategies, students will practice curriculum design and evaluation.

**HPE 319W CHILD IN THE FAMILY Three credit hours**

*Prerequisite: HPE 216W or junior/senior standing*

A study of the factors involved in the physical, cognitive, social, emotional, and language development of children through age six. The home environment and other factors (e.g. childcare centers, family day care, and community support) important to the total development of children are emphasized. Practical applications to solve problems or to deal with day-to-day issues facing families with young children are explored. This course will be offered in alternate years.

**HPE 320W PARENTING Three credit hours**

*Prerequisite: HPE 216W or junior/senior standing*

A study of the issues pertaining to parenting in America, including cultural, social, and familial influences on the child and family. Includes observation and practical experiences with young children in a childcare facility. This course will be offered in alternate years.

**HPE 321 ADAPTED PHYSICAL EDUCATION Two credit hours**

A study of special programming for individuals with perceptual-cognitive-motor problems. Consideration is given to awareness, diagnosis and adaptations in methodology for those people who are physically challenged or have special needs.

**HPE 323      OUTDOOR RECREATION & EDUCATION      Two credit hours**

The course is designed to introduce the fundamental principles, practices, and applications of outdoor recreation and education. International, national, state, and local outdoor recreation/education programs will be examined, including associated career opportunities. The course includes development of instructional materials and resources and will include active participation in selected outdoor recreation and education experiences.

**HPE 324      COMMUNITY RECREATION      Two credit hours**

The course is designed to include a study of recreation needs and opportunities and a survey of public, private, and commercial recreation programming. Content will emphasize the value of recreational and leisure time pursuits. Career opportunities in the recreation professions will be explored.

**HPE 327      COACHING      Two credit hours**

Strategy, techniques and coaching methods in competitive baseball, basketball, football, track and field, and volleyball are studied. Separate courses are offered in the various sports; some coaching courses may be offered less frequently than once a year.

**HPE 331F      IMPROVISATION & CHOREOGRAPHY      Three credit hours**

*Prerequisite: Experience in dance or consent of instructor*

This course provides opportunities for experience in the use of improvisational techniques as a basis for the development of skill necessary for the art of choreography. Applicable to the fine arts requirement of the College core. May be offered less frequently than once a year. This course was formerly taught as a two credit hour course. Students who have completed the two credit offering of the course may not enroll in nor receive credit for the three credit course.

**HPE 332      DANCE PRODUCTION & PERFORMANCE      Two credit hours**

A study of basic technical theater in relation to dance. Areas include costuming, makeup, lighting, management, and public relations. May be offered less frequently than once a year.

**HPE 333F      DANCE IN THE MUSICAL THEATER      Three credit hours**

The study of dance in musical theater. Emphasis is placed on the historical development, the practical application of design and the performance of theatrical dance styles. Applicable to the fine arts requirement of the College core. This course will be offered in alternate years.

**HPE 340      PROGRAM ORGANIZATION & ADMINISTRATION      Three credit hours**

*Prerequisite: HPE major or minor AND junior/senior standing or consent of instructor*

A course designed to study the organization and administration of school, intramural and recreational physical education programs. Time will be spent studying the nature of administration and leadership styles, the basic principles of staffing, budgeting, purchase and care of equipment, legal concerns, office management, public relations, facility planning and management, and program evaluation. Emphasis will also be placed on the structure of tournaments utilized in both the school and recreational settings.

**HPE 343      SPECIAL TOPICS IN SPORT MANAGEMENT      Two credit hours**

Each special topic will be offered as a 2-credit course. Among special topics to be offered:

**HPE 343B Budgeting, Finance, and Economics in Sport Management**

*Prerequisite: HPE 243 and ECN 101 or consent of instructor*

Issues of financial management in sport and sport-related industries are examined. Primary areas of study include concepts related to budget development and basic accounting procedures, purchasing, identification of revenue sources, and financial management through use of computer applications.

**HPE 343M Ethics in Sport Management**

*Prerequisite: HPE 243 and PHL 101 or PHL 102 or consent of instructor*

Course designed to link principles of moral reasoning, social responsibility, and personal values to choices made by participants, spectators, consumers, and leaders in a sport organization or sport setting.

**HPE 343R Legal Issues in Sport Management**

*Prerequisite: HPE 243 or consent of instructor*

Course is designed to focus on legal concerns and responsibilities that must be assumed by a manager of a sport organization or in a sport setting.

**HPE 344                      SPORT MANAGEMENT & MEDIA  
RELATIONS                      *Two credit hours***

*Prerequisite: HPE 243 or consent of instructor*

The content of the course focuses primarily on print and broadcast media, and sports journalism, and includes study of the public relations responsibilities of coaches, athletic directors, and the sports information director.

**HPE 345                      FITNESS & HEALTH PROMOTION  
PROGRAM MANAGEMENT & LEADERSHIP                      *Three credit hours***

*Prerequisite: HPE 201 and junior/senior standing or consent of instructor*

Equips the student with a series of management, promotion, and other administrative tools necessary to successfully operate health and/or fitness related programs. Presents design, implementation, evaluation, and problem solving for fitness and health promotion in such settings as health spas, recreation complexes, corporate fitness centers, hospital wellness programs, public and private sport/athletic facilities. Encourages and enhances a student's knowledge of proper group exercise instruction including assessment of certifications and a working knowledge of proper group exercise leadership. Develops leadership and technical skills needed to offer group exercise programs that are safe and effective.

**HPE 346                      SPORT MARKETING                      *Two credit hours***

*Prerequisite: HPE 243 and BUS 330 or consent of instructor*

Principles of marketing sport at the amateur, collegiate, and professional levels are examined, with special emphasis placed on consumer behavior, promotional licensing, sponsorship, fundraising, and the understanding of sport as a product.

**HPE 347                      HISTORICAL, PHILOSOPHICAL, AND  
CURRICULAR FOUNDATIONS OF                      *Three credit hours*  
PHYSICAL EDUCATION**

*Prerequisite: Physical Education Major and junior/senior standing*

A course designed to study the philosophy, history, and goals involved in the physical education profession and how this knowledge forms the basis for the study of curriculum development in physical education programs designed for learners from ages three through twenty-one and attending prekindergarten through grade twelve in school-based programs.

**HPE 352                      MOTOR LEARNING & DEVELOPMENTAL  
MOVEMENT                      *Three credit hours***

*Prerequisite: HPE 201 and junior/senior standing*

This course includes a study of the psychological factors affecting the development of motor skills, learning theories and their application to motor skills, the nervous system, including perceptual mechanism, and the factors relating to the development of motor skills throughout the life cycle. Applications of conceptual principles to practical motor skill learning will be stressed.

**HPE 381 PRACTICUM IN ATHLETIC TRAINING III One credit hour**

*Prerequisite: Acceptance into the ATEP or instructor permission.*

This course is designed to assist the third year athletic training education student's ability to connect their classroom instruction with their clinical education. Specific focus will be on the intermediate psychomotor competencies from the Athletic Training Educational Competencies as well as general medical conditions. The course will provide additional focus on the current conditions encountered within the student's clinical rotation, as well as provide for reflection, assessment, and feedback of the student's clinical rotational experience. Clinical hours, evaluations, and completion of specific competencies as mandated by the program's accreditation are required components to the course.

**HPE 382 PRACTICUM IN ATHLETIC TRAINING IV One credit hour**

*Prerequisite: Acceptance into the ATEP or instructor permission.*

This course is designed to further enhance the third year athletic training education student's ability to connect their classroom instruction with their clinical education. Specific focus will be on the intermediate psychomotor proficiencies from the Athletic Training Educational Competencies and clinical pathology. The course will provide additional focus on the current conditions encountered within the student's clinical rotation, as well as provide for reflection, assessment and feedback of the student's competencies as mandated by the program's accreditation are required components to the course.

**HPE 404 PRINCIPLES OF SPORT AND PHYSICAL EDUCATION Two credit hours**

*Prerequisite: HPE 201 and junior/senior standing or consent of instructor*

The focus of this course is an exploration of principles, issues, and ethical considerations that are significant in the formulation of policies and development of procedures for programs of sport and physical education.

**HPE 406 PSYCHOLOGY OF COACHING Two credit hours**

*Prerequisite: HPE 227*

Study of the nature and responsibilities of the coaching profession, focusing on the psychological aspect of teaching sports and motivating individuals and teams. A variety of information will be presented and discussed concerning the importance of the mental dimension of sport.

**HPE 423D EXERCISE PRESCRIPTION FOR SPECIAL POPULATIONS Three credit hours**

*Prerequisite: HPE 302 and HPE 303; senior standing or consent of instructor*

The course will focus on exercise prescriptions and development of exercise programs. Attention will be placed on understanding the pathophysiology, medical interventions and exercise protocols for persons with osteoporosis, cardiovascular disease, diabetes, pregnancy, and hypertension. The student will demonstrate competence and skills necessary to deliver safe and valid exercise prescriptions.

**HPE 424 HUMAN SEXUALITY EDUCATION Three credit hours**

*Prerequisite: Junior/senior standing or consent of instructor*

A study of human sexuality in relation to oneself and others, this course explores sexual behavior and its impact on sexual health. The principle of sexual responsibility is a central theme guiding the development of decision-making skills leading to risk reduction and the prevention of unwanted intimacy, unwanted pregnancy, and disease. In addition to learning the content of sex education, students will practice and evaluate teaching strategies designed for effective Family Life Education.

**HPE 443 SPORT MANAGEMENT CAPSTONE One credit hour**

*Prerequisite: HPE 243, Sport Management Major, and senior standing*

Course is designed to be the final or among final courses taken in the required curriculum in sport management. Course activities will focus on integrating the knowledge and skills included in the sport management curriculum especially as they may be applied to a student's entry to graduate school opportunities, and networking in the profession.

**HPE 445**                    **THEORY AND PRACTICE OF STRENGTH AND CONDITIONING**                    *Three credit hours*

*Prerequisite: BIO 203L and BIO 204L, junior/senior standing, or consent of instructor*

Course is designed to provide in-depth content on the theory and practice of designing resistance exercise programs and the scientific basis for such programs; also covers practical aspects such as exercise technique, safety issues, administration of strength and conditioning programs, and considerations for special populations.

**HPE 450**                    **FACILITY/EVENT MANAGEMENT**                    *Three credit hours*

*Prerequisites: HPE 201, HPE 243, junior/senior standing*

This course is an examination of the management of sport and/or leisure events, including such components as planning, financial management, risk management, facility management, personnel management, and the administration, implementation and evaluation of the event.

**HPE 451**                    **KINESIOLOGY/BIOMECHANICS**                    *Three credit hours*

*Prerequisite: BIO 203L*

A study of the structural and biomechanical aspects and principles of movement particularly as they relate to sport, dance, and exercise.

**HPE 463**                    **ADVANCED SPECIAL TOPIC SEMINAR**                    *Credit hours to be arranged*

**HPE 481**                    **PRACTICUM IN ATHLETIC TRAINING V**                    *One credit hour*

*Prerequisite: Acceptance into the ATEP or instructor permission.*

This course is designed to assist the fourth year athletic training education student to connect their classroom instruction and clinical knowledge with their clinical experience. Specific focus will be on the advanced psychomotor competencies from the Athletic Training Education Domains and the process required in applying for the BOC examination. The course will also focus on the current conditions encountered within the student's clinical rotation and promote improved critical thinking skills. The course will provide additional focus on the current conditions encountered within the student's clinical rotation, as well as provide for reflection, assessment, and feedback of the student's clinical rotation experience. Clinical hours, evaluations, and completion of specific competencies a mandated by the program's accreditation are required components to the course.

**HPE 482**                    **PRACTICUM IN ATHLETIC TRAINING VI**                    *One credit hour*

*Prerequisite: Acceptance into the ATEP or instructor permission.*

This course is designed to further enhance the fourth year athletic training education student's ability to connect their classroom instruction with their clinical education. Specific focus will be on the advanced psychomotor competencies from the Athletic Training Education Domains and test taking strategies in preparation for the BOC examination. The course will provide additional focus on the current conditions encountered within the student's clinical rotation, as well as provide for reflection, assessment, and feedback of the student's clinical rotation experience. Clinical hours, evaluations, and completion of specific competencies a mandated by the program's accreditation are required components to the course.

**HPE 491,492**                    **DEPARTMENTAL THESIS/PROJECT**                    *Credit hours to be arranged*

See [Departmental Thesis/Project, Section II.](#)

# HISTORY

The History Department serves the Baldwin-Wallace College community and the greater Cleveland area by providing academic expertise in a wide variety of historical fields and by offering multiple, balanced perspectives on human history.

The Department of History views the purposes of teaching history to be: (1) to supply the student with an understanding of the past upon which the structure of contemporary society is built; (2) to provide students with a sound foundation in history in order to teach; (3) to prepare students for graduate school, government service or professional school; (4) to assist students in developing skills in critical thinking and writing; and (5) to present a historical background for the arts, music, literature, religion, philosophy, the sciences, social sciences and business of the present.

The Department maintains a commitment to highest academic standards and to the “best practices” recommended by the American Historical Association (<https://www.historians.org/pubs/Free/LiberalLearning.htm>). We believe that historians must be able to analyze primary sources, think critically about them, examine problems from multiple perspectives, and communicate ideas effectively in writing. Therefore all history courses include essay-type examinations and/or term papers, book reviews, or other written, graded assignments. We furthermore believe that the teaching of history should challenge students to understand the historical contexts of ethical issues. Moreover, the History Department remains committed to presenting the human element in history and to the interests of our students as individuals.

Program notes: A general prerequisite for all 200, 300, and 400-level courses is the successful completion of a 100-level history course.

The only other prerequisites are for HIS 461 and HIS 463. A minimum of 17 credit hours in history courses is required before enrollment in HIS 461, and HIS 463 requires the permission of the instructor. Any course currently offered by the Department may be used to satisfy the humanities core requirement. History courses at the 100 and 200 level are survey courses and may be approached chronologically or topically, as the interests of the professor and the students warrant. The 300-level courses are in-depth studies of particular topics or periods and may vary from year to year. HIS 260 and HIS 360 may be taken more than once, provided the topic has been changed.

A transfer student is required to take at least 17 history credits at B-W to graduate with a history major.

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## History Major

Computer Code: HIST

**Minimum credits required: 33 (plus prerequisites as indicated)**

**Required Courses** (\* = Prerequisite Required)

HIS	101I&102I	World Civilizations I & II	<b>OR</b>	3 credits each
HIS	121I&122I	History of Europe I & II	<b>AND</b>	3 credits each
HIS	151&152	History of the U.S. I & II		3 credits each
HIS	461	Historiography		3 credits*

One course in a non-Western field, i.e. History 227I, 236I, 260I (where relevant), 267I, 288I, 291I, 360I (where relevant), 381I, 389I, 391I.

No more than 12 credits of 100-level history courses can count toward the major.

In addition, a history major must successfully pass the Department of History Comprehensive Examination and complete a Senior Learning Statement. It is recommended that a student achieve a balance among European, American, and non-Western courses. It is also strongly recommended that a history major take more than the absolute minimum hours required. Special programs may be designed for the student seeking a double college major, such as business-history, art-history, sociology-history, political science-history, psychology-history, etc.

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## History Major in the Evening/Weekend Program

Computer Code: HISL

**Minimum credits required: 33**

This major also consists of a minimum of 33 credit hours. Whereas there are no specific requirements, it is strongly recommended that a student take a balance of American, European and non-Western courses. The Comprehensive Examination is not required.

Students majoring in history may prepare to teach in the secondary schools. Details of courses necessary to become licensed may be obtained from the Department of History or the Division of Education. See Division of Education program.

## History Minor

A minor in history consists of a minimum of 17 credit hours. Whereas no specific courses are required, at least two courses must be taken at the 200-400 level, and students must complete a Senior Learning Statement following completion of formal course work for the minor. Students may specialize in a field in which our faculty provide depth (U.S., Britain, Russia, East Asia, or Middle East), or design a program that is evenly balanced between European, American, and non-Western courses. We encourage students to consult with a member of the History Department to develop a program appropriate for their career plans.

# History

## Course Descriptions

<b>HIS 050(I)</b>	<b>INDEPENDENT STUDY</b>	<b>One to four credit hours</b>
See <a href="#">Independent Study Program, Section II.</a>		
<b>HIS 070</b>	<b>INTERNSHIP</b>	<b>Credit hours to be arranged</b>
See <a href="#">Internship Program, Section II.</a>		
<b>HIS 259,359,459</b>	<b>FACULTY-STUDENT COLLABORATION</b>	<b>Credit hours to be arranged</b>
See <a href="#">FSC Program, Section II.</a>		
<b>HIS 100</b>	<b>METHODS &amp; MATERIALS</b>	<b>Two credit hours</b>
This course teaches students how to locate, analyze, and use primary sources for historical research, through hands-on involvement in a real-world historical project. This year, students will do research on people buried in the Adams Street Cemetery, Berea's oldest burial ground, which contains graves of prominent citizens, veterans, and people whose life stories have been forgotten. Students' research will contribute to a written "walking tour" of the cemetery and to an effort to map grave locations for the City of Berea.		
<b>HIS 101I,102I</b>	<b>WORLD CIVILIZATIONS I,II</b>	<b>Three credit hours each</b>
HIS 101I explores the origins, developments, and interactions of the world's peoples, cultures, and states from prehistory to 1500. HIS 102I explores the development and interaction of the world's peoples, cultures, and states from 1500 to the present.		
<b>HIS 121I,122I</b>	<b>HISTORY OF EUROPE I,II</b>	<b>Three credit hours each</b>
The purpose of these courses is to give students a good foundation in the events of the past in order to help them achieve historical understanding of the present. HIS 121I emphasizes the periods of the Renaissance, the Reformation, Absolutism, the Enlightenment, the French Revolution, Napoleon and the development of the national state. HIS 122I begins with the Napoleonic era and includes the age of reaction, the industrial revolution, the rise of liberalism and socialism, the cultural developments of the modern period, the causes and results of the world wars, and postwar developments to the present.		
<b>HIS 151,152</b>	<b>HISTORY OF THE UNITED STATES I,II</b>	<b>Three credit hours each</b>
A comprehensive analysis of the origins and growth of American civilization. The first course covers the development of the United States from the discovery period to the end of the Civil War. The second course covers from 1865 to the present.		
<b>HIS 170D</b>	<b>DIVERSITY IN AMERICA</b>	<b>Three credit hours</b>
This course covers the issue of diversity in America from the colonial era to the present. Topics may include: racial diversity, national origins, women's issues, differing creeds, and sexual orientation.		
<b>HIS 211I</b>	<b>ANCIENT AND MEDIEVAL HISTORY</b>	<b>Three credit hours</b>
<i>Prerequisite: One 100-level history course</i>		
A survey of the life, ideas, and institutions of Greek Civilization, the Roman Empire, and the Middle Ages. Emphasis will be placed on the evolution of governmental systems, social and economic phenomena, and cultural developments.		
<b>HIS 227I</b>	<b>HISTORY OF AFRICA</b>	<b>Three credit hours</b>
<i>Prerequisite: One 100-level history course</i>		
This course provides a basic survey of African history. Attention will be given to the development of African kingdoms and their fall during the African colonial period. Particular emphasis is placed on the period of independence and the political, social, economic and cultural aspects of the modern states of Africa.		
<b>HIS 235I</b>	<b>WOMEN IN WESTERN CIVILIZATION</b>	<b>Three credit hours</b>
<i>Prerequisite: One 100-level history course</i>		
A study of the role and impact of women on the development of Western society. Special emphasis is placed on the biographies of significant and influential women.		

- HIS 236I WOMEN IN ASIAN CIVILIZATIONS** **Three credit hours**  
*Prerequisite: One 100-level history course*  
 An introduction to the history of women's roles in East Asia, India, and the Middle East. Special attention will be paid to religious and social factors and developments in the history of ideas that influence the position of women in these societies. No prior knowledge of Asian history is required.
- HIS 239I HISTORY OF WAR** **Three credit hours**  
*Prerequisite: One 100-level history course*  
 A survey of Western warfare from antiquity to the present.
- HIS 245I HISTORY OF RUSSIA** **Three credit hours**  
*Prerequisite: One 100-level history course*  
 This course is a one-semester survey of Russian history from the 800s to the present, treating the origins and expansion of the Russian state, interactions between state and society, Russia's relations with the outside world, and the shifting fortunes of Russia's minority peoples under Russian, Soviet, and post-Soviet rule.
- HIS 260(I,D) TOPICS IN HISTORY** **Three to four credit hours**  
*Prerequisite: One 100-level history course*  
 A basic introduction to specific areas or fields of history.
- HIS 267I VIETNAM: CAUSES AND CONSEQUENCES** **Three credit hours**  
*Prerequisite: One 100-level history course*  
 An in-depth, intensive study of the causes, impact and legacy of a seemingly endless struggle in Vietnam. Emphasizing the history and culture of Vietnam and utilizing lectures, readings, discussion and video material, the course will attempt to highlight the clash of cultures and sort out the blur of images which is the continuing legacy of Vietnam today.
- HIS 271I BRITISH HISTORY** **Three credit hours**  
*Prerequisite: One 100-level history course*  
 HIS 271I is a broad survey of Celtic/English/British history from earliest times to the present. It establishes the antecedents of the kingdom of Britain, and emphasizes the independent histories of the Celtic Isles of Ireland, Scotland and Wales. The course follows the evolution of Britain from a monarchical state to a constitutional state, and traces the rise of Parliament and the creation of the Anglican church. It concludes by placing Britain within its European Union context.
- HIS 288I ISLAMIC HISTORY 600-1800** **Three credit hours**  
*Prerequisite: One 100-level history course*  
 Explores the history of the early Islamic community, the Crusades, the "Golden Age" of Islam, and the Gunpowder Empires. Focuses on economic, intellectual, and cultural developments, and the geographical areas of the Middle East, North Africa, and India
- HIS 291I EAST ASIA** **Three credit hours**  
*Prerequisite: One 100-level history course*  
 A one-semester survey of the history of East Asia, particularly China and Japan, from ancient times to the present, emphasizing the origins of statehood, interactions between state and society, relations among East Asian societies and between East Asia and the outside world, and the development of East Asian political, social, economic, and cultural institutions.
- HIS 313I RENAISSANCE & REFORMATION** **Four credit hours**  
*Prerequisite: One 100-level history course*  
 This course offers studies in the civilization of Europe from the 14th through the 16th centuries. Emphasis is placed on the cultural, religious, political, social and economic aspects of the period.

- HIS 323I ENLIGHTENMENT, FRENCH REVOLUTION, AND NAPOLEON** *Four credit hours*  
*Prerequisite: One 100-level history course*  
 HIS 323I is an advanced study of the Enlightenment, the French Revolution, and the Napoleonic Era. This course follows the philosophical developments of the Enlightenment, many of which formed the rhetorical basis for the events of the French Revolution, which deposed monarchy in favor of a republic. The course will conclude with an examination of the Napoleonic Era, which, in many ways, was an early attempt to create an “United States of Europe” and fostered the rise of nationalism.
- HIS 345I TRADITIONAL RUSSIA** *Four credit hours*  
*Prerequisite: One 100-level history course*  
 An in-depth study of the history of Russia from the pre-Slavic past to the nineteenth century, stressing the emergence of Russia’s political, economic, social, and cultural institutions, and the roots of modern Russia.
- HIS 346I MODERN RUSSIA** *Four credit hours*  
*Prerequisite: One 100-level history course*  
 An in-depth study of the history of Russia from the nineteenth century to the collapse of Communism and beyond, with an emphasis upon attempts to reform Russia’s political and social system, the Russian revolutionary tradition, the rise and fall of Communism, and the multiethnic dimension of modern Russian history.
- HIS 347I CELTIC AND MEDIEVAL BRITAIN** *Four credit hours*  
 HIS 347I is an advanced study of the Celtic and Medieval periods of English/British history, proceeding from the broad foundations of HIS 271I. It covers the beginnings of England and the Celtic Isles, the unification of Britain, the Norman Conquest, and the rise of the nation-state. Also included is the early evolution of Parliament and the development of the system of common law, and conflicts such as the Hundred Years’ War.
- HIS 348I TUDOR STUART ENGLAND** *Four credit hours*  
*Prerequisite: One 100-level history course*  
 An in-depth examination of English/British history between 1485 and 1714, providing a more advanced and specialized study of topics introduced in HIS 271I, British History. Topics covered include the English Reformation, the Elizabethan Renaissance, the English Civil War, the Restoration, and the Glorious Revolution.
- HIS 349I VICTORIAN AND MODERN BRITAIN** *Four credit hours*  
*Prerequisite: One 100-level history course*  
 An in-depth examination of British history since 1714, providing a more advanced and specialized study of topics introduced in HIS 271I, British History. Topics covered include the Hanoverian Century, the rise of constitutionalism and the emergence of Parliament as the dominant partner in the political sphere, the British empire, the Victorian consciousness, the rise of Labour, the Irish question, the experience of total war, the construction of the welfare state, imperial decline, Thatcherism, New Labour and the impact of the European union.
- HIS 350 COLONIAL AMERICA** *Four credit hours*  
*Prerequisite: One 100-level history course*  
 A study of the exploration, conquest, and settlement of the New World. Topics include the growth of Anglo-American society, the development of Anglo-Indian relations, the origins of slavery, and the causes and consequences of changes in British imperial policy.
- HIS 351 THE AMERICAN REVOLUTION** *Four credit hours*  
*Prerequisite: One 100-level history course*  
 A study of the causes, development, and consequences of the Revolutionary War. The course also covers the post-war developments that led to the creation and ratification of the Constitution.

**HIS 352                    JEFFERSON-JACKSON                    *Four credit hours***

*Prerequisite: One 100-level history course*

A study of the United States from the Constitutional Convention of 1787 to the mid-nineteenth century. Topics will include the first and second political party systems, the War of 1812, westward expansion, slavery, reform movements, the transportation and communications revolutions, and the Mexican War.

**HIS 353                    U.S. CIVIL WAR                    *Four credit hours***

*Prerequisite: One 100-level history course*

Studies of selected problems related to the forces in the United States that resulted in the Civil War, the war itself and the problems of the Reconstruction.

**HIS 354                    U.S. REFORM AND WAR, 1876-1920                    *Four credit hours***

*Prerequisite: One 100-level history course*

This course will provide an intensive examination of the period from the centennial year of 1876 to the presidential election of 1920. Emphasis will be placed on the interplay of political, social, and economic forces in the development of the United States into an industrial and world power. Topics will include the rise of industrial and urban America, the impact of immigration, the growth of organized labor, the emergence of the New South, cultural conflict and the technological transformation of society, Gilded Age politics and the crises of the 1890s, Progressivism and the rise of the regulatory state, the Spanish-American War and U.S. involvement in world affairs, the United States in World War I, and the post-war Red Scare.

**HIS 355                    MODERN AMERICA: 1920-1945                    *Four credit hours***

*Prerequisite: One 100-level history course*

A study of the growth of the United States as an urban -industrial nation and consequent problems of economic power and political adjustment. The course highlights the growth of the United States as a world power. Topics discussed include the end of World War I, the Roaring Twenties, the agony of the Depression Thirties and World War II at home and abroad.

**HIS 356                    RECENT AMERICA: 1945-PRESENT                    *Four credit hours***

*Prerequisite: One 100-level history course*

A study of domestic and foreign issues in America from 1945 to the present. In-depth analysis of major political, social and economic changes and adaptations. Emphasis is placed on change and continuity in domestic and foreign policies in the cold-war Forties, the "flat" Fifties, the "sick" Sixties, the "selfish" Seventies and the early Eighties.

**HIS 360(I)                    AN IN-DEPTH STUDY OF TOPICS IN HISTORY                    *Three to four credit hours***

*Prerequisite: One 100-level history course*

The topics will be supplementary to the material offered in 300-level courses, but taught in a more specific manner. This course can be taken more than once if the subject matter has changed.

**HIS 363I                    GLOBAL AMERICA                    *Four credit hours***

*Prerequisite: One 100-level history course*

An in-depth survey of United States foreign relations with special emphasis on its characteristics, development and effectiveness within a given historical period. Topics include all of America's wars from the Revolution to World War II, expansion, imperialism, isolationism, the impact of world-power status and the continuing problems of foreign policy in a democracy.

**HIS 381I                    THE ARAB-ISRAELI CONFLICTS                    *Four credit hours***

*Prerequisite: One 100-level history course*

An exploration of the Arab-Israeli conflicts from the beginning of Jewish settlement in Ottoman Palestine in the 1880s to the present time.

**HIS 389I THE MODERN MIDDLE EAST Four credit hours**

*Prerequisite: One 100-level history course*

An introduction to the history of the Middle East in the 19th and 20th centuries. The dominant theme of the course is Middle Eastern peoples' engagement with western ideas and their rediscovery of their own traditions as means to grapple with western political and economic domination. Topics include 19th century reformism (political, military, economic, and religious), economic dependency, Imperialism, Zionism, the Arab-Israeli conflict, Arab socialism and the rise to power of Saddam Hussein, the Iranian revolution, the rise of Islamic fundamentalist and militant groups.

**HIS 391I HISTORY OF CHINA Four credit hours**

*Prerequisite: One 100-level history course*

The history of China from deepest antiquity through the present, emphasizing changes in political, social, cultural, and intellectual life and relations between China and the outside world.

**HIS 461 HISTORIOGRAPHY Three credit hours**

*Prerequisite: Minimum of 17 credit hours in history courses or consent of the instructor*

This course is designed to provide students with a knowledge of the history of writing history, including interpretations of major historical topics. The course also trains students in historical research methods and the writing of a research paper. Required of all history majors.

**HIS 463I SEMINAR IN HISTORY Two to four credit hours**

Must have consent of the instructor.

**HIS 491,492 DEPARTMENTAL THESIS/PROJECT Credit hours to be arranged**

For further details see [Departmental Thesis/Project, Section II.](#)

# THE HONORS PROGRAM

The Baldwin-Wallace College Honors Program exists to assist students of outstanding promise who hope to make meaningful contributions to society through professional careers and public service. The Honors Program promotes academic excellence, engages students in the development of ethical global perspectives, promotes civic involvement and encourages leadership development. Eligible incoming students are invited to apply for admission to the Honors Program. Current students may apply for consideration as rising sophomores.

## The Honors Program

Computer Code: HON

**Minimum credit required: 24 (plus prerequisites as indicated)**

### Required Courses

ENG 131H	Honors Workshop in Exposition and Argument	3 credits
LAS 200H	Enduring Questions in an Intercultural World	3 credits
MTH 140	Precalculus Mathematics	4 credits <sup>1</sup>
FRN 202, GER 202 <u>or</u> SPN 202	Intermediate French, German, <u>or</u> Spanish	4 credits <sup>1</sup>
HON 499 <u>or</u> Thesis in major or minor (Honors Thesis)		3 - 4 credits

### Elective Courses (total of at least 15 credits)

Students may take any of the following.

All courses with an HON prefix (topic may not be repeated, but course number may with the exception of HON 151 & 152I which are not repeatable).<sup>2</sup>

Any college core course with an "H" after the course number (*examples:* ECN 101H, GEO 111LH, PHL 205IH, REL 293H)<sup>2</sup> 3 - 4 credits

Honors in Leadership: LDR 201H, LDR 202H<sup>3</sup> 3 credits

Honors Option<sup>4</sup> 3 - 4 credits

400 Level Courses<sup>5</sup> 3 - 4 credits  
(take in the first 4 semesters of residence)

Faculty Student Collaboration (FSC)<sup>6</sup> 3 credits

Internship that fosters civic engagement<sup>7</sup> 1 - 3 credits

**Total Honors Program 24 - 27 credits**

<sup>1</sup> These courses will count towards the Core, but will not count towards the minimum number of Honors credit (24) required by the Honors Program for Honors recognition.

<sup>2</sup> Non-Honors Program students of sophomore status or higher and who have obtained at least a 3.5 GPA may elect these courses if space is available.

<sup>3</sup> Students will receive additional assignments to satisfy the LDR 201 and 202 prerequisites and receive honors credit by doing designated work that addresses the objectives of the Honors Program.

<sup>4</sup> The Honors Option (which requires approval by faculty, department, and the Honors Program Director) will result in an “H” designation for existing 300 and 400 level courses in the major or minor.

<sup>5</sup> 300 level courses may be considered if approved by the faculty advisor, department or division chair, and the Honors Program Director.

<sup>6</sup> These courses facilitate the engagement of students and faculty in the deep learning required for the creation, practice, and sharing of knowledge or works in their area of professional study. Enrollment in the course is competitive and requires that collaborating students and faculty submit a project proposal. See [FSC Program, Section II](#).

<sup>7</sup> With the permission of the student’s academic advisor, internship academic supervisor, and the Honors Program Director, Honors students can apply internship credit in any field towards the Honors Program if the internship meets at least two of the Honors Program goals, one of which has to be “to foster civic involvement.”

### **Honors Program Courses (Open to invited freshmen only):**

**ENG 131H (3 credits):** Open only to students formally accepted into the Honors Program starting fall 2008. This course is a common experience for all Honors students. Assignments in writing expository and argumentative prose with particular emphasis on content development.

**LAS 200H (3 credits):** Open only to students formally accepted into the Honors Program starting fall 2008. This course is a common experience for all Honors students. It investigates cultural differences and explores the influence of culture upon human values and perceptions. Students will read influential texts from the humanities, social sciences, and natural sciences. Honors students will also participate in a course-related study tour, a service learning project, or a scientific investigation.

### **Honors Courses (Open to Honors Program students and to non-Honors Program students with at least a 3.5 GPA):**

The remaining courses required to complete the Honors Program will be selected from special offerings in the College curriculum. “H” or HON courses will be offered by the Divisions of Humanities, Natural Sciences and Social Sciences. These courses will be designed to be academically rigorous and relevant to Honors Program goals. Students will *not* be awarded credit for duplication of courses; *for example*, PSY 110 and PSY 110H.

**HON 151/152I (4 credits):** This course, **Enduring Ideas** will access a body of knowledge and establish a mode of inquiry that centers on important ideas, and how they have evolved over time. These courses will use examples from “great works” to address fundamental questions of humanity. Can the world be made a better place by human reason? What does it mean to be a citizen? What is justice? What role does violence play in our society? What modes of inquiry do we use to discover knowledge, and how do they differ across disciplines? These are illustrative; many other ideas may be examined in these courses.

**HON 200 (4 credits):** HON 200 is team-taught by two professors from the perspective of at least two core divisions (Humanities, Natural Sciences, and Social Sciences). The themes range from the narrow to the broad. This interdisciplinary approach is intended to help the student understand how different disciplines address current problems, how thinking has evolved, and how to integrate modes of thinking across disciplines.

**HON 250 (4 credits):** Special Topics courses regularly offered (Problem Solving, Portraits of the Artist)

**HON 259/359/459 Faculty Student Collaboration (3 credits):** Through the FSC courses Baldwin-Wallace College encourages and supports faculty-student collaborators as they tackle the inquiry-based, unscripted problems typical of research, scholarship and other creative endeavors. These courses facilitate the engagement of students and faculty in the deep learning required for the creation, practice, and sharing of knowledge or works in their area of professional study. Enrollment in the course is competitive and requires that collaborating students and faculty submit a project proposal. See [FSC Program, Section II](#).

**LDR 201H Leadership Studies (3 credits):** Timeless leadership questions are examined using an interdisciplinary perspective. Emphasis is placed on using leadership theory to inform practice. Student will receive additional assignments to satisfy the LDR 201 prerequisites, and will receive honors credit by doing additional work that addresses the objectives of the Honors Program.

**LDR 202H Leadership in Honors (3 credits):** Students may elect to take the second course in the sequence of the David Brain Leadership Program, entitled “contemporary Leadership Problems.” Students will receive additional assignments to satisfy the LDR 202 prerequisites, and will receive honors credit by doing additional work that addresses the objectives of the Honors Program.

**HON 499 Honors Thesis (3-4 credits):** This Honors Program elective, 3 – 4 credits, will be offered on an independent study basis. It is suggested that students take this in the junior or senior year. The thesis should address broad academic questions on themes relevant to Honors Program objectives. The thesis has three readers. The topic must be approved by the Director of the Honors Program.

**Admission into the Honors Program:** There are two ways a student can participate in the Honors Program: (1) an entering student who meets criteria for candidacy will receive an invitation to apply to the Honors Program. These criteria include superior high school graduation rank, high SAT or ACT scores, and other criteria relevant to academic performance. (2) Rising Sophomore Admission. Consideration will be given to students upon completion of a full time freshman year (minimum 24 credits). Interested students may apply through the Honors Program office in May of their freshman year. Students selected to participate will receive special orientation information.

**Honors Recognition:** All courses in the Honors Program must be taken for a letter grade, A+ through F; they may not be taken on an S/U basis. Students who successfully complete the required Honors courses with an average of at least 3.5 in those courses will, upon graduation, receive appropriate recognition on their transcripts. Students will also be awarded the Baldwin-Wallace College Honors Program medallion to be worn at graduation.

# INTERNATIONAL STUDIES

The interdisciplinary major in international studies is designed to assist the student in developing the ability to analyze complex global issues, to function successfully in an international environment and to develop intercultural sensitivity. These objectives are met by a program which combines interdisciplinary analysis with courses in sociology, earth science, political science, history, economics and religion as well as competence in a foreign language. A required interdisciplinary seminar is used to focus attention on special problems of international concern. This major provides students with the flexibility to pursue their own special interests once the basic requirements are fulfilled. Some students may wish to combine the International Studies major with a second major in any of the required areas, business, foreign language or any other college major. The College encourages students to study abroad and many opportunities are available through the Explorations/Study Abroad Office.

Direct all questions related to the International Studies major or minor to Dr. Judy Krutky, Chair of the Committee Supervising the International Studies Major.

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## International Studies Major

Computer Code: INTS

**Minimum credits required: 31-59 depending on prerequisites and language proficiency**

### Required courses

**(1) All students are required to complete**

INT	200I	Introduction to the International Studies	3 credits
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**(2) In order to provide an interdisciplinary basis for understanding global issues all students will complete:**

**a. one course from**

**Group 1**

POL	211I	International Politics	4 credits
POL	221I	Intro to Comparative Politics	4 credits

**b. plus one course from three of the four groups which follow:**

**Group 2**

GEO	111L	The Dynamic Earth	4 credits
GEO	121IL	Physical Geography	4 credits
GEO	200I	Regional Geology	2 credits
GEO	205L	Geo-Orienteering	3 credits
GEO	227	Environmental Geology	3 credits
GEO	229	Oceanography	3 credits
POL	205	Environmental Politics	3 credits
POL	214I	Political Geography	3 credits
BIO/ECN	150I	Humans and the Earth	3 credits

**Group 3**

HIS	227I	History of Africa	3 credits
HIS	245I	Russia	4 credits
HIS	260I	Topics in History (when topics are international)	3 credits
HIS	288I	Islamic History 600-1800	3 credits
HIS	291I	East Asia	3 credits

**Group 4**

ASN	100I	Understanding Asia	3 credits
ART	232IF	Western Art II	4 credits
ART	235IF	Topics in Non-Western Art	3 credits
HUM	285I	Intercultural Communication	3 credits
POL	228I	The Middle East Today	2 or 3 credits
REL	101I	Religions of India	3 credits
REL	102I	Religions of China and Japan	3 credits
REL	108I	Islam	2 credits
REL	201I	Buddhist Culture in Asia	3 credits
REL	215I	Death/Afterlife in World's Religions	3 credits
REL	216I	Women and Religion	3 credits
REL	217I	Religion & Violence	3 credits
REL	262	Green Business	3 credits
BUS	250	Green Business	3 credits
SOC	181I	Cultural Anthropology	3 credits
SOC	270I	Terrorism: Roots and Responses	3 credits
SOC	386I	Global Perspectives	3 credits
HIS	236I	Women in Asian Civilizations	3 credits
GER	275IF	Introduction to German Literature	4 credits
FRN	275IF	Introduction to French Literature	4 credits
SPN	275IF	Introduction to Hispanic Literature	4 credits

**Group 5**

ECN	365I	International Economics	3 credits
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**(3) The student should select four upper division electives from at least two disciplines from among the courses listed below.** Special topic courses and interdisciplinary INT seminars may be substituted with the approval of the International Studies advisor. Students are responsible for meeting any prerequisites which exist within departments for upper division courses listed below.

**#** = Courses may only be counted if not chosen as a basic requirement.

ART	432IF	Twentieth Century Art	3 credits
BUS	310I	Introduction to International Business	3 credits
BUS	329	Corporate and Management Ethics	3 credits
BUS	351I	Global Strategy	3 credits

BUS	436I	International Marketing	4 credits
BUS	444I	International Financial Management	4 credits
ECN	358	Environmental Economics	3 credits
ECN	360I	Comparative Economic Systems	3 credits
ECN	362I	Economics of Developing Countries	3 credits
ECN	365I	International Economics #	3 credits
ENG	335I	Studies in World Literature	4 credits
FRN	310I	French Civilization I	3 credits
FRN	311I	French Civilization II	3 credits
FRN	375IF	Survey of French Literature I	3 credits
FRN	376IF	Survey of French Literature II	3 credits
GER	310I	German Civilization	3 credits
GER	375IF	Survey of German Literature I	3 credits
GER	376IF	Survey of German Literature II	3 credits
HIS	345I	Traditional Russia	4 credits
HIS	346I	Modern Russia	4 credits
HIS	348I	Tudor Stuart England	4 credits
HIS	349I	Victorian and Modern Britain	4 credits
HIS	356	Recent America: 1945-Present	4 credits
HIS	360I	Topics in History	3-4 credits
HIS	381I	The Arab-Israeli Conflicts	4 credits
HIS	389I	Modern Middle East	3 credits
HIS	391I	History of China	4 credits
POL	311I	American Foreign Policy	3 credits
POL	314I	Comparative Foreign Relations	3 credits
POL	315I	International Organization	3 credits
POL	321I	Democracy and Democratization	3 credits
POL	322I	Russia and Eastern Europe	3 credits
POL	326I	Special Comparative Political Studies	3 credits
POL	327I	Political Change in Asia	3 credits
POL	329I	Government and Politics in Sub-Saharan Africa	3 credits
SOC	302I	Racial and Cultural Minorities	3 credits
SOC	303I	Urban Community Life	3 credits
SOC	350I	Modern China	3 credits
SPN	310I	Spanish Civilization	3 credits
SPN	311I	Spanish-American Civilization	3 credits
SPN	375IF	Survey of Spanish Literature	3 credits
SPN	376IF	Survey of Spanish-American Literature	3 credits

If a student desires a concentration in one of the areas listed below, at least four courses must be chosen from one concentration area with no more than three from one discipline.

**International Business and Economics:** ECN 358, ECN 360I, ECN 362I, ECN 365I, BUS 310I, BUS 329, BUS 351I, BUS 436I, BUS 444I

**Foreign Policy and Diplomacy:** POL 311I, POL 314I, POL 315I, POL 322I, POL 326I, HIS 381I

**History, Society and Culture:** POL 311I, POL 321I, POL 329I, HIS 345I, HIS 346I, HIS 348I, HIS 349I, HIS 356, HIS 363, HIS 389I, ENG 335I, SOC 302I, SOC 303I

**Latin American and Caribbean Studies:** ECN 362I, SPN 311I, SPN 376IF

**Asian Studies:** ECN 362I, HIS 391I, POL 327I, SOC 350I

**European Studies (including Russia):** POL 314I, POL 322I, ENG 335I (when focus is European), HIS 345I, HIS 346I, HIS 348I, HIS 349I, ART 432IF, GER 310I, GER 375IF, GER 376IF, FRN 310I, FRN 311I, FRN 375IF, FRN 376IF, SPN 310I, SPN 375IF

**(4) Students will be required to exhibit competence in at least one foreign language, that is, a language other than their native language.** Students whose native language is English may attain foreign language competence in one of the modern languages taught at Baldwin-Wallace by completing the following courses (or their equivalents):

FRENCH: 201, 202, 221I; and one of the following: 310I, 311I, 375IF, 376IF or 463

GERMAN: 201, 202, 221I; and one of the following: 310I, 375IF, 376IF or 463

SPANISH: 201, 202, 221I; and one of the following: 310I, 311I, 375IF, 376IF or 463

CHINESE: 101, 102, 201, 202; and one additional course to be determined in consultation with the Chair of the Foreign Language Dept.

The final element in the competency evaluation process will be a half-hour interview, in the target language, with a member or members of the appropriate section of the Department of Foreign Languages and Literatures. This interview will be arranged during the Fall Semester of the student's senior year. For this interview the students will choose a topic of interest to them. The choice should be made well in advance of the date set for the interview and in consultation with a professor of the target language. Students are then required to speak on this topic for 15 minutes and to answer questions on it. The remaining minutes of the interview will be spent in general conversation. A student who is earning a major or a minor in the target language is exempt from this interview.

Students presenting competence in other languages or those whose native language is not English must see the Chairman of the Department of Foreign Languages for requirements. For students whose native language is not English, completion of Baldwin-Wallace's English requirement for graduation will satisfy the language competency requirement.

All students intending to complete a major in International Studies at Baldwin-Wallace College should identify themselves at the earliest possible point in their academic careers to the Chair of the Department of Foreign Languages so that a program insuring timely completion of the language competence requirement can be established.

In completing these requirements, students are strongly urged to study abroad.

**(5) Finally, each student must take an interdisciplinary capstone seminar intended to help students achieve an ability to deal with complex problems in International Studies requiring an integration of knowledge from diverse fields of study.** Methodological concerns will be of great importance; a research paper may be among the products of this seminar. The seminar, which may be team-taught, will be offered each spring semester by professors in the departments associated with the International Studies major, and will deal with selected topics chosen by the professors offering the course. Consult the course schedule for relevant departments, time and topics.

A student may repeat the seminar provided the topics covered are different. It is suggested that students register for the seminar in the junior or senior year after completing the basic requirements, though they may do so at any time with the consent of the instructor(s) involved. (NOTE: All IS majors would benefit by taking a research methods class in one of the departments responsible for basic requirements courses in the International Studies major. Students who plan to attend graduate school or law school are strongly encouraged to do so.)

## **International Studies Minor**

### **Minimum Credits Required: 18**

#### **Requirements:**

The requirements for a minor in International Studies are:

- INT 200I Introduction to International Studies 3 credits
- One (1) course each from three of five required groups in number 2a-b 9-12 credits
- Two (2) 300-400 courses from two different disciplines chosen from the upper division electives listed in (3) or from INT interdisciplinary seminar offerings 6-8 credits

Elective courses appropriate to the student's interests should be chosen in consultation with one of the members of the Committee Supervising the International Studies Major. At least a year's study of a related foreign language is highly recommended.

# International Studies Course Descriptions

**INT 050 INDEPENDENT STUDY**

*Credit hours to be arranged*

See [Independent Study Program, Section II](#)

**INT 070 INTERNSHIP**

*Credit hours to be arranged*

See [Internship Program, Section II](#)

**INT 259,359,459 FACULTY-STUDENT COLLABORATION**

*Credit hours to be arranged*

See [FSC Program, Section II](#).

**INT 2001 INTRODUCTION TO INTERNATIONAL STUDIES**

*Three credit hours*

This course studies how individuals acquire their cultural, national and state identifications and how these varied identifications complicate coping with a variety of global challenges arising from increasing interdependence and, through case studies and simulations, challenges students to adopt different perspectives and experience the possible cooperation or conflict which results. It provides an introduction to a global community in transition in the post-Cold War world and to the interdisciplinary approach which characterizes the IS major. The course is appropriate for freshmen and other students who may count it toward the B-W core curriculum International Studies and/or Social Sciences requirements.

**INT 263I SPECIAL TOPICS**

*One to three credit hours*

An examination of selected topics in the field of international studies. May be repeated if topics are different. Not offered every year.

**INT 363I SEMINAR IN INTERNATIONAL STUDIES**

*Three credit hours*

An upper-level seminar dealing with topics not covered elsewhere in the curriculum. Not offered every year.

**INT 463I SPECIAL TOPICS COURSE**

*Three credit hours*

An integrative interdisciplinary capstone seminar which draws on at least two of the disciplines which comprise the IS major to analyze a contemporary topic of global significance. Consult the International Studies section of the course schedule for topics and scheduling information.

# LEADERSHIP STUDIES MINOR

The David Brain Minor in Leadership Studies is designed to educate people for and about leadership. The multi-disciplinary minor in leadership studies, grounded firmly in the liberal arts, provides students with a rigorous course of study. The David Brain Leadership Program views leadership as a form of stewardship. Accordingly, it assumes that the obligations of leadership fall to every citizen of the world; thus all individuals can assume leadership in one way or another. In doing so, the program aims to make a difference both in lives of Baldwin-Wallace students and in the lives of those they touch.

The leadership minor gives students an academic grounding in leadership skills; enhances critical thinking, promotes strategies to set goals and develop strategies to achieve them, provides a mechanism to make carefully considered and ethical decisions, and facilitates societal change. The program seeks to develop the citizen leader, one who puts others first and who serves humanity in an ethical and uplifting way.

*Direct all questions related to the David Brain Minor in Leadership Studies to Dr. Tiffany Hansbrough, Director of Leadership Studies, 102 H Bonds Administration Building.*

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## Leadership Studies Minor

Computer Code: LDRP

### Minimum credits required: 21

#### Required courses

LDR	201	Introduction to Leadership Studies	3 credits
LDR	202D	Contemporary Problems in Leadership	3 credits
PHL	102/205	Ethics	3 credits
LDR	463	Capstone: Implementing Citizen Leadership	3 credits

#### Elective courses

3 courses from the following\*

BUS	250	Green Business: God, Money and Ecology	3 credits
BUS	263	Unleashing Human Potential	3 credits
ECN	344	Game Theory	3 credits
ECN	356	Urban Economics	3 credits
HIS	389I	Modern Middle East	3 credits
HPE	406	Psychology of Coaching	2 credits
HUM	285I	Introduction to Intercultural Communication	3 credits
PHL	101I	Nature and Human Nature	3 credits
POL	241	Public Interest Research	4 credits
POL	301	The Elected Branches	3 credits
POL	303	Public Administration	3 credits
POL	333D	Contemporary Political Voices at the Margins	3 credits
CST	410	Persuasive Campaigns	3 credits
SOC	303I	Urban Community Life	4 credits

\* To foster an interdisciplinary perspective on leadership, elective courses must be taken from at least two different disciplines (e.g. HIS and POL).

## **Leadership Studies Course Descriptions**

**LDR 201                    INTRODUCTION TO LEADERSHIP STUDIES                    *Three credit hours***

Timeless leadership questions are examined using an interdisciplinary perspective. Emphasis is placed on using leadership theory to inform practice. This course includes a service learning component.

**LDR 202D                    CONTEMPORARY PROBLEMS IN LEADERSHIP                    *Three credit hours***

This course combines the nature and exercise of leadership as it relates to contemporary societal issues. Students will learn the context and history of these issues; the prospects and limits of doing something about them; and exercise leadership through a service project.

**LDR 301                    ETHICS AND LEADERSHIP                    *Three credit hours***

A study of how moral values and assumptions shape the concept and practice of leadership. Includes the role of values in determining the moral obligations of leaders and followers in shaping moral environments. This course is designed to provide maps and tools necessary for truly ethical leadership. Students will develop a personal leadership mission statement.

**LDR 463                    CAPSTONE: IMPLEMENTING CITIZEN LEADERSHIP                    *Three credit hours***

The capstone seminar is the integrating experience for the Leadership minor. Students will work with community agencies or organizations to develop a proposal to affect change. Proposal development will include an extensive literature review pertinent to the identified problem. Final stages include proposal implementation and presentation.

# LIBERAL ARTS AND SCIENCES

As part of its core curriculum, Baldwin-Wallace College offers an entry-level course in Liberal Arts and Sciences, designed to assist students in developing a global perspective and an intercultural understanding of both historical and contemporary events. In LAS 200, students discover a common base of knowledge that addresses fundamental questions of the liberal arts and sciences which include: What is human nature? How do humans relate to each other? How do humans relate to their natural environment? LAS 200 is designed to provide both a common intellectual foundation for students, and an opportunity to learn and practice essential skills of the liberal arts and sciences, including critical thinking, effective communication, and skill in interpreting quantitative and qualitative data. Students can expect to apply both the skills and the content knowledge learned in LAS 200 in other courses they take as part of their core and their major.

## Course Description

### **LAS 200 Enduring Questions for an Intercultural World 3 credit hours**

*Prerequisites: Completion of ENG 131 and readiness for MTH core course*

In this course, designed as a common experience across all sections, students use the ideas of great thinkers to consider how culture shapes human nature, human relationships and the relationship between people and the natural world, both in the past and today. Students will critically assess different responses to fundamental human questions by exploring readings in the humanities, social sciences, and natural sciences, and will apply their understanding to current domestic and international issues.

### **LAS 155I Language and Culture Connections in Spain 1 credit hour**

*Corequisites: to be taken either after completing LAS 200 or simultaneously with LAS 200. The credit earned in this course counts toward students' fulfillment of their general humanities core requirement and may count toward students' 'International' core requirement.*

This course is designed to supplement the cultural and international focus of LAS 200. In small group settings, students with basic competence in Spanish will have the opportunity to use their language skills to identify connections between language and culture, and to learn how countries in which Spanish is spoken address enduring questions and various contemporary international issues. Students who would like to enhance their Spanish language skills outside of foreign language classes, and/or are interested in contemporary cultural and international issues, are especially encouraged to enroll in this course.

### **LAS 156I Language and Culture Connections in French 1 credit hour**

*Corequisites: to be taken either after completing LAS 200 or simultaneously with LAS 200. The credit earned in this course counts toward students' fulfillment of their general humanities core requirement and may count toward students' 'International' core requirement.*

This course is designed to supplement the cultural and international focus of LAS 200. In small group settings, students with basic competence in French will have the opportunity to use their language skills to identify connections between language and culture, and to learn how countries in which French is spoken address enduring questions and various contemporary international issues. Students who would like to enhance their French language skills outside of foreign language classes, and/or are interested in contemporary cultural and international issues, are especially encouraged to enroll in this course.

**LAS 1571 Language and Culture Connections in German**

*Corequisites: to be taken either after completing LAS 200 or simultaneously with LAS 200. The credit earned in this course counts toward students' fulfillment of their general humanities core requirement and may count toward students' 'International' core requirement.*

This course is designed to supplement the cultural and international focus of LAS 200. In small group settings, students with basic competence in German will have the opportunity to use their language skills to identify connections between language and culture, and to learn how countries in which German is spoken address enduring questions and various contemporary international issues. Students who would like to enhance their German language skills outside of foreign language classes, and/or are interested in contemporary cultural and international issues, are especially encouraged to enroll in this course.

# MATHEMATICS

Mathematics is the fundamental study of how the world works, the generalizations and abstractions underlying all the basic structures of nature and human society. The Department of Mathematics seeks to provide all its students with the theoretical and practical knowledge that will enable them to analyze and solve problems of an increasingly complex nature.

The student who majors in Mathematics has the opportunity to prepare for a career in business, industry, or secondary mathematics teaching by means of programs that coordinate with other departments or divisions on campus. Alternatively, those mathematics majors who choose to do so can readily make the transition to graduate school. Over half of our students choose this path by entering prestigious graduate schools with assistantships to finance their graduate education.

The student who elects a minor in Mathematics along with a major in another discipline demonstrates an ability for abstract problem solving that will make them more attractive on the career or graduate school path.

All students at Baldwin-Wallace College must pass a course called "Applied College Mathematics" (MTH-136) or a higher numbered MTH course to satisfy the CORE requirement. Education majors who are required to take both MTH-111 and MTH-112 ("Mathematics for Elementary and Middle School Teachers, Parts I & II") may substitute MTH-111 and MTH-112 for MTH-136. The mathematics core requirement must be completed within the first two years (first 56 credit hours) taken at B-W.

All courses offered in this department presume that the enrolling student has successfully completed 3 years of high school mathematics, including algebra II and geometry. Students who have not demonstrated proficiency in these subjects by virtue of their SAT or ACT scores are required to pass a placement test prior to enrolling in any college level mathematics course.

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## Mathematics Major

Computer Code: MTHS

**Minimum credits required: 40 (plus prerequisites as indicated). All courses other than Calculus must be numbered higher than 199. (\* = Prerequisite Required)**

MTH	141	Calculus I	4 credits*
MTH	142	Calculus II	4 credits*
MTH	243	Calculus III	4 credits*
MTH	211	Linear Algebra	4 credits*
MTH	311	Advanced Calculus I <b>OR</b>	4 credits*
MTH	411	Abstract Algebra I (One or both)	4 credits*
CSC	210	Computer Science I: Programs and Applications <b>OR</b>	3 credits*
EDU	104	Technologies for the K-12 Educator (for AYA teaching candidates)	3 credits

**One course in applied mathematics, chosen from among the following:**

MTH	212	Differential Equations	4 credits*
MTH	307	Operations Research	3 credits*
MTH	314	Numerical Analysis	3 credits*

MTH	405	Mathematical Statistics I	4 credits*
MTH	406	Mathematical Statistics II	3 credits*

**One of the following sequences of two courses:**

MTH	311	Advanced Calculus I and	4 credits*
MTH	312	Advanced Calculus II	3 credits*
MTH	405	Mathematical Statistics I and	4 credits*
MTH	406	Mathematical Statistics II	3 credits*
MTH	411	Abstract Algebra I and	4 credits*
MTH	412	Abstract Algebra II	3 credits*

In addition, majors are required to earn a passing score on an approved comprehensive examination. The three examinations approved for this purpose are the Major Field Achievement Test or the Mathematics Subject Test of the Graduate Record Examination, both published by Educational Testing Service, or the First Examination (Exam 100), published by the Society of Actuaries (SOA).

The above requirements are considered minimal. Students are encouraged to consult with an advisor from the mathematics faculty early in their undergraduate career to ensure completion of a program which is appropriate for the individual student.

Computer applications are emphasized in many of the courses in mathematics. Therefore, students planning to major in mathematics are urged to take CSC 210 (Programs & Applications) early in their academic program.

### Licensure for Secondary Teaching

Students seeking secondary school licensure in mathematics in Ohio are required to complete a major in mathematics which must include the following courses as part of their program: MTH 201 (History of Mathematics), MTH 315 (College Geometry), MTH 411 (Abstract Algebra I), MTH 135 (Introduction to Probability and Statistics) or MTH 405 (Mathematical Statistics I), and MTH 262 (Discrete Mathematics II).

### Mathematics Minor

A minor in mathematics is available. It consists of MTH 141 and MTH 142 (Calculus I and II) and 10 more credit hours selected from courses with the MTH prefix and numbered above 199.

### AP Calculus Credit

A student scoring 3 or better on an AP Calculus exam will be awarded credit as follows:

Score	Exam	Credit Hours	Course Equivalent
3,4,5	AB	4	MTH 141
3,4,5	BC	8	MTH 141,142

### Dual Major with Economics

The Mathematics Department also cooperates with the Economics Department to offer a dual major in economics and mathematics. This combination is particularly appropriate for students seeking to pursue graduate studies in economics. See the Economics Department section for details.

# Mathematics

## Course Descriptions

*Note: Knowledge of high school Algebra I, Algebra II and Geometry are prerequisites for all Mathematics courses. Students are required to have passed the Baldwin-Wallace mathematics placement test or to have scored at least 24 on the quantitative portion of the ACT or at least 560 on the quantitative portion of the SAT.*

**MTH 050                      INDEPENDENT STUDY**

**One to four credit hours**

See [Independent Study Program, Section II.](#)

**MTH 070                      INTERNSHIP**

**Credits to be arranged**

See [Internship Program, Section II.](#)

**MTH 259,359,459 FACULTY-STUDENT COLLABORATION**

**Credit hours to be arranged**

See [FSC Program, Section II.](#)

**MTH 111                      MATHEMATICS FOR EARLY AND MIDDLE CHILDHOOD TEACHERS, PART I**

**Four credit hours**

*Prerequisite: Knowledge of high school Algebra I, Algebra II and Geometry are prerequisites for all Mathematics courses. Students are required to have passed the Baldwin-Wallace mathematics placement test or to have scored at least 24 on the quantitative portion of the ACT or at least 560 on the quantitative portion of the SAT.*

Open to early and middle childhood majors only. A systematic presentation of elementary mathematics for those who are preparing to teach early and middle childhood. The course provides an overall view of the number system, emphasizing ideas and concepts rather than routine drill. The following topics are surveyed: evolution of the number system, logic and sets, elementary number theory, rules for algebraic manipulation, and mathematical systems.

**MTH 112                      MATHEMATICS FOR EARLY AND MIDDLE CHILDHOOD TEACHERS, PART II**

**Four credit hours**

*Prerequisite: MTH 111 or permission of the instructor. Students who have not successfully completed a high school geometry course should make special arrangements for tutoring in geometry prior to enrolling in this course.*

Open to early and middle childhood majors only. A continuation of MTH 111, this course examines the ideas and concepts of geometry and discrete mathematics. Included are a study of measurement in one, two, and three dimensions, synthetic, coordinate, and transformational geometry, counting theory, basic probability, and basic statistics.

**MTH 115                      GEOMETRY FOR MIDDLE CHILDHOOD TEACHERS**

**Three credit hours**

*Prerequisite: MTH 112 or permission of instructor*

A review of the basics of Euclidean geometry will be followed by a study of empirical geometry, some finite geometries, geometric constructions and measurement activities. The activity and manipulation approach to geometry will be emphasized throughout. Required for students taking the mathematics concentration for early and/or middle childhood teaching licensure.

**MTH 133                      ALGEBRAIC THINKING THROUGH MODELING**      **Three credit hours**

*Prerequisite: MTH 111 and MTH 112 (grade C- or higher in both)*

An exploration of algebraic ideas involving representation, organizing data and looking for patterns, generalizing findings into a rule, and using findings to make predictions. Through the use of modeling, problem solving, and exploring the multiple uses of algebraic letters students are enabled to see the interconnections among algebraic topics from an advanced perspective.

**MTH 135**                    **INTRODUCTION TO PROBABILITY AND STATISTICS**                    **Three credit hours**

*Prerequisite: Knowledge of high school Algebra I, Algebra II and Geometry are prerequisites for all Mathematics courses. Students are required to have passed the Baldwin-Wallace mathematics placement test or to have scored at least 24 on the quantitative portion of the ACT or at least 560 on the quantitative portion of the SAT.*

An introductory course designed to promote the understanding of basic statistical and probability concepts. Topics to be studied include descriptive statistics, probability of finite sample spaces, probability distributions, hypothesis testing, confidence intervals and parameter estimation.

**MTH 136**                    **APPLIED COLLEGE MATHEMATICS**                    **Three credit hours**

*Prerequisite: Knowledge of high school Algebra I, Algebra II and Geometry are prerequisites for all Mathematics courses. Students are required to have passed the Baldwin-Wallace mathematics placement test or to have scored at least 24 on the quantitative portion of the ACT or at least 560 on the quantitative portion of the SAT.*

This course is designed for freshmen and deals with the fundamental mathematical tools frequently applied in the natural, management and social sciences. Topics include functional relationships, linear systems, matrices, linear programming, mathematics of finance, sets and graphing. (All topics are approached with a view toward applications.)

**MTH 140**                    **PRECALCULUS MATHEMATICS**                    **Four credit hours**

*Prerequisite: Knowledge of high school Algebra I, Algebra II and Geometry are prerequisites for all Mathematics courses. Students are required to have passed the Baldwin-Wallace mathematics placement test or to have scored at least 24 on the quantitative portion of the ACT or at least 560 on the quantitative portion of the SAT.*

A college level review of algebra, trigonometry and analytic geometry. The course is designed to prepare students for the study of calculus. A graphing calculator is required, and will be used extensively.

**MTH 141,142**                **CALCULUS I, II**                    **Four credit hours each**

*Prerequisite: Four years of high school mathematics including trigonometry or MTH 140. Each course is a prerequisite to the one which follows.*

A sequence comprising a unified course in differential and integral calculus of a single variable. Topics from elementary functions are reviewed as needed. Computer symbol manipulation and graph generation software will be an integral part of the courses.

**MTH 161**                    **DISCRETE MATHEMATICS I**                    **Four credit hours**

*Prerequisite: Knowledge of high school Algebra I, Algebra II and Geometry are prerequisites for all Mathematics courses. Students are required to have passed the Baldwin-Wallace mathematics placement test or to have scored at least 24 on the quantitative portion of the ACT or at least 560 on the quantitative portion of the SAT.*

This course covers mathematical tools used in the study of discrete processes as opposed to continuous processes. These tools are frequently used in the study of computers. Topics include logic, methods of proof, functions, efficiency of algorithms and mathematical induction.

**MTH 200**                    **SCIENCE**                    **One to three credit hours**

A study of a topic in science which may involve an interdisciplinary approach. Course content is determined by the department under whose auspices the course is offered.

**MTH 201**                    **HISTORY OF MATHEMATICS**                    **Three credit hours**

*Prerequisite: Three MTH courses including MTH 141*

This course will survey the history of mathematics from the earliest known results to modern calculus, using assigned readings, problems and discussion. Required for those seeking licensure to teach mathematics in middle school or high school.

<b>MTH211</b>	<b>LINEAR ALGEBRA</b>	<b>Four credit hours</b>
<i>Prerequisite: MTH 142</i>		
Systems of linear equations, matrices and determinants, vectors and vector spaces, eigenvalues and eigenvectors, linear transformations, and applications are studied. Computer activities will be included. The subject has widespread applications and also provides an introduction to axiomatic mathematics.		
<b>MTH212</b>	<b>DIFFERENTIAL EQUATIONS</b>	<b>Four credit hours</b>
<i>Prerequisite: MTH 243</i>		
A study of first- and higher order ordinary differential equations, including solutions by series and Laplace transform. Computer activities will be included.		
<b>MTH243</b>	<b>CALCULUS III</b>	<b>Four credit hours</b>
<i>Prerequisite: MTH 142</i>		
A course in multivariable calculus including vectors, partial differentiation and multiple integration. Computer activities will be included.		
<b>MTH250</b>	<b>MATHEMATICAL LOGIC</b>	<b>Three credit hours</b>
<i>Prerequisite: MTH 141 or any CSC course above 199</i>		
The principles and methods of symbolic logic are studied, with the goal of providing formal procedures of analysis and deduction to be used in advanced studies of both computer science and mathematics. Offered on demand.		
<b>MTH262</b>	<b>DISCRETE MATHEMATICS II</b>	<b>Three credit hours</b>
<i>Prerequisite: MTH 161 or MTH 142</i>		
This course reviews and extends topics covered in MTH 161 at a more advanced level. Topics include mathematical induction, combinatorics, recursion, relations, graphs and trees. Required for those seeking licensure to teach high school mathematics.		
<b>MTH263</b>	<b>SEMINAR</b>	<b>One to three credit hours</b>
A study of selected topics in mathematics.		
<b>MTH307</b>	<b>INTRODUCTION TO OPERATIONS RESEARCH</b>	<b>Three credit hours</b>
<i>Prerequisite: MTH 142</i>		
An introduction to some of the techniques which can be applied to explain the behavior of complex systems and aid in management decisions. Mathematical tools include probability, statistics, calculus and linear programming. Computer applications will be included. Offered alternate years. (Spring 2008, Spring 2010)		
<b>MTH311</b>	<b>ADVANCED CALCULUS I</b>	<b>Four credit hours</b>
<i>Prerequisite: MTH 243 and 211</i>		
This is an analytical study of the real number system and the foundations of calculus. Topics will include axioms for the real numbers, limits, continuity, and differentiability, as well as techniques of proving theorems. Offered alternate years. (Fall 2009, Fall 2011)		
<b>MTH312</b>	<b>ADVANCED CALCULUS II</b>	<b>Three credit hours</b>
<i>Prerequisite: MTH 311</i>		
A continuation of MTH 311, covering metric spaces, integration, sequences and series of numbers and of functions, and further topics as time permits. Offered alternate years. (Spring 2008, Spring 2010)		
<b>MTH313</b>	<b>APPLIED ANALYSIS</b>	<b>Three credit hours</b>
<i>Prerequisite: MTH 243</i>		
A course in advanced engineering mathematics covering partial differential equations, complex variables, Laplace transforms, Fourier series, vector analysis and orthogonal functions. Offered on demand.		



# MUSIC

## The Baldwin-Wallace College Conservatory of Music

The Conservatory of Music at Baldwin-Wallace is an artistic community within a liberal arts college, in which the lives of students of all ages are transformed in pursuit of personal and professional excellence through the humanizing discipline of music study, creation, performance and pedagogy.

Founded in 1899 by organist and Bach scholar Albert Riemenschneider, the Conservatory offers a professional music program enhanced by a liberal arts curriculum. Students are expected to meet rigorous academic and musical standards and to attain a high level of accomplishment. The Conservatory provides a learning environment small enough for individual attention but large enough for true professionalism. It also provides a home for the internationally known Riemenschneider Bach Institute, the Jones Library, the Outreach Department with its Preparatory/Adult Education Program, and the Cleveland Music Therapy Consortium. The Conservatory is a fully accredited member of the National Association of Schools of Music and offers the following degrees:

- Bachelor of Music (BM): Performance, Music Theatre, History and Literature, Theory, Composition, Music Therapy
- Bachelor of Music Education (BME)
- Bachelor of Arts (BA)

The Conservatory of Music degree programs are designed for those with outstanding talent and a desire to pursue music as a profession or advanced study at the graduate level. Double majors and/or double-degree programs may be pursued in consultation with the Assistant Director and usually require additional semesters of study. An emphasis in Arts Management or Jazz Studies is available with any music major and may require additional semesters of study. Non-Conservatory students are encouraged to enroll in courses designed specifically for them or in applied study and ensembles by audition. (See course descriptions.)

### Requirements for Graduation

In addition to completing successfully all course and non-course requirements for their specific degrees and majors, all Conservatory students must complete the following:

1. Performance attendance - Six semesters of at least 12 concerts per semester.
2. Departmental recitals - Mandatory during semesters of private-study enrollment.
3. Jury examinations - Number and timing determined by individual departments.
4. Piano proficiency - Secondary study required (for all non-piano primaries) every semester until requisite proficiency level is attained.
5. Ensemble participation - Number of semesters determined according to each major; particular ensemble assignments determined by audition on the primary instrument:
  - Wind and percussion players- wind ensembles
  - String players - orchestra
  - Singers - choirs
  - Guitarists- ensemble assignment determined according to secondary instrument or voice
  - Piano performance majors - major ensemble during freshman year and Collaborative Piano during remaining three years
  - Organ performance majors - three years of major ensemble and one year of Collaborative Piano
  - Other majors with keyboard as primary instrument - ensemble assignment determined according to secondary instrument or voice.

[Qualified students may participate in more than one ensemble.]

6. Sophomore review - Assessment of students' academic and musical progress; requirements determined according to each major. Not required for the BA in Music.

7. GPA of 3.0 in primary instrument in addition to the College requirement of an overall GPA of 2.0.

8. In accordance with College policy, a maximum of four credits of D grades in MUS courses. (Some majors have additional requirements; see specific curricular listings.)

## The Bachelor of Music Degree

Majors may be taken in performance, music theatre, history and literature, theory, composition, or music therapy.

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### BM Performance: Instrumental (Strings/Winds-Percussion)

Computer Code:  
MUSI

Minimum credits required: 126.5/124.5

#### Required Music Courses

(\* = Prerequisite Required, + = Placement Prerequisite, \$ = Approval Required)

MUS 001	Performance Attendance (6 semesters)	0 credits
MUS 002	Departmental Recital (8 semesters)	0 credits
MUS 101F, 102F	Primary Instrument <sup>1</sup>	4,4 credits+
MUS	Secondary Instrument <sup>2</sup>	4 credits+
MUS 106, 107	Harmony 1, 2	2,2 credits+
MUS 116, 117	Solfege/Eurhythmics 1, 2	2,2 credits+
MUS 170F	Ensemble <sup>3</sup>	8 credits+
MUS 201F, 202F	Primary Instrument <sup>1</sup>	4,4 credits*
MUS 206, 207	Harmony 3, 4	2,2 credits*
MUS 216, 217	Solfege 3, 4	2,2 credits*
MUS 221I	Listening to Musics of the World	2 credits
MUS 222I	Music History & Literature 1	3 credits*
MUS 260	Instrumental Pedagogy (strings only)	2 credits
MUS 270	Chamber Music <sup>4</sup>	6/4 credits+
MUS 291	Intro to Conducting	2 credits
MUS 293	Instrumental Conducting	2 credits*
MUS 301F, 302F	Primary Instrument <sup>1</sup>	4,4 credits*
MUS 303	Partial Junior Recital	0.5 credits\$
MUS 306, 307	Form & Analysis 1,2	2,2 credits*
MUS 308	18th Century Counterpoint	2 credits*
MUS 313, 314	Orchestration 1,2	2,1 credits
MUS 321I, 322I	Music History & Literature 2,3	3,3 credits*
MUS 401F, 402F	Primary Instrument <sup>1</sup>	4,4 credits*
MUS 404	Full Senior Recital	1 credit\$
MUS ELE	Music Electives <sup>5</sup>	4/6 credits

### Required Liberal Arts Courses

ENG	131	Workshop in Exposition and Argument	3 credits
MTH	136 or higher	Applied College Mathematics	3 credits
LAS	200	Enduring Questions for an Intercultural World	3 credits
HPE		Health and Physical Education	2 credits
		Liberal Arts and Sciences electives <sup>6</sup>	10 credits
		Foreign Language <sup>7</sup>	8 credits

<sup>1</sup> Four credits per semester for 8 semesters.

<sup>2</sup> Secondary instrument is piano until Proficiency 4 is achieved. Depending upon placement results, piano study may occur in classes, lessons, or a combination. If the requisite proficiency is achieved in fewer than 4 semesters, continued piano study or study on another instrument is required. Secondary study beyond 4 semesters requires an additional fee.

<sup>3</sup> One credit per semester for 8 semesters.

<sup>4</sup> Violin, viola, and cello students take a minimum of 6 credits of Chamber Music; string bass students take a minimum of 2, and the balance in music electives. Wind players take a minimum of 4 credits. Guitar students substitute Guitar Ensemble for Chamber Music (6 credits); percussionists substitute Percussion Ensemble (4 credits).

<sup>5</sup> Students who have earned 8 credits in required ensemble may count up to 2 additional credits toward the music elective requirement. At least 2 credits of music electives must be at the 300 level or higher.

<sup>6</sup> Ten credits from any area(s) of the Humanities, Natural Sciences, and/or Social Sciences; see [www.bw.edu/resources/registration/info/core](http://www.bw.edu/resources/registration/info/core) for more information, and for more information about ENG, MTH, LAS, and HPE requirements. Please note that specific College core requirements for Humanities, Social Science, Natural Science courses, and a minor field of study do not apply to music majors.

<sup>7</sup> A proficiency exam is administered to determine entry level of foreign language requirement. Students whose language requirement is reduced take the equivalent number of credit hours in other liberal arts courses.

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## BM Performance: Keyboard (Piano/Organ)

Computer Code: MUSK

Minimum credits required: 130.5/128.5

### Required Music Courses

(\* = Prerequisite Required, + = Placement Prerequisite, \$ = Approval Required)

MUS	001	Performance Attendance (6 semesters)	0 credit
MUS	002	Departmental Recital (8 semesters)	0 credit
MUS	101F, 102F	Primary Instrument <sup>1</sup>	4,4 credits+
MUS		Secondary Instrument <sup>2</sup>	4 credits+
MUS	106, 107	Harmony 1, 2	2,2 credits+
MUS	116, 117	Solfège/Eurhythmics 1, 2	2,2 credits+
MUS	170F	Ensemble <sup>3</sup>	2/6 credits+
MUS	181, 182	Sight-Reading 1, 2	1,1 credits
MUS	201F, 202F	Primary Instrument <sup>1</sup>	4,4 credits*
MUS	206, 207	Harmony 3,4	2,2 credits*
MUS	216, 217	Solfège 3,4	2,2 credits*
MUS	221I	Listening to Musics of the World	2 credits
MUS	222I	Music History & Literature 1	3 credits*
MUS	270	Chamber Music <sup>4</sup>	2 credits+

MUS 281, 282	Piano Pedagogy 1,2 (pianists only)	2,2 credits
MUS 283	Collaborative Piano <sup>5</sup>	6/2 credits*
MUS 291	Intro to Conducting	2 credits
MUS 292 or 293	Choral or Instrumental Conducting	2 credits*
MUS 301F, 302F	Primary Instrument <sup>1</sup>	4, 4 credits*
MUS 303	Partial Junior Recital	0.5 credits\$
MUS 306, 307	Form & Analysis 1,2	2,2 credits*
MUS 308	18th Century Counterpoint	2 credits*
MUS 313, 314	Orchestration 1,2	2,1 credits
MUS 321I, 322I	Music History & Literature 2,3	3,3 credits*
MUS 381, 382	Piano Literature 1,2 (pianists only)	2,2 credits
MUS 385	Preparation for the Church Musician (organists only)	2 credits
MUS 401F, 402F	Primary Instrument <sup>1</sup>	4,4 credits*
MUS 404	Full Senior Recital	1 credit\$
MUS 408	16th Century Counterpoint (organists only)	2 credits
MUS ELE	Music Electives (pianists/organists)	4/8 credits

#### Required Liberal Arts Courses

ENG 131	Workshop in Exposition and Argument	3 credits
MTH 136 or higher	Applied College Mathematics	3 credits
LAS 200	Enduring Questions for an Intercultural World	3 credits
HPE	Health and Physical Education	2 credits
	Liberal Arts and Sciences electives <sup>6</sup>	10 credits
	Foreign Language <sup>7</sup>	8 credits

<sup>1</sup> Four credits per semester for 8 semesters. All piano primaries must pass Proficiency 4.

<sup>2</sup> Secondary instrument for pianists is organ, harpsichord, voice, or an orchestral instrument. Organists take secondary piano until Proficiency 4 is achieved. Secondary study beyond 4 semesters requires an additional fee.

<sup>3</sup> For pianists, participation in a major ensemble is required for 2 semesters during the freshman year. For organists, participation in a major ensemble is required for a total of 6 semesters.

<sup>4</sup> One credit per semester for 2 semesters.

<sup>5</sup> For pianists, one credit per semester for 6 semesters. For organists, one credit per semester for 2 semesters

<sup>6</sup> Ten credits from any area(s) of the Humanities, Natural Sciences, and/or Social Sciences; see [www.bw.edu/resources/registration/info/core](http://www.bw.edu/resources/registration/info/core) for more information, and for more information about ENG, MTH, LAS, and HPE requirements. Please note that specific College core requirements for Humanities, Social Science, Natural Science courses, and a minor field of study do not apply to music majors.

<sup>7</sup> A proficiency exam is administered to determine entry level of foreign language requirement. Students whose language requirement is reduced take the equivalent number of credit hours in other liberal arts courses.

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**BM Performance: Voice**

Computer Code: MUSV

**Minimum credits required: 131.5****Required Music Courses**

(\* = Prerequisite Required, + = Placement Prerequisite, \$ = Approval Required)

MUS 001	Performance Attendance (6 semesters)	0 credit
MUS 002	Departmental Recital (8 semesters)	0 credit
MUS 101F, 102F	Primary Instrument <sup>1</sup>	3,3 credits+
MUS	Secondary Instrument <sup>2</sup>	4 credits+
MUS 106, 107	Harmony 1, 2	2,2 credits+
MUS 116, 117	Solfege/Eurhythmics 1, 2	2,2 credits+
MUS 140	Singers' Phonetics	1 credit
MUS 141	Singers' Diction 1	1 credit*
MUS 147, 148	Opera Workshop 1, 2	1,1 credit
MUS 170F	Ensemble <sup>3</sup>	8 credits+
MUS 201F, 202F	Primary Instrument <sup>1</sup>	3,3 credits*
MUS 206, 207	Harmony 3,4	2,2 credits*
MUS 216, 217	Solfege 3,4	2,2 credits*
MUS 221I	Listening to Musics of the World	2 credits
MUS 222I	Music History & Literature 1	3 credits*
MUS 240, 241	Singers' Diction 2,3	1,1 credits*
MUS 247, 248	Opera Workshop 3, 4	1,1 credit*
MUS 291	Intro to Conducting	2 credits
MUS 301F, 302F	Primary Instrument <sup>1</sup>	3,3 credits*
MUS 303	Partial Junior Recital	0.5 credit\$
MUS 306, 307	Form & Analysis 1,2	2,2 credits*
MUS 308	18th Century Counterpoint	2 credits*
MUS 321I, 322I	Music History & Literature 2,3	3,3 credits*
MUS 342, 343	Vocal Literature 1,2	2,2 credits
MUS 347, 348	Opera Workshop 5, 6	1,1 credit*
MUS 401F, 402F	Primary Instrument <sup>1</sup>	3,3 credits*
MUS 404	Full Senior Recital	1 credit\$
MUS 442, 443	Vocal Pedagogy 1,2	2,1 credits
MUS 447	Opera Workshop 7	1 credit*
MUS ELE	Music Electives <sup>4</sup>	4 credits*

**Required Liberal Arts Courses**

ENG 131	Workshop in Exposition and Argument	3 credits
MTH 136 or higher	Applied College Mathematics	3 credits
LAS 200	Enduring Questions for an Intercultural World	3 credits
HPE	Health and Physical Education	2 credits
	Liberal Arts and Sciences electives <sup>5</sup>	10 credits
	Foreign Language <sup>6</sup>	16 credits

<sup>1</sup> Three credits per semester for 8 semesters.

<sup>2</sup> Secondary instrument is piano until Proficiency 4 is achieved. Depending upon placement results, piano study may occur in classes, lessons, or a combination. If the requisite proficiency is achieved in fewer than 4 semesters, continued piano study or study on another instrument is required. Secondary study beyond 4 semesters requires an additional fee.

<sup>3</sup> One credit per semester for 8 semesters.

<sup>4</sup> Students who have earned 8 credits in required ensemble may count up to 2 additional credits toward the music elective requirement.

<sup>5</sup> Ten credits from any area(s) of the Humanities, Natural Sciences, and/or Social Sciences; see [www.bw.edu/resources/registration/info/core](http://www.bw.edu/resources/registration/info/core) for more information, and for more information about ENG, MTH, LAS, and HPE requirements. Please note that specific College core requirements for Humanities, Social Science, Natural Science courses, and a minor field of study do not apply to music majors.

<sup>6</sup> A proficiency exam is administered to determine entry level of foreign language requirement. Students take at least one year (8 credits) of German, French or Italian. Students with proficiency in any of the above languages must take the equivalent number of credits in other language courses.

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## BM Music Theatre

Computer Code: MUSH

### Minimum credits required: 128

*No more than four credits of D may be earned in MUS, THE, and HPE dance technique courses.*

### Required Music Courses

(\* = Prerequisite Required, + = Placement Prerequisite, \$ = Approval Required)

MUS	001	Performance Attendance (6 semesters)	0 credit
MUS	002	Departmental Recital (8 semesters)	0 credit
MUS	101F, 102F	Primary Instrument <sup>1</sup>	3,3 credits+
MUS		Secondary Instrument <sup>2</sup>	4 credits+
MUS	106, 107	Harmony 1, 2	2,2 credits+
MUS	116, 117	Solfege/Eurhythmics 1, 2	2,2 credits+
MUS	140	Singers' Phonetics	1 credit
MUS	145, 146	Music Theatre Workshop 1, 2	1,1 credit
MUS	170F	Ensemble <sup>3</sup>	6 credits+
MUS	201F, 202F	Primary Instrument <sup>1</sup>	3,3 credits*
MUS	206	Harmony 3	2 credits*
MUS	208	Materials & Techniques of the Music Theatre Rep	4 credits*
MUS	216	Solfege 3	2 credits*
MUS	221I	Listening to Musics of the World	2 credits
MUS	245, 246	Music Theatre Workshop 3, 4	1,1 credit*
MUS	291	Intro to Conducting	2 credits
MUS	301F, 302F	Primary Instrument <sup>1</sup>	3,3 credits*
MUS	303	Partial Junior Recital <sup>4</sup>	0.5 credit\$
MUS	327I	History of Opera	2 credits
MUS	345, 346	Music Theatre Workshop 5, 6	1,1 credit*
MUS	401F, 402F	Primary Instrument <sup>1</sup>	3,3 credits*
MUS	404	Full Senior Recital <sup>5</sup>	1 credit\$
MUS	445, 446	Music Theatre Workshop 7, 8	1,1 credit*

### Required Theatre Courses

THE	100F	Introduction to Theatre	3 credits
THE	162F	Backstage Experience	1 credit
THE	180F	Stagecraft	3 credits
THE	191IF, 291IF, 288IF or 289IF	Theatre Lit. or Theatre History	3 credits
THE	272	Acting	3 credits*
THE	284	Stage Makeup	2 credits*
THE	372	Building a Character	3 credits*

### Required HPE Courses

HPE	331F or 333F	Improv. and Choreography or Dance in the Theatre	3 credits
HPE		Dance technique courses <sup>6</sup>	10 credits
HPE	110W	Personal Wellness	.5 credit

### Required Liberal Arts Courses

ENG	131	Workshop in Exposition and Argument	3 credits
MTH	136 or higher	Applied College Mathematics	3 credits
LAS	200	Enduring Questions for an Intercultural World	3 credits
		Liberal Arts and Sciences electives <sup>7</sup>	13 credits
		Foreign Language <sup>8</sup>	8 credits

<sup>1</sup> Three credits per semester for 8 semesters.

<sup>2</sup> Secondary instrument is piano until Proficiency 4 is achieved. Depending upon placement results, piano study may occur in classes, lessons, or a combination. If the requisite proficiency is achieved in fewer than 4 semesters, continued piano study or study on another instrument is required. Secondary study beyond 4 semesters requires an additional fee.

<sup>3</sup> One credit per semester for 6 semesters. May be taken as elective in additional semesters.

<sup>4</sup> Half-length recital of art music required.

<sup>5</sup> Must include singing, dancing, and drama.

<sup>6</sup> Two .5-credit courses per semester for 6 semesters, and 4 Level IV classes at 1 credit each. Additional dance classes may be required to reach proficiency; any dance credits waived must be replaced by other HPE credits. Dance technique class may be repeated for credit with permission of the instructor.

<sup>7</sup> Ten credits from any area(s) of the Humanities, Natural Sciences, and/or Social Sciences; see [www.bw.edu/resources/registration/info/core](http://www.bw.edu/resources/registration/info/core) for more information, and for more information about ENG, MTH, LAS, and HPE requirements. Please note that specific College core requirements for Humanities, Social Science, Natural Science courses, and a minor field of study do not apply to music majors.

<sup>8</sup> A proficiency exam is administered to determine entry level of foreign language requirement. Students take at least one year (8 credits) of German, French or Italian. Students with proficiency in any of the above languages must take the equivalent number of credits in other language courses.

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**BM History and Literature**

Computer Code: MUSL

**Minimum credits required: 128.5****Required Music Courses**

(\* = Prerequisite Required, + = Placement Prerequisite, \$ = Approval Required)

MUS 001	Performance Attendance (6 semesters)	0 credit
MUS 002	Departmental Recital (8 semesters)	0 credit
MUS 101F, 102F	Primary Instrument <sup>1</sup>	3,3 credits+
MUS	Secondary Instrument <sup>2</sup>	4 credits+
MUS 106, 107	Harmony 1, 2	2,2 credits+
MUS 116, 117	Solfege/Eurhythmics 1, 2	2,2 credits+
MUS 170F	Ensemble <sup>3</sup>	8 credits+
MUS 201F, 202F	Primary Instrument <sup>1</sup>	3,3 credits*
MUS 206, 207	Harmony 3, 4	2,2 credits*
MUS 216, 217	Solfege 3, 4	2,2 credits*
MUS 221I	Listening to Musics of the World	2 credits
MUS 222I	Music History & Literature 1	3 credits*
MUS 291	Intro to Conducting	2 credits
MUS 292 or 293	Vocal or Instrumental Conducting	2 credits*
MUS 301F, 302F	Primary Instrument <sup>1</sup>	3,3 credits*
MUS 306, 307	Form & Analysis 1, 2	2,2 credits*
MUS 308	18th Century Counterpoint	2 credits*
MUS 313, 314	Orchestration 1, 2	2,1 credits*
MUS 316, 317	Adv. Keyboard Musicianship 1, 2	1,1 credit*
MUS 321, 322	Music History & Literature 2, 3	3,3 credits*
MUS 325	Introduction to Research in Music	1 credit
MUS 401F, 402F	Primary Instrument <sup>1</sup>	3,3 credits*
MUS 403	Partial Senior Recital <sup>4</sup>	0.5 credit\$
MUS 405	Lecture Presentation <sup>4</sup>	1 credit\$
MUS 408	16th Century Counterpoint	2 credits
MUS 428	Senior Research <sup>5</sup>	1 credit
MUS SEM	History & Literature Seminars <sup>6</sup>	6 credits
MUS ELE	Music Electives	2 credits

**Required Liberal Arts Courses**

ENG 131	Workshop in Exposition and Argument	3 credits
MTH 136 or higher	Applied College Mathematics	3 credits
LAS 200	Enduring Questions for an Intercultural World	3 credits
HPE	Health and Physical Education	2 credits
	Liberal Arts and Sciences electives <sup>7</sup>	10 credits
	Foreign Language <sup>8</sup>	16 credits

<sup>1</sup> Three credits per semester for 8 semesters.

<sup>2</sup> Secondary instrument is piano until Proficiency 4 is achieved. Depending upon placement results, piano study may occur in classes, lessons, or a combination. If the requisite proficiency is achieved in fewer than 4 semesters, continued piano study or study on another instrument is required. Secondary study beyond 4 semesters requires an additional fee. Secondary instrument for pianists is organ, harpsichord, voice, or an orchestral instrument.

<sup>3</sup> One credit per semester for 8 semesters. Must be in an assigned ensemble appropriate to the candidate's major performing area. Up to two years of participation in Collegium Musicum may be substituted for the major ensemble by audition. Permission for this substitution must be approved by the history and literature advisor.

<sup>4</sup> Lecture presentation on Senior Research topic required.

<sup>5</sup> Topic determined by student in consultation with music history and literature advisor and with approval of the department.

<sup>6</sup> Three required. Seminars may be replaced by independent study with permission of advisor.

<sup>7</sup> Ten credits from any area(s) of the Humanities, Natural Sciences, and/or Social Sciences; see [www.bw.edu/resources/registration/info/core](http://www.bw.edu/resources/registration/info/core) for more information, and for more information about ENG, MTH, LAS, and HPE requirements. Please note that specific College core requirements for Humanities, Social Science, Natural Science courses, and a minor field of study do not apply to music majors.

<sup>8</sup> Language requirements include French and German. A proficiency exam is administered to determine entry level of foreign language requirement. Students whose language requirement is reduced may take the equivalent number of credit hours in another language or other liberal arts courses.

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## BM Theory

Computer Code: MUST

Minimum credits required: 128.5

### Required Music Courses

(\* = Prerequisite Required, + = Placement Prerequisite, \$ = Approval Required)

MUS 001	Performance Attendance (6 semesters)	0 credit
MUS 002	Departmental Recital (8 semesters)	0 credit
MUS 101F, 102F	Primary Instrument <sup>1</sup>	3,3 credits+
MUS	Secondary Instrument <sup>2</sup>	4 credits+
MUS 106, 107	Harmony 1, 2	2,2 credits+
MUS 111, 112	Intro to Composition	1,1 credits
MUS 116, 117	Solfege/Eurhythmics 1, 2	2,2 credits+
MUS 170F	Ensemble <sup>3</sup>	8 credits+
MUS 201F, 202F	Primary Instrument <sup>1</sup>	3,3 credits*
MUS 206, 207	Harmony 3, 4	2,2 credits*
MUS 216, 217	Solfege 3, 4	2,2 credits*
MUS 221I	Listening to Musics of the World	2 credits
MUS 222I	Music History & Literature 1	3 credits*
MUS 291	Intro to Conducting	2 credits
MUS 292 or 293	Vocal or Instrumental Conducting	2 credits*
MUS 301F, 302F	Primary Instrument <sup>1</sup>	3,3 credits*
MUS 306, 307	Form & Analysis 1, 2	2,2 credits*
MUS 308	18th Century Counterpoint	2 credits*
MUS 311, 312	Composition 1, 2	3,3 credits*

MUS	313, 314	Orchestration 1, 2	2,1 credits*
MUS	316, 317	Adv. Keyboard Musicianship 1, 2	1,1 credit*
MUS	321I, 322I	Music History & Literature 2, 3	3,3 credits*
MUS	325	Introduction to Research in Music	1 credit
MUS	401F, 402F	Primary Instrument <sup>1</sup>	3,3 credits*
MUS	403	Partial Senior Recital	0.5 credit\$
MUS	405	Lecture Presentation <sup>4</sup>	1 credit\$
MUS	408	16th Century Counterpoint	2 credits
MUS	417	Electronic Music	2 credits
MUS	418	Senior Research <sup>5</sup>	1 credit
MUS	SEM	Theory Seminars <sup>6</sup>	4 credits
MUS	ELE	Music Electives	2 credits

### Required Liberal Arts Courses

ENG	131	Workshop in Exposition and Argument	3 credits
MTH	136 or higher	Applied College Mathematics	3 credits
LAS	200	Enduring Questions for an Intercultural World	3 credits
HPE		Health and Physical Education	2 credits
		Liberal Arts and Sciences electives <sup>7</sup>	10 credits
		Foreign Language <sup>8</sup>	8 credits

<sup>1</sup> Three credits per semester for 8 semesters.

<sup>2</sup> Secondary instrument is piano until July 4 proficiency is achieved. Depending upon placement results, piano study may occur in classes, lessons, or a combination. If the requisite proficiency is achieved in fewer than 4 semesters, continued piano study or study on another instrument is required. Secondary study beyond 4 semesters requires an additional fee. Secondary instrument for pianists is organ, harpsichord, voice, or an orchestral instrument.

<sup>3</sup> One credit per semester for 8 semesters. Ensemble assignment made according to the student's major performing area.

<sup>4</sup> Lecture presentation on Senior Research topic required.

<sup>5</sup> Topic determined by student in consultation with theory advisor and with approval of the department.

<sup>6</sup> Two required during junior and/or senior year. Seminars may be replaced by independent study with permission of advisor.

<sup>7</sup> Ten credits from any area(s) of the Humanities, Natural Sciences, and/or Social Sciences; see [www.bw.edu/resources/registration/info/core](http://www.bw.edu/resources/registration/info/core) for more information, and for more information about ENG, MTH, LAS, and HPE requirements. Please note that specific College core requirements for Humanities, Social Science, Natural Science courses, and a minor field of study do not apply to music majors.

<sup>8</sup> Language requirements include French and German. A proficiency exam is administered to determine entry level of foreign language requirement. Students whose language requirement is reduced may take the equivalent number of credit hours in another language or other liberal arts courses.

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## BM Composition

Computer Code: MUSC

**Minimum credits required: 129**

### Required Music Courses

(\* = Prerequisite Required, + = Placement Prerequisite, \$ = Approval Required)

MUS 001	Performance Attendance (6 semesters)	0 credit
MUS 002	Departmental Recital (8 semesters)	0 credit
MUS 101F, 102F	Primary Instrument <sup>1</sup>	2,2 credits+
MUS	Secondary Instrument <sup>2</sup>	4 credits+
MUS 106, 107	Harmony 1, 2	2,2 credits+
MUS 111, 112	Intro to Composition	1,1 credits
MUS 116, 117	Solfege/Eurhythmics 1, 2	2,2 credits+
MUS 135	Voice Class	1 credit
MUS 170F	Ensemble <sup>3</sup>	8 credits+
MUS 201F, 202F	Primary Instrument <sup>1</sup>	2,2 credits*
MUS 206, 207	Harmony 3, 4	2,2 credits*
MUS 216, 217	Solfege 3, 4	2,2 credits*
MUS 221I	Listening to Musics of the World	2 credits
MUS 222I	Music History & Literature 1	3 credits*
MUS 234	Percussion Class	1 credit
MUS 291	Intro to Conducting	2 credits
MUS 292 or 293	Vocal or Instrumental Conducting	2 credits*
MUS 301F, 302F	Primary Instrument <sup>1</sup>	2,2 credits*
MUS 306, 307	Form & Analysis 1, 2	2,2 credits*
MUS 308	18th Century Counterpoint	2 credits*
MUS 311, 312	Composition 1, 2 <sup>4</sup>	18 credits*
MUS 313, 314	Orchestration 1, 2	2,1 credits*
MUS 321I, 322I	Music History & Literature 2, 3	3,3 credits*
MUS 401F, 402F	Primary Instrument <sup>1</sup>	2,2 credits*
MUS 404	Full Senior Recital <sup>5</sup>	1 credit\$
MUS 417	Electronic Music	2 credits
MUS ELE	Music Electives	4 credits

### Required Liberal Arts Courses

ENG 131	Workshop in Exposition and Argument	3 credits
MTH 136 or higher	Applied College Mathematics	3 credits
LAS 200	Enduring Questions for an Intercultural World	3 credits
HPE	Health and Physical Education	2 credits
	Liberal Arts and Sciences electives <sup>6</sup>	13 credits
	Foreign Language <sup>7</sup>	8 credits

<sup>1</sup> Two credits per semester for 8 semesters. Applied study on major instrument required freshman and sophomore years. Applied study on additional instruments, as determined by composition instructor, may replace applied major in junior and senior years.

<sup>2</sup> Secondary instrument is piano until Proficiency 4 is achieved. Depending upon placement results, piano study may occur in classes, lessons, or a combination. If the requisite proficiency is achieved in fewer than 4 semesters, continued piano study or study on another instrument is required. Secondary study beyond 4 semesters requires an additional fee. Secondary instrument for pianists is organ, harpsichord, voice, or an orchestral instrument.

<sup>3</sup> Students should have varied ensemble experience not necessarily limited to performance on the primary instrument.

<sup>4</sup> Three credits per semester for 6 semesters.

<sup>5</sup> Full-length recital of original compositions.

<sup>6</sup> Ten credits from any area(s) of the Humanities, Natural Sciences, and/or Social Sciences; see [www.bw.edu/resources/registration/info/core](http://www.bw.edu/resources/registration/info/core) for more information, and for more information about ENG, MTH, LAS, and HPE requirements. Please note that specific College core requirements for Humanities, Social Science, Natural Science courses, and a minor field of study do not apply to music majors.

<sup>7</sup> A proficiency exam is administered to determine entry level of foreign language requirement. Students whose language requirement is reduced may take the equivalent number of credit hours in another language or other liberal arts courses.

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## BM Music Therapy

Computer Code: MUSP

### Minimum credits required: 129

*No more than four credits of D may be earned in MUS and PSY courses.*

### Required Music Courses

(\* = Prerequisite Required, + = Placement Prerequisite, \$ = Approval Required)

MUS 001	Performance Attendance (6 semesters)	0 credit
MUS 002	Departmental Recital (8 semesters)	0 credit
MUS 101F, 102F	Primary Instrument <sup>1</sup>	3,3 credits+
MUS	Secondary Instrument <sup>2</sup>	4 credits+
MUS 106, 107	Harmony 1, 2	2,2 credits+
MUS 116, 117	Solfege/Eurhythmics 1, 2	2,2 credits+
MUS 131	Guitar Class	1 credit
MUS 135	Voice Class	1 credit
MUS 136	Group Vocal Techniques	1 credit
MUS 140	Singers' Phonetics (vocalists only)	1 credit
MUS 151	Introduction to Music Therapy	2 credits
MUS 170F	Ensemble <sup>3</sup>	6 credits+
MUS 201F, 202F	Primary Instrument <sup>1</sup>	3,3 credits*
MUS 206, 207	Harmony 3, 4	2,2 credits*
MUS 216, 217	Solfege 3, 4	2,2 credits*
MUS 221	Listening to Musics of the World	2 credits
MUS 222	Music History & Literature 1	3 credits*
MUS 234	Percussion Class	1 credit
MUS 251	Recreational Music: Programming and Leadership <sup>4</sup>	2 credits
MUS 252	Music Therapy Practicum <sup>5</sup>	3 credits
MUS 291	Intro to Conducting	2 credits

MUS 301F, 302F	Primary Instrument <sup>1</sup>	3,3 credits*
MUS 306	Form & Analysis 1	2 credits*
MUS 315	Arranging <b>OR</b>	1 credit
MUS 318	Creating Music	1 credits*
MUS 321I, 322I	Music History & Literature 2, 3	3,3 credits*
MUS 351	Music Therapy in Psychiatry and Rehabilitation	3 credits
MUS 352	Music Therapy with the Developmentally Disabled	3 credits
MUS 353	Program Development and Administration in Music Therapy	2 credits
MUS 401F, 402F	Primary Instrument <sup>1</sup>	3,3 credits*
MUS 451	Psychology of Music 1	2 credits
MUS 452	Research Seminar in Music Therapy	2 credits
MUS 454	Internship <sup>6</sup>	1 credits

### Required Liberal Arts Courses

ENG 131	Workshop in Exposition and Argument	3 credits
MTH 136 or higher	Applied College Mathematics	3 credits
LAS 200	Enduring Questions for an Intercultural World	3 credits
HPE	Health and Physical Education	2 credits
PSY 110	Principles of Psychology	4 credits
PSY 279	Elements of Statistics	4 credits*
PSY 302	Abnormal Psychology	4 credits*
SOC 100	Principles of Sociology	4 credits
BIO 203	Human Anatomy and Physiology 1	4 credits
EDU 103	Education of Children with Special Needs	2 credits
	Liberal Arts and Sciences electives <sup>7</sup>	6 credits

<sup>1</sup> Three credits per semester for 8 semesters.

<sup>2</sup> Secondary instrument is piano until Proficiency 4 is achieved. Depending upon placement results, piano study may occur in classes, lessons, or a combination. If the requisite proficiency is achieved in fewer than 4 semesters, continued piano study or study on another instrument is required. Secondary study beyond 4 semesters requires an additional fee. Secondary instrument for pianists is organ, harpsichord, voice, or an orchestral instrument.

<sup>3</sup> One credit per semester for 6 semesters.

<sup>4</sup> A competency examination must be taken after completing the Recreational Music course and before taking any other music therapy course.

<sup>5</sup> A minimum of three 1-credit practica required.

<sup>6</sup> A six-month internship required after completing all other requirements for graduation. Students may register for this off-campus assignment during their last semester on campus. Grading and granting of the degree is deferred until the requirement is completed successfully.

<sup>7</sup> Ten credits from any area(s) of the Humanities, Natural Sciences, and/or Social Sciences; see [www.bw.edu/resources/registration/info/core](http://www.bw.edu/resources/registration/info/core) for more information, and for more information about ENG, MTH, LAS, and HPE requirements. Please note that specific College core requirements for Humanities, Social Science, Natural Science courses, and a minor field of study do not apply to music majors.

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## Bachelor of Music Education Degree (Vocal/ Instrumental)

Computer Code: MUSE

### Minimum credits required: 133.5/135.5

*Students must earn a C or better in courses marked with \*. Students also must maintain a GPA of 2.8 in the Professional Education sequence, a 3.0 in the Music Education core, and 3.0 overall to student teach. See Music Education chairperson for details.*

### Required Music Courses

(\* = Prerequisite Required, + = Placement Prerequisite, \$ = Approval Required)

MUS 001	Performance Attendance (6 semesters)	0 credit
MUS 002	Departmental Recital (7 semesters)	0 credit
MUS 101F, 102F	Primary Instrument <sup>1</sup>	3,3 credits+
MUS	Secondary Instrument <sup>2</sup>	4 credits+
MUS 106, 107	Harmony 1, 2	2,2 credits+
MUS 116, 117	Solfege/Eurhythmics 1, 2	2,2 credits+
MUS 130	Intro to Music Education	1 credit
MUS 135	Voice Class 1 (instrumentalists only)	1 credit
MUS 136	Group Vocal Techniques (vocalists only)	1 credit*
MUS 140	Singers' Phonetics (vocalists only)	1 credit
MUS 170F	Ensemble <sup>3</sup>	7 credits+
MUS 201F, 202F	Primary Instrument <sup>1</sup>	3,3 credits*
MUS 206, 207	Harmony 3, 4	2,2 credits*
MUS 216, 217	Solfege 3, 4	2,2 credits*
MUS 221I	Listening to Musics of the World	2 credits
MUS 222I	Music History & Literature 1	3 credits*
MUS 230	Classroom Instruments	1 credit
MUS 231	Brass Class (vocalists take Brass OR Woodwinds)	2 credits
MUS 232	Woodwind Class	2 credits
MUS 233	Strings Class	2 credits
MUS 234	Percussion Class (vocalists take 1)	1/2 credits
MUS 235	General Music Methods	3 credits*
MUS 291	Intro to Conducting	2 credits
MUS 292 or 293	Vocal or Instrumental Conducting	2 credits*
MUS 301F, 302F	Primary Instrument <sup>1</sup>	3,3 credits*
MUS 306	Form & Analysis 1	2 credits*
MUS 321I, 322I	Music History & Literature 2, 3	3,3 credits*
MUS 331	Choral Music Methods	3 credits*
MUS 332	Instrumental Music Methods	3 credits*
MUS 401F	Primary Instrument <sup>1</sup>	3 credits*
MUS 403	Partial Senior Recital	0.5 credit\$
MUS ELE	Music Electives	3 credits

### Required Liberal Arts Courses

ENG	131	Workshop in Exposition and Argument	3 credits
MTH	136 or higher	Applied College Mathematics	3 credits
LAS	200	Enduring Questions for an Intercultural World	3 credits
		Laboratory Science	4 credits
PSY	110	Principles of Psychology	4 credits
PSY	205	Developmental Psychology	3 credits*
CST	112	Oral Communication	3 credits
EDU	102	Introductory Field Experience	0 credits
EDU	103	Education of Children with Special Needs	2 credits*
EDU	201	Teaching Strategies and Management Skills	3 credits*
EDU	340	Assessment of Teaching and Learning	2 credits*
EDU	491	Clinical Practice	9 credits*
EDU	492	Senior Capstone Seminar <sup>4</sup>	3 credits
HPE		Health and Physical Education	2 credits
		Liberal Arts and Sciences electives <sup>5</sup>	3 credits

<sup>1</sup> Three credits per semester for 7 semesters. Students may elect an additional semester of study during the Student Teaching semester and may elect the S/U option during this semester

<sup>2</sup> Secondary instrument is piano until Proficiency 4 is achieved. A student teaching placement will be assigned only after completion of Proficiency 4. Depending upon placement results, piano study may occur in classes, lessons, or a combination. If the requisite proficiency is achieved in fewer than 4 semesters, continued piano study or study on another instrument is required. Secondary study beyond 4 semesters requires an additional fee. Secondary instrument for pianists is organ, harpsichord, voice, or an orchestral instrument.

<sup>3</sup> One credit per semester for 7 semesters. With the approval of the department, students may elect to participate in an ensemble during the Student Teaching semester.

<sup>4</sup> Must be taken concurrently with Clinical Practice

<sup>5</sup> Ten credits from any area(s) of the Humanities, Natural Sciences, and/or Social Sciences; see [www.bw.edu/resources/registration/info/core](http://www.bw.edu/resources/registration/info/core) for more information, and for more information about ENG, MTH, LAS, and HPE requirements. Please note that specific College core requirements for Humanities, Social Science, Natural Science courses, and a minor field of study do not apply to music majors.

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## BA with Major in Music

Computer Code: MULA

These majors are designed for students who are pursuing music study within a full liberal arts curriculum. No more than 60 credits with a MUS-prefix may be applied to the 124 minimum credits required for completion of a BA degree.

### Minimum credits required: 41

#### Required Music Courses

(\* = Prerequisite Required, + = Placement Prerequisite, \$ = Approval Required)

MUS 001	Performance Attendance (6 semesters)	0 credit
MUS 002	Departmental Recital <sup>1</sup>	0 credit
MUS 101F, 102F	Primary Instrument <sup>2</sup>	2,2 credits+
MUS	Secondary Instrument <sup>3</sup>	2 credits+
MUS 106, 107	Harmony 1, 2	2,2 credits+
MUS 116, 117	Solfege/Eurhythmics 1, 2	2,2 credits+
MUS 170F	Ensemble <sup>4</sup>	4 credits+
MUS 201F, 202F	Primary Instrument <sup>2</sup>	2,2 credits*
MUS 206, 207	Harmony 3, 4	2,2 credits*
MUS 216, 217	Solfege 3, 4	2,2 credits*
MUS 221I	Listening to Musics of the World	2 credits
MUS 222I	Music History & Literature 1	3 credits*
MUS 321I, 322I	Music History & Literature 2, 3	3,3 credits*

<sup>1</sup> Mandatory during semesters of private study enrollment.

<sup>2</sup> Two credits per semester for 4 semesters. Additional fee required.

<sup>3</sup> One credit per semester for 2 semesters. Secondary instrument is piano. Secondary instrument for pianists is organ, harpsichord, voice, or an orchestral instrument. Private secondary study beyond 2 semesters requires an additional fee.

<sup>4</sup> One credit per semester for 4 semesters.

### Jazz Emphasis

#### Minimum credits required: 14

This emphasis can be added to any BM, BME or BA Music degree

MUS 171F SO3	Jazz Ensemble <sup>1</sup>	4 credits
MUS 171F SO4	Jazz Combo <sup>1</sup>	4 credits
MUS 212	Jazz Improvisation	2 credits
MUS 213	Jazz Arranging/Composition	2 credits
MUS 228FD	History of Jazz	2 credits

<sup>1</sup> One credit per semester for four semesters.

## Music Minor

### Minimum credits required: 21

(\* = Prerequisite Required, + = Placement Prerequisite, \$ = Approval Required)

MUS	001	Performance Attendance (2 semesters)	0 credits
MUL/MUS		Applied Study <sup>1</sup>	4 credits
MUS	106, 107	Harmony 1, 2	2,2 credits+
MUS	116, 117	Solfege/Eurhythmics 1, 2	2,2 credits+
MUS	170F	Ensemble <sup>2</sup>	2 credits+
MUS	221I	Listening to Musics of the World	2 credits
MUS	222I, 321I, or 322I	Music History & Literature 1,2 or 3	3 credits*
MUL/MUS	ELE	Music Electives	2 credits

<sup>1</sup> May include MUL 130 (Guitar Class), MUL 135, 136 (Voice Class 1,2), MUL 137 (Beginning Piano Class), and/or MUL 138 (Intermediate Piano Class). Private lessons for an additional fee available only by audition as staffing permits.

<sup>2</sup> By audition only.

Students pursuing the minor in music have a Conservatory advisor in addition to the one in their major academic area. Students are encouraged to consult with their advisor and propose alternative course selections to meet their individual educational goals. All MUS course selections and substitutions must have the approval of the Conservatory Assistant Director.

## Music Minor with Emphasis in Arts Management

This minor is designed specifically for students pursuing the Arts Management Program.

### Minimum Credits Required: 17

#### Required Courses:

MUS	001	Performance Attendance (4 semesters)	0 credit
MUS	101F-202F	Primary Instrument <sup>1</sup>	4 credits
MUS	170F	Ensembles <sup>2</sup>	4 credits
MUL	174F	Styles: Romantic & 20 <sup>th</sup> Century	3 credits
MUS	ELE	Music electives	4 credits

#### and one of the following:

MUL	173F	Styles: Baroque & Classical	3 credits
MUL	178IF	World Music	3 credits
MUL	228FD	Jazz History	2 credits

<sup>1</sup> Audition required. Additional Applied Study fee will be required for program participants who are not music majors. Private lessons may not be available due to staffing. For students without the background to study privately with a teacher and those for whom studio space is not available MUL 131, 132 (Guitar Class I and II), MUL 135, 136 (Voice Class I and II), MUL 137, 138 (Piano Class I and II) may be used to satisfy this requirement.

<sup>2</sup> Audition required. It is strongly recommended that students who participate in ensemble concurrently take applied lessons on their instrument.

## Preparatory/Adult Education Program

The Outreach Department's Preparatory/Adult Education Program is a non-degree-granting branch of the Conservatory that offers quality music education to college students and members of the community. Students at all ages and levels can find appropriate instruction from among the following offerings: Class instruction in voice and piano, Suzuki violin, viola and cello; Dalcroze Eurhythmics for pre-school and early school-age children, Saturday morning Beginning String Orchestra, Junior Youth Orchestra and Senior Youth Orchestra, three levels of New Horizons Bands for adults; and private instruction in voice, most instruments, theory, and composition. Private instruction is available with members of the Conservatory faculty, adjunct faculty, and student teachers who have successfully completed pedagogy requirements. The Preparatory calendar is based on the academic year and consists of two semesters (Fall and Spring) and a flexible summer session. Full tuition payment for private lessons, classes, and/or ensembles is due upon receipt of billing statement. Students may enroll through the Outreach Department by calling 440/826-2365.

## Music Course Descriptions

### Music in the Liberal Arts

MUL courses are designed for non-music majors and require no previous musical experience or prerequisites except as indicated below. Private lessons for non-music majors are available for an additional tuition fee as staffing permits. Auditions are required. See MUS 101F-102F. Participation in Conservatory ensembles is encouraged. Audition required. See MUS 170F, 171F.

#### **MUL 131F GUITAR CLASS**

**One credit hour**

Instruction in playing primary chords in several keys, strumming patterns to accompany singing, and a repertoire of songs from the folk, popular, and patriotic literature. Use of bass guitar and amplification included. Prior experience in reading music helpful but not required. Use of personally owned instruments advised. Offered fall and spring semesters.

#### **MUL 132F INTERMEDIATE GUITAR CLASS**

**One credit hour**

*Prerequisite: MUL 131F or consent of instructor*

Class instruction to further develop technique and broaden styles introduced in MUS 131F. Barre chords, note reading, accompaniment of singing, playing by ear, transposition, and finger picking are among topics for study. Offered spring semester; may not be offered every year.

#### **MUL 135F,136F VOICE CLASS 1, 2**

**One credit hour each**

*Prerequisite for MUL 136F = MUL 135F*

Introduction to the basic elements of singing, including physiological aspects of the singing process, diction principles based on the International Phonetic Alphabet, and expressive techniques. Emphasis on development of individual singing skills. Voice Class 1 offered fall and spring semesters; Voice Class 2 offered spring semester.

#### **MUL 137F BEGINNING PIANO CLASS**

**One credit hour**

Piano for non-music majors who have had little or no piano experience. Offered fall and spring semesters. Offered fall and spring semesters.

#### **MUL 138F INTERMEDIATE PIANO CLASS**

**One credit hour**

*Prerequisite: MUL 137F or consent of instructor*

Class instruction to further the development of technical and musical skills introduced in MUL 137F. Includes playing in major and minor keys, sight-reading, improvisation, harmonization, and appropriate technical studies and literature. Offered spring semester.

#### **MUL 171IF THE ART OF LISTENING TO MUSIC**

**Two credit hours**

An introductory course designed for the non-music major, with the goal of becoming familiar with representative masterpieces of classical music. Offered fall and spring semesters.

**MUL 172IF MUSIC APPRECIATION** *Three credit hours*  
An introduction to music and its basic elements, focusing on the interaction of these elements in musical styles. Content includes a survey of historical periods with emphasis on stylistic characteristics to inform the knowledgeable listener. Offered fall and spring semesters.

**MUL 173F MUSICAL STYLES I:  
BAROQUE & CLASSICAL MUSIC** *Three credit hours*  
A survey of the music and composers of the Baroque and Classical style periods with an emphasis on identification of characteristic stylistic elements and modern programming of these works. May not be offered every year.

**MUL 174F MUSICAL STYLES II:  
ROMANTIC & 20<sup>TH</sup> CENTURY MUSIC** *Three credit hours*  
A survey of the music and composers of the Romantic and 20<sup>th</sup> Century style periods with an emphasis on identification of characteristic stylistic elements and modern programming of these works. May not be offered every year.

**MUL 178IF WORLD MUSIC** *Three credit hours*  
The study of the music of non-Western and Western cultures. Participants study the music of other peoples, thereby gaining an understanding of their culture, mores, and traditions. The different functions music serves in a society are also considered. Study includes music from people of Africa, Asia, Australia, Europe, North and South America, the Caribbean, and the Middle East. Students become acquainted with the music of these cultures through listening, reading and other outside assignments, class discussion, and concert attendance. May not be offered every year.

**MUL 192 MUSIC IN THE EARLY CHILDHOOD  
CLASSROOM** *Three credit hours*  
*Required of all elementary education majors. May not be applied to the humanities requirement.*  
Students will develop strategies for teaching music to children who are three through eight years of age. Classroom time will be spent exploring child development, learning a wide range of repertoire, and finding developmentally appropriate ways to help young children be expressive with music. Supervised clinical and field experiences and/or lab class required. Offered fall and spring semesters.

**MUL 212F JAZZ IMPROVISATION** *Two credit hours*  
Development of basic improvisational skills. Some performance background necessary. Offered spring semester.

**MUL 228FD JAZZ HISTORY** *Two credit hours*  
A survey of jazz from its origins through Dixieland and Ragtime to the present. Offered fall semester.

**MUL 417 ELECTRONIC MUSIC** *Two credit hours*  
Survey of the evolution of electro-mechanical means of creating music with a focus on contemporary technology. Topics include hardware, software, MIDI, sequencing, sampling, and multimedia applications. May not be offered every year.

### **Music as Conservatory Study**

MUS courses are designed for music majors and minors only, with the exception of MUS 170F Major Ensembles and MUS 171F Elective Ensembles. Non-music majors may enroll in other MUS courses only by consent of the Conservatory Assistant Director.

**MUS 001 PERFORMANCE ATTENDANCE** *Zero credit hours*  
Attendance of a minimum number of performances each semester. See individual program requirements.

**MUS 002 DEPARTMENTAL RECITAL** *Zero credit hours*  
Attendance of scheduled departmental recitals. See individual program requirements.

**MUS 050 INDEPENDENT STUDY** *Credit hours to be arranged*  
See [Independent Study Program, Section II](#)

**MUS 070 INTERNSHIP** *Credit hours to be arranged*  
See [Internship Program, Section II](#)

**MUS 259,359,459 FACULTY-STUDENT COLLABORATION *Credit hours to be arranged***

See [FSC Program, Section II.](#)

**MUS 101F, 102F, PRIVATE LESSONS *One to four credit hours***  
**201F, 202F,**  
**301F, 302F,**  
**401F, 402F**

*Prerequisite: Entry-level audition; for subsequent levels- previous level.*

Performance studies, available in all orchestral instruments, keyboard instruments, guitar, or voice. Credit hours and repertoire requirements assigned according to student's degree program. All levels offered fall and spring semesters.

**MUS 106,107 HARMONY 1, 2 *Two credit hours each***

*Prerequisite for MUS 106 = successful completion of entering placement examinations;  
for MUS 107 = MUS 106*

A comprehensive study of tonal harmony, approached through analysis, part writing, and keyboard exercises. Includes use of computerized notation programs. MUS 106 offered fall semester; MUS 107 offered spring semester.

**MUS 111,112 INTRODUCTION TO COMPOSITION 1, 2 *One credit hour each***

*Prerequisite: Consent of instructor*

An introduction to musical composition, employing the smaller forms in a variety of styles. MUS 111 offered fall semester; MUS 112 offered spring semester.

**MUS 116,117 SOLFEGE/EURHYTHMICS 1, 2 *Two credit hours each***

*Prerequisite for MUS 116 = successful completion of entering placement examinations;  
for MUS 117 = MUS 106 and MUS 116*

A comprehensive study of musical notation, ear training, sight-singing, and the development of musical memory. Skills developed include reading ability in the various clefs and rhythmic, melodic, and contrapuntal dictation. MUS 116 offered fall semester; MUS 117 offered spring semester.

**MUS 130 INTRODUCTION TO MUSIC EDUCATION *One credit hour***

A survey of American education and music education history, with an emphasis on music teaching and philosophy, school structure and governance, diversity and multicultural education, current approaches, and professional ethics. Supervised clinical and field experiences required. Offered fall semester.

**MUS 131F GUITAR CLASS *One credit hour***

Instruction in playing primary chords in several keys, strumming patterns to accompany singing, and a repertoire of songs from the folk, popular, and patriotic literature. Use of bass guitar and amplification included. Use of personally owned instruments advised. Offered fall and spring semesters.

**MUS 132F INTERMEDIATE GUITAR CLASS *One credit hour***

*Prerequisite: MUS 131F or consent of instructor*

Class instruction to further develop technique and broaden styles introduced in MUS 131F. Barre chords, note reading, accompaniment of singing, playing by ear, transposition, and finger picking are among topics for study. Offered spring semester; may not be offered every year.

**MUS 135 VOICE CLASS *One credit hour***

Introduction to the basic elements of singing, including physiological aspects of the singing process, diction principles based on the International Phonetic Alphabet, and expressive techniques. Emphasis on development of individual singing skills. Offered fall semester.

**MUS 136 GROUP VOCAL TECHNIQUES *One credit hour***

*Prerequisite: MUS 135 or MUS 140*

Class instruction in group vocal technique with emphasis on the development of diagnostic and pedagogical skills as appropriate in the choral ensemble. Special focus will be given to the needs of the adolescent singer. Five hours of supervised clinical and field experience required. Offered spring semester.

**MUS 137,138 KEYBOARD MUSICIANSHIP 1, 2**

**One credit hour each**

*Prerequisite for MUS 138 = MUS 137*

Class instruction in sight-reading and other basic keyboard skills for the non-piano music major. Open to music majors only. MUS 137 offered fall semester; MUS 138 offered fall and spring semesters.

**MUS 140 SINGERS' PHONETICS**

**One credit hour**

The study of the International Phonetic Alphabet applied to singing in English, Italian, French and German. Offered fall semester.

**MUS 141 SINGERS' DICTION1**

**One credit hour**

*Prerequisite: MUS 140*

Continued development of the skills acquired in MUS 140, with specialized work in English and Italian. Offered spring semester.

**MUS 145 MUSIC THEATRE WORKSHOP 1:  
FUNDAMENTALS OF STAGE  
PERFORMANCE**

**One credit hour**

Students undertake an intensive introduction to techniques for acting for the stage, with a specific objective of creating a language and style for Music Theatre Performance. Students will explore the fundamental principles of action--objective and obstacle--as well as the idea of given circumstances, and learn to make non-contemporary, hyper-realistic performance choices.

**MUS 146 MUSIC THEATRE WORKSHOP 2: INTRO TO  
MUSIC THEATRE TECHNIQUES**

**One credit hour**

*Prerequisite: MUS 145 or consent of instructor*

Students will apply fundamental skills acquired in the first semester to the performance of Music Theatre repertoire. Students explore song interpretation, self-presentation and specific performance choices, and begin to create an audition songbook.

**MUS 147 OPERA WORKSHOP 1**

**One credit hour**

Students will learn fundamental aspects of the craft of acting for the stage, and apply them to practical acting assignments. Special emphasis will be placed on developing a physical understanding of how to use the performance space. The semester will culminate in a fully staged program of scenes, which will allow the students to showcase their talents and put their workshop skills into practical performance application.

**MUS 148 OPERA WORKSHOP 2**

**One credit hour**

*Prerequisite: MUS 147 or consent of instructor*

Building on the principles explored in the first semester, students will deepen their understanding of the fundamentals of acting for the stage, and will engage in performance projects of a more complex nature. Self-revelatory performance work, scripted scene-work, contact improvisation, and detailed character research and analysis will serve to build a foundation for future performance endeavors within the degree program. The semester will culminate in a fully staged program of scenes, which will allow the students to showcase their talents and put their workshop skills into practical performance application.

**MUS 151 INTRODUCTION TO MUSIC THERAPY**

**Two credit hours**

Provides an overview of the profession including terminology, history, and practical application of music therapy for various client populations. Assessment of personal qualities necessary to become a music therapist is an ongoing process of the class. Observations of music therapists and those in related fields are required in addition to class work. Offered spring semester.

**MUS 170F MAJOR ENSEMBLES**

**One credit hour**

B-W SINGERS  
COLLEGE CHOIR  
CONCERT WIND ENSEMBLE  
GUITAR ENSEMBLE  
SYMPHONIC WIND ENSEMBLE  
SYMPHONY ORCHESTRA  
WOMEN'S CHOIR

May be repeated for credit. Offered fall and spring semesters.

**MUS 171F ELECTIVE ENSEMBLES *One credit hour***  
 BRASS CHOIR  
 COLLEGIUM MUSICUM  
 JAZZ BAND  
 JAZZ COMBO  
 MOTET CHOIR  
 PERCUSSION ENSEMBLE

May be repeated for credit. May not be used to fulfill major ensemble requirement. Offered fall and spring semesters.

**MUS 181,182 SIGHT-READING 1, 2 *One credit hour each***  
*Prerequisite for MUS 182 = MUS 181*

Required of piano performance majors in the first year; piano minors may enroll with consent of the instructor. Development of fundamental prima-vista and quick-preparation reading skills for pianists. MUS 181 offered fall semester; MUS 182 offered spring semester.

**MUS 206, 207 HARMONY 3, 4 *Two credit hour each***  
*Prerequisite for MUS 206 = MUS 107; for MUS 207 = MUS 206*

A continuation of MUS 107, with emphasis on harmonic and melodic chromatics. Non-functional harmonic concepts, advanced aspects of popular music chord symbols, and jazz harmonic practices are introduced. The final segment emphasizes 20th century musical practices. MUS 206 offered fall semester; MUS 207 offered spring semester.

**MUS 208 MATERIALS & TECHNIQUES OF THE MUSICAL THEATRE REPERTOIRE *Four credit hours***

*Prerequisite: MUS-206 and MUS-216*

An exploration of the compositional styles, techniques, and processes commonly used in musical theatre scores and their relation to similar techniques found in contemporary and past art music through examination of conceptual theory, performance, and recognition.

**MUS 212 JAZZ IMPROVISATION *Two credit hours***

The development of basic improvisational skills. Some performance background necessary. Offered spring semester.

**MUS 213 JAZZ ARRANGING/COMPOSITION *Two credit hours***

Fundamental techniques in arranging and composition for the jazz idiom. Analysis of stylistic approaches, compositional devices, and instrumentation. Weekly compositional and/or arranging projects required. Offered in alternate years.

**MUS 216, 217 SOLFEGE 3, 4 *Two credit hours each***

*Prerequisite for MUS 216 = MUS 107 and MUS 117; for MUS 217 = MUS 206 and MUS 216*

A continuation of MUS 117. Dictation includes four-part counterpoint. The final segment emphasizes 20th century techniques. MUS 216 offered fall semester; MUS 217 offered spring semester.

**MUS 221 LISTENING TO MUSICS OF THE WORLD *Two credit hours***

*Prerequisite: Music majors and minors only*

The art of listening through an introduction to the music of Western and non-Western cultures. Study includes music from the people of Africa, Asia, Australia, Europe, North and South America, the Caribbean, and the Middle East. The study of timbre, rhythm, form, and melody is used to develop and refine the listening skills of class participants. Offered fall and spring semesters.

**MUS 221 MUSIC HISTORY & LITERATURE 1 *Three credit hours***  
**Music of the Medieval and Renaissance Eras**

*Prerequisite: MUS 2211 or the ability to read music and consent of instructor*

A study of stylistic developments and representative masterworks of the Medieval and Renaissance eras in the Western world. Music is studied in its cultural and historical contexts. Includes significant listening, score study, and written work. Offered fall and spring semesters.

- MUS 228D HISTORY OF JAZZ** *Two credit hours*  
A survey of jazz from its origins through Dixieland and Ragtime to the present. Offered fall semester.
- MUS 230 CLASSROOM INSTRUMENTS** *One credit hour*  
*Prerequisite: MUS 130; PSY 110, 205; EDU 103*  
Class instruction in guitar, lap dulcimer, autoharp, recorder (soprano, alto, and tenor), and pitched and non-pitched small percussion instruments with emphasis on the development of playing skills, the understanding of pedagogical techniques and materials, and the ability to play and teach these instruments in a group setting. Offered fall semester.
- MUS 231 BRASS CLASS** *Two credit hours*  
Class instruction in trumpet, horn, trombone, baritone horn, and tuba, with emphasis on the development of individual performance skills and diagnostic pedagogical techniques and materials. Supervised clinical and field experiences and lab class required. Offered spring semester.
- MUS 232 WOODWIND CLASS** *Two credit hours*  
Class instruction in flute, clarinet, saxophone, oboe, and bassoon, with emphasis on the development of individual performance skills and diagnostic pedagogical techniques and materials. Supervised clinical and field experiences and lab class required. Offered fall semester.
- MUS 233 STRING CLASS** *Two credit hours*  
Class instruction in violin, viola, cello, and bass, with emphasis on the development of individual performance skills and diagnostic pedagogical techniques and materials. Supervised clinical and field experiences and lab class required. Offered fall and spring semesters.
- MUS 234 PERCUSSION CLASS** *One or two credit hours*  
Class instruction in percussion instruments, with emphasis on the development of individual playing skills and the understanding of pedagogical techniques and materials. Supervised clinical and field experiences and lab class required. Vocal-emphasis music education majors enroll for one credit hour. Offered in spring semester for music education; Offered in alternate years for music therapy majors.
- MUS 235 GENERAL MUSIC METHODS** *Three credit hours*  
*Prerequisite: EDU 201; MUS 230; PSY 205*  
The study of methods and materials for teaching music to children, pre-K through high school. Includes child development, music behaviors (performing, creating, listening, analyzing), music teaching philosophies and approaches, planning and assessment, and the use of technology, and the sequencing of skills in general music settings across various populations. Supervised clinical and field experiences, 15 hours of field experiences, and lab class required. Offered spring semester.
- MUS 237, 238 KEYBOARD MUSICIANSHIP 3, 4** *One credit hour each*  
*Prerequisite for MUS 237 = MUS 138; for MUS 238 = MUS 237*  
Class instruction in functional piano skills including melody harmonization, figured-bass realization, improvisation, score reading, sight-reading, and transposition. Emphasis on spontaneous music making and ensemble playing. Both courses offered fall and spring semesters.
- MUS 240 SINGERS' DICTION 2** *One credit hour*  
*Prerequisite: MUS 140*  
Continued development of skills acquired in MUS 140, with specialized work in French. Offered fall semester.
- MUS 241 SINGERS' DICTION 3** *One credit hour*  
*Prerequisite: MUS 140*  
Continued development of skills acquired in MUS 140, with specialized work in German. Offered spring semester.
- MUS 245 MUSIC THEATRE WORKSHOP 3: ACTING FOR MUSIC THEATRE** *One credit hour*  
*Prerequisite: MUS 146 or consent of instructor*  
Students work with scripts, and learn how to use language intentionally to create the world of the play. Students write weekly analytical assignments and work closely and actively with text. Course work culminates in the performance of classical scene work.



- MUS 283 COLLABORATIVE PIANO** *One credit hour*  
 Required of sophomore, junior and senior B.M. Piano Performance majors; others by consent of instructor only. The study of key elements of effective collaborative performing, current career and artistic issues, practice and rehearsal techniques, and repertoire, with emphasis on duo works for piano and instrument/voice. Ongoing work with a minimum of one vocalist and one instrumentalist plus one recital performance required. May be repeated for credit. Offered fall and spring semesters.
- MUS 291 INTRODUCTION TO CONDUCTING** *Two credit hours*  
 Fundamental techniques of choral and instrumental conducting, including basic beat patterns, preparatory motions, cues, and releases. Offered fall and spring semesters.
- MUS 292 CHORAL CONDUCTING** *Two credit hours*  
*Prerequisite: MUS 291*  
 Intermediate conducting techniques specific to choral conducting. Offered spring semester.
- MUS 293 INSTRUMENTAL CONDUCTING** *Two credit hours*  
*Prerequisite: MUS 291*  
 Intermediate conducting techniques specific to instrumental conducting. Offered fall and spring semesters.
- MUS 303 PARTIAL JUNIOR RECITAL** *One-half credit hour*  
*Prerequisite: Approval of department*  
 Preparation and performance of a half-length recital program at the junior level. Repertoire chosen to represent technical achievement and a variety of musical styles. Offered fall and spring semesters.
- MUS 306, 307 FORM AND ANALYSIS** *Two credit hours each*  
*Prerequisite for MUS 306 = MUS 207 or consent of instructor. For MUS 307 = MUS 306*  
 Study of the motive, phrase, period, binary and ternary forms, sectional and continuous variations, sonata form, rondo and sonata-rondo, fugue, and free design. Emphasis on the historical development of these forms. The final segment focuses on analysis of the structure, function, and interrelations of all musical components. MUS 306 offered fall semester; MUS 307 offered spring semester.
- MUS 308 EIGHTEENTH-CENTURY COUNTERPOINT** *Two credit hours*  
*Prerequisite: MUS 207*  
 A systematic study of important contrapuntal techniques of the 18th century. Offered spring semester.
- MUS 311, 312 COMPOSITION** *Three credit hours each*  
*Prerequisite for MUS 311 = MUS 112; for MUS 312 = MUS 311*  
 Development of compositional skills through work with traditional and 20th century styles in both small and large forms and for various media. May be repeated for credit. MUS 311 offered in fall semester; MUS 312 offered in spring semester.
- MUS 313, 314 ORCHESTRATION 1, 2** *Two credit hours and one credit hour respectively*  
*Prerequisite for MUS 314 = MUS 313*  
 An introduction to the instruments of the modern symphonic orchestra and study of basic scoring methods. In the second semester, advanced orchestration techniques and study of scoring in different stylistic periods. Applied scoring and preparation of score and parts required. MUS 313 offered in fall semester; MUS 314 offered in spring semester.
- MUS 315 ARRANGING** *One credit hour*  
*Prerequisite: MUS 207, 217*  
 Development of skills in organizing technical and expressive musical elements. Focus on arranging music for a variety of vocal and instrumental ensembles of differing levels of ability. May not be offered every year.
- MUS 316, 317 ADVANCED KEYBOARD MUSICIANSHIP 1, 2** *One credit hour each*  
*Prerequisite: Successful completion of Jury 4 proficiency exam*  
 The study of three and four part figured bass, melody harmonization, and score reading at the keyboard. May not be offered every year.



- MUS 336 MARCHING BAND TECHNIQUES One credit hour**  
 A detailed examination of the various elements involved in the marching band curriculum, including basic skills and the instructional techniques of marching and maneuvering, parade and field execution, drill design, auxiliary groups, and competition. Field experience required. May not be offered every year.
- MUS 337 LISTENING PEDAGOGY One credit hour**  
*Prerequisite: PSY 205 or consent of instructor*  
 Approaches to developing listening skills with elementary and secondary school students. Emphasis on guiding student attention to individual musical ideas and on sustaining listeners attention throughout entire works. May not be offered every year.
- MUS 338 MULTICULTURAL MUSIC EDUCATION One credit hour**  
*Prerequisite: First-year theory sequence and MUS 221*  
 Content includes: social-economic and historical background of different cultures, the connections between cultures and music, making musical instruments, the use of folk and traditional musical activities across diverse populations. Supervised clinical and field experiences required. May not be offered every year.
- MUS 342, 343 VOCAL LITERATURE 1, 2 Two credit hours each**  
 Study of vocal recital literature, focusing on the Lied, French melodie, and British and American art song. Some Russian and Czech literature included. Courses alternate in the spring semester.
- MUS 345 MUSIC THEATRE WORKSHOP 5:  
 ADVANCED SCENE WORK/ NEW SONGWRITER'S SHOWCASE One credit hour**  
*Prerequisite: MUS 246 or consent of instructor*  
 Students work with advanced music theatre repertoire in a scene work context, and rehearse and perform a showcase of new unpublished work written for Music Theatre by emerging composers.
- MUS 346 MUSIC THEATRE WORKSHOP 6:  
 ADVANCED ACTING FOR MUSIC THEATRE One credit hour**  
*Prerequisite: MUS 345 or consent of instructor*  
 Students acquire proficiency in commercial acting techniques, producing a voice-over demo, working on-camera and with an ear-prompter. Students rehearse and perform advanced monologue material.
- MUS 347 OPERA WORKSHOP 5 One credit hour**  
*Prerequisite: MUS 248 or consent of instructor*  
 Students will be introduced to the 17<sup>th</sup> and 18<sup>th</sup> Century operatic styles of presentation, acting techniques and historical sources unique this period of opera. Techniques and process of historically accurate character building audition techniques and age appropriate aspects of the business of opera such as Young artist/ summer programs, job searching, professional contacts and building strong collegial relationships will be explored. The course will culminate with a public opera scenes performance which will allow the students to showcase their talents and put their workshop skills into practical performance application.
- MUS 348 OPERA WORKSHOP 6 One credit hour**  
*Prerequisite: MUS 347 or consent of instructor*  
 Same content as above with focus on the operatic styles of presentation, acting techniques and historical sources unique to the 19<sup>th</sup> and 20<sup>th</sup> centuries.
- MUS 351 MUSIC THERAPY IN PSYCHIATRY AND REHABILITATION Three credit hours**  
*Prerequisite: MUS 151 or consent of instructor*  
 Clinical methods as they relate to working with psychiatric, geriatric, medical, neurologically impaired, and addicted clients. Offered fall semester.

- MUS 352**            **MUSIC THERAPY WITH THE DEVELOPMENTALLY DISABLED**            *Three credit hours*  
*Prerequisite: MUS 151 or consent of instructor*  
 Clinical practice as it relates to working with mentally retarded, autistic, sensory-impaired, physically challenged, and learning-disabled clients. Offered in alternate years.
- MUS 353**            **PROGRAM DEVELOPMENT AND ADMINISTRATION IN MUSIC THERAPY**            *Two credit hours*  
*Prerequisite: MUS 151 or consent of instructor*  
 Focus on program planning, scheduling, budgeting, and public relations strategies. Procedures of documentation, standards of practice, codes of ethics, and legislative issues relating to the practice of music therapy included. Offered in alternate years.
- MUS 363**            **SEMINAR**            *Variable credit*  
 Specialized treatment of particular subjects. May not be offered every year.
- MUS 381, 382**       **PIANO LITERATURE 1, 2**            *Two credit hours each*  
 A survey of keyboard literature from Elizabethan times to the present. Offered in alternate years.
- MUS 385**            **PREPARATION FOR THE CHURCH MUSICIAN**            *Two credit hours*  
*Prerequisite: Piano or organ primary; others by consent of instructor*  
 The development of basic skills for planning and playing a church service. Required for organ primaries. May not be offered every year.
- MUS 403**            **PARTIAL SENIOR RECITAL**            *One-half credit hour*  
*Prerequisite: Approval of department*  
 Preparation and performance of a half-length recital program at the senior level. Repertoire chosen to represent technical achievement and a variety of musical styles. Offered fall and spring semesters.
- MUS 404**            **FULL SENIOR RECITAL**            *One credit hour*  
*Prerequisite: Approval of department*  
 Preparation and performance of a full-length recital program at the senior level. Repertoire chosen to represent technical achievement and a variety of musical styles. Offered fall and spring semesters.
- MUS 405**            **LECTURE PRESENTATION**            *One credit hour*  
*Prerequisite: Approval of department*  
 Preparation and performance of a lecture program at the senior level. Subject chosen to correspond with required Senior Research Project in Music Theory or Music History and Literature. Offered fall and spring semesters.
- MUS 408**            **SIXTEENTH-CENTURY COUNTERPOINT**            *Two credit hours*  
*Prerequisite: MUS 207 and MUS 222I*  
 A systematic study concentrating on music of Palestrina and his contemporaries. Offered in alternate years.
- MUS 411**            **CONTEMPORARY NOTATION**            *Two credit hours*  
*Prerequisite: MUS 207 or the consent of instructor*  
 The study of new notational devices and problems of score preparation. May not be offered every year.
- MUS 413**            **STRUCTURE AND INTERPRETATION**            *Two credit hours*  
*Prerequisite: MUS 307 or the consent of instructor*  
 Structural analysis as applied to musical expression. Study of ways the structure of music informs its interpretation and performance. May not be offered every year.
- MUS 415**            **TECHNIQUES OF SERIAL COMPOSITION**            *Two credit hours*  
*Prerequisite: MUS 207*  
 Written and analytical skills in twelve-tone composition, with special emphasis on the contributions of Schoenberg, Berg, Webern, and Babbitt. May not be offered every year.

**MUS 416 LAYER ANALYSIS****Two credit hours***Prerequisite: MUS 307*

Techniques of analysis presented according to the principles of Schenker, Salzer, and Cogan. May not be offered every year.

**MUS 417 ELECTRONIC MUSIC****Two credit hours**

Survey of the evolution of electro-mechanical means of creating music with a focus on contemporary technology. Topics include hardware, software, MIDI, sequencing, sampling, and multimedia applications. May not be offered every year.

**MUS 418 SENIOR RESEARCH IN MUSIC THEORY 1** **One credit hour****MUS 419 SENIOR RESEARCH IN MUSIC THEORY 2** **One credit hour**

In-depth analysis and supporting research of a major work of symphonic proportions or a group of shorter works. Use of several analytical approaches expected. First semester: Completion of majority of research. Second semester: Completion of major paper in compliance with departmental requirements.

**MUS 421 SPECIAL STUDIES IN RENAISSANCE MUSIC****Two credit hours***Prerequisite: MUS 2221 or consent of instructor*

Topics to be selected. May not be offered every year.

**MUS 422 SPECIAL STUDIES IN BAROQUE MUSIC****Two credit hours***Prerequisite: MUS 3211 or consent of instructor*

Topics to be selected. May not be offered every year.

**MUS 423 SPECIAL STUDIES IN THE MUSIC OF J.S. BACH****Two credit hours***Prerequisite: Consent of instructor*

Divided into minimesters. First minimester includes study of works to be performed in the annual Bach Festival and may be repeated for credit. Second minimester undertakes a study of Bach and his world and may not be repeated for credit. May not be offered every year.

**MUS 424 SPECIAL STUDIES IN 18th CENTURY CLASSICISM****Two credit hours***Prerequisite: MUS 3211 or consent of instructor*

Topics to be selected. May not be offered every year.

**MUS 425 SPECIAL STUDIES IN 19th CENTURY MUSIC****Two credit hours***Prerequisite: MUS 3221 or consent of instructor*

Topics to be selected. May not be offered every year.

**MUS 426 SPECIAL STUDIES IN 20th CENTURY MUSIC****Two credit hours***Prerequisite: MUS 3221 or consent of instructor*

Topics to be selected. May not be offered every year.

**MUS 428 SENIOR RESEARCH IN MUSIC HISTORY 1** **One credit hour****MUS 429 SENIOR RESEARCH IN MUSIC HISTORY 2** **One credit hour**

In-depth analysis and supporting research of a major work, composer, or style period. Use of several analytical approaches expected. First semester: Completion of majority of research. Second semester: Completion of major paper in compliance with departmental requirements.

**MUS 438 RESEARCH IN MUSIC EDUCATION** **One credit hour**

Study of basic materials and techniques in quantitative and qualitative research methodologies. May not be offered every year.

**MUS 442,443 VOCAL PEDAGOGY 1,2*****Two credit hours and one credit hour respectively****Prerequisite for MUS 443 = MUS 442*

The study of technical functions of singing, combining historical pedagogy with current research in the acoustics and physiology of the human voice. Vocal exercises, problem solving techniques, and development of a personal philosophy of voice training are included. Includes observation of private teachers and supervised student teaching. Offered in alternate years.

**MUS 445 MUSIC THEATRE WORKSHOP:  
PROFESSIONAL ASPECTS OF MUSIC  
THEATRE/ MUSICAL-IN-CONCERT*****One credit hour****Prerequisite: MUS 346 or consent of instructor*

Students rehearse and perform an in-concert Music Theatre piece, often with the composer in residence. Students rehearse and perform in a professional environment, developing sound, director-proof rehearsal and performance technique. Students assemble a professional-quality self-presentation package (headshots and resumes), and acquire strategies for interacting with agents and casting directors.

**MUS 446 MUSIC THEATRE WORKSHOP:  
SHOWCASE*****One credit hour****Prerequisite: MUS 445 or consent of instructor*

Students create, rehearse and perform a professional Agent Showcase presented in New York City near the end of their final semester. Students learn strategies for optimizing agent interviews and handling themselves as professionals in a professional context.

**MUS 447 OPERA WORKSHOP 7*****One credit hour****Prerequisite: MUS 348 or consent of instructor*

Students will apply and develop the techniques learned in the 100 thru 300 level classes with the aim of developing full roles in the process. This semester will also focus on the development of advanced audition techniques and professional workshops geared toward graduate school and summer festival/young artist program auditions. The scene work will be fully staged and prepared for the Conservatory Outreach program for performance at various area schools and community centers providing the advanced students with frequent public exposure and performance opportunities.

**MUS 448 OPERA WORKSHOP 8*****One credit hour****Prerequisite: MUS 447 or consent of instructor*

A continuation of the work in MUS 447 focusing on different operatic repertoire.

**MUS 451 PSYCHOLOGY OF MUSIC 1*****Two credit hours****Prerequisite: MUS 151 or consent of instructor*

An overview of current research in music learning, music preference, acoustics, influence of music on listener behavior, and measurement of music achievement and performance. Offered fall semester.

**MUS 452 RESEARCH SEMINAR IN MUSIC THERAPY** ***Two credit hours****Prerequisite: MUS 451*

Practical exposure to research methods. Independent research projects incorporating the most common methods of data analysis and test design required. Offered spring semester.

**MUS 454 INTERNSHIP*****One credit hour****Prerequisite: Senior Music Therapy majors only; successful completion of all coursework*

Six months of full-time clinical experience in an AMTA-approved facility. Documentation and special research projects included according to the clinical internship training plan. Must be completed within two years following conclusion of course work.

**MUS 463 SEMINAR*****Variable credit***

Specialized treatment of particular subjects. May not be offered every year.

**MUS 492      CONDUCTING SEMINAR**

***One credit hour***

*Prerequisite: Consent of instructor*

Advanced score study and discussion of technical and musical conducting issues and administrative responsibilities. Some large-ensemble conducting opportunities possible. Offered fall and spring semesters.

**MUS 493      CONDUCTING APPRENTICESHIP**

***One credit hour***

Score preparation, rehearsal observation, and some large-ensemble conducting under the guidance of a master conductor. Offered fall and spring semesters.

# NEUROSCIENCE

Neuroscience is a multidisciplinary study of the brain and its functioning. It is a new discipline that has grown out of modern needs to solve practical medical problems as well as address the continuing human desire to discover more about ourselves. Neuroscientists are interested in questions such as: "What is mind?" "Why do we sleep?" "Why do people feel emotions?" "What causes Alzheimer's Disease?" "What happens in the brain when we learn?" and "How does the brain organize itself before birth?" Individuals or groups of persons, with multidisciplinary training best address these challenging questions. Neuroscience is now a unified field that integrates Psychology, Biology, Chemistry, and several other traditional disciplines in the study of brain structure, physiology and behavior - including human emotional and cognitive functions.

*Direct all questions related to the Neuroscience major or minor to Dr. G. Andrew Mickley, Director of the Neuroscience Program, Malicky Center for the Social Sciences.*

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## Neuroscience Major

Computer Code: NEUB/NEUC/NEUP

Neuroscience Majors must meet the published requirements of the *Biology Major (minimum of 50.5 hours)*, *Chemistry Major (minimum of 53.5 hours)*, **or** *Psychology Major (minimum of 41 hours)*, and also successfully complete the courses specified below. Neuroscience majors will receive a B.S. degree. Consistent with the College's policy on the awarding of two Bachelor's Degrees, Neuroscience Majors may not be awarded a second bachelor's degree by utilizing the same major they used (e.g., Psychology, Biology or Chemistry) to earn their Neuroscience degree.

### Additional Required Courses for Biology Majors (Minimum 29 Hours Required)

BIO/PSY	250	Principles of Neuroscience	3 credits
PSY/BIO	303	Physiological Psychology	4 credits
BIO	333	Human Physiology	4 credits
PSY	279	Elements of Statistics	4 credits
PSY	280	Research Methods I	3 credits
NRO	350	Neuropharmacology	3 credits
NRO	491,492,493	Neuroscience Thesis/Project	4 or more credits

### ONE (1) of the following courses:

PSY	327	Psychology of Learning	4 credits
PSY	328	Cognitive Processes	4 credits
PSY	329	Sensation and Perception	4 credits

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### Additional Required Courses for Chemistry Majors (Minimum 29 Hours Required)

BIO/PSY	250	Principles of Neuroscience	3 credits
PSY/BIO	303	Physiological Psychology	4 credits

BIO	203L	Anatomy and Physiology I <b>OR</b>	4 credits
BIO	333	Human Physiology	4 credits
PSY	279	Elements of Statistics	4 credits
PSY	280	Research Methods I	3 credits
NRO	350	Neuropharmacology	3 credits
NRO	491,492,493	Neuroscience Thesis/Project	4 or more credits

**ONE (1) of the following courses:**

PSY	327	Psychology of Learning	4 credits
PSY	328	Cognitive Processes	4 credits
PSY	329	Sensation and Perception	4 credits

**Additional Required Courses for Psychology Majors (Minimum 27 Hours Required)**

BIO/PSY	250	Principles of Neuroscience	3 credits
PSY/BIO	303	Physiological Psychology	4 credits
BIO	203L	Anatomy and Physiology I <b>OR</b>	4 credits
BIO	333	Human Physiology	4 credits
CHM	111	General Chemistry I	4 credits
CHM	111L	General Chemistry I Lab	0.5 credits
CHM	112	General Chemistry II	4 credits
CHM	112L	General Chemistry II Lab	0.5 credits
NRO	350	Neuropharmacology	3 credits
NRO	491,492,493	Neuroscience Thesis/Project	4 or more credits

**Recommended additional courses for Neuroscience Majors**

If the Neuroscience student desires additional specialized training in the field they may consult with their academic advisor and select electives from the following list:

**BIOLOGY**

BIO	121L	Principles of Biology I	4 credits
BIO	203L	Anatomy and Physiology I	4 credits
BIO	204L	Anatomy and Physiology II <b>OR</b>	3 credits
BIO	330	Gross Anatomy	4 credits
BIO	211	Genetics	4 credits
BIO	212	Microbiology	4 credits
BIO	221	General Zoology	3 credits
BIO	310	Evolution	4 credits
BIO	331	Developmental Biology	4 credits

BIO	332	Histology	3 credits
BIO	333	Human Physiology	4 credits
BIO	336	Molecular Biology	4 credits
BIO	341	Immunology	4 credits

#### **CHEMISTRY**

CHM	251	Organic Chemistry I+Lab	4.5 credits
CHM	252	Organic Chemistry II+Lab	5 credits
CHM	311	Biochemistry + Lab	4 credits
CHM	321	Instrumental Analysis + Lab	4 credits
CHM	351	Organic Spectroscopy	2 credits

#### **MATH/COMPUTER SCIENCE**

CSC	121	Technological Literacy for Today's World	3 credits
MTH	140	Precalculus Mathematics	4 credits
MTH	141	Calculus I	4 credits
MTH	142	Calculus II	4 credits

#### **PSYCHOLOGY**

PSY	281	Thesis in Psychology	3 credits
PSY	302	Abnormal Psychology	4 credits
PSY	327	Psychology of Learning	4 credits
PSY	328	Cognitive Processes	4 credits
PSY	329	Sensation and Perception	4 credits
PSY	261,461,463	Special Topic Seminars (Relevant to Neuroscience)	3 credits

#### **SOCIOLOGY**

SOC	281	SPSS	4 credits
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### **Minor in Neuroscience**

Baldwin-Wallace College offers an interdisciplinary Minor in Neuroscience. This Minor grew out of the recognition that modern science frequently draws upon multiple disciplines to answer difficult questions. The study of the brain presents such a scientific challenge. Further, the Minor was established in acknowledgment of the many recent advances in brain sciences and the corresponding increase in the number of graduate programs and employment opportunities in this field.

#### **The Neuroscience Minor requires 21 credit hours**

**Required Courses (students must take all of these 11 credit hours. Note: required courses taken cannot also be used as electives.)**

BIO/PSY	250	Principles of Neuroscience	3 credits
PSY/BIO	303	Physiological Psychology	4 credits

BIO	203L	Anatomy and Physiology I <b>OR</b>	4 credits
BIO	333	Human Physiology	4 credits

**Electives** (In addition to the required courses above, students must take any 3 of the courses listed below. **Note:** Students must take **at least one** course from Biology **or** Chemistry **and one** from Psychology.)

BIO	203L	Anatomy and Physiology I	4 credits
BIO	204L	Anatomy and Physiology II	3 credits
BIO	331	Developmental Biology	4 credits
BIO	333	Human Physiology	4 credits
BIO	341	Immunology	4 credits
BIO	405	Advanced Topics in Biology (Relevant to Neuroscience)	3-4 credits
BIO	050	Independent Study (Relevant to Neuroscience)	3-4 credits
CHM	311	Biochemistry + Lab	4 credits
CHM	050	Independent Study (Relevant to Neuroscience)	3-4 credits
PSY	261,262,263	Special Topics Seminars (Relevant to Neuroscience)	3 credits
PSY	280	Research Methods I	3 credits
PSY	281	Thesis in Psychology	3 credits
PSY	327	Psychology of Learning	4 credits
PSY	328	Cognitive Processes	4 credits
PSY	329	Sensation and Perception	4 credits
PSY	461,462,463	Seminar(Relevant to Neuroscience)	3 credits
PSY	050	Independent Study(Relevant to Neuroscience)	3-4 credits

**Notes:**

1. On a case-by-case basis, the Director of the Neuroscience Program will judge the Neuroscience relevance of the special topics, seminars and independent studies listed above. After an analysis of the course history of an individual student, the Director (in consultation with the Chair of the Psychology Department) may waive the prerequisites for the above Psychology courses for students pursuing the Minor.
2. This Minor is not designed to help the student meet all of the customary prerequisites for graduate school in Neuroscience. Students headed to graduate school in Neuroscience should pursue the Neuroscience Major and take additional electives relevant to their chosen field of study.

## Neuroscience Course Descriptions

**NRO 050**                    **INDEPENDENT STUDY**

***Credit hours to be arranged***

See [Independent Study Program, Section II.](#)

**NRO 070**                    **INTERNSHIP**

***Credit hours to be arranged***

See [Internship Program, Section II.](#)

**NRO 259,359,459 FACULTY-STUDENT COLLABORATION** *Credit hours to be arranged*

See [FSC Program, Section II.](#)

**PSY/  
BIO 250**                    **PRINCIPLES OF NEUROSCIENCE**                    *Three credit hours*

*This course may be taken to partially satisfy the core curriculum requirement in either the Social Sciences (PSY 250) or Natural Sciences (BIO 250).*

An introduction to the study of the brain and behavior. In this course students will become familiar with recent advances in the growing field of Neuroscience as they consider how their brains work and how the nervous system grows, perceives, controls the body, sleeps, ages and responds to damage and disease.

**NRO 261,262,263 SPECIAL TOPICS IN NEUROSCIENCE**                    *Three credit hours*

*Prerequisites dependent on topic*

Seminars reflecting the depth and breadth of Neuroscience are offered periodically.

**BIO/  
PSY 303**                    **PHYSIOLOGICAL PSYCHOLOGY**                    *Four credit hours*

*Prerequisites: PSY 110 or BIO 121L or BIO 203L or consent of instructor. This course (PSY 303) may be taken to partially satisfy the general curriculum requirement in the Social Sciences.*

This lecture-laboratory course provides an overview of the physiological bases of behavior, cognition, motivation, emotion, learning and memory. Emphasis is placed on the mechanisms of brain and endocrine system functioning.

**NRO 350**                    **NEUROPHARMACOLOGY**                    *Three credit hours*

*Prerequisites: PSY/BIO 250*

The nervous system uses a very precise system of neurochemical messengers to produce all aspects of sensation, perception, feelings, emotions, motivation, movement, and conscious experience. This course addresses the role of neurochemicals in normal brain functioning and also describe how drugs are used to treat neurological and psychological disorders. Drug abuse and toxicology are also discussed.

**NRO 461,462,463 ADVANCED TOPICS IN  
NEUROSCIENCE**                    *Three credit hours*

*Prerequisites dependent on topic*

Advanced seminars reflecting the depth and breadth of Neuroscience are offered periodically.

**NRO 491,492,493 NEUROSCIENCE THESIS**                    *Four or more credit hours*

*Prerequisites: PSY/BIO 250, permission of the thesis advisor and permission from the Chair of the Neuroscience Program.*

This is the capstone research experience for the Neuroscience Major. Majors may select their thesis advisor from the faculty of the Biology, Chemistry or Psychology Departments. The topic of the thesis must be relevant to the study of the brain, peripheral nervous system, or the senses and must be approved by the Chair of the Neuroscience Program. It is expected that the Neuroscience Thesis will result in an archival scholarly paper and students will be encouraged to present their work at an appropriate forum (e.g., regional or national scientific meeting, Biology or Chemistry Seminars; B-W Science Poster session). The Thesis will be defended before the Neuroscience Studies Committee and Neuroscience students. Passing of the oral defense is required for the awarding of the Neuroscience Major.

# ORGANIZATIONAL LEADERSHIP

Successful organizations demand successful leaders at all levels. This major focuses on an understanding of human behavior and leadership theory and practice. The Organizational Leadership program integrates courses from across disciplines to stimulate both critical and creative thinking. The broad, interdisciplinary curriculum provides the framework necessary for managing and leading in today's team-based organizations. The Organizational Leadership major is limited to employed adults registered in the Evening/Weekend Program.

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## Organizational Leadership

Computer Code: OGLS

### Links to other majors, minors, and certificates:

OL majors may choose to double major in Psychology, Sociology, or Business, or complete a minor in one or more of those fields by counting the required courses in both areas. Some certificate programs also mesh well with the OL major: Human Resources, Organizational Development, and Applied Communications.

### Prerequisites:

**Note:** CST 106 and PSY 110 are required of all Organizational Leadership majors. These courses are to be completed before taking other required courses in that department as indicated below.

### Minimum credits required: 44-49 (plus prerequisites as indicated)

#### Required courses (\* = Prerequisite Required)

##### Leadership Base Component

LDR	201	Introduction to Leadership	3 credits
LDR	202D	Contemporary Leadership Problems	3 credits

##### Content Component

BUS	305	Introduction to Management	3 credits
BUS	326	Legal Environment of Organizations	3 credits
PSY	321	Human Relations & Group Dynamics	3 credits*
SOC	210	Work Matters: The Sociology of Work & Work Settings	3 credits*

##### Choose one

SOC	301D	Social Inequalities	3 credits*
CST	313	Organizational Communication	3 credits*

##### Research Component

SOC	280	Research Methods	4 credits*
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##### Statistics (choose one)

PSY	279	Elements of Statistics	4 credits*
ECN	279	Elements of Statistics	4 credits*
MTH	135	Introduction to Probability and Statistics	3 credits*

**Data Analysis (choose one)**

CSC	141	Advanced Applications for Information Analysis	3 credits
SOC	281	SPSS: Data Analysis	4 credits*

**Capstone**

OLS	444	Senior Seminar: Int. of Theory and Practice	4 credits*
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**Choose One Of The Following Emphases:**

*The Organizational Leadership major requires a three-course emphasis in either Human Resources or Human Services. Courses in the emphasis area should be completed prior to enrolling in the capstone course, OLS 444.*

**Human Resource Emphasis**

BUS	410	Human Resources	3 credits*
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**Choose two of the following:**

BUS	329	Business Ethics	3 credits
BUS	411	Compensation Management	3 credits*
BUS	412	Employment Law/Labor Relations	3 credits*
BUS	413	Staffing & Development	3 credits*
SOC	290D	Gender Roles	3 credits*
PSY	320	Industrial/Organizational Psychology	4 credits*

**Human Services Emphasis****Choose three of the following:**

CRJ/SOC	223	Juvenile Delinquency & Juv. Justice Sys.	3 credits*
PSY	315	Child Development	4 credits*
PSY	325	Adolescent Development	4 credits*
PSY	335	Adult Development and Aging	4 credits*
SOC	344D	Aging and Society	3 credits*
SOC	345	Medical Sociology	3 credits*

## Organizational Leadership Course Description

**OLS 444 SENIOR SEMINAR: INTEGRATION OF THEORY AND PRACTICE** *Four credit hours*

This is the capstone course for Organizational Leadership majors. Students select an internship of 40 hours in a work setting related to personal career goals and to the OL major. The internship experience becomes the central organizing element for a 10 – 20 page paper plus an informative 20 – 30 minute presentation to the class. In both the paper and presentation students are expected to integrate course work in the major and the textbook for the course with the internship.

# PHILOSOPHY

The mission statement of Baldwin-Wallace College states that B-W aims at students' intellectual and spiritual growth, and that B-W graduates should be compassionate, contributing global citizens. The Philosophy program at B-W contributes to this goal by fostering critical thinking, intellectual inquisitiveness, sensitivity to ethical complexity, and independent reflection- all of which are necessary to become an engaged citizen and required in virtually any career.

Philosophy literally means "love of wisdom," so concerns of philosophy are broad and interdisciplinary. They range from seeking to understand the methods and foundations of politics, the arts, science, and education, to searching for answers to questions about the meaning of reality, truth, moral values, aesthetic experience, and the human self. Philosophy is therefore a good choice for a second major or minor to compliment a variety of different majors. In addition, as a Core course, philosophy can teach analytic and problem-solving skills that help students to succeed in college and in continuing adult life.

Philosophy is a worthwhile activity simply for the personal enlightenment that it can provide. But the Philosophy program also strives to impart the general skills that are crucial for most professions. Philosophy students learn how to read and understand abstract thinking and sophisticated reasoning. They also learn to think critically, developing their own views and expressing their opinions persuasively in speech and writing. These skills are sought by employers in almost any profession.

Philosophy courses do not need to be taken in a rigid sequence. Any philosophy course should improve philosophical abilities. However, the courses are classified by the difficulty of the reading involved and the amount of philosophical training and background required.

Philosophy courses at Level 1 and Level 2 may be used to meet part of the college's Core requirements in Humanities: Cultural Heritage.

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## Philosophy Major

**Computer Code: PHL Y**

The philosophy major consists of a minimum of 23 credit hours, at least two of which must be at Level 3. No more than two courses at Level 1 may count toward the major.

Students majoring in philosophy will design a program of courses with the assistance of a philosophy faculty advisor based on the student's interests, academic needs, and future plans. A second major is recommended to compliment the philosophy major. Also, it is recommended that students design an Independent Study and/or a Departmental Thesis to pursue areas of individual interest and to synthesize their philosophical thinking with their second major area of study.

Students majoring in philosophy who intend to pursue graduate study in philosophy are advised to take German and/or French through the level of 102.

## Philosophy Minor

A minor in philosophy requires a minimum of 17 credit hours, with no more than two courses at Level 1. The minor program is designed by the student with his or her faculty advisor to meet the student's academic objectives.

# Philosophy

## Course Descriptions

**PHL 050(I) INDEPENDENT STUDY** *One to four credit hours*

See [Independent Study Program, Section II](#)

**PHL 259,359,459 FACULTY-STUDENT COLLABORATION** *Credit hours to be arranged*

See [FSC Program, Section II](#).

### LEVEL 1 COURSES

**PHL 101 PHILOSOPHICAL QUESTIONS** *Three credit hours*

An introduction to philosophical reflection and questioning through the examination of some of the central themes of philosophy.

**PHL 102 ETHICS** *Three credit hours*

Classic Ethical theories such as virtue ethics, utilitarianism, and duty ethics are used to analyze current moral problems involving issues such as social justice, war, legal punishment, global issues, science and technology, and professional ethics.

**PHL 103 PHILOSOPHY OF HUMAN NATURE** *Three credit hours*

A study of theories of human nature and their capacities to improve the human condition. Among the questions this area of philosophy considers are: What is the essential nature of the human being? What should characterize human life? Is there anything more to human life than what we experience with our senses? Readings are drawn from various disciplines, cultures, and/or historical periods.

**PHL 104 CRITICAL THINKING** *Three credit hours*

A study of the basic skills of good reasoning needed for the intelligent and responsible use of reasoning in everyday life. Topics include identifying arguments and judging their validity and strength; identifying common fallacies of reasoning, use and abuse of language in persuasion, and principles of fair play in argumentation and debate.

### LEVEL 2 COURSES

**PHL 201 LOGIC** *Three credit hours*

*Prerequisite: MTH 141*

An introduction to the principles and methods of symbolic logic.

**PHL 205(I) TOPICS IN ETHICS** *Three to four credit hours*

A detailed study of a selected topic in ethics, such as Environmental Ethics, Development Ethics and International Justice, War and Terrorism, or Cross-cultural Moral Disagreement. Topics vary from semester to semester in accordance with current interests of students and faculty; therefore this course may be repeated for credit.

**PHL 207D TOPICS IN PHILOSOPHY** *Three to four credit hours*

An inquiry at the intermediate level into philosophical issues, problems, or applications, such as Feminist Theory, Asian Philosophy, or Philosophy of Sex and Love. Topics vary from semester to semester in accordance with current interests of students and faculty; therefore this course may be repeated for credit.

**PHL 209 POLITICAL AND SOCIAL PHILOSOPHY** *Four credit hours*

Critical evaluations of selected political and social concepts with historical and contemporary significance, including the state, law, government, power, political obligation, justice, rights, freedom, and equality. Extensive reading in original texts is required. May be offered less frequently than once a year.

**PHL 211 ANCIENT PHILOSOPHY** *Four credit hours*

A survey of the history of Western philosophy from the Pre-Socratics to Aristotle. May be offered less frequently than once a year.



# PHYSICS

Physics explores the scientific principles governing the behavior of the physical world. These principles provide insight into the nature of the universe around us and are the basis for new technology. The department's program utilizes a combination of lectures, laboratories, discussions and independent work to help students acquire an understanding of these principles and their implications. Introductory Physics, General Physics and Workshop Physics cover the topics needed for a student beginning a program in physics, pre-engineering, chemistry, pre-medicine and pre-physical therapy. The department also offers all the standard advanced courses needed for a physics major intending to do graduate work in physics or astronomy.

All 100-level courses may be used to satisfy a portion of the core curriculum requirement in science.

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## Physics Major

Computer Code: PHYS

**Minimum required hours: 62-64 credits (plus prerequisites as indicated)**

**Required Courses in Physics (\* = Prerequisite Required)**

PHY	131	General Physics I <b>AND</b>	4 credits
PHY	151L	Introductory Physics Lab I <b>OR</b>	1 credits
PHY	145L	Applied College Physics I	5 credits
Either PHY 131 along with 151L or PHY 145L, but not both, may be taken for credit.			
PHY	132	General Physics II <b>AND</b>	4 credits*
PHY	152L	Introductory Physics Lab II <b>OR</b>	1 credits
PHY	146L	Applied College Physics II	5 credits*
Either PHY 132 along with 152L or PHY 146L, but not both, may be taken for credit.			
PHY	233	Modern Physics	4 credits*
PHY	311	Electronic Instrumentation	3 credits*
PHY	312	Advanced Laboratory	3 credits*
PHY	312	Advanced Laboratory	3 credits*

Advanced Lab must be taken two times with different experiments each time it is taken.

With approval by the Department following a presentation and written paper, students may substitute up to three credits of internship or research experience in place of 3 credits of PHY-312 Advanced Laboratory.

**Any five (5) of the following upper level courses must be successfully completed.**

PHY	312	Advanced Laboratory	3 credits*
PHY	331	Mechanics I	3 credits*
PHY	341	Theoretical Physics	3 credits*
PHY	361	Electromagnetism	4 credits*
PHY	362	Physics of Waves	3 credits*
PHY	371	Thermal Physics	4 credits*
PHY	372	Quantum Physics	3 credits*
PHY	410	Special Topics in Physics	3 or 4 credits

### Required courses in areas other than Physics

CHM	111	General Chemistry I	4 credits*
CHM	111L	General Chemistry I Lab	0.5 credits*
CHM	112	General Chemistry II	4 credits*
CHM	112L	General Chemistry II Lab	0.5 credits*
MTH	141	Calculus I	4 credits*
MTH	142	Calculus II	4 credits*
MTH	243	Calculus III	4 credits*
MTH	212	Differential Equations	3 credits*

### The following course is recommended but not required

MTH	313	Applied Analysis	3 credits*
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### Binary Program in Engineering

The pre-engineering program prepares Baldwin-Wallace students to earn an engineering degree through educational affiliations with the engineering schools of Case Western Reserve University, Columbia University and Washington University (St. Louis). Upon satisfactory completion of the three-year pre-engineering program at B-W and the two-year engineering program at the engineering school, a student receives the Bachelor of Arts degree from B-W and the Bachelor of Science in their chosen field of engineering from the engineering school. *Completion of the program at other recognized engineering schools is possible if prior approval of the B-W pre-engineering advisor is obtained.*

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## Physics Based Engineering Areas Major

Computer Code: PREN

This major is designed for students interested in civil engineering, mechanical engineering, electrical engineering or one of the other physics-based engineering programs.

**Minimum required semester credit hours 56-58 credits at B-W plus additional credits at the engineering school in which the program is completed.**

### Required Courses in Physics

PHY	131	General Physics I <b>AND</b>	4 credits
PHY	151L	Introductory Physics Lab I <b>OR</b>	1 credits
PHY	145L	Applied College Physics I	5 credits
Either PHY 131 along with 151L or PHY 145L, but not both, may be taken for credit.			
PHY	132	General Physics II <b>AND</b>	4 credits*
PHY	152L	Introductory Physics Lab II <b>OR</b>	1 credits
PHY	146L	Applied College Physics II	5 credits*
Either PHY 132 along with 152L or PHY 146L, but not both, may be taken for credit.			
PHY	233	Modern Physics	4 credits*
PHY	311	Electronic Instrumentation	3 credits*
PHY	312	Advanced Laboratory	3 credits*
CHM	111	General Chemistry I	4 credits*
CHM	111L	General Chemistry I Lab	0.5 credits*

CHM	112	General Chemistry II	4 credits*
CHM	112L	General Chemistry II Lab	0.5 credits*
MTH	141	Calculus I	4 credits*
MTH	142	Calculus II	4 credits*
MTH	243	Calculus III	4 credits*
MTH	212	Differential Equations	3 credits*
CSC	210	Computer Science I	3 credits*

**Any three (3) of the following upper level courses must be successfully completed.**

PHY	312	Advanced Lab	3 credits*
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Advanced Lab may be repeated if different experiments are done each time.

PHY	331	Mechanics I	3 credits*
PHY	341	Theoretical Physics	3 credits*
PHY	361	Electromagnetism	4 credits*
PHY	362	Physics of Waves	3 credits*
PHY	371	Thermal Physics	4 credits*
PHY	372	Quantum Physics	3 credits*
PHY	410	Special Topics in Physics	3 or 4 credits

**The following courses may be required by some of our affiliated schools of engineering but are not required by B-W.**

PHY	260	Engineering Materials	2 credits*
PHY	261	Introduction to Statics	2 credits*

Some of our affiliated schools strongly recommend courses similar to PHY 260-261.

Before transferring to the engineering school at which they will complete the work for their degree, pre-engineering students must complete:

- at least 92 credit hours of coursework at B-W
- the B-W core curriculum requirements.

*Some of our affiliated schools require the completion of at least 3 courses in one area of the humanities or social sciences, with one of these courses being an upper level course. For B-W students planning on completing their engineering degree at CWRU, PHY 260-261 is recommended.*

## Chemistry Based Engineering Areas Major

**Computer Code: PNGC**

This major is designed for students interested in chemical engineering or one of the other chemistry-based engineering programs.

**Minimum required semester credit hours 63 credits at B-W plus additional credits at the engineering school in which the program is completed.**

CHM	111	General Chemistry I	4 credits*
CHM	111L	General Chemistry I Lab	0.5 credits*
CHM	112	General Chemistry II	4 credits*

CHM	112L	General Chemistry II Lab	0.5 credits*
PHY	131	General Physics I <b>AND</b>	4 credits
PHY	151L	Introductory Physics Lab I <b>OR</b>	1 credits
PHY	145L	Applied College Physics I	5 credits
Either PHY 131 along with 151L or PHY 145L, but not both, may be taken for credit.			
PHY	132	General Physics II <b>AND</b>	4 credits*
PHY	152L	Introductory Physics Lab II <b>OR</b>	1 credits
PHY	146L	Applied College Physics II	5 credits*
Either PHY 132 along with 152L or PHY 146L, but not both, may be taken for credit.			
MTH	141	Calculus I	4 credits*
MTH	142	Calculus II	4 credits*
MTH	243	Calculus III	4 credits*
MTH	212	Differential Equations	3 credits*
MTH	314	Numerical Analysis	3 credits*
CSC	210	Computer Science I	3 credits*
CHM	221	Quantitative Analysis	3 credits*
CHM	221L	Quantitative Analysis Lab	1 credits*
CHM	251	Organic Chemistry I	4 credits*
CHM	251L	Organic Chemistry I Lab	0.5 credits*
CHM	252	Organic Chemistry II	4 credits*
CHM	252L	Organic Chemistry II Lab	0.5 credits*
CHM	331	Physical Chemistry I	3 credits*
CHM	331L	Physical Chemistry I Lab	0.5 credits*
CHM	332	Physical Chemistry II	3 credits*
CHM	332L	Physical Chemistry II Lab	0.5 credits*

Before transferring to the engineering school at which they will complete the work for their degree, pre-engineering students must complete:

- at least 92 credit hours of coursework at B-W
- the B-W core curriculum requirements.

Some of our affiliated schools require the completion of at least 3 courses in one area of the humanities or social sciences, with one of these courses being an upper level course.

### Physics Minor

A minor in physics requires a minimum of 20 credit hours of courses in physics. These credits must include either General Physics and Lab or Workshop Physics: (PHY 131 and 151L or PHY 145L) and (PHY 132 and 152L or PHY 146L) and Modern Physics PHY 233. An additional two (2) more different courses must be selected from the upper level courses in physics below:

PHY	312	Advanced Lab	3 credits*
PHY	331	Mechanics I	3 credits*
PHY	341	Theoretical Physics	3 credits*
PHY	361	Electromagnetism	4 credits*

PHY	362	Physics of Waves	3 credits*
PHY	371	Thermal Physics	4 credits*
PHY	372	Quantum Physics	3 credits*
PHY	410	Special Topics in Physics	3 or 4 credits

Students planning teaching careers in the elementary, middle or secondary schools should consult the Division of Education.

Students interested in Environmental Science should see the Environmental Science Minor.

## Physics Course Descriptions

<b>PHY 050I</b>	<b>INDEPENDENT STUDY</b>	<b>One to six credit hours</b>
See <a href="#">Independent Study Program, Section II.</a>		
<b>PHY 070</b>	<b>INTERNSHIP</b>	<b>Credit hours to be arranged</b>
See <a href="#">Internship Program, Section II.</a>		
<b>PHY 259,359,459</b>	<b>FACULTY-STUDENT COLLABORATION</b>	<b>Credit hours to be arranged</b>
See <a href="#">FSC Program, Section II.</a>		
<b>PHY 101L</b>	<b>ACOUSTICS</b>	<b>Four credit hours</b>

A lecture-laboratory course providing an introduction to the field of sound with special attention to the areas of speech and music. This course is designed for students not majoring in science and presupposes nothing more than elementary high school mathematics and general science as a background. Science majors interested in the field of sound may find the course interesting on an audit or credit basis. Lab included.

<b>PHY 102</b>	<b>TOPICS IN PHYSICS</b>	<b>Three credit hours</b>
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Topics in Physics is a collection of introductory lecture courses in various areas and are primarily intended for students not majoring in science. All of the topics presuppose only a knowledge of high school mathematics and general science. All of the topics courses typically include the interdisciplinary links between the sciences, social sciences and humanities. PHY 102 may be repeated for credit if different topics are taken. No lab. The topics below are currently being offered on a regular basis.

●**Energy and the Future**

A survey of current energy resources and possibilities for the future such as solar energy, geothermal energy, tidal energy and energy from nuclear fusion. Attention is paid to methods of energy production efficiency of energy usage, anticipated fuel reserves for various energy sources and the economic, environmental, political, social and aesthetic implications of energy production by various methods.

●**Science Through the Ages**

A historical guide to science, scientists, which begins with the Greek roots of modern science and then traces in more detail the evolution of science during the past few centuries from an obscure esoteric activity to the professionalized, the industrialized, and democratic version of science we have today.

●**Physics of the 20th Century**

A survey of the important physics that came about over the last century. The class will examine the theoretical successes, such as quantum theory and relativity, as well as some of the important technological developments such as solid state electronics and lasers.

●**Physics of Weather**

An introduction survey course investigating the underlying physics of the Earth's climate. The course will investigate topics such as the short-term climate changes from the interaction of energy flow between the oceans, atmosphere, and land masses; solar radiation; weather fronts; cloud formation; condensation and precipitation; atmospheric electricity and lightning; and various storm phenomena.

**PHY 103                      FRONTIERS OF PHYSICS                      Three credit hours**

A study of those areas of knowledge such as astrophysics, biophysics, geophysics, nuclear energy, relativity, the nature of matter, and other topics which presently comprise the frontiers of physics. This course is intended for students not majoring in science and presupposes only a knowledge of high school mathematics and general science. Because of the nature of the subject material covered, the course is also recommended for interested physics majors on either an audit or credit basis.

**PHY 105L                      PHYSICS IN EVERYDAY LIFE                      Four credit hours**

*Offered primarily for Evening/Weekend Students; day students only with special permission.*

A lecture-laboratory course in which physics principles underlying many phenomena encountered in daily life are studied. The course assumes no prior background in mathematics or physics other than the normal college entrance requirements. Topics are studied through a combination of lectures, demonstrations, and laboratories, which include "envelope experiments" that can be completed at home. Lab included.

**PHY 106L                      LIGHT, COLOR, VISION                      Four credit hours**

*Offered primarily for Evening/Weekend Students; day students only with special permission.*

A lecture-laboratory course investigating optical phenomena found in nature, photography, color vision and holography. The topics are studied in a way that is meaningful for those whose interests are in a variety of fields other than science: art, psychology, photography, etc. The course assumes no prior background in mathematics or physics other than the normal college entrance requirements. Emphasis is placed on the optical phenomena seen in everyday life. Light, color, and vision are studied through a combination of lectures, demonstrations, and laboratories, which include "envelope experiments" that can be completed at home. Lab included.

**PHY 107L                      SPACE FROM THE GROUND UP                      Three credit hours**

*Offered primarily for Evening/Weekend Students; day students only with special permission.*

A lecture-laboratory course intended to provide an insight into space propulsion, space power, space exploration, living in space, and future space ventures through the eyes of physicists, but in a way that would be meaningful for those whose interests are in a variety of other fields: art, psychology, photography, business, law, etc. The course assumes no prior background in mathematics or physics other than the normal college entrance requirements. Emphasis is placed on understanding the fundamental scientific principles and their application to space projects. Space related topics are studied through a combination of lectures, demonstrations and laboratories, which include "envelope experiments" which can be completed at home. Lab included.

**PHY 131,132                      GENERAL PHYSICS I, II                      Four credit hours each**

*The student is assumed to have had high school mathematics through algebra and pre-calculus. High school physics and a familiarity with calculus are highly recommended or calculus can be taken concurrently. Except by permission of the instructor, PHY 151L is to be taken concurrently with PHY 131 and PHY 152L to be taken concurrently with PHY 132.*

A two-semester sequence covering the standard physics topics expected for a major in physics, chemistry, pre-med, or pre-engineering. Concepts are presented primarily in lecture-demonstration form, but in a sufficiently small class setting that allows for student questions. The course emphasizes qualitative and quantitative problem solving skills. PHY 131 emphasizes mechanics and heat while PHY 132 delves into electricity, magnetism, light, and optics. Students may not take both PHY 131 and 145 or both PHY 132 and 146 for credit.

**PHY 151L,152L      INTRODUCTORY PHYSICS LAB      One credit hours each**  
**I,II**

*Except by permission of the instructor, PHY 151L is to be taken concurrently with PHY 131 and PHY 152L to be taken concurrently with PHY 132.*

Laboratory to accompany General Physics I and II (PHY 131, 132). Experiments designed to investigate and reinforce the ideas and concepts developed in General Physics. Employing recent computer technology to gather and graphically analyze data, PHY 151L emphasizes experiments in mechanics (motion, force, energy, etc.) and heat (temperature, heat capacity, latent heat, etc.). PHY 152L first focuses on mechanical oscillations, static electricity, DC circuits, Ohm's law, frequency-dependent AC circuits, and magnetic effects. Students gain some experience with "bread-boarding" circuits, and the use of modern digital multi-meters and CRT oscilloscopes. The last part of PHY 152L concentrates on the basic properties of light with experiments in reflection, refraction, simple optical systems, and interference.

**PHY 145L,146L      APPLIED COLLEGE PHYSICS I,II      Five credit hours each**

*The student is assumed to have had high school mathematics through algebra and pre-calculus. High school physics and a familiarity with calculus are highly recommended or calculus can be taken concurrently.*

A two-semester sequence covering most of the standard introductory physics topics needed for a science major or for those needing a lab science. Workshop Physics is presented primarily in a laboratory setting. Rather than lectures and demonstrations, almost all concept development is achieved by hands-on activities and many mini-investigations with an emphasis on student inquiry, peer interaction, and small group activities. Workshop Physics' slower rate of concept development results in the coverage of somewhat fewer topics, but in more than does General Physics. The first semester emphasizes mechanics and heat while the second semester explores electricity, magnetism, light, and optics. Students may not take both PHY 131 and 145L or both PHY 132 and 146L for credit. Workshop Physics students must sign up for an additional hour TBA so that the actual in-class time is the same as General Physics.

**PHY 150L      PHYSICAL SCIENCE      Three credit hours**  
**INVESTIGATIONS 2**

This physics course is designed for teachers in the upper elementary and middle school to improve the learning and teaching of basic physics concepts, and is intended as a compliment to CHM-150L. Students will spend considerable time in the laboratory completing investigations that, in addition to exposing and clarifying basic physics concepts, can be used for effectively teaching students about physics. Ohio state standards will be used as a guide for determining specific items of study. Topics covered include: sound, light and color, electricity, magnetism, properties of matter, the atom, force and motion, simple machines, force and fluids, and measurement.

**PHY 200      SCIENCE      One to four credit hours**

A study of a topic in science which may involve an interdisciplinary approach. Course content is determined by the department under whose auspices the course is offered.

**PHY 233      MODERN PHYSICS      Three credit hours**

*The student is assumed to have taken General Physics, Workshop Physics, or the equivalent and to have completed or be taking introductory calculus.*

A one-semester introduction to the developments in physics since about 1900. Topics such as special relativity, the Bohr atom, atomic and molecular physics, nuclear processes and the important experiments leading to the modern quantum theory are studied in detail. In addition to important course material, Modern Physics begins the development of the applied math skills needed by the professional scientist. PHY 233 is required for a physics minor, for all physics, pre-engineering majors, and some science teaching licensure. Modern Physics should be taken as soon as possible after completing General Physics or Workshop Physics. PHY 233 is normally offered every Fall semester.

**PHY 260                      ENGINEERING MATERIALS                      Two credit hours**

*Prerequisite: one year of introductory physics and chemistry or instructor's permission*

A lecture course studying the most important materials of practical interest to engineers and manufacturers. Special consideration will be given to the different physical and chemical characteristics of and the means of manufacturing metallic, polymeric, ceramic, and composite materials. PHY 260 is taught as needed as a minimester and is especially recommended for students in the pre-engineering program.

**PHY 261                      INTRODUCTION TO STATICS                      Two credit hours**

*Prerequisite: one year of introductory physics or instructor's permission*

A lecture course concentrating on equilibrium forces and torques on extended bodies. Topics covered include stress, strain, elastic moduli, Poisson's ratio, compression, tension, sheer, bending, torsion, power, moments of inertia, bending moments, beam deflection and Mohr's circle. PHY 261 is taught as needed as a minimester and is especially recommended for students in the pre-engineering program.

**PHY 263                      SEMINAR                      One to four credit hours**

*Open to all students interested in physics*

Reports and discussions of topics of interest in physics.

**PHY 311                      ELECTRONIC  
INSTRUMENTATION                      Three credit hours**

*Prerequisite: PHY 131, 132 or PHY 145L, 146L, or instructor's permission*

A lecture-laboratory course covering the basic principles of circuit design and analysis, use of standard modern instrumentation such as multi-meters, signal generators, and oscilloscopes. The analog part of the course moves from basic DC resistor circuits, to AC frequency filters, diodes, bipolar transistors, op-amps, and 555 oscillator circuits. The digital portion covers analog to digital conversion, boolean logic, and various digital gate and multiplexing circuits. If time permits, computer simulated analog and/or digital circuits may be studied. PHY 311 is required for all physics and pre-engineering majors, and some science teaching licensure. PHY 311 is offered on an alternate year basis.

**PHY 312                      ADVANCED LABORATORY                      Three credit hours**

*Prerequisite: PHY 131, 132 or PHY 145L, 146L, or instructor's permission*

A laboratory course in which independent experiments of advanced level in physics and engineering are designed, performed and analyzed by the student, acting in consultation with the instructor. Results are expected to be obtained with sufficient care and detail to make the results comparable to quality research results. Typically, an independently designed project with an oral and/or a poster presentation is expected. PHY 312 may be repeated if different experiments are carried out each time it is taken. The current advanced lab topics offered are:

**Advanced Labs**

- Optics and Holography: Review of lenses, mirrors, interference, diffraction, and their applications: Michelson and Mach-Zehnder interferometers, Reflection and transmission holography.
- Modern Physics: A lab designed primarily around the important physics experiments of the last century: e/m ratio of the electron, photo-electric effect, Franck-Hertz effect, scanning tunneling microscope, Michelson interferometer, hydrogen/deuterium spectrum, Bragg scattering.
- Computational Physics: A lab helping students write their own programs to solve problems by numerical methods.
- Special Lab Topics: With prior permission of the instructor, experiments, projects, or research of particular interest to the student may be arranged.

**PHY 331                      PHYSICAL MECHANICS I                      Three credit hours**

*Prerequisite: PHY 131, 132 or PHY 145L, 146L, one year of calculus, or instructor's permission*

A one-semester course in classical mechanics as developed by Galileo, Kepler, Newton and their successors. The course includes a brief review of first year topics, but progresses quickly beyond the introductory level to include such topics as damped and driven oscillatory motion, velocity-dependent forces, non-cartesian coordinate systems, rigid body motion and two-body and central force motion, and, as time permits, Lagrangian mechanics. PHY 331 is offered on an alternate year basis.

**PHY 341                      THEORETICAL PHYSICS                      Three credit hours**

*Prerequisite: PHY 131, 132 or PHY 145L, 146L, one year of calculus, or instructor's permission*

A one-semester lecture course which explores the principles and mathematical methods underlying a wide range of topics in physics. The course will focus on solving problems efficiently with the appropriate coordinates systems and mathematical techniques. Problems will be taken from various fields of physics, such as solid state physics, nuclear physics, thermodynamics, electrodynamics, statistical mechanics, and quantum mechanics. Mathematical techniques will include those which impact most directly on physics, typically including vector analysis, calculus of functions of several variables, functions of complex variables, Fourier series, and partial differential equations such as the wave and heat equations.

**PHY 361                      ELECTROMAGNETISM                      Four credit hours**

*Prerequisite: PHY 131, 132 or PHY 145L, 146L, one year of calculus, or instructor's permission*

A study of electrostatics and magnetostatics. Includes topics dealing with the electric field and potential, dielectric materials, multipole expansions, the magnetic field, Laplaces equation, and Maxwells equations as time permits.

**PHY 362                      PHYSICS OF WAVES                      Three credit hours**

*Prerequisite: PHY 131, 132 or PHY 145L, 146L, one year of calculus, or instructor's permission*

A study of the nature of waves. May include topics from the areas of geometric optics, interference and diffraction phenomena, the production and propagation of electromagnetic and acoustic waves as well as the interaction of light and sound with matter. Spread sheet are used to solve appropriate problems.

**PHY 371                      THERMAL PHYSICS                      Four credit hours**

*Prerequisite: PHY 131, 132 or PHY 145L, 146L, one year of calculus, or instructor's permission*

A one-semester lecture course investigating the basic principles and ideas of thermodynamics and statistical mechanic including entropy, enthalpy, temperature, and the thermodynamic potentials. The course explores how traditional thermodynamics is best understood by looking at its underlying statistical roots as found in the Boltzmann and Gibbs distributions. If needed, the course may include a brief review of introductory topics. The course is then expected to quickly move on to the investigation of such advanced topics as the Maxwell relations, Bose and Fermi statistics, Debye and Einstein solids, and the Clausius-Clapeyron relation. Spreadsheets are used to solve appropriate problems.

**PHY 372                      QUANTUM PHYSICS                      Three credit hours**

*Prerequisite: PHY 131, 132 or PHY 145L, 146L, one year of calculus, or instructor's permission*

An introduction to the basic concepts and applications of quantum mechanics. Includes solutions to the Schrodinger wave equation in 1 and 3 dimensions. Potential wells, scattering, the hydrogen atom and elements of perturbation theory are among the topics normally covered.

**PHY 410                      SPECIAL TOPICS IN PHYSICS                      One to four credit hours**

*Offered only if there is sufficient demand. Consent of the instructor required for registration.*

An in-depth study of selected areas of physics not normally covered in the courses offered by the department.

**PHY 491,492                      DEPARTMENTAL  
THESIS/PROJECT                      Credit hours to be arranged**

See [Departmental Thesis/Project, Section II.](#)

# POLITICAL SCIENCE

This major is designed to offer the interested student an opportunity to examine many related aspects of political life including the emerging links between politics in nation states and the on-going phenomenon of globalization. The courses will acquaint the student with various methods of analysis available for and applicable to the study of political institutions, political thought, and political behavior.

The Political Science major emphasizes global citizenship. The department's curriculum prepares students for the challenges of the 21st century by teaching skills such as critical thinking, problem solving, oral and written communication, and ethical appreciation as well as the substance of politics. The curriculum offers students many opportunities for experiential learning, civic engagement, and collaborative research with faculty and other students. Given its historical affiliation with issues of citizenship, justice, and relations among different nations, Political Science enjoys a special kinship with the Baldwin-Wallace College mission statement of preparing students to become "contributing, compassionate citizens of an increasingly global society."

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## Political Science Major

Computer Code: POLS

**Minimum required hours: 35, 15 of which must be taken at Baldwin-Wallace College**

### Required courses

POL	101	American National Government	4 credits
POL	211I	International Politics	4 credits
POL	221I	Comparative Politics	4 credits
POL	231	Political Theory	4 credits
POL	240	Political Analysis <b>OR</b>	4 credits
POL	241	Public Interest Research	4 credits

**Elective courses:** At least five additional courses, totaling 15 semester hours, are required. Four of these additional courses (12 or more semester hours), one in each of the four major subfields noted below, must be taken at the 300-400 course level. Take entry courses before enrolling in more advanced courses. Take the Analysis class only after taking at least two of the other required courses.

No prerequisites for most courses in political science, but some presuppose a prior exposure to specific subject matters. Recommended backgrounds for courses are listed in the course descriptions.

### American Politics- any one of the following:

POL	301	The Elected Branches	3 credits
POL	302	Political Parties and Pressure Groups	3 credits
POL	303	Public Administration	3 credits
POL	304D	Urban Politics	3 credits
POL	306	Judicial Process	3 credits
POL	307	American Constitutional Law	3 credits

POL 308	Civil Liberties in the United States	3 credits
POL 309	Criminal Law and the Constitution	3 credits
<b>International Politics- any one of the following:</b>		
POL 311I	American Foreign Policy	3 credits
POL 314I	Comparative Foreign Relations	3 credits
POL 315I	International Organization	3 credits
POL 363I	Special Topics	2-3 credits
POL 463I	Special Topics	2-3 credits
<b>Comparative Politics- any one of the following:</b>		
POL 321I	Democracy & Democratization	3 credits
POL 322I	Russia and Eastern Europe	3 credits
POL 326I	Special Comparative Political Studies	2-3 credits
POL 327I	Political Change in Asia	3 credits
POL 329I	Government and Politics in Sub-Saharan Africa	3 credits
<b>Political Theory- any one of the following:</b>		
POL 330	History of Political Philosophy I: Ancient and Medieval	3 credits
POL 331	History of Political Philosophy II: Early Modern and Modern	3 credits
POL 332	American Political Thought	3 credits
POL 333D	Contemporary Political Voices at the Margins	3 credits
POL 339	Special Topics in Political Theory	3 credits
<b>any one (1) additional elective.</b>		

### Political Science Minor

Of the 20 hours offered for the minor, at least nine must be taken at Baldwin-Wallace. Any student may minor in Political Science. With its emphasis on broad skill development, substantive politics, and civic awareness, the minor complements many different majors. Every Baldwin-Wallace student must learn to cope successfully with a complex 21<sup>st</sup> century world. The Political Science minor is designed to help students develop this capacity.

#### Required courses:

Two courses from: POL 101, 211I, 221I, 231, 240/241	8 credits
Two advanced courses at 300-400 level	6 credits
Any two additional courses	6 credits

Students majoring in Business Administration should profitably minor in Political Science. Suggestions for Business students with a minor concentration in public affairs would be 20 hours from:

- Two courses from POL 101, 211I, 221I, 231
- Two advanced courses from 301-309, 311I, 314I, and/or 321I-327I
- Any two additional POL courses

### Careers in Political Science

Political Science majors pursue varied careers after graduation in government, nonprofit, legal, educational, business, and community organizations. The department emphasizes both broad skill-development and substantive knowledge to prepare students for flexible and successful careers. For more specific information about career opportunities, interested students should read the materials available in the Departmental offices, and consult with individual faculty members.

# Political Science

## Course Descriptions

- POL 050(I) INDEPENDENT STUDY** *One to four credit hours*  
See [Independent Study Program, Section II.](#)
- POL 070 INTERNSHIP** *Credit hours to be arranged*  
See [Internship Program, Section II.](#)
- POL 259,359,459 FACULTY-STUDENT COLLABORATION** *Credit hours to be arranged*  
See [FSC Program, Section II.](#)
- POL 100I INTRODUCTION TO POLITICAL SCIENCE** *Three credit hours*  
An introduction to central political concepts including justice, equality, freedom, democracy, and citizenship, and application of them to domestic and international issues. The course seeks to develop the student's ability to analyze domestic and international political issues, and to become contributing, compassionate citizens.
- POL 101 AMERICAN NATIONAL GOVERNMENT** *Four credit hours*  
A study of the federal government; the course describes the development of the Constitution of the United States and the major institutions of politics and government: political parties, pressure groups, the media, the Congress, the Presidency and the courts, as well as the changing concept of federalism and the role of the American states within the national government. Special attention is given to policy formation, particularly relating to budgeting and major issues of the day.
- POL 102(I) CONCENTRATION IN POLITICS** *One to three credit hours*  
A concentrated study of a particular aspect of politics, a particular ideology or issue, or a particular individual or group which has significance politically. The specific topic to be studied will be announced each semester in the course schedule by the professor teaching the section. Students may repeat the course and register for as many sections of POL 102(I) as they wish, as long as they do not repeat the same topic.
- POL 202 MAJOR POLICY ISSUES** *One to three credit hours*  
*Recommended background: POL 101*  
An introduction to the study of major policy issues facing the American system today. The issues examined include such matters as energy and the environment, national defense, elections, agricultural subsidies, health care, civil rights, budget deficits, affirmative action, and other matters of national concern.
- POL 203D CIVIL RIGHTS IN THE UNITED STATES I** *Three credit hours*  
Explores the Civil Rights movement of the immediate past and present in depth, beginning with the "Black Codes" of the American states, discussing the period of Jim Crow and efforts toward equality for African Americans and others, culminating in the Brown v. Topeka desegregation decision.
- POL 204D CIVIL RIGHTS IN THE UNITED STATES II** *Three credit hours*  
Explores the Civil Rights movement of the immediate past and present in depth, beginning with the Brown v. Topeka desegregation decision and present ramifications of that decision, including the Movement actions in Southern and Northern states, affirmative action, "set asides," and other efforts toward racial equality in the United States.
- POL 206D DIVERSITY & U.S. DEMOCRACY** *Four credit hours*  
In this class, students explore the meaning and impact of class, sex/gender, racial/ethnic, religious, and other forms of diversity on U.S. democracy.
- POL 205 ENVIRONMENTAL POLITICS** *Three credit hours*  
An examination of the problems, options and issues generated by governmental efforts to address challenges to a safe environment. The course includes case studies drawn from both American and international experiences.

**POL 207 INTRODUCTION TO LAW** **Three credit hours**

This course represents a basic introduction to the American legal system. Particular emphasis is placed on identifying the various types of law and the types of conflicts they are intended to resolve. Students are introduced to the analysis of court decisions as a means to understanding some of the processes of legal reasoning. The course examines the law and the legal system from the perspective of the social sciences.

**POL 208(D) SPECIAL LEGAL STUDIES** **One to three credit hours**

This course is periodically offered to provide an intensive examination of some area of the law which has particularly contemporary interest. Regular offerings include: women and law, consumer law, and the like, with credit hours appropriate to the volume of work.

**POL 209 POLITICAL HISTORY OF OHIO** **Two credit hours**

This course will explore the political, social, and economic history of the state of Ohio, from its roots as the Northwest Territory through its rise to economic and political prominence in the late 19<sup>th</sup> century, to its current political status as a midwestern "rust belt" state. The course will include analysis of the structure and dynamics of state political institutions and current issues of concern to Ohio.

**POL 211I INTERNATIONAL POLITICS** **Four credit hours**

*Required for all majors*

A study of the major concepts in international politics and their application to the events of the postwar world, particularly the Cold War and its aftermath, the North-South split and increasing interdependence. Emphasis is on the forces which motivate states to act and the possibilities for increasing conflict or cooperation. Attention is also given to the United Nations and to various regional organizations like the European Union.

**POL 214I POLITICAL GEOGRAPHY** **Two or three credit hours**

An introduction to the geopolitical forces that have shaped and continue to shape the modern world. Boundaries, ethnicity, nationalisms are matters particularly studied, as is generally the relationship of geography to world political systems. Not offered every year.

**POL 215I UNITED NATIONS** **Two credit hours**

A study of the growth, activities and processes of political influence in the United Nations and its relation to the larger international political setting within which they function. This course or POL 315I is required for participants in the B-W Model UN Team.

**POL 216I INTERNATIONAL ORGANIZATIONS: CASE STUDIES** **One to three credit hours**

*Prerequisite: POL 215I or POL 315I*

An illustration of the factors determining the behavior or potential behavior of individual nations at the United Nations. This course serves as specific preparation for Model United Nations team participants. May be repeated if countries differ.

**POL 221I INTRO TO COMPARATIVE POLITICS** **Four credit hours**

*Required for all majors*

A comparative examination of selected government systems illustrating the variety of political systems in the world today.

**POL 228I THE MIDDLE EAST TODAY** **Two or three credit hours**

An introduction to the study of the politics of the Middle East. The course emphasizes three topics related to the area: the historical and cultural setting; the general patterns of politics and political change; and the specific features of selected area countries. Not offered every year.

- POL 231 INTRODUCTION TO POLITICAL THEORY** *Four credit hours*  
*Required for all majors*  
 This course introduces students to the issues, debates, and methods of political philosophers. It emphasizes the use of political theory to solve public problems.
- POL 239 POLITICAL ECONOMY** *Three credit hours*  
 Political economy addresses the intersection of money, justice and politics. This course introduces some of the terrain of political economy while giving students some grounding in discipline-defining debates and issues such as inequality, fiscal and monetary policy, trade, (un)employment, globalization and welfare spending. Not offered every year.
- POL 240 INTRODUCTION TO POLITICAL ANALYSIS** *Four credit hours*  
*Required for all majors*  
 A study of political science methods of research and analysis with an emphasis on how those techniques can be applied to contemporary political issues. The course investigates the ways political scientists understand the political environment.
- POL 241 PUBLIC INTEREST RESEARCH** *Four credit hours*  
 Students in this course learn social science research methods by applying them on behalf of community organizations. Students conduct research that helps policy makers, community activists, leaders and citizens find solutions to current social and political problems and improve the lives of area residents. This course may substitute for POL 240.
- POL 263(I, D) SEMINAR IN POLITICAL SCIENCE** *One to three credit hours*  
 An examination of selected topics in the field of political science. May be repeated for credit, depending on the topic of the specific seminar.
- POL 301 THE ELECTED BRANCHES** *Three credit hours*  
*Recommended background: POL 101*  
 An intensive examination of the two elected branches of the American national government, Congress and the Presidency, with particular emphasis on the power relationships within and between them. Offered in alternate years.
- POL 302 POLITICAL PARTIES AND PRESSURE GROUPS** *Three credit hours*  
*Recommended background: POL 101*  
 An examination of the political process focusing on how Americans engage in elections and lobbying government. Most emphasis is placed on interest groups (or pressure groups) and political parties in the United States, their internal dynamics, and their impact on the American political system. Offered in alternate years.
- POL 303 PUBLIC ADMINISTRATION** *Three credit hours*  
*Recommended background: POL 101*  
 An examination of the process of administration in the American public sector. The course covers the major trends in organization theory and selected aspects of administrative and bureaucratic behavior. Offered in alternate years.
- POL 304D URBAN POLITICS** *Three credit hours*  
*Recommended background: POL 101*  
 An examination of the political forces present within the American urban/suburban setting. Attention is given to metropolitan problems as well as the relationships among governments at the local level and those at the state and national levels in the United States.
- POL 306 JUDICIAL PROCESS** *Three credit hours*  
*Recommended background: POL 101*  
 An in-depth exploration of the processes used by the state and federal judicial branches of American government. The course explores how the courts address criminal law, civil law, as well as looking at various facets of the legal process, including juries, judicial selection, judicial behavior, judicial policy development, and subsidiary judicial processes such as arbitration and alternative dispute resolution. This course is recommended for students preparing for law school or work in the criminal justice system. Offered in alternate years.

**POL 307 AMERICAN CONSTITUTIONAL LAW Three credit hours**

*Recommended background: POL 101 or American history*

An extensive survey of the development of the American Constitution from 1789 to the present. The course is built around discussions of landmark Supreme Court decisions. The separation of powers, the Presidency, the federal system, the commerce power and judicial review are among the topics covered. The course is especially recommended for students preparing for law school or work in the criminal justice system. Offered in alternate years.

**POL 308 CIVIL LIBERTIES IN THE UNITED STATES Three credit hours**

*Recommended background: POL 101 or American history*

A study of the development in American Constitutional Law of the concept of civil liberty, including free speech and religion, free assembly, free press and equal protection of the laws. The course is especially recommended for students preparing for law school or work in the criminal justice system. Offered in alternate years.

**POL 309 CRIMINAL LAW AND THE CONSTITUTION Three credit hours**

*Recommended background: POL 101 or American history*

An overview of modern criminal law, both substantive and procedural. Includes such topics as crimes against the person and property. Also includes constitutional law decisions on criminal law in the US: exclusionary rules, right to counsel, fair trial procedures and capital punishment are among the topics discussed. Recommended for Criminal Justice majors and Pre-law students.

**POL 311I AMERICAN FOREIGN POLICY Three credit hours**

*Recommended background: POL 101 or 211I*

A study of the formulation and execution of foreign policy in the United States, together with an examination of the substantive issues of American foreign policy since World War II with an emphasis on the examination of current foreign policy issues in the post Cold War world. Offered in alternate years.

**POL 314I COMPARATIVE FOREIGN RELATIONS Three credit hours**

*Recommended background: POL 211I*

A study of foreign policies of various states with an emphasis on those of the major foreign powers. The course examines both the substance of policy and the process of policy formulation. Consult Course Schedule for specific countries. Offered alternate years.

**POL 315I INTERNATIONAL ORGANIZATION Three credit hours**

The course will include the study of the United Nations as described in POL 215I and add in-depth student and research of additional international organizations. This course or POL 215I is required for participation in B-W Model UN Team.

**POL 321I DEMOCRACY AND DEMOCRATIZATION Three credit hours**

*Prerequisite: sophomore, junior or senior standing. Recommended background: POL 221I*

The course focuses on the recent global spread of democratization. Through analysis of literatures of democratic theories, the course will explore the experiences of new democracies, their transition from authoritarian regimes, the variegated problems they face and possible solutions.

**POL 322I RUSSIA AND EASTERN EUROPE Three credit hours**

*Prerequisite: sophomore, junior or senior standing. Recommended background: POL 221I*

An examination of post-communist Russia and other selected systems of Eastern Europe and the former Soviet Union. Offered in alternate years.

**POL 326I SPECIAL COMPARATIVE POLITICAL STUDIES Two or three credit hours**

An examination of selected topics in comparative studies, including political systems such as democracy; political processes and political problems (like political development, revolution, etc.), and/or policy studies (like energy policy in industrial states, population policies, etc.). The course may be repeated when different subject areas are covered. Consult the Course Schedule for applicable information. Not offered every year.

- POL 327I POLITICAL CHANGE IN ASIA** *Three credit hours*  
 The course examines the past, present and future of East Asia in terms of the concept of political, economic, social and cultural change. Focusing on Japan, China (mainland), Taiwan, Hong Kong, and Korea (North and South), the course explores the following themes: the rise of nationalism and communism, the different paths to political modernization and economic development selected by the different countries, and the question of Korean reunification as well as issues in the China-Taiwan relationship. Offered in alternate years.
- POL 329I GOVERNMENT AND POLITICS IN SUB-SAHARAN AFRICA** *Three credit hours*  
 Examination of political change in Africa south of the Sahara, with special reference to nationalism, nation-building, leadership and problems of development. Offered at least once every third year.
- POL 330 HISTORY OF POLITICAL PHILOSOPHY I: ANCIENT AND MEDIEVAL** *Three credit hours*  
*Recommended background: POL 231 and/or PHL 101(I)*  
 Students examine the ideas of selected political philosophers from ancient Greece to the 16th century. A special effort is made to connect political ideas to concrete historical and cultural developments; to understand ideas as perspectives originating from, and representing, relative vantage points of power and interest; to understand how political philosophy is gendered; and to use political ideas to help understand contemporary issues. Offered in alternate years.
- POL 331 HISTORY OF POLITICAL PHILOSOPHY II: EARLY MODERN AND MODERN** *Three credit hours*  
*Recommended background: POL 231 and/or PHL 101(I)*  
 Students examine the ideas of selected political philosophers from the 16th century to the present. A special effort is made to connect political ideas to concrete historical and cultural developments; to understand ideas as perspectives originating from, and representing, relative vantage points of power and interest; to understand how political philosophy is gendered; and to use political ideas to help understand contemporary issues. Offered in alternate years.
- POL 332 AMERICAN POLITICAL THOUGHT** *Three credit hours*  
*Recommended background: POL 231 and/or PHL 101(I)*  
 Students survey the history of U.S. political thought since the early 17th century as a way of helping understand U.S. political history into the present. Offered in alternate years.
- POL 333D CONTEMPORARY POLITICAL VOICES AT THE MARGINS** *Three credit hours*  
*Recommended background: POL 231 and/or PHL 101(I)*  
 An examination of the political thought of selected contemporary thinkers who occupy the margins of American political and intellectual life. The course emphasizes diverse political thinkers whose ideas lie outside the dominant political culture. Offered in alternate years.
- POL 339 SPECIAL TOPICS IN POLITICAL THEORY** *Three credit hours*  
*Recommended background: POL 231 and/or PHL 101(I)*  
 An intensive examination of special topics in political philosophy. Subjects vary, and may address central political concepts such as justice, freedom, democracy, and the political thought of selected thinkers. Course can be repeated if subjects differ.
- POL 363(I) SEMINAR IN POLITICAL SCIENCE** *Two or three credit hours*  
 A junior-level seminar dealing with topics in a seminar format that are not covered elsewhere in the offerings. Not offered every year.
- POL 463(I) SEMINAR IN POLITICAL SCIENCE** *Two or three credit hours*  
 An intensive, senior-level examination of selected topics in the field of political science. Not offered every year.
- POL 491,492 DEPARTMENTAL THESIS/PROJECT** *Credit to be arranged*  
 See [Departmental Thesis/Project, Section II.](#)

# Pre-Pharmacy Program

Northeastern Ohio Universities College of Pharmacy (NEOUCOP)  
 3 years at Baldwin-Wallace College – 4 years at NEOUCOP  
 (Bachelor's degree from B-W after successful completion of first year of Pharm. D. from NEOUCOP)

Affiliation Program guarantees an interview if the student completes the following:

- Has completed at least 30 semester hours
- Demonstrates the ability to meet ALL the prerequisites prior to admission (see below)
- GPA  $\geq$  3.5 on the 4.0 scale
- PCAT Composite score  $\geq$  75<sup>th</sup> percentile
- Completes ALL other application materials and procedures as required by NEOUCOP
- Meets ALL other criteria as outlined by the NEOUCOP Admissions Committee

## Require Pre-professional Coursework

B-W Course Number	Course Title	Minimum Credit Hours
BIO 121L & 122L	Principles of Biology I & II with Lab	8 credit hours
CHM 111/111L & 112/112L	General Chemistry I & II with Lab	8 credit hours
CHM 251/251L & 252/252L	Organic Chemistry I & II with Lab	8 credit hours
PHY 131/151L & 132/152L or PHY 145L & 146L	General Physics or Applied College Physics	6 credit hours
CHM 311/311L & 411	Biochemistry	6 credit hours
MTH 141	Calculus	3 credit hours
PSY 279, ECN 279 or MTH 135	Statistics	3 credit hours
ENG 111,131, literature	English Composition/Literature	6 credit hours
ECN 100, 101 or 102	Economics	3 credit hours
CSC 121, 131 or 141	Computer Literacy	3 credit hours
CST 102, 106 or 112	Speech/Communication	3 credit hours
PSY 110	Psychology	3 credit hours
	Social Science Electives	6 credit hours
	Humanities Electives	6 credit hours
TOTAL		72 credit hours

B-W students wishing to earn their Bachelor's degree will need to complete the College Core Curriculum, a major and a minor. The College will accept 32 semester hours of "C" or better work [8 hours of CHM- elective credit, 4 hours of BIO- Structure/Function credit, 4 hours of BIO- Elective credit, 3 hours of HPE 207W (Nutrition for Daily Living), 4 hours of PSY 303 (Physiological Psychology) and 3 hours of HPE 206 (Medical Terminology)] from the first year of the NEOUCOP program towards the 124 hours required to graduate from Baldwin-Wallace College.

# PSYCHOLOGY

Consistent with the mission of the College, the Department of Psychology contributes to a high-quality, liberal arts education within the context of an open, diverse environment. The faculty, as scholars and teachers, provide a learning environment rich in the knowledge and skills that comprise the science and application of Psychology. This environment fosters the development of personal and professional responsibility as well as lifelong learning. Psychology students, faculty and staff collaborate to develop and refine the interpersonal and professional knowledge, skills and values of our students so that they will lead compassionate and productive lives.

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## Psychology Major

Computer Code: PSYS

Courses in the Department of Psychology are designed to (1) increase students' knowledge about themselves and others, (2) acquaint them with the latest research in the area of human motivation, cognition, psychotherapy, neurophysiology and behavior, (3) engender in students extensive skills applicable to a wide array of careers, (4) develop an appreciation of the scientific method in the investigation of cause and effect relationships in human behavior, and (5) develop insights and understanding of individual differences, cultural differences and developmental changes.

**Minimum credits required: 41 (plus prerequisites as indicated)**

**Required courses** (\* = Prerequisite Required)

PSY	110	Principles of Psychology	4 credits
PSY	210	Professions in Psychology	1 credits*
PSY	279	Elements of Statistics	4 credits*
PSY	280	Research Methods	3 credits*
PSY	281	Thesis in Psychology	3 credits*
PSY	412	History & Systems of Psychology	4 credits*
SOC	281	SPSS	4 credits*

**Any two (2) of the following Psychological Processes courses must be successfully completed:**

PSY	303	Physiological Psychology	4 credits*
PSY	327	Psychology of Learning	4 credits*
PSY	328	Cognitive Processes	4 credits*
PSY	329	Sensation and Perception <b>OR</b> Appropriate Seminar	4 credits* 3 credits*

**Any one (1) of the following Human Relations courses must be successfully completed:**

PSY	304	Personality Psychology	4 credits*
PSY	321	Human Relations and Group Dynamics	3 credits*
PSY	339	Social Psychology <b>OR</b> Appropriate Seminar	4 credits* 3 credits*

**Any one (1) of the following Developmental courses must be successfully completed:**

PSY	205	Developmental Psychology	3 credits*
PSY	315	Child Development	4 credits*
PSY	325	Adolescent Development	4 credits*
PSY	335	Adult Development and Aging <b>OR</b>	4 credits*
		Appropriate Seminar	3 credits*

**Any one (1) of the following Applied courses must be successfully completed:**

PSY	302	Abnormal Psychology	4 credits*
PSY	312D	Counseling Psychology	4 credits*
PSY	316D	Child Psychopathology	3 credits*
PSY	320	Industrial/Organizational Psychology <b>OR</b>	4 credits*
		Appropriate Seminar	3 credits*

**Any one (1) Additional course or seminar to be selected from the following:**

PSY/BIO	250	Principles of Neuroscience	3 credits*
PSY	261	Special Topics Seminar	3 credits*
PSY	262	Special Topics Seminar	3 credits*
PSY	263	Special Topics Seminar	3 credits*
PSY	301	Psychological Testing	4 credits*
PSY	326	Behavior Modification	3 credits*
PSY	345D	Multicultural Psychology	4 credits*
PSY	373	Seminar in Clinical Experience	2 credits*
PSY	473	Clinical Field Experience <b>OR</b>	2 credits*

any course not selected previously from above categories.

NOTE: PSY 050, 070, or 273 **may not** be used to fulfill the "Additional course or seminar" requirement.

### **Psychology Minor**

Course requirements for the Psychology minor are: PSY 100 or PSY 110 (four credits) and any Psychology classes at the 200, 300 or 400 level (minimum of 13 credits), excluding PSY 210. Minimum total credits for a Psychology minor is 17.

# Psychology

## Course Descriptions

**PSY 050(I) INDEPENDENT STUDY**

***Credit hours to be arranged***

See [Independent Study Program, Section II.](#)

**PSY 070 INTERNSHIP**

***Credit hours to be arranged***

See [Internship Program, Section II.](#)

**PSY 259,359,459 FACULTY-STUDENT COLLABORATION**

***Credit hours to be arranged***

See [FSC Program, Section II.](#)

**PSY 110 PRINCIPLES OF PSYCHOLOGY**

***Four credit hours***

*This course may be taken to partially satisfy the core curriculum requirement in the social sciences.*

An introduction to the scientific study of behavior. The course will help the student understand how psychologists know what they know. Typical topics surveyed include the study of the brain, mental states, sensation, perception, learning, thinking, memory, emotion, motivation, development, psychological disorders and psychotherapy. Additionally, this course will enhance critical thinking skills by acquainting students with fundamental research techniques and with the interpretation and evaluation of research published in psychological periodicals. Finally, oral and written communication skills consistent with those detailed in the APA Publication Manual will be developed.

**PSY 205 DEVELOPMENTAL PSYCHOLOGY**

***Three credit hours***

*Prerequisite: PSY 100 or PSY 110. This course may be taken to partially satisfy the core curriculum requirement in the social sciences.*

A course designed to help the student gain knowledge of the sequence of human development from conception and birth through infancy, childhood, adolescence, adulthood and aging. The impact of biological and interpersonal factors in the growth and maturation of the individual is considered.

**PSY 210 PROFESSIONS IN PSYCHOLOGY**

***One credit hours***

*Prerequisites: PSY 100 or PSY 110 and consent of instructor*

This course provides the students with an overview of career opportunities in Psychology. Information is provided about what Psychologists do and the preparation required to work/study in various settings. The course is graded S/U (pass/fail).

**PSY/BIO 250 PRINCIPLES OF NEUROSCIENCE**

***Three credit hours***

*This course may be taken to partially satisfy the core curriculum requirement in either the Social Sciences (PSY 250) or the Natural Sciences (BIO 250).*

An introduction to the study of the brain and behavior. The brain is the only organ that studies itself. In this course students will become familiar with recent advances in the growing field of Neuroscience as they consider how their brains work and how the nervous system grows, perceives, controls the body, sleeps, ages and responds to damage and disease

**PSY 261,262,263 SPECIAL TOPICS SEMINARS**

***Three credit hours***

*Prerequisites dependent on topic*

Seminars reflecting the depth & breadth of Psychology are offered periodically.

**PSY 273 INTRODUCTION TO CLINICAL EXPERIENCE**

***Two credit hours***

*Prerequisite: PSY 100 or 110*

This course is intended for freshman and sophomore level students who are interest in pursuing an applied experience in psychology. Students are assigned to a clinical or work setting for an experiential learning opportunity. Student work under the supervision of the personnel of the institution in which they are placed, as well as indirectly under the supervision of the faculty member teaching the course. Progress is assessed by the consultation between students, the

institutional supervisor and the faculty supervisor.

**PSY 279                      ELEMENTS OF STATISTICS                      Four credit hours**

*Prerequisite: PSY 100 or PSY 110. Sociology majors who have taken SOC 100 may also be admitted to this course. This course will not count toward satisfying the social sciences portion of the core curriculum requirement of the College.*

This course is designed for behavioral science students and covers such topics as measures of central tendency, variability, tests of significance, confidence intervals, regression analysis and correlation. In addition, the students will receive an introduction to computer data analysis and advanced inferential techniques.

**PSY 280                      RESEARCH METHODS                      Three credit hours**

*Prerequisite: PSY 110 and 279, or PSY 100 and 279.*

This course provides an overview of research techniques and design considerations that are central to a variety of sub-disciplines within psychology (e.g., cognitive, physiological, sensation and perception, developmental, clinical, learning, social, industrial/organizational, etc.). Students are also familiarized with ethical issues involved in conducting psychological research. Students develop a proposal for a study of their own design.

**PSY 281                      THESIS IN PSYCHOLOGY                      Three credit hours**

*Prerequisite: PSY 280 and PSY 279*

This course entails conducting the research project that was designed in PSY 280. The student research is facilitated by discussions in class and through individual instruction each week. The student will gain hands-on research experience, analytical skills, scientific writing abilities and oral presentation skills. *A grade of "C" or higher in PSY 280 is required to enroll in this course.*

**PSY 301                      PSYCHOLOGICAL TESTING                      Four credit hours**

*Prerequisite: PSY 279 or consent of the instructor*

A study of the field of psychological testing and assessment. The course will focus on issues of reliability, validity, and psychometrics. Special attention will be given to the areas of intelligence, aptitude, educational, and personality testing. Ethical, legal, and judgmental issues in psychological assessment in clinical, industrial, and educational settings will be explored.

**PSY 302                      ABNORMAL PSYCHOLOGY                      Four credit hours**

*Prerequisite: PSY 100 or PSY 110 with PSY 304 highly recommended*

A survey of the phenomena of psychopathology, including historical background, symptomatology, incidence, course and etiology of a wide array of pathologies including, to name a few, stress-related disorders, mood disorders, anxiety disorders, dissociative disorders, personality disorders and the schizophrenias. A brief review of treatment will also be presented.

**PSY/BIO 303                      PHYSIOLOGICAL PSYCHOLOGY                      Four credit hours**

*Prerequisite: PSY 100 or PSY 110 or BIO 203L or consent of instructor.*

This lecture-laboratory course provides an overview of the physiological bases of behavior, cognition, motivation, emotion, learning and memory. Emphasis is placed on the mechanisms of brain and endocrine system functioning.

**PSY 304                      PERSONALITY PSYCHOLOGY                      Four credit hours**

*Prerequisite: PSY 100 or PSY 110. This course may be taken to partially satisfy the core curriculum requirement in the social sciences.*

An introduction to the general subject of personality. Emphasis is on the determinants of a healthy personality in such areas as emotions, self-concept and interpersonal relations. The course consists of a review of major theories of personality and an introduction to research methods and testing.

**PSY 312D                      COUNSELING PSYCHOLOGY                      Four credit hours**

*Prerequisite: PSY 100 or PSY 110 and PSY 304*

This seminar is designed to expose students to the various counseling theories, techniques, specialties, as well as assessment and ethical issues. Students will learn and implement beginning counseling techniques. Students acquire knowledge and engage in the counseling psychology supervision process.

**PSY 315 CHILD DEVELOPMENT Four credit hours**

*Prerequisite: PSY 100 or PSY 110 and PSY 205.*

The span of life from birth until puberty is examined with a focus on the following areas of development: genetics, prenatal, physical, perceptual, cognitive, language, emotional, social, self-concept, gender, and moral development. Also addressed will be the influence of various contexts including the family, peers, school, and society.

**PSY 316D CHILD PSYCHOPATHOLOGY Three credit hours**

*Prerequisites: PSY 205, or PSY 315, or consent of the instructor*

A study of the specific psychological disorders exhibited during childhood. Emphasis is placed on childhood disorders as normal development gone awry. Symptomatology, course, etiology and treatment will be examined for emotional and behavioral disturbances in children and adolescents.

**PSY 320 INDUSTRIAL/ORGANIZATIONAL PSYCHOLOGY Four credit hours**

*Prerequisite: PSY 100 or PSY 110.*

A study of psychological research and theory as applied to work settings. The course will emphasize industrial issues such as job analysis, job evaluation, validation, and performance appraisal and organizational issues such as corporate culture, downsizing, organizational justice, stress, leadership and motivation. Job design and ergonomics issues will also be reviewed. The course will also examine the legal and ethical context of the practice of industrial/organizational psychology.

**PSY 321 HUMAN RELATIONS AND GROUP DYNAMICS Three credit hours**

*Prerequisite: PSY 100 or PSY 110. This course may be taken to partially satisfy the core curriculum requirement in the social sciences.*

A course designed to examine interpersonal relationships in small and large groups. Current theory and research is presented, along with experiential exercises. A major focus is on leadership skills and group development.

**PSY 325 ADOLESCENT DEVELOPMENT Four credit hours**

*Prerequisite: PSY 100 or PSY 110 or PSY 315.*

The span of life between puberty and young adulthood is examined with special attention given to such factors as previous developmental experience, cultural variables, physiological changes, cognitive development, identity formation, interpersonal relations, delinquency, substance abuse, and adolescent psychopathologies.

**PSY 326 BEHAVIOR MODIFICATION Three credit hours**

*Prerequisites: PSY 100 or PSY 110 or consent of instructor.*

This course covers the various methodologies used by behavior analysts to change maladaptive behaviors. Students will design and carry out a project to change some behavior(s) of their own choosing.

**PSY 327 PSYCHOLOGY OF LEARNING Four credit hours**

*Prerequisites: PSY 100 or PSY 110 or consent of instructor.*

A study of the historical development of theories of learning, with a focus on experimental technique and results. The course emphasizes three areas: innate behaviors, classical conditioning, and operant conditioning. A lab component exposes the student to all three areas.

**PSY 328 COGNITIVE PROCESSES Four credit hours**

*Prerequisite: PSY 280*

A study of the processes by which people receive, transform and store incoming information and retrieve stored information. Specific topics examined include perception, concept formation, levels of memory processing, the relation of cognitive and language processes, models of semantic organization and artificial intelligence.

**PSY 329                      SENSATION AND PERCEPTION                      Four credit hours**

*Prerequisite: PSY 280*

This course provides an introduction to the study of the principles of sensation and perception. Emphasis is placed on understanding how individuals obtain information from the environment and various theories as to how that information is processed. Topics will include basic sensory physiology, psychophysics, visual perception, auditory perception, tactile perception, and the chemical senses. In addition the students will gain first hand experiences in carrying out several classical perceptual experiments and will gain research skills relevant to the field of sensation and perception.

**PSY 335                      ADULT DEVELOPMENT AND AGING                      Four credit hours**

*Prerequisite: PSY 100 or PSY 110; offered in alternate years.*

A study of biological, cognitive, sociocultural and interpersonal changes that occur between young adulthood and old age. This course is designed for students from many disciplines concerned with applied problems associated with the aging process. Intellectual functioning, health issues, vocational development, parenting and family issues, personality development, clinical problems and ecological factors are some of the specific topics covered.

**PSY 339                      SOCIAL PSYCHOLOGY                      Four credit hours**

*Prerequisites: PSY 100 or PSY 110, or consent of the instructor; PSY 280 recommended. This course may be taken to partially satisfy the core curriculum requirement in the social sciences.*

A study of psychological principles underlying social behavior. Problems in perception, motivation, social cognition, social interaction attitudes, values and prejudice in person/group relationships are studied.

**PSY 345D                      MULTICULTURAL PSYCHOLOGY                      Four credit hours**

*Prerequisite: PSY 100 or PSY 110*

Multicultural psychology is the study of race and ethnic diversity and its impact on the field of psychology. This course will address the issue of multiculturalism as it relates to the history of psychology, research, testing and counseling specific to racial and ethnic groups in America. Students will gain an understanding of the role of culture on society as well as the therapeutic process.

**PSY 373                      SEMINAR IN CLINICAL EXPERIENCE                      Two credit hours**

*Prerequisite: Three Psychology courses including PSY 302*

Students meet weekly to study, discuss, and experience techniques of counseling and clinical psychology. Students explore the ways behavior is changed through clinical intervention. Frequent field trips expose students to a variety of clinical settings and help form realistic expectations for careers in psychology. This course is graded S/U (pass/fail).

**PSY 412                      HISTORY AND SYSTEMS OF PSYCHOLOGY                      Four credit hours**

*Prerequisite: PSY 281*

This course covers the development of psychological thought through the ages, beginning in the pre-Socratic period. There is a heavy emphasis on critical analysis of the issues (for example, dualism, empiricism, etc.) that have faced Psychology through time. This course fosters individualized student thought. In addition to a text book, original readings from the classics are emphasized and explored.

**PSY 461,462,463 SEMINAR                      Three credit hours**

*Prerequisite dependent on topic.*

Advanced seminars reflecting the depth and breadth of Psychology are offered periodically.

**PSY 473**

**CLINICAL EXPERIENCE**

***Credit hours to be arranged***

*Prerequisites: PSY 373 and consent of the instructor*

Students are assigned to a clinical setting for a learning and work experience. Students work under the supervision of the personnel in the institution to which they are assigned. Progress is assessed by consultation between the students, the institutional supervisor and the instructor. The course is graded S/U (pass/fail).

**PSY 491,492**

**DEPARTMENTAL THESIS/PROJECT**

***Credit hours to be arranged***

See [Departmental Thesis/Project, Section II.](#)

# RELIGION

The courses offered by the Religion Department explore the religious dimensions of human experience as expressed in literary, historical, & symbolic forms. They focus on how human response to the sacred in word and deed becomes part of a system of meaning and purpose. Using a variety of disciplinary perspectives, Religion Department courses introduce students to a wide range of the religious traditions of the world.

The main goal of all Religion Department courses is to equip students with the skills for understanding and appreciating the rich diversity of religious traditions from around the world, as well as their own religious experience, and for identifying and interpreting for themselves the ultimate questions religious traditions address.

The courses of the department are grounded in a commitment to the liberal arts by their focus on interdisciplinary approaches, critical thinking, writing skills and personal and spiritual development. While a religion major is ideal for the pursuit of a Christian vocation or graduate work in religious studies, its emphases on thinking, writing, and ethics make it equally valuable for a variety of careers in the public or private sector.

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## Religion Major

Computer Code: RELG

**Minimum credits required: 36** (plus prerequisites as indicated)

**Required Courses** (\* = Prerequisite Required)

REL 100	Introduction to Religion	3 credits
REL 490	Departmental Colloquium	3 credits
	2 advanced seminars	6-8 credits
REL 499	Senior Project	3-4 credits

**Distribution Requirements:**

**World Religions-** Choose one from:

REL 215I	Death and the Afterlife in the World's Religions	3 credits
REL 216I	Women and Religion	3 credits
REL 217I	Religion and Violence	3 credits
REL 218D	American Religious Pluralism	3 credits

**Spirituality-** Choose one from:

REL 121	Spiritual Disciplines	3 credits
REL 125	Modern Spiritual Paths	3 credits
REL 127	Contemplative Spirituality	3 credits
REL 222	History of Christian Spirituality	3 credits

**Scripture-** Choose one from:

REL 242	Introduction to the Hebrew Bible/Old Testament	3 credits
REL 243	Jesus and the Gospels	3 credits
REL 244	Christianity in the New Testament	3 credits

**Religion in Cultural Contexts: History, Theology, Ethics-** Choose one from:

REL 161	Christian Faith & Thought	3 credits
REL 261	Christian Ethics	3 credits
REL 265	Religion and Literature	3 credits
REL 266	Religion & Film	3 credits

**Elective Courses:**

Three or more Religion elective courses	7-9 credits
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## Religion Minor

**Minimum credits required: 19** (plus prerequisites as indicated)

### Required Courses

REL 100	Introduction to Religion	3 credits
REL 490	Departmental Colloquium	1 credit
	One advanced seminar	3-4 credits

### Elective Courses

Four or more Religion elective courses	11-12 credits
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## Religion Course Descriptions

**REL 050(I) INDEPENDENT STUDY** *One to four credit hours*

See [Independent Study Program, Section II.](#)

**REL 259,359,459 FACULTY-STUDENT COLLABORATION** *Credit hours to be arranged*

See [FSC Program, Section II.](#)

**REL 100 INTRODUCTION TO RELIGION** *Three credit hours*

An introduction to religion, utilizing Ninian Smart's seven "dimensions of the sacred": the ritual or practical; the doctrinal or philosophical; the mythic or narrative; the experiential or emotional; the ethical or legal; the organizational or social; and the material or artistic. Required for Majors and Minors, but otherwise open to Freshmen and Sophomores only.

**REL 193(D),293(D), SEMINAR: TOPICS IN RELIGION** *Two to four credit hours*  
**REL 393(I),493(I)**

Various topics in Religion will be examined. May be repeated, provided that the topic is different. 300 and 400-level courses will require a prerequisite (*one Religion course*).

**REL 490 DEPARTMENTAL COLLOQUIUM** *One credit hours*

*Prerequisite: One Religion course*

Meets weekly, to discuss various issues in Religion. Required for Majors and Minors. Graded S/U.

**REL 499 SENIOR PROJECT** *Three to four credit hours*

*Prerequisite: Two upper level seminars*

Each Religion Major must complete a senior project, independently designed and carried out in consultation with a member of the Religion Department. Usually the senior project will take the form of a major research paper and will conclude with an oral review conducted by the faculty of the department.

## Comparative Religions

**REL 1011 RELIGIONS OF INDIA** *Three credit hours*

An introduction to the beliefs and practices of the major religions of India, including Hinduism, Jainism, Buddhism, Islam, and Sikhism.

**REL 1021 RELIGIONS OF CHINA AND JAPAN** *Three credit hours*

An introduction to the beliefs and practices of the major religions of East Asia, including Confucianism, Taoism, Buddhism, and Shinto.

**REL 1081 ISLAM** *Two credit hours*

An examination of the basic beliefs, practices, and early history of Islam.

**REL 110 JUDAISM** *Three credit hours*

An introduction to modern Judaic faith, with emphasis on understanding the main themes of Jewish faith and practice in the contemporary world. Offered with support from the Jewish Chautauqua Society.

**REL 115D AFRICAN-AMERICAN RELIGIOUS EXPERIENCE** *Three credit hours*

A survey of the various religious traditions, with emphasis on the Christian experience, of African-Americans.

**REL 118 EASTERN ORTHODOX CHRISTIANITY** *Three credit hours*

An overview of the Orthodox Christian tradition, considering both the historical development of the Orthodox Church and the unique expressions of Eastern Christian faith.

**REL 120 CATHOLIC FAITH TODAY** *Two credit hours*

A study of the beliefs and practices of the Roman Catholic Church today, seen especially in the light of the changes introduced by the Second Vatican Council.

**REL 201I BUDDHIST CULTURE IN ASIA** *Three credit hours*

An anthropological approach to the study of Buddhism, looking at Buddhist culture in South Asia, East Asia, and Tibet. Special attention will be given to ritual practice, religion and politics, social activism, and gender issues.

**REL 208I POWER OF MYTH** *Three credit hours*

A study of myth in the world's religions, relying on the video series, *The Power of Myth*, featuring Joseph Campbell.

**REL 215I DEATH AND THE AFTERLIFE IN THE WORLD'S RELIGIONS** *Three credit hours*

A comparative examination of the world's religions in terms of their beliefs and rituals associated with death and the afterlife. The course also includes a segment on near-death experiences and a segment on current life-and-death issues in the modern West.

**REL 216I WOMEN AND RELIGION** *Three credit hours*

A comparative examination of the world's religions in terms of their attitudes towards women as well as women's roles. Special attention will be given to both traditional religious conceptions of women and modern feminist reclamations of religious traditions.

**REL 217I RELIGION AND VIOLENCE** *Three credit hours*

A comparative examination of the world's religions in terms of their beliefs about violence and non-violence. Special attention will be given to scriptural interpretation and modern case studies from around the world.

**REL 218D AMERICAN RELIGIOUS PLURALISM** *Three credit hours*

A study of the American religious landscape since 1965 and the signing of the Immigration and Naturalization Act. Religious pluralism has changed forever this country. Attention will be given to the historic Christian character of America and the new pluralistic flavor of Muslim, Hindu, Buddhist, Jewish and a variety of other faith traditions.

## **Spirituality**

**REL 121 SPIRITUAL DISCIPLINES** *Three credit hours*

Spiritual Disciplines are the path to spiritual growth. Classical disciplines such as prayer, fasting, meditation and others will be examined with respect to both process and content. A practical, experiential component is an essential feature of the class.

**REL 125 MODERN SPIRITUAL PATHS** *Three credit hours*

Representative luminaries of various religious traditions provide different ways of experiencing God's Presence. Attention will also be given to the multiple ways spiritual experiences are articulated. Diversity within the Christian tradition will be in evidence, as well as the pluralism of non-Christian traditions such as Judaism, Buddhism, Hinduism and Islam.

**REL 127 CONTEMPLATIVE SPIRITUALITY *Three credit hours***

Contemplative Spirituality is a way of living a centered life with awareness of the Divine Presence. The class examines both the historical ways of contemplation and its contemporary expressions in diverse faith traditions. This way of living offers an alternative way of being in the world. An experiential component is an important feature of the class.

**REL 222 HISTORY OF CHRISTIAN SPIRITUALITY *Three credit hours***

The class examines the major diverse traditions in Christian spirituality. Included are Roman Catholic, Orthodox and Protestant voices. Attention will be given to how women and men within these traditions experienced the divinity and how they expressed this experience in both word and deed.

## **Scripture**

**REL 242 INTRO TO THE HEBREW BIBLE/ OLD TESTAMENT *Three credit hours***

A basic study of the origin and development of the Hebrew-Judaic faith and its expression in history, personalities, theology and various types of literature.

**REL 243 JESUS AND THE GOSPELS *Three credit hours***

A study of the life and teachings of the historical Jesus of Nazareth, as well as a critical examination of the literary portraits of him, represented by the canonical Gospels and the Gospel of Thomas.

**REL 244 CHRISTIANITY IN THE NEW TESTAMENT *Three credit hours***

A study of the birth of Christianity, as portrayed in the letters of Paul and the Acts of the Apostles.

**REL 245 HISTORY OF THE BIBLE *Three credit hours***

A study of the formation and use of the Christian Bible through the centuries and of the impact it has had on western culture. Topics such as the following will be addressed: the manuscript traditions of the Bible, the development of the canon, theories of the authority and inspiration of scripture, the history of translation and interpretation, and the history of the English Bible.

## **Religion in Cultural Contexts: History, Theology, Ethics**

**REL 161 CHRISTIAN FAITH & THOUGHT *Three credit hours***

An introduction to the field of Christian theology. The course will consider the major forms of Christian faith and thought, with an emphasis on contemporary expressions of Christianity in churches today. Some attention will be given to these topics: faith and reason, church and state, scripture and its interpretation, science and faith, personal faith and communal worship, ecumenical patterns, and the future of Christianity.

**REL 261 CHRISTIAN ETHICS *Three credit hours***

This course will examine the major forms of ethical thought within the Christian tradition. The implications of these ethical approaches will be related to special current issues and moral problems.

**REL 262 GREEN BUSINESS: GOD, MONEY, AND ECOLOGY *Three credit hours***

Considers what ethics and religion have to say about the relationship of business and the environment both in the U.S. and in developing countries. Also offered for Business credit as BUS 250. May be taken for either Religion or Business credit, but not both.



# SOCIAL WORK AFFILIATED PROGRAM

Baldwin-Wallace College has a 3+2 affiliation with Case Western University, leading to a bachelor's degree from Baldwin-Wallace and a Master's in Social Service Administration (professional social work) from Case Western Reserve University (Case). Students complete three years of study at Baldwin-Wallace, meeting the requirements listed below. In the third (junior) year they apply for admission to the Senior Year in Professional Studies Program at the Mandel School of Applied Social Sciences at Case.

At the successful completion of the first year of the graduate program at Case (30 semester credit hours), Baldwin-Wallace will award the B.A. Case will award the MSSA at the successful completion of the graduate program, at which time the student has the academic qualifications to test for certification as a Licensed Independent Social Worker in the State of Ohio. Persons holding a Master's in Social Service Administration and the LISW are fully qualified to supervise social service casework, manage social service agencies and establish their own private practice in counseling. For additional information regarding recommended courses of study, application of transfer credit and program residency requirements, students are urged to consult with the B-W liaison person (contact the Sociology Department) or a member of the Admission counseling staff.

Students majoring in sociology should take four or more courses in psychology. Those majoring in psychology should take four or more courses in sociology. All 3+2 students, in both majors, should work with the B-W liaison person, located in the Sociology Department, as well as their regular advisors.

## Program Requirements

- Completion of all core requirements at Baldwin-Wallace
- Completion of at least 33 hours in either a sociology or psychology major, with elective courses taken in the other department (student should have a strong background in both sociology and psychology)
- GPA of 3.25 or higher
- Minimum of 94 credit hours of undergraduate course work completed prior to admission to CWRU's Mandel School of Applied Social Sciences (students who transfer credits to B-W must complete a minimum of 60 credit hours at B-W)
- Strong faculty recommendations from B-W and recommendation of the B-W program coordinator
- Meet all academic and personal requirements of the Admissions Committee at the Mandel School for acceptance into the graduate program

**Minimum credits required: at least 60 total credits at Baldwin-Wallace including a minimum of 33 credits in either the sociology or psychology major (plus prerequisites where applicable).**

# SOCIOLOGY

Sociology is a life-skill. It allows individuals to make informed and objective choices when faced with life's most difficult and challenging conditions. A sociology major at Baldwin-Wallace College will seek to understand a wide variety of human relationships, the interrelatedness between the individual and the society, and the general functioning of the modern global society. At Baldwin-Wallace, students learn about and actively test theories of society and produce their own research in the department's state-of-the-art computer lab. The skills acquired are thus not only useful to better prepare students for life, but are at the same time marketable skills that a variety of employers and graduate schools look for. Students with a degree in sociology from Baldwin-Wallace College should be able to: apply a sociological perspective in their professional careers and in their everyday lives; critically evaluate information that is presented to them; and conduct sociological research using the principles of scientific inquiry.

The sociology program encourages active citizenship through service and experiential learning. The department emphasizes research and data analysis skills and prepares students accordingly. It also prepares students for graduate programs and a wide variety of careers that require a baccalaureate degree, including positions in social services, government and business organizations, as well as research agencies. "Many students choose sociology because they see it as a broad liberal arts base for professions such as law, education, medicine, social work, and counseling." (Quote from The American Sociological Association.)

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## Sociology Major

Computer Code: SOCY

**Minimum credits required: 44-47 (plus prerequisites as indicated)**

**Required courses: Minimum of 33 (\* = Prerequisite Required)**

**Choice of one:**

SOC	100D	Principles of Sociology	4 credits
SOC	106	Organizations	3 credits

**Required:**

SOC	280	Research Methods	4 credits*
SOC	281	SPSS: Data Analysis	4 credits*
SOC	301D	Social Inequalities	3 credits*
SOC	303I	Urban Community	4 credits*
SOC	313	Criminology	3 credits*
SOC	315	Sociological Theory	3 credits*
SOC	400	Applied Sociological Research	3 credits*
SOC	450	Sociology Pro-Seminar	2 credits*

**Choice of one:**

PSY	279	Elements of Statistics	4 credits*
ECN	279	Elements of Statistics	4 credits*
MTH	135	Introduction to Probability/Statistics	3 credits

**Required Sociology Elective credits: Minimum of four courses for 12-13 hours (at least two courses must be 300-level or above)**

### **Additional Information on the Major**

Up to three credit hours of Independent Study (SOC 050) and four credits of Field Experience (SOC 070) may be counted toward the 41-44 credit requirements. Transfer students must take at least five courses in sociology at Baldwin-Wallace, of which at least 3 courses must be at the 300-400 course level.

Students majoring in sociology generally select one of four broad career paths:

1. Business positions, often in sales, marketing, or human resources departments. Courses such as SOC 106 Organizations; SOC 301 Social Inequalities; SOC 310 Work in America; and research and SOC 281 SPSS/data analysis are especially appropriate for this career goal. A minor in business is recommended. Internships can be arranged in a variety of settings.
2. Government agencies and urban planning. Students electing this career goal should do an independent study using SPSS and an internship.
3. Social services in the private sector, including work with children, elderly in nursing homes and community action programs. Those intending to become social workers should plan for graduate school and professional certification (see the 3+2 social work program). Courses in Aging, Juvenile Delinquency and Social Problems are especially appropriate for this career path, as is the Gerontology Minor. An internship with a public or private agency is recommended.
4. Professional sociologists teaching at the college level or conducting research, or consulting in business and nonprofit organizations. This career goal requires graduate work, usually to the Ph.D. level. Students planning graduate work in any area of social science should do an independent study employing quantitative research techniques.

In addition to these career paths, some sociology majors go to law school. Others take jobs in the criminal justice field or hold management positions in the public and private sector. The department has additional information on career options. Students in all career paths are encouraged to use independent studies, internships and service learning opportunities to extend their education and prepare for job entry. Ordinarily, course work or work experience in the area of interest must precede the independent study.

Students interested in double majors, pairing sociology with psychology, business, criminal justice, communications, or political science, will receive credit in the sociology major for one or more course in the second major. Information on sociology double majors is available in the department office.

The Department of Sociology periodically offers seminars designated as SOC 263 or 463 to acquaint the interested student with a wide range of special topics. SOC 250, *"Topics in Sociology"* includes courses dealing with specialized areas; SOC 350, *"Topics in Sociology"* will include a significantly greater component of academic rigor and/or computer labs/service learning/additional research obligations found in courses such as *"Criminology," "Social Inequalities," "Urban Community Life," "Social Policies on Aging," "Race and Racism from a Socio-Anthropological Perspective,"* or a sociological study of a particular country.

## Sociology Minor

Minimum credits required: 20 credit hours

**Select one:**

SOC	100D	Principles of Sociology	4 credits
SOC	106	Organizations	3 credits

**At least two from:**

SOC	201D	Social Problems	4 credits
SOC	301D	Social Inequalities	3 credits*
SOC	302I	Racial and Cultural Minorities	3 credits*
SOC	313	Criminology	3 credits*

**Select at least one \*:**

SOC	280	Research Methods	4 credits*
SOC	315	Sociological Theory	3 credits*

Additional courses to total 20 hours

\* If you had a previous methods course, we recommend that you take Sociological Theory.

A minimum of three sociology courses must be taken at Baldwin-Wallace. No more than four hours (combined) of SOC 050 and SOC 070 credit may be counted toward the minor.

## Sociology Course Descriptions

<b>SOC 050(I)</b>	<b>INDEPENDENT STUDY</b>	<b>One to four credit hours</b>
See <a href="#">Independent Study Program, Section II.</a>		
<b>SOC 070</b>	<b>INTERNSHIP</b>	<b>Credit hours to be arranged</b>
See <a href="#">Internship Program, Section II.</a>		
<b>SOC 259,359,459</b>	<b>FACULTY-STUDENT COLLABORATION</b>	<b>Credit hours to be arranged</b>
See <a href="#">FSC Program, Section II.</a>		

**SOC 100D PRINCIPLES OF SOCIOLOGY** **Four credit hours**  
Would you like to learn important life skills that will help you meet difficult challenges in life? This class introduces you to the controversial issues, competing theories, and scientific methods in sociology. You examine the impact of culture, socialization, and social institutions on human behavior. You also learn to apply the sociological perspective to a study of social class, race, gender, and deviance. Interactive computer exercises aid your understanding of key issues in society. This fun class is comparative in nature, drawing on examples from both the United States and around the world.

**SOC 106 ORGANIZATIONS** **Three credit hours**  
In our modern world, obtaining an understanding of organizations is necessary to succeed. This course is a study of the structure and function of formal organizations, from schools to business and government. Authority, conflict, motivation, socialization, participation and alienation are examined through social research. Examples are drawn from the kinds of organizations familiar to students from their own experiences (schools, colleges, work settings) and future career sites (large corporations, criminal justice agencies, professional partnerships, etc.).

**SOC 180                    ARCHEOLOGY AND HUMAN EVOLUTION    *Three credit hours***

Voices speak from the dust in this anthropological study of human evolution, from origins through the formation of major early civilizations. Emphasis is on understanding the changing nature of the relationships between human biology, the environment, and adaptation of culture as a way of life.

**SOC 181I                    CULTURAL ANTHROPOLOGY                    *Three credit hours***

From the exotic to the more familiar, anthropological study offers unique insights in this introduction to the nature of culture and a comparison of contemporary non-western cultures worldwide. Readings, slides and films help review cultural similarities and differences in subsistence technology, language, social organization, politics and religion. An analysis that views culture as humankind's most important adaptive tool, a strategy for survival, also suggests cultural anthropology's relevance for appreciating the modern world's social, economic and ecological problems.

**SOC 201D                    SOCIAL PROBLEMS                    *Four credit hours***

We face many challenges in society today. This course addresses selected social problems and issues in our world today. Emphasis is on conceptions and misconceptions regarding the causes of social problems at the national and international level. Possible solutions and policy implications to these problems are also explored. Working collaboratively with the Community Outreach Office at Baldwin-Wallace College, students enrolled in this course may choose to work in various social agencies to address social problems in the greater Cleveland area.

**SOC 206                    CRIME IN ORGANIZATIONS                    *Three credit hours***

Crime isn't always complex or committed by those in positions of power, but sometimes it is. The primary focus of this course is to acquaint students with the nature and extent of criminal behavior within an organizational context. Accordingly, the course will focus upon analyzing organizational crime and deviance within corporate, governmental and criminal justice settings. Societal attitudes, social and economic consequences and control of these activities are also addressed.

**SOC 210                    WORK MATTERS: THE SOCIOLOGY OF  
WORK AND WORK SETTINGS                    *Three credit hours***

*Prerequisite: At least 6 months of full time work experience*

A rewarding career requires understanding of the role work plays in our lives and the nature of different work settings. Sociologists study the way work roles interrelate on the job and in our families. We will look at issues of diversity, career paths, and the impact of organizational growth and the human toll of downsizing. We will also try to understand the role work plays in the lives of executives, professionals, middle managers, skilled and unskilled workers, and what it means to have no work role because one is unemployed. Students' will study their own work settings as part of the course and will draw on their own work experience and career goals in class discussion.

**SOC 212                    FAMILIES, COUPLES AND SINGLES                    *Three credit hours***

Have you ever wondered about the "health" of today's family? The meaning of the word itself is changing, as are the circumstances around it in society. This course presents an analysis of family life and the historical development of the family through the examination of comparative family organizations in various societies. A review of recent research in American family structure is undertaken to discover the strengths, weaknesses and the future of various types of domestic lifestyles, including living together couples, single-parent families and other alternative forms. Social policies are also explored in this class.

**SOC 223                    JUVENILE DELINQUENCY AND THE  
JUVENILE JUSTICE SYSTEM                    *Three credit hours***

*(cross-listed as CRJ 223)*

This course examines competing theories of juvenile delinquency as well as measures which aid in the prevention and control of this behavior. Juvenile justice procedures and cases are presented. Attention is also given to the social consequences of juvenile delinquency and corresponding legal and social reactions.

**SOC 250(I) TOPICS IN SOCIOLOGY Three credit hours**

Content will vary. Students may take this course more than once provided that the topic is different each time. Examples: Sociology of Sport, Sociology of Religion, Policies on Aging.

**SOC 260 DEATH AND DYING Three credit hours**

The principal purpose of this course is to provide students with an opportunity to study death in modern society. Course objectives include: applying the sociological perspective to understanding death and dying in modern U.S. society; learning how grief is a life-long human dilemma and will study models of grief and bereavement adaptation; developing an inter-disciplinary understanding of the complex nature of death in our modern healthcare system and global societies. Students will be challenged to understand the difficult ethical and moral end-of-life medical decisions confronting the terminally ill, their families and health care professionals.

**SOC/CRJ 270I TERRORISM: ROOTS AND RESPONSES Three credit hours**

Terrorism is often touched on in the news, but how much do you really know about its causes and consequences? Among the topics that are explored are: how terrorism is defined (and sometimes justified), the factors that promote its existence, features of terrorist organizations, the impact of media coverage of terrorist incidents, and the array of counter-terrorism measures undertaken by governments. While the course examines various terrorist campaigns around the world—past and present—the emphasis is on what is sometimes referred to as the “new terrorism.” That is, religiously motivated violence involving radical Islamist factions whose terrorist tactics and extreme violence set it apart from other examples of terrorist campaigns.

**SOC 280 RESEARCH METHODS Four credit hours**

*Prerequisite: SOC 100D or SOC 106. Required of all Sociology majors.*

In today's market, no matter what college graduates pursue as a career goal, they can be expected to provide scientific and objective assessments at different levels. This course is designed to help the student understand the theoretical principles on which scientific research is based and to see how those principles are reflected in the established techniques for doing research. Upon completion of this course, a student can expect to be fairly knowledgeable of concepts in and the structuring of Scientific Inquiry; Modes of Observation, with special emphasis on computer applications in data interpretation; and the social context of research. In addition to the logistical and technical matters, research ethics and relations to public policy are also covered in this course.

**SOC 281 SPSS: DATA ANALYSIS Four credit hours**

*Prerequisite: PSY 279 or ECN 279 or MTH 135, and a research course in either sociology or psychology. Required of all Sociology majors*

Students use the Statistical Package for the Social Sciences to create data files, recode variables, and analyze relationships in the data. Participants learn how to formulate research hypotheses and empirically test them in a user-friendly computer lab. Thought you didn't like statistics? Let the computer do the math, and you concentrate on what the outcome really means in human terms. Do analysis of your own choosing, starting with the data and ending with impressive tables and graphs with which to convey the findings to the world. You will have a skill that is used in social analysis and in market research in business. You might even like statistics in the end like many students who took the class before you!

**SOC 288 ENVIRONMENTAL SOCIOLOGY Three credit hours**

*Prerequisites: LAS 200 (SOC 100D is recommended)*

What are the cultural and institutional mechanisms that have both contributed to and responded to environmental problems? This course investigates how groups conceptualize and impact natural systems by studying cultural norms and values, and studying how communities and organizations respond to environmental threats. An overview of environmental movements includes an emphasis on environmental justice, both domestically and internationally. Students will propose optimal mechanisms to transform cultural elements and social structures to achieve sustainable societies.

**SOC 290D GENDER ROLES****Three credit hours**

This course examines gender dynamics from an interdisciplinary perspective. Students use scholarly publications to explore the impact of the media, politics, and the workplace on individual experiences. Both macro (social structure) and micro (interpersonal relations) perspectives and social policies are investigated. The focus is primarily on the contemporary United States, but references to other countries, particularly developing countries, will be made where appropriate.

**SOC 301D SOCIAL INEQUALITIES****Three credit hours**

*Prerequisite: SOC 100D or SOC 106 or SOC 201D*

Have you ever wondered why some people have more than others, and why these inequalities persist in modern society? This course examines some dominant forms of inequalities, their causes, and some of the social consequences that are adjunct to the process. The course explores the ways in which these impact life in the United States and other nations, and prepares students with some the life skills that will help them cope with these and at the same time make positive changes in their society and the larger global scene. The course covers intermediate level concepts of social inequalities seen from a sociological perspective; forms, causes, and consequences of inequalities; sociological data interpretation; and cross-cultural perspectives on these issues. Social and public policies are also addressed as a necessary corollary to the topics covered in class.

**SOC 302I RACIAL AND CULTURAL MINORITIES****Three credit hours**

*Prerequisite: SOC 100D or SOC 106 or SOC 201D*

Increase your understanding of cultural conflict. Many Americans do not realize that most nations in the world have minority populations. We will use macro concepts (social structure) and micro analysis (interpersonal relations) to examine the position of African Americans, Hispanics, Asians, and major religious minorities in the U.S. in contrast with conditions of groups in several other countries, including South Africa, Northern Ireland, Brazil, and Canada. Learn a little world geography as a side benefit!

**SOC 303I URBAN COMMUNITY LIFE****Four credit hours**

*Prerequisite: SOC 100D or SOC 106 or SOC 201D. Required for all Sociology majors*

This course presents an overview of the historical development of the urban community. The dynamics of urbanism are studied, including population changes, different life styles, and urban ecology. An integral component of this course may involve work in the community coordinated through the Community Outreach Office. Students will actively participate in the community applying and integrating knowledge acquired in the classroom with actual programs, social policies, and concerns of the urban community.

**SOC 310 WORK IN AMERICA****Four credit hours**

An examination of the meaning of work through the findings of empirical research. Executives, professionals, middle managers, skilled and unskilled workers and the unemployed are studied to learn how the tasks, personal associations and social status connected with work influence values, life style and family relationships. Students' own work experience and career goals are incorporated into the course.

**SOC 313 CRIMINOLOGY****Three credit hours**

*Prerequisite: SOC 100D or SOC 106 or SOC 201D. Required of all Sociology majors*

This course focuses on the sociological study of crime. The course includes an examination of the nature of criminal laws, the variety of theoretical explanations for criminal behavior, the measurement of crime, patterns of crime, and the mechanisms for control of criminal behavior.

**SOC 315                      SOCIOLOGICAL THEORY                      Three credit hours**

*Prerequisite: SOC 100D or SOC 106 or SOC 201D, plus 2 additional courses in sociology.  
Required of all Sociology majors.*

This course provides an in-depth coverage of major theoretical contributions in sociology. Students will acquire a sense of how social theory has developed historically, understand the strengths and limitations of each theory studied, and develop an ability to evaluate and discuss theories critically. The interdisciplinary nature and relevance of social theory on contemporary society are also investigated.

**SOC 317                      SOCIOLOGY OF DEVIANCE                      Three credit hours**

*Prerequisite: SOC 100D or SOC 106 or SOC 201D*

This course studies the nature of social deviance, including an overview of differing theoretical perspectives on deviance. Emphasis is on an assessment of causality, typical life styles of various classes of deviants, current societal reaction and possible alternative responses by society to deviancy in its various forms.

**SOC 344D                      AGING AND SOCIETY                      Three credit hours**

This course examines the social, cultural and group forces involved in aging. Topics include a survey of the larger field of social gerontology (aging studies), the social psychology of the aging individual and social forces involved in the life span in various cultures. Specific issues of health and human services are also covered, such as family relationships, personal growth after retirement, and death and dying.

**SOC 345                      MEDICAL SOCIOLOGY                      Three credit hours**

This course uses sociological concepts, perspectives and research methods to examine the socio-cultural aspects of health and illness, disease prevention and disease treatment. The course explores the epidemiology and social demography of health, examines the behaviors associated with health and illness, and reviews the experience of illness in various societies. Attention is given to the doctor/patient interaction, the medical professions in changing societies, and the health care delivery systems and social policies regarding medical care in the United States and other nations.

**SOC 350                      TOPICS IN SOCIOLOGY                      Three credit hours**

*Prerequisite: SOC 100D or SOC 106 or SOC 201D*

Content will vary. Students may take this course more than once, provided that the topic is different each time. This course designation will include a significantly greater component of academic rigor and/or computer labs/service learning/additional research obligations for students enrolled in this course designation. Examples would be: Social Policies on Aging, Race and Racism from a Socio-Anthropological Perspective, or a sociological study about a particular country.

**SOC 350I                      MODERN CHINA                      Three credit hours**

Would you like to learn about contemporary China, often seen as America's future rival in the world? Many Americans including national leaders know very little about China. Information related by the news media is not only frequently inaccurate but also misleading. In this fun and informative class, you get to learn about the Chinese culture, its people, and its achievements. You also explore the complex processes causing the rapid change in China and the pressing social problems its people face every day. You will also become aware of how the solutions to these problems affect issues Americans care about such as American trade imbalance with China, intellectual property protection, energy consumption, environmental pollution, nuclear non-proliferation, and global war against terror. Participation in field trips to local cultural attractions is required. Ideal for students who seek to work in areas of international business, politics, and comparative studies in the humanities and social sciences.

**SOC 361                      CORRECTIONS                      Three credit hours**

*(cross-listed as CRJ 361)*

This course acquaints students with an analysis of sentencing, probation, parole and a diverse number of critical issues in penology. Such issues may include the prison environment, deterrence, rehabilitation, retribution, prison violence, capital punishment, prisoners rights, and reform of the system.

**SOC 386I            GLOBAL PERSPECTIVES            *Three credit hours***

*Prerequisite: LAS 200 or SOC 100D*

You are living in a world where the local is the global, and vice versa. The primary purpose of the course is to provide a sociological interpretation of global human dynamics, with a special emphasis on political economy conditions. Issues cover areas of global political economy, development and social change, and international relations. Other areas that are covered include: the diverse perceptions of the world; ethnicity and global diversity; economic development; ecological sustainability, and war and peace. This course examines the sources of order and conflict in the world social system. It also looks into how the United States and other nations interpret their existence and role in the new world order.

**SOC 400            APPLIED SOCIOLOGICAL RESEARCH            *Three credit hours***

*Prerequisite: SOC 280 and SOC 281, Senior standing and Sociology Major. Required of all Sociology majors.*

The whole class will undertake an applied research project for an on-campus or off-campus client. The class will design the study, develop the instruments, gather the data, analyze the data, and report the findings to the client.

**SOC 418D            SOCIAL MOVEMENTS            *Three credit hours***

*Prerequisite: SOC 100D or SOC 106 or SOC 201D, plus 2 additional courses in sociology*

Social movements are collective actions by which groups bring about or resist social and political change. Power is a primary conceptual theme -- how it is distributed, organized, retained or lost. The women's movement, gay rights, the environmental movement and fundamentalism are some of the topics studied.

**SOC 450            SOCIOLOGY PROSEMINAR            *Two credit hours***

*Prerequisite: Senior status and Sociology Major. Concurrently with SOC-400. Required of all Sociology majors.*

Integrating your knowledge of sociology and its applications are the key element of this course. Students will apply knowledge gained to a special topic throughout the semester. Discussions and assignments will integrate concepts and theories from other courses in the major. Students also prepare a portfolio containing a resume, information about careers, graduate programs, and a network file. Classes may include meetings with Career Services and speakers on graduate schools and various career fields.

**SOC 263(I) and 463(I)            SEMINARS IN SOCIOLOGY            *One to four credit hours***

Offered occasionally on a variety of topics.

# SUSTAINABILITY

Sustainability is a broad, new concept that has become pre-eminent within twenty-first century global society. It concerns the attempt to understand how the growth of human society threatens the future health and well-being of humans and the natural world in which we live. Most critically, it seeks effective solutions that advance not only human well-being but also the health of the planet. This major exposes the student to the broad diversity of academic disciplines that are critical to understanding and creating solutions for this social and environmental challenge, including life and earth sciences, the social sciences, business and the humanities. It seeks to couple the knowledge, skills, and values of these disciplines with practical, hands-on experiences outside the classroom so that the successful graduate is able to effectively understand, live, and work in a world that will be significantly different from the past. Each student selects an upper level course track according to one's personal and professional interests and aspirations. A mandatory internship or field experience provides "real life" exposure to sustainability challenges. A final capstone course weaves together interdisciplinary knowledge and practical problem-solving experiences.

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## **Sustainability Major** **Computer Code: SUST**

**Minimum credits required: 74-76**

### **Required courses** (\* = Prerequisite Required)

BIO/ECN	150I	Humans and the Earth	3 credits
BIO	121L	Principles of Biology I	4 credits
BIO	122L	Principles of Biology II	4 credits
GEO	121IL	Physical Geography	4 credits
GEO	227	Environmental Geology	3 credits
CHM	111/111L	General Chemistry I & Lab	4.5 credits
CHM	112/112L	General Chemistry II & Lab	4.5 credits
SOC	288	Environmental Sociology	3 credits*
POL	205	Environmental Politics	3 credits
ECN	101	Principles of Economics I	4 credits
ECN	102	Principles of Economics II	4 credits*
ECN	358	Environmental Economics	3 credits*
HPE	210W	Sustainable Food & Nutrition Choices	2 credits
ECN/PSY	279	Elements of Statistics	4 credits*
PHL	263	Environmental Philosophy	3 credits
<b>OR</b>			
REL	262	Green Business	3 credits

### Elective Courses

At least 5 courses totaling at least 15 credit hours should be completed from one of the three upper level cluster of courses (sciences, social sciences & humanities, or business administration). Courses may not be mixed among the three clusters.

#### Sciences:

BIO	211	Genetics	4 credits*
BIO	212	Microbiology	4 credits*
BIO	309	Vertebrate Natural History	4 credits*
BIO	310	Evolution	4 credits*
BIO	313	Ecology	4 credits*
BIO	334	Invertebrate Natural History	4 credits*
BIO	336	Molecular Biology	4 credits*
BIO	337	Plant Physiology	4 credits*
CHM	251/251L	Organic Chemistry I & Lab	4.5 credits*
CHM	311/311L	Biochemistry	4.5 credits*

#### Social Sciences & Humanities:

ECN	356D	Urban Economics	3 credits*
ECN	362I	Economics of Developing Countries	3 credits*
ECN	365I	International Economics	3 credits*
CST	410	Persuasive Campaigns	3 credits*
CST	415	Studies in Public Relations	3 credits*
POL	301	The Elected Branches	3 credits*
POL	303	Public Administration	3 credits*
POL	315I	International Organization	3 credits*
SOC	418D	Social Movements	3 credits*

#### Business Administration:

BUS	305	Introduction to Management	3 credits*
BUS	315	Small Business Management	3 credits*
BUS	326	Legal Environment of Organizations	3 credits*
BUS	329	Business Ethics	3 credits
BUS	330	Introduction to Marketing	3 credits*
BUS	342	Corporate & Organizational Finance	3 credits*
BUS	358	Business Communications	3 credits
BUS	360I	Pol & Social Responsibility of Multinational Corporation	3 credits
BUS	415	Business Plan Development	3 credits*

### **Experiential Learning Component**

Options for the 3 credit experiential learning component include:

- a. an internship with a local organization that explicitly relates to sustainability
- b. an approved study abroad experience that includes a sustainability component
- c. a science based field work project

### **Capstone**

SUS 400 Sustainability Capstone 3 credits

**Please note that the student who majors in sustainability is prohibited from minoring in environmental studies.**

## **Sustainability Course Descriptions**

**SUS 400 SUSTAINABILITY CAPSTONE *Three credit hours***

This team-taught course explores a prominent sustainability theme to be determined by the instructors. Examination of the theme will be broadly and intentionally interdisciplinary, drawing as widely as possible upon knowledge, skills, and learnings obtained in those courses in the major. It will have an inherent problem-solving focus based upon a “real world” sustainability issue. The course will include a significant team-based project that engages students in an issue currently faced by significant social actors. Thus, it aims not only to integrate disciplinary knowledge and skills but also to apply those disciplines to real-life sustainability practice. One of its aims is to provide graduates with a significant team based, problem-solving experience that demonstrates important competencies in the emergent field of sustainability.

# THEATRE

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## Theatre Major

**Computer Code: CTHE**

The theatre major is a generalist program designed to provide a broad perspective of the literature, history and creative practices of the discipline.

**Minimum credits required: 46 (plus prerequisites as indicated)**

### Required courses (\* = Prerequisite Required)

THE	100F	Introduction to Theatre	3 credits
THE	162F	Backstage Experience	2 credits
THE	170	Vocal Training	2 credits
THE	180F	Stagecraft	3 credits
THE	191IF	Theatre Literature	3 credits
THE	270F	Collaborative Studies in Theatre	3 credits*
THE	272	Acting	3 credits*
THE	285	Stage Management <b>OR</b>	2 credits*
THE	286	Theatre Management	2 credits*
THE	288IF	Theatre History I	3 credits*
THE	289IF	Theatre History II	3 credits*
THE	291F	Modern Theatre Literature	3 credits*
THE	371	Directing	3 credits*
THE	372	Building a Character	3 credits*
THE	382	Scene Design	3 credits*
THE	383	Lighting Design	2 credits*
THE	385	Costume Design	3 credits*
THE	472	Current Theatrical Trends	2 credits*

## Theatre Minor

**Minimum credits required: 19**

The theatre minor includes: THE 100F, 162F (2 hours), 151F, 180F, 191IF, 270F and 371.

## Theatre Course Descriptions

### THE 050(I) INDEPENDENT STUDY

*Credit hours to be arranged*

See [Independent Study Program, Section II.](#)

### THE 070 INTERNSHIP

*Credit hours to be arranged*

Practical experience in any area of theatre. See [Internship Program, Section II](#)

### THE 259,359,459 FACULTY-STUDENT COLLABORATION

*Credit hours to be arranged*

See [FSC Program, Section II.](#)

- THE 100F INTRODUCTION TO THEATRE** *Three credit hours*  
*Required of all theatre majors and minors*  
 An introduction to the major ideas, influences and practices which shape theatre today. The emphasis of the course is to develop the student's critical ability to evaluate and appreciate theatre performance.
- THE 151F ACTING FOR NON-MAJORS** *Two credit hours*  
*Required of all theatre minors*  
 A basic course designed to introduce non-majors to the principles of acting. Emphasis is placed on body control, interpretation, improvisation and scene work.
- THE 154F CREATIVE DRAMATICS** *Two credit hours*  
 A course designed to familiarize the elementary/secondary school teacher with the use of creative dramatics in the classroom. Theory as well as practical application of the arts and crafts of theatre will be considered.
- THE 161F ON-STAGE EXPERIENCE** *One credit hours*  
 After being cast in a play, a student may register for credit for on-stage experience. Registration with instructor's permission only. Graded S/U
- THE 162F BACKSTAGE EXPERIENCE** *One to two credit hours*  
*Two hours required of theatre majors and minors.*  
 A student may register for backstage work on plays being offered during the semester. Hours toward credit can include working in the scene or costume shop or crewing a show. Registration with instructor's permission only.
- THE 170 VOCAL TRAINING** *Two credit hours*  
*Required of all theatre majors*  
 A practical course designed to liberate and develop the natural speaking voice, with emphasis on breathing, sound production, resonance, range, power, articulation, sensitivity, and mind/body unity.
- THE 180F STAGECRAFT** *Three credit hours*  
*Required of all theatre majors and minors*  
 A study of the principles and practices of stage scenery construction. Emphasis is placed on utilization of materials and appropriate technology. Both lecture and laboratory experience is included.
- THE 191IF THEATRE LITERATURE** *Three credit hours*  
*Required of all theatre majors and minors*  
 A survey course of major plays from ancient Greece to the present. Emphasis will be placed on textual analysis for stage performance and production.
- THE 263(IH) SEMINAR** *Two to four credit hours*  
 The study of topics relevant to the theatre. Sample topics include Audition Techniques, Costume Construction and Computer Design Graphics. May be repeated more than once, provided the subject or topic is different.
- THE 270F COLLABORATIVE STUDIES IN THEATRE** *Three credit hours*  
*Required of all theatre majors and minors. Prerequisite: THE 100F, 191IF*  
 This course is designed to improve the student's ability to collaborate on theatrical material by exploring the intellectual process required to communicate with colleagues. Emphasis will be placed on developing each student's artistic sensibility and their ability to articulate conceptual ideas.
- THE 272 ACTING** *Three credit hours*  
*Required of all theatre majors. Prerequisite: THE 100F and THE 170 or THE 100F and MUS 201F*  
 The study of basic expressive techniques, analytical skills and the principles which underlie the methodologies of acting as they relate to the actor's performance.

**THE 284 STAGE MAKEUP****Two credit hours***Prerequisite: THE 100F*

A basic course in fundamental principles and practices in theatrical makeup, emphasizing techniques of application, familiarization with materials, and fundamental makeup design. Additional lab hours required.

**THE 285 STAGE MANAGEMENT****Two credit hours***THE 285 or THE 286 required of all theatre majors. Prerequisite: THE 100F*

A study of the principles and practice of stage management in commercial and non-commercial settings. The course will explore such areas as scheduling, cue-calling, and rehearsal procedures. Offered every third semester.

**THE 286 THEATRE MANAGEMENT****Two credit hours***THE 285 or THE 286 required of all theatre majors. Prerequisite: THE 100F*

A study of the principles and practice of theatre arts management in commercial and noncommercial applications. The course will explore such areas as philosophy, objective financing and theatre promotion. Offered every third semester.

**THE 288IF THEATRE HISTORY I****Three credit hours***Required of all theatre majors. Prerequisite: THE 100F*

A survey of the origin and development of Western theatre. Offered every third semester.

**THE 289IF THEATRE HISTORY II****Three credit hours***Required of all theatre majors. Prerequisite: THE 288IF*

A study of the foundations of modern theatre including American theatre history. Offered every third semester.

**THE 291F MODERN THEATRE LITERATURE****Three credit hours***Required of all theatre majors. Prerequisite: THE 191F*

A study of the origins and development of modern theatre literature from 1870 to the present, in Europe and America. The course will emphasize the work of such playwrights as Ibsen, Strindberg, Chekhov, O'Neill and Williams.

**THE 371 DIRECTING****Three credit hours***Required of all theatre majors and minors. Prerequisite: THE 100F, 180F, 191IF, 270F, 151F or 272*

A study of the theories, processes and techniques of the stage director. The course will also focus on questions of play selection, analysis and research. Practical laboratory experience will supplement lecture/discussion.

**THE 372 BUILDING A CHARACTER****Three credit hours***Required of all theatre majors. Prerequisite: THE 272*

This course focuses on the actor's development of characterization through scene work, textual analysis and other interdisciplinary approaches. Vocal and physical aspects of character delineation will be emphasized. Students will research and develop characterizations reflecting diverse stylistic and historical requirements.

**THE 373 ADVANCED PERFORMANCE STUDIES****Three credit hours***Prerequisite: THE 272, 372*

This advanced performance course will focus on specific acting skills and techniques and will vary with each course offering.

**THE 374 DIRECTING PRACTICUM****Two credit hours***Required of all student one-act directors. Prerequisite: THE 270F, 272, 371, 382, 383, 385*

This course is organizational in nature and deals with specific production problems involving the mounting of a one-act play. Students will select, budget and produce their productions in coordination with other directors.

**THE 382                    SCENIC DESIGN                    *Three credit hours***

*Required of all theatre majors. Prerequisite: THE 100F, 180F, 270F*

A study of the application of the elements of basic design to the art of scenic design for the theatre. The course explores the design process from the evolution of the design concept to the execution of renderings and model making. Offered every third semester.

**THE 383                    LIGHTING DESIGN                    *Two credit hours***

*Required of all theatre majors. Prerequisite: THE 100F, 180F, 270F*

A study of the theories and practice of lighting design with emphasis on the functions and the controllable properties of light. The course is designed to acquaint the student with practical application and effective utilization of lighting design. Offered every third semester.

**THE 385                    COSTUME DESIGN                    *Three credit hours***

*Required of all theatre majors. Prerequisite: THE 100F, 180F, 270F*

This course is designed to introduce the student to the fundamentals of costume design. Emphasis will be placed on historical research, applying conceptual thought, and developing character. Students will be exposed to costuming materials and design techniques, as well as historical costume period. Offered every third semester.

**THE 463(I)                SEMINAR                                    *Two to four credit hours***

The study of advanced topics relevant to the theatre. Sample topics include Playwrighting and Advanced Design. May be repeated more than once, provided the subject or topic is different.

**THE 472                    CURRENT THEATRICAL TRENDS                    *Two credit hours***

*Required of all theatre majors. Prerequisite: THE 191IF, 270F, 291F or consent of the instructor.*

This capstone course is designed to expose students to current trends and philosophies in the theatre community. Students will develop skills and resources that will help them remain current in their specific area of interest as well as develop a strategy for starting their theatrical career.

This course should be taken during the Fall semester of the final year.

**THE 491,492            HONORS COURSES                    *Credit hours to be arranged***

See [Departmental Thesis/Project, Section II](#)

# CERTIFICATE PROGRAMS

The certificate programs at Baldwin-Wallace College provide individuals the opportunity to develop a set of skills in a professional area, in a relatively short period of time, without enrolling in a total college degree program. Students who already have a college degree may enroll in this program. All courses offered in the B-W Certificate Program are college-level credit courses.

The courses also appear on an official transcript and may be used toward graduation credits should the student decide to pursue a college degree.

## Eligibility for Admission

Students applying for admission to the Certificate Program at B-W must meet the standards required of all students. No admission tests are required but participants must complete the application procedures for admission to the College. Students enrolled in a certificate program at B-W may be concurrently enrolled in a degree program by notifying the Registrar's Office.

Note: Concerning all certificate programs, it is the student's responsibility to consult a Certificate Program advisor as to the specific course requirements of the certificate program. In order to receive a certificate, a student must fill out a Certificate Completion Application before the last semester of attendance. The form can be found at <http://www.bw.edu/resources/registration/forms>.

## The Certificate Programs are as follows:

Key: (\* = Prerequisite Required)

### Accounting

The Certificate Program in Accounting requires six accounting courses for a total of 18 semester hours from the Business Administration Division. More than half of the courses must be completed at Baldwin-Wallace College. Seven hours of course work may be transferred from other accredited colleges and universities as long as the courses are not more than 10 years old.

#### The following four courses are required:

BUS 211	Principles of Accounting I	3 credits*
BUS 212	Principles of Accounting II	3 credits*
BUS 321	Intermediate Accounting I	3 credits*
BUS 322	Intermediate Accounting II	3 credits*

#### Specialization Electives: Must choose two 3 credit courses in Accounting at the 300 or 400 level.

BUS 316	Cost Accounting & Analysis	3 credits*
BUS 407	Federal Income Taxation	3 credits*
BUS 408	Federal Taxation	3 credits*
BUS 417	Principles of Auditing	3 credits*
BUS 418	Governmental & Nonprofit Accounting	3 credits*
BUS 420	Accounting Systems	3 credits*
BUS 421	Advanced Accounting	3 credits*

## Applied Communications

The Certificate Program in Applied Communications requires six courses for a total of 18 semester hours from the Communications Department, English Department, and the Business Administration Division. More than half of the courses must be completed at Baldwin-Wallace College.

CST	102	Interpersonal Communication	3 credits
CST	112	Public Speaking	3 credits
CST	313	Organizational Communication	3 credits*
ENG	131	Workshop in Exposition and Argument	3 credits
ENG	305	Workshop in Ad. Exp. and Arg.	3 credits*
BUS	358	Business Communications	3 credits

## Computer Information Systems: Network Option

The Certificate Program in Computer Information Systems: Network Option requires 28 semester hours in coursework from the disciplines of computer science and mathematics. All but 10 credit hours must be completed at Baldwin-Wallace College.

### Mathematics Requirements: (2 courses)

MTH	135	Intro to Probability & Statistics	3 credits
MTH	161	Discrete Mathematics I	4 credits

### Computer Science Requirements: (7 courses)

CSC	180	Foundations of Computer Science	3 credits*
CSC	210	Computer Science I	3 credits*
CSC	270	Data Communications Concepts	3 credits*
CSC	290	Introduction to Local Area Networks	3 credits*
CSC	370	Information Systems Security, Privacy & Ethics	3 credits*
CSC	410	Advanced Local Area Networks	3 credits*
CSC	411	Network Administration	3 credits*

## Computer Information Systems: Database Option

The Certificate Program in Computer Information Systems: Database Option requires 23 semester hours in coursework from the disciplines of computer science and mathematics. All but 10 credit hours must be completed at Baldwin-Wallace College.

### Mathematics Requirement: (1 course)

MTH	161	Discrete Mathematics I	4 credits
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### Computer Science Requirements: (6 courses)

CSC	180	Foundations of Computer Science	3 credits*
CSC	210	Computer Science I	3 credits*
CSC	225	File Systems Management Techniques & Applications	4 credits*
CSC	280	Intro to Database Management Systems	3 credits*
CSC	360	Information Systems Project Management	3 credits*
CSC	380	Advanced Database Management Systems	3 credits*

## Human Resource Management

The Certificate Program in Human Resource Management requires six college courses for a total of 18-19 semester credit hours. More than one half of the coursework must be completed at Baldwin-Wallace College. Knowledge areas include organizational structure, organizational behavior, the competitive environment, human resource planning, selecting, compensating, appraising, training, developing, and the legal framework under which all of the human resource activities must occur. Skills fostered include critical thinking, analysis, and evaluation set within the framework of both the internal requirements of the organization and the external pressures of the environment.

### Required Courses (9 credit hours):

BUS 305	Introduction to Management	3 credits
BUS 329	Business Ethics	3 credits
BUS 410	Human Resource Management	3 credits*

### Choice of 3 electives, 2 of which must have a BUS prefix (9-10 credit hours):

BUS 409D	Behavioral Theories of Management	3 credits*
BUS 411	Compensation	3 credits*
BUS 412	Employment Law & Labor Relations	3 credits*
BUS 413	Staffing and Development	3 credits*
ECN 349	Labor in the Economy	3 credits*
PSY 301	Psychological Testing	4 credits*
PSY 320	Industrial/Organizational Psy	4 credits*
CST 102	Interpersonal Communications	3 credits
CST 313	Organizational Communication	3 credits*

## Leadership

The certificate program in Leadership requires 18-20 semester hours. More than half the courses must be completed at Baldwin-Wallace College.

### The following four courses are required:

LDR 201	Introduction to Leadership Studies	3 credits
LDR 202D	Contemporary Leadership Problems	3 credits
BUS 305	Introduction to Management	3 credits
BUS 409D	Behavioral Theories of Management	3 credits*

### Course Options: (choose 1)

BUS 263	Team Building	3 credits
PSY 320	Industrial/Organizational Psychology	4 credits*
PSY 321	Human Relations and Group Dynamics	3 credits*

### Course Options: (choose 1)

PSY 339	Social Psychology	4 credits*
SOC 210	Work Matters: Work & Work Settings	3 credits
SOC 301D	Social Inequalities	3 credits*

## Organizational Development

The certificate program in Organizational Development requires 18-19 semester hours. More than half the courses must be completed at Baldwin-Wallace College.

### The following four courses are required:

BUS	263	Team Building	3 credits
BUS	305	Introduction to Management	3 credits
BUS	409D	Behavioral Theories of Management	3 credits*
CST	313	Organizational Communication	3 credits

### Course Options: (choose 1)

PSY	320	Industrial/Organizational Psychology	4 credits*
PSY	321	Human Relations and Group Dynamics	3 credits*
PSY	339	Social Psychology	4 credits

### Course Options: (choose 1)

SOC	210	Work Matters: Work & Work Settings	3 credits
SOC	301D	Social Inequalities	3 credits*

# Section IX

## GRADUATE PROGRAMS

### MASTER OF ARTS IN EDUCATION

The Master of Arts in Education (M.A.Ed) program at Baldwin-Wallace College is designed to stimulate and guide early childhood, middle childhood, and adolescent/young adult teachers toward professional competency and intellectual maturity. The non-thesis program requires 34–42 semester hours of study.

M.A.Ed specializations **include reading, mild/moderate educational needs, educational technology and school leadership**. Reading and educational technology can lead to licensure endorsements. Mild/moderate can lead to licensure. Successful completion of Praxis II exams is required for licensure and endorsement eligibility with the exception of Educational Technology.

The M.A.Ed program is offered in three formats: traditional, on-campus study; Partnership Program cohorts in school settings; and in combination with undergraduate courses leading to post-bachelor's licensure—the License+Master's program.

The Master's degree program is designed to meet the needs of today's classroom teachers—those who are experienced as well as those entering the profession.

#### Attributes

The teacher education curriculum is arranged conceptually around six teacher/educator attributes: content knowledge, professional knowledge, pedagogical knowledge, diversity, educational technology, and professional dispositions. These six attributes comprise a conceptual framework for guiding the academic experiences of all students.

### Academic Policies and Information

#### Academic Calendar

Courses are offered fall and spring semesters and during two consecutive summer sessions. Classes are scheduled in the late afternoon or early evening during fall, spring, summer I; during the day in the summer II.

#### Accreditation

Baldwin-Wallace College is accredited by The Higher Learning Commission, a commission of the North Central Association. The programs offered by the Division of Education are fully accredited by the National Council for Accreditation of Teacher Education (NCATE). It is approved by the American Chemical Association. It has been approved by the Association of American Universities since 1931. BWC is a member of the Association of American Colleges, the American Council on Education, and the American Association of Colleges of Teacher Education. The graduate program in education was approved by the Ohio Board of Regents in May 1974 and was initiated in January 1975.

#### Admission Requirements

Although each applicant for admission to the graduate program in education will be judged on individual merit, requirements include the following:

1. a bachelor's degree from an accredited college or university.
2. a valid teaching certificate/license\*
3. an undergraduate cumulative grade point average of 2.6 (on a four point scale) in the last two years (60 semester hours) of study.

4. two letters of recommendation from former professors, principals, supervisors, or other persons qualified to estimate the applicant's ability to successfully complete graduate study in education.

Applicants with less than a 2.75 GPA, but not lower than 2.6 may be admitted on the basis of an acceptable score on the Miller's Analogies Test (MAT).

Conditional admission may be extended to an applicant who does not meet these requirements but demonstrates exceptional potential as a graduate student. Conditional admission includes the stipulation to maintain a 3.0 cumulative grade point average for the 12 hour core in order to continue as a degree candidate in the program.

Applicants who do not successfully pass the (MAT) may petition to resubmit test scores after a lapse of one year.

Faculty members of the Division of Education and/or others associated with the admissions procedure reserve the right to require an applicant, regardless of grade point average, to take the Miller's Analogies Test.

An applicant who already holds a master's degree—in education or in a teaching field—from an accredited college or university will have his/her application reviewed based on the graduate degree work only.

All admissions will be made through the Admission Office with guidance on specific programs from the Director of Admissions and the Director of the Graduate Program.

*\*Not required of License+Master's applicants.*

### **Admission as a Non-Degree (Special) Student**

An applicant may be accepted for certain designated courses with evidence of a bachelor's degree. This non-degree (special) classification may be retained provided the student's work meets the standards of the regular graduate program. The non-degree student desiring to become a degree seeking student must meet admission requirements.

### **Comprehensive Exams**

Candidates are required to successfully complete a written, comprehensive exam to qualify for graduation. Exams cover both core and specialization courses.

Candidates may be asked to complete an oral exam, re-write an answer, or take additional course work if exam responses are not acceptable.

## **The Degree**

### **Degree Completion**

The program can be completed in as little as two years of part-time study. All degree work must be completed within six years of initial enrollment in graduate, degree-eligible courses at B-W.

### **Degree Requirements**

The M.A.Ed program is a non-thesis program requiring 34–42 semester hours to complete. A twelve hour core of foundational courses is completed prior to enrollment in one of the specializations. In addition to core and specialization courses, each student completes a liberal arts enrichment course.

## Grading System

At the conclusion of each course, letter grades are assigned to the student for the course work. Grades assigned are: A, B, C, F, I, T and W. Each grade has the following value in quality points: A, four; B, three; C, two; and F, zero. The "I" or incomplete grade is used when a student has been unavoidably delayed in finishing course work. This work must then be completed prior to the end of the 6th week of the subsequent semester. The "T" or temporary non-credit grade indicates that work in the course is continuing and is thus far satisfactory. The "W" is a withdrawal which earns no quality points.

Candidates who decide to drop a course or to withdraw completely for the semester must inform both the Director of the Master of Arts in Education Program and the Registrar's Office, in writing. A student who ceases to attend classes, but who does not officially withdraw, will receive a grade of "F" at the end of the semester. Withdrawal after the 9th week may be authorized by the Director of the Graduate Program and the Registrar only in cases of prolonged illness, change in employment, or other circumstances beyond the student's control. In such a case, a written petition must be sent to the Director or the Registrar within one week after the last day of class attendance.

## Continuation in the M.A.Ed. Program

### Standards for Continuation and Completion of All Advanced Programs

All students (candidates) enrolled in advanced programs must meet the following standards for continuation and completion of programs.

#### Transition points

**Point one:** Admission to the MAED program. See catalog for admission requirements.

**Point two:** All candidates in advanced programs must earn a cumulative GPA of 3.0 upon completion of 12 hours of graduate study.

**Point three:** Candidates must have earned a cumulative GPA of 3.0 to sit for comprehensive examinations.

**Point four:** Candidates must have earned a cumulative GPA of 3.0 to qualify for graduation. They must also have a 3.0 cumulative GPA to meet eligibility requirements for State of Ohio endorsement or licensure. Note: Field experiences, practica, and internships may have additional eligibility requirements. See catalogue for these prerequisites.

Dismissal Based on Academic Performance: A candidate will be dismissed from the program for either of the following:

1. Failure to meet the above standards for any transition point or
2. Earning a grade of "F" in a graduate course.

#### Appeal of Dismissal

If a dismissed candidate wishes to be considered for continuation in the program, he/she must appeal to the Chair of the Division of Education. An appeal consists of a formal letter addressed to the Chair indicating the reason/s for consideration of a return to the program. Appeal letters must be submitted within 12 months following dismissal from the program. The appeal is reviewed by a Graduate Faculty Appeals Committee. No further coursework may be taken until the appeal has been processed and a decision regarding re-entry to the program has been made. If the appeal is granted, the candidate has one (1) semester to achieve a 3.0 GPA, or satisfy the conditions specified by the Appeals Committee, in which case the dismissal status is removed and the candidate returns to candidacy status.

## **General Appeal Process**

Any candidate has the right to request a review of a decision made regarding his/her academic program. In the event that the concern is with a faculty member, the candidate must first contact said individual. If the candidate does not feel that the problem has been resolved, he/she may appeal to the Chairperson of the Division of Education. Following this action, should the candidate still feel that the matter is unresolved, he or she may appeal to the Office of the Dean. Candidates are strongly encouraged to contact their academic advisors for guidance and support in these matters.

## **Attendance**

Each instructor is asked to have a clearly stated attendance policy included in each course syllabus. However, in the absence of this policy, the College policy will prevail. Instructors are not required to excuse absences in excess of ten percent of class meetings.

## **Graduate Student/Alumni Association**

The purpose of the Association is to promote a continuing and growing fellowship among the alumni and current students of the Graduate Education program at Baldwin-Wallace College; encourages continuing professional growth and social interaction; and, provides input into the various programs.

For more information, please contact:  
The Alumni and Parent Relations Office  
(440) 826-2104

## **Graduation Requirements**

The candidate for the Master of Arts in Education degree (M.A. Ed.) is expected to meet the following degree requirements for graduation:

1. successful completion of the program coursework as outlined with a minimum of 34–42 credit hours
2. a 3.0 cumulative grade point average in total work attempted while registered in the Master of Arts in Education program
3. completion of all degree requirements within a six-year period from the date of initial enrollment in Division of Education graduate courses
4. successful completion of a written comprehensive examination.

## **Time Limits**

Candidates must complete degree requirements within the six-year maximum limit. Extensions of the six-year limit will be considered upon petition to the Director of the Program. The petition should include reasons for needing additional time and indicate a proposed completion date—not to exceed one year extension.

## **Transfer Policy**

Credits transferred for application toward the Master of Arts in Education degree are subject to the following conditions:

1. No more than six semester hours of course work may be transferred as equivalents to M.A.Ed requirements.
2. Credits to be transferred may not have been used to fulfill requirements for another degree.
3. Credits to be transferred must have been recorded as graduate credit, applicable toward degree eligibility at the granting institution; the granting institution must be fully accredited for graduate studies
4. Credits to be transferred must have been earned within a six-year period immediately preceding the student's initial graduate course work at Baldwin-Wallace College.

5. Grades must be a “B” or better for courses to transfer to the M.A.Ed program.
6. Candidates must complete a Request for Transfer form and submit it to the Director of the M.A.Ed program along with original transcripts, course descriptions, and course syllabi or outlines.

## **State License Examination**

The State Board of Education of Ohio requires the Praxis II Examinations for all candidates seeking licensure at any level—early childhood education, middle childhood education, adolescent education, multi-age education, and mild/moderate. License+Master’s candidates will not be recommended for licensure until all of the requirements are completed and the candidate is eligible for the Master of Arts in Education degree.

Candidates currently possessing a license and seeking an endorsement will be tested only in the areas that they intend to add to their license. Thus, candidates adding reading to their license must take the exam in reading. License+Master’s candidates must take all required exams for licensure and endorsements.

A candidate for licensure may take any or all required exams as many times as needed, provided the candidate fulfills registration and fee requirements for each exam.

## **Tuition and Fees**

A non-refundable, non-transferable application fee is required at the time of application. The Master of Arts in Education program is fully approved for veterans’ educational benefits. Please refer to the Baldwin-Wallace College posted charges for tuition information.

Payment of tuition must be made prior to the first day of each semester, even if you are receiving tuition benefits from your employer for which you will be reimbursed at a later date. Special payment arrangements must be made with the approval of the Bursar. Transcripts, grades and other official certifications will not be released for students whose accounts are not paid. Financial aid in the form of Guaranteed Student Loans is available to graduate students.

## **Refund Policy**

Candidates who withdraw from a course will receive a refund of their tuition payment in accordance with the standard published refund table.

## **Students with Disabilities**

The Office of Disability Services at Baldwin-Wallace College exists to provide support to students with special needs. If you anticipate seeking any accommodations related to your disability while you are at Baldwin-Wallace, please contact: Ms. Teresa Seroke, (440) 826-5936.

Baldwin-Wallace College endeavors to provide reasonable accommodations for every student who has a documented disability.

## **Workshop Admission**

An applicant may be accepted for graduate workshops with evidence of teaching experience and a bachelor’s degree. An unlimited number of workshops may be taken. However, workshop credit may not be applied towards the master’s degree.

## MA.Ed. Program of Studies

### Curriculum

#### Foundational Core (12 credits)

These 12 hours are to be completed by all students before enrolling in Specialization courses.

EDU	510	Educational Studies	3 credits
EDU	511	Educational Research	3 credits
EDU	512	Psychological Foundations	3 credits
EDU	514	Instructional Technology	3 credits

**Specializations (In addition to the foundational core, students must complete one of the MAEd specialization areas: Reading, Mild/Moderate Educational Needs, Educational Technology or School Leadership.)**

#### *Reading*

<b>I. Foundational Core</b>			<b>12 credits</b>
<b>II. Professional Specialization</b>			<b>19 credits</b>
EDU	541	Foundations of Reading and Language Arts	3 credits
EDU	542	Teaching Reading in the Content Areas	3 credits
EDU	543	Diagnostic and Corrective Reading Methods	3 credits
EDU	544	Practicum in Reading	4 credits
EDU	545	Research in Literacy Education	3 credits
EDU	546	Child and Adolescent Literature	3 credits
<b>III. Enrichment (if required)</b>			
EDU	513	Liberal Arts Enrichment	3 credits

#### *Mild/Moderate Educational Needs*

<b>I. Foundational Core</b>			<b>12 credits</b>
<b>II. Professional Specialization</b>			<b>27-28 credits</b>
EDU	542	Teaching Reading in the Content Areas	3 credits
EDU	573	Education of Children with Special Needs	2 credits
EDU	574	Introduction to Students with Mild/Moderate Educational Needs	3 credits
EDU	575	Professional Collaboration and Transition Development	3 credits
EDU	576	Behavior Management for Students with Mild/Moderate Educational Needs	3 credits
EDU	577	Assessment for Students with Mild/Moderate Educational Needs	3 credits
EDU	578	Student Teaching - Mild/Moderate Educational Needs (ages 5-12) <b>OR</b>	5 credits
EDU	579	Practicum in Mild/Moderate Educational Needs	4 credits
EDU	594	Remediation Across the Curriculum	3 credits
EDU	563	Seminar/Topics in Mild/Moderate Educational Needs	3 credits
<b>IV. Required for License</b>			
EDU	204	The Teaching of Phonics (for all candidates)	3 credits

## ***Educational Technology***

<b>I. Foundational Core</b>			<b>12 credits</b>
<b>II. Professional Specialization</b>			<b>19 credits</b>
EDU	515	Digital Media Production	4 credits
EDU	516	Technology Integration: Multimedia and Instructional Design	4 credits
EDU	517	Technical Issues in Educational Technology Planning & Implementation	4 credits
EDU	518	Emerging On-line Classroom: Web-Based Classroom and Interactive Video	4 credits
EDU	520	Issues in Educational Technology	3 credits
<b>III. Enrichment (required)</b>			<b>3 credits</b>
EDU	513	Liberal Arts Enrichment	3 credits

## ***School Leadership***

<b>I. Foundation Core</b>			<b>12 credits</b>
<b>II. Professional Specialization</b>			<b>30 credits</b>
EDU	580	Intro to School Leadership	3 credits
EDU	581	Teaching & Learning	3 credits
EDU	582	Staff Evaluation & Professional Development	3 credits
EDU	583	Continuous Improvement Planning	3 credits
EDU	584	Pupil Services & Community Resources	3 credits
EDU	585	Legal & Ethical Issues	3 credits
EDU	586	School Internship I	3 credits
EDU	587	School Internship II	3 credits
EDU	588	Management of Resources	3 credits
EDU	589	Contemporary Issues for School Leaders	3 credits

## **License+Master's Program**

The License+Master's program is a licensure program for candidates with a degree, but no license. To be admitted to the License+Master's program candidates must hold a cumulative grade point average of 2.75 in the final 60 hours of their undergraduate degree. Candidates who hold an overall grade point average of less than 2.75 but greater than 2.60 may be asked to take the Miller's Analogies Test to supplement their application.

As a general rule the bachelor's degree from an accredited 4-year institution of higher education fulfills the general education requirements. To obtain licensure, the student must complete required undergraduate professional education courses, teaching field courses, student teaching, and additional graduate courses which replace undergraduate professional education courses.

Upon completion of all requirements, the student earns a license in the specialty area, a master's degree, and applicable endorsement or license in the master's specialization. The candidate will not be recommended for licensure until all of the requirements are completed and the candidate is eligible for the Master of Arts in Education degree.

Program sheets delineating the requirements for each License+Master's program may be obtained on the B-W website. The following are the License+Master's programs available at Baldwin-Wallace College:

- Early Childhood Education License (Pre-K through grade 3) with Reading Endorsement (K-12).
- Early Childhood Education License (Pre-K through grade 3) with Mild/Moderate Educational Needs License (K-12).
- Early Childhood Education License (Pre-K through grade 3) with Educational Technology Endorsement (K-12).
- Middle Childhood Education (grades 4 -9) with Reading Endorsement (K-12).
- Middle Childhood Education (grades 4 -9) with Mild/Moderate Educational Needs License (K-12).
- Middle Childhood Education (grades 4 -9) with Educational Technology Endorsement (K-12).
- Adolescent Young Adult Education (grades 7 -12) /Multi-Age License with Reading Endorsement (K-12).
- Adolescent Young Adult Education (grades 7 -12) /Multi-Age License with Mild/Moderate Educational Needs License (K-12).
- Adolescent Young Adult Education (grades 7 -12) /Multi-Age License with Educational Technology Endorsement (K-12).
- Intervention Specialist License - Mild/Moderate Educational Needs License (K-12).

# Master of Arts in Education

## Course Descriptions

**EDU 510 EDUCATIONAL STUDIES 3 credit hours**

*Required of all candidates*

This course provides an overview of the historical, philosophical and sociological foundations of education with the intent of providing the opportunity to formulate, discuss and evaluate educational policies and practices as they relate to the classroom.

**EDU 511 EDUCATIONAL RESEARCH 3 credit hours**

*Required of all candidates*

This course is an introduction to research with emphasis on research techniques, reporting, and interpreting educational research. The student will have the opportunity to relate educational research to classroom practice.

**EDU 512 PSYCHOLOGICAL FOUNDATIONS 3 credit hours**

*Required of all candidates*

The student will study human development from birth through early adulthood. Emphasis will be on understanding language, cognitive, and social development. Candidates will examine the implications of developmental factors for teaching and learning.

**EDU 513 LIBERAL ARTS ENRICHMENT 3 credit hours**

*Required of all candidates*

This course is designed to broaden the liberal arts background, and to strengthen the candidate's knowledge of selected disciplines of liberal arts. Courses in various academic disciplines will be offered.

**EDU 513 LIBERAL ARTS ENRICHMENT: POLITICS & ECONOMICS 3 credit hours**

*This is the required Liberal Arts Enrichment for all pre-administration candidates.*

This course is an in-depth study of the political and economic structures as they affect the educational process focusing on federal, state and local levels of government.

**EDU 514 INSTRUCTIONAL TECHNOLOGY 3 credit hours**

*Required of all candidates*

Candidates will be introduced to the multitude of issues that impact the uses of technology, the role of technological innovations, and the opportunities presented by technology in the teaching and learning environment. Candidates will design instructional strategies to integrate technology into the curriculum, author a faculty/staff development program, create a technological strategic plan, and apply problem-solving strategies in instructional settings. Grant writing and distance learning may be investigated.

### Reading Specialization

**EDU 541 FOUNDATIONS OF READING & LANGUAGE ARTS 3 credit hours**

*Required of all reading candidates*

This course is a study of the developmental stages of reading and language arts, including skills components, evaluation methods and instructional approaches with focus on reading and writing. It is an overview of the historical trends and the current theories and models of the reading and writing process. *(25 hours of field experience required for License+Master's candidates only.)*

**EDU 542 TEACHING READING IN THE CONTENT AREAS 3 credit hours**

*Required of all reading candidates. Prerequisite: EDU 541*

This course is an in-depth analysis of content area materials and the content area strategies. Candidates will study issues and trends in content area reading instruction. *(25 hours of field experience required for License+Master's candidates only.)*

**EDU 543      DIAGNOSTIC AND CORRECTIVE READING METHODS      3 credit hours**

*Required of all reading candidates. Prerequisites: EDU 541, 542*

This course is a study of selected evaluation procedures, remedial techniques and causes and correlates of reading problems. It includes practice in planning, implementing and reporting on a diagnostic evaluation. (25 hours of field experience required for **License+Master's candidates only.**)

**EDU 544      PRACTICUM IN READING      4 credit hours**

*Required of all reading candidates. Prerequisites: EDU 541, 542, 543*

Candidates will evaluate children who have been referred for reading difficulties. They will plan and implement a remedial program for the children. (75 hours of clinical experience required.)

**EDU 545      RESEARCH IN LITERACY EDUCATION      3 credit hours**

*Required of all reading candidates. Prerequisites: EDU 541, 542*

This course is a study of a variety of research methods in literacy education with emphasis on research designed by teachers to be conducted in classrooms. The course will include an overview of current reading research in areas such as comprehension, vocabulary instruction, word recognition, and writing.

**EDU 546      CHILD AND ADOLESCENT LITERATURE      3 credit hours**

*Required of all reading candidates*

This course is a survey of literature for children and adolescents with attention to criteria and procedures for selecting works appropriate to specific student needs and curriculum objectives.

**Mild/Moderate Educational Needs**

**EDU 204      THE TEACHING OF PHONICS      3 credit hours**

*Required for all candidates seeking Mild/Moderate Educational Needs License.*

This course focuses on understanding and applying phonics rules as well as the role of phonics in reading instruction. Candidates will learn strategies to incorporate phonics in the teaching of reading.

**EDU 542      TEACHING READING IN THE CONTENT AREAS      3 credit hours**

*Required of all mild/moderate educational needs candidates*

This course is an in-depth analysis of content area materials and the content area strategies candidates will assess. Students will study issues and trends in content area reading instruction. (25 hours of field experience required for License+Master's candidates only.)

**EDU 563      SEMINAR/TOPICS IN MILD/MODERATE  
EDUCATIONAL NEEDS      2 credit hours**

*Prerequisites: EDU 573, 574*

Leadership, legal issues, and communication with parents and other professionals are among the topics designed to give candidates the opportunity for personal growth and confidence to become effective leaders in the educational settings.

**EDU 573      EDUCATION OF CHILDREN WITH SPECIAL NEEDS      2 credit hours**

*Required of all Mild/Moderate Educational Needs candidates. Prerequisite: May be taken concurrently with EDU 574*

This is a survey course designed to introduce the candidates to characteristics of learners with special learning, physical, and emotional needs. Public laws, court cases, teaching and accommodations strategies will be explored as they relate to trends in reaching students having disabilities, gifts and talents, and diverse cultural needs both in special education and in inclusive K-12 settings. (15 hours of field experience required)

**EDU 574      INTRODUCTION TO STUDENTS WITH  
MILD/MODERATE EDUCATIONAL NEEDS      3 credit hours**

*Required of all Mild/Moderate Educational Needs candidates. Prerequisite: May be taken concurrently with EDU 573*

This course is a study of historical and current definitions, characteristics, and needs of students with mild/moderate educational needs, and how they change through their lifespan. Focus is on academic, behavioral, and social assessment and interventions based on current research and practices in various settings, including resource and inclusive, co-teaching models. Included will be exercises in reading Evaluation Team Reports and writing Individual Education Plans.

**EDU 575      PROFESSIONAL COLLABORATION AND TRANSITION      3 credit hours  
DEVELOPMENT**

*Required of all Mild/Moderate Educational Needs candidates. Prerequisites: EDU 573, 574*  
This course provides an emphasis on collaboration and partnerships with other professionals, paraprofessionals, and parents as team members designing, implementing, and evaluating appropriate educational experiences for persons with disabilities. Characteristics (e.g., SES, cultural background, language, environmental effects, disciplinary/supervisory practices) of families and their effects on teaming, curriculum, instruction will be explored. Additionally, the course will cover topics related to the transition of students with mild/moderate educational needs from special education settings to the general education classroom, from one level of school to the next and from school to community. Issues, resources, techniques to make successful transitions will be explored.

**EDU 576      BEHAVIOR MANAGEMENT FOR STUDENTS      3 credit hours  
WITH MILD/MODERATE EDUCATIONAL NEEDS**

*Required of all Mild/Moderate Educational Needs candidates. Prerequisites: EDU 573, 574*  
This course is a study of classroom management approaches including behaviorists, psychodynamic, environmental, and biophysical models along with their legal and ethical implications. Baseline data collection, token economics, contracts and certificates, group processes, medical interventions, and classroom arrangements are discussed, as well as ways to communicate with parents and colleagues. Includes exercises in writing Individual Education Plans. (5 hours field experience, 10 hours clinical experience required.)

**EDU 577      ASSESSMENT FOR STUDENTS WITH MILD/MODERATE      3 credit hours  
EDUCATIONAL NEEDS**

*Required of all Mild/Moderate Educational Needs candidates. Prerequisites: EDU 573, 574, 576. May be taken concurrently with EDU 576*

This course is the study of the use of formal and informal diagnostic instruments used for planning individual instruction for students with mild/moderate educational needs. Includes authentic, portfolio, curriculum-based, performance, and alternative assessment as well as standardized tests. Procedures for using such information for placement decisions and on IEPs are discussed.

**EDU 578      STUDENT TEACHING -MILD/MODERATE      5 credit hours  
EDUCATIONAL NEEDS (Ages 5-21)**

*Prerequisites: All Methods and Mild/Moderate Educational Needs Courses. Required of all License+Master's candidates.*

This course is designed for candidates who are not participating in the summer practicum, who have done their regular education student teaching. This experience would be 1/2 semester in length.

**EDU 579      PRACTICUM IN MILD/MODERATE EDUCATIONAL NEEDS      4 credit hours**

*Prerequisites: All Mild/Moderate Educational Needs Courses*

Guided teaching of students with mild/moderate educational needs in a supervised setting during the summer. (75 hours clinical experience required.)

**EDU 594      REMEDIATION ACROSS THE CURRICULUM      3 credit hours**

*Required of all Mild/Moderate Educational Needs candidates. Prerequisites: EDU 573, 574, 577*  
This course is designed to give an understanding of the K-12 curriculum to students who are seeking the Intervention Specialist license in Mild/Moderate Educational Needs. Integrated content methods and accommodations in reading/language arts, math, science/health, and social studies will be explored. Methods and materials used to teach these students with mild/moderate educational needs (ages 5-21) will be examined.

## **Educational Technology**

### **EDU 514 INSTRUCTIONAL TECHNOLOGY**

**3 credit hours**

*Required of all candidates.*

Candidates will be introduced to the multitude of issues that impact the uses of technology, the role of technological innovations, and the opportunities presented by technology in the teaching and learning environment. Candidates will design instructional strategies to integrate technology into the curriculum, author a faculty/staff development program, create a technological strategic plan, and apply problem-solving strategies in instructional settings. Grant writing and distance learning may be investigated.

### **EDU 515 DIGITAL MEDIA PRODUCTION**

**4 credit hours**

*Prerequisite: EDU 514*

Digital Media Production is a course for K-12 teachers in the pre-production, production and postproduction of the following forms of digital media: Video, Audio, Television. All three forms of this media will be in the context of K-12 classroom technology integration into existing curriculum (Ohio Technology content standards). This course will be a 4-semester hour course, three in-class hours with one of the semester hours directly tied to Technology Facilitation clinical/field practice.

### **EDU 516 TECHNOLOGY INTEGRATION: MULTIMEDIA AND INSTRUCTIONAL DESIGN**

**4 credit hours**

*Prerequisite: EDU 514*

The focal point of this course is the integration of technology through the use of multimedia as a method to address students' learning styles. Some topics to be discussed in human-computer interaction are user-centered design, social aspects of computing, computer-supported cooperative work and creative and effective educational design of multimedia. Candidates will be actively involved in web page creation and CD-ROM technology by creating a student portfolio. This course develops instructional systems design competencies appropriate for the development of computer-assisted instruction applications. Web-based and interactive video classroom modeling will be an integral part of the course as well as field application.

### **EDU 517 TECHNICAL ISSUES IN EDUCATIONAL TECHNOLOGY - PLANNING AND IMPLEMENTATION**

**4 credit hours**

*Prerequisite: EDU 514*

This course provides candidates with the technical issues facing technology-rich school environments. Topics to be dealt with in the course are classroom technology maintenance, basic computer workings, simple programming, understanding the school building and district network systems and the emerging role of interactive video systems on the classroom learning environment. The student will develop programming to provide training for school personnel in the many facets of technology applications and enrichment. Web-based and interactive video classroom modeling will be an integral part of the course as well as field application.

### **EDU 518 EMERGING ON-LINE CLASSROOM: WEB-BASED CLASSROOM AND INTERACTIVE VIDEO**

**4 credit hours**

*Prerequisite: EDU 514*

This course investigates the many technological tools and methodologies of web-based and interactive video based classroom education. Topics such as two-way and four-way video teleconference courses, electronic field trips in the classroom, desktop video-conferencing, simulation education, web-based synchronous and asynchronous educational tools, and virtual school on the worldwide web. Web-based and interactive video classroom modeling will be an integral part of the course as well as field application.

### **EDU 520 ISSUES IN EDUCATIONAL TECHNOLOGY**

**3 credit hours**

*Prerequisites: EDU 514, 516, 517, 518*

A culminating experience in educational technology that integrates and extends the content of other specialization courses. Some topics to be covered are computer privacy, censorship, online assessment, assistive technology, copyright, emerging technologies, ethics and grantsmanship. Web-based and interactive video classroom modeling will be an integral part of the course as well as field applications. Topics will vary with terms.

## **School Leadership**

### **EDU 580 INTRO TO SCHOOL LEADERSHIP 3 credit hours**

*Required of all School Leadership candidates*

This course is aligned with the ISLLC Standards and the administrative knowledge, dispositions, and performances needed in today's diverse school environments. Leadership and learning theories and practices that promote the success of all students will be studied and applied. The candidates will be expected to have a working knowledge of all standards and will apply that knowledge through research, group activities, simulations, and reflections.

### **EDU 581 TEACHING & LEARNING 3 credit hours**

*Required of all School Leadership candidates*

This course is aligned with standard 2: A Culture of Learning. This course is a study of curriculum theory and instructional methodology, with an emphasis on both theory and current practice. Theoretical perspectives on the purpose, development, organization, implementation, and evaluation of curriculum will be explored. Influences on curriculum development and design; current issues in curriculum reform; the impact of federal and state standards; and several curriculum planning models will be analyzed.

### **EDU 582 STAFF EVALUATION & PROFESSIONAL DEVELOPMENT 3 credit hours**

*Required of all School Leadership candidates*

This course is aligned with standard 2: A Culture of Learning. Candidates who complete this course will have the knowledge, skills and dispositions to promote the success of all students by promoting a positive school culture, providing an effective instructional program, applying best practice to student learning, and designing comprehensive professional development plans at the building and individual levels.

### **EDU 583 CONTINUOUS IMPROVEMENT PLANNING 3 credit hours**

*Required of all School Leadership candidates*

This course is aligned with standard 1: A Shared Vision and standard 2: A Culture for Learning. Core concepts include an in-depth study of essential elements of developing, implementing, and evaluating plans for continuous improvement; analyzing information and data sources; developing a school vision and establishing a culture of high standards of learning for all; developing and sustaining a professional learning community; and making decisions based on research, expertise of teachers, and recognized standards.

### **EDU 584 PUPIL SERVICES & COMMUNITY RESOURCES 3 credit hours**

*Required of all School Leadership candidates*

This course is aligned with the following standards and will address content specific to each area: Standard 1 – Candidates completing this course will have the knowledge and ability to promote the success of all students by facilitating the development, articulation, implementation, and stewardship of a school vision of learning supported by the school community; Standard 1.5 – Candidates completing this course will develop the competence to promote community involvement in school vision; Standard 4 – Candidates will develop the knowledge and ability to promote the success of all students by collaborating with families and other community members, responding to diverse community interests and needs, and mobilizing community resources.

### **EDU 585 LEGAL & ETHICAL ISSUES 3 credit hours**

*Required of all School Leadership candidates*

This course is designed to focus on legal and ethical aspects of school leadership responsibilities. It will address the legal structure of educational institutions, the legal rights and responsibilities of students, parents, faculty, staff, administration, and community members. Ethical topics will also be addressed specific to all members and issues included in the greater school community. Candidates in this course will be able to: understand the legal structure in relationship to court actions and the governance structure in schools; understand the interrelationship and application of federal and state constitutions, and federal and state statutes and common law; distinguish policy from legal issues; identify when expert legal assistance is needed; and understand the components of a professional code of ethics.

**EDU 586/587 SCHOOL INTERNSHIP I & II****3 credit hours***Required of all School Leadership candidates*

These two courses will run consecutively over the Fall and Spring semesters of a given academic year. All candidates are required to successfully complete this internship to meet degree and licensure requirements. Each semester will consist of a weekly seminar and a total of 150 hours of administrative work in the assigned school district. Candidates will be paired with a licensed, practicing school administrator during each semester. All of the principal standards will be addressed in the internship. The final assessment for the internship will consist of a triangulation of data from the practicing school administrator, the candidate, and the college supervisor.

**EDU 588 MANAGEMENT OF RESOURCES****3 credit hours***Required of all School Leadership candidates*

This course will address the financial and economic factors in the school setting. It will include the following: school funding in Ohio and respective states; the role of federal and state funds; a historical perspective of school funding; knowledge of school levies, bond issues, millage, property valuation, revenue and expenses; school district and building accounts; grant writing; public vs. private school funding; site-based budgeting; zero-based budgeting; and the roles of state and federal government specific to resources.

**EDU 589 CONTEMPORARY ISSUES FOR SCHOOL LEADERS****3 credit hours***Required of all School Leadership candidates*

This course is aligned with all of the School Principal Standards. Candidates who complete this course (the last course in the program) will have the knowledge and ability to promote the success of all students by: (1) facilitating the development, articulation, implementation, and stewardship of a school vision of learning supported by the school community. (2) promoting a positive school culture, providing an effective instructional program, applying the best practice to student learning, and designing comprehensive professional growth plans for staff. (3) managing the organization, operations, and resources in a way that promotes a safe, efficient, and effective learning environment. (4) collaborating with families and other community members, responding to diverse community interests and needs, and mobilizing community resources. (5) acting with integrity, fairly, and in an ethical manner. (6) understanding, responding to, and influencing the larger political, social, economic, legal, and cultural context. This course is an advanced seminar that will address topics specific to current issues in education. School reform, NCLB, accountability, assessment, diversity, employment opportunities, in addition to candidate-solicited topics, will be addressed.

**Optional Courses****EDU 563 SEMINAR**

Course offerings in special areas of concentration as needed and proposed—possible topics: reading, school administration, mild/moderate educational needs, middle school, technology.

**EDU 565 WORKSHOP**

Topics to be announced. May be used for renewing certification.

# MASTER OF BUSINESS ADMINISTRATION

The Master of Business Administration Program is designed for working individuals who already possess a Bachelor's degree and have embarked upon a business career. The program is built upon a systematic approach to leadership and management and uniquely combines the teaching of business theory and its practical application with the day-to-day work experience of the student.

## Curriculum

The MBA program includes a minimum of 40 credit hours of course work, not including any required foundation courses. Classes are offered weeknights during three semesters in the calendar year. Participants can complete the sequence of 12 core classes and four hours of elective seminars in two years if they choose, but the pace at which students proceed through the curriculum is flexible so as to accommodate individual student needs. Each core class meets one evening per week for 12 weeks for a period of three hours and 10 minutes. The elective seminars typically meet for three hours and ten minutes one night per week over a three week term. The three-week terms for elective seminars are scheduled at the start of the Fall and Spring semesters prior to the commencement of the 12-week core class schedule.

## Location

MBA classes are held on the Baldwin-Wallace College campus in Berea, Ohio. Classes are usually held in Kamm Hall with immediately adjacent available parking. MBA classes are also offered at the College's facility in Beachwood, Ohio.

## Requirements for Admission

The central concern of the admission process is to identify and select individuals who will be successful in the program. Therefore, all available relevant information concerning the candidate's background, including academic accomplishments, work experience and community involvement will be considered. All candidates are strongly encouraged to meet with the MBA Program Director as early as possible to discuss their interests and qualifications and the options available to them at Baldwin-Wallace. The admission process includes the following:

- A Bachelor's degree in any field from an accredited institution and submission of official transcripts of previous academic work.
- Relevant work experience, usually two-years.
- An interview with the Program Director is recommended for all candidates.
- An acceptable score on the Graduate Management Admission Test (GMAT) is required of all candidates. The GMAT will be waived for candidates who have already received a masters or doctorate degree in another field and individuals earning a cumulative undergraduate GPA of 3.4 or better.
- A completed application either in hard copy or on-line.
- Two letters of recommendation from managers or other persons qualified to assess the applicant's professional or managerial accomplishments and ability to successfully undertake a challenging program of graduate study.
- A current brief resume focused on career and professional development and accomplishments in addition to leadership experiences in both work and community activities.

Final approval for admission to the program will rest with the MBA Program Admission Committee.

## **Grading**

Letter grades given are A, B, C, F, I, T and W. A plus/minus system may be elected by individual instructors. Each grade has the following value in quality points: A+, 4.0; A, 4.0; A-, 3.667; B+, 3.333; B, 3.0; B-, 2.667; C+, 2.333; C, 2.0; C-, 1.667; F, none; I, incomplete; T, a temporary non-accredited grade to indicate work in the course is continuing and is thus far satisfactory, and W, withdrawal with no quality points. No grade of D is awarded. A cumulative GPA of 3.0 is required for graduation. Grades of all classes, including foundation courses, will be used in the calculation of the GPA. The receipt of a third "C" in a core class or an "F" in any class will result in the student's dismissal from the program. A student may petition the Program Director for readmission and such readmission shall be at the discretion and subject to the conditions established by the Director.

An incomplete grade received during a given semester must be completed by a date agreed upon by the instructor but no later than the end of the next semester in which the student is enrolled. If no grade is reported by that time, the grade will be recorded as failure. In unusual circumstances, the instructor may request an extension of the established due date subject to written approval of the Program Director.

MBA students who withdraw from class during the first nine weeks of the semester will receive a grade of "W". Withdrawal after the ninth week may be authorized only in cases of prolonged illnesses, change of employment, or other circumstances beyond the student's control. Lack of academic progress in a course is not sufficient reason for an authorized withdrawal after the sixth week. A written petition must be presented to the Registrar of the College. Petition forms are available in the Registrar's Office. Withdrawal from a course without approval constitutes a failure and the letter grade of "F" is recorded.

## **International Students**

It shall be the responsibility of each international student to ensure that their course schedules and program requirements are in total compliance with all BCIS (Bureau of Citizenship and Immigration Services) regulations. Each international student must maintain full time status unless given prior authorization by a DSO (Designated School Official). A DSO is different from your faculty academic advisor. Any international student that desires to participate in Optional Practical Training must submit their OPT application before the completion date of their course of study. All international students are strongly encouraged to submit their applications for OPT as early as possible during their final semester. Please direct your questions to the IMBA Program Coordinator.

## **Degree Requirements**

The student must meet the following for the Master of Business Administration degree:

- Successfully complete any required foundation courses, the sequenced core curriculum, and four hours of elective seminars (minimum of 40 credit hours);
- Attain at least a 3.0 grade point average in total work attempted in the MBA program and a 3.0 grade point average in the 12 core courses of the program.
- Complete all degree requirements within four calendar years of initial registration unless a time extension is granted, in writing, upon petition to the Program Director.

## **Transfer Credit**

Only six credit hours are transferable for credit from another institution. Transfer credit is awarded when:

- the requested credit is an equivalent graduate-level course from an MBA program;
- the student was enrolled as a graduate student when the course was taken;
- the course was graded "A" or "B";
- the course content is compatible with the MBA program at Baldwin-Wallace College

(determination of credit is made jointly by the Registrar and the director of the program); and

- the credit has not been counted toward an earned degree.

### **Tuition Payment**

Payment of tuition and fees must be made prior to the first class of each semester. Past due accounts will be assessed a finance charge. Grades, transcripts, and diplomas will not be released to students who have not paid their accounts. The cashier's office will be open from 6:00 p.m. to 8:00 p.m. the first two nights of each semester.

Baldwin-Wallace has several options to help graduate students make paying for their education more affordable. For example, to accommodate the many graduate students who receive tuition benefits from their employers at the end of the term, B-W offers a delayed tuition payment plan called the Tuition Reimbursement Payment Program (TRPP). TRPP allows students to extend the payment due date, at a reasonable rate of interest, until 30 days after the end of the term. TRPP applications and information can be obtained at the Cashier's Office in Bonds Administration Building. In addition, most graduate students who take at least three credits in a given semester are eligible for financial aid through the Federal Stafford Loan program. A Stafford Loan is a low-interest rate loan whose repayment period does not begin until six months after the borrower ceases to be enrolled for at least three credits. More information about Stafford Loans can be found at the Financial Aid Office, which is also in the Bonds Administration Building. Finally, the MBA Program is fully approved for veterans' educational benefits.

Any special payment arrangements must be made with the approval of the Bursar.

### **Refund Policy**

Students who withdraw from a course will receive a refund of their tuition payment in accordance with the following table:

<b>Time of Withdrawal</b>	<b>Refund</b>
Prior to 1st Week	100% of full tuition
1st Week	99% of full tuition
2nd Week	90% of full tuition
3rd Week	70% of full tuition
4th Week	50% of full tuition
5th through 8th Week	25% of full tuition

Seminar in Management refund schedule:

<b>Time of Withdrawal</b>	<b>Refund</b>
Prior to 1st Week	100% of full tuition
1st Week	50% of full tuition
2nd Week	25% of full tuition
3rd Week	no refund

# Master of Business Administration

## Course Descriptions

### Foundation Course Descriptions

The following courses provide a foundation for the MBA program for individuals with limited business training. The department suggests that students discuss their academic background with the Director of the program prior to making a decision to enroll in any of these classes. These courses are three semester credit hours but do not count toward the MBA degree requirement.

#### **BUS 500A FINANCIAL ACCOUNTING**

***Three credit hours***

This course develops a working knowledge of the basic accounting system. The primary focus is on financial accounting by the business entity. Students learn to read and understand the four standard financial reports: the balance sheet, income statement, statement of cash flows, and statement of retained earnings with emphasis on their implications for management.

#### **BUS 500Q QUANTITATIVE ANALYSIS**

***Three credit hours***

A course for individuals who have a limited background in computer skills and algebraic techniques. Students are exposed to statistical models and applications for quantitative methods in modern management.

### **ELECTIVE SEMINARS**

Elective seminars will be offered during a three-week term in the Fall and Spring semesters. These seminars will cover topics of current interest or provide in-depth coverage of selected topics from the core courses. The majority of the seminars will be assigned one semester hour of credit and will meet for three hours and ten minutes one night per week for a three-week period. Seminars will occasionally be given greater credit because of required travel, more class-time, or extensive out-of-class assignments. Seminars will not be offered during the summer.

### Core Course Descriptions

A logical progressive sequence is followed in the course offerings. Because of the general systems approach, it is necessary for the student to follow the sequence as outlined. Students may not go out of sequence or take more than two evening courses in any semester without the approval of the director of the MBA program. Required courses are three credit hours each, and the sequence of presentation is as follows:

#### **BUS 501 SYSTEMS MANAGEMENT & ORGANIZATIONAL THEORY**

***Three credit hours***

This course focuses on general systems concepts and the systems management approach to organizations. Students acquire a greater understanding of the interdependence of and interrelationships between elements of a system and its environment. Selected organizational and managerial issues or problems are diagnosed from a system and organizational theory perspective, and solutions are developed that reflect a systemic outlook. Opportunities are provided for applying systems thinking to the students own career or work situation.

**BUS 509 ORGANIZATIONAL BEHAVIOR**

**Three credit hours**

*Prerequisite: BUS 501*

This course provides an analysis of behavioral science approaches to organizations stressing the implications of theoretical concepts on managerial practice. Topics include functions and dysfunctions of bureaucracy, individual needs and organization requirements, group processes, and organizations as systems. Basic concepts used to study special topics are conflict management, leadership, communications, and organizational change and development.

**BUS 524 MANAGEMENT SCIENCE/COMPUTER MODELS** **Three credit hours**

This course expands the general managers knowledge of the computer models necessary to deal with the complex relationships making up an integrated system. Linear regression, forecasting/time series, linear programming, simulation, and probabilistic decision models are studied. The emphasis is on the description of common management problems in terms of these models, the solution of such models, and the analysis of the results for making decisions from a systems perspective.

**BUS 545 FINANCIAL MANAGEMENT** **Three credit hours**

Working capital management, investment decisions, cost of capital, and long-term financial decisions are the focus of this course. The method of presentation takes account of theory, application, and integration into the general systems approach.

**BUS 548 ACCOUNTING AND FINANCE MANAGEMENT** **Three credit hours**

This course is a study of accounting information for managerial decision-making. Emphasis is on cost accounting applied to management models including product pricing, job-order costing, cost-volume-profit analysis, profit planning, and budgets.

**BUS 551 MARKETING AND MARKETING INFORMATION SYSTEMS** **Three credit hours**

This course focuses on problems of the marketing manager in the measurement of marketing opportunities and the allocation of marketing resources. A variety of strategic and tactical subjects with which marketing management must deal to maintain effective marketing operations are developed in this class. Examples include the marketing concept, buyer behavior, product decisions, promotional decisions, pricing policy, channel management, and building an MIS program. Emphasis is on problems confronting managers and analysis techniques using computers and information systems.

**BUS 581 MACROECONOMICS FOR MANAGEMENT** **Three credit hours**

This course helps participants develop skill in understanding the operation of the United States economy, anticipating the impacts to government policies and other influences on the economy, and understanding the influence of the economy on the individual firm.

**BUS 600 POWER, ETHICS, AND SOCIETY** **Three credit hours**

This course examines the social, ethical, and leadership responsibilities of systems managers in relation to the stakeholders affected by managerial decisions-especially customers, the work force, shareholders, and society (including government). Students examine the acquisition and use of power inside and outside the organization through contemporary cases.

**BUS 624 OPERATIONS ANALYSIS** **Three credit hours**

This course deals with production and operational subsystems from the perspective of general and operations management. Operations analysis tools and methodology are presented in detail to assist in designing, planning, and controlling manufacturing and service operations. This course includes analysis and application of statistical quality control, PERT/CPM, inventory control, MRP, Monte Carlo simulations, as well as models developed in BUS 524.

**BUS 625      MULTINATIONAL CORPORATIONS &  
INTERNATIONAL TRADE**

***Three credit hours***

This course provides a systematic presentation of the multinational enterprise as the dominant privately owned institution in international trade and investment. Political and economic dimensions of international trade as related to the multinational enterprise are considered. The course is presented in three parts: theory, policy, and enterprise.

**BUS 632      INFORMATION SYSTEMS FOR MANAGEMENT**

***Three credit hours***

This course establishes a basic understanding for developing management information systems that provide reliable and valid information for managers of diverse functions. In addition, the course includes computer- and non-computer-based case histories. A review of corporate structure in a traditional organization and the impact of the design of information systems on the corporate structure and its subsystems are the main thrust of this course.

**BUS 670      MANAGEMENT POLICY & SYSTEMS ANALYSIS**

***Three credit hours***

This course provides students with the opportunity to solve complex top management problems by integrating the theoretical and practical knowledge acquired in previous courses.

# MASTER OF BUSINESS ADMINISTRATION IN ACCOUNTING

The Master in Business Administration in Accounting Program (AMBA) is designed both for B-W undergraduate students who want to earn a joint BA/MBA degree and for those who already possess a Bachelor's degree and would like to enhance their financial management skills or meet the educational requirements to sit for the CPA examination in Ohio. The AMBA Program provides both the technical accounting and financial management skills and broad functional business background necessary to succeed in a challenging financial management career. The program is unique in that it contains an entire course on ethical issues in business and society and a capstone course in controllership. All courses are taught by faculty having the appropriate academic credentials, real world on-the-job experience, and professional certification where appropriate. Courses are based on the systematic approach to leadership and management, and uniquely combine the teaching of business theory and its practical application to the day-to-day work environment facing the student.

## Curriculum

The AMBA program requires 36 credit hours of coursework, not including any required foundation courses. The 36 credit hours include a 15 credit hour core, an 18 credit hour elective portion, and a three credit hour capstone course in controllership. Classes are offered both during the day and weeknights during three semesters in the calendar year. Full-time participants can complete the sequence of 12 core classes in one calendar year. However, the pace at which students proceed through the curriculum is flexible so as to accommodate individual student needs. Each core class and the capstone controllership class meet one evening per week for 12 weeks for a period of three hours and 10 minutes. The elective courses may meet two or three times a week during the day or meet one night per week over a 15 week term during the fall or spring semester.

### Foundation Requirements:

Principles of Financial and Managerial Accounting  
Intermediate Accounting I and II  
Corporate (Managerial) Finance  
Statistics  
Auditing (can be taken as a program elective)

### AMBA Core: 5 courses from either the current MBA or IMBA program:

BUS 501 Systems Management & Organizational Theory  
BUS 624 Operations Analysis  
BUS 650 International Financial Management

BUS 551 Marketing **OR**  
BUS 630 International Marketing

BUS 600 Power, Ethics, & Society **OR**  
BUS 660 The Political and Social Responsibilities of the MNC

### Electives: 6 courses chosen from the following:

BUS 507 Federal Income Taxation  
BUS 508 Federal Taxation: Corporations, Partnerships, Estate and Trusts  
BUS 516 Cost Accounting & Analysis  
BUS 517 Financial Management

BUS 518 Governmental and Nonprofit Accounting  
BUS 519 Auditing  
BUS 520 Accounting Systems  
BUS 521 Advanced Accounting  
BUS 528 Business Law  
BUS 555 Principles of Investments  
BUS 558 Business Communications  
BUS 563 Seminar (Topics may vary each year)  
BUS 578 Principles of Fraud Examination

**Capstone Course:**

BUS 680 Controllership

**Location**

MBA classes are held on the Baldwin-Wallace College campus in Berea, Ohio. Classes are usually held in Kamm Hall with immediately adjacent available parking.

**Admission Requirements**

The central concern of the admission process is to identify and select individuals who will be successful in the program. Therefore, all available relevant information concerning the candidate's background, including academic accomplishments, work experience and community involvement will be considered. All candidates are strongly encouraged to meet with the AMBA Program Director as early as possible to discuss their interests and qualifications and the options available to them at Baldwin-Wallace. The admission process includes the following:

- A Bachelor's degree in any field from an accredited institution and submission of official transcripts of previous academic work.
- Relevant work experience, usually two-years.
- An interview with the Program Director is recommended for all candidates.
- An acceptable score on the Graduate Management Admission Test (GMAT) is required of all candidates. The GMAT will be waived for candidates who have already received a masters or doctorate degree in another field and individuals earning a cumulative undergraduate GPA of 3.4 or better.
- A completed application either in hard copy or on-line.
- Two letters of recommendation from managers or other persons qualified to assess the applicant's professional or managerial accomplishments and ability to successfully undertake a challenging program of graduate study.
- A current brief resume focused on career and professional development and accomplishments in addition to leadership experiences in both work and community activities.

Final approval for admission to the program will rest with the MBA Program Admission Committee.

**Grading**

Letter grades given are A, B, C, F, I, T and W. A plus/minus system may be elected by individual instructors. Each grade has the following value in quality points: A+, 4.0; A, 4.0; A-, 3.667; B+, 3.333; B, 3.0; B-, 2.667; C+, 2.333; C, 2.0; C-, 1.667; F, none; I, incomplete; T, a temporary non-accredited grade to indicate work in the course is continuing and is thus far satisfactory, and W, withdrawal with no quality points. No grade of D is awarded. A cumulative GPA of 3.0 is required for graduation. Grades of all classes, including foundation courses, will be used in the calculation of the GPA. The receipt of a third "C" in a core class or an "F" in any class will result in the student's dismissal from the program. A student may petition the Program Director for

readmission and such readmission shall be at the discretion and subject to the conditions established by the Director.

An incomplete grade received during a given semester must be completed by a date agreed upon by the instructor but no later than the end of the next semester in which the student is enrolled. If no grade is reported by that time, the grade will be recorded as failure. In unusual circumstances, the instructor may request an extension of the established due date subject to written approval of the Program Director.

MBA students who withdraw from class during the first nine weeks of the semester will receive a grade of "W". Withdrawal after the ninth week may be authorized only in cases of prolonged illnesses, change of employment, or other circumstances beyond the student's control. Lack of academic progress in a course is not sufficient reason for an authorized withdrawal after the sixth week. A written petition must be presented to the Registrar of the College. Petition forms are available in the Registrar's Office. Withdrawal from a course without approval constitutes a failure and the letter grade of "F" is recorded.

### **Degree Requirements**

The student must meet the following for the Master of Business Administration in Accounting degree:

- Successfully complete any required foundation courses, the AMBA core curriculum, six elective courses and the capstone controllership course;
- Attain at least a 3.0 grade point average in total work attempted in the AMBA program (including foundation courses) and a 3.0 grade point average in the 12 courses of the 36 credit hour AMBA program.
- Complete all degree requirements within four calendar years of initial registration unless a time extension is granted, in writing, upon petition to the Program Director.

### **Transfer Credit**

Only six credit hours are transferable for credit from another institution. Transfer credit is awarded when:

- the requested credit is an equivalent graduate-level course from an MBA program;
- the student was enrolled as a graduate student when the course was taken;
- the course was graded "A" or "B";
- the course content is compatible with the MBA program at Baldwin-Wallace College (determination of credit is made jointly by the Registrar and the director of the program); and
- the credit has not been counted toward an earned degree.

### **Tuition Payment**

Payment of tuition and fees must be made prior to the first class of each semester. Past due accounts will be assessed a finance charge. Grades, transcripts, and diplomas will not be released to students who have not paid their accounts. The cashier's office will be open from 6:00 p.m. to 8:00 p.m. the first two nights of each semester.

Baldwin-Wallace has several options to help graduate students make paying for their education more affordable. For example, to accommodate the many graduate students who receive tuition benefits from their employers at the end of the term, B-W offers a delayed tuition payment plan called the Tuition Reimbursement Payment Program (TRPP). TRPP allows students to extend the payment due date, at a reasonable rate of interest, until 30 days after the end of the term. TRPP applications and information can be obtained at the Cashier's Office in Bonds Administration Building. In addition, most graduate students who take at least three credits in a

given semester are eligible for financial aid through the Federal Stafford Loan program. A Stafford Loan is a low-interest rate loan whose repayment period does not begin until six months after the borrower ceases to be enrolled for at least three credits. More information about Stafford Loans can be found at the Financial Aid Office, which is also in the Bonds Administration Building. Finally, the MBA Program is fully approved for veterans' educational benefits.

Any special payment arrangements must be made with the approval of the Bursar.

### **Refund Policy**

Students who withdraw from a course will receive a refund of their tuition payment in accordance with the following table:

<b>Time of Withdrawal</b>	<b>Refund</b>
Prior to 1st Week	100% of full tuition
1st Week	99% of full tuition
2nd Week	90% of full tuition
3rd Week	70% of full tuition
4th Week	50% of full tuition
5th through 8th Week	25% of full tuition



## Electives

### **BUS 507 FEDERAL INCOME TAXATION**

***Three credit hours***

A study of the federal income tax law, US Treasury regulations and IRS revenue rulings and court cases. A major emphasis of the course will be tax avoidance for the individual through tax planning. There will be a detailed study of actual personal federal tax forms and ethics will be stressed.

### **BUS 508 FEDERAL TAXATION: CORPORATIONS, PARTNERSHIPS, ESTATE AND TRUSTS**

***Three credit hours***

This course is a study of current federal tax laws applicable to corporations, partnerships, estates and trusts. Tax reporting, planning and research are an integral part of this study.

### **BUS 516 COST ACCOUNTING AND ANALYSIS**

***Three credit hours***

A course which surveys the accounting requirements of internal organizational management with particular attention devoted to the costs capitalized in inventory. Defines and illustrates job order costing, process costing, standard costing, direct costing, cost-volume profit analysis, activity-based costing, budgeting, and control of decentralized operations.

### **BUS 517 FINANCIAL MANAGEMENT**

***Three credit hours***

An advanced course covering selected topics in financial management such as financial analysis, forecasting, working capital management, capital budgeting, long-term financing, the cost of capital and dividend policies.

### **BUS 518 GOVERNMENTAL AND NONPROFIT ACCOUNTING**

***Three credit hours***

This course deals with financial accounting and reporting concepts, standards, and procedures applicable to:

1. state and local governments-including counties, cities, and school districts, as well as townships, villages, other special districts, and public authorities
2. the federal government; and
3. nonprofit and governmental universities, hospitals, voluntary health and welfare organizations, and other nonprofit (or not-for-profit) organizations.

Financial management and accountability considerations peculiar to government and nonprofit (G&NP) organizations are emphasized, and the distinctive aspects of auditing G&NP organizations are discussed.

### **BUS 519 PRINCIPLES OF AUDITING**

***Three credit hours***

This course emphasizes auditing concepts and applications that enable students to understand the philosophy and environment in public accounting ethics, auditing standards, opinions on the financial statements.

### **BUS 520 ACCOUNTING SYSTEMS**

***Three credit hours***

A survey of information technology and its application to accounting issues. Students will solve problems using electronic spreadsheets, word processors, and the internet. Students will develop an understanding of the information gathering, data accumulation and reporting requirements of various accounting software programs.

### **BUS 521 ADVANCED ACCOUNTING**

***Three credit hours***

A course dealing with special problems in accounting for business combinations and mergers. Students will be exposed to the different methods of accounting for investments on the books of the parent company. They will develop an understanding of the consolidation procedures that deal with the issues of the noncontrolling interests, intercompany sales, intercompany debt, ownership patterns, and income taxes. In addition, the related topics of business segment reporting, and foreign currency translation will be examined.

### **BUS 528 BUSINESS LAW**

***Three credit hours***

A study of law applicable to commercial transactions, property, debtor and creditor relationships as well as wills and trusts. Recommended for accounting emphasis.

**BUS 555 PRINCIPLES OF INVESTMENTS*****Three credit hours***

This course emphasizes techniques of security analysis, evaluation of portfolios and investment strategies including the use of derivatives.

**BUS 558 BUSINESS COMMUNICATIONS*****Three credit hours***

A course designed to improve the students command of the English language in typical business writing, with analysis and writing of various types of business letters, and study of report writing, including collecting data, organization of material, writing style and various uses of reports in business and industry.

**BUS 563 SEMINAR*****Three credit hours***

This course will be offered as needed to cover topics of interest, e.g., Financial Statement Analysis, Fraud Examination, etc. It is also available to any student wanting to study an accounting or finance elective topic at a more advanced level or for studying an accounting or finance topic that is not currently offered in the curriculum. It may be taken more than once for credit provided the subject matter is different.

**BUS 578 PRINCIPLES OF FRAUD EXAMINATION*****Three credit hours***

This course is centered around understanding occupational fraud. Who is the most likely perpetrator of fraud in the workplace? Doesn't a strong set of internal controls stop fraud from happening? What types of schemes do fraudsters commit? What is the Fraud Triangle? You will find answers for these questions and many more as we navigate throughout the course materials. The course culminates in the application of understanding workplace policies and how these policies help to prevent, detect or allow fraud to occur in the workplace.

**Capstone****BUS 680 CONTROLLERSHIP*****Three credit hours***

An integrative course that examines the current issues facing today's financial managers. Students will learn how the various accounting sub-specialties and other business functional areas interact and affect both short- and long-term business decisions.

# MASTER OF BUSINESS ADMINISTRATION IN ENTREPRENEURSHIP

The Master of Business Administration in Entrepreneurship is a program designed for individuals interested in developing their entrepreneurial potential. In today's business environment it is essential for leaders to focus on innovative value-based solutions, to develop their creative problem-solving skills and to perceive change as an opportunity. Individuals leading a small, privately held firm, a nonprofit organization or individuals working in larger public corporations will benefit from developing their entrepreneurial leadership abilities.

Students will learn...and experience...entrepreneurship. Through field studies, personal interviews with successful entrepreneurs and acting as consultants to individuals creating new ventures, students apply entrepreneurial thinking. The curriculum, developed in collaboration with successful entrepreneurs and business leaders, is taught with Baldwin-Wallace College's distinctive combination of theory and practical application.

## Academic Calendar

The MBA program is designed so that participants can complete the sequence of 12 core and four credit hours of field experiences and seminars in two years (two core courses per semester for six consecutive semesters plus four hours of elective seminars), but the pace at which students proceed through the curriculum is flexible to accommodate individual needs. The core courses run one evening per week, for 12 weeks. Each class meeting is three hours and 10 minutes in duration. The three-week terms for elective seminars are offered in the Fall and Spring semesters.

## Location

MBA classes are held on the Baldwin-Wallace College campus in Berea, Ohio. Classes are usually held in Kamm Hall with immediately adjacent available parking.

## Requirements for Admission

The central concern of the admission process is to identify and select individuals who will be successful in the program. Therefore, all available relevant information concerning the candidate's background, including academic accomplishments, work experience and community involvement will be considered. All candidates are strongly encouraged to meet with the MBA Program Director as early as possible to discuss their interests and qualifications and the options available to them at Baldwin-Wallace. The admission process includes the following:

- A Bachelor's degree in any field from an accredited institution and submission of official transcripts of previous academic work.
- Relevant work experience, usually two-years.
- An interview with the Program Director is recommended for all candidates.
- An acceptable score on the Graduate Management Admission Test (GMAT) is required of all candidates. The GMAT will be waived for candidates who have already received a masters or doctorate degree in another field and individuals earning a cumulative undergraduate GPA of 3.4 or better.
- A completed application either in hard copy or on-line.
- Two letters of recommendation from managers or other persons qualified to assess the applicant's professional or managerial accomplishments and ability to successfully undertake a challenging program of graduate study.
- A current brief resume focused on career and professional development and accomplishments in addition to leadership experiences in both work and community activities.

Final approval for admission to the program will rest with the MBA Program Admission Committee.

## **Grading**

Letter grades given are A, B, C, F, I, T and W. A plus/minus system may be elected by individual instructors. Each grade has the following value in quality points: A+, 4.0; A, 4.0; A-, 3.667; B+, 3.333; B, 3.0; B-, 2.667; C+, 2.333; C, 2.0; C-, 1.667; F, none; I, incomplete; T, a temporary non-accredited grade to indicate work in the course is continuing and is thus far satisfactory, and W, withdrawal with no quality points. No grade of D is awarded. A cumulative GPA of 3.0 is required for graduation. Grades of all classes, including foundation courses, will be used in the calculation of the GPA. The receipt of a third "C" in a core class or an "F" in any class will result in the student's dismissal from the program. A student may petition the Program Director for readmission and such readmission shall be at the discretion and subject to the conditions established by the Director.

An incomplete grade received during a given semester must be completed by a date agreed upon by the instructor but no later than the end of the next semester in which the student is enrolled. If no grade is reported by that time, the grade will be recorded as failure. In unusual circumstances, the instructor may request an extension of the established due date subject to written approval of the Program Director.

MBA students who withdraw from class during the first nine weeks of the semester will receive a grade of "W". Withdrawal after the ninth week may be authorized only in cases of prolonged illnesses, change of employment, or other circumstances beyond the student's control. Lack of academic progress in a course is not sufficient reason for an authorized withdrawal after the sixth week. A written petition must be presented to the Registrar of the College. Petition forms are available in the Registrar's Office. Withdrawal from a course without approval constitutes a failure and the letter grade of "F" is recorded.

## **Degree Requirements**

The student must meet the following for the Master of Business Administration degree:

- Successfully complete any required foundation courses, the sequenced core curriculum, and four hours of elective seminars (minimum of 40 credit hours);
- Attain at least a 3.0 grade point average in total work attempted in the MBA program and a 3.0 grade point average in the 12 core courses of the program.
- Complete all degree requirements within four calendar years of initial registration unless a time extension is granted, in writing, upon petition to the Program Director.

## **Transfer Credit**

Only six credit hours are transferable for credit from another institution. Transfer credit is awarded when:

- the requested credit is an equivalent graduate-level course from an MBA program;
- the student was enrolled as a graduate student when the course was taken;
- the course was graded "A" or "B";
- the course content is compatible with the MBA program at Baldwin-Wallace College (determination of credit is made jointly by the Registrar and the director of the program); and
- the credit has not been counted toward an earned degree.

## Tuition Payment

Payment of tuition and fees must be made prior to the first class of each semester. Past due accounts will be assessed a finance charge. Grades, transcripts, and diplomas will not be released to students who have not paid their accounts. The cashier's office will be open from 6:00 p.m. to 8:00 p.m. the first two nights of each semester.

Baldwin-Wallace has several options to help graduate students make paying for their education more affordable. For example, to accommodate the many graduate students who receive tuition benefits from their employers at the end of the term, B-W offers a delayed tuition payment plan called the Tuition Reimbursement Payment Program (TRPP). TRPP allows students to extend the payment due date, at a reasonable rate of interest, until 30 days after the end of the term. TRPP applications and information can be obtained at the Cashier's Office in Bonds Administration Building. In addition, most graduate students who take at least three credits in a given semester are eligible for financial aid through the Federal Stafford Loan program. A Stafford Loan is a low-interest rate loan whose repayment period does not begin until six months after the borrower ceases to be enrolled for at least three credits. More information about Stafford Loans can be found at the Financial Aid Office, which is also in the Bonds Administration Building. Finally, the MBA Program is fully approved for veterans' educational benefits.

Any special payment arrangements must be made with the approval of the Bursar.

## Refund Policy

Students who withdraw from a course will receive a refund of their tuition payment in accordance with the following table:

<b>Time of Withdrawal</b>	<b>Refund</b>
Prior to 1st Week	100% of full tuition
1st Week	99% of full tuition
2nd Week	90% of full tuition
3rd Week	70% of full tuition
4th Week	50% of full tuition
5th through 8th Week	25% of full tuition

Seminar in Management refund schedule:

<b>Time of Withdrawal</b>	<b>Refund</b>
Prior to 1st Week	100% of full tuition
1st Week	50% of full tuition
2nd Week	25% of full tuition
3rd Week	no refund

# Master in Business Administration in Entrepreneurship Course Descriptions

## Foundation Course Descriptions

The following courses provide a foundation for this MBA program for individuals with limited business training. The department suggests that students discuss their academic background with the Director of the program prior to making a decision to enroll in any of these classes. These courses are three semester credit hours but do not count toward the Entrepreneurial MBA degree requirement.

**BUS 500A                      FINANCIAL ACCOUNTING                      *Three credit hours***

This course develops a working knowledge of the basic accounting system. The primary focus is on financial accounting by the business entity. Students learn to read and understand the four standard financial reports: the balance sheet, income statement, statement of cash flows, and statement of retained earnings with emphasis on their implications for management.

**BUS 500Q                      QUANTITATIVE ANALYSIS                      *Three credit hours***

A course for individuals who have a limited background in computer skills and algebraic techniques. Students are exposed to statistical models and applications for quantitative methods in modern management.

## Core Course Descriptions

A logical progressive sequence is followed in the course offerings. Because of the general systems approach, it is necessary for the student to follow the sequence as outlined. Students may not go out of sequence or take more than two evening courses in any semester without the approval of the director of the MBA program. Required courses are three credit hours each, and the sequence of presentation is as follows:

**BUS 501                      SYSTEMS MANAGEMENT & ORGANIZATIONAL THEORY                      *Three credit hours***

This course focuses on general systems concepts and the systems management approach to organizations. Students acquire a greater understanding of the interdependence of and interrelationships between elements of a system and its environment. Selected organizational and managerial issues or problems are diagnosed from a system and organizational theory perspective, and solutions are developed that reflect a systemic outlook. Opportunities are provided for applying systems thinking to the students own career or work situation.

**BUS 509                      ORGANIZATIONAL BEHAVIOR                      *Three credit hours***

*Prerequisite: BUS 501*

This course provides an analysis of behavioral science approaches to organizations stressing the implications of theoretical concepts on managerial practice. Topics include functions and dysfunctions of bureaucracy, individual needs and organization requirements, group processes, and organizations as systems. Basic concepts used to study special topics are conflict management, leadership, communications, and organizational change and development.

**BUS 524                      MANAGEMENT SCIENCE/COMPUTER MODELS                      *Three credit hours***

This course expands the general managers knowledge of the computer models necessary to deal with the complex relationships making up an integrated system. Linear regression, forecasting/time series, linear programming, simulation, and probabilistic decision models are studied. The emphasis is on the description of common management problems in terms of these models, the solution of such models, and the analysis of the results for making decisions from a systems perspective.

- BUS 545**                    **FINANCIAL MANAGEMENT**                    *Three credit hours*  
 Working capital management, cash flow analysis, investment decisions, cost of capital, traditional and non-traditional sources of capital and long-term financial decisions are the focus of this course. The method of presentation takes account of theory, application and integration into the general systems approach.
- BUS 548**                    **ACCOUNTING AND FINANCE MANAGEMENT**                    *Three credit hours*  
 This course is a study of accounting information for managerial decision-making. Emphasis is on cost accounting applied to management models including product pricing, job-order costing, cost-volume-profit analysis, profit planning, and budgets.
- BUS 551E**                    **ENTREPRENEURIAL MARKETING**                    *Three credit hours*  
 This course focuses on methods of achieving marketing objectives in spite of limited resources. A variety of strategic and tactical subjects with which entrepreneurs must deal to maintain effective marketing operations are developed in this class. Examples include the marketing concept, developing a competitive distinction, understanding buyer behavior, channel management, pricing policy and building a supporting information system.
- BUS 581**                    **MACROECONOMICS FOR MANAGEMENT**                    *Three credit hours*  
 This course helps participants develop skill in understanding the operation of the United States economy, anticipating the impacts to government policies and other influences on the economy, and understanding the influence of the economy on the individual firm.
- BUS 600**                    **POWER, ETHICS, AND SOCIETY**                    *Three credit hours*  
 This course examines the social, ethical, and leadership responsibilities of systems managers in relation to the stakeholders affected by managerial decisions-especially customers, the work force, shareholders, and society (including government). Students examine the acquisition and use of power inside and outside the organization through contemporary cases.
- BUS 624E**                    **MANAGING BUSINESS OPERATIONS**                    *Three credit hours*  
 This course deals with systems and models that enable the entrepreneur to maximize their business operating environment. Operations analysis tools and methodology are presented in detail to assist in designing, planning, and controlling operations. The course includes analysis and application of inventory models, Microsoft project management, forecasting, feasibility studies and cost benefit analysis.
- BUS 625E**                    **CREATING A BUSINESS PLAN**                    *Three credit hours*  
 The course will analyze how a business plan can be an indispensable management tool that provides the foundation for growth that is achieved by starting a new venture, expansion of a product line or acquiring an existing business. A comprehensive business plan will be developed and presented to a panel of business executives and entrepreneurs.
- BUS 632E**                    **DEPLOYING INFORMATION TECHNOLOGY FOR COMPETITIVE ADVANTAGE**                    *Three credit hours*  
 This course establishes a basic capacity for developing management information systems that provide reliable and valid information for managers of diverse functions. Content focuses on using information technology to improve customer service, improve rational thinking and decision-making, establishing pricing methodologies and creating internet distribution channels.
- BUS 670E**                    **MANAGING A GROWING BUSINESS**                    *Three credit hours*  
 The course provides students with the opportunity to solve complex problems by integrating the theoretical and practical knowledge acquired in previous courses. Issues related to managing a growing company will be analyzed. Topics include those related to changing organizational structures, measuring economic performance, developing management control systems and the changing role of the entrepreneur.

## **Experiential Learning Seminars**

### **ENTREPRENEURIAL IMMERSION**

***One credit hour***

This seminar immerses the individual in the entrepreneurial experience by exposing students to practicing entrepreneurs. They will gain a firsthand awareness of the skills, knowledge and behaviors of successful entrepreneurs. Students will conduct an in-depth personal interview with an entrepreneur. Students will learn to see problems as opportunities and understand the various types of innovation. The range of options for capturing opportunities in spite of significant resource constraints and obstacles will be explored. This topical will be taught by an entrepreneur and a B-W faculty member.

### **ENTREPRENEURIAL FIELD STUDY**

***One credit hour***

Students will invest a minimum of nine hours working in an entrepreneurial firm experiencing the various roles, decision-making responsibilities and competencies the entrepreneur is required to perform in leading a small, dynamic organization. The student and a faculty advisor will agree on the specific learning objectives, action plans and methods of evaluating the experience.

### **BUSINESS PLAN CLINIC**

***One credit hour***

*Prerequisite: BUS 551E & BUS 625E*

Students will assist the staff in the Clinic in reviewing business plans. Under the direction of experienced students, faculty and an entrepreneur, students will learn the components of a business plan, conduct research to assess new opportunities and communicate with entrepreneurs developing their business plan. Through this experience, students will gain an awareness of the broad-based competencies required to function as an entrepreneur. They will apply a process for evaluating entrepreneurial opportunities while developing their analytical skills, critical thinking skills, written and oral communication skills.

### **ELECTIVE TOPICAL SEMINAR**

***One credit hour***

Students will select one elective topical seminar. Elective seminars will be offered during a three-week term in the Fall and Spring semesters. These seminars will cover topics of current interest or provide in-depth coverage of selected topics from the core courses.

# MASTER OF BUSINESS ADMINISTRATION IN EXECUTIVE MANAGEMENT

Baldwin-Wallace College's Executive MBA (EMBA) program is designed for business executives who seek to obtain a formal graduate degree without interrupting their careers or interfering with weekday office or travel obligations. The program offers a value-based practical approach to developing a systematic understanding of management and strategy- keys to success for business executives in a rapidly changing global environment.

EMBA classes are offered on alternate weekends (except on occasions when avoiding holiday weekends forces sequential weekends) beginning at 2:00 P.M. on Friday and ending on Saturday at 3:30 P.M. This schedule, designed with a twofold purpose, leaves the intervening and holiday weekends unencumbered and solves the problems of executives whose full-time managerial responsibilities include heavy midweek commitments. The two-day schedule will enhance the opportunities for sharing experiences and building camaraderie among students.

Class sizes are small to promote communication among executives and faculty. The executive takes all of the required courses over a two-year period in an integrated "single track" curriculum. The courses are offered in two nine-weekend semesters per year. Two hours of elective seminars are required.

The schedule of classes for each alternate weekend is:

## Friday

2:00 p.m. - 6:00 p.m.	Class
6:00 p.m. - 7:00 p.m.	Dinner
7:00 p.m. - 9:00 p.m.	Class

## Saturday

7:30 a.m. - 8:30 a.m.	Breakfast
8:30 a.m. - 12:30 p.m.	Class
12:30 p.m.- 1:30 p.m.	Lunch
1:30 p.m.- 3:30 p.m.	Class

## The Curriculum

Each academic year consists of two semesters with three courses in each semester. In the second year, BUS 765 and BUS 870 each meet for the entire year. The foundation and core courses are three semester hours each; most elective seminars are one semester hour each. The total requirement for completing the Executive M.B.A. is 38 semester hours - 12 three-hour courses and two hours of elective seminars. The sequence in which the core courses are scheduled is:

### Semester I: Fall

- BUS 701 Organizational Theory & the Systems Approach to Management
- BUS 742 Micro Organizational Behavior
- BUS 748 Financial Management

### Semester II: Spring

- BUS 705 Accountability of Financial Resources

BUS 711 Senior Management Issues  
BUS 747 Operations Management

#### **Semester III: Fall**

BUS 760 The Marketing Environment  
BUS 765 Macro Organizational Behavior (one half)  
BUS 771 The Economic System  
BUS 870 Policy Formulation and Strategic Management (one half)

#### **Semester IV: Spring**

BUS 765 Macro Organizational Behavior (one half)  
BUS 781 Global Strategic Management  
BUS 800 Power and Ethics in the Management of Organizations  
BUS 870 Policy Formulation and Strategic Management (one half)

During the second year, each EMBA team of usually 4-5 students will participate in a project involving strategic business consultation with an area company. This consulting activity is integrated into the classroom work of the second year curriculum.

### **Eligibility Requirements**

The Executive MBA program is designed for mid-career executives. Participants are expected to have eight or more years of work experience and to be in a professional or managerial position. The admission process involves the following considerations:

1. A personal interview with the Director of the program during which past experience and accomplishments and potential for advancement and professional self-improvement are reviewed.
2. An undergraduate bachelor's degree in any field from an accredited institution. Applicants whose undergraduate degree is not in business may be required to take one or two foundation courses in the areas of accounting or quantitative methods prior to starting the program.
3. Evidence through letters of reference that the applicant is capable of graduate study in business and has the personal commitment and support of his organization necessary for successful completion of the program.
4. Approval of the Admission Committee based on the documentation in support of the above three criteria.

### **Grading**

Letter grades given are A, B, C, F, I, T and W. A plus/minus system may be elected by individual instructors. Each grade has the following value in quality points: A+, 4.0; A, 4.0; A-, 3.667; B+, 3.333; B, 3.0; B-, 2.667; C+, 2.333; C, 2.0; C-, 1.667; F, none; I, incomplete; T, a temporary non-accredited grade to indicate work in the course is continuing and is thus far satisfactory, and W, withdrawal with no quality points. No grade of D is awarded. A cumulative GPA of 3.0 is required for graduation. Grades of all classes, including foundation courses, will be used in the calculation of the GPA. The receipt of a third "C" in a core class or an "F" in any class will result in the student's dismissal from the program. A student may petition the Program Director for readmission and such readmission shall be at the discretion and subject to the conditions established by the Director.

An incomplete grade received during a given semester must be completed by a date agreed upon by the instructor but no later than the end of the next semester in which the student is enrolled. If no grade is reported by that time, the grade will be recorded as failure. In unusual circumstances, the instructor may request an extension of the established due date subject to written approval of the Program Director.

EMBA students who withdraw from class during the first nine weeks of the semester will receive a grade of "W". Withdrawal after the ninth week may be authorized only in cases of prolonged illnesses, change of employment, or other circumstances beyond the student's control. Lack of academic progress in a course is not sufficient reason for an authorized withdrawal after the sixth week. A written petition must be presented to the Registrar of the College. Petition forms are available in the Registrar's Office. Withdrawal from a course without approval constitutes a failure and the letter grade of "F" is recorded.

## **Tuition Payment**

Payment of tuition and fees must be made prior to the first class of each semester. Past due accounts will be assessed a finance charge. Grades, transcripts, and diplomas will not be released to students who have not paid their accounts. The cashier's office will be open from 6:00 p.m. to 8:00 p.m. the first two nights of each semester.

Baldwin-Wallace has several options to help graduate students make paying for their education more affordable. For example, to accommodate the many graduate students who receive tuition benefits from their employers at the end of the term, B-W offers a delayed tuition payment plan called the Tuition Reimbursement Payment Program (TRPP). TRPP allows students to extend the payment due date, at a reasonable rate of interest, until 30 days after the end of the term. TRPP applications and information can be obtained at the Cashier's Office in Bonds Administration Building. In addition, most graduate students who take at least three credits in a given semester are eligible for financial aid through the Federal Stafford Loan program. A Stafford Loan is a low-interest rate loan whose repayment period does not begin until six months after the borrower ceases to be enrolled for at least three credits. More information about Stafford Loans can be found at the Financial Aid Office, which is also in the Bonds Administration Building. Finally, the EMBA Program is fully approved for veterans' educational benefits.

Any special payment arrangements must be made with the approval of the Bursar.

## **Refund Policy**

Students who withdraw from a course will receive a refund of their tuition payment in accordance with the following table:

<b>Time of Withdrawal</b>	<b>Refund</b>
Prior to 1st Week	100% of full tuition
1st Week	99% of full tuition
2nd Week	90% of full tuition
3rd Week	70% of full tuition
4th Week	50% of full tuition

Seminar in Management refund schedule:

<b>Time of Withdrawal</b>	<b>Refund</b>
Prior to 1st Week	100% of full tuition
1st Week	50% of full tuition
2nd Week	25% of full tuition
3rd Week	no refund

# Master in Business Administration in Executive Management Course Descriptions

## Foundation Course Descriptions

The following courses provide a foundation for the EMBA program to individuals with limited business training. The department suggests that students discuss their academic background with the Director of the program prior to making a decision to enroll in any of these classes. These courses are three semester credit hours, but do not count toward the EMBA degree requirement.

### **BUS 500A FINANCIAL ACCOUNTING *Three credit hours***

This course develops a working knowledge of the basic accounting system. The primary focus is on financial accounting by the business entity. Students learn to read and understand the four standard financial reports: the balance sheet, income statement, statement of cash flows, and statement of retained earnings with emphasis on their implications for management.

### **BUS 500Q QUANTITATIVE ANALYSIS *Three credit hours***

A course for individuals who have a limited background in algebraic and statistical techniques. Students are exposed to statistical models and applications for quantitative methods in modern management.

## Core Course Descriptions

### **BUS 701 ORGANIZATIONAL THEORY & THE SYSTEMS APPROACH TO MANAGEMENT *Three credit hours***

This course introduces executives to the systems approach to management. It is an overview of the theories of general systems, systems-thinking, and the systems approach to management. Executives apply the systems approach to building systems models of the organizations represented in the class. These models provide an understanding of the interdependencies in a variety of complex organizations and help managers learn to make more effective decisions for their organizations.

### **BUS 705 ACCOUNTABILITY OF FINANCIAL RESOURCES *Three credit hours***

This course emphasizes the use of the accounting system to provide decision-making information to the manager. Cost accounting data are applied to management models of the firm, especially those models dealing with alternative choice situations, such as pricing, factor and product combinations, and capital budgets. Financial principles and analysis are coupled with accounting data for specialized types of business situations requiring executive decisions. Case problems provide the basis for intensive study of the subject area.

### **BUS 711 SENIOR MANAGEMENT ISSUES *Three credit hours***

An overview of contemporary issues confronting senior leaders in today's highly competitive global business environment. Topics will include the health care crisis, issues of sustainability, the role of boards of directors, corporate governance, and other current issues.

### **BUS 742 MICRO-ORGANIZATIONAL BEHAVIOR *Three credit hours***

This micro-perspective on organizational behavior deals with the individual and small groups. Executives develop a basic conceptual understanding of the causes of behavior (theories of motivation, learning, perception, communication, personality, and decision-making) and develop tools with which to change behavior. Research findings, supporting the hypotheses and relationships among personal and environmental causes and behavioral outcomes, are integral to the course. This course has a strong experiential base and a heavy emphasis on process.

**BUS 747 OPERATIONS MANAGEMENT *Three credit hours***

This course develops a systems approach to the analysis of senior managerial operating problems. Computer, quantitative, and behavioral models are used to formulate operating decisions consistent with an organizations competitive strategy.

**BUS 748 FINANCIAL MANAGEMENT *Three credit hours***

Analysis of financial information is central to financial control, forecasting, and decision making. It also is central to the evaluation of customers, competitors, or merger candidates. This course gives executives insight into financial statement analysis, cash flow projections, capital budget evaluation, working capital management, and the primary methods of financing the corporation. Various measures of risk and methods of assessing the risk-return trade-off are also presented.

**BUS 760 THE MARKETING ENVIRONMENT *Three credit hours***

An organization must deal with strategic and tactical issues on a domestic and global basis if it is to maintain an effective marketing organization. The course places special emphasis on the determination of longer term marketing strategy, the building of shorter term tactics, and the significance marketing has in the strategic direction of the firm. Emphasis is given to the examination of competitive operations and practical marketing problems confronting executives.

**BUS 765 MACRO-ORGANIZATIONAL BEHAVIOR *Three credit hours***

The macro-perspective provides a broader view of organizational effectiveness by dealing with the organizations major sub-units rather than individuals and small groups. This perspective deals with employee behavior as well as with overall design of the organization, efficiency, and adaptation to the environment. The macro-route to organizational change includes design of individual roles and organizational structures, relationships among roles, control systems, and information technology. A field activity in organizational development is a major focus of the course.

**BUS 771 THE ECONOMIC SYSTEM *Three credit hours***

This course gives executives an understanding of how the US economy operates, so that they will understand the national economic environment in which their own firm operates at present and in the future. Descriptions are presented from an intuitive perspective rather than from a mathematical/theoretical perspective. Emphasis is placed on readily available sources of important data about the economy's recent performance, on interpreting those data, and on obtaining and evaluating forecasts of the economy's future performance. The forces influencing economic growth, interest rates, inflation, employment, and living standards are studied. Government policies for influencing the economy are examined together with the organization of policy-making bodies and the motivations of policy makers.

**BUS 781 GLOBAL STRATEGIC MANAGEMENT *Three credit hours***

Globalization of US business is proceeding at an accelerating pace. Executives are introduced to techniques for managing this economic transformation both at home and abroad. The course reviews the development and current role of the multinational enterprise. Major features of international trade and the challenge of managing organizations across national borders are covered. Executives learn how to respond to international challenges by developing or critiquing international corporate strategies and operations.

**BUS 800 POWER AND ETHICS IN THE MANAGEMENT OF ORGANIZATIONS *Three credit hours***

The course introduces power and ethics concepts (The Prince Model, the Ethical Response Model) as systems-thinking ways of winning desired cooperation from associates, customers, suppliers, public policy makers, or others. The course stresses the use of contemporary case analysis as well as readings and creativity to develop win-win ways to nurture the health of both organizations and society.

**BUS 870**

**POLICY FORMULATION AND STRATEGIC  
MANAGEMENT**

*Three credit hours*

This course represents the culmination of the executives two-year program. Concepts, principles, and new ways of thinking are integrated into this capstone course. The executive takes the role of senior management, learning how to develop a strategic intent for the organization as well as the policies and competitive strategies necessary to make the intent a reality. In the process, the executive learns how to formulate decisions based on the analysis and diagnosis of competitive and market conditions and the organizations capabilities and limitations. The concepts and tools of strategic analysis, planning, and implementation are applied through case studies and consultation with actual organizations.

**ELECTIVE REQUIREMENTS**

Elective Management seminars will be offered evenings during a three-week term at the start of the Fall and Spring semesters. These seminars will cover topics of current interest or provide in-depth coverage of selected topics from the core courses. The majority of the seminars will be assigned one semester hour of credit and will meet for three hours and the minutes one night per week for a three-week period. Seminars will occasionally be given greater credit because of required travel, more class-time, or extensive out-of-class assignments. There will also be a summer elective seminar in Project Management that will be scheduled on weekends. Additionally, students may elect to participate in one of the International seminar programs sponsored by the Business Division. These Academic Seminars, to various parts of the world, typically are for 10-15 days. Academic credit may be given with the prior approval of a faculty member and the Program Director.

# MASTER OF BUSINESS ADMINISTRATION IN HEALTH CARE MANAGEMENT

Baldwin-Wallace College's Health Care MBA (HC MBA) program is designed for health care professionals who seek a formal graduate degree without interrupting their careers or interfering with weekday office or travel obligations.

HC MBA classes are offered on alternate weekends (except on occasions when avoiding holiday weekends forces sequential weekends) beginning at 2:00 P.M. on Friday and ending on Saturday at 3:30 P.M. This schedule, designed with a two-fold purpose, leaves the intervening and holiday weekends unencumbered and solves the problems of professionals whose full-time managerial responsibilities include heavy mid-week commitments. The two-day schedule enhances the opportunities for sharing experiences and building a sense of camaraderie among students.

Class sizes are small (no more than 25 students) and organized into interdisciplinary teams. Teams are selected to include a variety of professionals on each team. Participants learn through interaction with classmates who bring widely varied backgrounds to team projects and class discussions.

The program is built upon the systems approach to management that views the health care organization as a dynamic, interdependent organism. Development of the interpersonal and organizational skills needed to lead teams, groups, and networks of providers is emphasized throughout the program. There is also a strong focus on "value added" health care reflecting the need to manage the relationship between cost and quality.

All classes are held at Baldwin-Wallace College in Berea.

## Class Schedules

The schedule of classes for each alternate weekend is:

### Friday

2:00 p.m. - 6:00 p.m.	Class
6:00 p.m. - 7:00 p.m.	Dinner
7:00 p.m. - 9:00 p.m.	Class

### Saturday

7:30 a.m. - 8:30 a.m.	Breakfast
8:30 a.m. - 12:30 p.m.	Class
12:30 p.m.- 1:30 p.m.	Lunch
1:30 p.m.- 3:30 p.m.	Class

## The Curriculum

The Health Care MBA consists of an initial semester of courses (those courses with a BUS 500 number) required of applicants whose undergraduate degree or work experience have not included these business fundamentals. The foundation courses are scheduled in the fall semester. The program of 12 core business courses and two year long courses, introduction to American Health Care and Health Care Policy and Law, commence in the spring semester. The program is designed to be completed in the two years from the commencement of the core courses.

The sequence in which the courses are scheduled is:

**Foundation Courses**

BUS 500A Financial Accounting

BUS 500Q Quantitative Analysis

**Semester I:**

BUS 701 Organizational Theory & the Systems Approach to Management

BUS 748 Financial Information Analysis & Control

BUS 757 Intro to American Health Care

BUS 771 Economics

**Semester II:**

BUS 705 Accounting

BUS 709 Micro-Organizational Behavior

BUS 747 Operations Management

BUS 757 Intro to American Health Care

**Semester III:**

BUS 711 Information Systems Management

BUS 750 Topics in Financial Management

BUS 758 Health Care Policy & Law

BUS 760 The Marketing Environment

**Semester IV:**

BUS 758 Health Care Policy & Law

BUS 765 Macro-Organizational Behavior

BUS 800 Power & Ethics

BUS 870 Policy Formulation & Strategic Management

**Admission Requirements**

The HCMBA program is designed for mid-career health care managers or for medical professionals preparing to make a transition to senior management positions. Participants are expected to have significant work experience in a professional or managerial position. The admission process involves the following considerations:

- A personal interview with the director of the program during which past experience and accomplishments and potential for advancement and professional self-improvement are reviewed.
- A professional degree in any field from an accredited institution. Applicants whose undergraduate degree is not in business may be required to take one or more foundation courses in the areas of accounting or quantitative methods.
- An acceptable score on the Graduate Management Admission Test (GMAT) is required of all candidates. The GMAT will be waived for candidates who have already received a masters or doctorate degree in another field and individuals earning a cumulative undergraduate GPA of 3.4 or better.
- Evidence through letters of reference that the applicant is capable of graduate study in business, and has the personal commitment and support of his/her organization necessary for successful completion of the program.
- Approval of the Admission Committee based on the documentation in support of the above three criteria.

## **Grading**

Letter grades given are A, B, C, F, I, T and W. A plus/minus system may be elected by individual instructors. Each grade has the following value in quality points: A+, 4.0; A, 4.0; A-, 3.667; B+, 3.333; B, 3.0; B-, 2.667; C+, 2.333; C, 2.0; C-, 1.667; F, none; I, incomplete; T, a temporary non-accredited grade to indicate work in the course is continuing and is thus far satisfactory, and W, withdrawal with no quality points. No grade of D is awarded. A cumulative GPA of 3.0 is required for graduation. Grades of all classes, including foundation courses, will be used in the calculation of the GPA. The receipt of a third "C" in a core class or an "F" in any class will result in the student's dismissal from the program. A student may petition the Program Director for readmission and such readmission shall be at the discretion and subject to the conditions established by the Director.

An incomplete grade received during a given semester must be completed by a date agreed upon by the instructor but no later than the end of the next semester in which the student is enrolled. If no grade is reported by that time, the grade will be recorded as failure. In unusual circumstances, the instructor may request an extension of the established due date subject to written approval of the Program Director.

Health Care MBA students who withdraw from class during the first nine weeks of the semester will receive a grade of "W". Withdrawal after the ninth week may be authorized only in cases of prolonged illnesses, change of employment, or other circumstances beyond the student's control. Lack of academic progress in a course is not sufficient reason for an authorized withdrawal after the sixth week. A written petition must be presented to the Registrar of the College. Petition forms are available in the Registrar's Office. Withdrawal from a course without approval constitutes a failure and the letter grade of "F" is recorded.

## **Tuition Payment**

Payment of tuition and fees must be made prior to the first class of each semester. Past due accounts will be assessed a finance charge. Grades, transcripts, and diplomas will not be released to students who have not paid their accounts. The cashier's office will be open from 6:00 p.m. to 8:00 p.m. the first two nights of each semester.

Baldwin-Wallace has several options to help graduate students make paying for their education more affordable. For example, to accommodate the many graduate students who receive tuition benefits from their employers at the end of the term, B-W offers a delayed tuition payment plan called the Tuition Reimbursement Payment Program (TRPP). TRPP allows students to extend the payment due date, at a reasonable rate of interest, until 30 days after the end of the term. TRPP applications and information can be obtained at the Cashier's Office in Bonds Administration Building. In addition, most graduate students who take at least three credits in a given semester are eligible for financial aid through the Federal Stafford Loan program. A Stafford Loan is a low-interest rate loan whose repayment period does not begin until six months after the borrower ceases to be enrolled for at least three credits. More information about Stafford Loans can be found at the Financial Aid Office, which is also in the Bonds Administration Building. Finally, the HC MBA Program is fully approved for veterans' educational benefits.

Any special payment arrangements must be made with the approval of the Bursar.

## Refund Policy

Students who withdraw from a course will receive a refund of their tuition payment in accordance with the following table:

<b>Time of Withdrawal</b>	<b>Refund</b>
Prior to 1st Week	100% of full tuition
1st Week	99% of full tuition
2nd Week	90% of full tuition
3rd Week	70% of full tuition
4th Week	50% of full tuition

## Master in Business Administration in Health Care Management Course Descriptions

### Foundation Courses

#### **BUS 500A FINANCIAL ACCOUNTING**

***Three credit hours***

This course develops a working knowledge of the basic accounting system. The primary focus is on financial accounting by the business entity. Students learn to read and understand the four standard financial reports: the balance sheet, income statement, statement of cash flows, and statement of retained earnings with emphasis on their implications for management.

#### **BUS 500Q QUANTITATIVE ANALYSIS**

***Three credit hours***

A course for individuals who have a limited background in algebraic and statistical techniques. Students are exposed to statistical models and applications for quantitative methods in modern management.

### Core Course Descriptions

#### **BUS 701 ORGANIZATIONAL THEORY & THE SYSTEMS APPROACH TO MANAGEMENT**

***Three credit hours***

This course introduces health care students to the systems approach to management. It is an overview of the theories of general systems, systems-thinking, and the systems approach to management. Students apply the systems approach to building systems models of the organizations represented in the class. These models provide an understanding of the interdependencies in health care systems along the entire continuum of care in a variety of health care organizations. Managers will learn to make more effective decisions across formally and informally structured delivery systems plus the various structures in which health care is delivered on an integrated basis.

#### **BUS 705 ACCOUNTABILITY OF FINANCIAL RESOURCES**

***Three credit hours***

This course shows the student how accounting systems can be designed to provide healthcare managers with useful information for decision-making. Students will use this information in cost-volume-profit and operational and capital budgeting exercises to improve their planning efforts, in learning how to make better operating decisions, and in conducting more meaningful performance analyses. The problems encountered in overhead allocation will be discussed in detail. Quantitative models will be introduced when appropriate, decision-making under uncertainty will be emphasized, and the need for a cost-benefit trade-off analysis will be a central theme in the course.

**BUS 709      MICRO–ORGANIZATIONAL BEHAVIOR      *Three credit hours***

This course provides an analysis of behavioral science approaches to organizations stressing the implications of theoretical concepts on managerial practice. Topics include functions and dysfunctions of bureaucracy, individual needs and organization requirements, group processes, and organizations as systems. Basic concepts used to study special topics are conflict management, leadership, communications, and organizational change and development.

**BUS 711      HEALTH CARE INFORMATION SYSTEMS      *Three credit hours***

This course presents an overview of the uses of and management of information systems and technology in health care. It is directed to managerial end-users of information systems, and to those managers who will need to make strategic decisions regarding the use of capital and operating funds for the acquisition and operation of information systems and technology. The main objective is to build a basic understanding of the value and uses of information systems and information technology (both onsite and web-based) for business operations, management decisions making, and strategic advantage. Special emphasis is placed on the planning and financing of managerial and enterprise information systems.

**BUS 747      OPERATIONS MANAGEMENT      *Three credit hours***

This course develops a systems approach to the analysis of senior health care managerial operating problems. Computer, quantitative, and behavioral models are used to formulate operating decisions consistent with a health care organizations competitive strategy.

**BUS 748      FINANCIAL INFORMATION ANALYSIS AND CONTROL      *Three credit hours***

Analysis of financial information is central to financial control, forecasting, and decision making. It also is central to the evaluation of managed care operations, competitors, or merger candidates. This course gives students insight into financial statement analysis, cash flow projections, capital budget evaluation, working capital management, and the primary methods of financing the corporation (both for-profit and not-for-profit models are emphasized). Various measures of risk and methods of assessing the risk-return trade-off are also presented. Examination of actual institutions is incorporated into the course.

**BUS 750      TOPICS IN FINANCIAL MANAGEMENT      *Three credit hours***

This course will investigate special topics in financial management such as the lease versus the buy option, bond refunding, mergers, LBOs, divestitures, business failures, activity-based management, and organizational performance. Coverage of topics introduced in earlier financial management courses, e.g., operational and capital budgeting, cost-volume-profit analysis, and working capital management, will be extended. Forecasting, linear programming and simulation techniques from the operations analysis field will be used extensively in this expanded coverage.

**BUS 757      INTRO TO AMERICAN HEALTH CARE      *One credit hour***

This course explores the history, evolution and current state of health services delivery and financing in the United States. Topics include the components of the system, health services professions, financing mechanisms, the insurance industry, medical technology and the cost, quality, access equation.

**BUS 758      HEALTH CARE POLICY & LAW      *One credit hour***

This course discusses the policy development process at the federal and state levels, reviews major health policy milestones and the current state of policy development. Comparisons are drawn to health policy/systems in other countries. An introduction to business and health law is provided including corporate structures, governance, liability and government regulatory compliance.

**BUS 760      THE MARKETING ENVIRONMENT      *Three credit hours***

The health care organization must deal with strategic and tactical issues if it is to serve its customers effectively. The course places special emphasis on the determination of longer term marketing strategy, the building of shorter term tactics, and the significance marketing has on the strategic direction of the firm. Emphasis is given to new health care competitive issues and applied marketing problems confronting executives today.

**BUS 765      MACRO-ORGANIZATIONAL BEHAVIOR      *Three credit hours***

The course is designed to provide the systems manager with theories and skills for implementing organizational change. The individual, the project team, and the organization are the basic units of study and the topics of leading change while maintaining effective interpersonal behavior is presented as one of the most important factors in organizational change.

**BUS 771      THE ECONOMIC SYSTEM      *Three credit hours***

This course gives students an understanding of how the US economy operates, so that they will understand the national economic environment in which the health care industry operates now and in the future. Descriptions of how the overall economy works are presented from an intuitive perspective rather than from a mathematical/theoretical perspective. Emphasis is placed on readily available sources of important data about the economy's recent performance, on interpreting those data, and on obtaining and evaluating forecasts of the economy's future performance. The forces influencing economic growth, interest rates, inflation, employment, and living standards are studied. Government policies for influencing the economy in general, and the health care industry in particular, are examined together with the organization of policy-making bodies and the motivations of policy makers.

**BUS 800      POWER AND ETHICS IN THE MANAGEMENT      *Three credit hours*  
OF ORGANIZATIONS**

This course puts students in the role of managers in health care organizations confronting challenges requiring the exercise of power inside and outside the organization and facing ethical dilemmas caused by the explosion of technology, increased competition, and the demands of government, employers, and the public. It provides a framework to help health care managers consider issues of power, ethics, and public policy.

**BUS 870      POLICY FORMULATION & STRATEGIC      *Three credit hours*  
MANAGEMENT**

In this course, participants are introduced to the science and art of strategy making and strategy-implementation as applied to healthcare organizations. The systems approach, its key concepts and principles are utilized to explain the underlying logic of strategic management as the ultimate tool for managing change, as well as managing in changing market and industry environment. Specifically course participants are trained in the strategic tools, and the concepts they're based on, necessary for the following managerial skills:

1. formulating a strategic intent,
2. setting performance results,
3. crafting corporate, competitive and functional strategies,
4. planning implementation of crafted strategies, and
5. executing and controlling the organizations total strategic blueprint for steering, instead of drifting, towards its strategic intent.

Participants develop these skills primarily by conducting a comprehensive, real-time strategic analysis of an actual healthcare organization. Additionally, participants also undertake a strategic analysis of their own sector of the healthcare industry, as a means of helping to add value in their current job and to their current employer. The course is the culmination of the two-year process in developing the executive mind of program participants, and uses the integrative logic of strategic management to help pull together the total business education they received in the program.

# MASTER OF BUSINESS ADMINISTRATION IN HUMAN RESOURCES

The Masters of Business Administration in Human Resources (HR MBA) provides students with fundamental managerial and leadership skills that will enable students to understand strategic and operational issues in managing human capital in organizations. The curriculum is directed towards developing Human Resource managers and follows the systems approach to graduate education. The systems approach helps managers to view their own strengths and competencies within a broader understanding of organizational and environmental dynamics.

The program is designed for the working adult with evening classes. Students completing undergraduate study may pursue the Human Resource MBA as a dual 3/2-degree program with completion of the undergraduate bachelor degree in business administration and the HR MBA concurrently in the fourth and fifth years of study.

## Location

MBA classes are held on the Baldwin-Wallace College campus in Berea, Ohio. Classes are usually held in Kamm Hall with immediately adjacent available parking.

## Requirements for Admission

The central concern of the admission process is to identify and select individuals who will be successful in the program. Therefore, all available relevant information concerning the candidate's background, including academic accomplishments, work experience and community involvement will be considered. All candidates are strongly encouraged to meet with the MBA Program Director as early as possible to discuss their interests and qualifications and the options available to them at Baldwin-Wallace. The admission process includes the following:

- A Bachelor's degree in any field from an accredited institution and submission of official transcripts of previous academic work.
- Relevant work experience, usually two-years.
- An interview with the Program Director is recommended for all candidates.
- An acceptable score on the Graduate Management Admission Test (GMAT) is required of all candidates. The GMAT will be waived for candidates who have already received a masters or doctorate degree in another field and individuals earning a cumulative undergraduate GPA of 3.4 or better.
- A completed application either in hard copy or on-line.
- Two letters of recommendation from managers or other persons qualified to assess the applicant's professional or managerial accomplishments and ability to successfully undertake a challenging program of graduate study.
- A current brief resume focused on career and professional development and accomplishments in addition to leadership experiences in both work and community activities.

Final approval for admission to the program will rest with the MBA Program Admission Committee.

## Grading

Letter grades given are A, B, C, F, I, T and W. A plus/minus system may be elected by individual instructors. Each grade has the following value in quality points: A+, 4.0; A, 4.0; A-, 3.667; B+, 3.333; B, 3.0; B-, 2.667; C+, 2.333; C, 2.0; C-, 1.667; F, none; I, incomplete; T, a temporary non-accredited grade to indicate work in the course is continuing and is thus far satisfactory, and W, withdrawal with no quality points. No grade of D is awarded. A cumulative GPA of 3.0 is required for graduation. Grades of all classes, including foundation courses, will be used in the calculation

of the GPA. The receipt of a third "C" in a core class or an "F" in any class will result in the student's dismissal from the program. A student may petition the Program Director for readmission and such readmission shall be at the discretion and subject to the conditions established by the Director.

An incomplete grade received during a given semester must be completed by a date agreed upon by the instructor but no later than the end of the next semester in which the student is enrolled. If no grade is reported by that time, the grade will be recorded as failure. In unusual circumstances, the instructor may request an extension of the established due date subject to written approval of the Program Director.

HR MBA students who withdraw from class during the first nine weeks of the semester will receive a grade of "W". Withdrawal after the ninth week may be authorized only in cases of prolonged illnesses, change of employment, or other circumstances beyond the student's control. Lack of academic progress in a course is not sufficient reason for an authorized withdrawal after the sixth week. A written petition must be presented to the Registrar of the College. Petition forms are available in the Registrar's Office. Withdrawal from a course without approval constitutes a failure and the letter grade of "F" is recorded.

### **Curriculum**

The HR MBA program includes a minimum of 37 credit hours of course work, not including any required foundation courses. Classes are offered weeknights during three semesters in the calendar year. Participants can complete the sequence of 11 core classes and four hours of elective seminars in two years if they choose, but the pace at which students proceed through the curriculum is flexible so as to accommodate individual student needs. Each core class meets one evening per week for 12 weeks for a period of three hours and 10 minutes. The elective seminars typically meet for three hours and ten minutes one night per week over a three week term. The three-week terms for elective seminars are scheduled at the start of the Fall and Spring semesters prior to the commencement of the 12-week core class schedule.

### **Degree Requirements**

The student must meet the following for the Master of Business Administration degree:

- Successfully complete any required foundation courses, the sequenced core curriculum, and four hours of elective seminars (minimum of 37 credit hours);
- Attain at least a 3.0 grade point average in total work attempted in the MBA program and a 3.0 grade point average in the 11 core courses of the program.
- Complete all degree requirements within four calendar years of initial registration unless a time extension is granted, in writing, upon petition to the Program Director.

### **Transfer Credit**

Only six credit hours are transferable for credit from another institution. Transfer credit is awarded when:

- the requested credit is an equivalent graduate-level course from an MBA program;
- the student was enrolled as a graduate student when the course was taken;
- the course was graded "A" or "B";
- the course content is compatible with the HR MBA program at Baldwin-Wallace College (determination of credit is made jointly by the Registrar and the director of the program); and
- the credit has not been counted toward an earned degree.

### **Tuition Payment**

Payment of tuition and fees must be made prior to the first class of each semester. Past due accounts will be assessed a finance charge. Grades, transcripts, and diplomas will not be released to students who have not paid their accounts. The cashier's office will be open from 6:00 p.m. to 8:00 p.m. the first two nights of each semester.

Baldwin-Wallace has several options to help graduate students make paying for their education more affordable. For example, to accommodate the many graduate students who receive tuition benefits from their employers at the end of the term, B-W offers a delayed tuition payment plan called the Tuition Reimbursement Payment Program (TRPP). TRPP allows students to extend the payment due date, at a reasonable rate of interest, until 30 days after the end of the term. TRPP applications and information can be obtained at the Cashier's Office in Bonds Administration Building. In addition, most graduate students who take at least three credits in a given semester are eligible for financial aid through the Federal Stafford Loan program. A Stafford Loan is a low-interest rate loan whose repayment period does not begin until six months after the borrower ceases to be enrolled for at least three credits. More information about Stafford Loans can be found at the Financial Aid Office, which is also in the Bonds Administration Building. Finally, the MBA Program is fully approved for veterans' educational benefits.

Any special payment arrangements must be made with the approval of the Bursar.

### **Refund Policy**

Students who withdraw from a course will receive a refund of their tuition payment in accordance with the following table:

<b>Time of Withdrawal</b>	<b>Refund</b>
Prior to 1st Week	100% of full tuition
1st Week	99% of full tuition
2nd Week	90% of full tuition
3rd Week	70% of full tuition
4th Week	50% of full tuition
5th through 8th Week	25% of full tuition

Seminar in Management refund schedule:

<b>Time of Withdrawal</b>	<b>Refund</b>
Prior to 1st Week	100% of full tuition
1st Week	50% of full tuition
2nd Week	25% of full tuition
3rd Week	no refund

## Program Overview

Excluding foundation courses, a total of 37 credit hours, 33 core and four seminar, are required to complete the Masters of Business Administration in Human Resources degree. Students may be required to complete all or some of the foundation courses before the regular core course sequence.

### Requirements

BUS	501	Systems Management and Organizational Theory
BUS	509	Organizational Behavior
BUS	510	Human Resource Management
BUS	511	Compensation
BUS	512	Employment Law and Labor Relations
BUS	513	Staffing and Development
BUS	545	Financial Management
BUS	551	Marketing Management
BUS	600	Power, Ethics & Society
BUS	632	Information Systems
BUS	670	Management Policy and Systems Analysis

Additionally, four hours of seminar credits are required (BUS 655).

## Master in Business Administration in Human Resources Course Descriptions

### Foundation Courses

The following courses provide a foundation for the MBA program for individuals with limited business training. The department suggests that students discuss their academic background with the Director of the program prior to making a decision to enroll in any of these classes. These courses are three semester credit hours but do not count toward the MBA degree requirement.

#### **BUS 500A FINANCIAL ACCOUNTING**

***Three credit hours***

This course develops a working knowledge of the basic accounting system. The primary focus is on financial accounting by the business entity. Students learn to read and understand the four standard financial reports: the balance sheet, income statement, statement of cash flows, and statement of retained earnings with emphasis on their implications for management.

#### **BUS 500Q QUANTITATIVE ANALYSIS**

***Three credit hours***

This course is for individuals who have a limited background in computer skills and algebraic techniques. Students are exposed to statistical models and applications for quantitative methods in modern management.

### **ELECTIVE SEMINARS**

Elective Management seminars will be offered during a three-week term in the Fall and Spring semesters. These seminars will cover topics of current interest or provide in-depth coverage of selected topics from the core courses. The majority of the seminars will be assigned one semester hour of credit and will meet for three hours and ten minutes one night per week for a three-week period. Seminars will occasionally be given greater credit because of required travel, more class-time, or extensive out-of-class assignments. Seminars will not be offered during the summer. Additionally, students may elect to participate in one of the international seminar

programs sponsored by the Business Division. These Academic Seminars, to various parts of the world, typically are for 10-15 days. Academic credit may be given with the prior approval of a faculty member and the Program Director.

## **Human Resource Courses**

All are required

### **BUS510 HUMAN RESOURCE MANAGEMENT**

**Three credit hours**

This course provides an overview of the various functions in the field of Human Resource Management. The functions of planning, selecting, compensating, appraising, training, and development are covered. Legislation and laws pertaining to these functions as well as labor relations and health and safety are examined. Overall organizational strategy is incorporated into the application of all Human Resource functions.

### **BUS511 COMPENSATION**

**Three credit hours**

*Prerequisite: BUS 510, or permission of the instructor*

Theory and strategy behind organizational compensation practices are examined. Specifically, the behavioral aspects of compensation, the legal constraints, development of base pay systems, variable pay, executive compensation, benefits, and services are covered. Students become familiar with actual practices and application in organizations.

### **BUS512 EMPLOYMENT LAW AND LABOR RELATIONS**

**Three credit hours**

*Prerequisite: BUS 510*

This course is a review of the historical foundations of Employment Law and Labor Law with a focus on current issues as reflected by recent agency and court rulings. Labor Relations includes the topics of the NLRB, unionization, collective bargaining, grievance procedures, arbitration and mediation.

### **BUS513 STAFFING AND DEVELOPMENT**

**Three credit hours**

*Prerequisite: BUS 510*

This in-depth course provides a strategic overview of the Human Resource Planning function. Job analysis, recruiting, selection, training, development, retention, and appraisal are covered as key topical areas with a focus on the theoretical foundations and application of current practices.

Additionally, four hours of seminar credits are required (BUS 655)

## **Core Courses**

### **BUS501 SYSTEMS MANAGEMENT & ORGANIZATIONAL THEORY** **Three credit hours**

This course focuses on general systems concepts and the systems management approach to organizations. Students acquire a greater understanding of the interdependence of and interrelationships between elements of a system and its environment. Selected organizational and managerial issues or problems are diagnosed from a system and organizational theory perspective, and solutions are developed that reflect a systemic outlook. Opportunities are provided for applying systems thinking to the students own career or work situation.

### **BUS509 ORGANIZATIONAL BEHAVIOR**

**Three credit hours**

*Prerequisite: BUS 501*

This course provides an analysis of behavioral science approaches to organizations stressing the implications of theoretical concepts on managerial practice. Topics include functions and dysfunctions of bureaucracy, individual needs and organization requirements, group processes, and organizations as systems. Basic concepts used to study special topics are conflict management, leadership, communications, and organizational change and development.

**BUS 545 FINANCIAL MANAGEMENT*****Three credit hours***

Working capital management, investment decisions, cost of capital, and long-term financial decisions are the focus of this course. The method of presentation takes account of theory, application, and integration into the general systems approach.

**BUS 551 MARKETING MANAGEMENT*****Three credit hours***

This course focuses on problems of the marketing manager in the measurement of marketing opportunities and the allocation of marketing resources. A variety of strategic and tactical subjects with which marketing management must deal to maintain effective marketing operations are developed in this class. Examples include the marketing concept, buyer behavior, product decisions, promotional decisions, pricing policy, channel management, and building an MIS program. Emphasis is on problems confronting managers and analysis techniques using computers and information systems.

**BUS 600 POWER, ETHICS, AND SOCIETY*****Three credit hours***

This course examines the social, ethical, and leadership responsibilities of systems managers in relation to the stakeholders affected by managerial decisions-especially customers, the work force, shareholders, and society (including government). Students examine the acquisition and use of power inside and outside the organization through contemporary cases.

**BUS 632 INFORMATION SYSTEMS FOR MANAGEMENT*****Three credit hours***

This course establishes a basic understanding for developing management information systems that provide reliable and valid information for managers of diverse functions. In addition, the course includes computer- and non-computer-based case histories. A review of corporate structure in a traditional organization and the impact of the design of information systems on the corporate structure and its subsystems are the main thrust of this course.

**BUS 670 MANAGEMENT POLICY & SYSTEMS ANALYSIS*****Three credit hours***

This course provides students with the opportunity to solve complex top management problems by integrating the theoretical and practical knowledge acquired in previous courses.

# MASTER OF BUSINESS ADMINISTRATION IN INTERNATIONAL BUSINESS

The Masters of Business Administration Program in International Business is designed for working individuals who already possess a Bachelor's degree and have embarked upon a business career. For the past twenty years, this program, the first of its kind in Ohio, has delivered a program in international management designed to prepare graduates to succeed in the rapidly changing business environment of the 21st century.

## Curriculum

The International MBA program includes a minimum of 40 credit hours of course work, not including any required foundation courses. Classes are offered weeknights during three semesters in the calendar year. Participants can complete the sequence of 12 core classes and four hours of elective seminars in two years if they choose, but the pace at which students proceed through the curriculum is flexible so as to accommodate individual student needs. Each core class meets one evening per week for 12 weeks for a period of three hours and 10 minutes. The elective seminars typically meet for three hours and ten minutes one night per week over a three week term. The three-week terms for elective seminars are scheduled at the start of the Fall and Spring semesters prior to the commencement of the 12-week core class schedule.

## Location

MBA classes are held on the Baldwin-Wallace College campus in Berea, Ohio. Classes are usually held in Kamm Hall with immediately adjacent available parking.

## Requirements for Admission

The central concern of the admission process is to identify and select individuals who will be successful in the program. Therefore, all available relevant information concerning the candidate's background, including academic accomplishments, work experience and community involvement will be considered. All candidates are strongly encouraged to meet with the IMBA Program Director as early as possible to discuss their interests and qualifications and the options available to them at Baldwin-Wallace. The admission process includes the following:

- A Bachelor's degree in any field from an accredited institution and submission of official transcripts of previous academic work.
- Relevant work experience, usually two-years.
- An interview with the Program Director is recommended for all candidates.
- An acceptable result on the Graduate Management Admission Test (GMAT) is required of all candidates. The GMAT will be waived for candidates who have already received a masters or doctorate degree in another field and individuals earning a cumulative undergraduate GPA of 3.4 or better.
- A completed application either in hard copy or on-line.
- Two letters of recommendation from managers or other persons qualified to assess the applicant's professional or managerial accomplishments and ability to successfully undertake a challenging program of graduate study.
- A current brief resume focused on career and professional development and accomplishments in addition to leadership experiences in both work and community activities.

Final approval for admission to the program will rest with the MBA Program Admission Committee.

## **International Student Admission Requirements**

Foreign students should submit the following items *at least three months prior to the beginning of the semester in which you want to enroll*:

- A Bachelor's degree in any field from an accredited institution and submission of official English translated transcripts of previous academic work
- A completed application either in hard copy or on line.
- Two letters of recommendation from managers or other persons qualified to assess the applicant's professional or managerial accomplishments and ability to succeed in a challenging program of graduate study in business.
- A current resume focused on career and professional development and accomplishments to leadership experiences in both work and community activities.
- A financial support statement
- A TOEFL score of 523 (written) or 193 (computer), or an acceptable GMAT score

## **International Students**

It shall be the responsibility of each international student to ensure that their course schedules and program requirements are in total compliance with all USCIS (U.S. Citizenship and Immigration Services) regulations. Each international student must maintain full time status unless given prior authorization by a DSO (Designated School Official). A DSO is different from your faculty academic advisor. Any international student that desires to participate in Optional Practical Training must submit their OPT application before the completion date of their course of study. All international students are strongly encouraged to submit their applications for OPT as early as possible during their final semester. Please direct your questions to the IMBA Program Coordinator.

## **Grading**

Letter grades given are A, B, C, F, I, T and W. A plus/minus system may be elected by individual instructors. Each grade has the following value in quality points: A+, 4.0; A, 4.0; A-, 3.667; B+, 3.333; B, 3.0; B-, 2.667; C+, 2.333; C, 2.0; C-, 1.667; F, none; I, incomplete; T, a temporary non-accredited grade to indicate work in the course is continuing and is thus far satisfactory, and W, withdrawal with no quality points. No grade of D is awarded. A cumulative GPA of 3.0 is required for graduation. Grades of all classes, including foundation courses, will be used in the calculation of the GPA. The receipt of a third "C" in a core class or an "F" in any class will result in the student's dismissal from the program. A student may petition the Program Director for readmission and such readmission shall be at the discretion and subject to the conditions established by the Director.

An incomplete grade received during a given semester must be completed by a date agreed upon by the instructor but no later than the end of the next semester in which the student is enrolled. If no grade is reported by that time, the grade will be recorded as failure. In unusual circumstances, the instructor may request an extension of the established due date subject to written approval of the Program Director.

An IMBA student who withdraw from class during the first nine weeks of the semester will receive a grade of "W". Withdrawal after the ninth week may be authorized only in cases of prolonged illnesses, change of employment, or other circumstances beyond the student's control. Lack of academic progress in a course is not sufficient reason for an authorized withdrawal after the sixth week. A written petition must be presented to the Registrar of the College. Petition forms are available in the Registrar's Office. Withdrawal from a course without approval constitutes a failure and the letter grade of "F" is recorded.

## **Degree Requirements**

The student must meet the following for the Master of Business Administration in International Management degree:

- Successfully complete any required foundation courses, the sequenced core curriculum, and four hours of elective seminars (minimum of 40 credit hours);
- Attain at least a 3.0 grade point average in total work attempted in the IMBA program and a 3.0 grade point average in the 12 core courses of the program.
- Six semester hours of a foreign language. This requirement may be met with undergraduate or graduate courses from any accredited college or university or by submitting evidence of equivalent training. Students may test out of this requirement.
- Demonstrate professional experience. This requirement may be documented by prior work experience or an approved graduate assistantship/internship.
- Complete all degree requirements within four calendar years of initial registration unless a time extension is granted, in writing, upon petition to the Program Director.

## **Transfer Credit**

Only six credit hours are transferable for credit from another institution. Transfer credit is awarded when:

- the requested credit is an equivalent graduate-level course from an MBA program;
- the student was enrolled as a graduate student when the course was taken;
- the course was graded "A" or "B";
- the course content is compatible with the MBA program at Baldwin-Wallace College (determination of credit is made jointly by the Registrar and the director of the program); and
- the credit has not been counted toward an earned degree.

## **Tuition**

Payment of tuition and fees must be made prior to the first class of each semester. Past due accounts will be assessed a finance charge. Grades, transcripts, and diplomas will not be released to students who have not paid their accounts. The cashier's office will be open from 6:00 p.m. to 8:00 p.m. the first two nights of each semester.

Baldwin-Wallace has several options to help graduate students make paying for their education more affordable. For example, to accommodate the many graduate students who receive tuition benefits from their employers at the end of the term, B-W offers a delayed tuition payment plan called the Tuition Reimbursement Payment Program (TRPP). TRPP allows students to extend the payment due date, at a reasonable rate of interest, until 30 days after the end of the term. TRPP applications and information can be obtained at the Cashier's Office in Bonds Administration Building. In addition, most graduate students who take at least three credits in a given semester are eligible for financial aid through the Federal Stafford Loan program. A Stafford Loan is a low-interest rate loan whose repayment period does not begin until six months after the borrower ceases to be enrolled for at least three credits. More information about Stafford Loans can be found at the Financial Aid Office, which is also in the Bonds Administration Building. Finally, the MBA Program is fully approved for veterans' educational benefits.

Any special payment arrangements must be made with the approval of the Bursar.

## Refund Policy

Students who withdraw from a course will receive a refund of their tuition payment in accordance with the following table:

<b>Time of Withdrawal</b>	<b>Refund</b>
Prior to 1st Week	100% of full tuition
1st Week	99% of full tuition
2nd Week	90% of full tuition
3rd Week	70% of full tuition
4th Week	50% of full tuition
5th through 8th Week	25% of full tuition

Seminar in Management refund schedule:

<b>Time of Withdrawal</b>	<b>Refund</b>
Prior to 1st Week	100% of full tuition
1st Week	50% of full tuition
2nd Week	25% of full tuition
3rd Week	no refund

## Professional Experience

The IMBA program at Baldwin-Wallace College requires demonstrated professional experience of each of its graduates. Satisfaction of this requirement may be documented in the following ways:

- Prior experience as documented by a letter, resume or interview;
- approved graduate assistantship;
- internship

## Assistantship

Baldwin-Wallace College emphasizes practical experience in its graduate business programs by providing the opportunity for all qualifying full-time students to participate in a Graduate Assistantship Program. The Assistantship Program is intended to contribute to the professional development of students in the International MBA Program.

To be eligible for an assistantship students must meet the following criteria:

- Full-time enrollment status;
- clear evidence of academic achievement;
- two recommendation letters stating performance and promise;
- TOEFL or GMAT score of at least 550.

Graduate Assistantships will be supervised by B-W faculty or staff members and will include the following:

- An award of a tuition credit of US \$1250 per semester;
- eligibility for four semesters;
- continued eligibility requires continuing good academic standing and satisfactory performance;
- graduate assistants will work approximately six-to-ten hours per week.

# Master of Business Administration in International Business Course Descriptions

## Foundation Courses

The following courses provide a foundation for the IMBA program for individuals with limited business training. The department suggests that students discuss their academic background with the Director of the program prior to making a decision to enroll in any of these classes. These courses are three semester credit hours, but do not count toward the IMBA degree requirement.

### **BUS 500A FINANCIAL ACCOUNTING**

***Three credit hours***

This course develops a working knowledge of the basic accounting system. The primary focus is on financial accounting by the business entity. Students learn to read and understand the four standard financial reports: the balance sheet, income statement, statement of cash flows, and statement of retained earnings with emphasis on their implications for management.

### **BUS 500Q QUANTITATIVE ANALYSIS**

***Three credit hours***

A course for individuals who have a limited background in computer skills and algebraic techniques. Students are exposed to statistical models and applications for quantitative methods in modern management.

## ELECTIVE SEMINARS

Elective seminars will be offered during a three-week term in the Fall and Spring semesters. These seminars will cover topics of current interest or provide in-depth coverage of selected topics from the core courses. The majority of the seminars will be assigned one semester hour of credit and will meet for three hours and ten minutes one night per week for a three-week period. Seminars will occasionally be given greater credit because of required travel, more class-time, or extensive out-of-class assignments. Seminars will not be offered during the summer. Additionally, students may elect to participate in one of the international seminar programs sponsored by the Business Division. These Academic Seminars, to various parts of the world, typically are for 10-15 days. Academic credit may be given with the prior approval of a faculty member and the Program Director.

## Core Courses

### **BUS 640 INTERNATIONAL MANAGEMENT**

***Three credit hours***

This course introduces the student to the nature and scope of participation in and management of international economic enterprises. The new global markets require an understanding of the interdependency, interaction, and integration of planning, organizing, executing, and controlling across national and cultural boundaries. The course is designed to educate the future global manager who will eventually articulate and support the international strategy of the organization.

### **BUS 610 FINANCIAL MANAGEMENT**

***Three credit hours***

This course includes the evaluation of financial statements through ratio and time series analysis, working capital management, capital budgeting, the evaluation of risk associated with different cost and capital structures, and the methods of long and short term financing of the firm.

### **BUS 612 MICROECONOMICS/INTERNATIONAL TRADE**

***Three credit hours***

A study of economic theory of the firm and markets on which many managerial decisions are based. The theory serves as a foundation for understanding the patterns of international trade and the role of the firm in global markets. The theory also has a role in a nations international trade policy. Subjects include theory of demand, price making, costs, production, economies of scale, market structures, comparative advantage, international terms of trade, and trade barriers.

**BUS 620      MANAGEMENT SCIENCE      *Three credit hours***

This course includes models and quantitative techniques for analyzing management problems including decision theory, linear programming, transportation models, optimization functions, queuing theory, multiple regression, and time series.

**BUS 622      MACROECONOMICS      *Three credit hours***

This course includes the study of national and global business cycles, monetary and fiscal policy, the role of central banks in foreign exchange markets, and the role of international institutions such as the International Monetary Fund. Other subjects covered include national income and employment theory, links between the domestic and international sectors, flexible versus fixed exchange rates, management of exchange rate risk, balance of payment issues, and international monetary systems.

**BUS 626      INTERNATIONAL MARKET RESEARCH      *Three credit hours***

The methods by which primary and secondary data are collected (including the internet) and the different techniques for analyzing such data are presented. Quantitative techniques, including multivariate models, are studied.

**BUS 630      INTERNATIONAL MARKETING STRATEGY      *Three credit hours***

The emphasis in this course is on developing international marketing strategies. Alternatives in product, pricing, promotion, and distribution strategies are discussed. Case studies are used extensively.

**BUS 642      INTERCULTURAL COMMUNICATION      *Three credit hours***

This course defines culture and communication, reveals some important relationships between the two, and explores relevant systems of belief, value, and thought that increase analytical and problem-solving skills in international business relationships. Also included are the business etiquette practices that are an outgrowth of the above topics.

**BUS 650      INTERNATIONAL FINANCIAL MANAGEMENT      *Three credit hours***

*Prerequisite: BUS 610*

The traditional areas of corporate finance are studied from the perspective of decisions peculiar to a global corporation. These perspectives include dealing with multiple currencies, frequent exchange rate changes, differing rates of inflation, multiple money markets, segmented capital markets, constraints on ownership and the return of invested capital and earnings, and political risks of expropriation, nationalization, or counter- trade arrangements.

**BUS 652      STRATEGIC LOGISTICS MANAGEMENT      *Three credit hours***

*Prerequisite: BUS 626*

This course is a study of strategic problems including exporting and importing procedures, insurance, documentary credit, statistical quality control, ISO 9000, benchmarking, and international transportation.

**BUS 660      THE POLITICAL AND SOCIAL RESPONSIBILITIES OF  
THE MULTINATIONAL CORPORATION      *Three credit hours***

This course examines the role of power and ethics in the conduct of international business. Actual cases are studied that demonstrate some of the dilemmas faced by the multinational corporation and the growing concern with integrating the ethical and social concerns with business actions in a way that is beneficial to both business and society.

**BUS 661      MANAGING MULTINATIONAL PROJECTS: A  
STRATEGIC MANAGEMENT APPROACH**

*Three credit hours*

This course deals with the principles of project/systems management and the challenge of joint efforts with other nations. Emphasis is on team building, developing an effective organization structure, work planning and scheduling, and cost control within a dynamic multinational environment. Students will investigate the legal, social, economic, political, technological, and cultural implications of global projects. They will also analyze cases, estimate costs of multinational projects, and examine methodologies for multinational project funding.

# Section X

## FACULTY, ADMINISTRATION & TRUSTEES

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