



Lees-McRae College

# 2017–2018 Catalog

Lees-McRae reserves the right to make changes in the provisions of this catalog to ensure the welfare of the College community. The College will attempt to minimize the inconvenience to students, should changes be necessary.

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# Lees-McRae College

## **Founded**

1900

## **President**

Dr. Barry M. Buxton '11H

## **Overview**

Lees-McRae is a four-year, coeducational residential college offering diverse baccalaureate degrees, strong athletic programs and an outstanding faculty. The College offers online programs and degree completion opportunities in surrounding communities to nontraditional learners. All academic programs incorporate a broad core curriculum and field-specific career preparation and experiential learning with an emphasis in leadership and service.

## **Location**

The main campus is located in Banner Elk, N.C.

## **Accreditation**

Lees-McRae College is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award baccalaureate degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404.679.4500 for questions about the accreditation of Lees-McRae College.

## **National/Regional Memberships and Certifications**

American Association of Colleges for Teacher Education; Appalachian College Association; Association of Governing Boards of Universities and Colleges; Association of Presbyterian Colleges and Universities; Commission on Accreditation of Athletic Training Education, Commission on Collegiate Nursing Education; Conference Carolinas; Council for Advancement and Support of Education; Holston Presbytery; National Collegiate Athletic Association – Division II; North Carolina Association of Colleges and Teacher Educators; North Carolina Association of Independent Colleges and Universities; North Carolina Board of Nursing; North Carolina Department of Public Instruction; North Carolina State Approving Agency; Office of Emergency Medical Services in the State of North Carolina; Presbyterian Church U.S.A.; Presbytery of Charlotte; Presbytery of Western North Carolina; Salem Presbytery; and Synod of the Mid-Atlantic.

## **Degrees**

Bachelor of Arts, Bachelor of Applied Arts and Sciences, Bachelor of Fine Arts, Bachelor of Science and Bachelor of Science in Nursing

# Mission Statement

Lees-McRae College educates and inspires students to approach life and work from a creative, collaborative, and critical perspective in preparation for diverse careers and environments.

## Hallmarks of a Lees-McRae College Education

The Lees-McRae graduate will be known for academic achievement, professional skills and concern for humanity. Through a variety of curricular and co-curricular experiences, Lees-McRae students will have opportunities which prepare them to:

- Communicate effectively through writing and speaking
- Think independently and critically when solving problems
- Appreciate diversity and actively strive to collaborate with others
- Develop informed career plans that include experiential learning
- Exercise leadership and positive self-esteem
- Express consideration of others and address concerns of humanity through service
- Achieve physical, spiritual and emotional well-being in harmony with intellectual accomplishment
- Embrace technology when learning and communicating professionally
- Experience Lees-McRae fully through year-round curricular, co-curricular and/or work experiences
- Demonstrate a lifelong interest in learning

## History of Lees-McRae

“Banner’s Elk,” as the village was once called, is said to have been settled around 1850. By the end of the century, the Presbyterian Church was becoming established in the area and in the summer of 1895 Concord Presbytery sent a young student from Union Theological Seminary in Virginia to organize a church at Banner Elk. In 1897, newly ordained, the Rev. Edgar Tufts returned as pastor of the church.

In the winter of 1899, concerned with the limited offerings of the district school which was supplemented only by summer school work conducted by the church, Tufts took some of the young people of the neighborhood into his study for further instruction. This small group, called the Class of 1900, marks the beginning of Lees-McRae College.

Tufts saw that this effort was not enough and that there was a need for a boarding school, especially for the girls of the mountain region. A small amount of money was raised and the promise of lumber and labor made possible the opening in 1900 of a frame dormitory for 14 girls and one teacher. One of the summer school teachers was Mrs. Elizabeth A. McRae. Knowing the devoted character of her work, Mr. Tufts, named the school for her. After a boys’ department opened at Plumtree, he added the name of Mrs. S.P. Lees, who had been a generous benefactor. The Lees-McRae Institute was chartered by the state in 1907 and Tufts remained to serve the community until his death in 1923.

In 1927, a fire consumed the Plumtree buildings and the boys unit moved to Banner Elk. Lees-McRae Institute became Lees-McRae College in 1931, gradually eliminating the high school department to form an accredited, coeducational junior college. In 1987, the Board of Trustees of Lees-McRae College voted to seek senior college status. In June of 1990, the Commission on Colleges of the Southern Association of Colleges and Schools granted Lees-McRae status as a senior (four-year) college.

Over a hundred years after its founding, Lees-McRae College continues in the vision of the Rev. Tufts, meeting the educational needs of the Southern Appalachian region and beyond. The college continues to fulfill its motto—in the mountains, of the mountains, and for the mountains—while extending educational opportunities and service to diverse populations.

# Use of the College Catalog

The Lees-McRae College Catalog outlines all academic programs of study for main and extended campus, as well as online, including complete listings of all required courses. The catalog also outlines admissions, financial aid and academic policies for all academic programs regardless of location. Use this publication as a resource manual and refer questions to the Office of Records and Registration located in the A.C. Chaffee Administration Building on the main campus in Banner Elk, N.C.

It is the responsibility of the student to read and understand all information, including academic policies, published in the College Catalog. This catalog does not include all College policies and procedures. The 2017–18 Student Handbook is also an important resource.

## **Academic Code of Honor**

Lees-McRae College fosters a spirit of complete honesty and a high standard of integrity. All students are expected to act in a manner that does not infringe upon the rights and responsibilities of others, including the right to learn and prosper in a campus community free of fraudulence and dishonesty. Learn more about the Academic Code of Honor in the Academic Policies section.

## **Student Code of Conduct**

Each student at Lees-McRae College is expected to reflect a seriousness of purpose, a desire to acquire an education and a desire to assist the College in fulfilling its purpose. Respect and honesty should be shown to all students and College employees. Students are also expected to demonstrate an ability to take care of his/her own welfare and to behave in a way that supports their own growth and academic advancement, while not impeding the growth of others.

# Main Campus

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# Main Campus Academic Calendar

## Fall 2017

Date(s)	Day(s) of Week	Details
August 14	Monday	First Day of Classes
August 17 at 5 p.m.	Thursday	End of Schedule Adjustment
September 4	Monday	Labor Day; No Classes
September 14 at 4 p.m.	Thursday	Convocation
September 20	Wednesday	Last Day to Withdraw From 8-week Course (first half of semester)
October 6 at 5 p.m.	Friday	Midterm Grades Due
October 9–10	Monday–Tuesday	Fall Break; No Classes
October 20	Friday	Last Day to Withdraw from a Class
October 23–November 17	Monday–Friday	Advising and Registration for Spring 2018
November 8	Wednesday	Last Day to Withdraw from 8-week Course (second half of semester)
November 22–24	Wednesday–Friday	Thanksgiving Break
December 1	Friday	Last Day of Classes
December 2	Saturday	Reading Day
December 4–6	Monday–Wednesday	Final Exams
December 7	Thursday	Fall Semester Ends
December 13 at 5 p.m.	Wednesday	Final Grades Due

## Spring 2018

Date(s)	Day(s) of Week	Details
January 8	Monday	First Day of Classes
January 11 at 5 p.m.	Thursday	End of Schedule Adjustment
January 15	Monday	MLK, Jr. Holiday; No Classes
February 7	Wednesday	Last Day to Withdraw From 8-week Course (first half of semester)
March 2 at 5 p.m.	Friday	Midterm Grades Due
March 5–9	Monday–Friday	Spring Break; No Classes
March 16	Friday	Last Day to Withdraw from a Class
March 19–April 17	Monday–Friday	Advising and Registration for Fall 2018
March 29–30	Thursday–Friday	Easter Holiday; No Classes
April 4	Wednesday	Last Day to Withdraw from 8-week Course (second half of semester)
April 26	Thursday	Last Day of Classes
April 27	Friday	Reading Day
April 28–May 1	Saturday, Monday–Tuesday	Final Exams
May 2	Wednesday	End of Spring Semester
May 3 at 11 a.m.	Thursday	Final Grades Due for Graduating Seniors
May 4	Friday	Baccalaureate
May 5	Saturday	Commencement
May 9 at 12 p.m.	Wednesday	Final Grades Due

## Summer 2018

Date(s)	Day(s) of Week	Details
<b>Summer Session</b>		
Please note that courses may have floating start dates as long as they fall within the session dates.		
May 14	Monday	First Day of Summer Session
May 28	Monday	Memorial Day; No Classes
July 4	Wednesday	Independence Day; No Classes
August 17	Friday	Last Day of Summer Session

### Schedule Deadlines:

- For **one-week classes**, schedule adjustment ends at 5 p.m. on the first day of class, and the last day to withdraw is by 5 p.m. on the first day of class.
- For **two-week classes**, schedule adjustment ends at 5 p.m. on the first day of class, and the last day to withdraw is by 5 p.m. on the fifth day of class.
- For **five-week classes**, schedule adjustment ends at 5 p.m. on the fourth day of class, and the last day to withdraw is by 5 p.m. on the Wednesday of the third week of class.
- For **ten-week classes**, schedule adjustment ends at 5 p.m. on the fourth day of class, and the last day to withdraw is by 5 p.m. on the Wednesday of the sixth week of class.

**Grades Due:** For classes ending on August 17, 2018, grades are due August 18 at 5 p.m. For all other classes, grades are due at 5 p.m. five days after the class ends.

For specific deadlines, please contact the Registrar's Office.

# Inclement Weather Policy

The practice of Lees-McRae College is to continue operations, both instructional and otherwise, even when facing snow, ice, or other harsh weather.

## When Operations Continue

In the event that the Banner Elk area experiences inclement weather conditions, and that classes or other operations are not delayed or cancelled, students and employees should exercise all due care, caution, and prudent judgment in their determination of whether travel to campus is safe and warranted. The same applies to students and employees whose responsibilities lie at extended campus sites. (See Inclement Weather Policy for extended campus sites.)

The College appreciates the efforts of both students and employees to meet their obligations when operations continue uninterrupted. However, unnecessary risk of life, limb, and property is to be avoided. If students decide not to attempt travel, they should make every effort to inform their instructors by email. If employees decide not to attempt travel, they should make every effort to inform the appropriate supervisor of that decision. If contact with the immediate supervisor is not possible, College employees should relay their decision through the office of the appropriate Cabinet member. Note that when the College is open and employees make the decision not to attempt travel, employees must claim their missed work time as a personal day, vacation time or unpaid leave if personal or vacation time is not available but not as sick leave.

## When Operations Are Delayed or Cancelled

If extraordinarily severe conditions warrant, the President (Dr. Barry M. Buxton), in consultation with pertinent President's Cabinet members and Campus Security, may delay classes, cancel classes, delay opening of the College, or close the College. These distinctions being important, the following definitions become significant:

- **Classes Will Begin At ...:** Classes begin at the stated time; other College operations begin as usual.
- **Classes Are Cancelled:** Classes throughout the day are cancelled; other College operations continue as usual. (Administrators, administrative staff, professional staff, custodial staff, and other non-instructional staff are expected to continue operations within the parameters of the above remarks.)
- **The College Will Open At ...:** Both classes and administrative operations begin at the stated time.
- **The College Is Closed:** Both classes and administrative operations are cancelled for the day. Only essential staff members (e.g., food services, physical plant, and security) are expected to report to campus, under the parameters of the policies and direction of their supervisors.

These decisions will be communicated through the following channels.

Note that the official decision for delay or cancellation is the one broadcast through campus communications.

- Lees-McRae College switchboard (828.898.5241)
- Campus-wide email
- Lees-McRae College website
- Social media sites (@leesmcrac, facebook.com/lmc.edu, facebook.com/AveryCountyRoadConditions)
- Campus-wide text message, email and/or voice mail through the opt-in AMG Alerts system (To sign up for this, please visit [www.lmc.edu/eas](http://www.lmc.edu/eas))
- Various media outlets, including:
  - Boone: MTN – 24
  - Charlotte: WBTV – 3 (CBS)
  - Asheville: WLOS – 13 (ABC)
  - Johnson City: WJHL – 11 (CBS)
  - Bristol: WCYB – 5 (NBC)

*Please note: We will be alerting these stations in the event of a delay or full-day closure. We will not be alerting these stations in the event of an early closure.*

# Undergraduate Admission

Lees-McRae College is an engaged learning community where students are inspired to pursue excellence and make a difference in the world. Lees-McRae offers a challenging intellectual environment for every student in a setting that is rich in heritage and natural beauty, with faculty and staff who nurture talent, inspire success and prepare students for lives of meaning and purpose.

Each application for admission is reviewed individually and decisions of admission are based on the following:

- Academic achievement and potential
- Personal characteristics, motivation and integrity
- Leadership ability as demonstrated by participation in school, community or religious organizations

Please address all admissions information requests to the following address:

Office of Admission  
Lees-McRae College  
P.O. Box 128  
Banner Elk, NC 28604-0128  
Email: [admissions@lmc.edu](mailto:admissions@lmc.edu) or visit our website at [lmc.edu/admissions](http://lmc.edu/admissions)

## Admission Standards

Applicants must have at least 18 high school units. These should include the following:

- four units of English
- three units of mathematics (including Algebra I, Geometry and Algebra II or its equivalent)
- two units of science (including Biology with a lab experience)
- one unit of history (US History preferred)

Graduation from an accredited high school or home school, or a GED is required. A certificate of high school graduation must be submitted; a Certificate of Attendance is not considered acceptable for admission. A minimum weighted high school GPA of 2.0 is required for admission.

Home-schooled applicants must submit an official transcript or academic portfolio, official SAT or ACT test scores (optional) and official college transcripts, if applicable. Academic recommendations or an interview may also be requested.

## Application Deadlines

Application and all required documents must be received by the Office of Admission by the dates listed below to receive notification of the admission decision.

### Early Decision

Is Lees-McRae your first choice? Then let us know! Apply Early Decision. Early Decision means you are committed to coming to Lees-McRae and will submit your \$250 enrollment deposit by December 15.

**Application and all application documents due by:** November 1

**Admission decision notification:** November 15

**Enrollment Deposit due:** December 15

*You must apply Early Decision to be considered for pet-friendly housing.*

## Early Action

Would you like to have your admission decision early? If you said yes, then you should apply Early Action. Early Action Students will know a decision by December 15. To reserve your spot in the incoming class it is recommended you submit your \$250 enrollment deposit by January 5.

**Application and all application documents due by:** December 1

**Admission decision notification:** December 15

**Enrollment Deposit due by:** January 5

## Regular Decision

Choosing the right college can be tough! We understand that, so regular decision application materials are encouraged by April 10 to receive a decision by the National College Decision Day of May 1. To reserve your spot in the incoming class it is recommended you submit your \$250 enrollment deposit by deadline on financial aid award notification.

**Application and all application documents due by:** April 10

**Admission decision notification by:** May 1

**Enrollment Deposit due:** By deadline on financial aid award notification

*All applications received after April 10 will be reviewed upon completion within 3-4 weeks. The \$250 enrollment deposit will be due by deadline on financial aid award notification.*

*To receive a Financial Aid Award Notification, the student must file FAFSA with the Lees-McRae school code (002939)*

## Freshman Admission

Freshman applicants must complete the following steps for admission:

1. Submit a completed application online
2. Submit a \$35 application fee (online or by mail)
3. Submit an official high school transcript
4. Submit official college transcripts from dual-enrollment or early college programs (if applicable)
5. Submit official ACT or SAT scores (optional, see [lmc.edu/testoptional](http://lmc.edu/testoptional) to learn more about our test-optional admissions policy)
6. Send a \$250 enrollment deposit, after acceptance, to the Office of Admission (this deposit is refundable upon written request prior to May 1 for fall admission and prior to December 1 for spring admission)
7. Submit necessary financial aid paperwork
8. Submit Proof of Immunization (required by the State of North Carolina)
9. Submit completed Resident Information Form

Lees-McRae College approaches admissions holistically, taking into consideration many factors when reviewing applicants. Students are required to submit official transcripts and engage with admissions specialists throughout the admissions process. ACT/SAT scores are not required for students who feel that these exams do not adequately represent their academic abilities.

### Admission Requirements for Test-Optional

In addition to submitting an application and official high school transcript, the student must submit the following academic documents:

1. An academic recommendation letter from an English, Science or Math teacher
2. A photocopy of a graded academic writing assignment from an English or History class. This could be a paper or one page of open-ended questions answered.

Please note: Prospective intercollegiate athletes and Honors Program students are required to submit ACT/SAT scores.

If there are special circumstances to consider regarding the applicant's academic and/or personal background, please submit a brief essay with an explanation. In addition, academic recommendations or an interview may be required.

Once the application portfolio is complete, the Office of Admission will notify the applicant of a decision within two weeks. Students are automatically reviewed for academic merit scholarships as part of the admission process.

If freshman applicants have taken college courses through dual enrollment or early college programs and would like academic credit at Lees-McRae, the applicant should submit all college transcripts. If freshman applicants have taken AP, CLEP or IB exams and would like academic credit, the applicant should submit all exam results.

## **Transfer Admission**

Students who have earned 25 credit hours or more at their previous institution(s) are classified as transfer students. If a student has earned 24 or fewer credit hours (or 36 quarter hours) at their previous institution(s), the freshman admissions procedures outlined above should be followed in addition to submitting college transcripts. Transfer students should complete the following steps for admission:

1. Submit a completed application online
2. Submit a \$35 application fee
3. Submit official high school transcript or recognized equivalent showing proof of graduation
4. Submit official transcripts from all colleges attended
5. Send a \$250 enrollment deposit, after acceptance, to the Office of Admission (this deposit is refundable upon written request prior to May 1 for fall admission and prior to December 1 for spring admission)
6. Submit necessary financial aid paperwork
7. Submit Proof of Immunization (required by the State of North Carolina)
8. Submit complete Resident Information Form

Each transcript is evaluated individually to help determine the number of transferable credit hours. Students who have attended a regionally accredited institution and who have satisfied the Independent Comprehensive Articulation Agreement will be considered as having met the College's general education core requirements.

Collegiate transcripts must indicate a cumulative 2.0 GPA on work completed prior to entering Lees-McRae College. Only grades of "C-" and above from regionally accredited institutions are transferable to Lees-McRae College. Transfer students who fall below the requirements for acceptance at Lees-McRae College may be admitted if they exhibit other characteristics that are strong indicators for success. Up to 12 credit hours of "D"s may be accepted for students who transfer to Lees-McRae College with an earned associate degree. These 12 credit hours will count toward the maximum number of credit hours of coursework in which a grade of "D" has been received that can apply to graduation.

Transfer students must be eligible to return to the last school attended and may not be under suspension or probation.

If there are special circumstances to consider regarding the applicant's academic and/or personal background, the applicant should submit a brief essay with an explanation.

In order to receive a baccalaureate degree from Lees-McRae College, the transfer student must fulfill all requirements outlined in the Requirements for Graduation section of this catalog, including the earning of 32 of the last 40 hours at Lees-McRae College, with a minimum 2.0 GPA. For details on the transfer of academic credit, see the Transfer of Academic Credit section on page 23 of this catalog.

## International Students

Lees-McRae College encourages applications from international students and welcomes their presence as a vital part of the campus community. The Office of Admission considers international applicants based on citizenship or permanent residence (green card holder for more than twelve months).

International students must complete the following steps in order to be considered for admission:

1. Submit a completed application online
2. Submit a \$35 application fee
3. Send official and certified secondary school transcripts of all academic work completed (Transcripts must be translated into English and document the last four years of secondary school)
4. Submit official ACT or SAT scores (optional, see [lmc.edu/testoptional](http://lmc.edu/testoptional) to learn more about our test-optional admissions policy)
5. Submit TOEFL (Test of English As a Foreign Language) scores (Required for all international students whose native language is not English. Minimum requirements are 500 – Paper, 173 – Computer, 80 – Internet Based. Visit the ETS website for more information and testing dates.) The iTEP (International Test of English Proficiency) is also accepted by Lees-McRae College, with a score of 4.0 or higher.
6. Submit letter of recommendation from a teacher or school official that is familiar with the applicant
7. Send a \$250 enrollment deposit, after acceptance, to the Office of Admission (this deposit is refundable upon written request prior to May 1 for fall admission and prior to December 1 for spring admission)
8. Provide Certification of Finances (the student must prove he/she has the financial resources available to pay the cost of a college education in order for an I-20 to be issued)
9. Submit confirmation that you have signed up for international health insurance (must be completed in order for an I-20 to be issued)
10. Submit Proof of Immunization (required by the State of North Carolina)
11. Submit completed Resident Information Form

The deadline for international student admission is July 1 for fall enrollment and November 1 for spring enrollment. A completed international student application includes all of the above information. This is a firm deadline in order to ensure that applications can be processed and appropriate documents sent in time to allow the student to apply for an F-1 student visa through the appropriate United States Consulate or Embassy.

**Transfer Students:** International students must submit official and certified transcripts from all post-secondary schools attended within the United States and outside the United States. If an international student is seeking credit for any prior university-level work from a foreign university, he/she must provide a course-by-course evaluation of their post-secondary academic documents compiled by World Education Services (WES). Students wishing to use other credential evaluations should first check with Lees-McRae Admissions to see if these evaluations will be accepted.

**International Student Financial Aid:** In order for any international student to be eligible for any financial aid awards, he/she must complete the International Student Financial Aid Application.

## Early Admission

Lees-McRae College grants admission to some academically superior students who seek admission upon completion of the eleventh grade in high school. Early applicants must complete all requirements for freshmen admission, in addition to providing recommendations from their guidance counselor and one college preparatory course instructor. Early applicants should make arrangements with their high schools to be granted a high school diploma after successful completion of the first year of coursework at Lees-McRae College. Early applicants should provide written acknowledgment of these arrangements from their high school principal.

Applicants must show evidence of progress toward the 18 high school units, including the following: four units of English, three units of mathematics (including Algebra I or its equivalent and Geometry), two units of science (one of which is Biology with a lab experience), and one unit of history (US History preferred). Although a foreign language is

not required, it is recommended. Electives should include other college preparatory classes. Final transcripts containing all high school work must be submitted after graduation.

## **Early College and Dual-Enrollment**

Lees-McRae College encourages applicants from early college and dual-enrollment programs. Students are required to submit both high school and community college transcripts for evaluation. The amount of credit transferring in will vary and admission status will be based on the number of total credit hours transferred. Please contact the Office of Admission for more details.

## **Re-admission**

Any student seeking to return to Lees-McRae College after being absent for more than one semester, or attending another institution, must submit the following information:

- An application for re-admission (no application fee required)
- Transcripts from all institutions attended since leaving Lees-McRae College
- A \$250 enrollment deposit, after acceptance, to the Office of Admission (this deposit is refundable upon written request prior to May 1 for fall admission and prior to December 1 for spring admission)

## **Visiting Students**

Any student wishing to take courses at Lees-McRae College while enrolled at another institution may do so on a visiting student basis. Students should submit a completed application form, \$35 application fee and a Statement of Permission from the applicant's home institution. This permission statement must indicate that the applicant is in good academic and social standing.

## **Non-Degree Seeking Students**

Students may earn up to 16 credit hours without completing the formal application process. Non-degree seeking students are not eligible to receive financial aid. A completed application and \$35 application fee must be submitted to the Office of Admission. Upon completion of 16 credit hours, the applicant must complete the entire application process in order to continue.

## **Summer School**

Admission to Summer School at Lees-McRae College does not guarantee acceptance for fall or spring semesters. Students who have not previously attended a college or university must complete the appropriate Lees-McRae College documents, meet all deadlines and pay all fees as provided by the Office of Admission. Students seeking readmission to Lees-McRae College during the summer who have attended other colleges or universities must be eligible to return to the last institution attended. Those students must also submit a letter of good standing and official transcript(s) to the Office of Admission.

Rising high school seniors may also apply to take summer courses. A student must submit an application for admission, high school transcripts and a letter of recommendation from a teacher or high school guidance counselor. Please refer to the Early Admission section.

## **Transfer of Academic Credit**

Courses can be transferred into Lees-McRae College – and fulfill core, degree or major program requirements – if they contain a grade of “C-” or higher earned at a regionally-accredited institution. A grade of “D” is accepted in the transfer process only if the student holds an Associate of Arts or Associate of Science degree. Such courses are listed on the Lees-McRae College transcript with hours attempted, hours earned and a grade of “Pass.” No quality points are transferred; thus, the student's Lees-McRae College grade point average is calculated only on work done at Lees-

McRae College.

Consideration is given to accepting applied science and technical courses, depending on the student's major at Lees-McRae College. Please consult the Registrar for more information.

Credit may transfer from other institutions if the institution is regionally accredited by a commission on higher education. Lees-McRae College recognizes the following regional accreditations:

- Middle States Association of Colleges and Schools
- New England Association of College and Schools
- Northwest Association of Schools and Colleges
- North Central Association of Colleges and Schools
- Southern Association of Colleges and Schools
- Western Association of Schools and Colleges

## Non-Classroom-Centered Credit

Academic credit for courses taken, or for learning achieved, on a non-credit basis is not awarded. This includes credit for professional certificates, life experience internal testing or any other process outside the parameters described below.

However, Lees-McRae College does recognize that college-level learning can occur outside the normal classroom setting, and it recognizes the following formal means by which this learning is assessed and validated. Students may be eligible for advanced placement and/or academic credit through one or more of the programs listed below. Any student considering taking the AP or CLEP tests should first determine eligibility and score requirements for transfer of courses through the Registrar. Credit is offered at Lees-McRae College through the following programs:

### AP (Advanced Placement)

**Score of Three** | Lees-McRae College may award college credit if recommended by the Registrar.

**Score of Four** | Three to four credit hours of college credit may be awarded for the appropriate Lees-McRae College equivalent course.

**Score of Five** | Six to eight credit hours of college credit may be awarded for the appropriate Lees-McRae College equivalent course(s).

### CLEP (College Level Examination Program)

**Score of 50** | Three to four credit hours of college credit may be awarded for each test taken with a score of 50 or higher for the appropriate Lees-McRae College equivalent course.

### International Baccalaureate Diploma

**Score of Five** | Three to four credit hours of college credit may be awarded for the appropriate Lees-McRae College equivalent course.

**Score of Six** | Six to eight credit hours of college credit may be awarded for the appropriate Lees-McRae College equivalent course(s).

### DANTES Program

Credit for coursework completed through the DANTES (Defense Activity for Non-Traditional Education Support) program will be evaluated on an individual basis by the Registrar in consultation with the Program Coordinator of the appropriate academic department. Lees-McRae College's code number for participation in this program is 8423.

## **Life Experience Credit**

A Lees-McRae student may earn credit for lifelong learning at the discretion of the department that houses the course for which the student is trying to earn credit. The department may (at its discretion) require that the student seeking credit prepare a portfolio describing specific work activities, alternate educational experiences, or life experiences that document the prescribed learning outcomes associated with the course for which documented competency is being sought. Appropriate departmental faculty members will determine the nature of the materials to be included in the portfolio and the evaluation of said work. Departmental faculty will determine what credit, if any, might be warranted and awarded for any material submitted by the student seeking credit. Final approval will be authorized by the Provost and recorded by the Registrar. The Registrar will determine the fee(s) associated with any awarded credit.

Such credit can be awarded only for subject matter or life experience that corresponds to the content of specific courses listed in the Lees-McRae College Catalog during the year that the student first matriculated. In order to earn such academic credit, students must demonstrate and/or document how their reported competencies correspond to the content of the course for which they are seeking credit and fulfill the learning outcomes associated with each course. A student may earn up to 9 credit hours through Life Experience.

## **Program-Specific Admissions Requirements**

Several academic programs including Pre-licensure Nursing and Education have additional admissions requirements. Please refer to each individual program's section of this catalog and the Lees-McRae website for more information.

# Financial Aid

A college education provides an opportunity for success and an education at a private school like Lees-McRae College provides the most for your educational investment. Lees-McRae College's annual cost for tuition, room, board and fees is well below the national average for private colleges.

Financial aid at Lees-McRae College is awarded on the basis of demonstrated need. To calculate the amount of financial need, the College takes the expected cost of attendance and deducts the amount that you (and for dependent students, your parents) should reasonably be able to contribute. The basic premise of financial aid is to bridge the gap between what a family can contribute and the cost of attending an institution. The U.S. Department of Education determines the expected family contribution from information students and parents provide on the Free Application for Federal Student Aid (FAFSA). The FAFSA is available online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov).

## Types of Scholarships and Financial Aid

Financial aid is federal, state, institutional and private fund(s) used to assist eligible students in funding their education. Financial aid can be a combination of scholarships, grants, loans and work study. Scholarships and grants are considered gift aid and require no repayment; loans and work study are considered self-help aid. Most loans require repayment when a student becomes enrolled less than half time or graduates. Work study is need based and includes part-time employment on campus.

The College reserves the right to review, adjust or cancel financial aid awards at any time due to changes in financial need, new aid received after you have been initially awarded, state residency, dependency, marital or academic status, or failure to comply with state, federal and institutional regulations. The College may prorate, adjust, or revise your award in accordance with federal, state or institutional policy.

To be considered for any federal, state, or institutional need-based financial aid, you must file a FAFSA for the 2017-2018 school year.

- You may file your Renewal FAFSA for 2017-2018 beginning Oct. 1, 2016 using information from 2015 Federal tax returns. Complete it at [www.fafsa.ed.gov](http://www.fafsa.ed.gov) and include the Lees-McRae College code 002939.
- After completing the FAFSA, sign electronically with your FSA ID and remember to SUBMIT your data. Don't forget to print a copy for your records.
- If you have questions about your Renewal FAFSA, help is available online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov) or by calling 1-800-4-FED-AID.

For more information or with questions, contact the Lees-McRae College Financial Aid Office at 828.898.5241 or 828.898.3446.

## Federal Grants

Several grants are available from the federal government to defray the costs of college education. Unlike a loan, a grant is aid you do not have to repay.

### Federal Pell Grants

These grants provide awards from \$606 to \$5,920 per year. The actual amount you receive depends on your Expected Family Contribution (which is determined by completing the FAFSA form at [www.fafsa.ed.gov](http://www.fafsa.ed.gov)), your enrollment status as a student, and the availability of funds allocated by Congress. To learn more about Pell Grants, visit the Federal Student Aid website.

### Federal Supplemental Educational Opportunity Grants

This is for students showing exceptional financial need. Students receiving Federal Pell Grants are given priority. Awards

vary from \$200 to a maximum of \$2,000 per year, depending upon funds available and the need of students concerned.

## North Carolina Aid Programs

### North Carolina Need-Based Scholarship Program

The N.C. General Assembly funds the North Carolina Need-based Scholarship Program (NBS). The NBS assists needy undergraduate North Carolinians with need based on the Federal Methodology calculation of Expected Family Contribution (EFC). To apply, file the 2017-18 FAFSA and include the Lees-McRae school code of 002939. Annual awards vary depending on your EFC and available funding. For additional information on North Carolina grants and scholarships, please follow this link: [www.cfnc.org/paying/schol/info\\_schol.jsp](http://www.cfnc.org/paying/schol/info_schol.jsp)

### North Carolina Forgivable Education Loans for Service (NCFELS)

The Forgivable Education Loan for Service was established by the North Carolina General Assembly in 2011. The loan provides financial assistance to qualified students who are committed to working in North Carolina in fields designated as critical shortage areas. Detailed information regarding the NCFELS programs can be found at [www.cfnc.org/FELS](http://www.cfnc.org/FELS).

## Residency Determination for the NC Need Based Scholarship

The State of North Carolina has changed its method of determining residency for purposes of state financial aid. In the past, residency has been determined by each campus. Effective December 5, 2016, that determination will no longer be made by the campus but instead will be made by the State through its Residency Determination Service (RDS) website (<https://www.ncresidency.org>).

You must complete the determination at that website as soon as possible. You must be determined to be a resident of North Carolina via RDS before we can certify and disburse your NC Need Based Scholarship award.

Below you will find general information about RDS that may prove helpful to you. You will also find more detailed information on the RDS website.

### What is the North Carolina Residency Determination Service (RDS)?

RDS is new to North Carolina and provides residency determinations in accordance with North Carolina residency laws and applicable federal statutes for the purposes of in-state tuition and state financial aid.

- RDS provides you a convenient and intuitive process to claim and document NC residency.
- RDS allows you to use one residency determination for admissions applications to multiple NC colleges and universities and to demonstrate residency eligibility for state grant purposes.

### What should I expect when using RDS?

For many students, the residency classification process is simple. If you were born in North Carolina and have lived in the State all your life, you will probably be one of many students who are classified as North Carolina residents. If you now live in, recently lived in, or still have strong ties to another state, RDS may require more in-depth information or documentation. Any information you provide will be validated against federal and North Carolina state agency databases.

- You must complete the RDS online interview (created to simplify your request and enhance the consistency and accuracy of residency determination).
- You must provide identification information (have your information easily available to quickly complete the RDS interview):
  - Social Security Number (SSN) for you, your parent(s) or spouse (same as the FAFSA)
  - Without an SSN, RDS cannot validate your information with federal and state agencies and RDS must classify you as a non-resident (you will be ineligible for any state grant)

### How do I use RDS?

1. You can access RDS in two ways:

- On the RDS homepage at [www.NCresidency.org](http://www.NCresidency.org) select “Complete Residency Determination”
  - From CFNC.org (you must be logged in) select the “Residency” button in the CFNC Applications Hub
2. Use your CFNC login to access RDS; if you do not have a CFNC login, create a new account at [www.NCresidency.org](http://www.NCresidency.org) and login. This account login will be the same as a CFNC login. There is no separate login for RDS.
  3. Start the RDS Interview (select “Complete Residency Determination” button):
    - Answer the questions
    - You may start, stop, and come back to the online interview as needed
    - You have 25 days after starting to finish the interview; incomplete interviews are canceled and you must start again

Remember that you must complete this process as soon as possible!!

## **Lees-McRae College Institutional Scholarships/Grants**

### **Shelton Scholars Program**

Named in honor of Ed and Dotti Shelton for their generous and humble leadership, guidance and support of Lees-McRae College, the Shelton Scholars Program is the highest honor bestowed upon entering freshmen. Awarded every four years, this prestigious award will provide full tuition, room and board to one student selected during Scholar’s Day.

Qualified students must have at least a 3.75 GPA and 1150 SAT (or ACT equivalent) at the time of admission to the College and agree to be an active member of the Honors Program. The Shelton Scholars recipient will be chosen through an interview and essay competition. The Shelton Scholars Award is valued at more than \$130,000 over the course of four years.

### **Elizabeth McRae Scholarship**

This scholarship is awarded by Lees-McRae College and covers full tuition for a full-time student. Two scholarships are available for freshmen entering the College in the fall semester. Recipients are chosen from all students invited to attend Scholar’s Day. Scholar’s Day includes an interview and essay competition with the top two performers selected as recipients. The scholarship covers tuition and is renewable for four years as long as the recipient(s) maintains a minimum 3.0 GPA. Qualified students must have at least a 3.75 GPA and 1150 SAT (or ACT equivalent) at the time of admission to the College and agree to be an active member of the Honors Program.

### **Academic Merit Scholarships**

Each year Lees-McRae College recognizes the scholarly preparation of entering freshmen and transfer students by awarding scholarships and grants based on academic performance. These awards reflect our commitment to helping students set ambitious goals and achieve them. All students are automatically considered for academic scholarships once they are granted admission to the College. Scholarship awards are based only on official transcripts and test scores. No additional scholarship application is required. Academic merit scholarships range from \$3,000 to \$10,000 annually and are renewable as long as the student maintains the required academic standard.

### **Athletic Scholarships**

As an NCAA Division II college, Lees-McRae awards athletic scholarships. These scholarships are awarded at the coaches’ discretion based upon athletic performance and ability.

## Theatre Arts Scholarships

A limited number of Theatre Arts Scholarships are awarded by the Theatre Arts Department and require an audition.

## Institutional Need-Based Grant

Need-based aid is awarded to students based on financial need and varies in amount. In order to be eligible for need-based aid, the student must show demonstrated financial need by filing the FAFSA annually. Depending upon your calculated need in subsequent years, your aid award may vary. Certain federal, state and institutional awards are taken into consideration when determining need-based grant levels.

## Phi Theta Kappa Transfer Scholarship

This scholarship is awarded to any Phi Theta Kappa transfer student in good standing who has an overall 3.25 GPA and enrolls in a program of study on the main campus. Students may apply by submitting a letter to the Director of Financial Aid. A letter from the PTK chapter advisor verifying that the student is a member in good standing is also required. PTK scholarships are \$2,500.00 annually and are renewable as long as the student maintains a 3.25 cumulative GPA at Lees-McRae College.

## Local Scholarships

In celebration of opportunities for Appalachian students, seniors who graduate from a high school in one of the following counties: Avery, Alleghany, Ashe, Burke, Caldwell, Carter (TN), Mitchell, Watauga, Wilkes and Yancey, apply and are admitted to Lees-McRae and enroll in a program of study on the main campus will receive a \$1,000 grant that is stackable with other academic merit, performance or need-based scholarships. Scholarships may be renewable for up to four years as long as the student maintains the required academic standard.

## Private Outside Scholarships

Foundations, service clubs, churches and corporations award millions of dollars in scholarships each year to worthy students. Many Lees-McRae students receive this type of scholarship help in addition to other types of aid. Students generally seek these scholarships on their own. A good place to start is by asking your high school guidance office about community and other scholarships with which they may be familiar. Then ask about the availability of scholarships at places where family members are employed, through your church and through any organizations to which family members belong. Finally, go to the public library for guidebooks to scholarships from foundations, corporations and government agencies, or search the Internet for similar information.

Per federal regulations, the receipt of private scholarships may affect a financial aid package. It is the student's responsibility to notify the Lees-McRae Office of Financial Aid of all private scholarships received so that it may be determined if these funds have an effect on other resources awarded.

## William D. Ford Direct Loans

Direct Loans are low-interest loans for students and parents to help pay for the cost of a student's education after high school. The lender is the U.S. Department of Education (the Department), though the entity you deal with, your loan servicer, can be a private business. The William D. Ford Direct Loan Program includes the following types of loans:

- **Subsidized:** for students with demonstrated financial need, as determined by federal regulations. No interest is charged while a student is in school at least half-time, during the grace period, and during deferment periods.
- **Unsubsidized:** not based on financial need; interest is charged during all periods, even during the time a student is in school and during grace and deferment periods.
- **PLUS:** unsubsidized loans for the parents of dependent students and for graduate/professional students. PLUS loans help pay for education expenses up to the cost of attendance minus all other financial assistance. Interest is charged during all periods. PLUS loans are based on credit worthiness and require a credit check.

ALL students borrowing from the Federal Direct Loan Program are required to sign a Master Promissory Note (MPN) and complete Entrance Counseling for their Direct Loan at [www.StudentLoans.gov](http://www.StudentLoans.gov). Loan funds will not be credited to your student account until these items are completed.

ALL parent borrowers must complete the PLUS application and MPN at [www.StudentLoans.gov](http://www.StudentLoans.gov) along with an institution PLUS loan application.

### Loan Limits

The maximum amount you can borrow each year in Direct Subsidized and Unsubsidized Loans depends on your grade level and on whether you are a dependent student or an independent student. The following table shows the maximum amount of money you may borrow each academic year in Direct Subsidized and Unsubsidized Loans

	Dependent Student	Independent Student
1 <sup>st</sup> -year undergraduate	\$5,500 (maximum \$3,500 subsidized)	\$9,500 (\$3,500)
2 <sup>nd</sup> -year undergraduate	\$6,500 (\$4,500)	\$10,500 (\$4,500)
3 <sup>rd</sup> - and 4 <sup>th</sup> -year undergraduate	\$7,500 (\$5,500)	\$12,500 (\$5,500)

The actual loan amount you are eligible to receive for an academic year is determined by your school and may be less than the maximum annual amounts shown in the chart above.

Below are the aggregate (total) limits for Direct Subsidized and Unsubsidized Loans:

- \$31,000 for dependent undergraduate students excluding those whose parents are unable to borrow a PLUS Loan (no more than \$23,000 may be subsidized)
- \$57,500 for independent undergraduate students and dependent undergraduates whose parents are unable to borrow a PLUS loan (no more than \$23,000 may be subsidized)

### Work Study

The federal work study program provides jobs for undergraduates who have demonstrated financial need as determined from the results of the Federal Application for Federal Student Aid (FAFSA) and availability of funding. Federal work study awards will be listed as a separate item on the financial aid award. The work study program is designed to help eligible students meet the costs of obtaining a higher education. Students must re-apply for work study positions each academic year.

### Veteran and Military Benefits

Lees-McRae College's academic programs are approved by the North Carolina State Approving Agency for the enrollment of persons eligible for educational assistance benefits from the U.S. Department of Veteran Affairs (DVA). Entitled veterans, participants in the Montgomery GI Bill contributory program, active duty military in voluntary education programs, drilling National Guardsmen, drilling Reservists, and eligible spouses and dependents who have applied, met all admissions criteria, have been fully accepted, and actively matriculated may be certified to the U.S. DVA Regional Offices as enrolled and in pursuit of an approved program of education.

#### Academic Requirements for Veterans

The law requires that educational assistance benefits to veterans and other eligible persons be discontinued when the student ceases to make satisfactory progress toward completion of his/her training objective. (Details regarding satisfactory academic progress can be found under the Academic Policies section of the College Catalog under Academic Standing.) Benefits cannot be resumed unless the DVA finds that the cause of the unsatisfactory progress or conduct has been removed and the program of education or training to be pursued by the student is suitable to his/her aptitudes, interests and abilities. Veterans and other eligible persons follow the same standards of academic progress that apply to all Lees-McRae College students. These standards are described in the Academic Policies section of this catalog. Veterans and other eligible persons are required to seek academic assistance by contacting

their instructor, counselor, advisor, or the Registrar before academic difficulties place them on Academic Probation or Academic Suspension.

## Tuition Exchange Program

Lees-McRae College participates in The Tuition Exchange Program. This program is offered to dependents of employees of selected independent colleges/universities across the country. Lees-McRae College is also a member of the NC Independent Colleges program. For more information, go to [www.tuitionexchange.org](http://www.tuitionexchange.org) or contact the Financial Aid Office.

## Satisfactory Academic Progress (SAP) Policy for Financial Aid

The Office of Financial Aid is required by federal regulations to determine whether a student is enrolled in a degree-seeking program and is meeting satisfactory academic progress requirements. The student's official academic record maintained by the Office of the Registrar is reviewed to determine student compliance with this policy. SAP is reviewed annually, at the end of the spring semester.

Satisfactory Academic Progress is measured by three standards:

**Qualitative Standard - Grade Point Average (GPA):** Students must maintain the following minimum cumulative grade point average on all attempted hours:

Hours Attempted (including any transfer hours attempted)	Minimum GPA Required
1-29	1.8
30-59	1.9
60-89	2.0
90 and above	2.0

**Quantitative Standard-PACE:** To remain in good academic standing and retain eligibility for financial aid, students must also be making satisfactory academic progress toward the completion of a degree. Students must successfully complete 67% of the total credit hours attempted.

To earn credit hours at Lees-McRae College, students must receive a grade of A, B, C, D, or M. All other grades, including F, XF, I, W, or N, do not earn credit. These grades are included in the total hours attempted calculation.

Accepted transfer credits count as both attempted and earned hours.

All repeated courses affect financial aid satisfactory academic progress calculations. A repeated course along with the original attempt must be counted as attempted hours.

**Maximum Time Frame:** Students must complete their program of study in a time frame not to exceed 150% of the published length of the program. The length of an undergraduate program at Lees-McRae College is 120 credit hours; therefore students are allowed 180 attempted hours to be considered for federal financial aid. All attempted hours are counted, including transfer hours, whether or not financial aid was received or the course work was successfully completed.

Students seeking a second degree that causes their attendance to exceed the time frame according to their enrollment may request a time extension.

Students will be allowed to receive institutional financial aid for a maximum of five (5) years.

## Academic Progress Evaluation Procedures

Satisfactory academic progress is reviewed annually, at the end of each Spring semester. Students not making

Satisfactory Academic Progress for financial aid will receive a letter from the Office of Financial Aid stating that they are no longer eligible to receive aid from any federal, state, or institutional program. At this point, students have the following three options:

1. Attend Lees-McRae College with no financial aid at their own expense until they have met the minimum SAP requirements.
2. A student who makes unsatisfactory academic progress has the opportunity to earn credit hours and meet the minimum requirement during the summer term(s). Students who are deficient in hours may take transferable courses at other institutions with prior approval from the Office of Academic Affairs and by notifying the Office of Financial Aid in writing. A student who makes unsatisfactory academic progress is not eligible for financial aid for summer term(s).
3. Submit a Lees-McRae College Satisfactory Academic Progress Appeal form and all required supporting documentation. Additional information on the Appeal Process is provided below.

## **Appeal Process**

Students may appeal for one additional semester of financial assistance if they feel there are special circumstances that prevented them from meeting the minimum standards for Satisfactory Academic Progress. Students must complete and submit the Satisfactory Academic Progress Appeal Form along with a typed statement describing the reasons and circumstances that caused them to fail to meet the minimum required standards. Students must also provide a statement outlining the specific steps that they intend to take in the next semester to improve their academic performance.

The completed form, two written statements, along with any supporting documentation must be submitted to the Office of Financial Aid and will be reviewed by the Scholarship and Financial Aid Committee. Circumstances may include, but are not limited to serious illness or injury, death of a family member, or an emotional or mental health issue (for student) that required professional care. SAP appeals must be submitted by August 1.

Submitted appeals will be reviewed by the Committee within two weeks of receipt of the appeal. Students will be notified in writing of the Committee's decision. If the appeal is approved, the decision notification will outline the conditions of your financial aid reinstatement. Students who have an academic progress appeal approved will be placed on financial aid probation status for the subsequent semester. Academic progress will be reviewed at the end of the enrollment period specified. If the appeal is denied, the notification will specify the conditions and recommendations for future consideration for financial aid eligibility. The decision of the Scholarship and Financial Aid Committee is final and cannot be appealed.

The above Standards of Satisfactory Academic Progress are not designed to replace the standards that the College uses for Academic Dismissal/Probation. It is possible for a student to lose financial aid eligibility without losing status as a degree candidate. However, once a student loses status as a degree candidate, he or she will also lose eligibility for financial aid.

# Expenses

## Residential Student Expenses

The following is a breakdown of residential student expenses for the 2017-2018 academic year. This estimate does not include miscellaneous expenses such as travel, clothing, amusements and other personal expenses. The College reserves the right to alter any of these charges at any time.

A residential student is one who lives in the residence halls and attends class on main campus.

### Tuition, Room and Board for 2017-2018 Academic Year

The room fee includes basic cable TV and computer network connection service. Residential students are required to take meals in the dining hall.

Item	Fall	Spring	Total
Tuition	\$12,439	\$12,439	\$24,878
Room	\$2,571	\$2,571	\$5,142
Meals	\$2,643	\$2,643	\$5,286
NC State Tax on Meals	\$165	\$165	\$330
Technology Fee	\$150	\$150	\$300
Student Activity Fee	\$150	\$150	\$300
Health Services Fee	\$50	\$50	\$100
Flat-Rate Textbook Fee	\$275	\$275	\$550
Safety Initiatives Fee	\$35	\$35	\$70
<b>TOTAL</b>	<b>\$18,478</b>	<b>\$18,478</b>	<b>\$36,956</b>

### Summer Sessions | Tuition & Fees

Per Credit Hour: \$295

Wildlife Biology Summer Clinicals: \$3,300 flat tuition fee for 12 credit hours

*Fees for Summer Session(s) are payable in full on the day of registration.*

Summer School Housing Costs		
	Single Occupancy	Double Occupancy
Session I: May 15–June 16	\$480	\$320
Session II: June 19–July 21	\$480	\$320
Session III: May 15–August 11	\$1,248	\$832
Entire Summer	\$1,380	\$920
BIO 401: Appalachian Ecology May 15–26	\$150	\$100
ART 301: Appalachian Photography June 12–19	\$105	\$70

### Fees for Part-Time Students

Part-time students (1-11 hours): \$710 per hour

Community members taking courses on a part-time basis may inquire at the Office of Financial Aid to determine if they are eligible for institutional financial aid.

## Miscellaneous Non-refundable Fees

Item	Fee
Private Room: Double	\$700 Per Semester
Private Room: Single	\$500 Per Semester
Hemlock Village Suite	\$520 Per Semester
Apartment Living (With Roommate)	\$520 Per Semester
Apartment Living (Private Bedroom)	\$900 Per Semester
Bobcat Way House Fee (Private Bedroom)	\$700 Per Semester
Bobcat Way House Fee (Single Bedroom)	\$500 Per Semester
Main Campus House (Private Bedroom)	\$900 Per Semester
Main Campus House (Single Bedroom)	\$650 Per Semester
Main Campus House (With Roommate)	\$520 Per Semester
Pet Registration	\$150 Per Semester
Tuition Overload	\$300 Per Hour (Over 18 hours)
Vehicle Registration*	\$175 Per Year
Graduation	\$150
ID Card Replacement	\$15
Transcripts	\$15 First Official Copy \$10 Each Additional Official Copy \$10 Each Unofficial Copy
Enrollment Deposit	\$250 (Applied to Tuition & Fees)

\*General parking is \$175 per year. Premium lots (Hayes, Tate, McMillan, Village/Cannon Cottage, Houses and Apartments) are \$250 per year. Commuter parking is \$100 per year.

## Additional Course Fees

Some courses incur additional course fees to cover lab fees, materials, supplies, etc.

Course Number	Course Name	Fee
ART 121	Foundations of Design	\$80
ART 141	Foundations of Drawing and Design	\$110
ART 151	Photography	\$130
ART 161	Foundations of Painting	\$110
ART 191	Color Theory	\$80
ART 221	Intermediate Drawing and Design	\$110
ART 231	Art and Craft Design	\$120
ART 251	Printmaking	\$120
ART 261	Intermediate Painting	\$115
ART 301	Appalachian Photography	\$130
ART 331	Mixed Media	\$120
ART 431	Art on Paper	\$120
ART 441	Advanced Graphic Design	\$85
ART 461	Advanced Studio Design	\$120

Course Number	Course Name	Fee
ATE 200-400	NATA Membership	\$100
BIO 113	Lab Investigations	\$50
BIO 211	General Zoology	\$50
BIO 214	Microbiology for Nursing	\$100
BIO 221	General Botany	\$50
BIO 231	Introduction to Field Biology	\$50
BIO 271	Human Anatomy & Physiology I	\$50
BIO 272	Human Anatomy & Physiology II	\$50
BIO 281	Introduction to Wildlife Rehab I	\$50
BIO 282	Wildlife as Partners in Education	\$50
BIO 292	Advanced Clinical Rehabilitation	\$25
BIO 311	Microbiology and Immunology	\$100
BIO 321	Field Botany	\$50
BIO 331	Principles of Ecology	\$50
BIO 333	Ecological Field Methods	\$50
BIO 361	Genetics	\$50
BIO 363	Histology	\$50
BIO 381	Field Biology	\$50
BIO 401	Appalachian Ecology	\$50
BIO 421	Natural History	\$50
BIO 425	Developmental Biology	\$125
BIO 441	Ornithology	\$50
BIO 445	Mammalogy	\$50
BIO 461	Cell Biology	\$100
BIO 482	Tropical Biology	\$2,800
BUS 299	Business Communication	\$25
BUS 303	Social Media Marketing	\$100
CHM 111	General Chem. I	\$50
CHM 112	General Chem. II	\$50
CHM 211	Organic I	\$50
CHM 212	Organic II	\$50
CHM 311	Biochemistry	\$100
COM 110	Digital Imaging	\$115
COM 111	Communication Art & Design Theory	\$70
COM 261	Sequential Imaging	\$115
COM 310	Electronic Publishing	\$115
COM 311	Video Production	\$130
COM 412	Advanced Video Production	\$130
EDU 418	ELA/SS Methods	\$45 (Main)
EDU 431	M/M for Teaching Theatre Arts, K-6	\$45
EDU 491	Directed Teaching Seminar	\$155 (All)
EMS 250	Intro to EMT Basic	\$400

Course Number	Course Name	Fee
EMS 300	Intro to EMS	\$500
LHF 118	Golf	\$60
LHF 206	Outdoor Living Skills	\$50
LHF 212	Skiing and Snowboarding	\$150
LHF 218	Advanced Golf	\$60
LHF 223	Fly Fishing	\$50
LHF 225	Rafting	\$80
LHF 231	Rock Climbing	\$50
LHF 233	Hiking and Backing	\$50
LHF 235	Mountain Biking	\$50
LHF 237	Skiing and Snowboarding	\$150
LHF 239	Adaptive Adventure Recreation	\$50
LHF 241	Advanced Rock Climbing	\$50
LHF 281	Swimming	\$50
NUR 201	Intro to Professional Nursing Practice	\$2,500
NUR 305	Professional and Academic Success	\$120 (online)
THEA 116-417	Private Voice	\$40
THEA 209	SETC Experience	TBA
THEA 244	Principles of Design	\$35
THEA 254	Make-up	\$30
THEA 344	Costuming	\$30
THEA 345	Basic Lighting	\$25
THEA 353	Stage Management	\$35
THEA 372	Stage Combat	\$550
THEA 443	Scene Design	\$35
THEA 474	Directing II	\$25
PHY 111	Physics I	\$50
PHY 112	Physics II	\$50
SPT 301	Outdoor Skills Pedagogy	\$50
SPT 335	Application of Cycling Infrastructure	\$100

Elementary Education majors will also need to pay \$25-30 dues for membership in a professional organization and \$69 for a two-year enrollment in Taskstream. An additional cost is the registration fee for Praxis CORE, currently \$150 for all three sections (or \$90 per test section), and Pearson, currently \$278 for all three sections (which covers the Elementary Education license for K-6 EDU graduates). Any additional special licensures required for a specific major degree (i.e. Special Education, B-K) will require additional test fees.

## Student Accounts Policy

Payment of tuition and fees becomes an obligation of the student at the time of registration. All students have a financial clearance deadline prior to the start of each term. Gaining financial clearance requires payment in full (with the exception of pending financial aid) or having a current monthly payment contract with Higher Education Services (HES).

Students who do not meet the financial clearance deadline will have classes canceled and residence hall and meal access disabled.

## Financial Clearance Deadlines

- Fall Term: First Friday in August
  - Spring Term: First Friday in January
  - Summer Term: First day of classes for each session
1. The College makes use of paperless billing for student accounts. Students may access their account through WebAdvisor. Parents/guardians may access a student account through the Proxy Access features within Colleague Self-Service. Under FERPA requirements, students choosing to grant access to others must initiate these approvals.
  2. The options for making payment and financial clearance include:
    - a. Electronically through WebAdvisor
    - b. By mail to:  
Lees-McRae College  
Attn: Student Accounts  
P.O. Box 128  
Banner Elk, NC 28604
    - c. In person at the Business Affairs office during normal business hours
    - d. By wire transfer - information is available upon request
    - e. Through current contract with HES (Higher Education Service) monthly payment plans –
      - Contact HES at 800.422.0010 or [highereducationservices.org](http://highereducationservices.org)
      - Payments are made to HES, not Lees-McRae College
  3. All students who have not gained financial clearance by the term due date will be dismissed from the College. Dismissal includes:
    - a. canceled classes (with no guarantee of placement into the same classes if payment is later received)
    - b. residence hall access disabled
    - c. dining hall access disabled
  4. The last day to add/drop classes is 5 p.m. on Thursday the first week of the term. If changes are made to registration or housing status after the semester due date and these changes result in a balance due, payment is due at the time the change occurs.
  5. Registering for classes for the next term:
    - a. Students with a balance on their account will not be placed on financial hold during the term and will be able to register for classes for the next term.
    - b. Any student who has registered for spring term and has a fall term balance on their account as of December 20 will have their spring term classes dropped (with no guarantee of placement into the same classes if payment is later received).
      - Fall term charges (i.e. residence hall damage fees, unreturned books, parking tickets, etc.) added to a student account after December 20, will be due when the spring term balance is due (first Friday in January).
    - c. Any student who has registered for summer and/or fall term and has a balance on their account as of May 1 will have their summer and/or fall term classes dropped (with no guarantee of placement into the same classes if payment is later received).
      - Spring term charges (i.e. residence hall damage fees, unreturned books, parking tickets, etc.) added to a student account after May 1 will be due in full by July 1 or fall term classes will be dropped (with no

guarantee of placement into the same classes if payment is later received).

d. Any student who has registered for summer term and does not make satisfactory payment by the first day of the term will have their classes dropped.

## Payment Plans

For convenience, students and families can pay their semester expenses on a monthly basis as an alternative to traditional lump sum payments. This service is provided through Higher Education Services, Inc. (HES).

## Refund Policies

Enrollment in the College constitutes a contract binding the student and parents for the stated charges for the semester. A refund policy has been adopted to partially reimburse students for unexpected withdrawals and also permit the College to maintain its contractual commitments to faculty and supporting services.

If written notification of a decision not to enroll is received by the Business Affairs Office prior to the first day of classes, all paid fees (exclusive of the enrollment deposit) are completely refunded. Thereafter, tuition and general fees are refunded on a prorated basis during the first four weeks of the term. Any part of a week is considered a full week.

### Prorated Refund Percentages

1st Week of the Term: 80%  
2nd Week of the Term: 60%  
3rd Week of the Term: 40%  
4th Week of the Term: 20%

No refund will be made if a student withdraws after the fourth week. No part of the room fee is refundable. Refunds for the cost of meals are prorated upon withdrawal.

If accommodation with a pet is occupied for:	Refund will be:
10% or less of housing with a pet term	80%
20% or less of housing with a pet term	60%
30% or less of housing with a pet term	40%
40% or less of housing with a pet term	20%
50% or less of housing with a pet term	No Refund

## Room and Board Fees

If written notification of a decision not to enroll is received by the Student Financial Services Office prior to the first day of classes, all paid Room and Board Fees are completely refunded. Thereafter, room and board are refunded on a prorated basis during the first four weeks of the term. Any part of a week is considered a full week. No refund will be made if a student withdraws after the fourth week. However, students receiving federal (Title IV) financial assistance will have refunds processed according to federal regulations governing student aid programs.

Should a student wish to change his or her room or board plan or move off campus, a request stating clearly the change requested and justification for that change must be submitted in writing to the Residential Appeals Committee c/o the Vice President of Student Development. If the committee supports the off campus move within the first four weeks of the term, Room and Board Fees will be refunded on a prorated basis. Any part of a week is considered a full week. No refund will be made if a student changes their room and/or board plan after the fourth week.

## Vehicle Registration Fee

Refunds for vehicle registration may be obtained if a written request is made to the Office of Campus Security within

three weeks before the first day of classes. A student who chooses not to re-enroll for the spring semester may receive a refund if a written request is made to the Office of Campus Security no later than the first day of the spring semester.

### **For Reservists Called to Active Duty**

Student reservists called to active duty may receive refunds if their active duty reporting date falls within an academic term for which fees have been paid. A request for a refund together with a copy of the reservist's orders should be submitted to the Student Financial Services Office before the reservist withdraws from the College.

Tuition will be completely refunded if academic credit is not awarded and the student must re-enroll as a returning student to resume course work. Room and board fees will be prorated from the start of the term to the date of withdrawal. Refunds are computed net of scholarships.

### **Summer School**

All fees are refunded if the Student Financial Services Office, prior to registration day, receives a written notification of a student's decision not to enroll. A refund of 50% of tuition and board is made if a student notifies the Student Financial Services Office of withdrawal during the first week of summer school. No refund will be made if a student withdraws after the first week.

### **Summer Housing Pet Fee Refund**

If written notification of a decision to leave campus before the term of housing with a pet expires is received by the Student Development Office or Student Accounts, the pet fee will be refunded on a prorated basis. Any portion of a week is considered a full week.

### **Release Of Official College Records**

All accounts must be completely cleared with the Student Financial Services Office one week prior to final examinations. Any student who has not cleared his/her account, is in default of any Title IV Funds or owes a refund on any Title IV Funds, will not receive his/her semester grades, official transcripts, diploma or any other official record(s) from the College until all financial matters are cleared and the student account is paid in full.

# Honors Program

To facilitate the development of a strong learning community, Lees-McRae College offers an honors program for students committed to academic excellence and rewards them with scholarships and other financial benefits (i.e., honor students are allowed to take one course overload per semester without an additional fee). A variety of courses are offered as part of the program as students are encouraged to work and think critically, and merits of the program accrue beyond graduation. The HON course prefix on students' transcripts is a clear signal to prospective employers and graduate school admissions officers that the applicant has strong academic ability and self-motivation.

First-year students are selected into the honors program on the basis of their grade point averages, classroom performance, and professor recommendations. Sophomores and Juniors of proven academic ability may also be invited to apply for admission to the program. Students who enter the program laterally (i.e., after their first year at college) are responsible for honors coursework beginning at their point of entry into the program.

Honor students take special courses that stimulate their imaginations and demand their best efforts in the liberal arts Core Curriculum and have opportunities to engage in study under the close supervision of faculty who are committed to academic excellence. Honors courses tend to be qualitatively, rather than quantitatively, different from classes that do not carry the honors designation. Instead of more papers, tests and projects, honor students can expect to explore subjects in greater depth. Professors expect better analysis and a higher order of thinking from students enrolled in honors classes, and students may be called upon to collaborate with peers and faculty in classes that carry the honors designation more frequently than in other classes. Lectures, colloquia, travel, and service projects complete the Honors experience.

Honor students live together in environments hospitable to a friendly exchange of ideas. Upper-class honor students may choose to live in Cannon cottage, a small cottage-style dormitory designed for them. The combination of classroom and residence hall life enables academically gifted students to work closely together in a mutually supportive environment.

Any student with a GPA below 3.0 at the end of an academic year will forfeit honors status, and any honor student who violates the college's honor code may be removed from the honors program at the discretion of the honors committee.

For additional information, contact Dr. Ken Craig, director of the honors program, at [craig@lmc.edu](mailto:craig@lmc.edu) or 828.898.8731.

## The following courses are required of honors students:

Year	Semester	Courses
Freshman	Fall	Honors Seminar, Religion, First Year Seminar
Freshman	Spring	Honors Rhetoric, Art, Science
Sophomore	Fall	Honors Literature
Sophomore	Spring	Honors History, Great Books (optional)
Junior	Fall	One Honors course within major by way of Honors Course Component Form
Junior	Spring	Great Books (required if not taken sophomore year)
Senior	Fall or Spring	Honors Senior Research Seminar by way of Honors Course Component Form

# Requirements for Graduation

## Overview

The following must be met for graduation eligibility:

- A minimum of 120 credit hours
- A minimum 2.0 GPA
- Completion of the Core Curriculum
- Completion of 15 hours of Writing Intensive (WI) courses
- Completion of the degree requirements for the appropriate degree
- Completion of an approved major program of study
- A minimum 2.0 grade point average (GPA) in the major program of study (*Note: Nursing majors must receive a minimum grade of "C-" in required major courses and a minimum 2.5 cumulative GPA. Education majors must receive a minimum grade of "C" in required major courses and a minimum 2.7 cumulative GPA*)
- Completion at Lees-McRae College of at least one half of the credit hours required for the major program of study. In extreme cases of student schedule conflict, the Provost (in consultation with the appropriate Dean) may amend this policy on a case-by-case basis.
- Completion at Lees-McRae College of at least 32 of the last 40 credit hours. In extreme cases of student schedule conflict, the Provost (in consultation with the appropriate Dean) may amend this policy on a case-by-case basis.
- No grades of "F" in any required major courses in the program of study
- No more than 12 credit hours of coursework in which a grade of "D" or lower has been received may apply toward graduation
- No more than four credit hours of lifetime health and fitness activity courses may count toward graduation
- If applicable: completion at Lees-McRae College of at least one half of the credit hours required for the minor program of study.

Students may choose to meet the graduation requirements listed in the College Catalog that was in effect the year he or she entered Lees-McRae College or in any subsequent College Catalog. However, a student may not select graduation requirements from more than one catalog at a time. If the student has been out of residence for more than one academic year, the graduation requirements in effect at the time of re-enrollment at Lees-McRae College will apply. Each student's graduation timeline will vary depending on academic program(s) and academic progress, and may take less or more than four years. Students should work with their academic advisor to create a clear timeline.

Graduation and the receipt of a diploma from Lees-McRae College is an honor bestowed by the Faculty, Administration and Board of Trustees. The awarding of a Baccalaureate degree is duly noted on the student's official College Transcript.

## Graduation Honors

Recognition is given at commencement each year to members of the graduating class who have excelled academically. Those who have earned a cumulative GPA of 3.5 to 3.69 graduate cum laude; those who have earned a cumulative GPA of 3.7 to 3.89 graduate magna cum laude; and those who have earned a cumulative GPA of 3.9 to 4.0 graduate summa cum laude.

Finally, a student must complete a minimum of 56 credit hours at Lees-McRae College to be eligible for graduation honors. The single exception to this restriction occurs when the number of required credit hours for a program is less than 56 (as with some extended campus programs); in those cases, students who successfully complete the requirements for the program will be eligible for graduation honors.

Lees-McRae College recognizes the following academic honor societies:

- Alpha Chi (Academic Honor Society)
- Alpha Psi Omega (Theatre Honor Fraternity)
- Chi Alpha Sigma (National Athletics Honor Society)
- Nu Delta Alpha (Dance Honor Society)
- Pi Lambda Theta (Education Honor Society)
- Sigma Beta Delta (Business Honor Society)

## Commencement Exercises

With approval from the Registrar, a student may participate in commencement if he or she lacks two courses or less to complete the degree requirements. However, a diploma will not be awarded until the degree requirements and a minimum of 120 credit hours have been earned. **Candidates for Graduation must also have all accounts paid in full and have completed an Application for Graduation and an Official Exit Form.**

A student who has met the requirements and completed a Graduation Application Form from the Registrar may not postpone his or her graduation.

Once a student's degree is conferred, transcripts supporting the degree earned cannot be changed in any way.

Degrees are granted three times during the calendar year: May, August and December. However, a commencement ceremony is only held in May of each year. Candidates for Graduation who receive their degrees in August or December are encouraged to participate in the ceremony held the following May; however, they must notify the Registrar at least one month prior to the ceremony.

# Core Curriculum

## Mission Statement

The Core Curriculum is the cornerstone of the academic experience at Lees-McRae College designed to foster a 21<sup>st</sup> Century approach to critical, creative, and collaborative inquiry. We prepare students with the knowledge and skills to pursue diverse careers or graduate study, and to engage in cross-disciplinary discourse.

## Student Learning Outcomes

- A. Students will identify the attributes necessary for ethical and responsible citizenship.
- B. Students will explain the relationship between the individual and diverse cultures.
- C. Students will recognize the interdependence of people with the environment.
- D. Students will communicate complex ideas effectively in Standard Written English.

## Total Core Hours Required: 38-40

Core courses allow students to explore a variety of major and minor degree options and corresponding career opportunities. Students should work with their academic advisor to ensure that selected courses meet the core requirements. A list of approved courses will be available from the Registrar prior to advising and registration for each term.

Students will be able to choose from a variety of courses to meet the following requirements:

Creative	14 Credit Hours
<b>Written and Oral Communication</b>	<b>6 credit hours</b>
RHE 101 Rhetoric and Composition I and	3 credit hours
RHE 102 Rhetoric and Composition II	3 credit hours
HON 291 Honors Seminar and	3 credit hours
RHE 103 Honors Rhetoric (for honors students)	3 credit hours
<b>Lifetime Wellness</b>	<b>2 credit hours</b>
LHF 107 Yoga I	1 credit hour
LHF 108 Yoga II	1 credit hour
LHF 118 Golf	1 credit hour
LHF 156 Weight Training	1 credit hour
LHF 206 Outdoor Living Skills	3 credit hours
LHF 207 Pilates	1 credit hours
LHF 208 Hiking Yoga	2 credit hours
LHF 218 Advanced Golf	1 credit hour
LHF 221 Racquet Sports	1 credit hour
LHF 222 Advanced Racquet Sports	
LHF 223 Fly Fishing	2 credit hours
LHF 231 Rock Climbing	2 credit hours
LHF 237 Skiing and Snowboarding	2 credit hours
LHF 239 Adaptive Adventure Recreation	2 credit hours
LHF 256 Cardio Core Conditioning	1 credit hour

Creative		14 Credit Hours
LHF 281 Swimming		1 credit hour
LHF 288 Special Topics		1 credit hour
THEA 101 Dance Tech: Tap/Jazz		1 credit hour
THEA 102 Dance Tech: Ballet & Modern		1 credit hour
THEA 103 Social Dance		1 credit hour
THEA 111 Clogging		
<b>Fine Arts</b>		<b>3 credit hours</b>
ART 135 Art History: Renaissance to Impressionism		3 credit hours
ART 211 Research, Composition & Creation		3 credit hours
ART 231 Art and Craft		3 credit hours
ART 235 Women Artists		3 credit hours
ART 241 Art & Society		3 credit hours
COM 111 Communication Arts & Design Theory		3 credit hours
COM 265 Introduction to Film		3 credit hours
THEA 206 Appreciation of Modern Performing Arts		3 credit hours
<b>Literature</b>		<b>3 credit hours</b>
LIT 220 British Literature		3 credit hours
LIT 230 American Literature		3 credit hours
LIT 240 World Literature		3 credit hours
LIT 330 Business Ethics and Literature		3 credit hours
LIT 331 Appalachian Literature		3 credit hours
LIT 335 African American Literature		3 credit hours
LIT 340 Contemporary World Literature		3 credit hours
LIT 343 Women in Literature		3 credit hours

Critical		15–17 Credit Hours
<b>Quantitative</b>		<b>3-5 credit hours</b>
MAT 111 College Mathematics with Applications		3 credit hours
MAT 112 College Algebra		3 credit hours
MAT 116 Pre-calculus		3 credit hours
MAT 117 Calculus		5 credit hours
<b>History</b>		<b>3 credit hours</b>
HIS 115 World Civilizations		3 credit hours
HIS 120 U.S. and the World		3 credit hours
HIS 260 Problems in U.S. History I		3 credit hours
HIS 265 Problems in U.S. History II		3 credit hours
HIS 275 Europe in Transition		3 credit hours
<b>Natural Science</b>		<b>3 credit hours</b>
BIO 101 Human Biology		3 credit hours
BIO 102 Environmental Biology		3 credit hours
BIO 114 Introduction to Biology for Majors I		3 credit hours

Critical	15–17 Credit Hours
BIO 115 Introduction to Biology for Majors II	3 credit hours
BIO 121 Introduction to Ecology	3 credit hours
BIO 122 Introduction to Evolution	3 credit hours
<b>Social Science</b>	3 credit hours
CRI 102 Crime in America	3 credit hours
PSY 133 General Psychology	3 credit hours
SOC 236 Principles of Sociology	3 credit hours
SOC 238 Sociology of the Family	3 credit hours
SOC 251 Social Problem	3 credit hours
<b>Religion</b>	3 credit hours
REL 110 Introduction to Religion	3 credit hours
REL 116 Sacred Texts & Popular Cultures	3 credit hours
REL 225 Issues in Ethics	3 credit hours

Collaborative	9 Credit Hours
CLA 199 First Year Seminar - Self and the Environment	3 credit hours
CLA 299 Sophomore Seminar - Career and Life Planning	3 credit hours
CLA 399 Junior Seminar - Global Citizenship and Ethics	3 credit hours
CLA 499 Senior Research Seminar	0 credit hours*

\*Course credit is received through the co-requisite in each individual program.

## Transfer Students and the Core Curriculum

Students who have received an Associate in Arts or Science degree from any community college in the state of North Carolina will have satisfied the Lees-McRae general education core requirements.

Students who have attended a regionally-accredited institution and who have satisfied the Independent Comprehensive Articulation Agreement will be considered as having met the College's general education core requirements.

The Independent Comprehensive Articulation Agreement consists of the following coursework:	
Composition	6 credit hours
Communications	3 credit hours
Humanities and Fine Arts	6 credit hours
Social and Behavioral Science	9 credit hours
Math	3–4 credit hours
Natural Sciences	4 credit hours
Additional General Electives	13–14 credit hours
<b>TOTAL</b>	<b>45 Credit Hours</b>

Students transferring from a regionally-accredited institution who have not satisfied the Independent Comprehensive Articulation Agreement will be required to complete the general education core requirements. Transcripts will be evaluated on a course-by-course basis. Transfer students who need information about transfer of credit should contact the Registrar. Students who have received the Associate of Applied Science degree from a regionally-accredited

institution will be required to complete the Lees-McRae College general education core requirements.

## Writing Across the Curriculum (WAC)

Writing Across the Curriculum is a program that seeks to highlight the importance of writing as both a learning mechanism and a communication tool. Students who engage in a variety of writing tasks throughout their college career are more successful in integrating those skills into personal and professional settings. Lees-McRae College is committed to integrating writing throughout a student's academic experience.

### Writing Intensive Courses

Students are required to complete 15 hours of Writing Intensive (WI) courses to graduate. These courses must include 6 hours at the 100 level, 6 hours at the 300-400 level and 3 additional hours at any level. Courses will be approved as WI by the Writing Across the Curriculum Committee of the Faculty Senate and will be designated by (WI) next to their description in the College Catalog.

## Degree Requirements

Depending on the major degree program, certain degree requirements also apply:

### Bachelor of Arts Requirements

Proficiency in a foreign language, demonstrated through:

- Graduation from a high school where all instruction was conducted in a language other than English;
- Passing a CLEP or other designated examination at the intermediate level;
- Completion of one of the College's language sequences through the intermediate level (non-Spanish). Intermediate level proficiency (for students enrolled in Spanish) will be demonstrated by the successful completion of SPA 211 or a higher level 3-hour SPA course.

### Bachelor of Science Requirements

6-8 additional hours in Math or Science, not duplicating Core coursework, taken from:

Prefix	Course Number
BIO	101, 102, 105, 114, 115, 121, 122
CHM	101, 111
MAT	111, 112, 116, 117, 215, 220, 227
PHY	101, 111, 112
SCI	211

# Programs of Study

Every student is required to enroll in an academic program of study and pursue that curriculum through a sequence of courses leading to the baccalaureate degree. No deviation from the program of study will be permitted without written permission prior to course registration from the Registrar.

Lees-McRae College offers a variety of major programs of study and several minor programs of study. The programs listed below are categorized according to the following codes: **BA** (Bachelor of Arts), **BS** (Bachelor of Science), **BSN** (Bachelor of Science in Nursing), **BFA** (Bachelor of Fine Arts), **C** (Concentration), **M** (Major), **MI** (Minor), and **L** (Licensure).

Main Campus Programs	Degree Type	Major/Minor/ Licensure
Athletic Coaching		MI
Athletic Training ( <i>program no longer offered</i> )	BS	M
Biology	BS	M, MI
Biomedical Sciences		C
Business Administration	BA, BS	M, MI
Accounting		C
Finance		C
Marketing		C, MI
Communication Arts & Design	BA, BS	M, MI
Communication Arts		C
Creative Marketing		C
Studio Arts		C
Criminal Justice	BA, BS	M, MI
Cycling Studies		MI
Education		MI
Elementary Education	BA, BS	M, L
Emergency Medical Services and Management	BS	M, MI
English	BA	M, MI
History	BA, BS	M, MI
Marketing		MI
Mathematics		MI
Musical Theatre	BFA	M
Nursing (pre-licensure)	BSN	M
Pre-veterinary Medicine	BS	M
Psychology	BA, BS	M, MI
Religious Studies	BA, BS	M, MI
Special Education	BA, BS	M, L
Sport Management	BA, BS	M, MI
Technical Theatre		MI
Theatre Arts	BA, BS	M, MI
Theatre Arts Education	BA, BS	M, L
Wildlife Biology	BS	M
Wildlife Rehabilitation		C, MI

## Academic Program Nomenclature

**Major** | A coherent program of study that addresses identifiable learning outcomes. A major requires a minimum of 36 distinct credit hours, with no more than 18-20 overlapping credit hours.

**Double Major:** In cases where students are seeking a dual major from disciplines which both require either a senior capstone experience (omega project), an internship or both, students may elect to conduct a single omega project and/or single internship to meet the requirements for both majors. In such cases, it is the responsibility of the student to meet with Senior Research and Internship faculty from both majors to propose research and internship projects which will fulfill the requirements of both majors. Internship faculty from both majors must approve written research and internship projects in advance.

**Concentration** | An area of specialization under an appropriate major. A major with areas of concentration requires a minimum of 15 credit hours of common core coursework, a minimum of 16 credit hours of specialized coursework and a minimum of 36 credit hours of total coursework.

**Minor** | A coherent program of study that focuses on breadth, rather than depth, of knowledge in a discipline. A minor requires a minimum of 18 credit hours. A note to transfer students: when completing a minor, a transfer student must earn at least half of the hours for the minor at Lees-McRae College.

## Earning a Second Degree

Students in main campus programs who hold a baccalaureate degree from Lees-McRae College or another regionally accredited institution may earn a second degree at Lees-McRae College. Such students must be admitted through the regular admissions process, will be classified as seniors, and must meet all conditions found in the section titled Requirements for Graduation. The student must complete at least 30 hours of additional coursework at Lees-McRae College beyond the requirements of the first degree. Only these additional hours will be used to calculate graduation honors, although other policies pertaining to graduation honors apply (see the Graduation Honors section). Policies concerning a double-major apply to the second degree as if it were one half of a double-major.

# School of Arts, Humanities and Education

**Communication Arts & Design**

**Education** (*minor only*)

**Elementary Education**

**English**

**History**

**Musical Theatre**

**Religious Studies**

**Special Education**

**Technical Theatre** (*minor only*)

**Theatre Arts**

**Theatre Arts Education**

# Communication Arts & Design

## Bachelor of Arts or Bachelor of Science

As our world changes, so do our modes of communication. Lees-McRae College prepares students to be diverse. Our communication arts and design program is based upon the concept of convergence. It offers students a unique combination of theory, creativity, practical skill and technological expertise. These elements are blended into a unified curriculum that is broad while maintaining a depth of focus on major communication fields. With this they build on a foundation of knowledge and practical experience.

All communication arts and design majors are required to take a variety of courses in various media to obtain versatility in their chosen field. Each student will be provided with a strong core foundation. From there students can choose between three distinct concentrations to further refine skills within their chosen area of interest.

The communication arts and design program prepares students for future careers by offering a challenging classroom environment with one-on-one instruction that adapts to our ever-changing world.

We offer:

- A strong student faculty relationship
- An environment that encourages exploration and experimentation
- Experience for students to create, construct, produce and invent creative ways of communication
- Practical experience outside the classroom through Internship opportunities
- Current software, applications and equipment to keep our students competitive

Our goal is to inform, educate and motivate students to reach their artistic potential. The communication arts and design program provides an opportunity for students to achieve the knowledge and skills needed to be successful in their chosen career.

### Communication Arts & Design Requirements:

- General Core Curriculum
- Bachelor of Arts or Bachelor of Science Requirements
- Major Requirements
- Concentration (required)
- Electives

**Total Credit Hours | 120**

### General Core Curriculum Requirements

Creative	14 Credit Hours
Written and Oral Communication	6 credit hours
Lifetime Wellness	2 credit hours
Fine Arts	3 credit hours
Literature	3 credit hours

Critical	15–17 Credit Hours
Quantitative	3-5 credit hours
History	3 credit hours
Natural Science	3 credit hours
Social Science	3 credit hours
Religion	3 credit hours

Collaborative	9 Credit Hours
CLA 199 First Year Seminar - Self and the Environment	3 credit hours
CLA 299 Sophomore Seminar - Career and Life Planning	3 credit hours
CLA 399 Junior Seminar - Global Citizenship and Ethics	3 credit hours
CLA 499 Senior Research Seminar	0 credit hours

## Bachelor of Arts Requirements

Proficiency in a foreign language, demonstrated through:

- Graduation from a high school where all instruction was conducted in a language other than English;
- Passing a CLEP or other designated examination at the intermediate level;
- Completion of one of the College's language sequences through the intermediate level (non-Spanish). Intermediate level proficiency (for students enrolled in Spanish) will be demonstrated by the successful completion of SPA 211 or a higher level 3-hour SPA course.

OR

## Bachelor of Science Requirements

6-8 additional hours in math or science, not duplicating core coursework, taken from:

Prefix	Course Number
BIO	101, 102, 105, 114, 115, 121, 122
CHM	101, 111
MAT	111, 112, 116, 117, 215, 220, 227
PHY	101, 111, 112
SCI	211

## Major Requirements | 21 Credit Hours

Class Name	Credit Hours
COM 111 Communication Art & Design Theory	3 credit hours
ART 121 Foundations of Design	3 credit hours
ART 141 Foundations of Drawing and Design	3 credit hours
COM 110 Digital Imaging	3 credit hours
Internship (ART 471, COM 471 or BUS 471)	3 credit hours
Pre-Senior Omega Course (COM 451)	3 credit hours
Senior Omega Course (ART 499, COM 499 or BUS 499)	3 credit hours

## Concentrations

Concentration	Required Credit Hours
Communication Arts	36
Creative Marketing	36
Studio Arts	36

# Communication Arts & Design

## Minor

The communication arts and design minor requires 18 credit hours beyond core curriculum and degree requirements. Students will choose areas of interest in consultation with their advisor. For more information contact the coordinator for the communication arts and design program.

# Communication Arts & Design

## Concentration in Communication Arts

The communication arts concentration is based upon versatility and convergence. A student concentrating in this area will learn a variety of skills and techniques that will assist them in choosing an area of focus while also gaining knowledge about other aspects of the field. This track is designed for a student who is interested in studying digital design, web design, journalism, graphic design, digital photography and video.

### Required Courses | 36 Credit Hours

Class Name	Credit Hours
ART 151 Photography	3 credit hours
COM 310 Electronic Publishing	3 credit hours
COM 320 Web Design	3 credit hours
ART 441 Advanced Graphic Design	3 credit hours
ENG 213 Technical Writing	3 credit hours
HUM 231 Advanced Research and Composition	3 credit hours
ENG 421 Journalism	3 credit hours
COM 261 Sequential Imaging	3 credit hours
COM 311 Video Production	3 credit hours
<b>Choice of 2 courses/6 hours</b>	
ART 241 Art and Society	3 credit hours
ART 135 Renaissance through Impressionism	3 credit hours
ART 335 Contemporary Art History	3 credit hours
ART 342 Art and Humanity	3 credit hours
ART 235 Women Artists	3 credit hours
ART 231 Art and Craft Design	3 credit hours
COM 265 Introduction to Film	3 credit hours
<b>Choice of 1 course/3 hours</b>	
COM 412 Advanced Video Production	3 credit hours
COM 410 Advanced Web Design	3 credit hours
ART 461 Advanced Studio Design	3 credit hours

# Communication Arts & Design

## Concentration in Creative Marketing

The creative marketing concentration combines communication arts and business into one, making it unique and one of the most innovative. This is designed for the student who is interested in business but also has a creative side. We have included courses ranging from photography and graphic design to e-marketing and consumer behavior. Students have the choice to focus in on areas of interest while also gaining knowledge on other aspects of their field. Career possibilities associated with this concentration are almost limitless giving a bridge to multiple possibilities where advertising and business converge.

### Required Courses | 36 Credit Hours

Class Name	Credit Hours
<b>Choice of 2 courses/6 hours</b>	
ART 151 Photography	3 credit hours
ART 441 Advanced Graphic Design	3 credit hours
COM 310 Electronic Publishing	3 credit hours
COM 320 Web Design	3 credit hours
COM 261 Sequential Imaging	3 credit hours
COM 311 Video Production	3 credit hours
<b>Choice of 2 courses/6 hours</b>	
ART 241 Art and Society	3 credit hours
ART 135 Renaissance through Impressionism	3 credit hours
ART 335 Contemporary Art History	3 credit hours
ART 235 Women Artists	3 credit hours
ART 231 Art and Craft Design	3 credit hours
COM 265 Introduction to Film	3 credit hours
<b>Business Required Courses (24 hours)</b>	
BUS 101 Introduction to Business	3 credit hours
BUS 211 Principles of Management	3 credit hours
BUS 299 Business Communications	3 credit hours
BUS 301 Principles of Marketing	3 credit hours
BUS 303 Social Media Marketing	3 credit hours
BUS 304 Integrated Marketing Communication	3 credit hours
BUS 306 Professional Selling and Sales Management	3 credit hours
BUS 404 Consumer Behavior	3 credit hours

# Communication Arts & Design

## Concentration in Studio Arts

The studio arts concentration combines traditional studio techniques with new media, where the past meets the future. A career in art comes in many disguises and formats; the key is to have strong foundational knowledge with skill and versatility in your chosen craft. A student concentrating in this area will learn a variety of skills and techniques ranging from drawing to digital design. This concentration is designed for the student who is interested in fine or visual arts.

### Required Courses | 36 Credit Hours

Class Name	Credit Hours
ART 211 Sketchbook: Research, Composition, and Creation	3 credit hours
ART 191 Color Theory	3 credit hours
<b>Choice of</b>	
ART 161 Foundations of Painting	3 credit hours
ART 151 Photography	3 credit hours
<b>Choice of 3 courses/9 hours</b>	
ART 241 Art and Society	3 credit hours
ART 135 Renaissance through Impressionism	3 credit hours
ART 335 Contemporary Art History	3 credit hours
ART 342 Art and Humanity	3 credit hours
ART 235 Women Artists	3 credit hours
ART 231 Art and Craft Design	3 credit hours
COM 265 Introduction to Film	3 credit hours
<b>Choice of 3 courses/9 hours</b>	
ART 251 Printmaking	3 credit hours
ART 221 Intermediate Drawing and Design	3 credit hours
ART 261 Intermediate Painting	3 credit hours
ART 301 Appalachian Photography	3 credit hours
COM 310 Electronic Publishing	3 credit hours
ART 288 Special Topics/Independent Study	2-4 credit hours
<b>Choice of 3 courses/9 hours</b>	
ART 441 Advanced Graphic Design	3 credit hours
ART 331 Mixed Media	3 credit hours
COM 320 Web Design	3 credit hours
ART 388 Special Topics/Independent Study	2-4 credit hours
ART 461 Advanced Studio Design	3 credit hours
ART 431 Art on Paper	3 credit hours
ART 488 Special Topics	2-4 credit hours

# Education

## Minor

The education minor requires 24 credit hours beyond core curriculum and degree requirements.

Class Name	Credit Hours
PSY 253 Developmental Psychology	3 credit hours
EDU 321 Educational Psychology	3 credit hours
EDU 323 Assessment of Student Learning	3 credit hours
EDU 324 Creating and Managing the Classroom Environment for Diverse Learners	3 credit hours
EDU 328 Beginning Literacy and Social Studies Strategies	3 credit hours
EDU 329 Teacher as Researcher	3 credit hours
EDU 351 Literature for Children	3 credit hours
EDU 381 Computer/Media Applications	3 credit hours

# Elementary Education

## Bachelor of Arts or Bachelor of Science

The elementary education program at Lees-McRae College provides teacher candidates the knowledge, skills, and dispositions needed for successful employment as schoolteachers in the 21<sup>st</sup> century classroom. Specific areas of emphasis include the integration of a reflective practitioner framework, assessment and technology applications.

It is expected that candidates who complete the teacher education program and become licensed teachers will be individuals who have a distinct knowledge of the practice and theory of teaching as well as a balanced sense of personal values, integrity and moral worth. It is also expected that candidates who complete the program will become teachers who reflect on all aspects of the teaching/learning process.

The student interested in earning teacher licensure must gain admission to the teacher education program. As soon as a student develops an interest in an education program of study, he or she should contact the program coordinator or dean, file an interest form, and learn about the specialized requirements and timing for beginning the program. This procedure ensures receipt of all information.

### Elementary Education Requirements:

- General Core Curriculum
- Specific Prerequisites
- Bachelor of Arts or Bachelor of Science Requirements
- Major Requirements

### Total Credit Hours | 120

#### General Core Curriculum Requirements

Creative	14 Credit Hours
Written and Oral Communication	6 credit hours
Lifetime Wellness	2 credit hours
Fine Arts	3 credit hours
Literature	3 credit hours

Critical	15–17 Credit Hours
Quantitative	3-5 credit hours
History	3 credit hours
Natural Science	3 credit hours
Social Science	3 credit hours
Religion	3 credit hours

Collaborative	9 Credit Hours
CLA 199 First Year Seminar - Self and the Environment	3 credit hours
CLA 299 Sophomore Seminar - Career and Life Planning	3 credit hours

Collaborative	9 Credit Hours
CLA 324 Junior Seminar - Global Citizenship and Ethics	3 credit hours
CLA 499 Senior Research Seminar	0 credit hours

## Bachelor of Arts Requirements

Proficiency in a foreign language, demonstrated through:

- Graduation from a high school where all instruction was conducted in a language other than English;
- Passing a CLEP or other designated examination at the intermediate level;
- Completion of one of the College's language sequences through the intermediate level (non-Spanish). Intermediate level proficiency (for students enrolled in Spanish) will be demonstrated by the successful completion of SPA 211 or a higher level 3-hour SPA course.

OR

## Bachelor of Science Requirements

6-8 additional hours in math or science, not duplicating core coursework, taken from:

Prefix	Course Number
BIO	101, 102, 105, 114, 115, 121, 122
CHM	101, 111
MAT	111, 112, 116, 117, 215, 220, 227
PHY	101, 111, 112
SCI	211

## Major Requirements | 69-72 Credit Hours

### Required Course Sequence

All EDU courses are sequential and must be taken in the order listed.

Class Name	Credit Hours	Semester
<b>Freshman Year</b>		
EDU 102 Introduction to Education (Recommended)	3 credit hours	Spring
<b>Sophomore Year</b>		
EDU 201 Introduction to Public School Teaching	3 credit hours	Fall
PSY 253 Developmental Psychology	3 credit hours	Fall
HUM 231 Advanced Research and Composition	3 credit hours	Spring
<b>Junior Year</b>		
EDU 321 Educational Psychology	3 credit hours	Fall
EDU 322 Foundations of American Education	3 credit hours	Fall
EDU 324 Managing Environment For Diverse Learners	3 credit hours	Fall

Class Name	Credit Hours	Semester
EDU 325 Reflective Teaching/Classroom Management	3 credit hours	Fall
EDU 351 Literature for Children	3 credit hours	Fall
EDU 323 Assessment of Student Learning	3 credit hours	Spring
EDU 327 Math and Science Strategies for Elementary School	3 credit hours	Spring
EDU 328 Beginning Literacy and Social Studies Strategies	3 credit hours	Spring
EDU 329 Teacher as Researcher	3 credit hours	Spring
EDU 381 Computer/Media Applications in the Classroom	3 credit hours	Spring
<b>Senior Year</b>		
All EDU 300 level courses must be completed before taking EDU 400 level courses		
EDU 417 Math and Science Methods for Elementary School	4 credit hours	Fall
EDU 418 English Language Arts and Social Studies Methods for Elementary School	4 credit hours	Fall
EDU 419 Creative Methods and Materials	4 credit hours	Fall
EDU 473 Elementary Field Experience and Seminar	3 credit hours	Fall
EDU 491 Directed Student Teaching and Seminar	12 credit hours	Spring
EDU 499 Senior Research/Impact on Student Learning Project	3 credit hours	Spring

# English

## Bachelor of Arts

The mission of the English program at Lees-McRae College is to inspire and to prepare students to pursue a versatile professional life and/or graduate school by refining skills in communication, critical thinking, comprehension, creativity and analysis through a curriculum that emphasizes reading, writing and speaking skills and by encouraging familiarity with world, British and American literature.

Student learning outcomes include:

- Identify and discuss the main genres of literature using the basic terminology of literary analysis
- Make valid arguments assessing the aesthetic merit of works of literature, both formally and informally
- Distinguish work from the traditional and non-traditional literary canons
- Demonstrate a mastery of the English language through written projects reflecting sophistication in content, organization, style and research

Literature is one of the best artifacts of a given culture because it results from the mingling of individual human characteristics with a variety of social, cultural, political, and economic factors. Thus, as an artistic expression of a single author, a text gives insight into not only the individual writer's mind but also into the world that produced him or her. Therefore, a systematic study of literature provides a gateway to understanding not only ourselves and our world, but also other people and their worlds, both past and present.

A Lees-McRae College graduate with a degree in English not only has prepared himself or herself for lifelong learning and continued enjoyment of literature but is also in a prime position to pursue a variety of careers or graduate programs. Employers consistently report that they desire students with well-developed communications skills and the ability to tackle new ideas and tasks with a critical eye. Job candidates with an English major can offer these benefits in a variety of fields. English majors work as editors and technical writers or as educators, in human resources, in sales, or in the advertising field, for example. For students not entering the workforce directly out of college, the English major provides good preparation for graduate work. The most obvious option is an MA or Ph.D. program in English or other humanities field, but English majors are particularly successful in law school or medical school.

### English Requirements:

- General Core Curriculum
- Bachelor of Arts Requirements
- Major Requirements
- Electives

**Total Credit Hours | 120**

### General Core Curriculum Requirements

Creative	14 Credit Hours
Written and Oral Communication	6 credit hours
Lifetime Wellness	2 credit hours
Fine Arts	3 credit hours
Literature	3 credit hours

Critical	15–17 Credit Hours
Quantitative	3-5 credit hours
History	3 credit hours
Natural Science	3 credit hours
Social Science	3 credit hours
Religion	3 credit hours

Collaborative	9 Credit Hours
CLA 199 First Year Seminar - Self and the Environment	3 credit hours
CLA 299 Sophomore Seminar - Career and Life Planning	3 credit hours
CLA 399 Junior Seminar - Global Citizenship and Ethics	3 credit hours
CLA 499 Senior Research Seminar	0 credit hours

## Bachelor of Arts Requirements

Proficiency in a foreign language, demonstrated through:

- Graduation from a high school where all instruction was conducted in a language other than English;
- Passing a CLEP or other designated examination at the intermediate level;
- Completion of one of the College's language sequences through the intermediate level (non-Spanish). Intermediate level proficiency (for students enrolled in Spanish) will be demonstrated by the successful completion of SPA 211 or a higher level 3-hour SPA course.

## Major Requirements | 12 Credit Hours

Class Name	Credit Hours
ENG 213 Technical Writing	3 credit hours
ENG 421 Journalism	3 credit hours
HUM 231 Advanced Research and Composition	3 credit hours
ENG 499 Senior Seminar for English Majors	3 credit hours

## Major Electives | 30 Credit Hours (15 must be LIT prefixes)

Class Name	Credit Hours
COM 265 Introduction to Film	3 credit hours
ENG 241 Advanced Grammar/Linguistics	3 credit hours
ENG 288 Independent Study	3 credit hours
ENG 301 Creative Writing	3 credit hours
ENG 323 #writing: The Art of Narrative in New Media	3 credit hours
LIT 220 British Literature: Major Authors	3 credit hours
LIT 230 American Literature: Major Authors	3 credit hours
LIT 240 World Literature: Major Authors	3 credit hours
LIT 251 Wilderness Literature	3 credit hours
LIT 288 Independent Study	3 credit hours

Class Name	Credit Hours
LIT 320 Shakespeare	3 credit hours
LIT 330 Business Ethics and Literature	3 credit hours
LIT 331 Appalachian Literature	3 credit hours
LIT 333 The Feminine Voice in Appalachian Literature	3 credit hours
LIT 335 African American Literature	3 credit hours
LIT 340 Contemporary World Literature	3 credit hours
LIT 342 Introduction to Literary Theory	3 credit hours
LIT 343 Women in Literature	3 credit hours
LIT 425 17th and 18th Century British Literature	3 credit hours
LIT 423 Nineteenth Century British Literature	3 credit hours
LIT 424 Twentieth Century Literature	3 credit hours
LIT 432 18th and 19th Century American Literature	3 credit hours
LIT 461 The Art of Biblical Narrative	3 credit hours
ENG 471 Internship	3 credit hours
LIT 488 Independent Study	3 credit hours
Additional Elective Courses (enough to reach the 120 hour level)	

# English

## Minor

The English minor requires 21 credit hours beyond the core curriculum and degree requirements.

### Required Courses | 9 Credit Hours

Class Name	Credit Hours
ENG 213 Technical Writing	3 credit hours
HUM 231 Advanced Research and Composition	3 credit hours
ENG 421 Journalism	3 credit hours

### Elective Courses | Select 12 Credit Hours

Select 12 hours of ENG or LIT coursework. At least 6 credit hours must be a LIT prefix.

# History

## Bachelor of Arts or Bachelor of Science

The history program inspires students to investigate and explore the past in order to critically approach the present. Students gain valuable critical thinking, writing, speaking and research skills, and they will develop a body of historical knowledge and form critical perspectives on the diversity of the human experience. These skills prepare students for a life of engaged American and global citizenship as well as careers in history and a wide range of other fields.

Its goals are to:

- provide a study of the diverse institutions and cultures that comprise United States and World history.
- foster an environment in which students can, independently and collaboratively, form critical perspectives on the past.
- provide instruction in research, analysis, writing, and communication skills essential for many professions.
- prepare students for a life of engaged citizenship, creative thinking and lifelong learning.
- The study of history is a time-honored tradition of a liberal arts education. Its usefulness to persons involved in public affairs, education, law, business, criminal justice and government policy planning has long been recognized. History continues to be a pertinent major in the twenty-first century for professional minded students who seek a broad understanding of the political, economic, social and intellectual environment in which they will operate. In learning to conduct careful research, apply critical analysis and develop a clear and concise writing style, history majors at Lees-McRae develop skills that make them marketable candidates for a wide range of employment opportunities.

Students who graduate with a degree in history pursue a wide range of graduate programs and careers, History majors often go on to pursue graduate studies in law and history, among other fields. Work environments include education institutions, law firms, communications and media, theatre, research, museums, libraries, governmental agencies, humanities-based organizations, and more. The study of history at Lees-McRae also serves as a foundation of knowledge for various other disciplines.

### History Requirements:

- General Core Curriculum
- Bachelor of Arts or Bachelor of Science Requirements
- Major Requirements
- Electives

**Total Credit Hours | 120**

### General Core Curriculum Requirements

Creative	14 Credit Hours
Written and Oral Communication	6 credit hours
Lifetime Wellness	2 credit hours
Fine Arts	3 credit hours
Literature	3 credit hours

Critical	15–17 Credit Hours
Quantitative	3-5 credit hours
History	3 credit hours
Natural Science	3 credit hours
Social Science	3 credit hours
Religion	3 credit hours

Collaborative	9 Credit Hours
CLA 199 First Year Seminar - Self and the Environment	3 credit hours
CLA 299 Sophomore Seminar - Career and Life Planning	3 credit hours
CLA 399 Junior Seminar - Global Citizenship and Ethics	3 credit hours
CLA 499 Senior Research Seminar	0 credit hours

## Bachelor of Arts Requirements

Proficiency in a foreign language, demonstrated through:

- Graduation from a high school where all instruction was conducted in a language other than English;
- Passing a CLEP or other designated examination at the intermediate level;
- Completion of one of the College's language sequences through the intermediate level (non-Spanish). Intermediate level proficiency (for students enrolled in Spanish) will be demonstrated by the successful completion of SPA 211 or a higher level 3-hour SPA course.

OR

## Bachelor of Science Requirements

6-8 additional hours in math or science, not duplicating core coursework, taken from:

Prefix	Course Number
BIO	101, 102, 105, 114, 115, 121, 122
CHM	101, 111
MAT	111, 112, 116, 117, 215, 220, 227
PHY	101, 111, 112
SCI	211

## Major Requirements | 12 Credit Hours

Students must take 6 credit hours of these 200-level "Foundations" courses

Class Name	Credit Hours
<b>Students must take 6 credit hours of these 200-level "Foundations" courses:</b>	
HIS 210 History of the Southern Appalachian Region	3 credit hours
HIS 215 World History Since 1500	3 credit hours

Class Name	Credit Hours
HIS 260 Problems in U.S. History I	3 credit hours
HIS 265 Problems in U.S. History II	3 credit hours
<b>Students must take BOTH:</b>	
HUM 231 Advanced Research and Composition	3 credit hours
HIS 499 Senior Research Seminar	3 credit hours

## Electives | 24 Credit Hours

15 credit hours must be taken at the 300 or 400 level

Class Name	Credit Hours
*HIS 120 U.S. and the World	3 credit hours
HIS 210 History of the Southern Appalachian Region	3 credit hours
HIS 215 World History Since 1500	3 credit hours
**HIS 260 Problems in U.S. I	3 credit hours
**HIS 265 Problems in U.S. II	3 credit hours
***HIS 271 Christianity in History and Tradition	3 credit hours
HIS 305 History of Capitalism	3 credit hours
HIS 315 History of the South	3 credit hours
HIS 328 History of Gender and Sexuality	3 credit hours
HIS 332 America at War	3 credit hours
HIS 333 Sports History	3 credit hours
HIS 334 Global History of Disease	3 credit hours
HIS 335 Autobiography as History	3 credit hours
HIS 350 Ancient History	3 credit hours
HIS 353 African-American History	3 credit hours
HIS 415 Wilderness and the American Mind	3 credit hours
HIS 421 American Civil War History	3 credit hours
HIS 431 World War II	3 credit hours
HIS 471 History Internship	3 credit hours

\*If not taken as Core History requirement

\*\*If not taken as a major requirement

\*\*\*If not taken as REL 271 Religious Studies requirement

# History

## Minor

The history minor requires 18 credit hours of history courses beyond core curriculum and degree requirements, with 9 credit hours at the 300 or 400 level.

Class Name	Credit Hours
HIS 120 U.S. and the World	3 credit hours
HIS 210 History of the Southern Appalachian Region	3 credit hours
HIS 215 World History Since 1500	3 credit hours
HIS 260 Problems in U.S. I	3 credit hours
HIS 265 Problems in U.S. II	3 credit hours
HIS 271 Christianity in History and Tradition	3 credit hours
HIS 305 History of Capitalism	3 credit hours
HIS 315 History of the South	3 credit hours
HIS 328 History of Gender and Sexuality	3 credit hours
HIS 332 America at War	3 credit hours
HIS 333 Sports History	3 credit hours
HIS 334 Global History of Disease	3 credit hours
HIS 335 Autobiography as History	3 credit hours
HIS 350 Ancient History	3 credit hours
HIS 353 African-American History	3 credit hours
HIS 415 Wilderness and the American Mind	3 credit hours
HIS 421 American Civil War History	3 credit hours
HIS 431 World War II	3 credit hours
HIS 471 History Internship	3 credit hours

# Musical Theatre

## Bachelor of Fine Arts

The BFA in musical theatre is a professional degree program designed to prepare students to pursue careers as performers and leaders in musical theatre.

Entrance into the BFA in musical theatre is by audition only. Transfer students should audition in the semester before they plan to enter Lees-McRae College. Continuation in the BFA program is dependent on continued progress in the degree program and minimum GPA requirements.

BFA students are required to complete only two competencies – Competency Two: Performance and Competency Five: Critical, Cultural and Historical Perspectives – but are required to complete coursework in all five competency areas.

For more information concerning the requirements and deadlines for admission to the BFA program, contact the BFA coordinator. The degree program requires 75 credit hours of study and includes the following components:

### Musical Theatre Requirements:

- General Core Curriculum
- Major Requirements and Electives in each competency

### Total Credit Hours | 120

#### General Core Curriculum Requirements

Creative	14 Credit Hours
Written and Oral Communication	6 credit hours
Lifetime Wellness	2 credit hours
Fine Arts	3 credit hours
Literature	3 credit hours

Critical	15–17 Credit Hours
Quantitative	3-5 credit hours
History	3 credit hours
Natural Science	3 credit hours
Social Science	3 credit hours
Religion	3 credit hours

Collaborative	9 Credit Hours
CLA 199 First Year Seminar - Self and the Environment	3 credit hours
CLA 299 Sophomore Seminar - Career and Life Planning	3 credit hours
CLA 399 Junior Seminar - Global Citizenship and Ethics	3 credit hours
CLA 499 Senior Research Seminar	0 credit hours

## Major Requirements | 75 Credit Hours

Competency One | Creative and Artistic Direction (3 Credit Hours)  
 Learning Outcome: Students will be able to envision, create and produce artistic works.

### Core Requirements | 3 Credit Hours

THEA 374 Directing I	3 credit hours
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## Competency Two | Performance (51 Credit Hours)

Learning Outcome: Students will demonstrate performance skills in musical theatre (acting, movement and voice).

### Core Requirements | 51 Credit Hours

THEA 100 Movement for the Stage	1 credit hour
THEA 103 Social Dance	1 credit hour
THEA 105 Auditioning	2 credit hours
THEA 113 Fundamentals of Music I	2 credit hours
THEA 115 Basic Piano <b>OR</b>	1 credit hour
THEA 215 Piano	1 credit hour
THEA 116–THEA 417 Private Voice	4 credit hours
THEA 131 Ballet Studies	1 credit hour
THEA 133 Acting I: Principles	3 credit hours
THEA 173 Fundamentals of Music II	2 credit hours
THEA 194-295 Highlanders	4 credit hours
THEA 213 Music Analysis	3 credit hours
THEA 224 Sight Singing and Ear Training	2 credit hours
THEA 233 Acting II: Scene Study	3 credit hours
THEA 236 Voice for the Actor	3 credit hours
THEA 275 Musical Theatre Dance I	2 credit hour
THEA 324 Musical Theatre History and Repertoire	3 credit hours
THEA 325 Musical Theatre History and Repertoire	3 credit hours
THEA 372 Stage Combat	2 credit hours
THEA 375 Musical Theatre Dance II	2 credit hours
THEA 381 Dance/Choreography for the Theatre	3 credit hours
THEA 433 Acting IV: Musical Theatre Acting	3 credit hours
THEA 471 Competency Two: BFA: Performance	0 credit hours
THEA 493 Theatre Internship (must be in performance)	1 credit hour

### Competency Three | Arts Management and Leadership (3 Credit Hours)

**Learning Outcome:** Students will be able to coordinate, manage and lead musical theatre and related arts projects and organizations in their respective communities.

#### **Core Requirement** | 3 Credit Hours

THEA 238 Principles of Theatre Marketing and Management	3 credit hours
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### Competency Four | Technical Theatre (Choose 6 Credit Hours)

**Learning Outcome:** Students will be able to facilitate production work needed for musical theatre performances via technical theatre knowledge and skills.

#### **Core Requirements** | 6 Credit Hours

THEA 254 Makeup	3 credit hours
THEA 244 Principles of Design	3 credit hours

### Competency Five | Cultural and Critical Perspectives

(Choose 12 Credit Hours)

**Learning Outcome:** Students will develop an appreciation and understanding of the history and cultural aspects of the Theatre Arts field and the role this knowledge plays in creating comprehensive arts experiences.

#### **Core Requirements** | 9 Credit Hours

THEA 272 Script Analysis	3 credit hours
THEA 253 Career Management in Theatre	3 credit hours
THEA 497 Senior Research and Independent Research	2 credit hours
THEA 499 Senior Research Seminar for Theatre Arts	1 credit hour

#### **Electives** | 3 Credit Hours

THEA 363 History of Theatre I	3 credit hours
THEA 473 History of Theatre II	3 credit hours

## Program Guidelines

### Admission to the Program:

All students will undergo an audition to be adjudicated by members of the program faculty.

Criteria for admission will include:

- Seriousness of purpose
- Past experiences in musical theatre and theatre in general
- Training in vocal performance, dance and acting to prepare them to enter a pre-professional training program
- Potential for improvement as they progress through the degree program

The audition itself consists of the following elements:

- Two monologues provided by the program coordinator (one serious and one comic).
- A dance/movement combination designed to demonstrate the student's skill level in musical theatre dance style.
- Two prepared musical theatre songs, one from a musical written before 1960 and one written since 1960. One should be a ballad and one should be an up tempo song, showing the student's versatility.
- A resume of theatrical experiences
- Two letters of reference from previous directors or teachers, attesting to the student's talent and potential for success in the program.
- A brief response to the question: Why are you applying to enter to BFA in Musical Theatre program at LMC? This response should illustrate the student's commitment to his/her professional goals and his/her dedication to improve and grow in the skills needed to be successful in the field.

### **Standards for BFA in Musical Theatre Students**

BFA students are expected to audition for all LMC productions. They are also expected to perform any role offered. (The faculty may excuse a student from participating in an LMC production only as a result of extraordinary circumstances. These will be decided on a case-by-case basis.)

To remain in the BFA program, students are expected to:

1. Show continued growth and progression in skills and aptitude toward the creation of a true triple-threat performer – an actor-singer-dancer – who is confident and competent in all three of those performance skills.
2. Develop presentation skills toward an engaging stage presence.
3. Maintain a professional attitude and work ethic as demonstrated through their participation in both LMC productions and any professional work experiences outside of the college.
4. Demonstrate an ability to work as part of a team and to demonstrate respect toward faculty, guest artists and their fellow student performers and production staff.
5. Participate in all LMC productions as assigned.
6. Maintain an overall GPA of 2.5 or higher.
7. Participate in all workshops and masterclasses scheduled by the faculty and designed to augment classroom experiences, including field trips, weekend classes, mock auditions, guest artists' visits, alumni discussions, etc.
8. All BFA students must complete a 1-semester-hour internship during their college career.
  - This internship may be completed by applying to serve as an intern for Lees-McRae Summer Theatre (LMST) or by applying and securing an internship with another professional theatre company.
  - The internship experience should include musical theatre performance as a major component.
  - If the internship is arranged through LMST, LMST will pay any extra tuition required (if during LMC's summer school sessions). Otherwise, the student is responsible for any summer school tuition/fees charged to the student's account.
  - The internship may be completed any time before the student's last semester at LMC.
  - BFA faculty will assist students in researching/auditioning for off-campus internships/summer employments, but the student is ultimately responsible for arranging the internship situation.
    - For off-campus internships, the student will be asked to document his/her activities and what he/she learns from the experiences of the internship.
    - The student must also arrange for an administrator (preferably a director or stage manager) of the off-campus theatre company to agree to provide the program coordinator with a final assessment of the intern's performance.

### **BFA Annual Review Process**

The student's progress will be assessed by an annual review meeting at the end of the spring semester with PA faculty.

1. The program coordinator will maintain a file for each BFA student, containing documentation of the student's participation in LMC productions, as well as any performance/production work outside LMC.
2. The annual review will consist of a face-to-face meeting with BFA faculty and will include discussion of the student's progress and activities for the past year. The review will also include discussion of any exemplary activities, as well as any negative work or behavior witnessed in either classes, productions/performances or extra-curricular activities.

Documentation of these elements of the student's work should include written notation of any incidents impacting the student's progress. Any faculty member witnessing either exceptionally good behavior or negative activity or attitude should convey a written note to that effect to the program coordinator. If the student feels the report is in error or unfair, the student can provide a written response, which will be shared with the faculty/staff member who wrote the original note. If another student witnesses either exemplary or unprofessional behavior, that student should notify the supervising faculty or staff member who will follow the same procedure.

3. After the review, the faculty may decide to either:
  - Continue the student's participation in the program
  - Place the student on probation for one semester, giving the student time to improve the deficient behavior
  - Terminate the student's participation in the program

Placing the student on probation could result from the following situations:

- The student hasn't shown growth in aptitude and skills.
- The student does not show progress in creating a confident stage presence.
- The student fails to demonstrate professional behavior and work ethic.
- The student is experiencing disciplinary problems through the regular college student affairs channels.
- The student fails to maintain a 2.5 minimum GPA.
- The student fails to participate in required masterclasses and workshops.

If the student does not resolve the behavior/progress concern within the probationary period allowed by the faculty, the student's participation in the BFA program may be terminated.

# Religious Studies

## Bachelor of Arts or Bachelor of Science

The religious studies program promotes the study of religion – in all its complexity, richness and variety – as a phenomenon of human existence in a liberal arts environment.

Its goals are to:

- foster an understanding of human values through the study of religious traditions such as myth, ritual and sacred texts;
- prepare students for success in further educational pursuits and/or professional endeavors by teaching critical thinking, communication and other relevant skills;
- stimulate an appreciation of lifelong learning in the humanities, both on and off campus;
- uphold the merit criteria of teaching, scholarship and service outlined in the Faculty Handbook.

Students who major in religious studies explore the important role played by faith traditions in shaping our intellectual tradition. Religions have played, and continue to play, a profound role in the way people shape their lives. The religious studies program examines the nature of religious conviction and explores how those convictions shape our perception of life and death, good and evil, justice and mercy.

A person majoring in religious studies can expect to build a solid foundation for his or her own religious experiences and lay the groundwork for further exploration of the Bible, religion and theology. He or she can also expect to develop an enlightened perspective from which to approach other religious traditions and academic disciplines. Students in religious studies strive toward a career and lifestyle guided by religious faith and understanding, in religious fields as well as other fields of study.

Students who graduate with a degree in religious studies pursue a wide variety of careers and graduate programs. No matter what your career goals are, a religious studies major can prepare you with skills for a variety of professions while enhancing lifelong learning.

### Religious Studies Requirements:

- General Core Curriculum
- Bachelor of Arts or Bachelor of Science Requirements
- Major Requirements
- Electives
- Internship (optional, but encouraged)

**Total Credit Hours | 120**

### General Core Curriculum Requirements

Creative	14 Credit Hours
Written and Oral Communication	6 credit hours
Lifetime Wellness	2 credit hours
Fine Arts	3 credit hours
Literature	3 credit hours

Critical	15–17 Credit Hours
Quantitative	3-5 credit hours
History	3 credit hours
Natural Science	3 credit hours
Social Science	3 credit hours
Religion	3 credit hours

Collaborative	9 Credit Hours
CLA 199 First Year Seminar - Self and the Environment	3 credit hours
CLA 299 Sophomore Seminar - Career and Life Planning	3 credit hours
CLA 399 Junior Seminar - Global Citizenship and Ethics	3 credit hours
CLA 499 Senior Research Seminar	0 credit hours

## Bachelor of Arts Requirements

Proficiency in a foreign language, demonstrated through:

- Graduation from a high school where all instruction was conducted in a language other than English;
- Passing a CLEP or other designated examination at the intermediate level;
- Completion of one of the College's language sequences through the intermediate level (non-Spanish). Intermediate level proficiency (for students enrolled in Spanish) will be demonstrated by the successful completion of SPA 211 or a higher level 3-hour SPA course.

OR

## Bachelor of Science Requirements

6-8 additional hours in math or science, not duplicating core coursework, taken from:

Prefix	Course Number
BIO	101, 102, 105, 114, 115, 121, 122
CHM	101, 111
MAT	111, 112, 116, 117, 215, 220, 227
PHY	101, 111, 112
SCI	211

## Major Requirements | 36 Credit Hours

Including a total of 15 hours of 300 and 400 level courses.

Class Name	Credit Hours
<b>Foundation and Capstone   15 Credit Hours</b>	
REL 110 Introduction to Religion	3 credit hours
REL 116 Sacred Texts and Popular Culture	3 credit hours

Class Name	Credit Hours
HUM 231 Advanced Research and Composition	3 credit hours
REL 381 Religious Traditions of India, China, and Japan	3 credit hours
REL 499 Senior Research Seminar	3 credit hours
<b>Culture, Tradition and Biblical Studies   21 Credit Hours</b>	
REL 225 Issues in Ethics	3 credit hours
REL 226 Readings in Ethics	3 credit hours
REL 241 Religion and Ultimate Questions	3 credit hours
REL 243 Mythology and the Religion of Ancient Greece	3 credit hours
REL 271 Christianity in History and Tradition	3 credit hours
REL 311 Monotheistic Religious Traditions	3 credit hours
REL 321 Life and Letters of Paul	3 credit hours
REL 341 Prophetic Literature	3 credit hours
REL 361 Life and Teachings of Jesus	3 credit hours
REL 365 Theology and Film	3 credit hours
REL 366 Jesus in Hollywood	3 credit hours
REL 391 The Book of Genesis	3 credit hours
REL 432 The Gospel of John	3 credit hours
REL 441 Women and Redemption	3 credit hours
REL 455 Critical Perspectives on Religion	3 credit hours
REL 461 The Art of Biblical Narrative	3 credit hours
REL 471 Religious Studies Internship	3 credit hours

### Electives | 9 Credit Hours

Students interested in careers in counseling, youth ministry or camp environments, or integrating the arts into sacred or secular experiences, may also fulfill up to 9 hours of elective credit by taking any of the following courses:

Class Name	Credit Hours
THEA 471 World Culture and the Arts	3 credit hours
LHF 231 Rock Climbing	2 credit hours
LHF 202 Outdoor Living Skills	3 credit hours
PSY 204 Theories of Personality	3 credit hours
PSY 202 Abnormal Psychology	3 credit hours
SOC 251 Social Problems	3 credit hours

### Internship | 3 Credit Hours

Students are encouraged to complete an internship (REL 471) for up to 3 hours of course credit.

# Religious Studies

## Minor

The religious studies minor requires 18 credit hours of credit beyond core curriculum and degree requirements, 9 of which must come from the foundation and capstone category.

### Required Classes | 18 Credit Hours

Class Name	Credit Hours
<b>Foundation and Capstone   Choose 9 Credit Hours</b>	
REL 110 Introduction to Religion	3 credit hours
REL 116 Sacred Texts and Popular Culture	3 credit hours
REL 381 Religious Traditions of India, China, and Japan	3 credit hours
<b>Culture, Tradition and Biblical Studies   Select 9 Credit Hours</b>	
REL 225 Issues in Ethics	3 credit hours
REL 226 Readings in Ethics	3 credit hours
REL 241 Religion and Ultimate Questions	3 credit hours
REL 243 Mythology and the Religion of Ancient Greece	3 credit hours
REL 271 Christianity in History and Tradition	3 credit hours
REL 311 Monotheistic Religious Traditions	3 credit hours
REL 321 Life and Letters of Paul	3 credit hours
REL 341 Prophetic Literature	3 credit hours
REL 361 Life and Teachings of Jesus	3 credit hours
REL 365 Theology and Film	3 credit hours
REL 366 Jesus in Hollywood	3 credit hours
REL 391 The Book of Genesis	3 credit hours
REL 432 The Gospel of John	3 credit hours
REL 441 Women and Redemption	3 credit hours
REL 455 Critical Perspectives on Religion	3 credit hours
REL 461 The Art of Biblical Narrative	3 credit hours
REL 471 Religious Studies Internship	3 credit hours

# Special Education

## Bachelor of Arts or Bachelor of Science

The special education program at Lees-McRae College provides teacher candidates the knowledge, skills, and dispositions needed for successful employment as teachers of students with special learning needs in the 21<sup>st</sup> century classroom. Specific areas of emphasis include the integration of a reflective practitioner framework, assessment and technology applications.

It is expected that candidates who complete the teacher education program and become licensed teachers will be individuals who have a distinct knowledge of the practice and theory of teaching as well as a balanced sense of personal values, integrity and moral worth. It is also expected that candidates who complete the program will become teachers who reflect on all aspects of the teaching/learning process.

The student interested in earning teacher licensure must gain admission to the teacher education program. As soon as a student develops an interest in an education program of study, he or she should contact the program coordinator or dean, file an interest form, and learn about the specialized requirements and timing for beginning the program. This procedure ensures receipt of all information.

### Special Education Requirements:

- General Core Curriculum
- Specific Prerequisites
- Bachelor of Arts or Bachelor of Science Requirements
- Major Requirements

**Total Credit Hours | 120**

### General Core Curriculum Requirements

Creative	14 Credit Hours
Written and Oral Communication	6 credit hours
Lifetime Wellness	2 credit hours
Fine Arts	3 credit hours
Literature	3 credit hours

Critical	15–17 Credit Hours
Quantitative	3-5 credit hours
History	3 credit hours
Natural Science	3 credit hours
Social Science	3 credit hours
Religion	3 credit hours

Collaborative	9 Credit Hours
CLA 199 First Year Seminar - Self and the Environment	3 credit hours

Collaborative	9 Credit Hours
CLA 299 Sophomore Seminar - Career and Life Planning	3 credit hours
CLA 399/EDU 322 Junior Seminar - Global Citizenship and Ethics	3 credit hours
CLA 499 Senior Research Seminar	0 credit hours

## Bachelor of Arts Requirements

Proficiency in a foreign language, demonstrated through:

- Graduation from a high school where all instruction was conducted in a language other than English;
- Passing a CLEP or other designated examination at the intermediate level;
- Completion of one of the College's language sequences through the intermediate level (non-Spanish). Intermediate level proficiency (for students enrolled in Spanish) will be demonstrated by the successful completion of SPA 211 or a higher level 3-hour SPA course.

OR

## Bachelor of Science Requirements

6-8 additional hours in math or science, not duplicating core coursework, taken from:

Prefix	Course Number
BIO	101, 102, 105, 114, 115, 121, 122
CHM	101, 111
MAT	111, 112, 116, 117, 215, 220, 227
PHY	101, 111, 112
SCI	211

## Major Requirements | 69-72 Credit Hours

### Required Course Sequence

All EDU courses are sequential and must be taken in the order listed.

Class Name	Credit Hours	Semester
<b>Freshman Year</b>		
EDU 102 Introduction to Education (Recommended)	3 credit hours	Spring
<b>Sophomore Year</b>		
EDU 201 Introduction to Public School Teaching	3 credit hours	Fall
PSY 253 Developmental Psychology	3 credit hours	Fall
HUM 231 Advanced Research and Composition	3 credit hours	Spring
<b>Junior Year</b>		
EDU 321 Educational Psychology	3 credit hours	Fall

Class Name	Credit Hours	Semester
EDU 322 Foundations of American Education	3 credit hours	Fall
EDU 324 Managing Environment For Diverse Learners	3 credit hours	Fall
EDU 325 Reflective Teaching/Classroom Management	3 credit hours	Fall
SPE 210 The Exceptional Child	3 credit hours	Fall
EDU 323 Assessment of Student Learning	3 credit hours	Spring
EDU 381 Computer/Media Applications in the Classroom	3 credit hours	Spring
EDU 328 Beginning Literacy and Social Studies Strategies	3 credit hours	Spring
EDU 329 Teacher as Researcher	3 credit hours	Spring
SPE 313 Assessment and Collaboration	3 credit hours	Spring
<b>Senior Year</b>		
All EDU/SPE 300 level courses must be completed before taking EDU 400 level courses		
SPE 402 Students with Reading Difficulties	3 credit hours	Fall
SPE 404 K-6 EC Methods	3 credit hours	Fall
SPE 405 7-12 EC Methods	3 credit hours	Fall
SPE 414 Behaviors	3 credit hours	Fall
EDU 473 Field Experience and Seminar	3 credit hours	Fall
EDU 491 Directed Student Teaching and Seminar	12 credit hours	Spring
EDU 499 Senior Research/Impact on Student Learning Project	3 credit hours	Spring

# Technical Theatre

## Minor

The technical theatre minor requires a minimum of 19 hours of coursework beyond core curriculum and degree requirements and a satisfactory completion of Competency Four Technical Theatre. Theatre arts scholarship holders will need to adhere to all theatre arts scholarship requirements.

### Requirements | 10 Credit Hours

Class Name	Credit Hours
ART 141 Foundations of Drawing and Design	3 credit hours
THEA 143 Stagecraft	3 credit hours
THEA 272 Script Analysis	3 credit hours
THEA 493 Theatre Internship	1 credit hour

### Electives | 9 Credit Hours

Select three courses from the list below (two must be at 300 level or higher).

Class Name	Credit Hours
COM 110 Digital Imaging	3 credit hours
ART 151 Photography	3 credit hours
ART 191 Color Theory	3 credit hours
THEA 244 Principles of Design	3 credit hours
THEA 254 Make-Up	3 credit hours
COM 310 Electronic Publishing	3 credit hours
COM 320 Web Design	3 credit hours
THEA 344 Costuming	3 credit hours
THEA 345 Basic Lighting	3 credit hours
THEA 353 Stage Management	3 credit hours
THEA 443 Scene Design	3 credit hours

# Theatre Arts

## Bachelor of Arts or Bachelor of Science

Through an integrated curriculum, the theatre arts program prepares artists and leaders for a diverse and challenging job market, and trains practitioners in the field to impact the development and welfare of their community through viable arts experiences.

To assure each graduate is adequately prepared to enter the workforce, each theatre arts major must successfully complete four competencies with a high level of proficiency. These competencies are a capstone to their academic studies within the theatre arts department. All students must pass Competency Five and may choose three additional areas of competency from the remaining four. Coursework must be completed in all areas.

Competency One: Creative and Artistic Direction

Competency Two: Performance

Competency Three: Arts Management and Leadership

Competency Four: Technical Theatre

Competency Five: Critical and Cultural Perspectives

### Theatre Arts Requirements:

- General Core Curriculum
- Bachelor of Arts or Bachelor of Science Requirements
- Major Requirements
- Competencies
- Electives

**Total Credit Hours | 120**

### General Core Curriculum Requirements

Creative	14 Credit Hours
Written and Oral Communication	6 credit hours
Lifetime Wellness	2 credit hours
Fine Arts	3 credit hours
Literature	3 credit hours

Critical	15–17 Credit Hours
Quantitative	3-5 credit hours
History	3 credit hours
Natural Science	3 credit hours
Social Science	3 credit hours
Religion	3 credit hours

Collaborative	9 Credit Hours
CLA 199 First Year Seminar - Self and the Environment	3 credit hours
CLA 299 Sophomore Seminar - Career and Life Planning	3 credit hours
CLA 399 Junior Seminar - Global Citizenship and Ethics	3 credit hours
CLA 499 Senior Research Seminar	0 credit hours

## Bachelor of Arts Requirements

Proficiency in a foreign language, demonstrated through:

- Graduation from a high school where all instruction was conducted in a language other than English;
- Passing a CLEP or other designated examination at the intermediate level;
- Completion of one of the College's language sequences through the intermediate level (non-Spanish). Intermediate level proficiency (for students enrolled in Spanish) will be demonstrated by the successful completion of SPA 211 or a higher level 4-hour SPA course.

OR

## Bachelor of Science Requirements

6-8 additional hours in math or science, not duplicating core coursework, taken from:

Prefix	Course Number
BIO	101, 102, 105, 114, 115, 121, 122
CHM	101, 111
MAT	111, 112, 116, 117, 215, 220, 227
PHY	101, 111, 112
SCI	211

## Major Requirements | 55-58 Credit Hours

Foundational Knowledge   21 Credit Hours	
THEA 100 Movement for the Stage	1 credit hour
THEA 113 Fundamentals of Music I	2 credit hours
THEA 133 Acting I: Principles	3 credit hours
THEA 143 Stagecraft	3 credit hours
THEA 236 Voice for the Actor	3 credit hours
THEA 244 Principles of Design	3 credit hours
THEA 253 Career Management in Theatre	3 credit hours
THEA 272 Script Analysis	3 credit hours

To ensure each graduate is adequately prepared to enter the workforce, each theatre arts major must successfully complete four competencies with a high level of proficiency. All students must pass Competency Five and may choose three additional areas of competency from the remaining four. Coursework must be completed in all areas.

## Competency One | Creative and Artistic Direction (8-9 Credit Hours)

Learning Outcome: Students will be able to envision, create and produce

<b>Core Requirements</b>	
THEA 374 Directing I	3 credit hours
THEA 474 Directing II	3 credit hours
<b>Electives</b>   Choose 1 course	
THEA 335 Performance of Literature (Mastery level course)	3 credit hours
THEA 381 Dance/Choreography for the Theatre	2 credit hours

## Competency Two | Performance (5 credit hours)

Learning Outcome: Students will demonstrate performance skills in the areas of acting, dance or voice.

<b>Core Requirements</b>	
This competency is usually adjudicated through either a leading role or a compilation of appropriate work in supporting roles. This competency may be met through the preparation of a competency jury in consultation with a faculty mentor.	
<b>Electives</b>   Choose 2 areas to complete 5 hours	
<b>Electives in Acting</b>   Choose 3 Credit Hours	
THEA 105 Auditioning	2 credit hours
THEA 233 Acting II: Scene Study	3 credit hours
THEA 256 Theatre for Young Audiences	3 credit hours
THEA 333 Acting III: Period Styles	3 credit hours
THEA 433 Acting IV: Musical Theatre Acting	3 credit hours
THEA 463 Solo and Ensemble Devising	3 credit hours
<b>Electives in Movement and Dance</b>   Choose 2 Credit Hours	
THEA 101 Dance Technique: Jazz, Tap and Ballet	1 credit hour
THEA 103 Social Dance	1 credit hour
THEA 131 Ballet Studies	1 credit hour
THEA 275 Musical Theatre Dance I	2 credit hours
THEA 372 Stage Combat	2 credit hours
THEA 375 Musical Theatre Dance II	2 credit hours
<b>Electives in Music and Voice</b>   Choose 2 Credit Hours	
THEA 115 Basic Piano	1 credit hour
THEA 118 Class Voice	1 credit hour
THEA 173 Fundamentals of Music II	2 credit hours
THEA 213 Music Analysis	3 credit hours

## Competency Two | Performance (5 credit hours)

**Learning Outcome:** Students will demonstrate performance skills in the areas of acting, dance or voice.

THEA 215 Piano	1 credit hour
THEA 224 Sight Singing and Ear Training	2 credit hours

## Competency Three | Arts Management and Leadership (7 Credit Hours)

**Learning Outcome:** The student will be able to demonstrate management and leadership skills needed to work in the arts management field with consideration given to research, communication, leadership, organization, administrative tasks, planning, publicity, budgeting and problem solving.

**Core Requirements** | 3 Credit Hours

THEA 353 Stage Management	3 credit hours
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**Electives** | 4 Credit Hours

THEA 209 SETC Experience	1 credit hour
THEA 238 Principles of Theatre Marketing/Management	3 credit hours
THEA 379 Theatre in the Community and Outreach	3 credit hours

## Competency Four | Technical Theatre (6 Credit Hours)

**Learning Outcome:** Students will be able to facilitate production work via technical theatre knowledge and skills.

**Electives**

THEA 254 Makeup	3 credit hours
THEA 345 Basic Lighting	3 credit hours
THEA 344 Costuming	3 credit hours
THEA 443 Scene Design	3 credit hours

## Competency Five | Cultural, Critical and Historical Perspectives (9 Credit Hours)

**Learning Outcome:** Student will develop an appreciation and understanding of the history and cultural aspects of the Theatre Arts field and the role this knowledge plays in creating comprehensive arts experiences.

**Core Requirements** | 9 Credit Hours

THEA 363 History of Theatre I	3 credit hours
THEA 473 History of Theatre II	3 credit hours
THEA 497 Senior Research and Independent Study	2 credit hours
THEA 499 Senior Research Seminar for Theatre Arts	1 credit hour

Theatre Arts Competencies	
<b>Required</b>	
THEA 405 Competency Five: Critical & Cultural Perspectives	0 credit hours
<b>Additional Competencies</b>   Choose 3 Competencies	
THEA 401 Competency One: Creative & Artistic Direction	0 credit hours
THEA 402 Competency Two: Performance	0 credit hours
THEA 403 Competency Three: Arts Management & Leadership	0 credit hours
THEA 404 Competency Four: Technical Theatre	0 credit hours

## Theatre Arts Scholarship Expectations for Renewal

### Application for Scholarship:

All students will undergo an audition to be adjudicated by members of the program faculty.

Criteria for scholarship will include:

- Ability/Talent in a theatre arts area of study
- Previous experience in theatre
- Potential for improvement and willingness to improve

The audition itself consists of the following elements:

- A 90-second monologue OR a 90-second package of a song and monologue OR a review of a technical theatre or management portfolio
- A dance/movement combination designed to demonstrate the student's skill level
- A resume of theatrical experiences
- Two letters of reference from previous directors or teachers, attesting to the student's talent

### Standards for Theatre Arts Scholarship Students

Scholarship students are expected to audition or interview for all LMC productions. They are required to be involved with at least one show each semester. (The faculty may excuse a student from participating in an LMC production only as a result of extraordinary circumstances. These will be decided on a case-by-case basis.)

To maintain the scholarship students are expected to:

- Show continued growth and progression in skills and aptitude
- Maintain a professional attitude and work ethic as demonstrated through their participation in both LMC productions and any professional work experiences outside of the college.
- Demonstrate an ability to work as part of a team and to demonstrate respect toward faculty, guest artists and their fellow student performers and production staff.
- Participate in all LMC productions as assigned.
- Participate in all workshops and masterclasses scheduled by the faculty and designed to augment classroom experiences, including field trips, weekend classes, mock auditions, guest artists' visits, alumni discussions, etc.

**Renewal of Scholarship**

Students will submit a renewal application each year to be considered for a scholarship

Students must document their experiences via a current resume and by completing the renewal form.

During the renewal process faculty may decide to either:

- Continue the student's scholarship
- Increase or decrease the scholarship amount
- Terminate the scholarship

Students may reapply the following spring for scholarship consideration.

# Theatre Arts

## Minor

The minor in theatre arts requires a student to complete the foundational knowledge courses and one competency area in order to demonstrate a breadth of knowledge. Competencies are Creative and Artistic Direction, Performance, Technical Theatre, and Arts Management and Leadership. Minors focus on one competency area in theatre arts. Theatre arts minors are not required to take all of the electives in the competency, but they must choose the appropriate upper level designator course in order to be prepared to pass the competency project. The theatre arts minor requires a minimum of 26-30 hours beyond core curriculum and degree requirements. Theatre arts minors who also receive a theatre arts scholarship will need to adhere to all theatre arts scholarship requirements.

# Theatre Arts Education

## Bachelor of Arts or Bachelor of Science

The theatre arts education (K-12) program provides the knowledge, skills and dispositions necessary to be outstanding drama teachers. The program also promotes a positive and holistic understanding of the teaching profession within a reflective practitioner framework. The student will study both theatre arts and education and may pursue either a Bachelor of Arts or a Bachelor of Science degree. The graduate is then licensed to teach drama on the elementary, middle school and high school grade levels.

The student interested in earning teacher licensure must gain admission to the teacher education program. As soon as a student develops an interest in an education program of study, he or she should contact the program coordinator, file an interest form, and learn about the specialized requirements and timing for beginning the program. This procedure ensures receipt of all information.

### Theatre Arts Education Requirements:

- General Core Curriculum
- Bachelor of Arts or Bachelor of Science Requirements
- Major Requirements

### Total Credit Hours | 120

#### General Core Curriculum Requirements

Creative	14 Credit Hours
Written and Oral Communication	6 credit hours
Lifetime Wellness	2 credit hours
Fine Arts	3 credit hours
Literature	3 credit hours

Critical	15–17 Credit Hours
Quantitative	3-5 credit hours
History	3 credit hours
Natural Science	3 credit hours
Social Science	3 credit hours
Religion	3 credit hours

Collaborative	9 Credit Hours
CLA 199 First Year Seminar - Self and the Environment	3 credit hours
CLA 299 Sophomore Seminar - Career and Life Planning	3 credit hours
CLA 399/EDU 322 Junior Seminar - Global Citizenship and Ethics	3 credit hours
CLA 499 Senior Research Seminar	0 credit hours

## Bachelor of Arts Requirements

Proficiency in a foreign language, demonstrated through:

- Graduation from a high school where all instruction was conducted in a language other than English;
- Passing a CLEP or other designated examination at the intermediate level;
- Completion of one of the College's language sequences through the intermediate level (non-Spanish). Intermediate level proficiency (for students enrolled in Spanish) will be demonstrated by the successful completion of SPA 211 or a higher level 3-hour SPA course.

OR

## Bachelor of Science Requirements

6-8 additional hours in math or science, not duplicating core coursework, taken from:

Prefix	Course Number
BIO	101, 102, 105, 114, 115, 121, 122
CHM	101, 111
MAT	111, 112, 116, 117, 215, 220, 227
PHY	101, 111, 112
SCI	211

## Major Requirements | 86 Credit Hours

Class Name	Credit Hours	Semester
<b>Freshman Year</b>		
THEA 101 Dance Technique	1 credit hour	Fall
THEA 133 Acting I: Principles	3 credit hours	Fall
THEA 244 Principles of Design	3 credit hours	Fall
THEA 143 Stagecraft	3 credit hours	Spring
<b>Sophomore Year</b>		
THEA 345 Basic Lighting	3 credit hours	Fall
THEA 335 Performance of Literature	3 credit hours	Fall
EDU 201 Introduction to Public School Teaching	3 credit hours	Fall
THEA 236 Voice for the Actor	3 credit hours	Fall
EDU 322 Foundations of American Education	3 credit hours	Fall
THEA 233 Scene Study	3 credit hours	Spring
THEA 272 Script Analysis	3 credit hours	Spring
<b>Junior Year</b>		
EDU 321 Educational Psychology	3 credit hours	Fall
EDU 324 Managing the Environment for Diverse Learners	3 credit hours	Fall

Class Name	Credit Hours	Semester
EDU 325 Classroom Management and Reflective Teaching	3 credit hours	Fall
THEA 374 Directing I	3 credit hours	Fall
THEA 363 History of Theatre I	3 credit hours	Fall
THEA 379 Arts Management and Outreach	3 credit hours	Fall
EDU 323 Assessment of Student Learning	3 credit hours	Spring
EDU 329 Teacher as Researcher	3 credit hours	Spring
EDU 381 Computer/Media Applications in the Classroom	3 credit hours	Spring
THEA 344 Costuming	3 credit hours	Spring
THEA 474 Directing II	3 credit hours	Spring
<b>Senior Year</b>		
EDU 371 Field Experience	2 credit hours	Fall
EDU 431 Materials and Methods for Teaching Theatre Arts K-6	2 credit hours	Fall
EDU 420 Materials and Methods for Teaching Theatre Arts 7-12	3 credit hours	Fall
EDU 491 Directed Student Teaching and Seminar	12 credit hours	Spring
EDU 499 Senior Research/ISLP	3 credit hours	Spring

# School of Business and Management

**Athletic Coaching** *(minor only)*

**Business Administration**

**Cycling Studies** *(minor only)*

**Marketing** *(minor only)*

**Sport Management**

# Athletic Coaching

## Minor

The athletic coaching minor requires 19 credit hours beyond core curriculum and degree requirements and includes the following:

### Minor Requirements | 19 Credit Hours

Class Name	Credit Hours
LHF 156 Weight Training and Conditioning	1 credit hour
HWS 310 Sports Psychology	3 credit hours
SPT 331 Theories of Coaching Intercollegiate Sports	3 credit hours
SPT 251 Sport Media Relations	3 credit hours
SPT 334 Coaching Youth Sports	3 credit hours
SPT 398 Sport Leadership	3 credit hours
SPT 401 Coaching Field Experience	3 credit hours

# Business Administration

## Bachelor of Arts or Bachelor of Science

The business administration program educates and inspires students to approach life and work from creative, collaborative and critical perspectives by helping students gain the knowledge, skills and experiences to achieve their highest potentials in preparation for business careers in a dynamic global environment.

Our goal is to provide the highest quality educational experience consisting of classroom, research, internship and practical experiences. As such, the program offers distinctive goals:

- **Ethics** Students will apply ethical understanding and perspective to business situations
- **Collaboration and Professionalism** Students will promote effective individual and group interpersonal relationships
- **Communication** Students will demonstrate communication skills by conveying business concepts, strategies, ideas and opinions
- **Critical Thought** Students will conceive, through creative and critical analysis, independent and original concepts and effect change in the global business environment.
- **Business Concepts** Students will be able to use logic and reasoning to integrate the various business disciplines into a comprehensive understanding of the business profession.

Graduates of the business administration program are prepared for careers or advanced degrees in finance, accounting, international business, general and operations management, advertising, marketing, sales, public relations, administrative services, industrial and production management, purchasing, transportation, not-for-profit management and government service.

The business administration program prepares students to become responsible, productive business leaders. The program prepares students to meet strategic and competitive challenges required in a fast-changing, global business environment. More importantly, the business administration program at Lees-McRae College helps students to develop their own “moral compasses” to prepare them for the ethical issues that they will face as managers. This grounding can be applied throughout life to a multitude of different occupations.

### Business Administration Requirements:

- General Core Curriculum
- Bachelor of Arts or Bachelor of Science Requirements
- Major Requirements
- Concentration (optional)
- Electives (12 hours required)

**Total Credit Hours | 120**

### General Core Curriculum Requirements

Creative	14 Credit Hours
Written and Oral Communication	6 credit hours
Lifetime Wellness	2 credit hours
Fine Arts	3 credit hours
Literature	3 credit hours

Critical	15–17 Credit Hours
Quantitative	3-5 credit hours
History	3 credit hours
Natural Science	3 credit hours
Social Science	3 credit hours
Religion	3 credit hours

Collaborative	9 Credit Hours
CLA 199 First Year Seminar - Self and the Environment	3 credit hours
CLA 299 Sophomore Seminar - Career and Life Planning	3 credit hours
CLA 399 Junior Seminar - Global Citizenship and Ethics	3 credit hours
CLA 499 Senior Research Seminar	0 credit hours

## Bachelor of Arts Requirements

Proficiency in a foreign language, demonstrated through:

- Graduation from a high school where all instruction was conducted in a language other than English;
- Passing a CLEP or other designated examination at the intermediate level;
- Completion of one of the College's language sequences through the intermediate level (non-Spanish). Intermediate level proficiency (for students enrolled in Spanish) will be demonstrated by the successful completion of SPA 211 or a higher level 3-hour SPA course.

OR

## Bachelor of Science Requirements

6-8 additional hours in math or science, not duplicating core coursework, taken from:

Prefix	Course Number
BIO	101, 102, 105, 114, 115, 121, 122
CHM	101, 111
MAT	111, 112, 116, 117, 215, 220, 227
PHY	101, 111, 112
SCI	211

## Major Requirements | 63 Credit Hours

Class Name	Credit Hours
BUS 101 Introduction to Business	3 credit hours
BUS 102 Introduction to Business Computing	3 credit hours
BUS 221 Principles of Microeconomics	3 credit hours
BUS 222 Principles of Macroeconomics	3 credit hours
BUS 241 Accounting I	3 credit hours
BUS 242 Accounting II	3 credit hours

Class Name	Credit Hours
BUS 299 Business Communications	3 credit hours
BUS 301 Principles of Marketing	3 credit hours
BUS 311 Operations Management	3 credit hours
BUS 351 Organizational Behavior	3 credit hours
BUS 372 Principles of Finance	3 credit hours
BUS 385 Data Analytics	3 credit hours
BUS 411 Business Law	3 credit hours
BUS 421 International Business I	3 credit hours
BUS 498 Strategic Management	3 credit hours
BUS 499 Senior Research	3 credit hours
MAT 215 Statistics	3 credit hours

### Concentrations | Select 12 Credit Hours per Concentration

Concentration	Required Credit Hours
Accounting	12 credit hours
Finance	12 credit hours
Marketing	12 credit hours

### Electives | Select 12 Credit Hours

Students are encouraged to complete a concentration as fulfillment of the 12 hours of the business electives. Selection of a concentration is not a requirement for graduation. Students may also choose to obtain a general business administration degree without a concentration. A general degree without a concentration requires a minimum of 12 credit hours from the following elective business administration courses. This requirement is above the core curriculum and the required core for a business administration degree.

Class Name	Credit Hours
BUS 288 Special Topics	1-3 credit hours
BUS 303 Social Media Marketing	3 credit hours
BUS 304 Integrated Marketing Communication	3 credit hours
BUS 306 Professional Selling and Sales Management	3 credit hours
BUS 310 E-Business	3 credit hours
BUS 321 Business and Economics of Sports	3 credit hours
BUS 322 Human Resources	3 credit hours
BUS 323 Small Business Marketing	3 credit hours
BUS 341 Managerial Accounting	3 credit hours
BUS 343 Individual Taxation	3 credit hours
BUS 344 Accounting Software Applications	3 credit hours
BUS 345 Intermediate Accounting I	3 credit hours
BUS 346 Intermediate Accounting II	3 credit hours
BUS 375 Commercial Bank Management	3 credit hours
BUS 377 Financial Management	3 credit hours

Class Name	Credit Hours
BUS 388 Special Topics in Business	1-3 credit hours
BUS 402 Marketing Research	3 credit hours
BUS 404 Consumer Behavior	3 credit hours
BUS 422 Entrepreneurship	3 credit hours
BUS 426 International Economics	3 credit hours
BUS 431 International Business II	3 credit hours
BUS 444 Auditing	3 credit hours
BUS 446 Corporate Taxation	3 credit hours
BUS 471 Business Internship	3-6 credit hours
BUS 472 Financial Decision Making	3 credit hours
BUS 474 Investment Management	3 credit hours
BUS 476 International Finance	3 credit hours
BUS 488 Special Topics	1-3 credit hours
BUS 492 Management & Leadership	3 credit hours
Additional Elective Courses (enough to reach the 120 hour level)	

# Business Administration

## Minor

The business administration minor requires 18 credit hours beyond core curriculum and degree requirements and includes the following:

### Minor Requirements | 21 Credit Hours

Class Name	Credit Hours
BUS 101 Intro to Business	3 credit hours
BUS 102 Intro to Business Computing	3 credit hours
BUS 221 Principles of Microeconomics	3 credit hours
<b>OR</b>	
BUS 222 Principles of Macroeconomics	3 credit hours
BUS 241 Accounting I	3 credit hours
BUS 301 Principles of Marketing	3 credit hours
BUS 351 Organizational Behavior	3 credit hours
BUS 372 Principles of Finance	3 credit hours

# Business Administration

## Concentration in Accounting

The concentration in accounting develops a strong base of business knowledge while building the accounting skills that can be of value in many industries. The coursework prepares the student for entry to graduate school in accounting and provides 120 credit hours of the required 150 credit hours required to sit for the C.P.A. exam. Coursework includes the study of financial accounting, managerial accounting, taxation, auditing and accounting software along with a general business and general education core.

### Required Courses | Choose 12 Credit Hours

Class Name	Credit Hours
BUS 341 Managerial Accounting	3 credit hours
BUS 343 Individual Taxation	3 credit hours
BUS 344 Accounting Software Applications	3 credit hours
BUS 345 Intermediate Accounting I	3 credit hours
BUS 346 Intermediate Accounting II	3 credit hours
BUS 444 Auditing	3 credit hours
BUS 446 Corporate Taxation	3 credit hours

# Business Administration

## Concentration in Finance

The concentration in finance allows students to focus on how individuals and businesses make financial decisions and manage money. Students acquire knowledge about how firms make financial decisions, acquire and allocate funds, and how markets operate. A strong emphasis is placed on spreadsheet utilization and design. Careers in finance demand analysis and attention to detail and include positions in corporate finance, banking and investments.

### Required Courses | Choose 12 Credit Hours

Class Name	Credit Hours
BUS 375 Commercial Bank Management	3 credit hours
BUS 377 Financial Management	3 credit hours
BUS 472 Financial Decision Making	3 credit hours
BUS 474 Investment Management	3 credit hours
BUS 476 International Finance	3 credit hours

# Business Administration

## Concentration in Marketing

The concentration in marketing develops a competitive advantage through courses that offer firsthand, practical experience shaping the advertising, promotion, and sales strategy of real-world products while developing a solid understanding of business concepts. Many students who concentrate in marketing go on to work in brand management, sales, marketing research and consulting, and entrepreneurial ventures.

### Required Courses | Choose 12 Credit Hours

Class Name	Credit Hours
BUS 303 Social Media Marketing	3 credit hours
BUS 304 Integrated Marketing Communications	3 credit hours
BUS 306 Professional Selling and Sales Management	3 credit hours
BUS 323 Small Business Marketing	3 credit hours
BUS 402 Marketing Research	3 credit hours
BUS 404 Consumer Behavior	3 credit hours

# Cycling Studies

## Minor

The cycling studies minor provides students the opportunity to enhance and supplement their chosen academic program of study with their interest in cycling. Students will acquire skills and knowledge pertaining to advocacy, design and infrastructure, in addition to experiences to enhance their current skills and knowledge of cycling. Participation in the cycling studies minor supports the education of competitive cyclists and enthusiasts, thus contributing to the promotion and preservation of cycling as a sport and leisure pursuit.

### Program Requirements

- Students are required to conduct research and complete course assignments and projects on cycling and related topics in as many core curriculum and major program courses as possible.
- Students are required to integrate a cycling topic into their Senior Research Seminar project if possible.
- Students are required to take BIO 102 Environmental Biology as a core curriculum requirement

### Minor Requirements | 18 Credit Hours

The cycling studies minor requires 18 credit hours beyond core curriculum and degree requirements and includes the following:

Class Name	Credit Hours
SPT 131 Principles of Cycling	3 credit hours
SPT 233 Cycling Infrastructure and Course Design	3 credit hours
SPT 335 Applications of Cycling Infrastructure	3 credit hours
SPT 452 Officiating for Cycling	3 credit hours
SPT 472 Cycling Internship I	3 credit hours

### Electives | Choose 3 Credit Hours

Class Name	Credit Hours
ATE 211 First Aid and CPR	2 credit hours
BIO 271 Anatomy and Physiology or comparable course	4 credit hours
BIO 473 Physiology of Exercise	3 credit hours
BIO 475 Anatomical Kinesiology	3 credit hours
BUS 221 Microeconomics	3 credit hours
BUS 301 Principles of Marketing	3 credit hours
BUS 304 Integrated Marketing Communication	3 credit hours
BUS 321 Business and Economics of Sports	3 credit hours
CHM 200 Biochemistry	3 credit hours
PHY 101 Biomechanics	3 credit hours

# Marketing

## Minor

Marketing is a field or component of career that provides you with the ability understand our consumer society. Marketing is a component of every industry. Having a Marketing minor will provide you with the tools you need to understand your customer and your competitors. You will learn how to gather data and turn it into decision-making information, use the new world of social media as a marketing platform, and learn how to use the tools and methods that best fit the marketing needs and budgets of small businesses. In addition to that, you will also gain the skills to understand the tendencies of your customers and perfect the art of closing the deal and managing your sales force.

### Minor Requirements | 18 Credit Hours

The marketing minor requires 18 credit hours beyond core curriculum and degree requirements and includes the following:

Class Name	Credit Hours
<b>Required:</b>	
BUS 301 Principles of Marketing	3 credit hours
<b>Choose 15 hours from the following options:</b>	
BUS 303 Social Media Marketing	3 credit hours
BUS 304 Integrated Marketing Communications	3 credit hours
BUS 306 Professional Selling and Sales Management	3 credit hours
BUS 323 Small Business Marketing	3 credit hours
BUS 402 Marketing Research	3 credit hours
BUS 404 Consumer Behavior	3 credit hours
BUS 431 International Business II	3 credit hours
BUS 471 Business Internship	3 credit hours

# Sport Management

## Bachelor of Arts or Bachelor of Science

The Bachelor of Arts or Bachelor of Science in sport management is designed for those students with a career interest in athletic administration, coaching, personal training, sports media and business. The primary goals of this program are to develop an in-depth knowledge of managerial planning, organization and administration, evaluated within the context of a sport organization, and develop competent leaders who desire to continue their study in a graduate program focusing on sport management.

### Sport Management Requirements:

- General Core Curriculum
- Bachelor of Arts or Bachelor of Science Requirements
- Major Requirements
- Electives

**Total Credit Hours | 120**

### General Core Curriculum Requirements

Creative	14 Credit Hours
Written and Oral Communication	6 credit hours
Lifetime Wellness	2 credit hours
Fine Arts	3 credit hours
Literature	3 credit hours

Critical	15–17 Credit Hours
Quantitative	3-5 credit hours
History	3 credit hours
Natural Science	3 credit hours
Social Science	3 credit hours
Religion	3 credit hours

Collaborative	9 Credit Hours
CLA 199 First Year Seminar - Self and the Environment	3 credit hours
CLA 299 Sophomore Seminar - Career and Life Planning	3 credit hours
CLA 399 Junior Seminar - Global Citizenship and Ethics	3 credit hours
CLA 499 Senior Research Seminar	0 credit hours

### Bachelor of Arts Requirements

Proficiency in a foreign language, demonstrated through:

- Graduation from a high school where all instruction was conducted in a language other than English;
- Passing a CLEP or other designated examination at the intermediate level;
- Completion of one of the College's language sequences through the intermediate level (non-Spanish). Intermediate level proficiency (for students enrolled in Spanish) will be demonstrated by the successful completion of SPA 211 or a higher level 3-hour SPA course.

OR

### Bachelor of Science Requirements

6-8 additional hours in math or science, not duplicating core coursework, taken from:

Prefix	Course Number
BIO	101, 102, 105, 114, 115, 121, 122
CHM	101, 111
MAT	111, 112, 116, 117, 215, 220, 227
PHY	101, 111, 112
SCI	211

### Major Requirements | 53 Credit Hours

Class Name	Credit Hours
BUS 102 Introduction to Business Technology	3 credit hours
SPT 121 Introduction to Sport Management	3 credit hours
ATE 211 First Aid & CPR	2 credit hours
HIS 333 Sports History	3 credit hours
SPT 242 Sport Facilities and Venue Management	3 credit hours
BUS 211 Principles of Management	3 credit hours
SPT 222 Organization and Administration of Sport Programs	3 credit hours
BUS 241 Accounting I	3 credit hours
SPT 251 Sport Media Relations	3 credit hours
BUS 301 Principles of Marketing	3 credit hours
BUS 322 Human Resources	3 credit hours
SPT 352 Sport Law	3 credit hours
SPT 372 Sport Finance	3 credit hours
SPT 398 Leadership in Sport	3 credit hours
SPT 445 Athletic Revenue and Fundraising	3 credit hours
SPT 471 Sport Management Internship	3 credit hours
SPT 498 Contemporary Issues of Sport Management	3 credit hours
SPT 499 Sport Management Capstone	3 credit hours

# Sport Management

## Minor

The sport management minor requires 18 credit hours beyond core curriculum and degree requirements and includes the following:

### Minor Requirements | 18 Credit Hours

Class Name	Credit Hours
SPT 222 Organization and Administration of Sport Programs	3 credit hours
SPT 242 Sport Facility and Venue Management	3 credit hours
SPT 251 Sport Media Relations	3 credit hours
SPT 398 Sport Leadership	3 credit hours
SPT 445 Athletic Revenue and Fundraising	3 credit hours
SPT 498 Contemporary Issues of Sport Management	3 credit hours

# School of Natural and Behavioral Sciences

**Biology**

**Criminal Justice**

**Mathematics** (*minor only*)

**Pre-veterinary Medicine**

**Psychology**

**Wildlife Biology**

# Biology

## Bachelor of Science

The biology program enables students to tailor their own curriculum in biology. In addition to receiving a general background in the biological sciences, students focus on specific areas of interest through selection of a wide variety of science electives.

Upon completion of the biology curriculum, a graduate will have a broad background in the biological sciences that will enable them to pursue a career in health or laboratory sciences, public regulatory agencies at community, state or federal levels, or to continue their education in a wide array of graduate and professional programs.

### Biology Requirements:

- General Core Curriculum
- Bachelor of Science Requirements
- Major Requirements
- Electives
- Concentration (optional)

### Total Credit Hours | 120

#### General Core Curriculum Requirements

Creative	14 Credit Hours
Written and Oral Communication	6 credit hours
Lifetime Wellness	2 credit hours
Fine Arts	3 credit hours
Literature	3 credit hours

Critical	15–17 Credit Hours
Quantitative	3-5 credit hours
History	3 credit hours
Natural Science	3 credit hours
Social Science	3 credit hours
Religion	3 credit hours

Collaborative	9 Credit Hours
CLA 199 First Year Seminar - Self and the Environment	3 credit hours
CLA 299 Sophomore Seminar - Career and Life Planning	3 credit hours
CLA 399 Junior Seminar - Global Citizenship and Ethics	3 credit hours
CLA 499 Senior Research Seminar	0 credit hours

## Bachelor of Science Requirements

6-8 additional hours in math or science, not duplicating core coursework, taken from:

Prefix	Course Number
BIO	101, 102, 105, 114, 115, 121, 122
CHM	101, 111
MAT	111, 112, 116, 117, 215, 220, 227
PHY	101, 111, 112
SCI	211

## Major Requirements | 45–50 Credit Hours

### Additional Requirements | 6 Credit Hours

If not taken as part of the Core or the BS Degree Requirements, students are required to take the following courses:

Class Name	Credit Hours
BIO 114 Introduction to Biology for Majors I	3 credit hours
BIO 115 Introduction to Biology for Majors II <i>(Students earning a concentration in biomedical sciences must take this set of courses)</i>	3 credit hours
<b>OR</b>	
BIO 121 Introduction to Ecology	3 credit hours
BIO 122 Introduction to Evolution	3 credit hours

### Core Requirements | 29 Credit Hours

Class Name	Credit Hours
BIO 113 Laboratory Investigations in Biology	3 credit hours
BIO 271 Human Anatomy and Physiology I <i>(BIO 114 and BIO 115 are prerequisites for this course)</i>	4 credit hours
BIO 272 Human Anatomy and Physiology II	4 credit hours
BIO 311 Microbiology	4 credit hours
BIO 499 Senior Research for Biology Majors	3 credit hours
CHM 111 General Chemistry I	4 credit hours
CHM 112 General Chemistry II	4 credit hours
MAT 215 Statistics	3 credit hours

## Electives | Select 16 Credit Hours

For students not choosing a concentration

Class Name	Credit Hours
Any 300 level BIO course	
Any 400 level BIO course	

Class Name	Credit Hours
CHM 211-212 Organic Chemistry	4-8 credit hours
CHM 311 Biochemistry	4 credit hours
PHY 111-112 General Physics	4-8 credit hours
SCI 271-272 Laboratory Assistant in Science	2-4 credit hours
Additional Elective Courses (enough to reach the 120 hour level)	

## Concentrations

Concentration	Required Credit Hours
Biomedical Sciences	21 credit hours

# Biology

## Minor

The biology minor requires 20 credit hours beyond core curriculum and degree requirements and includes the following:

### Core Requirements | 8 Credit Hours

Class Name	Credit Hours
<b>Choose one of the following</b>	
BIO 211 General Zoology	4 credit hours
BIO 221 General Botany	4 credit hours
<b>Choose one of the following</b>	
BIO 311 Microbiology	4 credit hours
BIO 361 Genetics	4 credit hours

### Additional Requirements | 6 Credit Hours

If not taken as part of the core or the BS Degree Requirements, students are required to take the following courses:

Class Name	Credit Hours
BIO 114 Introduction to Biology for Majors I	3 credit hours
BIO 115 Introduction to Biology for Majors II	3 credit hours
<b>OR</b>	
BIO 121 Introduction to Ecology	3 credit hours
BIO 122 Introduction to Evolution	3 credit hours

### Electives | Select 12 Credit Hours

Select an additional 12 credit hours in biology at or above the 200 level (at least 4 of the 12 hours must be at the 400 level).

# Biology

## Concentration in Biomedical Sciences

The biomedical sciences concentration in biology provides a strong foundation in the biological sciences that prepares students for graduate and professional school programs in health-related and veterinary fields. Careers in these areas include biotechnology and academic medical research as well as the medical field including pharmacy, dentistry, optometry, and physical and occupational therapy and health care administration.

Exciting advances in medical technology and research have vastly improved the understanding of the physical and molecular processes underlying human health and disease. Recent discoveries have led to many new therapies that prevent disorders or improve recovery from a wide range of diseases. Developments in medical research have led to the need for highly trained professionals at the research, treatment and rehabilitation levels of medicine. The biotechnology and the pharmaceutical industries have exploded with new companies as the demand for development of new drug therapies continues. Improved therapies for disease have increased the need for physicians, dentists, pharmacists and others to provide these health care options. Similarly, professionals at the rehabilitation level, such as nurses and physical and occupational therapists, are also in high demand.

The biomedical sciences program is dedicated to instilling the basic biological foundations required for any health-related field. The biomedical sciences concentration provides a comprehensive program of study of biological systems at the chemical, molecular and cellular level, including human anatomy and physiology. Laboratory and lecture classes will familiarize students with many of the molecular and biomedical technologies currently in use, and investigate recent developments in the understanding of human disease. Students receive assistance in developing research projects and finding internships or volunteer work that provide opportunities to incorporate and assimilate knowledge from the classroom into practical use in preparation for their chosen careers.

### Concentration in Biomedical Sciences | 21 Credit Hours

Class Name	Credit Hours
CHM 211 Organic Chemistry I	4 credit hours
CHM 212 Organic Chemistry II	4 credit hours
PHY 111 General Physics I	4 credit hours
PHY 112 General Physics II	4 credit hours
MAT 117 Calculus I	5 credit hours

# Criminal Justice

## Bachelor of Arts or Bachelor of Science

The criminal justice program uses a social science perspective to study the nature and causes of crime and provides a comprehensive understanding of the United States criminal justice system.

Lees-McRae College students who major in criminal justice benefit from a unique, holistic learning environment. The program of study challenges the student to view crime, law, and social problems from a theoretical perspective within the specialized criminal justice discipline. An internship gives the student hands-on experience and a chance to develop professional relationships. The Senior Research Seminar is a capstone experience where the student works collaboratively with faculty to research a topic of his or her interest, presents results and gets involved with community service.

Graduates of the program work in law enforcement and investigative agencies at the local, state, and federal levels. Opportunities include correctional institutions, adult and juvenile probation and parole, victim's services, homeland security, private security and other human services-related fields.

### Criminal Justice Requirements:

- General Core Curriculum
- Bachelor of Arts or Bachelor of Science Requirements
- Major Requirements
- Electives

**Total Credit Hours** | 120

### General Core Curriculum Requirements

Creative	14 Credit Hours
Written and Oral Communication	6 credit hours
Lifetime Wellness	2 credit hours
Fine Arts	3 credit hours
Literature	3 credit hours

Critical	15–17 Credit Hours
Quantitative	3-5 credit hours
History	3 credit hours
Natural Science	3 credit hours
Social Science	3 credit hours
Religion	3 credit hours

Collaborative	9 Credit Hours
CLA 199 First Year Seminar - Self and the Environment	3 credit hours

Collaborative	9 Credit Hours
CLA 299 Sophomore Seminar - Career and Life Planning	3 credit hours
CLA 399 Junior Seminar - Global Citizenship and Ethics	3 credit hours
CLA 499 Senior Research Seminar	0 credit hours

## Bachelor of Arts Requirements

Proficiency in a foreign language, demonstrated through:

- Graduation from a high school where all instruction was conducted in a language other than English;
- Passing a CLEP or other designated examination at the intermediate level;
- Completion of one of the College's language sequences through the intermediate level (non-Spanish). Intermediate level proficiency (for students enrolled in Spanish) will be demonstrated by the successful completion of SPA 211 or a higher level 3-hour SPA course.

OR

## Bachelor of Science Requirements

6-8 additional hours in math or science, not duplicating core coursework, taken from:

Prefix	Course Number
BIO	101, 102, 105, 114, 115, 121, 122
CHM	101, 111
MAT	111, 112, 116, 117, 215, 220, 227
PHY	101, 111, 112
SCI	211

## Major Requirements | 42 Credit Hours

Class Name	Credit Hours
SOC 251 Social Problems	3 credit hours
CRI 221 Introduction to Criminal Justice	3 credit hours
CRI 265 Statistics for the Social Sciences	3 credit hours
<b>Choose one of the following</b> (one of these courses is required, the other may count as an elective)	
CRI 351 Prison Culture and Custody	3 credit hours
CRI 352 Probation, Parole and Community Corrections	3 credit hours
CRI 301 Juvenile Delinquency	3 credit hours
CRI 311 Perspectives on Policing	3 credit hours
CRI 321 Deviance and Violence	3 credit hours
CRI 325 Judicial Process and Court Ethics	3 credit hours
CRI 331 Criminology: Crime Theory and Criminal Behavior	3 credit hours
CRI 380 Research Methods	3 credit hours
CRI 450 Criminal Law	3 credit hours

Class Name	Credit Hours
CRI 461 Global Justice Systems	3 credit hours
CRI 471 Criminal Justice Internship	3 credit hours
CRI 499 Senior Research Seminar	3 credit hours

### Electives | Select 12 Credit Hours

Class Name	Credit Hours
CRI 231/CLA 299 Careers in Criminal Justice	3 credit hours
CRI 272 Criminal Investigation and Interrogation	3 credit hours
CRI 343 The Forgotten Victim	3 credit hours
<b>Choose one of the following</b>	
(one of these courses is required, the other may count as an elective)	
CRI 351 Prison Culture and Custody	3 credit hours
CRI 352 Probation, Parole and Community Corrections	3 credit hours
CRI 341 Crisis Intervention and Mediation	3 credit hours
CRI 402 Criminal Gangs	3 credit hours
CRI 404 White Collar Crime	3 credit hours
CRI 466 Serial Killers	3 credit hours
CRI 488 Special Topics	3 credit hours
Additional Elective Courses (enough to reach the 120 hour level)	

# Criminal Justice

## Minor

The criminal justice minor requires 18 credit hours beyond core curriculum and degree requirements.

### Required Courses | 12 Credit Hours

Class Name	Credit Hours
CRI 221 Introduction to Criminal Justice	3 credit hours
<b>Choose one of the following</b>	
CRI 351 Prison Culture and Custody*	3 credit hours
CRI 352 Probation, Parole and Community Corrections*	3 credit hours
CRI 311 Perspectives on Policing	3 credit hours
CRI 325 Judicial Process and Court Ethics	3 credit hours

\*One of these courses is required, the other may be taken as an elective.

### Elective Courses | 6 Credit Hours

Class Name	Credit Hours
CRI 231/GLA 299 Careers in Criminal Justice	3 credit hours
CRI 301 Juvenile Delinquency	3 credit hours
CRI 321 Deviance and Violence	3 credit hours
CRI 331 Criminology: Crime Theory and Criminal Behavior	3 credit hours
CRI 341 Crisis Intervention and Mediation	3 credit hours
CRI 343 The Forgotten Victim	3 credit hours
CRI 402 Criminal Gangs	3 credit hours
CRI 404 White Collar Crime	3 credit hours
CRI 450 Criminal Law	3 credit hours
CRI 461 Global Justice Systems	3 credit hours
CRI 466 Serial Killers	3 credit hours
CRI 488 Special Topics	3 credit hours
SOC 251 Social Problems	3 credit hours

# Mathematics

## Minor

The mathematics minor requires 19 credit hours beyond the core curriculum and degree requirements.

### Required Courses | 19-22 Credit Hours

Class Name	Credit Hours
MAT 215 Statistics (if not taken as part of the BS degree requirements)	3 credit hours
MAT 220 Calculus II	5 credit hours
MAT 227 Calculus III	5 credit hours
MAT 301 Linear Algebra	3 credit hours
MAT 302 Discrete Mathematics	3 credit hours
MAT 329 Differential Equations	3 credit hours

# Pre-veterinary Medicine

## Bachelor of Science

The pre-veterinary medicine major combines coursework from the biomedical sciences, wildlife biology, and work in wildlife rehabilitation to prepare our students to pursue a professional degree in veterinary medicine. This emphasis on holistic approaches to animal care allows our students to understand animal well-being from a variety of perspectives, from the molecular mechanisms that govern disease to best practices for treating those diseases. The major especially stresses the importance of experiential learning through laboratories, field work, animal care, internships, and independent study to allow our students to develop a repertoire of valuable skills and knowledge. This concentration is meant to fulfill the prerequisites for most Doctor of Veterinary Medicine (DVM) programs.

Pre-veterinary medicine includes coursework in biology, microbiology, chemistry, organic chemistry, animal sciences, and animal care practices. Students who complete their veterinary medicine degree are qualified to seek veterinarian jobs in animal hospitals, clinics, rehabilitation centers, zoos, aquaria, at agricultural and research centers, and in public health.

### Pre-veterinary Medicine Requirements:

- General Core Curriculum
- Bachelor of Science Requirements
- Major Requirements
- Electives

**Total Credit Hours** | 120

### General Core Curriculum Requirements

Creative	14 Credit Hours
Written and Oral Communication	6 credit hours
Lifetime Wellness	2 credit hours
Fine Arts	3 credit hours
Literature	3 credit hours

Critical	15–17 Credit Hours
Quantitative	3-5 credit hours
History	3 credit hours
Natural Science	3 credit hours
Social Science	3 credit hours
Religion	3 credit hours

Collaborative	9 Credit Hours
CLA 199 First Year Seminar - Self and the Environment	3 credit hours
CLA 299 Sophomore Seminar - Career and Life Planning	3 credit hours

Collaborative	9 Credit Hours
CLA 399 Junior Seminar - Global Citizenship and Ethics	3 credit hours
CLA 499 Senior Research Seminar	0 credit hours

## Bachelor of Science Requirements

6-8 additional hours in math or science, not duplicating core coursework, taken from:

Prefix	Course Number
BIO	101, 102, 105, 114, 115, 121, 122
CHM	101, 111
MAT	111, 112, 116, 117, 215, 220, 227
PHY	101, 111, 112
SCI	211

## Core Requirements | 63 Credit Hours

Class Name	Credit Hours
BIO 113 Laboratory Investigations in Biology	3 credit hours
BIO 114 Introduction to Biology for Majors I	3 credit hours
BIO 115 Introduction to Biology for Majors II	3 credit hours
BIO 121 Introduction to Ecology	3 credit hours
BIO 211 Zoology	4 credit hours
BIO 311 Microbiology and Immunology	4 credit hours
BIO 351 Comparative Vertebrate Anatomy	4 credit hours
BIO 353 Human and Animal Nutrition	3 credit hours
BIO 361 Genetics	4 credit hours
BIO 499 Senior Research for Biology Majors	3 credit hours
CHM 111 General Chemistry I	4 credit hours
CHM 112 General Chemistry II	4 credit hours
CHM 211 Organic Chemistry I	4 credit hours
CHM 212 Organic Chemistry II	4 credit hours
CHM 311 Biochemistry	4 credit hours
MAT 117 Calculus	5 credit hours
MAT 215 Statistics	3 credit hours
PHY 111 Physics I	4 credit hours
PHY 112 Physics II	4 credit hours

## Clinical Experience Requirements | 9 Credit Hours

Class Name	Credit Hours
BIO 155 Fundamentals of Human and Animal Relationships	3 credit hours
BIO 281 Introduction to Wildlife Rehabilitation	3 credit hours

Class Name	Credit Hours
BIO 292 Advanced Clinical Rehabilitation	4 credit hours

### **Molecular Sciences** | Choose one: 4 credit hours

Class Name	Credit Hours
BIO 363 Histology	4 credit hours
BIO 425 Developmental Biology	4 credit hours
BIO 461 Cell Biology	4 credit hours

### **Organismal Sciences** | Choose one: 3–4 credit hours

Class Name	Credit Hours
BIO 441 Ornithology	4 credit hours
BIO 445 Mammalogy	4 credit hours
BIO 451 Animal Behavior	3 credit hours

# Psychology

## Bachelor of Arts or Bachelor of Science

Psychology is the scientific study of behavior, thought, and emotion. Psychology is an extremely broad discipline, involving areas as diverse as biology and philosophy. The field of psychology includes areas such as social (the influence of groups on individuals), developmental (issues related to childhood and the aging process), abnormal (unusual or maladaptive behavior) and cognitive (thought, language and perception) psychology.

The psychology program is designed to provide students with exposure to the many different fields of psychology. In addition to an exposure to psychology, students learn problem-solving techniques through the program's focus on research and analysis of human behavior in experimental research and statistics courses.

A liberal arts emphasis provides students with the opportunity to study psychology and its relationships with other fields such as sociology, philosophy and biology. At the same time, the student-faculty ratio and the focus on experimental methods allow students to formulate and test their own ideas about human behavior. In addition, Lees-McRae College provides students with unique internship opportunities in a rural, Appalachian setting.

The psychology major has broad application beyond graduation. Psychology majors may choose from careers in human resources, advertising, sales, business management and health services. In addition to preparing students for graduate study in psychology and social work, the psychology program prepares students for graduate work in other areas such as law, theology, educational psychology and business administration.

### Psychology Requirements:

- General Core Curriculum
- Bachelor of Arts or Bachelor of Science Requirements
- Major Requirements
- Electives

### Total Credit Hours | 120

#### General Core Curriculum Requirements

Creative	14 Credit Hours
Written and Oral Communication	6 credit hours
Lifetime Wellness	2 credit hours
Fine Arts	3 credit hours
Literature	3 credit hours

Critical	15–17 Credit Hours
Quantitative	3-5 credit hours
History	3 credit hours
Natural Science	3 credit hours
Social Science	3 credit hours
Religion	3 credit hours

Collaborative	9 Credit Hours
CLA 199 First Year Seminar - Self and the Environment	3 credit hours
CLA 299 Sophomore Seminar - Career and Life Planning	3 credit hours
CLA 399 Junior Seminar - Global Citizenship and Ethics	3 credit hours
CLA 499 Senior Research Seminar	0 credit hours

## Bachelor of Arts Requirements

Proficiency in a foreign language, demonstrated through:

- Graduation from a high school where all instruction was conducted in a language other than English;
- Passing a CLEP or other designated examination at the intermediate level;
- Completion of one of the College's language sequences through the intermediate level (non-Spanish). Intermediate level proficiency (for students enrolled in Spanish) will be demonstrated by the successful completion of SPA 211 or a higher level 3-hour SPA course.

OR

## Bachelor of Science Requirements

6-8 additional hours in math or science, not duplicating core coursework, taken from:

Prefix	Course Number
BIO	101, 102, 105, 114, 115, 121, 122
CHM	101, 111
MAT	111, 112, 116, 117, 215, 220, 227
PHY	101, 111, 112
SCI	211

## Empirical Core | Required 12 Credit Hours

Class Name	Credit Hours
PSY 133 General Psychology	3 credit hours
PSY 265 Statistics for the Social Sciences	3 credit hours
PSY 380 Research Methods	3 credit hours
PSY 499 Senior Research Seminar	3 credit hours

## Foundations | Select at least 15 hours

Class Name	Credit Hours
PSY 202 Abnormal Psychology OR PSY 353 Child Psychopathology	3 credit hours
PSY 203 Social Psychology	3 credit hours
PSY 204 Theories of Personality	3 credit hours

Class Name	Credit Hours
PSY 253 Child Development OR	3 credit hours
PSY 201 Human Growth and Development	3 credit hours
PSY 310 Brain and Behavior	3 credit hours
PSY 323 Principles of Learning	3 credit hours
PSY 333 Cognitive Psychology	3 credit hours
PSY 373 Psychological Testing	3 credit hours

### Electives | Select up to 12 hours

Class Name	Credit Hours
PSY 210 Helping Skills	3 credit hours
PSY 211 Courtship and Relationships	3 credit hours
PSY 230 Industrial/Organizational Psychology	3 credit hours
PSY 255 Death, Dying and Bereavement	3 credit hours
PSY 273 Forensic Psychology	3 credit hours
PSY 363 Psychopharmacology	3 credit hours
PSY 471 Psychology Internship	3 credit hours

# Psychology

## Minor

The psychology minor requires 21 credit hours beyond core curriculum and degree requirements.

### Required Courses | 3 Credit Hours

Class Name	Credit Hours
PSY 133 General Psychology	3 credit hours

### Elective Courses | 18 Credit Hours

Select an additional 18 hours in psychology at or above the 200 level (at least 3 of the 18 hours must be at the 300 level or higher). Students may count either PSY 201 or PSY 253 toward requirements, but not both.

# Wildlife Biology

## Bachelor of Science

The understanding of our natural environment has never been more important than the present. The pressures of a growing population, increased development, altered communities and changing climate present serious problems to ecosystems locally, nationally and globally. Programs to study and monitor our environment's health are widespread, occurring through federal and state government agencies, universities and numerous private organizations. These programs require enthusiastic, dedicated individuals with the necessary training to carry out intensive field studies on individual species, communities and ecosystems.

The wildlife biology degree is an environmentally-focused program that synergistically integrates zoology, botany, earth science and chemistry. The program is based on the belief that field experience is vital to the understanding of ecosystems. Field experience includes exposure to a wide variety of habitats, including aquatic and terrestrial communities, field observations, and collection and analysis of data. Students are expected to be able to identify flora and fauna of an area and learn collection, observation and census techniques. The field experiences are complemented by a thorough understanding of ecological theory and practice as well as an in-depth understanding of the different fields of natural history. Much of the field experience takes place at the Elk Valley Preserve, a 70-acre preserve located on the Elk River. This area includes a variety of terrestrial and aquatic habitats typical of the Southern Appalachians. The field station is a fully operational ecology lab equipped with field and lab gear for student projects and research. The preserve and field station presents students with the opportunity for ecological field studies in a natural setting.

Upon graduation, wildlife biology majors will have both the necessary knowledge and skills to find employment as biologists for a wide variety of employers including the National Park Service, National Forest Service, Environmental Protection Agency, Army Corps of Engineers, state agricultural extension programs, state and county parks, environmental assessment and restoration businesses, zoos, fish hatcheries, private forestry companies, utility companies, and conservation organizations. Students will also have the necessary curriculum and experience to be accepted to and succeed in graduate school.

### Wildlife Biology Requirements:

- General Core Curriculum
- Bachelor of Science Requirements
- Major Requirements
- Electives
- Concentration (optional)

**Total Credit Hours | 120**

### General Core Curriculum Requirements

Creative	14 Credit Hours
Written and Oral Communication	6 credit hours
Lifetime Wellness	2 credit hours
Fine Arts	3 credit hours
Literature	3 credit hours

Critical	15–17 Credit Hours
Quantitative	3-5 credit hours
History	3 credit hours
Natural Science	3 credit hours
Social Science	3 credit hours
Religion	3 credit hours

Collaborative	9 Credit Hours
CLA 199 First Year Seminar - Self and the Environment	3 credit hours
CLA 299 Sophomore Seminar - Career and Life Planning	3 credit hours
CLA 399 Junior Seminar - Global Citizenship and Ethics	3 credit hours
CLA 499 Senior Research Seminar	0 credit hours

## Bachelor of Science Requirements

6-8 additional hours in math or science, not duplicating core coursework, taken from:

Prefix	Course Number
BIO	101, 102, 105, 114, 115, 121, 122
CHM	101, 111
MAT	111, 112, 116, 117, 215, 220, 227
PHY	101, 111, 112
SCI	211

## Major Requirements | 44-45 Credit Hours

### Additional Requirements | 9 Credit Hours

If not taken as part of the core or the BS Degree Requirements, students are required to take the following courses:

Class Name	Credit Hours
BIO 121 Introduction to Ecology	3 credit hours
BIO 122 Introduction to Evolution	3 credit hours
MAT 112 College Algebra	3 credit hours

### Core Requirements | 24-25 Credit Hours

Class Name	Credit Hours
<b>Choose one of the following:</b>	
BIO 231 Introduction to Field Biology	4 credit hours
BIO 281 Introduction to Wildlife Rehabilitation I	3 credit hours

Class Name	Credit Hours
<b>Required</b>	
BIO 211 General Zoology	4 credit hours
BIO 221 General Botany	4 credit hours
BIO 331 Principles of Ecology	4 credit hours
BIO 499 Senior Research for Biology Majors	3 credit hours
MAT 215 Statistics	3 credit hours
<b>Choose one of the following:</b>	
CHM 101 Descriptive Environmental Chemistry	3 credit hours
CHM 111 General Chemistry	4 credit hours

### Electives | Select 20 Credit Hours

Class Name	Credit Hours
Any 200 level BIO course	
Any 300 level BIO course	
Any 400 level BIO course	
Any 200 level CHM course	
Any 300 level CHM course	
PHY 111 General Physics I	4 credit hours
PHY 112 General Physics II	4 credit hours
SCI 271 Laboratory Assistant in Science	2 credit hours
SCI 272 Laboratory Assistant in Science	2 credit hours

# Wildlife Biology

## Concentration in Wildlife Rehabilitation

Humans share this planet with a vast number of other species. Many individuals feel a sense of responsibility towards these fellow species. This discipline offers such students the opportunity to become intimately familiar with the care, needs and behavior of wild and domesticated vertebrates. Wildlife rehabilitation is the treatment and temporary care of injured, diseased and displaced indigenous wildlife and the subsequent return of healthy animals to appropriate habitats in the wild.

The program has two general objectives: (1) to provide students with clinical opportunities to work with animals and (2) to integrate the experiential, clinical aspect of the program with a rigorous academic program. Clinical/internship requirements will be met by students completing an eleven week (12 hour) internship at the May Wildlife Rehabilitation Center. Students will work with hundreds of injured and orphaned native wild animals. They will also work with the many permanent non-releasable animals used as partners in education. The presence of the wildlife care center on campus offers students an opportunity to gain experience in caring for injured, sick and orphaned wildlife. Students will learn skills of medically treating injured wildlife, along with the necessary natural history in order to provide the best care possible. The May Wildlife Rehabilitation Center follows the most up-to-date policies and procedures set by the National Wildlife Rehabilitators Association.

The wildlife rehabilitation concentration is designed for those students with a career interest in providing healthcare to wildlife or domesticated animals. The concentration provides an undergraduate several structured intern and clinical opportunities to work with injured and sick animals, as well as providing a strong academic background as a preparation for graduate work and veterinary school. Graduates of this program will be qualified for careers in wildlife rehabilitation, public and private zoos, and animal research laboratories. Students hoping to practice veterinary medicine should follow the Health Science curriculum in order to fulfill the requirements for most veterinary schools, attend veterinary school and complete a Doctor of Veterinary Medicine degree.

### Concentration in Wildlife Rehabilitation | 25 Credit Hours

Class Name	Credit Hours
BIO 155 Fundamentals of Human and Animal Relationships	3 credit hours
BIO 282 Wildlife as Partners in Education	3 credit hours
BIO 292 Advanced Clinical Rehabilitation	4 credit hours
BIO 351 Comparative Vertebrate Anatomy	4 credit hours
BIO 392 Clinical Wildlife Rehabilitation I	6 credit hours
BIO 393 Clinical Wildlife Rehabilitation II	6 credit hours

# Wildlife Rehabilitation

## Minor

The wildlife rehabilitation minor requires 21 credit hours beyond core curriculum and degree requirements and includes the following:

### Required Classes | 21 Credit Hours

Class Name	Credit Hours
BIO 102 Environmental Biology	3 credit hours
BIO 281 Introduction to Wildlife Rehabilitation I	3 credit hours
BIO 282 Wildlife as Partners in Education	3 credit hours
BIO 392 Clinical Wildlife Rehabilitation I	6 credit hours
BIO 393 Clinical Wildlife Rehabilitation II	6 credit hours

Please note: a student majoring in wildlife biology cannot minor in wildlife rehabilitation. However, the student can choose wildlife rehabilitation as a concentration (see previous page).

# May School of Nursing and Health Sciences

**Athletic Training**

**Emergency Medical Services and Management**

**Pre-licensure Nursing**

# Athletic Training

## Bachelor of Science

**The athletic training program at Lees-McRae College has voluntarily withdrawn their accreditation and is no longer admitting students. The date of voluntary withdrawal of accreditation coincides with the graduation of the last cohort in August 2018.**

**The Lees-McRae College Athletic Training Program is accredited by the Commission on Accreditation of Athletic Training Education (CAATE). The program has been placed on Probation as of February 19, 2016 by the CAATE, 6850 Austin Center Blvd., Suite 100, Austin, TX 78731-3101.**

Athletic Training is practiced by athletic trainers, health care professionals who collaborate with physicians to optimize activity and participation of patients and clients. Athletic Training encompasses the prevention, diagnosis, and intervention of emergency, acute and chronic medical conditions involving impairment, functional limitations, and disabilities. Students who want to become certified athletic trainers must earn a degree from an accredited Athletic Training curriculum. Accredited programs include formal instruction in areas such as injury/illness prevention, first aid and emergency care, assessment of injury/illness, human anatomy and physiology, therapeutic modalities, and nutrition. Classroom learning is enhanced through clinical education experiences. [www.nata.org/athletic-training](http://www.nata.org/athletic-training)

The Athletic Training Program is accredited by the Commission on Accreditation of Athletic Training Education (CAATE). The mission of the Lees-McRae College Athletic Training Education Program is to support the mission of the College by providing students with a program that will prepare them for a productive career in the fields of athletic training. The Athletic Training Education Program provides an environment that focuses on the student. Students are allowed to learn and develop in a variety of settings while being mentored by respected professionals. The program maintains a strong liberal arts core while challenging students with a science-based curriculum. The goals of the program are [1] to provide a variety of opportunities for learning in the clinical setting [2] to provide a competency-based program of learning in the field of Athletic Training, [3] to prepare Athletic Training students with the necessary knowledge and skills to participate in the BOC certification examination process, [4] to prepare students for entry-level positions in the athletic training profession, and [5] to prepare students to be well-rounded professionals, not only in knowledge and skill, but also in character.

Athletic Training students complete over 700 clinical hours, and clinical observations beginning freshman year. They also gain unique opportunities such as working with LMC athletic teams and high school football teams, shadowing orthopedic surgeons, and observing the emergency room during ski season.

### Athletic Training Requirements:

- General Core Curriculum
- Bachelor of Science Requirements
- Major Requirements
- Electives
- Program Policies

**Total Credit Hours | 120**

### General Core Curriculum Requirements

Creative	14 Credit Hours
Written and Oral Communication	6 credit hours
Lifetime Wellness	2 credit hours

Creative	14 Credit Hours
Fine Arts	3 credit hours
Literature	3 credit hours

Critical	15–17 Credit Hours
Quantitative	3-5 credit hours
History	3 credit hours
Natural Science	3 credit hours
Social Science	3 credit hours
Religion	3 credit hours

Collaborative	9 Credit Hours
CLA 199 First Year Seminar - Self and the Environment	3 credit hours
CLA 299 Sophomore Seminar - Career and Life Planning	3 credit hours
CLA 399 Junior Seminar - Global Citizenship and Ethics	3 credit hours
CLA 499 Senior Research Seminar	0 credit hours

## Bachelor of Science Requirements

6-8 additional hours in math or science, not duplicating core coursework, taken from:

Prefix	Course Number
BIO	101, 102, 105, 114, 115, 121, 122
CHM	101, 111
MAT	111, 112, 116, 117, 215, 220, 227
PHY	101, 111, 112
SCI	211

## Major Requirements | 64 Credit Hours

Class Name	Credit Hours
ATE/CLA 499 Senior Research	3 credit hours
BIO 114 Introduction to Biology for Majors I (if not already taken as part of BS Requirement)	3 credit hours
BIO 115 Introduction to Biology for Majors III (if not already taken as part of BS Requirement)	3 credit hours
MAT 112 College Algebra (or higher math course) (if not already taken as part of BS Requirement)	3 credit hours
PSY 133 General Psychology (if not already taken as part of BS Requirement)	3 credit hours
ATE 200 Professional Development in Athletic Training Level I	0 credit hours

Class Name	Credit Hours
ATE 211 First Aid and CPR	2 credit hours
ATE 221 Introduction to Athletic Training	3 credit hours
BIO 255 Nutrition, Health and Wellness	3 credit hours
ATE 271 Athletic Training Clinical Education Experience I	1 credit hours
ATE 272 Athletic Training Clinical Education Experience II	1 credit hours
ATE 300 Professional Development in Athletic Training Level II	0 credit hours
ATE 321 Assessment of Athletic Injuries I	3 credit hour
ATE 322 Assessment of Athletic Injuries II	3 credit hour
ATE 331 Therapeutic Modalities	3 credit hour
ATE 332 Therapeutic Exercises	3 credit hours
ATE 341 Organization/Administration in Athletic Training	3 credit hours
ATE 371 Athletic Training Clinical Education Experience III	1 credit hour
ATE 372 Athletic Training Clinical Education Experience IV	1 credit hour
ATE 400 Professional Development in Athletic Training Level III	0 credit hours
ATE 411 Advanced Athletic Training	3 credit hours
ATE 471 Athletic Training Clinical Education Experience V	1 credit hour
ATE 451 Senior Seminar in Athletic Training I	2 credit hours
ATE 452 Senior Seminar in Athletic Training II	1 credit hour
ATE 472 Athletic Training Clinical Education Experience VI	1 credit hour
ATE 490 Field Experience I	3 credit hours
ATE 491 Field Experience II	3 credit hours
BIO 271 Human Anatomy/Physiology I	4 credit hours
BIO 272 Human Anatomy/Physiology II	4 credit hours
BIO 473 Physiology of Exercise	3 credit hours
BIO 475 Anatomical Kinesiology	3 credit hours
CHM 200 Introductory Biochemistry	3 credit hours
MAT 215 Statistics	3 credit hours
PHY 101 Descriptive Biomechanics	3 credit hours

## Athletic Training Education Program Policies

### Admission to the Program

Students may gain formal entry into the Athletic Training major after completing the following requirements:

- Application to the program in the second semester of the freshman year (by April 15)
- Comply with the technical standards listed below
- Have and maintain an overall GPA of 2.5 or better
- Have a "C-" or better in the following courses: BIO 114 & 115 Introduction to Health Sciences; ATE 221 Introduction to Athletic Training
- Proof of current First Aid & CPR certification or enrollment in course
- Observation hours in the clinical setting: 50 hours under a Lees-McRae College ATC
- Blood-borne pathogen training, provided at LMC, must be completed prior to starting observations
- A 1-2 page essay stating the applicant's desire to pursue a degree in the Athletic Training Education Program

- Interview with the Program Director of Athletic Training Education, a Lees-McRae College ATC and a rising senior student in the program

Students will be notified of their acceptance by May 31 after completion of all admission requirements. Due to space limitations in the program, meeting the minimum requirements does not guarantee admission to the program. Objective values have been assigned to each admission criteria. Those students with the highest score will be accepted first.

### **Participation in Athletics**

Many prospective students interested in Lees-McRae College are student-athletes. The Athletic Training Education Program does allow student-athletes to be accepted into the program. The Athletic Training faculty will work with the students to help them succeed in the program. However, these students must realize and accept the demands of the clinical education experience required for the ATP. Student-athletes majoring in Athletic Training may participate in only one sport and may need to spend an extra semester or year in the program to fulfill the requirements. Specific guidelines for student-athletes in the program are available in the Athletic Training Student Handbook and on the Athletic Training Education Program web page.

### **Technical Standards for Admission**

The Athletic Training Program at Lees-McRae College is a rigorous and intense program that places specific requirements and demands on the students enrolled in the program. An objective of this program is to prepare graduates to enter a variety of employment settings and to render care to a wide spectrum of individuals engaged in physical activity. The technical standards set forth by the Athletic Training Program establish the essential qualities considered necessary for students admitted to this program to achieve the knowledge, skills, and competencies of an entry-level athletic trainer, as well as meet the expectations of the program's accrediting agency (Commission on Accreditation of Athletic Training Education [CAATE]).

The following abilities and expectations must be met by all students admitted to the Athletic Training Program. In the event a student is unable to fulfill these technical standards, with or without reasonable accommodation, the student will not be admitted into the program. Compliance with the program's technical standards does not guarantee a student's eligibility for the BOC certification exam. Candidates for selection to the Athletic Training Program must demonstrate:

- The mental capacity to assimilate, analyze, synthesize, integrate concepts and problem solve to formulate assessment and therapeutic judgments and to be able to distinguish deviations from the norm;
- Sufficient postural and neuromuscular control, sensory function, and coordination to perform appropriate physical examinations using accepted techniques; and accurately, safely and efficiently use equipment and materials during the assessment and treatment of patients;
- The ability to communicate effectively and sensitively with patients and colleagues, including individuals from different cultural and social backgrounds; this includes, but is not limited to, the ability to establish rapport with patients and communicate judgments and treatment information effectively. Students must be able to understand and speak the English language at a level consistent with competent professional practice;
- The ability to record the physical examination results and a treatment plan clearly and accurately;
- The capacity to maintain composure and continue to function well during periods of high stress;
- The perseverance, diligence and commitment to complete the Athletic Training program as outlined and sequenced;
- Flexibility and the ability to adjust to changing situations and uncertainty in clinical situations;
- Affective skills and appropriate demeanor and rapport that relate to professional education and quality patient care.

Candidates for selection to the Athletic Training Program will be required to verify they understand and meet these technical standards or that they believe that, with certain accommodations, they can meet the standards. The Lees-McRae College Coordinator of Disability Services will evaluate a student who states he/she could meet the program's technical standards with accommodation and confirm that the stated condition qualifies as a disability under applicable laws. If a student states he/she can meet the technical standards with accommodation, then the College will determine whether it agrees that the student can meet the technical standards with reasonable accommodation; this includes a

review as to whether the accommodations requested are reasonable, taking into account whether accommodation would jeopardize clinician/ patient safety or the educational process of the student or the institution, including all coursework, clinical experiences and internships deemed essential to graduation.

Students who can not subscribe to the standards as listed above must certify that they have read and understand the technical standards of selection listed and attest to the best of their knowledge that they can meet each of these standards with certain accommodations. Students are responsible for contacting the Lees-McRae College Coordinator of Disability Services to determine what accommodations may be available. It must be understood that if the student is unable to meet these standards with or without accommodations, they will not be admitted into the program.

### **Associated Costs**

The Athletic Training Program makes every effort to keep additional costs to the students to a minimum. However, there are certain costs that students should expect. These may include:

- Liability Insurance
- Hepatitis B Vaccination series or declination
- NATA Membership (through course fees)
- Automobile for transportation to off-campus clinical education sites (required in the final 2 semesters)
- Professional attire for observation hours and events (NO jeans, t-shirts, sandals, etc.)
- All students accepted into the ATP must have khaki shorts and/or slacks for events. Shirts will be issued from the program.
- Fees associated with clinical education labs

### **Transfer Student Policy**

A transfer student with sufficient collegiate athletic training experience may be admitted to the Lees-McRae College Athletic Training Program on a case-by-case basis. If a transfer student has no prior athletic training experience, he/she will be required to follow the entrance requirements for traditional students listed in the catalog.

Applicants with prior experience will be required to provide a recommendation from a supervising Certified Athletic Trainer and documentation from the transfer institution indicating proficiency of clinical skills at the time of application. A transfer student with sufficient collegiate athletic training credits or experience, will be allowed to challenge freshman competencies, and may be admitted to the ATP on a probationary basis. Transfer students desiring advanced placement status within the ATP will be required to demonstrate satisfactory completion of ATP courses with a grade of "C" or better and Program Director approval. Once accepted into the program, the student will spend a minimum of two years of study in the major. Transfer students must meet the clinical hour requirement for the Athletic Training Clinical Education Experiences I-VI. Acceptance is not guaranteed but is based on availability of space in the program and meeting the minimum requirements.

### **Probationary Admittance**

If a student does not meet one the requirements for admission, the student may be granted probationary admittance. Probation allows a student to continue with their ATP experience/courses while working to satisfy any deficiencies in the minimum requirements. The probationary contract must be completed and signed by the student and ATP Director. Any requirement listed in the contract must be satisfied within the time frame indicated in the contract.

Any change in status will result in a written letter/contract, a copy of which must be signed and placed in the student's file. Failure to fulfill the minimal requirements in the time specified will result in loss of program status, requiring the student to re-apply to the program.

### **Retention Policy**

Once a student is formally accepted into the Athletic Training Education Program, they must maintain the following requirements:

- Minimum GPA of 2.5 on a 4.0 scale.

- A grade of 'C-' or better in all major related coursework.
- Current First Aid/CPR certification. A current copy of CPR/First Aid card must be in ATS file in the Program Director's office each year.
- Abide by published ATP policies.

Any change in status will result in a written letter/contract, a copy of which must be signed and placed in the student's file. Any requirements spelled out in the contract must be satisfied in one semester.

Failure to satisfy or maintain these requirements will result in probationary standing until the deficiencies are satisfied within one semester or the next course offering after being placed on probationary status. Failure to fulfill this requirement will result in loss of program standing, requiring the student to reapply to the program.

National Athletic Trainer's Association (NATA) membership is required for all Athletic Training students. Benefits of membership include the Journal of Athletic Training and NATA News subscription, eligibility for scholarships and discounts for professional meetings, including the national convention. Membership forms are available online at [www.nata.org](http://www.nata.org).

# Emergency Medical Services and Management (EMSM)

## Bachelor of Science

Emergency Medical Services includes paramedics, advanced emergency medical technicians, emergency medical technicians, and emergency medical responders who collaborate with physicians to optimize acute care of the sick and injured. Emergency medicine encompasses the prevention, treatment, and transport of the sick and injured. This program includes formal instruction in areas such as injury/illness prevention, assessment of injury/illness, and the management of incidents and Emergency Medical Services. Classroom learning is enhanced through clinical educational experiences with the opportunity to become an Emergency Medical Technician after successful completion of specific courses.

In this program you will participate in scenario based simulations that will provide exceptional training and require use of management and medical skills. The program is designed for the students to have a unique opportunity to learn in an interdisciplinary environment that will prepare the student to integrate care with other health care professionals. The EMSM program will prepare the student for diverse careers in emergency medical services and relevant allied health areas, engage and prepare the student in management and leadership opportunities in a variety of settings, provide students with clinical and practical experience within their scope of practice, and prepare students for delivery of patient centered care across life spans and diverse cultures. With a strong foundation in human biological sciences and evidence based paramedic care, students will be able to understand pathophysiology of diseases.

### EMSM Requirements:

- General Core Curriculum
- Bachelor of Science Requirements
- Pre-EMSM Requirements
- Major Requirements
- Program Policies

**Total Credit Hours | 122**

### General Core Curriculum Requirements

Creative	14 Credit Hours
Written and Oral Communication	6 credit hours
Lifetime Wellness	2 credit hours
Fine Arts	3 credit hours
Literature	3 credit hours

Critical	15–17 Credit Hours
Quantitative	3-5 credit hours
History	3 credit hours
Natural Science	3 credit hours

Collaborative	9 Credit Hours
CLA 199 First Year Seminar - Self and the Environment	3 credit hours
CLA 299 Sophomore Seminar - Career and Life Planning	3 credit hours
CLA 399 Junior Seminar - Global Citizenship and Ethics	3 credit hours
CLA 499 Senior Research Seminar	0 credit hours

## Bachelor of Science Requirements

6-8 additional hours in math or science, not duplicating core coursework, taken from:

Prefix	Course Number
BIO	101, 102, 105, 114, 115, 121, 122
CHM	101, 111
MAT	111, 112, 116, 117, 215, 220, 227
PHY	101, 111, 112
SCI	211

## Pre-EMSM Requirements

If not taken as part of the core or the BS Degree Requirements, students are required to take the following courses:

Class Name	Credit Hours
BIO 105 Medical Terminology	3 credit hours
BIO 255 Nutrition, Health and Wellness	3 credit hours
BIO 271 Human Anatomy/Physiology I	4 credit hours
BIO 272 Human Anatomy/Physiology II	4 credit hours
CHM 111 General Chemistry I	4 credit hours
MAT 112 College Algebra	3 credit hours
PSY 201 Human Growth and Development	3 credit hours
REL 225 Issues in Ethics	3 credit hours
SOC 236 Principles of Sociology	3 credit hours

## Major Requirements | 66 Credit Hours

Class Name	Credit Hours
EMS 250 Intro to Basic EMT	4 credit hours
EMS 251 Medical and Trauma EMT Basic	4 credit hours
EMS 252 Airway Management for EMT Basic	2 credit hours
EMS 253 Clinical Practicum for EMT Basic	1 credit hour
EMS 260 Emergency Vehicles and EMS Communications	2 credit hours
EMS 261 Rescue Scene Management	2 credit hours
EMS 300 Intro to EMS	1 credit hour

Class Name	Credit Hours
EMS 301 Pharmacology	4 credit hours
EMS 302 Advanced Airway Management	2 credit hours
EMS 303 Cardiology 1	2 credit hours
EMS 305 EMS Clinical Practicum 1	3 credit hours
EMS 321 Trauma Emergencies	2 credit hours
EMS 322 Cardiology II	3 credit hour
EMS 323 Medical Emergencies	4 credit hours
EMS 324 Patients with Special Challenges	2 credit hour
EMS 325 EMS Clinical Practicum 2	3 credit hours
EMS 331 Life Span Emergencies	3 credit hours
EMS 335 Clinical Practicum 3	3 credit hours
EMS 336 Clinical Practicum 4	4 credit hours
EMS 448 Comprehensive Review and Exams	2 credit hours
EMS 499 EMS Capstone	1 credit hour
EMS 460 EMS Finance and Managed Healthcare	3 credit hours
EMS 461 EMS Administration	3 credit hours
EMS 462 Law and Legal Issues	3 credit hours
EMS 468 EMSM Senior Research	3 credit hours

## Program Policies

### Admission to the Program

Students who are accepted to Lees-McRae College and select the EMSM program as their major are not automatically accepted into the EMSM program. Additional requirements must be met during the sophomore year for entry into the program. Requirements for entering the EMSM program include:

- Minimum of 2.5 GPA earned in your freshman and sophomore years.
- Earned grades of "C+" or better in all college-level science and math courses
- Letter of intent
- Three letters of recommendation prior to the beginning EMS 300-level courses
- Interview

### Associated Costs

The EMSM program makes every effort to keep additional costs to the students to a minimum. However, there are certain costs that students should expect. These may include:

- Criminal background checks
- Drug testing
- Liability Insurance
- Immunizations
- Transportation
- Uniform requirements not included in course fee

**Transfer Student Policy**

A transfer student with sufficient core requirements and/or their EMT-B certificate may be admitted to the Lees-McRae College EMSM program on a case-by-case basis at the discretion of the Director of the EMSM program.

**Retention Policy**

Once a student is formally accepted into the EMSM program, they must maintain the following:

- Minimum GPA of 2.6 on a 4.0 scale.
- A grade of C+ or better in all major coursework.
- Current American Heart Health Care Provider CPR certification. A current copy of CPR card must be on file in the Director's office each year.

Abide by published EMSM program policies

# Emergency Medical Services and Management (EMSM)

## Minor

The emergency medical services and management minor requires 19 credit hours beyond core curriculum and degree requirements and includes the following:

### Required Classes | 19 Credit Hours

Class Name	Credit Hours
BIO 105 Medical Terminology	3 credit hours
EMS 250 Intro to Basic EMT	4 credit hours
EMS 251 Medical and Trauma EMT Basic	4 credit hours
EMS 252 Airway Management for EMT Basic	2 credit hours
EMS 253 Clinical Practicum for EMT Basic	1 credit hour
EMS 260 Emergency Vehicles and EMS Communications	2 credit hours
EMS 462 Law and Legal Issues	3 credit hours

# Pre-licensure Nursing

## Bachelor of Science

Baccalaureate preparation in nursing is the basic educational level for entry into the professional nursing practice. This foundational education includes both academic and professional nursing courses that support the provision of patient-centered, safe, quality care in a variety of settings. Cornerstones of this program include patient-centered care, interdisciplinary collaboration, evidence-based practice, quality improvement, safety, informatics, patient education, professionalism, leadership, and systems-based practice.

Baccalaureate nursing education builds upon knowledge acquired from the humanities and biological, physical, social and behavioral sciences. By engaging in state-of-the-art technologies, high-fidelity simulation, and other advanced teaching strategies, the graduate is prepared to care for individuals, communities, and populations of all ages. The integration of principles of nursing research, leadership and management also assist the graduate to function as an informed member of an interdisciplinary healthcare team. Graduates of the program are eligible to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN) to become a registered nurse (RN).

This program is approved by the North Carolina Board of Nursing and is accredited by the Commission on Collegiate Nursing Education (CCNE).

The goals of the baccalaureate nursing program are to:

1. Deliver exceptional academic programs
  - Recruit high-quality students, including students from under-represented groups
  - Promote student engagement and success through personalized advising, mentoring and career guidance with special focus on retention
  - Support innovative teaching methods to engage students and reward excellence
  - Continuous quality improvement of the curriculum to meet the demands of practice
  - Provide the foundation for graduate education
2. Incorporate the collaborative core of foundational knowledge into the nursing curriculum
  - Continue to facilitate excellence in oral and written communication
  - Integrate knowledge from the arts, humanities, social and natural sciences into the nursing curriculum
  - Enhance the core curriculum based on trended data and outcomes
3. Foster an environment of cooperative and experiential learning
  - Prepare students to deliver high-quality, safe, evidence-based, patient-centered care
  - Provide students with high-impact, high-quality, interdisciplinary collaborative clinical experiences
  - Integrate informatics and leadership throughout the curriculum
  - Work with collaborative disciplines in the delivery of professional care
4. Provide global and community engagement opportunities
  - Facilitate student involvement with health promotion, maintenance and initiatives
  - Explore international health delivery opportunities
  - Participate in patient and community educational outreach programs locally, regionally, and nationally
  - Instill service learning opportunities into the nursing curriculum
  - Mentor students to be socially responsible, culturally aware advocates
5. Enhance scholarship activities
  - Improve financial assistance for students

- Participate in evidence-based, interdisciplinary research
- Form regional healthcare partnerships
- Promote and provide continuing education opportunities to local healthcare providers

6. Support personal and professional development

- Instill an appreciation for life-long learning, scholarship, and service that promotes personal and professional growth
- Provide a curriculum that fosters leadership, professionalism, and ethics
- Engage with our healthcare partners in the evaluation of quality improvement initiatives that promote the delivery of safe and effective care
- Provide students the opportunity to understand the impact of healthcare law, economics, and policy
- Offer continuing education opportunities locally, regionally, and nationally

## Nursing Requirements:

- General Core Curriculum
- Bachelor of Science Requirements
- Pre-Nursing Requirements
- Admission to Program
- Major Requirements
- Adherence to Program Policies

## Total Credit Hours | 127

### General Core Curriculum Requirements

Creative	14 Credit Hours
Written and Oral Communication	6 credit hours
Lifetime Wellness	2 credit hours
Fine Arts	3 credit hours
Literature	3 credit hours

Critical	15–17 Credit Hours
Quantitative	3–5 credit hours
History	3 credit hours
Natural Science	3 credit hours
Social Science	3 credit hours
Religion	3 credit hours

Collaborative	9 Credit Hours
CLA 199 First Year Seminar - Self and the Environment	3 credit hours
CLA 299 Sophomore Seminar - Career and Life Planning	3 credit hours
CLA 399 Junior Seminar - Global Citizenship and Ethics	3 credit hours

Collaborative	9 Credit Hours
CLA 499 Senior Research Seminar	0 credit hours

## Bachelor of Science Requirements

6-8 additional hours in math or science, not duplicating core coursework, taken from:

Prefix	Course Number
BIO	101, 102, 105, 114, 115, 121, 122
CHM	101, 111
MAT	111, 112, 116, 117, 215, 220, 227
PHY	101, 111, 112
SCI	211

## Pre-Nursing Requirements | 65 Credit Hours

Class Name	Credit Hours	Semester
<b>Freshman Year</b>		
RHE 101 Rhetoric and Composition I	3 credit hours	Fall
ART/THEA/COM XXX Core	3 credit hours	Fall
MAT 112 College Algebra	3 credit hours	Fall
BIO 114 Intro to Biology for Majors I	3 credit hours	Fall
CLA 199 Self and the Environment	3 credit hours	Fall
Wellness Class	1-2 credit hours	Fall
RHE 102 Rhetoric and Composition II	3 credit hours	Spring
REL 225 Issues in Ethics	3 credit hours	Spring
BIO 115 Intro to Biology for Majors II	3 credit hours	Spring
BIO 113 Lab Investigations/Biology	3 credit hours	Spring
SOC 236 Principles of Sociology	3 credit hours	Spring
HIS XXX Core	3 credit hours	Spring
<b>Sophomore Year</b>		
BIO 271 Human Anatomy/Physiology I	4 credit hours	Fall
BIO 214 Microbiology for Nursing	3 credit hours	Fall
CHM 111 General Chemistry I	4 credit hours	Fall
CLA 299 Career and Life Planning	3 credit hours	Fall
Wellness Class	1-2 credit hours	Fall
BIO 272 Human Anatomy/Physiology II	4 credit hours	Spring
PSY 201 Human Growth and Development	3 credit hours	Spring
HWS 255 Nutrition, Health and Wellness	3 credit hours	Spring
LIT XXX Core	3 credit hours	Spring

Class Name	Credit Hours	Semester
MAT 215 Statistics	3 credit hours	Spring

## Major Requirements | 59 Credit Hours

Class Name	Credit Hours	Semester
<b>Summer (Between Sophomore and Junior Year)</b>		
HWS 300 Pathophysiology	3 credit hours	Summer
<b>Junior Year</b>		
NUR 201 Intro to Professional Nursing	2 credit hours	Fall
NUR 202 Bio & Pharm Basis of Disease	4 credit hours	Fall
NUR 212 Health and Wellness Assess/Life + Lab	5 credit hours	Fall
NUR 220 Pt. Ctr. Care/Foundations + Clinical	5 credit hours	Fall
NUR 312 Pt. Ctr Care/Intermediate + Clinical	5 credit hours	Spring
NUR 330 Gerontological Nursing	3 credit hours	Spring
NUR 340 Psychosocial Nursing	3 credit hours	Spring
<b>Summer (Between Junior and Senior Year)</b>		
NUR 342 Nursing Inq, Info and Tech.	3 credit hours	Summer
<b>Senior Year</b>		
NUR 350 Family-Centered Care + Clinical	5 credit hours	Fall
NUR 352 Evidence-Based Practice/Research	3 credit hours	Fall
NUR 401 Leadership and Management	3 credit hours	Fall
NUR 406 Community & Population-Centered Care + Clinical	5 credit hours	Fall
NUR 420 Pt. Ctr. Care/Advanced + Clinical	6 credit hours	Spring
NUR 450 Transition into Professional Nursing	3 credit hours	Spring
NUR 456 Comprehensive Professional Review	2 credit hours	Spring
NUR 499 Professional Nursing Capstone	2 credit hours	Spring

### Admission to the Program

Students may apply to the May School of Nursing in the spring of the sophomore year. The application process is competitive and admission to the program will depend on the number of seats available for the upcoming academic year. The following are the eligibility standards for application:

- Acceptance to Lees-McRae College
- Cumulative GPA of 3.0 or greater
- "B-" or higher earned in courses designated as BIO, MAT, CHM or HWS
- Official review of courses completed and permission to apply for acceptance to the May School of Nursing by the Director of Nursing, academic advisor, or designee.
- Letter of Intent

Formulate a one-page letter of intent outlining why you feel you are a good candidate for acceptance into the nursing program at the May School of Nursing and Health Sciences

- Three Letters of Reference
  - Peer – One letter of reference from a peer addressing why they feel you would be a good candidate for nursing school. Specific attention should be paid to your ability to lead and mentor.
  - Professional – One letter of reference from a professional in the healthcare field addressing why they feel you would be a good candidate to enter the healthcare profession.
  - Professor – One letter of reference from a professor addressing your academic abilities and characteristics that would assist you in successful completion of nursing school and the professional licensing examination.
- Unofficial Transcripts
 

Please include transcripts from all colleges attended as well as Lees-McRae
- Panel Interview
 

Panel interviews will be scheduled after the deadline

*Students will be notified of their acceptance within two weeks of completing the panel interview. Due to space limitations, meeting the minimum requirements does not guarantee admission to the program. Objective values have been assigned to each admission criteria. Those students with the highest cumulative scores will have priority admission.*

#### **Participation in Athletics:**

Many students interested in the nursing program are athletes. The May School of Nursing does allow student athletes to be accepted into the program. Our faculty will work with the students to help them succeed. However, the students must realize and accept the high demands of a program that requires clinical education as part of the training. The nursing program is very academically rigorous and will require a substantial balance to ensure success.

#### **Specific Program Policies:**

Please see the May School of Nursing BSN Student Handbook for specific program policies, which include but are not limited to:

- Vision, mission, purpose, goals
- Program outcomes
- Professional documents
- Academic policies
- Clinical/Fieldwork
- Immunization records
- Learning resources
- Program fees
- Application guidelines
- Scholarship information

#### **Program Outcomes**

1. Provides culturally sensitive care that is based on patients' physiological, psychological, sociological, spiritual, and cultural needs, preferences, and values.

2. Delivers patient care in partnership with multidisciplinary members of the health care team, to achieve continuity of care, and positive patient outcomes.
3. Incorporate current knowledge from research and other credible sources, upon which clinical judgment and patient care is based.
4. Develop and implement plans to improve health care services to better meet the needs of patients.
5. Promote quality care and maintain secure environments for patients self, and others
6. Utilize information technology to support clinical decision making and scientifically based nursing practice.
7. Provide health-related education to patients that will facilitate their acquisition of new knowledge and skills, adopt new behaviors, and modify attitudes.
8. Demonstrates accountable and responsible behavior that incorporates legal and ethical principles and complies with the standards of nursing practice.
9. Integrates leadership skills that directs and influences others in the provision of individualized, safe, quality patient care.
10. Delivers health care within interrelated microsystems that exist in the larger system or organization.

# Distance Learning

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# Distance Learning Academic Calendar

## Fall 2017

Date(s)	Day(s) of Week	Details
<b>Fall I</b>		
August 14	Monday	First Day of Class
August 17 at 5 p.m.	Thursday	End of Schedule Adjustment
September 20	Wednesday	Last Day to Withdraw from a Fall I Class
October 8	Sunday	Last Day of Class
October 13 at 5 p.m.	Friday	Final Grades Due
<b>Fall II</b>		
October 9	Monday	First Day of Class
November 8	Wednesday	Last Day to Withdraw from a Fall II Class
December 3	Sunday	Last Day of Class
December 7	Thursday	Fall Semester Ends
December 13 at 5 p.m.	Wednesday	Final Grades Due

## Spring 2018

Date(s)	Day(s) of Week	Details
<b>Spring I</b>		
January 8	Monday	First Day of Class
January 11 at 5 p.m.	Thursday	End of Schedule Adjustment
February 7	Wednesday	Last Day to Withdraw from a Spring I Class
March 4	Sunday	Last Day of Class
March 9 at 5 p.m.	Friday	Final Grades Due
<b>Spring II</b>		
March 5	Monday	First Day of Class
April 4	Wednesday	Last Day to Withdraw from a Spring II Class
April 29	Sunday	Last Day of Class
May 2	Wednesday	Spring Semester Ends
May 3 at 11 a.m.	Thursday	Final Grades Due for Graduating Seniors
May 4	Friday	Baccalaureate
May 5	Saturday	Commencement
May 9 at 12 p.m.	Wednesday	Final Grades Due

## Summer 2018

Date(s)	Day(s) of Week	Details
<b>Summer I</b>		
May 14	Monday	First Day of Class
May 17	Thursday	End of Schedule Adjustment
May 18	Friday	Last Day to Withdraw from a Summer I Class
June 14	Thursday	Last Day of Class
June 22 at 5 p.m.	Friday	Final Grades Due
<b>Summer II</b>		
June 18	Monday	First Day of Class
June 21	Thursday	End of Schedule Adjustment
June 22	Friday	Last Day to Withdraw from a Summer II Class
July 19	Thursday	Last Day of Class
July 27 at 5 p.m.	Friday	Final Grades Due

**Please note: Summer Term III begins May 14 and ends August 10.**

Refer to the Summer Registration Form for specific withdrawal deadlines.

# Admissions

Applicants for a distance learning program should demonstrate the following:

- Associate degree or equivalent from an accredited institution, OR 60 semester/90 quarter hours or better of transfer credit with a grade of “C” or better in all transferred coursework. A grade of “D” will only be transferable if it is part of an earned Associates Degree.
- Completion of specific prerequisite coursework as outlined by a specific program of study.
- Personal characteristics, motivation, and integrity.
- Leadership ability as demonstrated by participation in work, community, or religious organizations.

Please contact the respective program coordinator for information on submitting a Life Experience application. The deadline for submitting a Life Experience application is March 1 of the student’s junior year at Lees-McRae College.

## Admissions Procedures

The following guidelines address admissions procedures to all Lees-McRae distance learning programs. Please address all questions concerning distance learning program admissions to the appropriate regional coordinator.

### Deadlines

Applicants will apply and pay a \$35 non-refundable application fee online, and provide the regional coordinator with official transcripts from all post-secondary institutions attended. Students may be fully accepted or accepted with stated conditions.

The deadline for fall semester admission is August 1. The deadline for spring semester admission is January 3. All application materials, including transcripts and other required documents (vary by program) must be submitted to the Associate Provost of Distance Learning.

Students who have been accepted into a distance learning program must submit a deposit of \$100.00 by August 1 for fall applicants and January 3 for spring applicants. This is not an additional fee; it is counted toward the student’s tuition payment. Students are not eligible for enrollment until this deposit is made. This deposit is refundable upon written request prior to July 15.

All financial aid and loan applications must be completed by August 1 for fall applicants, and January 3 for spring applicants. Students whose financial aid packages are not complete by this deadline will be expected to provide full payment on the evening of orientation/registration.

### Re-admission

Any student who fails to enroll for any given term must apply for readmission to be reinstated to a distance learning program. An application for readmission should be filed with the regional coordinator at least two weeks prior to the opening of the term in which a student wishes to resume studies. There is no fee for application for readmission.

# Academic Policies

## Conduct Policy

### Extended Campus

All students have the right to learn without interference from others. Faculty members have the authority to protect this right by creating and maintaining an environment that is conducive to learning. Towards this end, Lees-McRae College has developed the following Code of Classroom Conduct for Extended Campus and Online Learning students.

Classroom misconduct is any behavior which disrupts or interferes with the learning experience. Students are required and expected to conduct themselves in a mature and considerate manner. Students should conduct and express themselves in a way that is respectful to all individuals. This includes respecting the rights of others to comment and participate fully in class.

It is important that students are respectful towards instructors and fellow classmates, and that their behaviors not interfere with nor disrupt class activities. Therefore, students are expected to adhere to the following rules when attending class through Lees-McRae College Extended Campus sites:

- 1. Absences** Inform the instructor in advance if you know you are going to miss class. Also, take responsibility for getting missed assignments from other students. Do not expect that you will be allowed to make up work, quizzes or tests (announced or unannounced), after an absence. Instructors are not responsible for re-teaching the material you missed because of absence.
- 2. Attendance** You are expected to be in class the entire class time. Do not enter late or leave early. Rare exceptions may be excused, particularly under emergency circumstances, but you should be prepared to explain your tardiness to the instructor after class. Likewise, the need to leave early should be explained to the instructor before class.
- 3. Attitude** You are expected to maintain a civil attitude in class. You may not use inappropriate or offensive commentary or body language to show your attitude regarding the course, the instructor, assignments, or fellow students.
- 4. Cell phones, pagers, and two-way radios** You may not receive or send telephone calls, text messages, or pages during class. You are responsible for turning off cell phones, pagers, two-way radios, and other personal communications devices upon entering class.
- 5. Laptop and tablet computers** are allowed for (quiet) note taking only: i.e., other activities such as checking personal e-mail or browsing the Internet are prohibited.
- 6. Conversation** Do not carry on side conversations in class.
- 7. Food, Drink, and Tobacco** You may not have food or drink in class. You may not use tobacco of any form on campus.
- 8. Guests** You may not bring unregistered friends or children to class.
- 9. Internet** In classes where internet access is provided, you may use the internet for valid, academic purposes only. You may not use it for open access to other non-academic sites, which are unrelated to the course.
- 10. Other Activities** You may not work on other activities while in class. This includes homework for other courses or other personal activities.
- 11. Personal Business** You may need to transact personal business with the instructor, asking him or her to sign forms. Plan to do this before instruction begins or after class.
- 12. Sleep** Do not sleep in class.
- 13. Courtesy** Students should address faculty as "Professor" or "Dr." Calling faculty by their first names is not appropriate.

NOTE: Individual instructors may have additional requests regarding classroom behavior. Please adhere to those as well.

## Online

All students have the right to learn without interference from others. Faculty members have the authority to protect this right by creating and maintaining an environment that is conducive to learning. Towards this end, Lees-McRae College has developed the following Code of Classroom Conduct for Extended Campus and Online Learning students.

Classroom misconduct is any behavior which disrupts or interferes with the learning experience. Students are required and expected to conduct themselves in a mature and considerate manner. Students should conduct and express themselves in a way that is respectful to all individuals. This includes respecting the rights of others to comment and participate fully in class.

### Examples of Classroom Misconduct

Includes, but is not limited to, the following:

Engaging in behavior that disrupts or interferes with the learning experience such as: using offensive language, creating distractions or disturbances, posts unrelated to topics that are disruptive or defamatory to the College or peers are all considered disruptive behavior to the learning process.

Students have the right to express themselves and participate freely in an online class. However, they are expected to treat each other and the instructor with courtesy and respect. Offensive or inappropriate language is not to be used in any form of communication e.g., emails, discussion postings, chat rooms, group projects, submitted assignments, etc. Students are allowed to disagree with each other or the instructor but must do so in a civil manner.

The discussion area of the course is reserved for postings related to course work only. Postings of a personal or nonacademic nature are not permitted and may be removed by the instructor should they appear. Grades and personal issues should be handled by private email to the instructor or appropriate entity.

Emails to the instructor that are considered offensive or inappropriate will be sent back to the writer with a request to rewrite and resubmit. If the emails continue to be unacceptable, the student will be referred to the Associate Provost of Distance Learning. If students receive inappropriate emails from others in the class they should notify the instructor and appropriate action will be taken.

## Incomplete Grade Policy

The grade of "Incomplete" ("I") is entered only when legitimate circumstances warrant, (such as injury requiring hospitalization, a death in the student's immediate family, or an inability to complete course work due to military service), and only for grades not given for a "final paper," a final course project, or a final exam. **In all instances timely documentation verifying the need for the request must be submitted prior to the "I" grade being entered.** The grade of "I" will be recorded on the student's transcript and will remain until the faculty member awarding this grade makes the appropriate grade change or until the time specified on the "I" contract expires. **The length of time an "I" grade may remain "open" is the end of the bi-term immediately following the student's current bi-term, unless an exemption is granted by the Provost or designee extending this time, with the maximum allowable time for conversion from an "I" grade being one calendar year from the date the "Incomplete" contract is signed by the student.** Each submitted "Incomplete" grade request must be accompanied by a valid contract. This contract will indicate all of the necessary steps to be taken by the student for the instructor to be able to satisfactorily change the grade of "I" to a standard quality grade. At the end of the described time period the grade of "I" will change to the grade of "F" if the student has not completed the specifically designated remaining course requirement(s) as specified by the instructor.

## Module Course Withdrawal Policy

A module is any class that does not span the full length of the semester or term. Module programs are designed to allow for degree completion in two years. In some programs, summer session is also required. It is imperative that students successfully complete all classes each semester in order to graduate on time.

In the module setting, students enroll in two three credit hour classes for each of the eight weeks within a 16 week semester. Financial aid is awarded for the entire 16 week payment period. For all programs or classes offered in modules, a student will be considered to have withdrawn if he/she did not complete all of the days in which he/she

was scheduled for the payment period. Students may be considered to have withdrawn, even if a module course is completed. Financial aid will be adjusted accordingly. Grades will be determined according to withdrawal guidelines of the College.

## **Technology Policy**

Technological standards are constantly changing. As a result, students must take responsibility for ensuring they have the hardware and software they need to interact with the Sakai website and to complete course assignments. This will include, but is not limited to: computer access, internet connectivity, up-to-date web browsing software and Microsoft Office Suite software.

# Financial Information

## Fees and Expenses

Enrollment at Lees-McRae College constitutes a contract binding the student for the stated charges for the semester. This arrangement is necessary since the College contracts for faculty and other supporting commitments for the entire year based upon the enrollment at the beginning of the fall semester. A refund policy has been adopted to partially reimburse students for unexpected withdrawals and also permit the College to maintain its contractual commitments. Non-refundable fees include a \$35 Application Fee and a \$150 Graduation Fee.

Listed below are the tuition costs for distance learning programs:

Item	Cost
<b>Tuition</b>	\$330 per credit hour
<b>Technology Fee</b>	\$35 per course
<b>Flat-rate Textbook Rental Fee</b>	\$295 per semester for full-time students (12+ credit hours)

### Additional Course Fees

EDU 491: \$155

NUR 305: \$130

Course fees will be billed during the semester that you are registered for the course. Elementary Education majors will also need to pay \$25-30 dues for membership in a professional organization and \$69 for a two-year enrollment in Taskstream. An additional cost is the registration fee for Praxis CORE, currently \$150 for all three sections (or \$90 per test section), and Pearson, currently \$278 for all three sections (which covers the Elementary Education license for K-6 EDU graduates). Any additional special licensures required for a specific major degree (i.e. Special Education, B-K) will require additional test fees.

## Student Accounts Policy

Payment of tuition and fees becomes an obligation of the student at the time of registration. All students have a financial clearance deadline prior to the start of each term. Gaining financial clearance requires payment in full (with the exception of pending financial aid) or having a current monthly payment contract with Higher Education Services (HES).

Students who do not meet the financial clearance deadline will have classes canceled and residence hall and meal access disabled.

### Financial Clearance Deadlines

- Fall Term: First Friday in August
- Spring Term: First Friday in January
- Summer Term: First day of classes for each session

1. The College makes use of paperless billing for student accounts. Students may access their account through WebAdvisor. Parents/guardians may access a student account through the Proxy Access features within Colleague Self-Service. Under FERPA requirements, students choosing to grant access to others must initiate these approvals.
2. The options for making payment and financial clearance include:
  - a. Electronically through WebAdvisor
  - b. By mail to:  
Lees-McRae College  
Attn: Student Accounts

P.O. Box 128  
Banner Elk, NC 28604

- c. In person at the Business Affairs office during normal business hours
  - d. By wire transfer - information is available upon request
  - e. Through current contract with HES (Higher Education Service) monthly payment plans –
    - Contact HES at 800.422.0010 or [highereducationservices.org](http://highereducationservices.org)
    - Payments are made to HES, not Lees-McRae College
3. All students who have not gained financial clearance by the term due date will be dismissed from the College. Dismissal includes:
- a. canceled classes (with no guarantee of placement into the same classes if payment is later received)
  - b. residence hall access disabled
  - c. dining hall access disabled
4. The last day to add/drop classes is 5 p.m. on Thursday the first week of the term. If changes are made to registration or housing status after the semester due date and these changes result in a balance due, payment is due at the time the change occurs.
5. Registering for classes for the next term:
- a. Students with a balance on their account will not be placed on financial hold during the term and will be able to register for classes for the next term.
  - b. Any student who has registered for spring term and has a fall term balance on their account as of December 20 will have their spring term classes dropped (with no guarantee of placement into the same classes if payment is later received).
    - Fall term charges (i.e. residence hall damage fees, unreturned books, parking tickets, etc.) added to a student account after December 20, will be due when the spring term balance is due (first Friday in January).
  - c. Any student who has registered for summer and/or fall term and has a balance on their account as of May 1 will have their summer and/or fall term classes dropped (with no guarantee of placement into the same classes if payment is later received).
    - Spring term charges (i.e. residence hall damage fees, unreturned books, parking tickets, etc.) added to a student account after May 1 will be due in full by July 1 or fall term classes will be dropped (with no guarantee of placement into the same classes if payment is later received).
  - d. Any student who has registered for summer term and does not make satisfactory payment by the first day of the term will have their classes dropped.

## Payment Plans

For convenience, students and families can pay their semester expenses on a monthly basis as an alternative to traditional lump sum payments. This service is provided through Higher Education Services, Inc. (HES).

## Refund Policies

Enrollment in the College constitutes a contract binding the student and parents for the stated charges for the semester. A refund policy has been adopted to partially reimburse students for unexpected withdrawals and also permit the College to maintain its contractual commitments to faculty and supporting services.

If written notification of a decision not to enroll is received by the Business Affairs Office prior to the first day of classes,

all paid fees (exclusive of the enrollment deposit) are completely refunded. Thereafter, tuition and general fees are refunded on a prorated basis during the first four weeks of the term. Any part of a week is considered a full week.

### **Prorated Refund Percentages**

1st Week of the Term: 80%  
2nd Week of the Term: 60%  
3rd Week of the Term: 40%  
4th Week of the Term: 20%

No refund will be made if a student withdraws after the fourth week. No part of the room fee is refundable. Refunds for the cost of meals are prorated upon withdrawal.

### **For Reservists Called to Active Duty**

Student reservists called to active duty may receive refunds if their active duty reporting date falls within an academic term for which fees have been paid. A request for a refund together with a copy of the reservist's orders should be submitted to the Student Financial Services Office before the reservist withdraws from the College.

Tuition will be completely refunded if academic credit is not awarded and the student must re-enroll as a returning student to resume course work. Room and board fees will be prorated from the start of the term to the date of withdrawal. Refunds are computed net of scholarships.

### **Release of Official College Records**

All accounts must be completely cleared with the Student Financial Services Office one week prior to final examinations. Any student who has not cleared his/her account, is in default of any Title IV Funds or owes a refund on any Title IV Funds, will not receive his/her semester grades, official transcripts, diploma or any other official record(s) from the College until all financial matters are cleared and the student account is paid in full.

### **Satisfactory Academic Progress (SAP) Policy for Financial Aid**

The Office of Financial Aid is required by federal regulations to determine whether a student is enrolled in a degree-seeking program and is meeting satisfactory academic progress requirements. The student's official academic record maintained by the Office of the Registrar is reviewed to determine student compliance with this policy. Satisfactory academic progress for ECOL students is reviewed at the end of the each semester.

Satisfactory Academic Progress is measured by three standards:

#### **Qualitative Standard - Grade Point Average (GPA)**

Students must maintain the following minimum cumulative grade point average on all attempted hours:

Hours Attempted (including any transfer hours attempted)	Minimum GPA Required
60-89 (includes all transfer hours)	2.0
90 and above	2.0

#### **Quantitative Standard-PACE**

To remain in good academic standing and retain eligibility for financial aid, students must also be making satisfactory academic progress toward the completion of a degree. Students must successfully complete 85% of the total credit hours attempted. In order to complete the program of study in the prescribed timeframe, students must successfully complete all courses each semester.

To earn credit hours at Lees-McRae College, students must receive a grade of A, B, C, D, or M. All other grades, including F, XF, I, W, or N, do not earn credit. These grades are included in the total hours attempted calculation.

Accepted transfer credits count as both attempted and earned hours.

All repeated courses effect financial aid satisfactory academic progress calculations. A repeated course along with the original attempt must be counted as attempted hours.

### **Maximum Time Frame**

A student must complete the declared academic program within 150% of the published length of the program to maintain aid eligibility.

### **Academic Progress Evaluation Procedures:**

Satisfactory academic progress for distance learning students is reviewed at the end of each semester. Students not making Satisfactory Academic Progress for financial aid will receive a letter from the Office of Financial Aid stating that they are no longer eligible to receive aid from any federal, state, or institutional program. At this point, students have the following three options:

1. Attend Lees-McRae College with no financial aid at their own expense until they have met the minimum SAP requirements.
2. Submit a Lees-McRae College Satisfactory Academic Progress Appeal form and all required supporting documentation. Additional information on the Appeal Process is provided below.

### **Appeal Process**

Students may appeal for one additional semester of financial assistance if they feel there are special circumstances that prevented them from meeting the minimum standards for Satisfactory Academic Progress. Students must complete and submit the LMC Satisfactory Academic Progress Appeal Form along with a typed statement describing the reasons and circumstances that caused them to fail to meet the minimum required standards. Students must also provide a statement outlining the specific steps that they intend to take in the next semester to improve their academic performance.

The completed form, two written statements, along with any supporting documentation must be submitted to the LMC Office of Financial Aid and will be reviewed by the LMC Scholarship and Financial Aid Committee. Circumstances may include, but are not limited to serious illness or injury, death of a family member, or an emotional or mental health issue (for student) that required professional care. SAP appeals must be submitted to the LMC Office of Financial Aid within 3 weeks after the end of each respective semester.

Submitted appeals will be reviewed by the Committee within two weeks of receipt of the appeal. Students will be notified in writing of the Committee's decision. If the appeal is approved, the decision notification will outline the conditions of your financial aid reinstatement. Students who have an academic progress appeal approved will be placed on financial aid probation status for the subsequent semester. Academic progress will be reviewed at the end of the enrollment period specified. If the appeal is denied, the notification will specify the conditions and recommendations for future consideration for financial aid eligibility. The decision of the LMC Scholarship and Financial Aid Committee is final and cannot be appealed.

The above Standards of Satisfactory Academic Progress are not designed to replace the standards that the College uses for Academic Dismissal/Probation. It is possible for a student to lose financial aid eligibility without losing status as a degree candidate. However, once a student loses status as a degree candidate, he or she will also lose eligibility for financial aid.

# Academic Advising

The regional coordinators serve as academic advisors for all distance learning students with the exception of nursing students. The advisor works closely with the student in advising and assisting in arranging the student's academic schedule or answering procedural questions about registration, Drop/Add, and withdrawal from classes. However, the student is responsible for hours carried, courses selected, and meeting all program, curriculum, and graduation requirements.

# Inclement Weather Policy

In the event of ice, snow, or other harsh weather it may be necessary to cancel extended campus classes. The first factor is to always consider the safety of faculty and students and you are asked to exercise all due care, caution and judgment to determine if travel to the extended campus site is safe. Beyond personal safety, the weather conditions at the extended campus sites will be the major factor determining whether or not Lees-McRae College's classes are held. If the classes are on a community college campus, and that school has cancelled classes, Lees-McRae College's classes will not be held until the community college resumes operations.

Each faculty member will be responsible for checking with the extended campus regional coordinator when making a determination about holding classes during inclement weather. Program coordinators should contact community colleges to determine the status of their operations. Students are responsible for checking their respective extended site to determine the status of operations. Students are also responsible for checking their Lees-McRae email and Sakai site(s) for messages from their instructors indicating class cancellations. Faculty reserve the right to hold classes online, so please refer to Sakai for updates and announcements.

In the event of severe weather in the Banner Elk area that prevents Lees-McRae faculty from traveling, but does not affect extended campus sites, program coordinators and/or faculty can contact the switchboard operators at community college sites notifying them of cancellations. Community college contact personnel can also be notified to post signs on classroom doors. Faculty members should make every effort to contact students via email, telephone or Sakai when cancellations are due to inclement weather in the Banner Elk area.

Regional coordinators, faculty, and students should be aware that community colleges may make separate announcements concerning the cancellations of day and evening classes. Therefore, it is best to call the college switchboards for the most detailed information since radio and television announcements may not differentiate between day and evening closings. Most community colleges will also post closings on their website. The contact number for Surry Community College is 336.386.8121.

# Requirements For Graduation

The following criteria must be met to be eligible for graduation:

- A minimum of 120 credit hours
- A minimum 2.0 GPA (2.5 GPA for RN to BSN and 2.7 GPA for Elementary Education)
- Completion of the General Education Core or fulfillment of the Independent Comprehensive Articulation Agreement upon admission
- Completion of the Degree Requirements for the appropriate degree
- Completion of 15 hours of Writing Intensive (WI) courses
- Completion of an approved major program of study
- A grade of "C" or better in all courses in the major program of study
- Completion at Lees-McRae College of at least one half of the credit hours required for the major program of study. In extreme cases of student schedule conflict, the Provost (in consultation with the appropriate Dean) may amend this policy on a case-by-case basis.
- Completion at Lees-McRae College of at least 32 of the last 40 credit hours. In extreme cases of student schedule conflict, the Provost (in consultation with the appropriate Dean) may amend this policy on a case-by-case basis.
- Completion of at least 30 credit hours at the 300- or 400-level

# Programs of Study

Every student is required to enroll in a prescribed program of study and pursue that curriculum through a sequence of courses leading to the baccalaureate degree. No deviation from the program of study will be permitted without written permission prior to course registration from the Registrar.

Lees-McRae College offers a variety of distance learning programs. The programs listed below are categorized according to the following codes: **BAAS** (Bachelor of Applied Arts and Sciences), **BS** (Bachelor of Science), **BSN** (Bachelor of Science in Nursing), **M** (Major), and **L** (Licensure).

Distance Learning Programs	Degree Type	Major/Minor/ Licensure
Criminal Justice	BAAS	M
Elementary Education	BS	M, L
Human Services	BAAS	M
RN to BSN	BSN	M

## Academic Program Nomenclature

**Major** | A coherent program of study that addresses identifiable learning outcomes. A major requires a minimum of 36 distinct credit hours, with no more than 18-20 overlapping credit hours.

**Double Major:** In cases where students are seeking a dual major from disciplines which both require either a senior capstone experience (omega project), an internship or both, students may elect to conduct a single omega project and/or single internship to meet the requirements for both majors. In such cases, it is the responsibility of the student to meet with Senior Research and Internship faculty from both majors to propose research and internship projects which will fulfill the requirements of both majors. Internship faculty from both majors must approve written research and internship projects in advance.

## Earning a Second Degree

Students who hold a baccalaureate degree from Lees-McRae College or another regionally accredited institution may earn a second degree at Lees-McRae College. Such students must be admitted through the regular admissions process, will be classified as seniors, and must meet all conditions found in the section titled Requirements for Graduation. The student must complete at least 30 hours of additional coursework with Lees-McRae College beyond the requirements of the first degree. Only these additional hours will be used to calculate graduation honors, although other policies pertaining to graduation honors apply (see the "Graduation Honors" section). Policies concerning a double-major apply to the second degree as if it were one half of a double-major.

# Surry Community College

Dobson, North Carolina

**Elementary Education**

# Elementary Education

## Bachelor of Science

Elementary educators – those teachers who specialize in the early academic years of children – provide the care, nurturing, and leadership young people need to develop into young students. The elementary education program provides teacher candidates with the knowledge, skills, and dispositions to be outstanding teachers. The program also provides a strong course of study that promotes positive and holistic development of teachers within the framework of teacher as reflective practitioner. This framework, which serves as the philosophy of the program, guides students and faculty alike to incorporate the best practices in elementary education and make personal reflections into their motivations and effectiveness in the classroom. It is expected that students who complete the Elementary Education program and become licensed teachers will be individuals who have a distinct knowledge about the practice and theory of teaching as well as a balanced sense of personal values, integrity, and moral worth. It is also expected that students who complete the program will become teachers who reflect on all aspects of the teaching/learning process, and will mentor their own students. They will possess professional dedication to working with students, parents, public school faculty and administration, and their local community.

The LMC elementary education program at SCC is designed for traditional, non-traditional, and adult students alike who wish to become licensed elementary classroom teachers (K-6) in the state of North Carolina. Lees-McRae offers the junior and senior years of a 4-year teacher education program on the campus of SCC. This arrangement allows students to complete their 4-year degree close to home, and at the same time offers students with transfer coursework from other institutions (including a Bachelor's degree) the opportunity to complete their teacher education coursework for state licensure.

Courses in the elementary education major are designed to meet the learning outcomes identified as being crucial for the preparation of elementary school teachers. They form an appropriate balance of knowledge, philosophy, and theory with methods and practice. The courses are based on Teacher Education Accreditation Council (TEAC), North Carolina Department of Public Instruction (NCDPI) competencies and the teaching of the North Carolina Standard Course of Study (NCSCS). The elementary education program is accredited by TEAC/CAEP, and therefore, affords graduates opportunities for licensure and employment.

### Elementary Education Requirements:

- General Core Curriculum
- Admission to the Lees-McRae Teacher Education Program
- Completion of an associate degree in Elementary Education
- Major Requirements
- Electives
- Licensure Only
- Additional Information

### Total Credit Hours | 60

#### General Core Curriculum

For extended campus students, this requirement can be met with:

1. The transfer of an Associate in Arts degree from a regionally accredited school
2. The transfer of 60 semester credit hours from [an] accredited school(s) that meet the Independent Comprehensive Articulation Agreement.

## Admission to the Lees-McRae Teacher Education Program

Admission to the Teacher Education Program is separate from the Lees-McRae College admission process. Acceptance into the Teacher Education Program at Lees-McRae is a process that occurs over your first semester beginning with instruction and evaluation on the knowledge, skills, and dispositions necessary for effective early childhood classroom teaching.

Students will be asked to formally make application to the Teacher Education Program by:

1. Completing the Application for the Lees-McRae College Teacher Education Program
2. Gathering two supportive Lees-McRae College education faculty recommendations
3. Writing an essay on their professional dispositions for teaching. Applications will be approved by the Admissions Subcommittee of the Lees-McRae College Teacher Education Committee.

Pursuant to State Board of Education policy, students who have not been formally admitted into the Teacher Education Program may not continue taking classes in the Teacher Education Program.

## Completion of an Associate Degree

Each student must complete an Associate's Degree at an accredited community college. Meet the Minimum Standards for Admission to the LMC teacher education program as indicated in this catalog.

## Required Major Courses | 60 Credit Hours

Class Name	Credit Hours
EDU 321 Educational Psychology	3 credit hours
EDU 322 Foundations of American Education	3 credit hours
EDU 323 Assessment of Student Learning	3 credit hours
EDU 324 Managing Environments for Diverse Learners	3 credit hours
EDU 325 Reflective Teaching	3 credit hours
EDU 327 Math and Science Strategies for Elementary School	3 credit hours
EDU 328 Beginning Literacy and Social Studies Strategies	3 credit hours
EDU 329 Teacher as Researcher	3 credit hours
EDU 351 Literature for Children	3 credit hours
EDU 381 Computer/Media Applications in Education	3 credit hours
EDU 417 Math and Science Methods for Elementary School	4 credit hours
EDU 418 English Language Arts and Social Studies Methods for Elementary School	4 credit hours
EDU 419 Creative Methods and Materials	4 credit hours
EDU 473 Field Experience and Seminar	3 credit hours
EDU 491 Directed Teaching and Seminar	12 credit hours
EDU 499 Senior Research Seminar	3 credit hours

## Electives

Students are required to complete enough courses to reach a total of 120 credit hours.

## Sample Two-Year Plan

The following is the two-year course of study plan for students beginning their college careers at Surry Community College and completing their degree in elementary education through the Lees-McRae College program located at that site:

Class Name	Credit Hours	Semester
<b>First Year</b>		
EDU 321 Educational Psychology	3 credit hours	Fall
EDU 323 Assessment of Student Learning	3 credit hours	Fall
EDU 351 Literature for Children	3 credit hours	Fall
EDU 381 Computers/Media Applications	3 credit hours	Fall
EDU 324 Managing Environ. For Diverse	3 credit hours	Spring
EDU 327 Math and Science Strategies for Elementary School	3 credit hours	Spring
EDU 327 Qualitative Literacies	3 credit hours	Spring
EDU 329 Teacher as Researcher	3 credit hours	Spring
<b>Summer</b>		
EDU 322 Foundations of American Education	3 credit hours	Summer
EDU 325 Reflective Teaching	3 credit hours	Summer
<b>Second Year</b>		
EDU 417 Math and Science Methods for Elementary School	4 credit hours	Fall
EDU 418 English Language Arts and Social Studies Methods for Elementary School	4 credit hours	Fall
EDU 419 Creative Methods and Materials	4 credit hours	Fall
EDU 473 Elementary Field Experience	3 credit hours	Fall
EDU 491 Directed Teaching	12 credit hours	Spring
EDU 499 Senior Research Seminar	3 credit hours	Spring

## Licensure Only Policy

Transfer and/or non-traditional students seeking teacher licensure will have their transcripts and field experiences evaluated by the dean or designee. Those candidates found to be lacking competencies for licensure will be required to complete those components of the general education core and/or education major as deemed necessary to meet state and national accreditations.

## Course Equivalencies

LMC Coursework	SCC Equivalent Coursework
<b>Liberal Arts Core: Communications (6 Credit Hours)</b>	
RHE 101 Rhetoric and Composition I (3)	ENG 111 Expository Writing (3)
RHE 102 Rhetoric and Composition II (3)	ENG 112 Argument-Based Research (3)

LMC Coursework	SOC Equivalent Coursework
RHE 102 Rhetoric and Composition II (3)	ENG 113 Literature-Based Research (3)
<b>Liberal Arts Core: Humanities/Fine Arts (12 Credit Hours)</b>	
SPA 111 Spanish Conversation and Latino Culture I (3)	SPA 111 Elementary Spanish 1 (3)
SPA 112 Spanish Conversation and Latino Culture II (3)	SPA 112 Elementary Spanish II (3)
COM 111 Communication Art & Design Theory (3) <b>OR</b> COM 188 Special Topics (3)	COM 110 Introduction to Comm. (3) <b>OR</b> COM 231 Public Speaking (3)
<b>Choose one:</b>	
LIT XXX (Literature Course) (3)	ENG 231 American Literature I (3)
	ENG 232 American Literature II (3)
	ENG 241 British Literature I (3)
	ENG 242 British Literature II (3)
	ENG 261 World Literature I (3)
	ENG 262 World Literature II (3)
<b>Liberal Arts Core: Social and Behavioral Sciences (12 Credit Hours)</b>	
HIS 115 Foundations of World Civilization (3)	HIS 111 World Civilizations I (3)
HIS 188 Special Topics (3)	HIS 112 World Civilizations II (3)
PSY 133 General Psychology (3)	PSY 150 General Psychology (3)
<b>Choose one:</b>	
SOC 236 Principles of Sociology (3)	SOC 210 Introduction to Sociology (3)
SOC 335 Race and Ethnicity (3)	SOC 225 Social Diversity (3)
Or any Transfer Module Social/Behavioral Science Course	
<b>Liberal Arts Core: Science/Math/Computer Science (14 Credit Hours)</b>	
BUS 188 Special Topics (3)	CIS 110 Introduction to Computers (3)
<b>Choose at least one:</b>	
MAT 111 College Mathematics (3)	MAT 143 Quantitative Literacy (3)
MAT 112 College Algebra (3)	MAT 171 Precalculus Algebra (4)
Or any Transfer Module MAT Course	
<b>Choose at least one:</b>	
BIO 101 Issues in Human Biology (3)	BIO 110 Principles of Biology (4)
BIO 102 Environmental Biology (3)	BIO 140 Environmental Biology (4)
BIO 188 Special Topics (3)	BIO 111 General Biology (4)
Or any Transfer Module BIO Course	
<b>Choose at least one:</b>	
CHM 101 Descriptive Chemistry (3)	CHM 131 Introduction to Chemistry (4)
CHM 111 General Chemistry (4)	CHM 151 General Chemistry I (4)
PHY 101 Descriptive Biomechanics (3)	PHY 110 Conceptual Physics (4)

LMC Coursework	SCC Equivalent Coursework
PHY 111 General Physics I (4)	PHY 151 College Physics (4)
SCI 188 Special Topics (3)	GEL 120 Geology (4)
SCI 188 Special Topics (3)	AST 111 Astronomy (4)
Or any Transfer Module SCI Course	
<b>Arts Appreciation (12 Credit Hours)</b>	
ART 241 Art and Society(3)	ART 111 Art Appreciation (3)
ENG 301 Creative Writing (3)	ENG 125 Creative Writing (3)
THEA 188 Special Topics (3)	MUS 110 Music Appreciation (3)
<b>Choose one:</b>	
ART 141 Foundations of Drawing & Design (3)	ART 131 Drawing I (3)
ART 188 Special Topics (3)	ART 244 Watercolor (3)
<b>Elementary Education (5 Credit Hours)</b>	
PSY 253 Child Development (3)	PSY 243 Child Psychology (3)
LHF 188 Special Topics (2)	PED 110 Fitness and Wellness for Life (2)

## Additional Information

### Considerations For Students Transferring To Lees-McRae

Since the Lees-McRae College elementary education program at SCC serves as the last two years of a four-year degree in elementary education, there are certain pre-admissions requirements. These requirements are equivalent to the achievements of the first two years of a traditional four-year degree program. These requirements also ensure that students can successfully meet their academic goals and all licensure requirements as developed by the State Board of Education, State Legislature, the North Carolina Department of Public Instruction, and the Lees-McRae College Teacher Education Program.

### Pre-Admissions Requirements

Students must have a 2.7 cumulative GPA (on a 4.0 scale) on all previous coursework.

Students must have completed an Associate of Arts/Associate of Science degree from a regionally accredited school; OR Students must have 60 semester credit hours that meet the Lees-McRae College General Education Core. Students who have not completed their Associate of Arts degree, but who are within one semester of doing so, may be admitted at the discretion of the Division on a conditional basis.

By the end of the first semester of enrollment in the program students must take all three tests (reading, writing, and mathematics) of the PRAXIS Core: Academic Skills for Educators. Ideally students will have taken PRAXIS Core and made a composite score or at least 468 prior to enrolling at Lees-McRae College. Students with a BA/BS degree with a 2.7 or higher grade point average (GPA) are exempt from this requirement, but will need to take PRAXIS II upon program completion as all students must do.

Content area courses from a student's Associate of Arts Degree graded below "C" will not fulfill a Lees-McRae requirement.

Lees-McRae College reserves the right to require a recommendation from the Vice President of Student Development Services or the Vice President for Instruction at SCC for admission into Lees-McRae.

Each person who is interested in the program will be given a transcript analysis to determine if there are any prerequisite

courses they need to take prior to starting the program. If a student already has an accredited AA, AS, BA or BS degree, or has 60 semester credit hours that meet the Lees-McRae College General Education Core or the North Carolina Transfer Module, they will not have to take additional courses prior to starting the program. However, it is expected that all students will have completed EDU 216 Foundations of Education, MAT 121 Algebra/Trigonometry I and PSY 243 Child Psychology or comparable courses as prerequisites to entering the program. Students without one of these degrees will be given a detailed listing of the courses they need to take, and advice on efficient ways to meet those prerequisites course requirements.

### Application and Admission Process for the Elementary Education Program at SCC

Applications for admission to Lees-McRae College are available from the regional coordinator, and come with detailed instructions on completing the admissions process. Qualified applicants will be notified by the Director of Admissions of acceptance to Lees-McRae College.

Since the Elementary Education Program at SCC is a sequenced two-year program of study (four full-time [12-15 hour] semesters and one [6 hour] summer session), entry students must begin their program with a new cohort (group), and continue full-time through the two-year course of study. New cohorts will begin each August.

### Admission to Lees-McRae College

Providing qualified teachers for our classrooms is a national priority. The public demands that we hold beginning teachers to the highest professional standards. Educators at all levels see the challenge: To establish a teacher licensing program which is national in scope, yet tailored to suit the evolving needs of individual states. One vital component of such a program is a system of thorough, fair, and carefully validated assessments designed to evaluate each teacher candidate's basic academic skills, subject knowledge, and classroom performance. Thirty-five states rely on The PRAXIS Series: Professional Assessments for Beginning Teacher.

The PRAXIS Series assessments are nationally administered and continually updated and improved to provide the valid, reliable information states need. The series incorporates the latest technology in computer-based assessments and instruction. Each assessment meets the exacting standards set by Educational Testing Service (ETS). The three categories of assessments in The PRAXIS Series correspond to the three milestones in teacher development:

Teacher Development	Milestone
Prior to entering a teacher training program	PRAXIS Core: Academic Skills for Educators
Before graduation from an elementary teacher training program	North Carolina Foundations of Reading and General Curriculum Test

PRAXIS Core: Academic Skills for Educators is designed to be taken early in the student's college career to measure reading, writing, and mathematics skills. The assessments are given in a computer-based format.

The State of North Carolina requires passing scores on tests for all pre-professional teachers to be recommended for licensure following their teacher education program. North Carolina State Board of Education policies dictate that all students entering the SCC program must have taken all three parts of PRAXIS Core and make a composite score of at least 468 prior to admission to Lees-McRae College's Teacher Education Program. Students who have not already passed PRAXIS Core prior to admission to Lees-McRae College must take PRAXIS Core during their first semester of enrollment at Lees-McRae. Students who have already earned a BA or BS degree with a GPA of 2.7 or higher prior to program admission are exempt from this requirement. To support this policy, Praxis and Pearson Test Preparation Seminars are given during the annual Junior and Senior Day workshops each fall.

The North Carolina Foundations of Reading and General Curriculum Test is taken during a student's senior year, and must be passed before a teacher candidate can be recommended for licensure.

# Online Learning

**Criminal Justice**

**Elementary Education**

**Human Services**

**RN to BSN**

# Criminal Justice

## Bachelor of Applied Arts and Sciences

The Bachelor of Applied Arts and Sciences in criminal justice enables community college graduates with an Associate of Applied Science in criminal justice, or a related field, to continue their education and advance their career. Students who pursue this degree are required to complete the academic core requirements, as well as advanced coursework in the major that is complementary to the vocational, technical or professional area of the associate's degree.

A Bachelor of Applied Arts and Sciences degree in criminal justice prepares the student for leadership in positions in the criminal, investigative, and juvenile justice systems. Graduates of the program work in law enforcement and government agencies at the local, state, and federal levels.

Many criminal justice professionals with an associate degree find that they have sufficient experience for career advancement, but lack the education requirements for promotion to management positions. However, adult students with career experience have unique needs that make pursuing a traditional baccalaureate degree an unsatisfactory experience that offers little personal enrichment. The online BAAS is designed for adult learners who already exhibit responsibility and professionalism, and want to advance their career options and enrich their personal lives through the completion of a baccalaureate degree.

### Criminal Justice Requirements:

- General Core Curriculum
- Completion of an associate degree in Criminal Justice (or a related discipline)
- Liberal Arts Requirements
- Major Requirements

### Total Credit Hours | 66

#### General Core Curriculum

Completion of the Associate of Applied Science in Criminal Justice degree or a related field. Community college coursework must include four specific Criminal Justice courses, CJC 111, CJC 121, CJC 132 and CJC 141. These courses are equivalent to Lees-McRae College courses CRI 221, CRI 311, CRI 325 and CRI 188.

All courses are taken online through the Sakai Learning Management System.

### Required Liberal Arts Courses | 18 Credit Hours

Class Name	Credit Hours
HIS 210 History of the Southern Appalachian Region	3 credit hours
SOC 251 Social Problems	3 credit hours
<b>Choose one of the following</b>	
ART 250 Arts & Life	3 credit hours
THEA 206 Appreciation of Modern Performing Arts	3 credit hours
SCI 241 Math and Science Concepts	3 credit hours
BIO 102 Environmental Biology	3 credit hours
SCI 214 Science Applications	3 credit hours

## Major Requirements | 36 Credit Hours

Class Name	Credit Hours
CRI 221 Introduction to Criminal Justice (Met with transfer of CJC 111)	3 credit hours
CRI 311 Perspectives in Policing (Met with transfer of CJC 121)	3 credit hours
CRI 325 Judicial Process and Court Ethics (Met with transfer of CJC 132)	3 credit hours
CRI 188 Corrections (Met with transfer of CJC 141)	3 credit hours
CRI 302 Juvenile Justice	3 credit hours
CRI 332 Criminological Theory	3 credit hours
CRI 343 The Forgotten Victim	3 credit hours
CRI 354 Drug Addiction and Crime	3 credit hours
CRI 362 Statistics and Research Methods	3 credit hours
CRI 352 Probation, Parole and Community Corrections	3 credit hours
CRI 404 White Collar Crime	3 credit hours
CRI 450 Criminal Law	3 credit hours
CRI 461 Global Justice Systems	3 credit hours
CRI 463 Terrorism	3 credit hours
<b>Choose one of the following</b>	
CRI 471 Criminal Justice Internship	3 credit hours
CRI 472 Criminal Justice Work Experience*	3 credit hours
CRI 499 Senior Research Seminar	3 credit hours

\*Open only to students who are currently employed in the CJ field, or have worked in the field in the last five years.

## Sample Two-Year Plan

Class Name	Credit Hours	Semester
<b>First Year</b>		
CRI 354 Drug Addiction & Crime	3 credit hours	Fall; first 8 weeks
BIO 102 Environmental Biology	3 credit hours	Fall; first 8 weeks
CRI 302 Juvenile Justice	3 credit hours	Fall; second 8 weeks
HIS 210 History of the Southern Appalachians Region	3 credit hours	Fall; second 8 weeks
SOC 251 Social Problems	3 credit hours	Spring; first 8 weeks
CRI 352 Probation, Parole and Community Based Corrections	3 credit hours	Spring; first 8 weeks
THEA 206 Appreciation of Modern Performing Arts	3 credit hours	Spring; first 8 weeks

Class Name	Credit Hours	Semester
CRI 463 Terrorism	3 credit hours	Spring; second 8 weeks
CRI 343 The Forgotten Victim	3 credit hours	Spring; second 8 weeks
<b>Second Year</b>		
CRI 450 Criminal Law	3 credit hours	Fall; first 8 weeks
SCI 214 Science Applications	3 credit hours	Fall; first 8 weeks
CRI 362 Statistics & Research Methods	3 credit hours	Fall; second 8 weeks
CRI 461 Global Justice Systems	3 credit hours	Fall; second 8 weeks
CRI 471 Internship OR CRI 472 Work Experience	3 credit hours	Fall; all 16 weeks
CRI 332 Criminological Theory	3 credit hours	Spring; first 8 weeks
CRI 499 Senior Research Seminar	3 credit hours	Spring; first 8 weeks
CRI 404 White Collar Crime	3 credit hours	Spring; second 8 weeks
SCI 241 Math and Science Concepts	3 credit hours	Spring; second 8 weeks

\*Must be completed in the senior year

### Life Experience Credit

Students in the Criminal Justice program who have worked in the criminal justice field may be eligible for life experience credit for certain transfer courses: CRI 221: Intro to Criminal Justice, CRI 311: Perspectives in Policing, CRI 325: Judicial Process and Ethics, and CRI 188: Corrections. Eligibility is determined by the position/duties one has held and the number of years of service. A student must have worked at least five years in the area of the course title they are applying for credit. For example, to be eligible for credit for CRI 311, a student must have worked at least five years in law enforcement. The only course that varies from this standard is CRI 221. To be eligible for credit for CRI 221, a student must have worked within all three areas of the criminal justice field for a combined total experience of at least three years.

Documentation of experience must be provided upon request. Students are notified of approval/denial by the Criminal Justice department.

# Elementary Education

## Bachelor of Science

Elementary educators – those teachers who specialize in the early academic years of children – provide the care, nurturing, and leadership young people need to develop into young students. The elementary education program provides teacher candidates with the knowledge, skills, and dispositions to be outstanding teachers. The program also provides a strong course of study that promotes positive and holistic development of teachers within the framework of teacher as reflective practitioner. This framework, which serves as the philosophy of the program, guides students and faculty alike to incorporate the best practices in elementary education and make personal reflections into their motivations and effectiveness in the classroom. It is expected that students who complete the Elementary Education program and become licensed teachers will be individuals who have a distinct knowledge about the practice and theory of teaching as well as a balanced sense of personal values, integrity, and moral worth. It is also expected that students who complete the program will become teachers who reflect on all aspects of the teaching/learning process, and will mentor their own students. They will possess professional dedication to working with students, parents, public school faculty and administration, and their local community.

The LMC elementary education program online is designed for traditional, non-traditional, and adult students alike who wish to become licensed elementary classroom teachers (K-6) in the state of North Carolina. Lees-McRae offers the junior and senior years of a 4-year teacher education in an online format. This arrangement allows students to complete their 4-year degree, and at the same time offers students with transfer coursework from other institutions (including a Bachelor's degree) the opportunity to complete their teacher education coursework for state licensure.

Courses in the elementary education major are designed to meet the learning outcomes identified as being crucial for the preparation of elementary school teachers. They form an appropriate balance of knowledge, philosophy, and theory with methods and practice. The courses are based on Teacher Education Accreditation Council (TEAC), North Carolina Department of Public Instruction (NCDPI) competencies and the teaching of the North Carolina Standard Course of Study (NCSCS). The Elementary Education program is accredited by TEAC/CAEP, and therefore, affords graduates opportunities for licensure and employment.

### Special Requirements for Online Teacher Education Cohorts

Due to the hands-on nature of classroom teaching, online cohort members will be required to do the following:

- Attend a pre-admission interview on main campus or one of the extended campus site locations
- The online model is delivered primarily through online instruction. Candidates should have consistent access to reliable high-speed internet services. A web-cam (either external or built-in) is required, as well as video recording capabilities.
- All candidates are required to participate in one advising session per semester (fall/spring). These may take place face-to-face, via the internet, or by phone.
- All field experiences must be completed during the day in a public school in the current Lees-McRae service area. The student teaching semester is a full-time internship requiring student teachers to report and remain for the entire teacher workday every day for the full 15-week semester.
- All field placements are facilitated by the Director of Education. You will be asked to request a school system and a public school in the Lees-McRae service area closest to your home where you would like to be placed for your field work. School district personnel determine policies for placing interns and student teachers.

### Elementary Education Requirements:

- General Core Curriculum
- Admission to the Lees-McRae Teacher Education Program
- Completion of an associate degree in Elementary Education

- Major Requirements
- Electives
- Licensure Only
- Additional Information

## Total Credit Hours | 60

### General Core Curriculum

For online learning students, this requirement can be met with:

1. The transfer of an Associate in Arts degree from a regionally accredited school
2. The transfer of 60 semester credit hours from [an] accredited school(s) that meet the North Carolina Transfer Module.

### Admission to the Lees-McRae Teacher Education Program

Admission to the Teacher Education Program is separate from the Lees-McRae College admission process. Acceptance into the Teacher Education Program at Lees-McRae is a process that occurs over your first semester beginning with instruction and evaluation on the knowledge, skills, and dispositions necessary for effective early childhood classroom teaching.

Students will be asked to formally make application to the Teacher Education Program by:

1. Completing the Application for the Lees-McRae College Teacher Education Program
2. Gathering two supportive Lees-McRae College education faculty recommendations
3. Writing an essay on their professional dispositions for teaching. Applications will be approved by the Admissions Subcommittee of the Lees-McRae College Teacher Education Committee.

Pursuant to State Board of Education policy, students who have not been formally admitted into the Teacher Education Program may not continue taking classes in the Teacher Education Program.

### Completion of an Associate Degree

Each student must complete an associate degree at an accredited community college. Meet the minimum standards for admission to the LMC Teacher Education Program as indicated in this catalog.

### Required Major Courses | 60 Credit Hours

Class Name	Credit Hours
EDU 321 Educational Psychology	3 credit hours
EDU 322 Foundations of American Education	3 credit hours
EDU 323 Assessment of Student Learning	3 credit hours
EDU 324 Managing Environments for Diverse Learners	3 credit hours
EDU 325 Reflective Teaching	3 credit hours
EDU 327 Math and Science Strategies for Elementary School	3 credit hours
EDU 328 Beginning Literacy and Social Studies Strategies	3 credit hours
EDU 329 Teacher as Researcher	3 credit hours
EDU 351 Literature for Children	3 credit hours
EDU 381 Computer/Media Applications in Education	3 credit hours

Class Name	Credit Hours
EDU 417 Math and Science Methods for Elementary School	4 credit hours
EDU 418 English Language Arts and Social Studies Methods for Elementary School	4 credit hours
EDU 419 Creative Methods and Materials	4 credit hours
EDU 473 Field Experience and Seminar	3 credit hours
EDU 491 Directed Teaching and Seminar	12 credit hours
EDU 499 Senior Research Seminar	3 credit hours

## Electives

Students are required to complete enough courses to reach a total of 120 credit hours.

## Sample Two-Year Plan

Class Name	Credit Hours	Semester
<b>First Year</b>		
EDU 322 Foundations of American Education	3 credit hours	Fall
EDU 323 Assessment of Student Learning	3 credit hours	Fall
EDU 351 Literature for Children	3 credit hours	Fall
EDU 381 Computers/Media Applications	3 credit hours	Fall
EDU 324 Managing Environ. For Diverse	3 credit hours	Spring
EDU 327 Math and Science Strategies for Elementary School	3 credit hours	Spring
EDU 327 Qualitative Literacies	3 credit hours	Spring
EDU 329 Teacher as Researcher	3 credit hours	Spring
<b>Summer</b>		
EDU 321 Educational Psychology	3 credit hours	Summer
EDU 325 Reflective Teaching	3 credit hours	Summer
<b>Second Year</b>		
EDU 417 Math and Science Methods for Elementary School	4 credit hours	Fall
EDU 418 English Language Arts and Social Studies Methods for Elementary School	4 credit hours	Fall
EDU 419 Creative Methods and Materials	4 credit hours	Fall
EDU 473 Elementary Field Experience	3 credit hours	Fall
EDU 491 Directed Teaching	12 credit hours	Spring
EDU 499 Senior Research Seminar	3 credit hours	Spring

## Licensure Only Policy

Transfer and/or non-traditional students seeking teacher licensure will have their transcripts and field experiences evaluated by the dean or designee. Those candidates found to be lacking competencies for licensure will be required to complete those components of the general education core and/or education major as deemed necessary to meet state and national accreditations.

## Course Equivalencies

LMC Coursework	SCC Equivalent Coursework
<b>Liberal Arts Core: Communications (6 Credit Hours)</b>	
RHE 101 Rhetoric and Composition I (3)	ENG 111 Expository Writing (3)
RHE 102 Rhetoric and Composition II (3)	ENG 112 Argument-Based Research (3)
RHE 102 Rhetoric and Composition II (3)	ENG 113 Literature-Based Research (3)
<b>Liberal Arts Core: Humanities/Fine Arts (12 hours)</b>	
SPA 111 Spanish Conversation and Latino Culture I (3)	SPA 111 Elementary Spanish 1 (3)
SPA 112 Spanish Conversation and Latino Culture II (3)	SPA 112 Elementary Spanish II (3)
COM 111 Communication Art & Design Theory (3) <b>OR</b> COM 188 Special Topics (3)	COM 110 Introduction to Comm. (3) <b>OR</b> COM 231 Public Speaking (3)
<b>Choose one:</b>	
LIT XXX (Literature Course) (3)	ENG 231 American Literature I (3)
	ENG 232 American Literature II (3)
	ENG 241 British Literature I (3)
	ENG 242 British Literature II (3)
	ENG 251 World Literature I (3)
	ENG 252 World Literature II (3)
<b>Liberal Arts Core: Social and Behavioral Sciences (12 Credit Hours)</b>	
HIS 115 Foundations of World Civilization (3)	HIS 111 World Civilization I (3)
HIS 188 Special Topics (3)	HIS 112 World Civilization II (3)
PSY 133 General Psychology (3)	PSY 150 General Psychology (3)
<b>Choose one:</b>	
SOC 236 Principles of Sociology (3)	SOC 210 Introduction to Sociology (3)
SOC 335 Race and Ethnicity (3)	SOC 225 Social Diversity (3)
Or any Transfer Module Social/Behavioral Science Course	
<b>Liberal Arts Core: Science/Math/Computer Science (14 Credit Hours)</b>	
BUS 188 Special Topics (3)	CIS 110 Introduction to Computers (3)
<b>Choose at least one:</b>	

LMC Coursework	SCC Equivalent Coursework
MAT 111 College Mathematics (3)	MAT 143 Quantitative Literacy (3)
MAT 112 College Algebra (3)	MAT 161 College Algebra (3)
Or any Transfer Module MAT Course	
<b>Choose at least one:</b>	
BIO 101 Issues in Human Biology (3)	BIO 110 Principles of Biology (4)
BIO 102 Environmental Biology (3)	BIO 140 Environmental Biology (4)
BIO 188 Special Topics (3)	BIO 111 General Biology (4)
Or any Transfer Module BIO Course	
<b>Choose at least one:</b>	
CHM 101 Descriptive Chemistry (3)	CHM 131 Introduction to Chemistry (4)
CHM 111 General Chemistry (4)	CHM 151 General Chemistry I (4)
PHY 101 Descriptive Biomechanics (3)	PHY 110 Conceptual Physics (4)
PHY 111 General Physics I (4)	PHY 151 College Physics (4)
SCI 188 Special Topics (3)	GEL 120 Geology (4)
SCI 188 Special Topics (3)	AST 111 Astronomy (4)
Or any Transfer Module SCI Course	
<b>Arts Appreciation (12 Credit Hours)</b>	
THEA 188 Special Topics (3)	DRA 126 Storytelling (3)
EDU 188 Special Topics (3)	ART 113 Art Materials & Methods (3)
<b>Choose one:</b>	
ART 241 Art and Society (3)	ART 111 Art Appreciation (3)
THEA 188 Special Topics (3)	MUS 110 Music Appreciation (3)
THEA 206 Appreciation of Modern Perf. Arts (3)	DRA 111 Theatre Appreciation (3)
<b>Choose one:</b>	
THEA 363 History of Theatre I (3)	DRA 112 Literature for the Theatre (3)
THEA 256 Children's Theatre (3)	DRA 128 Children's Theatre (3)
<b>Elementary Education (5 Credit Hours)</b>	
PSY 253 Child Development (3)	PSY 243 Child Psychology (3)
LHF 188 Special Topics (2)	PED 110 Fitness and Wellness for Life (2)

## Additional Information

### Considerations For Students Transferring To Lees-McRae

Since the Lees-McRae College elementary education program online serves as the last two years of a four-year degree in elementary education, there are certain pre-admissions requirements. These requirements are equivalent to the achievements of the first two years of a traditional four-year degree program. These requirements also ensure that students can successfully meet their academic goals and all licensure requirements as developed by the State Board of Education, State Legislature, the North Carolina Department of Public Instruction, and the Lees-McRae College Teacher Education Program.

## Pre-Admissions Requirements

Students must have a 2.7 cumulative GPA (on a 4.0 scale) on all previous coursework.

Students must have completed an Associate of Arts Degree from a regionally accredited school; OR Students must have 60 semester credit hours that meet the Lees-McRae College General Education Core. Students who have not completed their Associate of Arts degree, but who are within one semester of doing so, may be admitted at the discretion of the Division on a conditional basis.

By the end of the first semester of enrollment in the program students must take all three tests (reading, writing, and mathematics) of the PRAXIS Core: Academic Skills for Educators. Ideally students will have taken PRAXIS Core and made a composite score or at least 468 prior to enrolling at Lees-McRae College. Students with a BA/BS degree with a 2.7 or higher grade point average (GPA) are exempt from this requirement, but will need to take PRAXIS II upon program completion as all students must do.

Content area courses from a student's Associate of Arts Degree graded below "C" will not fulfill a Lees-McRae requirement.

Each person who is interested in the program will be given a transcript analysis to determine if there are any prerequisite courses they need to take prior to starting the program. If a student already has an accredited AA, AS, BA or BS degree, or has 60 semester credit hours that meet the Lees-McRae College General Education Core or the North Carolina Transfer Module, they will not have to take additional courses prior to starting the program. However, it is expected that all students will have completed EDU 216, MAT 121 or higher, and PSY 243 or comparable courses as prerequisites to entering the program. Students without one of these degrees will be given a detailed listing of the courses they need to take, and advice on efficient ways to meet those prerequisites course requirements.

## Application and Admission Process for the Elementary Education Program online

Applications for admission to Lees-McRae College are available from the regional coordinator, and come with detailed instructions on completing the admissions process. Qualified applicants will be notified by the Director of Admissions of acceptance to Lees-McRae College.

Since the Elementary Education Program is a sequenced two-year program of study (four full-time [12-15 hour] semesters and one [6 hour] summer session), entry students must begin their program with a new cohort (group), and continue full-time through the two-year course of study. New cohorts will begin each August.

## Admission to Lees-McRae College

Providing qualified teachers for our classrooms is a national priority. The public demands that we hold beginning teachers to the highest professional standards. Educators at all levels see the challenge: To establish a teacher licensing program which is national in scope, yet tailored to suit the evolving needs of individual states. One vital component of such a program is a system of thorough, fair, and carefully validated assessments designed to evaluate each teacher candidate's basic academic skills, subject knowledge, and classroom performance. Thirty-five states rely on The PRAXIS Series: Professional Assessments for Beginning Teacher.

The PRAXIS Series assessments are nationally administered and continually updated and improved to provide the valid, reliable information states need. The series incorporates the latest technology in computer-based assessments and instruction. Each assessment meets the exacting standards set by Educational Testing Service (ETS). The three categories of assessments in The PRAXIS Series correspond to the three milestones in teacher development:

Teacher Development	Milestone
Prior to entering a teacher training program	PRAXIS Core: Academic Skills for Educators
Before graduation from an elementary teacher training program	North Carolina Foundations of Reading and General Curriculum Test

PRAXIS Core: Academic Skills for Educators is designed to be taken early in the student's college career to measure reading, writing, and mathematics skills. The assessments are given in a computer-based format.

The State of North Carolina requires passing scores on tests for all pre-professional teachers to be recommended for licensure following their teacher education program. North Carolina State Board of Education policies dictate that all students entering the WPCC program must have taken all three parts of PRAXIS Core and make a composite score of at least 468 prior to admission to Lees-McRae College's Teacher Education Program. Students who have not already passed PRAXIS Core prior to admission to Lees-McRae College must take PRAXIS Core during their first semester of enrollment at Lees-McRae. Students who have already earned a BA or BS degree with a GPA of 2.7 or higher prior to program admission are exempt from this requirement. To support this policy, Praxis and NCEL Test Preparation Seminars are given during the annual Junior and Senior Day workshops each fall.

The North Carolina Foundations of Reading and General Curriculum Test is taken during a student's senior year, and must be passed before a teacher candidate can be recommended for licensure.

# Human Services

## Bachelor of Applied Arts and Sciences

This full-time online degree completion program prepares students for careers in various agencies and programs providing direct services to individuals, families or communities. It builds upon associate's level course work that can be transferred to Lees-McRae College. This 60 credit hour program can be completed over two years and leads to a BAAS in human services.

The human services field is a broadly defined one, uniquely approaching the objective of meeting human needs through an interdisciplinary knowledge base, focusing on prevention as well as remediation of problems and maintaining a commitment to improving the overall quality of life of service populations. The human services profession is one which promotes improved service delivery systems by addressing not only the quality of direct services, but by also seeking to improve accessibility, accountability and coordination among professionals and agencies in service delivery.

The primary purpose of the human service professional is to assist individual and communities to function as effectively as possible in the major domains of living. A strong desire to help others is an important consideration for a job as a human services professional. Individuals who show patience, understanding, and caring in their dealings with others are highly valued by employers. Other important personal traits include communication skills, a strong sense of responsibility, and the ability to manage time effectively.

### Human Services Requirements:

- General Core Curriculum
- Completion of an associate degree in human services (or a related discipline)
- Liberal Arts Requirements
- Major Requirements

### Total Credit Hours | 60

#### General Core Curriculum

Completion of the Associate of Applied Science in Human Services degree or related field. Community college coursework must include HSE 110.

All courses are taken online and through the Sakai Learning Management System.

#### Major Requirements | 60 Credit Hours

Class Name	Credit Hours
ART 250 Art & Life*	3 credit hours
BIO 102 Environmental Biology*	3 credit hours
HIS 210 History of the Southern Appalachian Region*	3 credit hours
HMS 311 Essential Skills in Human Services	3 credit hours
HMS 321 Culture & Diversity	3 credit hours
HMS 323 Personal & Professional Identity	3 credit hours
HMS 331 Social Barriers & Public Policy	3 credit hours

Class Name	Credit Hours
HMS 333 Psychopathology & Maladaptive Behavior	3 credit hours
HMS 335 Community Resources & Intra-Professional Networks	3 credit hours
HMS 380 Statistics & Research Methods	3 credit hours
HMS 411 Human Services Administration & Non-Profit Management	3 credit hours
HMS 421 Navigating Relationships	3 credit hours
HMS 423 Human Services for Special Populations	3 credit hours
HMS 471/472 Human Services Internship/Work Experience	3 credit hours
HMS 431 Aging, Ageism & End of Life	3 credit hours
HMS 441 Leadership & Advocacy	3 credit hours
HMS 499 Senior Research	3 credit hours
PSY 201 Human Growth & Development	3 credit hours
SCI 241 Math & Science Concepts*	3 credit hours
SCI 214 Science with Applications*	3 credit hours

\*Required Liberal Arts Courses

# RN to BSN

## Bachelor of Science in Nursing

The May School of Nursing and Health Sciences at Lees-McRae College offers an online Bachelor of Science in Nursing completion program to those who are licensed registered nurses with an Associate in Applied Science Degree in Nursing or Diploma in Registered Nursing.

Building upon existing knowledge and skills, learners enrolled in the RN to BSN completion program will attain a baccalaureate degree in nursing opening doors to additional opportunities in nursing including management and leadership, community and population health, case management, clinical nurse and board-certification specialties, and the ability to attain further education at the master's and doctoral level. This program is designed to meet the needs of adult learners to further their education while continuing full-time employment. Classes are eight weeks in length and two courses are taken in each eight week section. Each semester contains four courses, and learners may complete their baccalaureate in two years.

Faculty are master's and doctorally prepared with expertise in their field of practice. The RN to BSN completion program is designed to support the learner in academic success, and personal and professional growth. Participants have the opportunity to learn with other adults who share similar interests and concerns. While there are expectations on class participation, students access online classes at their convenience. Courses are facilitated by faculty with topics centered on career development, comprehensive assessment, management and leadership, informatics, and community and population-based care. Learners prepare for classes through assigned readings to engage in stimulating, relevant, challenging, and rewarding course discussions. Course assignments include writing papers on selected topics. Learners demonstrate their new competencies by concluding the program with a capstone project.

The Commission of Collegiate Nursing Education (CCNE) accredited the May School of Nursing RN to BSN program.

The goals of the baccalaureate nursing program are to:

1. Deliver exceptional academic programs
  - Recruit high-quality students, including students from under-represented groups
  - Promote student engagement and success through personalized advising, mentoring and career guidance with special focus on retention
  - Support innovative teaching methods to engage students and reward excellence
  - Continuous quality improvement of the curriculum to meet the demands of practice
  - Provide the foundation for graduate education
2. Incorporate the collaborative core of foundational knowledge into the nursing curriculum
  - Continue to facilitate excellence in oral and written communication
  - Integrate knowledge from the arts, humanities, social and natural sciences into the nursing curriculum
  - Enhance the core curriculum based on trended data and outcomes
3. Foster an environment of cooperative and experiential learning
  - Prepare students to deliver high-quality, safe, evidence-based, patient-centered care
  - Provide students with high-impact, high-quality, interdisciplinary collaborative clinical experiences
  - Integrate informatics and leadership throughout the curriculum
  - Work with collaborative disciplines in the delivery of professional care
4. Provide global and community engagement opportunities
  - Facilitate student involvement with health promotion and maintenance and initiatives
  - Explore international health delivery opportunities

- Participate in patient and community educational outreach programs locally, regionally, and nationally
  - Instill service learning opportunities into the nursing curriculum
  - Mentor students to be socially responsible , culturally aware advocates
5. Enhance scholarship activities
- Improve financial assistance for students
  - Participate in evidence-based, interdisciplinary research
  - Form regional healthcare partnerships
  - Promote and provide continuing education opportunities to local healthcare providers
6. Support personal and professional development
- Instill an appreciation for life-long learning, scholarship, and service that promotes personal and professional growth
  - Provide a curriculum that fosters leadership, professionalism, and ethics
  - Engage with our healthcare partners in the evaluation of quality improvement initiatives that promote the delivery of safe and effective care
  - Provide students the opportunity to understand the impact of healthcare law, economics, and policy
  - Offer continuing education opportunities locally, regionally, and nationally

## Nursing Requirements:

- General Core Curriculum
- Completion of an associate of science or associate of applied science degree in nursing or a diploma in Registered Nursing
- Required pre-licensure courses
- Professional Requirements
- Licensure as a Registered Nurse in NC or in the Nurse Licensure Compact with multi-state practice privileges

## Total Credit Hours | 120

### General Core Curriculum

Class Name	Credit Hours
Human Anatomy/Physiology I	4 credit hours
Human Anatomy/Physiology II	4 credit hours
Introduction to Microbiology	3 credit hours
General Psychology	3 credit hours
Rhetoric and Composition I	3 credit hours
Rhetoric and Composition II	3 credit hours
Humanities Elective	3 credit hours
Social Science Elective	3 credit hours
General Electives	10 credit hours

**NOTE:** Computer courses which include Microsoft Word, Excel and PowerPoint are strongly recommended for those with minimal experience using these programs.

## Required Pre-licensure Courses

Class Name	Credit Hours
Introduction to Health Concepts	8 credit hours
Health-Illness Concepts	5 credit hours
Family Health Concepts	5 credit hours
Holistic Health Concepts	5 credit hours
Health Care Concepts	5 credit hours
Health Systems Concepts	5 credit hours
Pathophysiology/Pharmacology	2 credit hours

## Professional Requirements

All courses taken online through the Sakai Learning Management System.

Class Name	Credit Hours
NUR 305 Professional and Academic Success	3 credit hours
NUR 309 Statistics for Critical Decision-Making	3 credit hours
NUR 324 Advanced Assess. and Health Pro.	3 credit hours
NUR 330E Gerontological Nursing	3 credit hours
NUR 342E Nursing Inq, Info and Tech.	3 credit hours
NUR 352E Evidence-based Practice/Research	3 credit hours
NUR 401E Leadership and Management	3 credit hours
NUR 406E Community & Population-Centered Care	4 credit hours
NUR 441 Contemporary Issues in Healthcare	3 credit hours
NUR 460 Prof. Nursing Capstone: Synthesis	3 credit hours
NUR 461 Prof. Nursing Capstone II: Advancing Prof.	3 credit hours

## Additional Core Curriculum

All courses taken online through the Sakai Learning Management System

Class Name	Credit Hours
ART 250 Arts and Life	3 credit hours
CHM 200 Introduction to Biochemistry	3 credit hours
HIS 210 History of the Southern Appalachian Region	3 credit hours
PSY 230 Industrial/Organizational Psychology	3 credit hours
SOC 251 Social Problems	3 credit hours

## Sample Two Year Plan

Class Name	Credit Hours	Semester
HIS 210 History of Southern Appalachian Region	3 credit hours	Junior: first 8 weeks

Class Name	Credit Hours	Semester
NUR 305 Professional and Academic Success	3 credit hours	Junior: first 8 weeks
CHM 200 Introduction to Biochemistry	3 credit hours	Junior: second 8 weeks
NUR 330E Gerontological Nursing	3 credit hours	Junior: second 8 weeks
PSY 230 Industrial/Organizational Psychology	3 credit hours	Junior: first 8 weeks
NUR 309 Statistics for Critical Decision-Making	3 credit hours	Junior: first 8 weeks
SOC 251 Social Problems	3 credit hours	Junior: second 8 weeks
NUR 352E Evidence-based Practice/Research	3 credit hours	Junior: second 8 weeks
ART 250 Arts and Life	3 credit hours	Senior: first 8 weeks
NUR 406E Community & Population-Centered Care	4 credit hours	Senior: first 8 weeks
NUR 342E Nursing Inq, Info and Tech.	3 credit hours	Senior: second 8 weeks
NUR 401E Leadership and Management	3 credit hours	Senior: second 8 weeks
NUR 460 Prof. Nursing Capstone I: Synthesis	3 credit hours	Senior: first 8 weeks
NUR 324 Advanced Assess. and Health Pro.	3 credit hours	Senior: first 8 weeks
NUR 461 Prof. Nursing Capstone II: Advancing Prof.	3 credit hours	Senior: second 8 weeks
NUR 441 Contemporary Issues in Healthcare	3 credit hours	Senior: second 8 weeks

## Admission to the RN-BSN Nursing Program

### Entrance Requirements:

- Associate degree in nursing or diploma in registered nursing
- License as a registered nurse
- Completed application
- Official transcript(s) from all colleges and post-secondary schools attended
- Two letter of professional recommendation

**Specific Program Policies:**

Please see the May School of Nursing RN-BSN Student Handbook for specific program policies, which include but are not limited to:

- Vision, mission, purpose, goals
- Program outcomes
- Professional documents
- Academic policies
- Clinical project
- Learning resources
- Program fees
- Application guidelines
- Scholarship information

**Program Outcomes**

1. Provides culturally sensitive care that is based on patients' physiological, psychological, sociological, spiritual, and cultural needs, preferences, and values.
2. Delivers patient care in partnership with multidisciplinary members of the health care team, to achieve continuity of care, and positive patient outcomes.
3. Incorporate current knowledge from research and other credible sources, upon which clinical judgment and patient care is based.
4. Develop and implement plans to improve health care services to better meet the needs of patients.
5. Promote quality care and maintain secure environments for patients self, and others
6. Utilize information technology to support clinical decision making and scientifically based nursing practice.
7. Provide health-related education to patients that will facilitate their acquisition of new knowledge and skills, adopt new behaviors, and modify attitudes.
8. Demonstrates accountable and responsible behavior that incorporates legal and ethical principles and complies with the standards of nursing practice.
9. Integrates leadership skills that directs and influences others in the provision of individualized, safe, quality patient care.
10. Delivers health care within interrelated microsystems that exist in the larger system or organization.

# Course Descriptions

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# Appalachian Studies (APP)

**APP 230: Introduction to Appalachian Studies (3)** An interdisciplinary approach to the culture, history and society of the Appalachian region, the course will examine how the Southern mountains have come to be viewed as a distinct region and will examine Appalachia's place in American life.

**APP 215: Appalachian Music (3)** This course will be a survey of musical forms of the Southern Appalachian region including traditional spiritual and secular forms and newer musical styles. Both instrumental and vocal forms will be addressed. Students will have the opportunity to improve both musical knowledge and understanding.

**APP 235: Appalachian Women (3)** Women in Appalachia have drawn from traditional cultural values and generated innovative ideas in their roles within the home, the community and the world. Taking a multi-media approach, students will actively explore women's roles as artists, activists, and purveyors of cultural traditions. Literature, music and film serve as the foundation for providing students with a range of interpretations of women's historical and socio-economic impact on the Appalachian region.

**APP 471: Internship in Appalachia (3)** This course will be a service-learning experience in the Appalachian region. This course may not be taken with any other internship. Prerequisite: Permission of Appalachian Studies Coordinator required.

# Art and Design (ART)

**ART 121: Foundations of Design (3)** This course is a non-digital studio course that focuses on the foundations of design and graphic design. Emphasis will include basic skills, tools and techniques and how they relate to the elements and principles of design. Additional fee required.

**ART 135: Renaissance through Impressionism (3)** This course is designed to explore art forms from the Renaissance period through Impressionism. Discussion will focus on distinctive styles, works of major artists, historical context and diversity. Information will be presented thematically based upon time period, specific art styles, and major achievements. (WI)

**ART 141: Foundations of Drawing and Design (3)** This is a foundation course focusing on the elements and principles of Art and Design through the exploration of basic 2-D techniques, which include pencil, graphite, pen and ink, and color. Information will be presented thematically based upon a variety of topics. Emphasis for the course will be on craftsmanship, aesthetic sensitivity, historical viewpoints and critical perspectives. Additional fee required. (F)

**ART 151: Photography (3)** This course is an introduction to photographic communication. Students learn to understand and manipulate the basic controls of the digital SLR camera, to process digital photographs using Photoshop and to utilize digital photography to communicate. Emphasis on photography as a medium of the communications industry today. Additional fee required (F, S)

**ART 161: Foundations of Painting (3)** This is a foundation course focusing on the methods of painting through individual exploration, craftsmanship and a variety of basic techniques of acrylic painting. Additional fee required. (S)

**ART 191: Color Theory (3)** This course will focus on the scientific, psychological and artistic use of color in Art and Design. The emphasis will be on the creation of suitable color combinations and their relationship with the conceptual, the emotional and the visual stimulus it creates. Additional fee required. (S)

**ART 211: Sketchbooks: Research, Composition, and Creation (3)** This course will focus on artistic and scientific research as it applies to artistic creation. Emphasis will be on modern practices, sketchbook and journaling techniques, and the creation of works based upon research methods. This studio will be conducted as a collaborative workshop. Together we will explore various applications and build upon already existing knowledge of design and principles of design. To reach our final outcome, we will have an ongoing exchange of ideas, questions, concerns and images to assist us in our goal. Additional fee required. (F) (WI)

**ART 221: Intermediate Drawing and Design (3)** This course is designed to explore intermediate drawing and design techniques based upon elementary knowledge from the foundations course. Method of production will include perspective, chiaroscuro, color and scale through the exploration of a variety of mediums and techniques. Information will be presented thematically based upon a variety of topics. Emphasis for the course will be on craftsmanship, aesthetic sensitivity, historical viewpoints and critical perspectives. Prerequisite: ART 141. Additional fee required. (S)

**ART 231: Art and Craft Design (3)** This course is designed to explore art and craft techniques cross-culturally and cross-historically through the exploration of various craft methods including non-western techniques and modern practices. Emphasis of this course will be on cultural awareness, diversity, historical perspectives and aesthetic sensitivity. Additional fee required. (F)

**ART 235: Women Artists (3)** This course is designed to explore western and non-western art forms made by women in various societies. Discussion will focus on gender in society, works of women artists, historical context and cultural diversity. Emphasis for the course will be on diversity, aesthetic sensitivity, gender and tolerance. (WI)

**ART 241: Art and Society (3)** This course is designed to explore western and non-western art forms from prehistoric cultures to the present day. Discussion will focus on distinctive styles, works of major artists, historical context, and cultural diversity. Information will be presented thematically based upon art and its relation to life, self-identity, religion and society. Emphasis for the course will be on diversity, aesthetic sensitivity and tolerance.

**ART 250: Arts and Life (3)** Arts and Life is a course designed to demonstrate the healing capabilities of various art forms as a direct process in healing the whole person or a community of people.

**ART 251: Printmaking (3)** This course is designed to explore printmaking techniques through a variety of methods. Emphasis will include individual exploration, expression and basic skills in collagraph, woodblock and linocut processes. Prerequisite: ART 141. Additional fee required. (S)

**ART 261: Intermediate Painting (3)** This course is designed to explore intermediate painting techniques based upon elementary knowledge from the foundations course. Emphasis for this course will be on exploration of painting mediums, techniques and

craftsmanship through a broad range of problems. Prerequisite: ART 161. Additional fee required. (F)

**ART 271: Laboratory Assistant in Photography (2)** In this course, the student will develop skills in developing film and printing, as well as in digital imaging. Student will assist in the photography labs, setting up equipment and chemicals, supervising students and cleaning the laboratories, and the student will assist in the digital labs on photography projects. Student will submit a portfolio of his/her own work at the end of the semester. Prerequisite: ART 151, permission of instructor.

### **ART 288: Special Topics (2-4)**

**ART 301: Appalachian Photography (3)** This is an advanced course in photography in which the student further develops the skills learned in ART 151 Photography. Students will explore the Southern Appalachian Mountains through the medium of photography, shooting landscapes and portraits of local people, developing skill in macro photography, and documenting various arts, crafts, skills and social and environmental problems. Prerequisite: ART 151. Additional fee required. (F Odd)

**ART 305: Photography/Writing (3)** This course explores the ways in which photographs can complement the written word in feature articles on Southern Appalachia. Students will study both photographic techniques and feature writing. Expect to spend time in the field. Prerequisite: Permission of instructor.

**ART 331: Mixed Media (3)** This is an intermediate/ advanced course focusing on the use of multiple mediums and techniques that can be used within one piece, including transfer process, collage, wax, fibers and embellishment. Information will be presented thematically through a variety of topics. Emphasis for this course will be on exploration of mediums, craftsmanship, historical viewpoints, critical perspectives and advanced problem solving. Prerequisite: ART 141. Additional fee required. (S)

**ART 335: Contemporary Art History (3)** This course is designed to explore contemporary western and non-western art forms from the 20th and 21st Centuries. Discussion will focus on distinctive styles, works of major artists, historical context, society and cultural diversity. Information will be presented thematically. Emphasis for the course will be on major movements, historical achievements and connections in society.

**ART 342: Art and Humanity (3)** This art history course is designed to explore specific topics of art, craft and design and their relation to humanity's development and achievement including major discoveries, various belief systems and major advances of human kind. Themes will vary per semester.

### **ART 388: Special Topics (2-4)**

**ART 431: Art on Paper (3)** This advanced studio course is designed to explore the multiplicity of art in relation to paper. Emphasis for this course will be on exploration of mediums, craftsmanship, critical perspectives and advanced problem solving. Prerequisite: Permission of instructor. Additional fee required. (F)

**ART 441: Advanced Graphic Design (3)** This is an advanced course that focuses on the visual arts and how they relate to graphic design, advertising and communication. Emphasis will include typography, layout, advanced color theory, craftsmanship and problem solving through the exploration of various themes. Prerequisites: COM 310. Additional fee required. (S)

**ART 461: Advanced Studio Design (3)** This advanced studio course is designed to explore the multiplicity of art creation from 2-D to 3-D. Emphasis for this course will be on exploration of mediums, development of a personal body of work, craftsmanship, critical perspectives and advanced problem solving. Prerequisites: Permission of instructor. Additional fee required. (S)

**ART 471: Art & Design Internship (3)** This course is an on-the-job training experience in Art & Design. Emphasis on professional knowledge and education in your area of study within the field of Art & Design. A minimum of 200 hours of work is necessary for 3 hours credit. Normally taken in the summer following the junior year. Prerequisite: junior status or permission from program coordinator.

### **ART 488: Special Topics (2-4)**

**ART 499: Senior Seminar: Omega Presentation and Exhibition (3)** This course is the second part of the final course. It is designed for graduating seniors, to be taken spring semester. Emphasis for this course will be on the creation of a portfolio and exhibition of a body of work. This is required for graduation from the program. Prerequisite: Permission of instructor. (S)

# Athletic Training (ATE)

**ATE 200: Professional Development in Athletic Training – Level I (0)** This course provides students with the opportunity to become involved in the professional membership association for certified Athletic Trainers, the NATA (National Athletic Trainers' Association) and develop an understanding of the responsibilities of a professional athletic trainer. Students in the Athletic Training Education Program will take one course each fall during the professional phase of the program (sophomore through senior years).

**ATE 211: First Aid and CPR (2)** This course will focus on standard first aid and personal safety with CPR. (F)

**ATE 221: Introduction to Athletic Training (3)** This course is a general survey of athletic training designed to familiarize the student with basic knowledge and skills used in prevention, care and treatment of athletic injuries. Areas covered include safety, basic anatomy, terminology, basic taping, injury evaluation and use of modalities. (S)

**ATE 271-472: Athletic Training Clinical Education Experiences I-VI (1)** This series of six courses is intended to provide the athletic training student with opportunities to acquire and practice clinical skills. The student will be educated and evaluated according to the Athletic Training Clinical Proficiencies provided by the NATA Education Council. Prerequisite: Permission of Athletic Training Program Director. (S, F)

**ATE 300: Professional Development in Athletic Training – Level II (0)** This course is a continuation of ATE 200.

**ATE 321: Assessment of Athletic Injuries I (3)** This course examines the correct procedures for the assessment of athletic injuries. Study will include comprehensive evaluation techniques and hands-on experience in the application of such techniques. Emphasis will be on the lower extremity. Prerequisite: BIO 271. (S)

**ATE 322: Assessment of Athletic Injuries II (3)** This course is a continuation of ATE 321 emphasizing assessment of athletic injuries to the spine and upper extremities. Prerequisite: ATE 321. (F)

**ATE 331: Therapeutic Modalities (3)** This course is designed to examine the therapeutic effects of modality application on the healing process. Study will include the physics of the application of various modalities and the physiological response to the modality. Prerequisite: BIO 272 and ATE 221. (F)

**ATE 332: Therapeutic Exercise (3)** The course examines the components that are the cornerstone for establishing progression and conclusion of therapeutic exercise protocols for common injuries. Study will include lecture and laboratory opportunities to develop and apply the protocols. Prerequisite: BIO 272 and ATE 221. (S)

**ATE 341: Organization/Administration of Athletic Training Programs (3)** This course explores organization and administration in the sports medicine setting. Topics of discussion will include budgeting, facilities, and legal and medical issues. Prerequisite: ATE 221. (S) (WI)

**ATE 400: Professional Development in Athletic Training – Level III (0)** This course is a continuation of ATE 300.

**ATE 411: Advanced Athletic Training (3)** This is an advanced course in the prevention and care of injuries and illnesses commonly found in athletes and active individuals. Emphasis is on preparing the student to recognize, treat and refer those with common general medical conditions or disabilities. Prerequisite: ATE 322. (ATE 331 is also recommended.) (F)

**ATE 451: Senior Seminar in Athletic Training I (2)** This course will provide the senior level Athletic Training student the opportunity to synthesize coursework and discuss the care of athletic injuries from the time of injury until return to play. An overview and discussion of national, district and state Athletic Training organizations, and preparation for the BOC certification examination will be included. Prerequisite: Senior status and permission of the Instructor and Director of the ATP. (F)

**ATE 452: Senior Seminar in Athletic Training II (1)** This course is a continuation of ATE 451 Senior Seminar in Athletic Training I. Prerequisite: Senior status and permission of the instructor and director of the ATP. (S)

**ATE 490: Field Experience in Athletic Training I (3)** This course is designed to provide the student opportunities to develop hands on experience in an athletic training setting. The student is supervised by a Certified Athletic Trainer or other health care professional (physician, physical therapist, etc.). A formal report of the experience is required. Students must provide their own transportation to off-campus sites. Prerequisite: senior status, final fall semester and permission of both the Athletic Training Program Director and the instructor. (F)

**ATE 491: Field Exp. in Athletic Training II (3)** Continuation of ATE 490. (S)

**ATE 499: Senior Research (3)** Current topics in the field of Athletic Training and related fields will be studied. Oral and written presentations will be required. Prerequisite: Senior status and permission of the instructor. (F, S) (WI)

# Biology (BIO)

**BIO 101: Issues in Human Biology (3)** This course is an introduction to the major principles of human biology through the examination of selected current topics of interest and relevance to students' lives. Does not satisfy the Natural Science General Core Requirement for Biology majors. (F, S)

**BIO 102: Environmental Biology (3)** This course is an introduction to environmental science and biological diversity with examination of the relationship between human population growth, consumer life-style, resource depletion and environmental degradation. Emphasis on development of environmental awareness. (F, S)

**BIO 105: Medical Terminology (3)** This course will systematically introduce common words and phrases in health sciences, their meanings and their etymology. This course is particularly useful for students seeking careers in the health sciences. (F)

**BIO 113: Laboratory Investigations in Biology (3)** This course is designed to introduce the student to laboratory techniques in biology. Emphasis on experimental design, analysis and presentation of results. Recommended as a co-requisite with BIO 114 or BIO 115. An additional fee is required. (F, S) (WI)

**BIO 114: Introduction to Biology for Majors I (3)** This course introduces students wishing to major in the sciences or healthcare to important concepts governing cellular behaviors. Topics covered include biochemistry, cell biology and metabolism. (F, S)

**BIO 115: Introduction to Biology for Majors II (3)** A continuation of BIO 114, this course continues to explore how cells pass on their genetic material during growth and reproduction. Particular emphasis is placed on Mendelian genetics, heredity and the biochemistry of nucleic acids. Prerequisites: BIO 114. (F, S)

**BIO 121: Introduction to Ecology (3)** This course increases understanding of the natural world by introducing students to important concepts of ecology. (F)

**BIO 122: Introduction to Evolution (3)** This course increases understanding of the natural world by introducing students to important concepts of evolution. (S)

**BIO 155 Fundamentals of Human and Animal Relationships (3)** This course is designed to introduce students to an overview of issues related to human and animals in relationship to each other, historically and in present day societies.

**BIO 211: General Zoology (4)** This course is a survey of the animal kingdom. Distinctive phyla characteristics and comparison of the various phyla are stressed. (Laboratory) Prerequisite: Either the BIO 114 and BIO 115 sequence or BIO 121. An additional fee is required. (S)

**BIO 214: Microbiology for Nursing (3)** This course is an introduction to principles and applications of microbiology including systematics, metabolism, pathogenic mechanisms and industrial applications. Humoral and cell-mediated immune responses in humans are emphasized. An additional fee is required. (F)

**BIO 221: General Botany (4)** This is a survey course of the plant kingdom. Emphasis on life cycles, physiology, anatomy and ecology. (Laboratory) Prerequisite: Either the BIO 114 and BIO 115 sequence or BIO 121. An additional fee is required. (F)

**BIO 231: Introduction to Field Biology (4)** This is an introductory field course in wildlife biology. Different aspects of wildlife biology are examined through field exercises and observations. Prerequisites: BIO 121 and BIO 122. An additional fee is required. (F) (WI)

**BIO 252: Introduction to Food Sciences (3)** In this course, students acquire a basic understanding of food ingredients, how they are sourced and processed, and their roles in food. A laboratory will demonstrate these roles through hands-on application and demonstration.

**BIO 255: Nutrition, Health and Wellness (3)** This course is an introductory nutrition course that explores the links between what we eat and our health and wellness. This is a required course for students wishing to go into the Nutrition concentration or Nursing degree.

**BIO 271: Human Anatomy/Physiology I (4)** In this course students will examine the anatomical structure and physiological processes of the human organism. Some dissection required (non-cadaver). (Laboratory) Prerequisite: BIO 114. An additional fee is required. (F)

**BIO 272: Human Anatomy/Physiology II (4)** This course is a continuation of BIO 271 Human Anatomy/Physiology I. (Laboratory) Prerequisite: BIO 271. An additional fee is required. (S)

**BIO 281: Introduction to Wildlife Rehabilitation I (3)** This is an introductory course, for students concentrating in Wildlife Rehabilitation, that emphasizes wildlife education. The course is designed to be experiential, and students will learn management and care of the permanent educational wildlife and will learn to use them in classroom educational programs. Prerequisite: BIO 155. An additional fee is required. (F)

**BIO 282: Wildlife as Partners in Education (3)** This course emphasizes the use of wildlife in environmental and wilderness education. Prerequisite: BIO 281. (S)

**BIO 292: Advanced Clinical Rehabilitation (4)** This course is designed to introduce students to the fundamentals of wildlife rehabilitation from a clinical standpoint, including assessments, diagnostics, and treatments for injured or orphaned animals. Corequisite: BIO 282. An additional fee is required.

**BIO 311: Microbiology and Immunology (4)** This course is an introduction to principles and applications of microbiology including systematics, metabolism, pathogenic mechanisms and industrial applications. Humoral and cell-mediated immune responses in vertebrates are emphasized. (Laboratory) Prerequisite: BIO 114 or BIO 115 or 121. An additional fee is required. (F) (WI)

**BIO 321: Field Botany (3)** This is a field course on plant identification and study of plant communities, with emphasis on flora and plant communities of the southern Appalachian region. (Laboratory) Prerequisite: BIO 221. An additional fee is required. (F Odd)

**BIO 331: Principles of Ecology (4)** This course is a study of relationships between organisms and their biological, chemical and physical environment. (Laboratory) Prerequisite: BIO 211 or BIO 221. An additional fee is required. (F Even)

**BIO 333: Ecological Field Methods (3)** This course is designed to give students experience in fieldwork and projects to be used in future work in careers and graduate school. Prerequisite: BIO 231.

**BIO 336: Biomedical Ethics (3)** This course will be an exploration of ethical issues that arise involving delivery of health care, the dynamic between individual rights and institutional health care, and specific issues such as cloning and euthanasia. Based on case studies. Prerequisite: RHE 101.

**BIO 338: Environmental Ethics (3)** This course inquires about the questions of ethics that arise in the human interaction with the natural environment. This course both introduces ethical theory and considers the merit of relative ethical frameworks for contemporary environmental concerns.

**BIO 341: Research Topics in Biology (1)** This course is designed to allow junior and senior Biology majors the opportunity to initiate research projects in their respective fields of interest. (May be repeated for credit as topics vary.) Prerequisite: Junior status or permission from the instructor. (F, S)

**BIO 342: Research Topics in Biology (2)** This course is designed to allow junior and senior Biology majors the opportunity to initiate research projects in their respective fields of interest. (May be repeated for credit as topics vary.) Prerequisite: Junior status or permission from the instructor. (F, S)

**BIO 343: Research Topics in Biology (3)** This course is designed to allow junior and senior Biology majors the opportunity to initiate research projects in their respective fields of interest. (May be repeated for credit as topics vary.) Prerequisite: Junior status or permission from the instructor. (F, S)

**BIO 351: Comparative Vertebrate Anatomy (4)** This course will introduce students to the comparative anatomical study of various vertebrate systems, including musculoskeletal, cardiovascular, integumentary, sensory, and urinary systems, with emphasis on evolutionary bases for these differences.

**BIO 353: Principles of Human and Animal Nutrition (3)** This course explores the relationship of nutrition to animal and human physiology. (S Odd)

**BIO 355: Nutrition Through the Life Cycle (3)** This course explores nutritional requirements throughout the life cycle of humans. We will begin with basic nutrition science and then look at nutritional needs during pregnancy, infancy, adolescence, adulthood and finally in the elderly. Prerequisite: BIO 271 and 272.

**BIO 361: Genetics (4)** In this course, students will study the basic principles of classical and modern genetics. (Laboratory) Prerequisite: BIO 114 or BIO 115 or 121. An additional fee is required. (S Odd)

**BIO 363: Histology (4)** An in-depth exploration of animal organ systems at the tissue-level. Emphasis will be given to normal microanatomy and changes associated with pathologies.

**BIO 371: Internship in Biology (1)** This course will give students academic credit for work experience in an area related to their major. Formal report of the work experience or related research is required. Prerequisite: Junior status and permission of the

instructor. (F, S)

**BIO 372: Internship in Biology (2)** This course will give students academic credit for work experience in an area related to their major. Formal report of the work experience or related research is required. Prerequisite: Junior status and permission of the instructor. (F, S)

**BIO 373: Internship in Biology (3)** This course will give students academic credit for work experience in an area related to their major. Formal report of the work experience or related research is required. Prerequisite: Junior status and permission of the instructor. (F, S)

**BIO 388: Special Topics in Biology (1–3)** In these courses, topics are determined by the biology faculty and provide the student with an opportunity to study and research in various subject areas. Prerequisite: Permission of the instructor.

**BIO 389: Special Topics in Biology (4)** In these courses, topics are determined by the biology faculty and provide the student with an opportunity to study and research in various subject areas. Prerequisite: Permission of the instructor.

**BIO 392: Clinical Wildlife Rehabilitation I (6)** This intensive, hands-on course offered only during the first semester of summer school, is designed to train students in the rehabilitation of injured and orphaned wildlife. Due to the heavy time demands, students should not take other summer courses while enrolled in this class. Prerequisite: BIO 282 and 292. (Summer) (WI)

**BIO 393: Clinical Wildlife Rehabilitation II (6)** This course is a continuation of BIO 392 through the second semester of summer school. (Summer) (WI)

**BIO 401: Appalachian Ecology (4)** This course is a field study of the natural communities of the southern Appalachians, including deciduous forests, evergreen forests, balds, heath and wetlands. Biological composition and structure of these communities are examined through field exercises and projects. Prerequisite: BIO 211 or BIO 221. (Summer)

**BIO 411: Evolution (3)** This course focuses on the mechanisms of organic evolution with an emphasis on environmental and genetic factors related to evolutionary change. Prerequisite: BIO 211 or BIO 221. (S Even)

**BIO 413: Food Toxicology (3)** This course is an exploration of current issues in food safety, their impact on human health and some of the methods that the food industry and government use to manage them. Prerequisite: BIO 271 and BIO 272. (F Even)

**BIO 425: Developmental Biology (4)** This course will cover basic developmental processes that guide the transition of a fertilized embryo to an adult animal. Development of the three germ layers, organogenesis and stem cell biology will be heavily covered. (WI)

**BIO 431: Conservation Biology (3)** This course introduces students to the field of wildlife/ecosystem conservation restoration. Students will be introduced to ecological, biogeographic and genetic theory and how it relates to conservation of species and communities. Prerequisite: BIO 331. (S Odd)

**BIO 441: Ornithology (4)** In this course, students will study avian biology, including evolution, zoogeography, anatomy, ecology and behavior, with emphasis on North Carolina avifauna. (Laboratory) Prerequisite: BIO 211. An additional fee is required. (F)

**BIO 445: Mammalogy (4)** In this course, students will study the Biology of mammals, including their evolution, zoogeography, anatomy, ecology and behavior, with emphasis on mammals of North Carolina. (Laboratory) Prerequisite: BIO 211. An additional fee is required. (S)

**BIO 451: Animal Behavior (3)** This course is an introduction to animal behavior, with emphasis on social systems of animals in natural environments. Prerequisite: BIO 211. (S Odd) (WI)

**BIO 461: Cell Biology (4)** This course is a study of the structure and function of cells at the cellular and molecular level. The current status of major topics such as gene function, cellular recognition and communication, cell motility, metabolism, and cell differentiation are presented. (S Odd) (WI)

**BIO 465: Molecular Biology (3)** BIO 465 focuses on molecular mechanisms that underlie important biological processes of the human body including immunology, metabolism and gene expression. This course also introduces techniques used to elucidate those processes. Prerequisite: BIO 114 and BIO 115. BIO 311 recommended. (F Odd) (WI)

**BIO 473: Physiology of Exercise (3)** This course is a study of physiological adaptations during exercise. Areas of study include: body composition, environmental stress and medically-related problems. Prerequisite: BIO 272. (F Even)

**BIO 475: Anatomical Kinesiology (3)** This course is a study of the human body in motion. Areas of emphasis include effects of muscular activity, anatomic planes of motion, motions of major joints and basic analysis of motion. Prerequisite: BIO 272. (S Odd) (WI)

**BIO 482: Tropical Biology (3)** This course is a field study of tropical ecosystems, including terrestrial and marine habitats. Taught in a variety of tropical locales, it investigates the complex relationships between organisms in tropical communities. Prerequisite: BIO 231 or BIO 331 and permission of the instructor.

**BIO 488: Special Topics in Biology (1–3)** In these courses, topics are determined by the biology faculty and provide the student with an opportunity to study and research in various subject areas. Prerequisite: Permission of the instructor.

**BIO 489: Special Topics in Biology (4)** In these courses, topics are determined by the biology faculty and provide the student with an opportunity to study and research in various subject areas. Prerequisite: Permission of the instructor.

**BIO 499: Senior Research for Biology Majors (3)** This capstone research course involves data collection, analysis and presentation. Oral and written presentations will be required. Prerequisite: Senior status. (F, S) (WI)

# Business (BUS)

**BUS 101: Introduction to Business (3)** This course offers an overview of the issues — economic, global, regulatory and ecological — that face today's business firm. Other topics include: career paths in business, accounting and financial matters, ownership rights vs. managerial control, production operations, marketing and distribution, relationships with governments and special responsibilities of business. (F, S) (WI)

**BUS 102: Introduction to Business Computing (3)** Introduction to Business Computing introduces the student to a broad background of business technological computing fundamentals and an awareness of how and where technology is currently being implemented within the business realm. Business Computing covers the business technological concepts, and technological business security and ethics, along with how technology encompasses the workplace. Students will acquire the basic business technology skills in operating systems, spreadsheets, databases and professional presentation skills. Prior keyboarding skills would be helpful. Test Out available. (F, S)

**BUS 103: Personal Finance (3)** This course offers study in the area of personal financial management and money management along with consumer decision making. Course topics include: preparing a personal budget, managing cash and savings, using credit wisely, types of insurance, home ownership and developing an investment plan for the future. (F)

**BUS 105: Personal Income Tax (3)** This course provides an introduction to personal income tax preparation. Course topics include current income tax law, gross and adjusted gross income, deductions and credits, and capital gains and losses. The preparation of individual income tax returns is emphasized. (S)

**BUS 211: Principles of Management (3)** Functions of management, organizational structures, leadership, motivation and styles of management are studied in this course. Formal presentations are required. Students will learn group dynamics and team building skills. Prerequisite: BUS 101. (F, S)

**BUS 221: Principles of Microeconomics (3)** This course is a study of microeconomic principles including: supply and demand analysis, elasticity measures, the function of prices, cost analysis and output determination, product and resource markets, competitive market structures, imperfect competition, and the theory of comparative advantage. (F)

**BUS 222: Principles of Macroeconomics (3)** This course is a study of macroeconomic principles including: the circular flow model, economic aggregates, inflation, unemployment and gross domestic product, the aggregate demand/aggregate supply model, fiscal policy, central banking and monetary policy, stabilization theory, and international finance. (S)

**BUS 241: Accounting I (3)** This course introduces the principles, concepts and role of accounting in business. Students will gain an understanding of accounting for, and reporting to, lenders, investors, regulators and other decision-makers who are outside of the firm. Double-entry bookkeeping, Generally Accepted Accounting Principles (GAAP), the accounting cycle, accounting systems and controls for different types of businesses (manufacturing, merchandising, and service), ethics, cash, receivables, balance sheets, income statements and analyses of financial reports are studied. (F)

**BUS 242: Accounting II (3)** This course is a continuation of BUS 241. Students will gain an understanding of accounting for inventories, fixed assets, liabilities, different forms of organizations (corporations, partnerships, LLCs, sole proprietorships), income tax reporting, extraordinary items, bonds, time value of money, ethics, the statements of owners' equity and cash flows, and the analyses of financial reports. Prerequisite: BUS 241. (S)

**BUS 299: Business Communications (3)** This course is designed to expose students to the various communication skills needed in the business environment. Students will learn accepted practices in writing professional documents including letters, reports, emails and resumes. Students will also develop oral presentation and interpersonal skills. Team building skills will also be a focus of this course. Prerequisite: RHE 102. (S) (WI)

**BUS 301: Principles of Marketing (3)** This is a survey course covering the process of creating, distributing, promoting and pricing of goods and services in a global, information-age economy. Psychological, sociological and economic determinants of consumer behavior are emphasized, as is the planning and evaluation of marketing efforts. Substantial writing projects are required. Prerequisite: BUS 101. (F, S) (WI)

**BUS 303: Social Media Marketing (3)** Social Media Marketing addresses how businesses use the internet and other computer technologies as marketing tools. The emphasis is on understanding the unique opportunities and challenges associated with electronic marketing in order to better implement a firm's overall marketing strategy. This course will discuss e-commerce, effective websites, search engines results, advertising banners and database marketing. Prerequisite: BUS 301 (S Odd)

**BUS 304: Integrated Marketing Communication (3)** This course will teach students how to develop and implement integrated

marketing communications strategies including advertising, sales promotion, public relations, sponsorship marketing and personal selling. Find out how to coordinate these communication elements so that they convey a message with a single voice, thus being more cost effective. Use your analytical and creative skills to communicate effectively with target customers, making you a prized member of your employer's team. Practical work included . Prerequisite: BUS 301. (F Odd)

**BUS 306: Professional Selling and Sales Management (3)** This course focuses on the development of selling skills, from prospecting for new customers to making a sales presentation, closing the sale and following up. Through quantitative techniques and behavioral research applied to planning, organizing, directing, and controlling field sales effort, students will understand sales management and forecasting. Presentations and public speaking skills are emphasized. Prerequisite: BUS 301. (F Even)

**BUS 311: Operations Management (3)** This course is an introduction to practical quantitative techniques that can be successfully applied to production and service problems. The course uses decision models to solve production, service, and supply chain problems with emphasis on production operations, forecasting, scheduling and productivity. Significant written projects and basic applications of statistical analysis are required. Prerequisites: BUS 101 and BUS 265 or MAT 215. (F, S)

**BUS 321: Business and Economics of Sports (3)** This course is a study of professional and collegiate athletics and business enterprises. Alternative strategies for earning profits, the functions of leagues, monopoly behaviors of sports franchises in product markets, and public financing of professional sports franchises are considered. Special attention is given to collegiate athletics and the role of the NCAA. Prerequisites: BUS 221 and BUS 241. (S)

**BUS 322: Human Resources (3)** This course is a study of the various aspects of management responsibilities in the human resources function: recruiting, selection, setting of wages and salaries, placement, government regulations, training, development, promotion, transfer and termination. Appraisal of performance, job evaluation and relations between management and a non-union or union labor force are also considered. Prerequisite: BUS 101. (S)

**BUS 323: Small Business Marketing (3)** This course focuses on marketing for the smaller business. Topics will include identification of product or service potential, advertising plans, marketing strategies, sales motivation and direction, and purchasing procedures and inventory control. Prerequisite: BUS 301 (F Odd)

**BUS 341: Managerial Accounting (3)** This course focuses on the analysis of information about prices and costs within specific business entities for the purposes of planning, control and decision making. Major topics include cost behavior, cost-volume-profit relationships, job order costing, processing costing, cost allocations, activity-based costing, budgeting, variance analysis, cash flow analysis, just-in-time systems, ethical responsibilities of managers, and solvency and profitability analyses. Includes a major written project analyzing the annual report and financial statements of a real corporation. Co-requisite: BUS 242. (S)

**BUS 343: Individual Taxation (3)** This course provides individual income tax preparation, the theory of taxation, and tax administration and planning. Course topics include current income tax law, gross and adjusted gross income, deductions and credits, and capital gains and losses. The processes within the audit and appeal process will be emphasized, as well as the preparation of individual income tax returns. Prerequisites: BUS 241. Prerequisite or co-requisite: BUS 242. (S)

**BUS 344: Accounting Software Applications (3)** This course introduces accounting concepts and procedures relating to small businesses. Content includes basic overview of accounting cycle, data entry using manual and computerized systems, analysis and use of financial statement data. Course introduces general ledger software. Content includes setting up companies, entering payables, writing checks, entering sales, processing discounts, tracking sales tax, collecting receivables, preparing journal entries, generating internal reports and creating financial statements. Prerequisite: BUS 241 (Special Semester)

**BUS 345: Intermediate Accounting I (3)** This course is an in-depth study of Generally Accepted Accounting Principles (GAAP) and their theoretical basis. Explores the contents of and interrelationships among the balance sheet, income statement, statement of cash flows and statement of owners' equity, along with techniques for preparation, presentation, interpretation and use of such financial statements. Some of the more important accounting standards of the Financial Accounting Standards Board (FASB) are included. Prerequisite: BUS 242. (F)

**BUS 346: Intermediate Accounting II (3)** This course is a continuation of BUS 345's in-depth study of financial accounting, examining the preparation, presentation, interpretation and use of financial statements. Emphasizes intangible assets, acquisition of property, current and long-term liabilities and stockholders' equity. Current issues in accounting (including ethics) are also explored. Prerequisite: BUS 345. (S)

**BUS 351: Organizational Behavior (3)** This course studies of work values, attitudes and moods and their impact on the work environment. Designed to enable students to understand the behaviors of individuals, groups and leaders in organizations. Diverse issues related to how behaviors can be changed or maintained in the work environment are studied for practical application. Prerequisite: BUS 101 and BUS 222. (F)

**BUS 352: Small Business Learning Lab (3)** This course is a real-life learning lab. The class will include, but not be limited to, small

business operations, small business marketing and small business accounting. The student will have the opportunity to practice many of the concepts associated with a small business: marketing strategy, record keeping, accounting concepts and procedures, advertising, sales, purchasing and inventory control. The class will operate a small business located on the Lees-McRae College campus. (Special Semester)

**BUS 360: Study Abroad (3)** This course provides opportunities for students to obtain academic credit through study in other countries. (3)

**BUS 372: Principles of Finance (3)** This course is an introduction to investing and managing the assets of a business, to include such topics as the time value of money, capital budgeting, break-even and bonds, and analysis of the financial position and performance of the firm. Includes a major case involving capital budgeting decisions and investment criteria. Prerequisite: BUS 241 and 385. (F, S)

**BUS 375: Commercial Bank Management (3)** This course is a study of decision making involved in operating a commercial financial institution. Topics will include an overview of the banking and financial services industry, the structure and analysis of banking financial statements, and the management of banking risks. Students will be required to research and analyze a real operating Bank Holding Company and present their findings to the class. Prerequisite: BUS 372. (S Odd)

**BUS 377: Financial Management (3)** This course is an intermediate study of finance and is a continuation of the Principles of Finance course. Capital budgeting will be explored more in depth including scenario and sensitivity analysis. The Risk and Return relationship, cost of capital, capital structure, options contracts and working capital management are among the topics covered. Prerequisite: BUS 372. (F)

**BUS 385: Data Analytics (3)** This course focuses on the analysis of data from determining metrics, questions, data items to keep, and the analysis through presentation of compiled and synthesized information. With goals of more efficiently and effectively managing an organization, the course will utilize tools currently employed in business to learn and practice the processes involved in data analytics to generate strategic information. Prerequisites: BUS 311 and BUS 351 (or co-requisite). (F, S)

**BUS 402: Marketing Research (3)** This course deals with the theory and application of marketing research as a tool for the decision-making process. Special emphasis is given to problem definition, research design, sampling procedure, data collection, statistical analysis, interpretation of data and reporting of research findings. Techniques involved in the collection, tabulation and analysis of marketing information. Prerequisites: BUS 265 or MAT 215 and BUS 301. (F Even)

**BUS 404: Consumer Behavior (3)** This course will examine the psychological, sociological and economic theories of buyer behavior. This is followed by analysis of the major current and classical empirical research studies designed to test the different theories of buyer behavior. (F Odd)

**BUS 411: Business Law (3)** This course is an introduction to the legal process to demonstrate its effect on business. A philosophical and historical background of jurisprudence and the American legal system is reviewed as well as a larger in-depth study of the federal and state court systems. Basic legal principles are explored and an intensive study of contract law and selected aspects of business-related subjects including sales, negotiable instruments, business organization, consumer and antitrust law, business crimes and torts, government regulations, and ethical problems are emphasized. The course is designed to give students the skills necessary to recognize legal problems and know when to seek legal counsel for such issues. Prerequisite: RHE 102 and junior or senior status. (S) (WI)

**BUS 421: International Business I (3)** This course is a study of global markets for American firms. We include the policies, institutions and practices of international trade, with emphasis upon: the global integration of national economies, international commercial and financial institutions and practices, international marketing and management techniques, diverse culture and customs in international business relationships and the roles of multi-national corporations. Prerequisite: RHE 101, RHE 102, BUS 101 and BUS 351. (F)

**BUS 422: Entrepreneurship (3)** This is a seminar course that covers the entrepreneurial process from recognition of an idea to the successful launch of a business. Topics covered will be the decision to become an entrepreneur, developing ideas, and managing and growing a firm. Students will originate a business idea and develop a business plan. Prerequisites: BUS 301 and BUS 372. (F Odd)

**BUS 431: International Business II (3)** This course will engage the students in the tasks of learning the nature of international business and will focus on the new realities in today's global business environment. These include: global sources, impact of technological advance on globalization, globalization of finance, success of the smaller firm in international markets, strategy in international business, and marketing in the global firm. Prerequisite: BUS 421 (S)

**BUS 444: Auditing (3)** This course focuses on the theory and practice of external financial statement auditing, with emphasis on the legal and ethical environment surrounding the audit process, application of GAAS (Generally Accepted Auditing Standards) to

an audit, risk analysis, audit planning, internal control, compliance testing, substantive testing and reporting. Prerequisite: BUS 346. (S Even)

**BUS 446: Corporate Taxation (3)** This course introduces federal income tax concepts applicable to corporations (both C-corps and S-corps), partnerships, sole proprietorships and estates and trusts, with emphasis on differences between tax and financial accounting concepts. Other topics will include deferred compensation, tax planning, ethical practices and tax research. Prerequisite: BUS 343. Prerequisite or co-requisite: BUS 345. (F)

**BUS 451: Business Ethics (3)** This course is an analysis of business policies and practices with respect to their social impact, governmental regulations, political activities of special interest groups, the relationship between public policy and the growth of corporate enterprise, and the social responsibilities of business management. Prerequisite: BUS 241. (S)

**BUS 471: Business Internship (3-6)** This course is a full-time work experience for business majors taken under the direction and supervision of the internship coordinator, who monitors the student's progress and experience. The student is supervised by an on-site manager of the organization who will verify the number of hours completed by the student and evaluate the student's work performance. A formal paper and oral presentation is required when the internship is completed. A student working 200 to 399 hours during the internship will receive 3 hours credit. If a student works more than 400 hours during the internship, 6 hours of credit will be given. Prerequisite: Junior or senior status and permission of the instructor.

**BUS 472: Financial Decision Making (3)** This course is an application of strategies used to make financial decisions. A major emphasis is placed on designing spreadsheets to aid in the planning and decision making process. Students will complete a series of applied problems in Microsoft Excel covering various areas of financial decision making including financial statement analysis, forecasting, budgeting, leverage analysis, valuation, capital budgeting, and portfolio analysis. Students will become familiar with Excel tools such as graphs, charts and pivot tables to aid in the analysis. Students will also create their on Macro using Visual Basic and present it to the class. Prerequisite: BUS 377. (S Even)

**BUS 473: Teaching Internship (3)** This course will be in conjunction with entry level courses, such as Introduction to Business, Accounting I, Business Statistics, Principles of Management and Principles of Marketing. The student will work closely with the professor to emphasize course material, provide additional resources, counsel students, evaluate students and maintain clear and complete records. The student will have an excellent opportunity to practice and enhance skills such as thinking on your feet, answering questions, organizing presentations and improvising. Prerequisites: Permission of the Program Coordinator.

**BUS 474: Investment Management (3)** This course is an introduction to managing investments including security analysis. A major emphasis is placed on understanding the various types of investments as well as research using a variety of resources and tools to determine economic, market and investment conditions/trends. This information will be used to manage individual securities as well as a portfolio of investments. Additional emphasis will be given to stock valuation, risk and return. Prerequisite: BUS 372.

**BUS 476: International Finance (3)** This course is a study of the financing functions of multi-national companies. A major emphasis is placed on monetary exchange rates including its behavior and risk management. Additional emphasis is placed on international trade, international operations and international capital budgeting. Prerequisite: BUS 372. (S Odd)

**BUS 492: Management and Leadership (3)** This course is designed to address in-depth theories and practical applications of management and leadership in organizational settings. While focusing on building traditional managerial and leadership skills, the student will also be introduced to nontraditional approaches to understanding leaders and leadership. The responsibilities of leadership will be address through covered topics such as strategic vision, motivation and empowerment and leading diversity, teams and organizational change. Prerequisite: BUS 351. (F Even)

**BUS 498: Strategic Management (3)** This course will engage the student in the task of learning what every aspiring manager needs to know about the theory and practice of strategic management. The course study will introduce students to the primary approaches to building competitive advantage and the key elements of business-level strategy. Business case analysis and evaluation techniques will be utilized to develop skills in decision making and problem solving. Prerequisite: BUS 372 and senior status. (F) (WI)

**BUS 499: Senior Research Seminar (3)** This capstone course integrates all the functional areas of business in the analysis and solution of business problems. Oral and written presentations are required throughout the course, culminating in a more extensive research project. An experiential learning component of community service is also required. Prerequisites: BUS 498 and senior status. (S) (WI)

# Chemistry (CHM)

**CHM 101: Descriptive Environmental Chemistry (3)** This descriptive course is designed to acquaint the student with the basic chemistry of the atmosphere, hydrosphere and pedosphere along with mechanisms by which each may be polluted. (F Odd)

**CHM 111: General Chemistry I (4)** Fundamental principles, laws, and theories of chemistry are studied. (Laboratory) Prerequisite: MAT 112, MAT 116 or MAT 117. An additional fee is required. (F)

**CHM 112: General Chemistry II (4)** A continuation of CHM 111 with emphasis on ionic equilibria. (Laboratory) Prerequisite: CHM 111. An additional fee is required. (S)

**CHM 200: Introductory Biochemistry (3)** This course studies basic principles of inorganic chemistry, organic chemistry and biochemistry necessary for the study of human physiology. This course emphasizes physiological applications of the chemical processes of cellular transport, communication and metabolism.

**CHM 211: Organic Chemistry I (4)** This course is a mechanistic approach to the chemistry of aliphatic and aromatic organic compounds. Special topics include spectroscopy, stereochemistry, carbohydrates, amino acids and proteins. (Laboratory) Prerequisite: CHM 112. An additional fee is required. (F Odd)

**CHM 212: Organic Chemistry II (4)** This course is a continuation of CHM 211. (Laboratory) Prerequisite: CHM 211. An additional fee is required. (S Even)

**CHM 311: Biochemistry (4)** Biochemistry investigates how the structure of biological macromolecules function in important cellular outputs of human biological processes. Prerequisites: CHM 111 and CHM 112. (F Odd)

# Communication Arts (COM)

**COM 110: Digital Imaging (3)** This is an introductory course exploring basic applications in digital design. Information will be presented thematically based upon a variety of topics. Emphasis for this course will be based on elements and principles of design, color theory and artistic creativity through the applications Adobe Photoshop and Illustrator. Additional fee required. (F)

**COM 111: Communication Art & Design Theory (3)** This course studies the role of verbal and nonverbal communication in human interaction and the examination of the role of mass communication systems in our society. Emphasis for this course will be on the history of communication theory, and the history, structure and effects of mass communication. Additional fee required. (F, S) (WI)

**COM 261: Sequential Imaging (3)** This is an intermediate course that focuses on sequential images and type in art, film, advertising and graphic design through the exploration of story-telling. Emphasis for this course will be on integration of a variety of techniques, applications and artistic mediums. Prerequisites: ART 141 and COM 111. Additional fee required.

**COM 265: Introduction to Film (3)** In this course, students will be introduced to the history, select theories and production processes of filmmaking. Each week we will watch films and/or clips from different time periods and countries upon which, before/after viewing we will discuss various aspects of the films and write about them using an ever-increasing body of film terminology introduced throughout the semester. Students will also get practical experience by creating a short film in which they will actively engage in the three phases of filmmaking; pre-production, production and post-production. Prerequisites: RHE 102. (S) (WI)

**COM 310: Electronic Publishing (3)** This is an intermediate level course designed to explore digital graphic and print design. Information will be presented thematically based upon a variety of topics. Emphasis for this course will be based upon graphic layout, design legibility, consistent design quality and artistic creativity through various applications including intermediate level Photoshop and Illustrator techniques. Prerequisite: COM 110. Additional fee required.

**COM 311: Video Production (3)** This course is designed to introduce students to the fundamentals of electronic field production. The course includes the basics of scripting, video/audio recording, lighting and digital editing. Prerequisites: COM 110 and COM 261. Additional fee required. (S)

**COM 320: Web Design (3)** This digital course will focus on web design and the applications of the principles of design (including theories of composition, color and typography) through the creation of web pages. Emphasis will be on the use of digital media for effective visual communication. Prerequisites: COM 110. Additional fee required.

**COM 371: Communication Arts Laboratory Assistant (2)** In this course, students will master skills in advanced software features and hardware technology, and will receive advanced individualized instruction in Macintosh lab management. The student will help Communication Arts majors troubleshoot issues with their projects during the design, scanning and printing stages of production. In addition to Communication Arts responsibilities, the student will work 10 evening hours a week in the lab. The lab assistant will assist the lab supervisor. The student will submit original portfolio pieces demonstrating his or her design skills and technical knowledge at the end of the semester. Prerequisite: Permission of instructor.

**COM 372: Communication Arts Laboratory Supervisor (2)** In this course, students will master skills in advanced software features and hardware technology, and will receive advanced individualized instruction in Macintosh lab management. The student will help the Communication Arts students troubleshoot their projects during the design, scanning, and printing stages of production. In addition to these responsibilities, the student will work 15 evening hours a week in the lab. The lab assistants and monitors will report to the lab supervisor. The student will submit original portfolio pieces demonstrating his or her design skills and technical knowledge at the end of the semester. Prerequisite: Permission of instructor.

**COM 403: Appalachian Documentary Production (3)** This course is designed to give students experience in researching, scripting, photographing and editing documentary material on the Appalachian region. Prerequisite: COM 311. Additional fee required.

**COM 410: Advanced Web Design (3)** This advanced level digital course will focus on web design and the application of the principles of design (including theories of composition, color and typography) through the creation of web pages. Emphasis will be on the use of digital media for effective visual communication. Includes an examination of the role of various digital media in the larger graphic design community. Students will combine text, image, sound and artistic creativity using various applications including Adobe Dreamweaver. Prerequisite: COM 320. Additional fee required. (S)

**COM 412: Advanced Video Production (3)** This is an advanced level course designed to further develop the skills acquired in Video Production. The emphasis for this course will be on advanced skills, digital editing and collaboration. Prerequisite: Junior status, COM 210, COM 261 and COM 311. Additional fee required.

**COM 451: Multimedia Presentations (3)** This advanced level course is designed to explore the development of inventive, innovative and integrative approaches to a variety of media. The emphasis for this course will be on convergence of media through skills learned within the major. Students will also begin preparation for Senior Studio/Omega projects. This course should be taken the semester prior to COM 499. Prerequisites: Permission of instructor. (F) (WI)

**COM 471: Communication Art and Design Internship (3)** This course provides an on-the-job training experience utilizing the skills in one or more of the following areas: professional writing, film/video, digital media (web design, graphic design, digital photography, creative layout and design), or photography. Emphasis on learning and practicing the fundamental skills of communications. A minimum of 200 hours of work is necessary for credit. Normally taken in the summer following the junior year. Prerequisite: Permission of instructor.

**COM 499: Senior Seminar: Omega Presentation and Exhibition (3)** This course is designed to provide students with a personalized setting for the development of an integrated Omega project, as well as preparation for a career in the field of Communications Arts and Design. Toward these goals, the class will engage in individual and group discussions, present preliminary presentations, develop individualized portfolio material and complete their research-based studio project. Specific deadlines will be given for individual elements. The final result: a presentation in an open forum, a written thesis and research paper, and final products shown in group art exhibit. Prerequisite: COM 451, senior status and permission of Program Coordinator. (S)

# Core Liberal Arts (CLA)

**CLA 199: First Year Seminar - Self and the Environment (3)** A course designed to challenge students to explore the role of the individual in their environment within the context of global themes and concepts from discipline-specific and integrated perspectives. Required of all first-year students during their first semester of enrollment.

**CLA 299: Sophomore Seminar - Career and Life Planning (3)** A course designed to introduce students to the principles and strategies used in career and life planning. Topics of discussion include self-interest inventory and assessment, decision-making skills, resume writing, internship and employment opportunities, goal setting, interview skills, personal and professional wellness, graduate school preparation, personal finance management, domestic and international work environments, and life beyond college planning. CLA 299 is required of all second year students but is open to any student who has an interest in the course.

**CLA 399: Junior Seminar - Global Citizenship and Ethics (3)** A course designed to challenge students to explore diversity and cultural issues within the context of global themes and concepts from discipline-specific and integrated perspectives.

**CLA 499: Senior Research Seminar (0)** This course is the capstone academic experience within the major, and a graduation requirement for all students. Course components may include a written thesis, oral presentation, experiential/community service requirement and career education. Prerequisite: Senior status and/or permission of the instructor.

# Criminal Justice (CRI)

**CRI 102: Crime in America (3)** This course focuses on critical issues in criminal justice and the relationship between mass media and crime. This will include an exploration of the ways in which media images affect our daily lives, our perceptions/attitudes about crime and our criminal policies (F, S).

**CRI 221: Introduction to Criminal Justice (3)** This course focuses on the criminal justice system in the United States including the police, the criminal and juvenile court systems, prisons and correctional facilities. (F, S)

**CRI 231: Careers in Criminal Justice (3)** A course designed to introduce students to the principles and strategies used to engage in career and life planning. Topics of discussion include self-interest inventory and assessment, decision-making skills, resume writing, internships and employment opportunities, goal setting, interview skills, personal and professional wellness, preparing for graduate school, personal finance management, domestic and international work environments, and planning for life beyond college. CLA 299 is required for all second year students but it is open to any student who has an interest in the course.

**CRI 265: Statistics for the Social Sciences (3)** This course is an introduction to the statistical tools required to analyze problems in the social sciences. Descriptive statistics, basic concepts of probability, statistical inference, confidence intervals, hypothesis testing, survey sampling methods, analysis of variance and linear regression are among the topics covered. Prerequisite: SSC 105 or higher math. (S)

**CRI 272: Criminal Investigation and Interrogation (3)** This course is an introduction to interviews and essential communication skills used by criminal justice personnel. Students will learn fundamental techniques for interviewing criminal suspects, witnesses, victims and children involved in crime. Emphasis is placed on conducting these interviews in a legal, efficient and professional manner while securing the truth from those involved in the crime. Prerequisite: CRI 221. (S)

**CRI 288: Independent Study (3)** In this course, topics are determined by the program faculty and provided to enhance the students' educational experiences.

**CRI 301: Juvenile Delinquency (3)** This course examines the causes of juvenile delinquency. Particular emphasis is placed on the influence of social institutions, peer groups, the socialization process, and the rates and kinds of delinquency found in different types of communities and social classes. Prerequisite: SOC 251. (F Even)

**CRI 302: Juvenile Justice (3)** This course studies traditional and contemporary views on Juvenile delinquency. Covers the historical development of the juvenile justice system within the context of the criminal justice system. Future trends in juvenile justice are examined.

**CRI 311: Perspectives on Policing (3)** This course is an overview of the controlling factors influencing law enforcement strategies. Upon completion of this course, students will exhibit knowledge of the structure and function of the criminal justice process and police operations; the legacy, current interpretation, and application of law as the foundation of the criminal justice system; and the analysis of the preservation of foundational concepts and citizen rights in the workings of the criminal justice system. Prerequisite: CRI 221. (S)

**CRI 321: Deviance and Violence (3)** This course is a comparative and historical analysis of social disorganization, deviance, violence and social control in various cultural settings with particular attention given to the United States and other industrial societies. Prerequisite: SOC 251. (S)

**CRI 325: Judicial Process and Court Ethics (3)** This course gives an overview of the court system of the United States. Upon completion of this course, students will exhibit knowledge of the structure and function of both the criminal justice process and the U.S. court system. Ethical court procedures will also be discussed. Prerequisite: CRI 221. (TBA)

**CRI 331: Criminology: Crime Theory and Criminal Behavior (3)** This course is a discussion and application of social science theories and explanations of the causes of crime, and the evaluation of the role of social structure in the behavior of individuals. Upon completion of this course, students will be able to apply social science theories and explanations of the causes of crime; evaluate the role of social structure in the behavior of individuals; synthesize various sociological theories and explanations of the causes of crime; and evaluate issues relating to theories of crime in a multicultural, multiethnic, and socially-stratified society. Prerequisite: CRI 221. (F)

**CRI 332: Criminological Theory (3)** This course is an advanced survey of criminological theory, covering sources of data about crime, the characteristics of both offenders and victims, and the nature and theorized causes of criminal offenses. Emphasis will be placed on the application of these theories to current criminal issues.

**CRI 341: Crisis Intervention and Mediation (3)** This course focuses on theories and intervention strategies used with individuals and groups experiencing various critical problems. In addition, basic theory and skills used to deal with conflict resolution in the field

of criminal justice will be analyzed. Prerequisite: SOC 251

**CRI 343: The Forgotten Victim (3)** This course focuses on victim experiences with the criminal justice system as well as theories of victimization, victimization trends, victim vulnerability and culpability.

**CRI 351: Prison Culture and Custody (3)** This course is an exploration of imprisonment in the United States. The student will examine subcultures within prison settings, prison programs, classification of prisoners, security threat groups, prison administration and capital punishment. Prerequisite: CRI 221.

**CRI 352: Probation, Parole, and Community Corrections (3)** This course focuses upon offender alternatives to incarceration along with viable post-release options and mandates for criminal offenders. Topics may include electronic house arrest, offender boot camps, court diversion programs, community service, halfway houses, GPS monitoring and victim/community compensation. Prerequisite: CRI 221.

**CRI 354: Drug Addiction and Crime (3)** This course explores the relationship between drugs and crime. Topics covered include various types of drugs and their effects, drug abuse and addiction, the origin of drug laws, and how the criminal justice system handles drug offenders.

**CRI 362: Statistics and Research Methods (3)** This course serves as an introduction to social scientific inquiry and the research design process, as well as some of the most common quantitative and qualitative research methodologies. Although key statistical concepts are covered, the focus of the course is helping students gain a conceptual understanding of the components of research procedures.

**CRI 380: Research Methods (3)** This course is an introduction to the techniques of social science research that includes an overview of the structure of scientific inquiry and the research methods used for analysis. Prerequisite: CRI 221, CRI 265. (F)

**CRI 402: Criminal Gangs (3)** This course examines the impact of criminal gangs on families, communities, police and the entire criminal justice system. DVDs giving characteristics of specific gangs will be shown and analyzed. The historical and changing dynamics of criminal gangs in society, both inside and outside prisons, will also be included. (F Odd)

**CRI 404: White-Collar Crime (3)** This course studies white-collar crime. Focus is on theories behind white-collar crime, the different types of white-collar crime and what can be done to prevent it from happening

**CRI 431: Corrections: Theory and Application (3)** This course is an in depth analysis of the principles of punishment, the structure and function of the American correctional system, historical development of the American correctional process, classifications, programs, prisons, jails, probation, and parole systems. Students will evaluate problems and difficult issues in the American correctional system, and synthesize logical and ethical principles and concepts through analysis of proposed solutions. Prerequisite: CRI 221.

**CRI 450: Criminal Law (3)** This course is a study of the U.S. Constitution, codes, cases, statutes and court decisions impacting the laws of arrest, search, seizure, admission of evidence, detention, interrogation, criminal court procedures, indictments and the criminal process. Prerequisite: CRI 221. (S)

**CRI 461: Global Justice Systems (3)** The purpose of this course is to offer students an expanded and updated look at how criminal justice is practiced around the world. The course compares and contrasts the criminal justice system in the United States with justice systems in selected countries, and introduces crime as a global problem through analysis of transnational and international crime issues. Students will apply comparative methods to analyze criminal justice systems of selected countries; evaluate major legal traditions of the world; explore an international perspective in policing, courts, and corrections; and review modern dilemmas, contemporary influences, as well as possible future developments. Prerequisite: CRI 221. (F Odd)

**CRI 463: Terrorism (3)** This course defines and conceptualizes terrorism. Topics include homeland security and the origins, dimensions, and impacts of both domestic and international terrorism.

**CRI 466: Serial Killers (3)** This course is a scholarly examination of the dynamics of serial murder. Also covered will be the ways in which both serial and mass murders have been dealt with by the media, law enforcement and the public. (F Even)

**CRI 471: Criminal Justice Internship (3)** This course is a closely supervised internship to be initiated by the student and approved by the instructor. The internship may be in the area of probation, parole, corrections, the courts or law enforcement. Familiarity with current related literature, a term paper and an oral presentation will be required. The supervisor will conduct periodic evaluations. Prerequisite: Senior status and permission of the instructor. (F, Summer)

**CRI 472: Criminal Justice Work Experience (3)** This course is designed for extended campus students who are currently working in the criminal justice field, or have worked in the field during the last five years. Course requirements include a portfolio to verify their employment and evidence to demonstrate how programmatic goals apply to the individual's work experience. Students

who meet this professional work experience criteria enroll in CRI 472 instead of CRI 471 Criminal Justice Internship. Prerequisites: Current Work Experience, Senior Status and permission of the Dean.

**CRI 488: Special Topics (1-3)** In these courses, topics are determined by the Criminal Justice Faculty and provide the student with an opportunity to study and research in various subject areas. Prerequisite: Permission of the instructor.

**CRI 499: Senior Research Seminar (3)** This course is the capstone academic experience, and a graduation requirement for all students in this discipline. Course components include a written thesis, oral presentation and community service requirements. Prerequisite: CRI 380, senior status and permission of the instructor. (S) (WI)

# Education (EDU)

**EDU 102: Introduction to Education (3)** This course seeks to answer questions concerning historical and contemporary definitions of the educated individual. It includes diverse perspectives from varied societal contexts, such as political, social and economic factors. The study examines both traditional and non-traditional pathways to becoming educated. Teacher candidates seeking teacher licensure should begin with this course in the freshman year. Students who are interested in the topic are also encouraged to enroll. (S)

**EDU 201: Introduction to Public School Teaching (3)** This course provides an introductory study of the American public school system, with specific focus on the Teacher Education Program at Lees-McRae. It includes emphases on historical, curricular and organizational developments of schools. Also, students will study the legal, legislative and social/cultural trends affecting the present goals of education (including issues related to student diversity and exceptionalities). Participation in a school setting and one attempt at passing the PRAXIS Core Academic Skills for Educators Exam are required. Teacher candidates seeking licensure should begin with this course in the sophomore year. (F)

**EDU 321: Educational Psychology (3)** This course involves a study of the psychological principles and theories applied to teaching and learning in the educational setting. The course stresses learning theory, measurement, evaluation, student and teacher behavior, individual differences and motivation including identification and educational management of children and youth with exceptionalities. Teacher candidates will complete a field placement with school age children. (F) (WI)

**EDU 322: Foundations of American Education (3)** This course includes a study of the historical, social, religious and philosophical foundations of American education and its relationship with the global community. The course will concentrate on current political, economic, legal and curricular issues in American schools. (F)

**EDU 323: Assessment of Student Learning (3)** This course is designed to help teacher candidates acquire assessment skills needed to make sound instructional decisions, monitor progress, and allow the teacher candidate to plan instruction based on assessment. The course includes an overview of the basic concepts used in developing and using classroom assessments. Students are introduced to strategies used to set objectives and assess student learning including traditional, authentic and performance techniques. Effective assessment strategies are modeled and applied to educational settings in North Carolina. This course links quality assessment to effective teaching and schools. (F)

**EDU 324: Creating and Managing the Learning Environment for Diverse Learners (3)** This course provides teacher candidates with an overview of the competencies, skills and dispositions needed to provide a classroom environment that promotes the academic and social development of students with exceptionalities including, but not limited to, giftedness, disabilities and limited English language. Teacher candidates will explore resources related to meeting the needs of these students in varied contexts, such as family, school and community settings. (S)

**EDU 325: Reflective Teaching & Classroom Management (3)** Through the study of varied models of human motivation and organization, this course assists teacher candidates, as they analyze, create and nurture positive learning communities to promote enduring academic and social growth. (F)

**EDU 327: Math and Science Strategies for Elementary School (3)** This course is constructed to introduce teacher candidates to strategies for enhancing inquiry-based student learning. The focus is on the developmental nature of learning in mathematics and science, beginning diagnoses of individual differences, evaluating student behaviors, setting goals and objectives, developing instructional strategies and using diverse resources for instruction. Competencies are based on NCSCS (including Common Core State Standards) and national standards for teaching Mathematics and Science. (S)

**EDU 328: Beginning Literacy and Social Studies Strategies (3)** This course is constructed to introduce teacher candidates to strategies for enhancing inquiry-based, student learning. The focus is on the developmental nature of learning in language arts, reading and social studies, beginning diagnoses of individual differences, evaluation student behaviors, setting goals and objectives, developing instructional strategies and using diverse resources for instruction in the content areas. Competencies are based on NCSCS (including Common Core State Standards) and national standards for Language Arts (English) and Social Studies. (S)

**EDU 329: Teacher as Researcher (3)** This course focuses on a study of the various models and applications of research related to educating students in the classroom setting. It emphasizes the development of an inquiring mind, action research design, implementation and evaluation, and writing and sharing research findings. (S) (WI)

**EDU 351: Literature for Children (3)** This course provides a survey of literature and non-print media for children, using historical and contemporary resources which represent critically-acclaimed writing and illustrations for K-6 students. It emphasizes the study of different genres of literature, criteria for selection and evaluation, integration into different subject areas, and the application of

appropriate instructional strategies for students with multicultural, language and other exceptional learning characteristics. (F)

**EDU 371: Field Experience and Seminar (2)** This course is an individually planned and approved observational and participatory placement in the school setting. Students will spend a minimum of 40 hours in the selected school setting and participate in a weekly seminar on topics of immediate professional interest. Prerequisite: Admission to Teacher Education.

**EDU 381: Computer/Media Applications in Education (3)** This course focuses on computer/media skills and applications essential for teaching in public schools. Students will critique and plan lessons using computer programs appropriate for their areas of licensure, master workings of audiovisual equipment, and create print and non-print media for classroom use. ITSE Competencies will be met by this and other Teacher Education courses. (S)

**EDU 417: Math and Science Methods for Elementary School (4)** In this course, teacher candidates investigate, evaluate and select content, methods and materials used in organizing and teaching mathematics and science in the elementary school. They develop appropriate curricula and examine personal beliefs and dispositions. Teacher candidates design and implement an integrated, technology-enhanced, problem-based, thematic unit. Emphasis is placed on integrating skills, themes and content across the curriculum to enhance higher level thinking skills. An eclectic approach is stressed, utilizing authentic assessment and strategies for meeting special needs. The importance of citizenship, roles in families and societies, geographic concepts, and various world regions are also emphasized. Competencies are aligned with NCSCS (including Common Core State Standards) and national standards. Prerequisite: Admission to the Teacher Education Program. Co-requisite: EDU 473. (F) (WI)

**EDU 418: English Language Arts and Social Studies Methods for Elementary School (4)** In this course, teacher candidates investigate, evaluate and select content, methods and materials used in organizing and teaching reading, writing, language arts and social studies in the elementary school. They develop appropriate curricula and examine personal beliefs and dispositions. Teacher candidates design and implement an integrated, technology-enhanced, problem-based, thematic unit. Emphasis is placed on integrating skills, themes and content (reading, writing, speaking, listening, viewing) across the curriculum to enhance higher level thinking skills. An eclectic approach is stressed, utilizing authentic assessment and strategies for meeting special needs. The importance of citizenship, roles in families and societies, geographic concepts and various world regions are also emphasized. Competencies are aligned with NCSCS (including Common Core State Standards) and national standards. Prerequisites: Admission to the Teacher Education Program. Co-requisite: EDU 473. Course fee required. (F) (WI)

**EDU 419: Creative Methods and Materials (4)** In this course, teacher candidates will understand the basic learning principles and the importance of multi-sensory instruction. This course will prepare teacher candidates to assess individuals and design highly creative instructional methods and strategies tailored to individual needs, abilities and learning styles. Students will be introduced to methods of teaching content areas through the multi-sensory processes, including visual arts, theatre, music, creative movement and the NC Healthful Living curriculum. Using an integrated thematic approach to instruction, teacher candidates will build a knowledge base for each of the content areas. Competencies are aligned with NCSCS and national standards. Prerequisites: Admission to the Teacher Education Program. Co-requisite: EDU 473. (F)

**EDU 420: Materials/Methods for Teaching Theatre Arts 7-12 (3)** This course is a study of the teaching of drama and theatre on the 7-12 grade levels. The study of growth and expression through creative dramatics will be explored. Teacher candidates will develop a unit of study for grades 7-12 based on a specific theme. Competencies are aligned with NCSCS and national standards. Prerequisites: Admission to the Teacher Education Program. Co-requisite: EDU 473. Course fee required. (F)

**EDU 431: Materials/Methods for Teaching Theatre Arts, K-6 (2)** This course is a study of the teaching of drama and theatre on the K-6 grade levels. Teacher candidates will develop a unit of study for grades K-6 based on a specific theme. Competencies are aligned with NCSCS and national standards. Prerequisites: Admission to the Teacher Education Program. Co-requisite: EDU 473. (F)

**EDU 473: Field Experience and Seminar (3)** This course includes an individually planned and approved observational and participatory placement in the school setting. The teacher candidate will spend approximately 150 hours in the public schools and participate in a weekly seminar on topics of immediate professional interest. The teacher candidate will develop, implement and evaluate the research component of their thematic units. Prerequisite: Concurrently scheduled with methods block. (F)

**EDU 491: Directed Teaching and Seminar (12)** This experience is designed as a cooperatively planned student teaching experience that allows candidates to gain practical experience in the classroom. Teacher licensure candidates will experience at least fifteen (15) weeks of student teaching. Weekly seminars encourage the developing professional in the final, formal integration of theoretical and practical knowledge gained through the Teacher Education Program. Prerequisite: Completion of all other EDU coursework except EDU 499. Co-requisite: EDU 499. Course fee required. (S)

**EDU 499: Senior Research: Creating a Positive Impact on Student Learning (3)** The Impact on Student Learning Project is designed to document a teacher candidate's ability to develop a project and demonstrate the impact of the teacher candidate's teaching on the learning of P-12 students. In a period of high accountability, it is critical that teacher candidates document the impact of their work with students. The project is also a means to provide evidence of a teacher candidate's accomplishment of the North Carolina 21st Century Teacher Standards. Prerequisite: Completion of all other EDU coursework except EDU 491. Co-requisite: EDU 491 (S) (WI)

# Emergency Medical Services and Management (EMS)

**EMS 250: Intro to EMT Basic (4)** This course introduces basic emergency medical care. Topics include preparatory, patient assessment, and operations. It covers modules 1, 3, 7 and the miscellaneous section of the North Carolina EMT-B educational requirements. Upon completion of all modules students should be able to demonstrate the knowledge and skills necessary to achieve North Carolina State or National Registry EMT certification. Prerequisite: Entry into the EMSM program.

**EMS 251: Medical Trauma EMT Basic (4)** This course covers infants and children, medical, OB/GYN, behavioral and trauma emergencies. It covers module 4, 5 and 6 of the North Carolina EMT-B educational requirements. Upon completion, students should be able to demonstrate the knowledge and skills necessary to achieve North Carolina State or National Registry EMT certification. Corequisite: EMS 250

**EMS 252: Airway Management for EMT Basic (2)** Topics include airway and advanced airway topics. It covers modules 2 and 8 of the North Carolina EMT-B educational requirements. Upon completion of all modules students should be able to demonstrate the knowledge and skills necessary to achieve North Carolina State or National Registry EMT certification. Corequisite: EMS 250

**EMS 253: Clinical Practicum for EMT-Basic (1)** This course provides the introductory hospital clinical and field experience for the EMT-Basic student. Emphasis is placed on mastering fundamental EMT-Basic skills including patient assessments. Upon completion, students should be able to demonstrate competence with fundamental EMT-Basic level skills. Corequisite: EMS 250

**EMS 260: Emergency Vehicles and EMS Communication (2)** This class will cover topics associated with emergency vehicles and guidelines for safe operations. It covers parts of module 7 and utilizes several other industry standards for effective and safe scene response. Communications will cover the effective delivery of oral and written documentation reports. The student will also gain knowledge in the operations and functions of radios and other devices for communications. Upon completion, students should be able to demonstrate the knowledge and skills necessary to achieve the North Carolina State or National Registry EMT certification. Corequisite: EMS 250.

**EMS 261: Rescue Scene Management (2)** This course introduces rescue scene management. Topics include response to hazardous material conditions, incident command, and extrication of patients from a variety of situations. Upon completion, students should be able to recognize and manage rescue operations based upon initial and follow-up scene assessment. Prerequisite: Entry into the EMSM Program

**EMS 300: Intro to EMS (1)** This course provides a basic understanding of the roles and responsibilities of the paramedic, including medical/legal issues, ethics, and the well being of the paramedic. Prerequisite: Entry into the EMSM Program, EMT-B or EMT-A

**EMS 301: Pharmacology (4)** This course introduces the fundamental principles of pharmacology and medication administration and is required for paramedic certification. Topics include medical terminology, pharmacological concepts, weights, measures, drug calculations, vascular access for fluids and medication administration and legislation. Upon completion, students should be able to accurately calculate drug dosages, properly administer medications, and demonstrate general knowledge of pharmacology. Corequisite: EMS 300

**EMS 302: Advanced Airway Management (2)** This course is designed to provide advanced airway management techniques and is required for paramedic certification. Topics include respiratory anatomy and physiology, airway/ventilation, adjuncts, surgical intervention, and rapid sequence intubation. Upon completion, students should be able to properly utilize all airway adjuncts and pharmacology associated with airway control and maintenance. Corequisite: EMS 300

**EMS 303: Cardiology 1 (2)** This course introduces the study of cardiovascular emergencies and is required for paramedic certification. Topics include anatomy and physiology, pathophysiology, electrophysiology, and basic rhythm interpretation in the monitoring leads. Upon completion, students should be able to recognize and interpret basic rhythms. Corequisite: EMS 300

**EMS 305: EMS Clinical Practicum 1 (3)** This course provides clinical experiences in the hospital and/or field. Emphasis is placed on increasing the proficiency of students' skills and abilities in patient assessments and the delivery of care. Upon completion, students should be able to demonstrate continued progress in advanced-level patient care.

**EMS 321: Trauma Emergencies (2)** This course provides in-depth study of trauma including pharmacological interventions for conditions frequently encountered in the prehospital setting and is required for paramedic certification. Topics include an overview of thoracic, abdominal, genitourinary, orthopedic, neurological, and multi-system trauma, soft tissue trauma of the head, neck, and face

as well as environmental emergencies. Upon completion, students should be able to recognize and manage trauma situations based upon patient assessment and should adhere to standards of care. Prerequisite: EMS 300

**EMS 322: Cardiology 2 (3)** This course provides an in-depth study of cardiovascular emergencies and is required for paramedic certification. Topics include assessment and treatment of cardiac emergencies, application and interpretation of advanced electrocardiography utilizing the twelve-lead ECG, cardiac pharmacology, and patient care. Upon completion, students should be able to assess and treat patients utilizing American Heart Association guidelines. Prerequisite: EMS 300, Corequisite: EMS 321

**EMS 323: Medical Emergencies (4)** This course provides an in-depth study of medical conditions frequently encountered in the prehospital setting and is required for paramedic certification. Topics include appropriate interventions/treatments for disorders/diseases/injuries affecting the following systems: respiratory, neurological, abdominal/gastrointestinal, endocrine, genitourinary, musculoskeletal, and immunological as well as toxicology, infectious diseases and diseases of the eyes, ears, nose and throat. Upon completion, students should be able to recognize, assess and manage the care of frequently encountered medical conditions based upon initial patient assessment. Prerequisite: EMS 300, Corequisite: EMS 321

**EMS 324: Patients with Special Challenges (2)** This course includes concepts of crisis intervention and techniques of interacting with patients with special challenges and is required for paramedic certification. Topics include appropriate intervention and interaction for neglected, abused, terminally ill, chronically ill, technology assisted, bariatric, physically challenged, mentally challenged, or assaulted patients as well as behavioral emergencies. Upon completion, students should be able to recognize and manage the care of patients with special challenges. Prerequisite: EMS 300, Corequisite: EMS 321 (WI)

**EMS 325: EMS Clinical Practicum 2 (3)** This course provides clinical experiences in the hospital and/or field. Emphasis is placed on increasing the proficiency of students' skills and abilities in patient assessments and the delivery of care. Upon completion, students should be able to demonstrate continued progress in advanced-level patient care. Prerequisite: EMS 300, Corequisite: EMS 321

**EMS 331: Life Span Emergencies (3)** This course covers medical/ethical/legal issues and the spectrum of age-specific emergencies from conception through death required for paramedic certification. Topics include gynecological, obstetrical, neonatal, pediatric, and geriatric emergencies and pharmacological therapeutics. Upon completion, students should be able to recognize and treat age-specific emergencies. Prerequisite: EMS 321

**EMS 335: Clinical Practicum 3 (3)** This course provides clinical experiences in the hospital and/or field. Emphasis is placed on enhancing the students' skills and abilities in providing advanced-level care. Upon completion, students should be able to demonstrate continued progress in advanced-level patient care. Prerequisite: EMS 321, Corequisite: EMS 331

**EMS 336: Clinical Practicum 4 (4)** This course provides clinical experiences in the hospital and/or field. Emphasis is placed on mastering the skills/competencies required of the paramedic providing advanced-level care. Upon completion, students should be able to provide advanced-level patient care as an entry-level paramedic. Prerequisite: EMS 321, Corequisite: EMS 331, 335

**EMS 448: EMS Comprehensive Review and Exams (2)** This course provides a recap of program information needed to successfully pass the North Carolina State paramedic test and the National Registry of Emergency Medical Technicians (NREMT) test. This will include all required practical tests as well. Corequisite: EMS 336

**EMS 460: EMS Finance and Managed Healthcare (3)** This course provides an overview of the basic concepts and principles in the health insurance and managed care environments. Issues relating to the costs, quality and access to emergency medical services will be discussed. Topics include Medicare and Medicaid reimbursement, Managed Care contracting, EMS Quality Management, and others. Prerequisite: Entry into the EMSM Program

**EMS 461: EMS Administration (3)** This course will cover an overview of the management and administrative functions required of EMS agencies. It will include planning, directing, budgeting, staffing operations and evaluation of personnel and business objectives. Issues relating to human resources, EMS operations, and organizational planning will also be discussed.

**EMS 462: EMS Law and Legal Issues (3)** This course provides a general overview of the origins of law in the United States with particular emphasis on healthcare laws and regulations affecting pre-hospital providers. Topics discussed include issues relating to malpractice, litigation, consent and refusal of medical treatment, advanced directives, documentation, and patient confidentiality including an in-depth examination of HIPPA, among others.

**EMS 468 EMSM Senior Research (3)** This course is for the advanced EMS Management student. Completion of an individual project in a specific EMS area will be created under the guidance and supervision of an EMS faculty member. Prerequisite: Entry into the EMSM Program, permission of instructor (WI)

**EMS 499: EMS Capstone (1)** This course provides an opportunity to demonstrate problem solving skills as a team leader in simulated patient scenarios and is required for paramedic certification. Emphasis is placed on critical thinking, integration of didactic and psychomotor skills, and effective performance in simulated emergency situations. Upon completion, students should be able to recognize and appropriately respond to a variety of EMS related events.

# English (ENG)

**ENG 213: Technical Writing (3)** This course focuses on communications skills for business and the professions. The course features a workshop approach covering such topics as memoranda, abstracts, technical instructions, proposals and reports. Prerequisite: Grade of C or better in RHE 102 or permission of the Dean. (F) (WI)

**ENG 241: Advanced Grammar/Linguistics (3)** This course studies the phonetic, morphological, and syntactic systems of the English language and the distinctive features of the major world language groups. Prerequisite: RHE 102.

**ENG 288: Special Topics (3)** Topics determined by the program faculty and provided to enhance the student's educational experience. Permission of Dean required.

**ENG 301: Creative Writing (3)** This course focuses on techniques of short story writing with five major writing projects carefully written and revised by the student. Assigned readings serve as models for various techniques. Prerequisite: A grade of B or better in RHE 102 or permission of the Dean. (WI)

**ENG 323: #Writing: The Art of Narrative in New Media (3)** This course focuses on the composition of narrative as it relates to new and emerging forms of media, including writing for internet publications, podcasting and digital storytelling. Prerequisite: Permission of instructor. (WI)

**ENG 351: Peer Tutoring in Writing (1)** A review of the fundamental principles of composition and revision, the issues and practices involved in tutoring various kinds of writing projects, and the nature and function of a college writing center. The course is designed to prepare students for concurrent or future tutoring duties at the tutoring center. Prerequisite: Instructor approval.

**ENG 421: Journalism (3)** This course is designed to teach in a workshop atmosphere the fundamentals of journalism. Assessing and writing news stories, news features, interviews and feature articles for newspaper, radio and television. The course pays some attention to journalistic layout and design and to the ethics of journalism. Prerequisite: Any literature course at the 200 level. (S) (WI)

**ENG 471: Internship (3)** The internship is an on-the-job training experience utilizing the skills developed in the English major. Emphasis is on learning and practicing the fundamental skills of reading, writing, editing, communicating and researching. A minimum of 200 hours of work is necessary for credit. This course is normally taken in the summer following the junior year.

**ENG 499: Senior Seminar for English Majors (3)** This course focuses on selected topics in literature and/or composition as determined by the English faculty. Oral presentation and written thesis required. Prerequisite: Senior status and permission of the Dean. (WI)

# History (HIS)

**HIS 115: Foundations of World Civilization (3)** This is a survey of world civilization with an emphasis on the events and thoughts that have brought about the contemporary world and the conflicts within it.

**HIS 120: U.S. and the World (3)** This is a survey of selected themes in US and World history. Emphasis is on the competition of values and world views in the global marketplace of ideas and how these values and world views define identity.

**HIS 210: History of the Southern Appalachian Region (3)** This is a survey course of the history of the southern Appalachian region from the period of exploration and settlement to the present.

**HIS 215: World History Since 1500 (3)** A global survey of the history of the World since 1500. The course covers major political, cultural and intellectual developments and introduces students to historical research and methods in global history.

**HIS 225: American Government (3)** This is a survey of American government at the national, state and local levels. Focus is on the foundation and history of the American political system, institutions of American government and formulation of public policy. Prerequisite: RHE 102.

**HIS 260: Problems in U.S. History I: American Revolution to Reconstruction (3)** This course examines major problems in the history of the United States and in the writing of that history from the colonial period through reconstruction. Prerequisites: RHE 102. (WI)

**HIS 265: Problems in U.S. History II: Gilded Age to Present (3)** This course examines major problems in the history of the United States and in the writing of that history from the 1870s to the present. Prerequisites: RHE 102. (WI)

**HIS 271: Christianity in History and Tradition (3)** This is a study of selected conflicts and movements within Christianity, with special focus on the critical early centuries of its development. Prerequisite: RHE 102

**HIS 291: Historiography and Historical Research (3)** This course explores the foundations of history as an academic discipline and acquaints the student with the basic skills necessary for undertaking historical research. Prerequisite: RHE 102. (S)

**HIS 305: History of Capitalism (3)** A global survey of the history of capitalism from its origins through the 2008 financial crisis. The course focuses on the historical narrative of the expansion of capitalism as an economic and cultural system, the works of major theorists of capitalism, and recent historical scholarship on capitalism.

**HIS 315: History of the South (3)** This is an examination of the development of America's major regional subculture, including significant trends in its social, intellectual, economic and political evolution from the seventeenth century to the present. Prerequisite: RHE 102.

**HIS 328: History of Gender and Sexuality (3)** This course is designed to introduce students to the study of gender and sexuality. This includes, but is not limited to, readings and discussions on the topics of women's history, gay history, the history of sexual behavior, masculinity, femininity, transgender identities, medicalization of sexuality, and abortion. Operating from a global and often comparative framework, the course will examine these issues in a broad range of geographical locations and over a 400-year period from the 1600s to the present day.

**HIS 332: America at War (3)** A course examining the Korean and Vietnam wars, concentrating on the United States and its adjustment to leadership of the western coalition in Cold War confrontations with the Soviet Union, Communist China, North Korea and North Vietnam. Prerequisite: RHE 102.

**HIS 333: Sports History (3)** Sports History uses sport, leisure and exercise to examine power relations and cultural ideologies from the nineteenth century to the present era. Students will discuss the relationship between sport and society, through such topics as class, gender, race, politics and nationalism.

**HIS 334: Global History of Disease (3)** A survey of the major epidemics in world history and their social, cultural, political and economic impacts. The course also traces the evolution of efforts to combat disease.

**HIS 335: Autobiography as History (3)** This course explores how memoir and autobiography relate to historical and literary genres, comparative world cultures and regional and universal themes.

**HIS 350: Ancient History (3)** A topical survey of the ancient world with emphasis on the civilizations of the Near East, Greece and Rome. Prerequisite: RHE 102.

**HIS 353: African-American History (3)** This course traces African-American history from Africa through the Middle Passage, emancipation, and the long Civil Rights Movement. We will conclude with discussions of contemporary topics such as hip-hop culture, the Obama presidency and #blacklivesmatter.

**HIS 415: Wilderness and the American Mind (3)** An intellectual history course that examines the symbolic nature of the natural world and the various manifestations of these symbols in American life and thought. Appalachian historians, poets, philosophers and novelists offer their perspectives and insights. (WI)

**HIS 421: American Civil War and Reconstruction (3)** A study of the sectional differences of the 1850s that led to secession and the Civil War. The course includes selected themes and battles and analyzes reconstruction through Grant's administration. Prerequisite: RHE 102. (WI)

**HIS 431: History of World War II (3)** An examination of World War II, 1939-1945, with an emphasis on the causes, the conduct, the nature of global and total war, and the emergence of the post-war world. Prerequisite: RHE 102.

**HIS 471: History Internship (3)** This course is an opportunity for history students to apply skills learned in the program to an internship at a historic site, museum or other workplace in the field of history. Students will become familiar with the relevant academic literature and they will be required to complete an oral and written presentation upon completion of the internship.

**HIS 499: Senior Research Seminar (3)** Required for History majors; topics will be determined by the faculty and student during the senior year. An oral presentation and written thesis will be required. Prerequisite: RHE 102. (S) (WI)

# Honors (HON)

**HON 291: Honors Seminar (3)** This is a honors course for students of strong academic ability. A writing-intensive, interdisciplinary course designed to develop students' ability to read critically and to think, speak and write analytically. The course will include weekly papers and class discussions. Successful completion of HON 291 meets the RHE 101 Core Curriculum requirement. Prerequisite: Open to freshmen who have been accepted into the honors program and to upper-class students with permission of the Provost. (F) (WI)

**HON 292: Great Books (Honors) (3)** This team-taught course investigates selected great books. Reading selections will be books from the liberal arts and sciences which yield an important understanding and/or dimension of the human experience. Prerequisite: HON 291 or permission of the Dean. (S) (WI)

**HON 293: Great Books II (3)** This team-taught course investigates selected great books. Reading selections will be books from the liberal arts and sciences which yield an important understanding and/or dimension of the human experience. Prerequisite: HON 292. (S)

# Human Services (HMS)

**HMS 311: Essential Skills of Human Services (3)** In this course students explore the historical development of the human services field, human services theories, the systems approach to human services, and the role of the human service professional to include: Cognitive Behavioral Therapy, Motivational Interviewing, Interviewing and Assessment, and Interprofessional Networks.

**HMS 321: Culture & Diversity (3)** This course provides students with a framework to understand, respect, and value diversity through real-life experiences and reflections. Course topics will address prejudice, cultural bias, and discrimination; religious freedom; and diversity.

**HMS 323: Personal & Professional Identity (3)** In this course students examine how self-perception is created by personal, societal, and educational influences. Topics studied will include family, community, work, education, communication, and other related topics.

**HMS 331: Social Barriers & Public Policy (3)** In this course, students assess theories and principles of conflict management and resolution. The course emphasizes how people's feelings, thoughts, and behaviors can produce interpersonal conflict, and how individual differences and diversity of cultural and familial backgrounds impact individuals' approaches to conflict. Students learn how issues become important, how groups exercise power, and how government policies are evaluated and modified.

**HMS 333: Psychopathology & Maladaptive Behavior (3)** In this course, students are provided with the basic knowledge necessary to evaluate and subsequently support and refer the various forensic populations to include: sex offenders, substance abusers, juveniles, and victims of crime.

**HMS 335: Community Resources & Intra-Professional Networks (3)** This course is an introductory course exploring human services in the well-being of a population. Topics include: Financing options and fiscal resources, health and mental health care promotion, prevention strategies, and the roles of public and private institutions.

**HMS 380: Statistics & Research Methods (3)** This course serves as an introduction to social scientific inquiry and the research design process, as well as some of the most common quantitative and qualitative research methodologies. Although key statistical concepts are covered, the focus of the course is helping students gain a conceptual understanding of the components of research procedures.

**HMS 411: Human Services Administration & Non-Profit Management (3)** Students discuss a broad range of skills and innovative approaches, including cross-agency collaboration, stakeholder communication, supervision of people and processes, creation and implementation of policies, and strategic planning and management.

**HMS 421: Navigating Relationships (3)** In this course students study the basic theories of interpersonal relations, group dynamics, and group leadership as they relate to the field of human services. Topics will include conflict management, personality types, leadership styles, and effective communication with individuals and groups.

**HMS 423: Human Services for Special Populations (3)** Special Populations is a topics course exploring health care services for special populations. The populations include clients/patients in the following groups: those with mental health issues, substance addiction, in rehabilitation, geriatric populations, and clients/patients utilizing selected specialty services.

**HMS 431: Aging, Ageism & End of Life (3)** This course is designed to aid students' understanding of the many dimensions of aging and end of life, in order to become empathic communicators and effective human services providers. Students examine the personal and social attitudes and responses to aging in society, in particular the challenges faced as a result of ageism (caregiving, employment, chronic illness and pain management, self-image, healthcare, self-care, media, housing, influence, and economic resources).

**HMS 441: Leadership & Advocacy (3)** This course is designed to enhance students' understanding of the responsibility of human services professionals to foster social change; provide leadership and services; and advocate for their community, clients, colleagues, and profession.

**HMS 471: Human Services Internship (3)** This course is a closely supervised internship to be initiated by the student and approved by the instructor. The internship may be in various areas that fall under the human services umbrella. Familiarity with current related literature, a term paper and an oral presentation will be required. The internship supervisor will conduct periodic evaluations.

**HMS 472: Human Services Work Experience (3)** This course is designed for students who are currently working in the human services field, or have worked in the field during the last five years. Course requirements include a portfolio to verify their employment and evidence to demonstrate how programmatic goals apply to the individual's work experience. Students who meet this professional work experience criteria enroll in HMS 472 instead of HMS 471 Human Services Internship.

**HMS 499: Human Services Senior Research Seminar (3)** This course synthesizes information and experiences gathered over the course of the Bachelor of Science in Human Services program. Students will identify a human service gap in their local area and develop a detailed proposal for addressing the needs of the client population who are affected. This will include a background literature review, description of the problem area and the history of the community's response, and a detailed plan for addressing the gap with attention given to multicultural considerations.

# Humanities (HUM)

**HUM 231: Advanced Research and Composition (3)** This course further develops research and composition skills learned in Rhetoric 101 and 102, with emphasis on research, planning and execution of an extensive writing project. Prerequisite: RHE 102. (WI)

# Lifetime Health and Fitness (LHF)

**LHF 107: Yoga I (1)** This course is an introduction to the basics of yoga. The primary emphasis is on correct alignment in various asanas (poses). Time is also spent on learning how to develop a home practice which is a requirement for the class. The student must provide or purchase a yoga mat and strap. (F, S)

**LHF 108: Yoga II (1)** This course is a more in-depth practice of yoga than a beginning course. Emphasis is placed on inversions, backbends and various pranayama techniques. The students must provide or purchase a yoga mat and strap. (F, S)

**LHF 118: Golf (1)** This is a basic course with emphasis upon the skills needed to play and enjoy golf as a lifelong recreational activity. An additional fee is required. (F)

**LHF 156: Weight Training (1)** This is a basic course in techniques of weight training with emphasis on strength and power development. (F, S)

**LHF 202/ORM 202: Outdoor Living Skills (3)** Students will learn the technical skills of outdoor living, develop curriculum plans, teach lessons, and practice skill progression. Topics will include living skills such as: Gear packing, camping skills, stove usage, cooking and nutrition, sanitation and hygiene, and fire building. Field safety skills will include: Bear precautions, backcountry lightening procedures, group management, survival, and search and rescues techniques. Backcountry travel curriculum will include: Trail technique, navigation, route planning, river crossings, weather, and astronomy. Environmental ethics will be discussed and the course offers a Leave No Trace Trainer certification; participation in the course does not guarantee certification. Field-trip required. An additional fee is required.

**LHF 207: Pilates (1)** Mat Pilates is a low impact, non-cardio, yet challenging class utilizing the principles of Joseph Pilates. Mat exercises focus on strengthening the core as well as full body toning and sculpting. Pilates increases flexibility, balance and core stabilization while cultivating breath awareness and mind-body connection. (F, S)

**LHF 208: Hiking Yoga (2)** The course will combine components of hiking and yoga exercise. Taking guided hikes on trails surrounding the LMC campus, students will learn about local flora and fauna, basic map reading and outdoor survival skills. Upon reaching the destination, students will practice an hour session of yoga to stretch, strengthen and cleanse their bodies of tension. Meditation and breathing techniques will be practiced to deepen their experience of the natural world around them. (F)

**LHF 218: Advanced Golf (1)** A course with emphasis upon improving the skills needed to play and enjoy golf as a lifelong recreational activity. An additional fee is required. (F)

**LHF 221: Racquet Sports (1)** This course is designed to introduce students to sports that are played with racquets such as tennis, badminton and pickle ball. Students will learn game history and rules. Emphasis will be placed on improvement of introductory and advanced sport skills and techniques. Each unit, students will participate in games and tournaments to utilize newly acquired and refined sport skills. (F)

**LHF 223/ORM 223: Fly Fishing (2)** In the course the student will acquire the knowledge, skills, and tactics that they will use to problem solve in the constantly changing natural environment. Instruction /participation will include, but is not limited to, the following topics: conditioning, basic fly tying, tying local patterns, conservation techniques, equipment use/care/selection, fly casting, aquatic entomology, stream hydrology, interpretation of fly fishing opportunities, fly fishing-tactics, basic knots, and field trips to local streams. There are several unique features surrounding the fly fishing course that should be noted. Because of the geologic location of Lees-McRae College, we are located near many of the premiere fly fishing streams. We use these streams for our weekly field trips to apply what is learned and enhance the basic understanding of the sport. Field trips and additional fees are required.

**LHF 225/ORM 225: Rafting (2)** This course will provide students with an understanding of whitewater travel by rafting. Topics will include: Boat control and efficient rowing, raft maneuvers, equipment, loading, expedition planning and behavior, and rescues techniques. Field trips and additional fees are required.

**LHF 231/ORM 231: Rock Climbing (2)** This course provides the opportunity for students to learn many of the skills necessary to enjoy the adventurous sport of rock climbing. The course will include instruction for bouldering, top rope climbing skills, repelling, climbing site risk management, basic anchor construction, equipment use and basic climbing technique. The course will take place on the Lees-McRae College indoor climbing wall and at area real rock sites during optional rock climbing trips (F, S)

**LHF 237/ORM 237: Skiing and Snowboarding (1)** This is a course of instruction in the skills of snow skiing and snowboarding. Students are placed in classes appropriate to level of ability. Students must provide their own transportation to the ski site. An additional fee is required. (S)

**LHF 239/ORM 239: Adaptive Adventure Recreation (2)** This course provides students with an understanding of inclusion and its application to the design and delivery of outdoor programs and services. This is accomplished through modifications in equipment and programming. The areas of paddling, climbing, cycling and skiing will be covered. Students will have the opportunity to utilize specialized equipment, as well as learn techniques for teaching and leading activities for specialized populations. There are several unique features surrounding this course that should be noted. Through local partnerships students will be able to access the areas of Camp Holston, Beech Mountain and more utilizing specialized equipment provided by Catalyst Sports – Boone Chapter. Field trips and additional fees are required.

**LHF 256: Cardio Core Conditioning (1):** Cardio Core Conditioning focuses on strengthening the muscles of the torso including abdominals, back muscles, gluteus and hip rotators using body weight exercises. This class also provides internals of cardiovascular training to enhance aerobic fitness. Cardio work includes various agility drills and aerobic exercises in which arms and legs move rhythmically while breath rate and heart rate increase. (F, S)

**LHF 281: Swimming (1)** This is a course of instruction in swimming leading to lifeguard certification. Students will develop swimming skills as well as complete blended online training for CPR, basic first aid, oxygen administration certifications for lifeguard certification. Students will complete some work via an online platform. The lifeguard certification program requires written and physical test. This class meets at the Williams YMCA of Avery County, 8.74 miles from campus. Students are responsible for their own transportation. There is a course fee to cover certification costs. (F, S)

**LHF 288: Special Topics (1)** Topics determined by program faculty

# Literature (LIT)

**LIT 220: British Literature: Major Authors (3)** This is a careful study of selected works of major British authors from the middle ages to the modern era. Prerequisite: RHE 101. (F S)

**LIT 230: American Literature: Major Authors (3)** In this course, students will become familiar with the major authors and works in American literature and will be able to critically discuss the works in spoken and written discourse. Prerequisite: RHE 101. (F S)

**LIT 240: World Literature: Major Authors (3)** In this course, students will become familiar with the major authors and works in the literature of authors from outside the United States and Britain. Prerequisite: RHE 101. (F)

**LIT 251: Wilderness Literature (3)** Students will read and develop understanding of canonical and non-canonical works in which wilderness plays an integral part. Students will be able to engage in spoken and written discourse about these works. Prerequisite: RHE 101 and 102.

**LIT 288: Special Topics (3)** Topics determined by the program faculty and provided to enhance the student's educational experience. Permission of Dean required.

**LIT 320: Shakespeare (3)** This is a study of representative comedies, tragedies, histories and sonnets by Shakespeare. Prerequisite: Any literature course at the 200 level. (S Even)

**LIT 330: Business Ethics and Literature (3)** This course is an examination of selected works of (mostly) American literature, mainly in the twentieth century, set in the business world and containing themes rising from ethical situations inherent in that setting. Prerequisite: RHE 101.

**LIT 331: Appalachian Literature (3)** This course is designed to introduce students to the literature by and about the Southern mountaineer. Some attention to the region's unique culture, speech and music. Emphasis upon the works of Still, Arnow, Caudill, Wolfe, Fox, Dykeman, Kephart, Stuart and others. Written and oral reports required. Prerequisite: RHE 101.

**LIT 333: The Feminine Voice in Appalachia (3)** Women writers in Appalachia are often viewed as Regional Writers, their contributions excluded from the broader context of American literature. A closer review, however, finds themes within these works that cover the entire scope of individual experience, wielding literary force as well as political and social influence. This course examines those works and their place in the American Literary canon. Reading will include novels, short stories, essays and poems. Prerequisite: RHE 101 and 102.

**LIT 335: African American Literature (3)** In this course, students will develop an understanding of the development of writing by African-Americans in the United States from the colonial period to the present day. Students will be able to contextualize this writing historically, socially and artistically, and will be able to participate in the spoken and written critical discourse of literary studies surrounding these works. Assessment will include the evaluation of spoken and written discourse. Prerequisite: RHE 101.

**LIT 340: Contemporary World Literature (3)** In this course, students will have an understanding and appreciation of contemporary non-western literatures in translation including canonical works, works emerging on the literary scene and those considered non-canonical. Students will be able to participate in the spoken and written critical discourse of literary studies surrounding these works. Assessment will include the evaluation of spoken and written discourse. Prerequisite: RHE 101.

**LIT 342: Introduction to Literary Theory (3)** In this course, students will gain an understanding of the major theoretical and critical schools of thought in the study of literature from the classical era through the present and will be able to apply these theoretical frameworks to a variety of literatures. Prerequisite: Any Literature course at the 200 level.

**LIT 343: Women in Literature (3)** Students will participate in the discourse and understanding of the role gender plays in the creation and interpretation of works of canonical, non-canonical and emerging writers, western and non-western. Prerequisite: Any literature course at the 200 level.

**LIT 423: Nineteenth Century British Literature (3)** An in-depth study of the English Romantic and Victorian periods. Emphasis on Burns, Blake, Wordsworth, Coleridge, Byron, Shelley, Keats, Tennyson, Browning, Arnold and other selected authors. Prerequisite: RHE 101.

**LIT 424: Twentieth Century Literature (3)** This course surveys American, British and other western literatures during the twentieth century, concentrating on the ideal of a uniquely "modern" identity as being shaped against the realities of the natural world, evolving social and economic systems, technological advancements, war and social unrest, and struggles over the increasingly important questions of gender and race. Prerequisite: RHE 101.

**LIT 425: 17<sup>th</sup> and 18<sup>th</sup> Century British Literature (3)** A study of significant British authors from 1600 to 1800, including such writers as John Milton, John Donne, Sir Thomas Browne, Andrew Marvell, Dryden, Swift, Pope, Johnson, John Gay, Defoe and Fielding. Prerequisite: RHE 101.

**LIT 432: 18<sup>th</sup> and 19<sup>th</sup> Century American Literature (3)** This course surveys American literature from the American colonial period through the late nineteenth century, concentrating on the ideal of a uniquely “American” identity as being shaped against the realities of the natural world, evolving American social and economic systems and struggles over the increasingly important questions of gender and race. Prerequisite: RHE 101.

**LIT 461: The Art of Biblical Narrative (3)** This course focuses on an analysis of plot, characterization and rhetorical strategies of select Biblical passages. Prerequisites: REL 114, any literature course at the 200 level.

**LIT 488 Special Topics (3)** Selected topics as determined by the English faculty. Prerequisite: Any course in LIT and permission of the Dean.

# Mathematics (MAT)

**MAT 111: College Mathematics with Applications (3)** This course will focus on the fundamentals of algebra, systems of linear equations, mathematics of finance, combinatorics, set theory, probability and statistics. Prerequisite: SSC 105 or placement as determined by high school mathematics background, SAT/ACT scores, and a math placement test. (F, S)

**MAT 112: College Algebra (3)** This course will focus on algebraic expressions, performing algebraic operations, solving equations, formulas and inequalities. The following topics are also covered: linear and quadratic functions, their graphs and applications; exponential and logarithmic functions and their applications; and trigonometry and its applications. Prerequisite: SSC 105 or placement as determined by high school mathematics background, SAT/ACT scores, and a math placement test. (F, S)

**MAT 116: Precalculus (3)** In this course, scientific graphic calculators will be used to study concepts, properties, graphs and applications of the following functions: linear, quadratic, polynomial, rational, exponential, logarithmic and trigonometric. Prerequisite: MAT 112 or placement by the College. (S)

**MAT 117: Calculus I (5)** This course is the first semester of a three-semester sequence in calculus. Topics include limits, continuity, derivatives, antiderivatives and the Fundamental Theorem of Calculus. Prerequisite: MAT 116 or placement by the College. (F)

**MAT 215: Statistics (3)** This is an introductory study of descriptive and inferential statistics to include organization and presentation of data, probability, distributions, hypothesis testing, estimation, regression and analysis of variance. Prerequisite: MAT 112 or higher level math course. (F, S)

**MAT 220: Calculus II (5)** This course is the second semester of the calculus sequence. Topics include the antiderivative, indefinite and definite integral, the Fundamental Theorem of Calculus. Applications, approximations and error will be thoroughly discussed. Prerequisite: MAT 117.

**MAT 227: Calculus III (5)** This course is the culminating course of the calculus sequence. Topics will include methods of integration, an introduction to differential equations, sequences, series and functions of several variables. Short Maple software programs will be written to aid in computation. Prerequisite: MAT 220.

**MAT 301: Linear Algebra (3)** In this course, topics of study include equivalence relationships; groups, subgroups, normal subgroups, quotient groups; rings, subrings, ideals, quotient rings; rings of integers; fields of rational, real and complex numbers; and polynomial rings. Prerequisite: MAT 227.

**MAT 302: Discrete Mathematics (3)** This course studies the mathematical elements of computer science including propositional logic, predicate logic, sets, functions and relations, combinatorics, mathematical induction, recursion, algorithms, matrices, graphs, trees and Boolean logic.

**MAT 329: Differential Equations (3)** This is an introductory course in ordinary differential equations. Topics include classification and application of ODE's; systems of ODE's; numerical and exact solutions; and series and convergence tests. Prerequisite: MAT 227. Co-requisite: MAT 301.

# Nursing (NUR)

**NUR 188: Focused Review (2)** In this course, the student will have an opportunity for individualized, focused, integrated review of didactic, laboratory and clinical content. Case studies and NCLEX style questions will be reviewed and rationale discussed to facilitate student preparation for successful transition into clinical practice.

**NUR 201: Introduction to Professional Nursing (2)** This course introduces students to the culture of professional nursing. Academic, professional, and personal success planning are discussed and facilitated. The role of theory, history, and standards of practice are introduced in addition to beginning safety, quality, and evidence-based practice concepts. An introduction to the nursing process provides a decision-making framework to assist students in developing effective clinical judgment skills. (WI)

**NUR 202: Biological and Pharmacologic Basis of Disease (4)** This course focuses on the altered processes of human physiology. An emphasis is placed on exploring changes in the biological processes of the body with subsequent clinical manifestations and treatment. Principles of pharmacology, drug classification, and nursing care related to the safe administration of medications to patients across the lifespan is also introduced.

**NUR 212: Health and Wellness Assessment Across the Lifespan (5)** This course provides the framework for preparing students to perform comprehensive health assessments across the lifespan. Emphasis is placed on taking a thorough history and performing physiological, psychological, sociological, cultural, and spiritual assessments. Health and wellness will also be discussed. Laboratory experiences provide an opportunity to practice assessment skills.

**NUR 220: Patient-Centered Care Across the Lifespan-Foundations (5)** This course focuses on the care of adult patients with health alterations that require medical and/or surgical intervention. Emphasis is placed on alterations in selected body functions. Concepts of patient centered care, cultural sensitivity, informatics, safe practice, and professionalism are integrated throughout the course. Clinical experiences provide the student the opportunity to apply theoretical concepts and implement safe patient care to adults in a variety of settings.

**NUR 288: Focused Review (3)** In this course, the student will have an opportunity for individualized, focused, integrated review of didactic, laboratory and clinical content. Case studies and NCLEX style questions will be reviewed and rationale discussed to facilitate student preparation for successful transition into clinical practice.

**NUR 312: Patient-Centered Care Across the Lifespan-Intermediate (5)** This course focuses on the care of adult patients with medical and/or surgical health alterations. Emphasis is placed on alterations in selected body functions. Concepts of health promotion, health education, evidence based practice, and interdisciplinary collaboration will be integrated throughout the course. Clinical experiences provide the student an opportunity to apply theoretical concepts and implement safe care to patients and selected groups in a variety of settings.

**NUR 330: Gerontological Nursing (3)** This course provides an introduction to the care of older adults with special focus given to their unique physiological and psychosocial needs. Emphasis is placed on promoting healthy aging and the retention of functional ability. Aspects of safety and end-of-life are introduced. Clinical experiences provide the student an opportunity to apply theoretical concepts and implement safe and effective care to older adults in selected settings.

**NUR 340: Psychosocial Nursing (3)** This course focuses on the care of patients across the lifespan experiencing cognitive, mental and behavioral disorders. Emphasis is placed on management of stressors as well as promoting and maintaining the mental health of individuals, families, and populations. Crisis intervention, therapeutic communication, anger management, and coping skills are key concepts explored throughout the course. Clinical experiences provide the student an opportunity to apply theoretical concepts and implement safe, quality care to patients in selected mental health settings.

**NUR 342: Nursing Inquiry, Informatics and Technology (3)** This course provides an overview of nursing informatics as it relates to the provision of safe, quality, patient-centered care. Emphasis is placed on locating, accessing, appraising, and using information to inform evidence-based, professional decisions. The use of information management systems in the collection, management, and communication of patient data as well as the maintenance of patient privacy and confidentiality is highly stressed.

**NUR 350: Family-Centered Care (5)** This course provides an integrative, family-centered approach to the care of mothers, newborns, and children. Emphasis is placed on normal and high-risk pregnancies, growth and development, family dynamics, common pediatric disorders, and the promotion of positive, lifelong health behaviors. Clinical experiences provide the student an opportunity to apply theoretical concepts and implement safe, quality patient care to mothers, newborns, and children in selected settings.

**NUR 352: Evidence-Based Practice and Nursing Research (3)** This course is designed to promote evidence-based, clinical

decision-making through the exploration and integration of current scientific evidence. Focus is placed on the analysis and synthesis of evidence to answer clinical questions relevant to professional nursing practice. (WI)

**NUR 388: Focused Review (2)** In this course, the student will have an opportunity for individualized, focused, integrated review of didactic, laboratory and clinical content. Case studies and NCLEX style questions will be reviewed and rationale discussed to facilitate student preparation for successful transition into clinical practice.

**NUR 401: Leadership and Management in Professional Nursing Practice (3)** This course focuses on the knowledge and skills needed to be a contributing member of an interprofessional healthcare team. The development of transformational leadership skills and techniques needed to coordinate the provision of safe, quality, patient-centered care are explored. Emphasis is placed on professional behaviors, communication, collaboration, conflict mediation, delegation, and ethical, evidence-based decision-making.

**NUR 406: Community and Population-Centered Care (5)** This course is designed to introduce students to nursing care of individuals, families, communities, aggregates, and populations. Principles and practices of community health and social justice are discussed. Emphasis is placed on assessing factors that influence the health of populations. Evidence-based practices in the delivery of holistic, culturally appropriate health promotion and disease prevention are emphasized. Clinical projects provide the student an opportunity to apply theoretical concepts and implement safe, quality care to individuals, families, communities, aggregates, and populations. (WI)

**NUR 420: Patient-Centered Care Across the Lifespan-Advanced (6)** This course focuses on advanced concepts of nursing care as they relate to patients across the lifespan with complex, multisystem alterations in health. Emphasis is placed on implementing time management and organizational skills while managing the care of patients with multiple needs and collaborating with the interdisciplinary team. Complex clinical skills, as well as priority setting, clinical judgment, and tenets of legal and ethical practice, are integrated throughout the course. Clinical experiences provide the student an opportunity to apply theoretical concepts and implement safe care to patients and selected groups in a variety of settings.

**NUR 450: Transition into Professional Nursing Practice (3)** This course will review contemporary issues in professional practice, including social, political, organizational, legal, and ethical factors. The politics of healthcare is discussed and current issues are critically analyzed in relation to their influence on the nursing professional and practice.

**NUR 456: Comprehensive Professional Review (2)** In this course, the student will have an opportunity to prepare for employment as a professional nurse, understand the importance of life-long learning and review for the NCLEX licensing exam. Individualized plans for success will be initiated.

**NUR 488: Focused Review (3)** In this course, the student will have an opportunity for individualized, focused, integrated review of didactic, laboratory and clinical content. Case studies and NCLEX style questions will be reviewed and rationale discussed to facilitate student preparation for successful transition into clinical practice.

**NUR 499: Professional Nursing Capstone (2)** The purpose of this course is to provide the student the opportunity to function as a contributing member of the interprofessional team and collectively apply the knowledge and practice the skills acquired in previous courses. Students will be given the opportunity to provide care to a caseload of patients that is safe, evidence-based, patient-centered, and focused on promoting positive patient outcomes. Emphasis is placed on demonstration of professional behaviors, communication that supports information exchange, collaboration and conflict mediation, ethical comportment and the ability to effectively use leadership skills. (WI)

# Physics (PHY)

**PHY 101: Descriptive Biomechanics (3)** This is a descriptive course which examines basic mechanisms of human body movement from a physics standpoint. Emphasis on the concepts of force, energy, torque and momentum. Information on bone and muscle structure included where appropriate.

**PHY 111: General Physics I (4)** This course introduces the fundamental principles of natural phenomena designed to provide a basic knowledge of physics. Topics covered include mechanics, motion, force and energy. (Laboratory) Prerequisite: MAT 112 or MAT 116 or MAT 117. Additional fee required. (F Even)

**PHY 112: General Physics II (4)** This course is a continuation of PHY 111. Topics include: heat, light, wave, motion, sound, electricity and magnetism. (Laboratory) Prerequisite: PHY 111. Additional fee required. (S Odd)

# Psychology (PSY)

**PSY 133: General Psychology (3)** This course is an introduction to the field of psychology. Major theorists and sub-disciplines of psychology are covered. (F, S)

**PSY 201: Human Growth and Development (3)** This course examines the relationship of the physical, emotional, social and cognitive factors of growth and development from the prenatal period through death. (S)

**PSY 202: Abnormal Psychology (3)** This course is a study of abnormal behavior and mental illness that includes origins, symptoms and methods of treatment with case material. (F)

**PSY 203: Social Psychology (3)** This course is a study of the principles of human interaction, including topics such as attitudes, prejudices, aggression, altruism, conformity and group influence. (S)

**PSY 204: Theories of Personality (3)** This course gives consideration to the whole spectrum of personality theories, including Freudian, humanistic, social learning, existential and behaviorist models. (S Even)

**PSY 210: Helping Skills (3)** This course is an introduction to counseling and clinical psychology. (F Odd)

**PSY 211: Courtship and Relationships (3)** This course is an examination of the psychological aspects of courtship and relationships. (S)

**PSY 230: Industrial/Organizational Psychology (3)** This course is an examination of psychological techniques used to improve organization effectiveness and employee well-being. Topics include hiring practices, performance valuation, leadership in the workplace and effective work environments. (F Even)

**PSY 253: Child Development (3)** This course studies the psychological aspects of human development from conception to adolescence, with emphasis on developmental principles, theoretical views and recent research. (F)

**PSY 255: Death, Dying and Bereavement (3)** This course is a survey of the psychological issues associated with death, dying and bereavement. Topics to be discussed include death rituals and customs, hospice and end-of-life care, physician-assisted suicide, and the processes of grief and bereavement. Students will gain an appreciation of death and the process of dying as natural components of the lifespan, and understand how an awareness of mortality contributes to the construction of meaning in one's life. (S Odd)

**PSY 265: Statistics for the Social Sciences (3)** This course is an introduction to the statistical tools required to analyze problems in the social sciences. Descriptive statistics, basic concepts of probability, statistical inference, confidence intervals, hypothesis testing, survey sampling methods, analysis of variance and linear regression are among the topics covered. Prerequisite: SSC 105 or higher math. (S)

**PSY 273: Forensic Psychology (3)** This course is designed to introduce students to the field of forensic psychology. Some of the topics covered in this course will include psychological profiling, the mental state of offenders, the insanity plea, eye-witness testimony, and the psychology of juries. Many areas of psychology, including social, developmental, and abnormal psychology will be incorporated as they intersect with the law and criminal justice systems. (F Odd)

**PSY 310: Brain and Behavior (3)** This course focuses on the scientific study of the relationship between brain and behavior. Prerequisite: PSY 133. (S Odd)

**PSY 323: Principles of Learning (3)** This course is a survey of the experimental study of human and animal learning with an introductory consideration of modern learning theory. Prerequisite: PSY 133. (S Even)

**PSY 333: Cognitive Psychology (3)** This course focuses on the scientific study of mental processes involved in acquisition, storage, retrieval and use of knowledge. Prerequisite: PSY 133. (F)

**PSY 353: Child Psychopathology (3)** This course is an examination of the causes, diagnosis and treatment of psychological and developmental disorders in children and adolescents. Topics include disruptive behavior, attention-deficit disorders, attachment and separation anxiety disorders, pervasive developmental disorders such as autism, and eating disorders. Prerequisite: PSY 133. (S Odd)

**PSY 363: Psychopharmacology (3)** This course is an examination of psychoactive drugs, including both drugs used in the treatment of psychological disorders as well as recreational substances such as marijuana, methamphetamine and alcohol.

Course topics will include classification of psychotropic agents, drug metabolism, side effects and toxicity. Personal and societal consequences of addiction and treatment will be discussed. Prerequisite: PSY 133. (F Odd)

**PSY 373: Psychological Testing (3)** This course is an examination of the principles and theories related to psychological testing. Course topics will include the evaluation, selection and construction of measures of various psychological constructs (e.g. intelligence, attitudes, personality). Prerequisite: PSY 133. (F Even)

**PSY 380: Research Methods (3)** This course is an introduction to the techniques of social science research that includes an overview of the structure of scientific inquiry and the research methods used for analysis. Prerequisites: PSY 133, PSY 265. (F) (WI)

**PSY 471: Psychology Internship (3-6)** This course is a closely supervised internship to be initiated by the student and approved by the instructor. Familiarity with current, related literature and a written and oral presentation will be required. The supervisor will conduct periodic evaluations. Prerequisite: Senior status and a minimum 2.5 GPA in the major. (S)

**PSY 499: Senior Research Seminar (3)** This course is the capstone academic experience and a graduation requirement for all students in the discipline. Course components include a written thesis, oral presentation and experiential/service learning requirements. Prerequisites: PSY 380 and senior status. (S) (WI)

# Religious Studies (REL)

**REL 110: Introduction to Religion (3)** This course investigates the concept of religion, with special attention to the importance of defining and exploring this term for understanding ourselves and our society, as well the values of other persons and cultures.

**REL 116: Sacred Texts and Popular Culture (3)** This course explores the close relationship between the sacred texts of the Abrahamic faiths (Judaism, Christianity and Islam) and popular culture with special emphasis on music, art, film and politics. Materials are presented from perspectives that are both critical and academic, and eclectic.

**REL 225: Issues in Ethics (3)** This course is an introductory study of contemporary issues in ethics, with special emphasis on topics such as universal rights, in vitro fertilization, surrogacy, capital punishment, animal rights, abortion and ecology.

**REL 226: Select Readings in Ethics (3)** This course examines select ethical thought from the ancient, medieval, reformation and contemporary periods. The course focuses on texts from Plato, Aquinas, Luther, Bonhoeffer, King and others.

**REL 241: Religion and Ultimate Questions (3)** This course delves into the fundamental ideas and systems of valuation that characterize various human attempts to articulate the good, the beautiful, the true and the just from the standpoint of the Judeo-Christian religious tradition. (WI)

**REL 243: Mythology and the Religion of Ancient Greece (3)** This course investigates the religion of ancient Greece as reflected in its mythology, literature and ritual practices.

**REL 271: Christianity in History and Tradition (3)** This course studies selected movements, conflicts and doctrines within Christianity, with special focus on the critical early centuries of its development. (Cross-Reference: HIS 271)

**REL 311: Monotheistic Religious Traditions (3)** This course surveys the major monotheistic religious traditions. The goal is to achieve an appreciation for the ways in which people live out their religious convictions. For each religion, we will explore its historical development, fundamental beliefs and current practices. (WI)

**REL 321: Life and Letters of Paul (3)** This course is an inquiry into the life and letter-writing activity of Paul, one of Christianity's earliest and greatest theologians. (WI)

**REL 341: Prophetic Literature (3)** This course surveys Old Testament prophetic literature, with emphasis on both the Former Prophets and the Latter Prophets. (WI)

**REL 361: Life and Teachings of Jesus (3)** This course investigates the timeless teachings of Jesus in the original setting as well as its contemporary applications. (WI)

**REL 365: Theology and Film (3)** This course examines movies that have implicit theological and ethical dimensions. Prerequisite: Any 200 level Literature course.

**REL 366: Jesus in Hollywood (3)** This course examines Hollywood's 20th and 21st Century silver-screen portrayals of Jesus, which are imaginative representations of 1st Century gospel narratives.

**REL 381: Religious Traditions of India, China, and Japan (3)** This course surveys the major religious traditions of India, China and Japan. The goal is to achieve an appreciation for the ways in which people live out their religious convictions. For each religion, we will explore its historical development, fundamental beliefs and current practices. (WI)

**REL 391: The Book of Genesis (3)** This course studies the Book of Genesis from historical, literary and theological perspectives.

**REL 432: Gospel of John (3)** This course is a detailed study of the Fourth Gospel in its historical, social and theological context. (WI)

**REL 441: Women and Redemption (3)** This course offers a theological and historical overview of Christianity's deep ambivalence toward women. The overview is arranged by categories: biblical roots, early Christianity, the patristic period, the middle ages and the modern era.

**REL 455: Critical Perspectives on Religion (3)** This course investigates the various ways scholars have tried to account for the phenomenon of religion in the modern period. The course will examine anthropological, sociological and psychological models that have been used to define and describe religious experience.

**REL 461: The Art of Biblical Narrative (3)** This course focuses on an analysis of plot, characterization and rhetorical strategies of select Biblical passages. (WI)

**REL 471: Religious Studies Internship (3)** This course is a closely supervised internship to be initiated by the student and approved by the instructor. Familiarity with contemporary, academic literature and an oral and written presentation are required. The supervisors must approve and conduct periodic evaluations of the internship. Prerequisite: Permission of instructor.

**REL 499: Senior Research Seminar (3)** This course is the capstone academic experience, and a graduation requirement for all students in the discipline. Course requirements, credit hours and grading criteria are established by area faculty. Course components include written thesis, oral presentation and experiential/service learning requirements. Prerequisite: Senior status and permission of the instructor. (S) (WI)

# Rhetoric (RHE)

**RHE 101: Rhetoric and Composition I (3)** This course is an intensive introduction to college-level critical reading/listening, written composition and public speaking that emphasizes thesis, support, reasoning and organization. This course begins to establish a foundation of skills required for further development in designated writing-intensive and speaking-intensive courses. Students will investigate various processes of rhetorical analysis and also apply learned principles in written and oral assignments. Prerequisite: SSC 103 or SSC 108. (F, S) (WI)

**RHE 102: Rhetoric and Composition II (3)** An intensive continuation of RHE 101, this research-based course enhances and extends the written and oral skills covered in the first semester, possibly through a thematic study of contemporary and/or historical disputation or through analysis of writings from various genres. This course completes the skills foundation required for further development in designated writing-intensive and speaking-intensive courses. Students will analyze rhetorical strategies, use specific citation formats, describe controversies from a variety of angles and argue positions through written and oral assignments. Prerequisite: RHE 101. (F, S) (WI)

**RHE 103: Honors Rhetoric (3)** Limited by admission to the Honors Program, this class is an accelerated and intensive study of college-level critical reading/listening, written composition and public speaking specifically designed for honors students. To augment the Honors Seminar, this course will make explicit the communicative skills foundations necessary for further development in designated writing-intensive and speaking-intensive courses. Prerequisite: Placement by Registrar or Director of Honors Program. (S) (WI)

# RN to BSN (NUR)

**NUR 305: Professional and Academic Success (3)** This course introduces students to the culture of professional nursing. Academic, professional and personal success planning are discussed and facilitated. The role of theory, history and standards of practice are discussed in addition to safety, quality and evidence based practice concepts.

**NUR 309: Statistics for Critical Decision-Making (3)** This course introduces statistical methodology with an emphasis on critiquing statistical findings to determine utilization in healthcare. Descriptive and inferential statistical concepts will be explored.

**NUR 324: Advanced Assessment and Health Promotion Across the Lifespan (3)** This course provides the framework for understanding and applying nursing philosophies, models and theories. A comprehensive, holistic approach to health and wellness assessment is promoted.

**NUR 330E: Gerontological Nursing (3)** This course provides an introduction to the care of older adults with special focus given to their unique physiological and psychosocial needs. Emphasis is placed on promoting healthy aging and the retention of functional ability. Aspects of safety and end-of-life are introduced.

**NUR 342E: Nursing Inquiry, Informatics and Technology (3)** This course provides an overview of nursing informatics as it relates to the provision of safe, quality, patient-centered care. Emphasis is placed on locating, accessing, appraising, and using information to inform evidence-based, professional decisions. The use of information management systems in the collection, management, and communication of patient data as well as the maintenance of patient privacy and confidentiality is highly stressed.

**NUR 352E: Evidence-Based Practice and Nursing Research (3)** This course is designed to promote evidence-based, clinical decision-making through the exploration and integration of current scientific evidence. Focus is placed on the analysis and synthesis of evidence to answer clinical questions relevant to professional nursing practice. (WI)

**NUR 401E: Leadership and Management in Professional Nursing Practice (3)** This course focuses on the knowledge and skills needed to be a contributing member of an interprofessional healthcare team. The development of transformational leadership skills and techniques needed to coordinate the provision of safe, quality, patient-centered care are explored. Emphasis is placed on professional behaviors, communication that supports information exchange, collaboration and conflict mediation, ethical comportment and the establishment and provision of evidence-based practice.

**NUR 406E: Community and Population-Centered Care (4)** This course is designed to introduce students to nursing care of individuals, families, communities, aggregates, and populations. Principles and practices of community health and social justice are discussed. Emphasis is placed on assessing factors that influence the health of populations. Evidence-based practices in the delivery of holistic, culturally appropriate health promotion and disease prevention are emphasized. A clinical project provides the student an opportunity to apply theoretical concepts to individuals, families, communities, aggregates, and populations (WI).

**NUR 441: Contemporary Issues in Healthcare (3)** This course will review contemporary issues in professional practice, including social, political, organizational, legal and ethical factors. The politics of healthcare is discussed and current issues are critically analyzed in relation to their influence on the nursing professional and practice.

**NUR 460: Professional Nursing Capstone: Synthesis of the Evidence (3)** This is the first of two courses in the completion of the Professional Nursing Capstone Project using an evidence-based practice model. The student will identify an evidence-based practice program; complete a literature review, and synthesize the evidence. (WI)

**NUR 461: Professional Nursing Capstone II: Advancing the Nursing Profession (3)** This is the second of two courses in the completion of the Professional Nursing Capstone Project using an evidence-based practice model. The student will develop a proposal for evidence based change and propose a plan for evaluation of outcomes. (WI)

# Science (SCI)

**SCI 214: Science Applications (3)** This course applies the principles of the physical sciences, chemistry, and biology that are important to understanding a subject with which the student is familiar on a practical level. It is designed to foster an understanding of scientific concepts and methods by relating that knowledge to applications in the world in which the student lives and works.

**SCI 241: Math and Science Concepts (3)** This course introduces the student to the philosophical foundations, and nature of scientific study, and links scientific research to applications in the work place and the world in which the student lives. Mathematical and calculator skills needed for scientific applications are covered in depth. Topics include: philosophical foundations of science, vocabulary of science, logic, statistical concepts, mathematical principles needed for statistical analysis, academic journals, parts of a research report (literature review, methods, discussion, etc.), and the nature of primary vs. secondary research.

**SCI 271: Laboratory Assistant in Science (2)** This course is an introduction to lab methods, lab safety and responsibilities of a laboratory assistant. Includes laboratory preparation and assistance during weekly laboratories. Prerequisite: BIO 113 and permission of the instructor. (F, S)

**SCI 272: Laboratory Assistant in Science (2)** This course is a continuation of SCI 271. Prerequisite: SCI 271 and permission of the instructor. (F, S)

# Sociology (SOC)

**SOC 203: Social Psychology (3)** This course is a study of the principles of human interaction, including topics such as attitudes, prejudices, aggression, altruism, conformity and group influence. (S)

**SOC 236: Principles of Sociology (3)** This course is an introduction to the field of sociology and the sociological perspective. Topics include groups, family, culture, bureaucracy, deviance, social class, power and social change. (F, S)

**SOC 238: Sociology of the Family (3)** This course is an overview of marriage and the family with a primary focus on American culture. Emphasis will be placed on the family as a social institution, singlehood, family dynamics, parenthood and child rearing, family crisis, conflict and change, and marital separation, divorce and remarriage. Various trends impacting the family in the 2000s will be discussed. (S)

**SOC 251: Social Problems (3)** This course is a sociological examination of the major social problems in the United States today, such as poverty, sexism, racism, environmental abuse, crime, drug abuse, aging and war. (F, S)

# Spanish (SPA)

**SPA 111: Spanish Conversation & Latino Culture I (3-hour class and 1-hour online lab)** This course introduces students to the basics of the Spanish language through total immersion activities both in the classroom and online. The student is introduced to Latino culture through video activities, cultural readings, community involvement, music and dance.

**SPA 112: Spanish Conversation & Latino Culture II (3-hour class and 1-hour online lab)** This course helps students increase Spanish conversation skills through total immersion activities in class and online. The students learn more about Latino culture through community involvement, video activities, cultural and literary readings, music and dance. Prerequisite: SPA 111 or permission from the instructor.

**SPA 211: Spanish Conversation & Latino Culture III (3-hour class and 1-hour online lab)** This course helps intermediate Spanish speakers improve their conversation skills through total immersion activities in class and online. Latino culture comes alive through cultural and literary readings, community involvement, video activities, music and dance. Prerequisite: SPA 112 or permission from the instructor.

**SPA 310: Spanish and Latin American Film (3)** In this course, the student watches six authentic short films from Spain and Latin America online, and then engages in comprehension and vocabulary activities online. The student gains a greater understanding of the Spanish language and of Latino culture through cultural and literary readings. Prerequisite: SPA 211 or permission from the instructor. (Offered on demand in the summer.)

**SPA 401: Toltec Wisdom Literature (3)** In this online course, students improve Spanish communication skills as they read, discuss and assimilate a modern Spanish adaptation of Books I & II of the ancient Toltec wisdom writings. Prerequisite: SPA 211 or permission from the instructor. (Offered on demand in the summer.)

**SPA 411: Advanced Spanish Grammar & Composition (3)** In this course, the student watches six authentic Hispanic short films, writes guided compositions and comments on important literary works. Online grammar activities help the students to improve usage of the subjunctive and indicative in the present, past and future tenses. Prerequisite: SPA 211. (Offered on demand in the summer.)

# Special Education (SPE)

**SPE 210 The Exceptional Child (3)** This course describes the areas and characteristics of exceptionalities, problems in learning, and personal-social adjustment of exceptional children. The course describes the services available to persons with disabilities through special education in public schools and through other institutions, agencies, and professionals. (F)

**SPE 313 Assessment and Collaboration for Exceptional Children (3)** This course explores the assessment and interpretation of assessment data for students with learning differences. The course investigates best practices for collaboration with other professionals and families. (S)

**SPE 402 Diagnosis and Remediation for Students with Reading Difficulties (3)** Candidates will recognize the essential components of comprehensive teaching reading, listening, viewing, speaking and writing. They will develop the skills to use systematic, explicit, multi-sensory methods to teach communication skills including reading and written expression. (F)

**SPE 404 Teaching K-6 Students with Learning Differences (3)** Candidates explore teaching strategies for elementary students with learning differences. Methods for teaching mathematics and other content areas are addressed. Emphasis will be on research-based cognitive instructional approaches and implementation of Universal Design for Learning. (F) (WI)

**SPE 405 Teaching 7-12 Students with Learning Differences (3)** Candidates explore teaching strategies for secondary students with learning differences. Methods for teaching mathematics and other content areas are addressed. Emphasis will be on research-based cognitive instructional approaches and implementation of Universal Design for Learning. (F) (WI)

**SPE 414 Behaviors in the General Curriculum (3)** This course is an introduction to behavioral disorders. Emphasis is on a collaborative problem-solving process to support learning through management and improvement of student behavior. Positive Behavior Intervention and Support is explored. (F)

# Sport Management (SPT)

**SPT 121: Introduction to Sport Management (3)** This introductory-level course is designed as an overview of the theoretical disciplines and professions in sport and recreation management. Students will research, discover, and learn about the vast opportunities open to them in the career field of sport and recreation management, including those in management, administration, leadership, coaching, broadcasting, media relations, corporate partnership relations, and financial management. (F, S)

**SPT 131: Principles of Cycling (3)** This course is an introductory overview in these areas of study: the history of bicycling, development of the bike and its components, industry, cycling law, the arts and the bike. (F)

**SPT 222: Organization and Administration of Sports Programs (3)** The purpose of this course is to develop within students the knowledge and skills necessary to plan for, create, implement, and evaluate performance in sport and recreation programs. Content will also focus on team scheduling, athletic facility requirements, and career networking/advancement, coaching acquisition and termination, and increasing sport programs of an athletic program. Students will be introduced to the requirements of set policies by school districts, athletic conferences, state athletic associations, state and federal law, and the National Collegiate Athletic Association (NCAA). Included within this will be the NCAA rules and regulations pertaining to the recruitment of high school student athletes by colleges and universities, and the NCAA rules and regulations for managing student/athletes in the collegiate setting. (F)

**SPT 233: Cycling Infrastructure and Course Design (3)** This course is a course designed to inform the students of the infrastructure of cycling and course designs in urban and rural areas. (F)

**SPT 242: Sport Facility and Venue Management (3)** This course is designed to prepare students to plan, implement, and manage sport and recreation facilities, as well as plan, implement, and manage individual events. We will study and discuss internal and external constituent needs, and the theories involved in planning and managing sport and recreation facilities of all types. In addition, students will review contemporary practices in the event industry as well as the history of marketing events. These events will be reviewed from the initial idea, to the development of a plan, to the implementation of the plan, and then to the evaluation of the activity. The course will culminate with group projects presented to the class which will reflect a foundation and expanse of knowledge in this field. (S)

**SPT 251: Sport Media and Relations (3)** The purpose of this course is to give an overview of sports information and media relations as they pertain to community, collegiate, and professional sports. The class will research and explore how professional teams, college institutions, and high schools deal with the media, including: strategic planning, placement of stories, holding media conferences, writing press releases, oversight of web sites, handling sensitive situations, and game operations. This course will also prepare those students who are interested in the career path of becoming a Sports Information Director.

**SPT 285: Officiating (3)** Studies officiating as a career, offering it as another career pathway, along with coaching, for those students who wish to stay actively involved in the sporting profession. It also develops the common ground, and a better understanding, between officials and coaches, allowing them to create a stronger and better working relationship for our student's future careers no matter whether they choose to become coaches or officials. An officiating certificate will be earned at the conclusion of the course.(F)

**SPT 331: Theories of Coaching Intercollegiate Sports (3)** Focuses on the major coaching themes and models, methods, practices, and outcomes. Topics include study of the principles of coaching, coaching cases and analyses, great coaches, coaching strategy and decision making, and other contemporary issues. A coaching certificate will be earned at the conclusion of the course. (S)

**SPT 334: Coaching Youth Sports (3)** This course is designed to provide a foundation for those interested in coaching high school and youth sports. Students will be introduced to instructional techniques and theories that help guide decision and policy making for those coaching these age groups. (F Even)

**SPT 335: Applications of Cycling Infrastructure (3)** This course is designed to implement the principles obtained through previous coursework featuring cycling equipment, retail and manufacturing businesses, governing agencies, organizations, advocacy, and competitive venues. Additional fee required. (S)

**SPT 352: Sport Law and Governance (3)** Students will learn and understand the legal concepts and relevant legal issues pertaining to sport and recreation activities. Throughout this course there will be a strong focus on ethics and ethical leadership. Student learning will focus on risk management and negligence within the activity itself, as well as those risks pertaining to equipment, facilities, supervision, and employees, with the ultimate objective of minimizing and managing legal risks within the industry. Additionally, industry-related legal issues will be covered such as contracts, standards of practice, arbitration, emergency care, and product liability. (F)

**SPT 372: Financial Principles of Sport (3)** This course equips students with the strong foundational knowledge necessary to understand finance and the financial management of sport organizations. It also provides for students an in-depth understanding of the modern-day sports landscape where teams and facilities have become integral parts of the businesses of real estate and development, entertainment, and the media, where public financing and economic impact studies determine the building of new sports facilities, and where league offices work to build strong and competitively balanced teams through policies that control revenue sharing, luxury taxes, and salary caps. Prerequisite: BUS 241. (S)

**SPT 398: Sport Leadership (3)** Students will work to become leaders who strive to make a positive impact on our World. This course introduces a set of personal, interpersonal, and team-based skills and competencies required in leadership roles. These skills include self-awareness, creative problem solving, becoming a great communicator, detailed planning and preparation, negotiation and persuasion, motivating and inspiring others, managing conflict, delegation, and building a unified team.

**SPT 401: Coaching Field Experience (3)** This course focuses on work-based instruction that helps students gain practical experience in coaching and athletic administration by enhancing their skills and integrating their knowledge. As outlined in the learning plan, students will apply theory, concepts and skills involving specialized materials, procedures, regulations, laws and interactions within and among political, economic, environmental, social and legal systems associated with coaching and athletic administration and will demonstrate legal and ethical behavior, interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of international commerce. Indirect supervision is provided by the work supervisor. (F, S)

**SPT 445: Athletic Revenue and Fundraising (3)** This course examines the fundamental tools and strategies necessary to increase revenues and raise funds within community, college, and professional athletics. It emphasizes annual fundraising through solicitations via mail, telephone, and interpersonal meetings, as well as fundraising through major gift and capital campaign solicitations and presentations. Students will learn and understand the role of the annual fund within the scope of an athletics department. In addition, this course provides an overview of ticket sales as a revenue source in athletics. It examines sales strategies for single-game, season ticket, and group sales; ticket office operations; and building a database for ticket sales. (S)

**SPT 452: Officiating for Cycling (3)** This course is designed for students to learn and apply the rules, regulations, guidelines and manuals that underpin the cycling industry. Students will have the opportunity to obtain their officiating certificate. Additional fee required (as published by U.S. Cycling). (F)

**SPT 471: Sport Management Internship (3)** This practicum is designed to provide the student with an experiential learning experience in an area within sport/recreation management based on interest and availability. The practicum can be completed either on-campus or off-campus. Each Sport Management major is strongly advised to consult with an advisor to select a placement that best matches student skills, interests, and career goals. Prerequisite: A minimum of Junior status or permission of instructor. (F, S, Summer)

**SPT 472: Cycling Internship I (3)** This course is designed to engage students in the professional field of cycling by working as an intern (paid or unpaid). Internships may be domestic or international and require a minimal 200 hours of work.

**SPT 498: Contemporary Issues of Sport Management (3)** This course offers students an opportunity to clarify their vision of a successful professional future and identify goals to achieve that vision. It studies contemporary issues of sport, and explores how to frame a career growth strategy using internal and external scanning mechanisms, research, analysis, and critical reflection on their previous personal experiences, with an emphasis on fully preparing students for their successful entry into the sports management field and marketplace upon graduation. (F) (WI)

**SPT 499: Senior Research (3)** This course serves as a Capstone course for the major. Students will call upon and utilize all previous coursework throughout their college career, in preparation for a career in the profession. Issues in professional practice will be covered through a variety of assignments: essays and discussion, research paper and presentation, a group project and presentation, and a daily review of "current events" topics pertinent to the industry. Additionally, this seminar will engage students in the various job search techniques; all students will write a resume, list of references, and several letters of application. Students will locate job sources, develop interview skills, and practice professional presentation. All students will host and develop a video resume they can utilize to help them to get a quick start along their career path. In addition, all students will also develop and complete their personal web portfolio. Each student will be able to take this portfolio and develop it further throughout his or her entire career, helping all students to reach their very highest level possible in their careers. Prerequisite: Senior status and permission of the instructor. (S) (WI)

# Student Success (SSC)

**SSC 105: Foundations of College Mathematics – Algebra (3)** This course prepares students for college level computational skills by focusing on fundamental algebraic operations. Concepts and skills covered include linear equations and inequalities; introduction to functions and graphs; system of equations; polynomials; rational expressions, equations, and exponents; radicals and an introduction to quadratic equations. This course should be taken by students entering science or education majors and who will complete MAT 112 as required by their major. Placement is determined by high school mathematics background, SAT/ACT scores, and a math placement test. This course must be passed with a C- or higher.

**SSC 108: Foundations of College Reading and Writing (3)** This course is designed as an academic and reflective experience of reading, creative and critical thinking, and academic writing. Students will engage in the development of advanced reading strategies through exposure to varied text genres and will generate ideas from those readings as a basis for composing college-level written assignments. Instruction will include a focus on organization, the development of content, proper documentation and the application of Edited Standard Written English. This course establishes a foundation for success in subsequent reading and writing intensive courses. Placement is determined by high school English background/grades, SAT/ACT scores, and a writing and reading placement test administered by the College. This course must be passed with a C- or higher.

**SSC 109: Academic Focus Lab (0)** This course prepares experience academic success in a discipline-specific, co-requisite course such as MAT 111, MAT 112, BIO 114, BIO 115, CHM 111, CHM 112 or RHE 101. Each Focus Lab is facilitated by a learning specialist who works with students to master the content of the co-requisite course through the development of the best study and learning strategies for the specific subject being studied.

**SSC 110: Foundations of College Mathematics – Non-Algebra (3)** This course prepares students for college-level quantitative reasoning skills by focusing on topics of numeracy, numerical reasoning, and math study skills. Relevant and current reading material will supplement the arithmetical coursework as a means for students to think critically about and apply mathematical topics. This course should be taken by students entering any major other than science or education and who will complete MAT 111 as required by their major. This course must be passed with a C- or higher.

**SSC 111: Residence Life Leadership (1)** This course is designed for students selected as Residence Hall Assistants. This seminar course meets weekly and deals with areas such as student development theory, skills development, counseling skills, leadership development and residence hall management. Skills are to be used in the employment setting.

**SSC 112: Residence Life Leadership (1)** This course is a continuation of SSC 111 with added emphasis on communication and administrative skills. Prerequisite: SSC 111.

**SSC 351: Peer Tutoring Seminar (2)** This course prepares students to become tutors in the Burton Center for Student Success. Students must have permission from the Coordinator of Tutoring Services to enroll. Students will be introduced to current theory and best practices in learning assistance and tutoring in higher education with an emphasis on active learning and fostering student independence.

# Theatre Arts (THEA)

All courses open to non-majors unless indicated.

**THEA 100: Movement for the Stage (1)** A basic movement course designed to introduce and explore the beginning techniques, styles and study of movement for the stage performer, in particular, the actor and vocalist. This course is also recommended for directors and choreographers who desire supplementary study in acquiring techniques for working with the stage performer. (F)

**THEA 101: Dance Technique: Jazz, Tap and Ballet (1)** A basic technique course designed to introduce and explore the beginning levels, styles and study of tap, jazz and ballet dance needed for work in the theatre field. Dancewear required. Open to non-majors. (F)

**THEA 103: Social Dance (1)** A course studying social, folk and ballroom styles of dance. Open to non-majors. (S)

**THEA 105: Auditioning (2)** In this course, the student will explore basic auditioning techniques, including appropriate monologue, song and movement choices. Emphasis will be given to the 60-and/or 90-second audition package in preparation for future auditions for professional, educational, community and/or theatre for youth companies. Stage movement and/or dance techniques, voice, diction, picture/resume and appropriate dress for auditions will also be included. (S)

**THEA 111, 112, 211, 212, 311, 312, 411, 412: Clogging (1)** A course to learn the basic steps and develop team routines of this traditional mountain dance. Performance may be required. Open to non-majors. Prerequisite: audition and permission of the instructor. These courses must be completed in sequential order.

**THEA 113: Fundamentals of Music (3)** This is an introduction to the basic elements of music through a multi-key piano approach. Course of study will include rudimentary aspects of melody, harmony and rhythm - written and realized - at the keyboard. (F, S)

**THEA 115: Basic Piano (1)** In this course, the student will study specific piano techniques which apply to personal needs for growth. New musical literature will be introduced. Additional fee required. (F, S)

**THEA 116, 117, 216, 217, 316, 317, 416, 417: Private Voice (1)** (50-minute lesson) These are individual instruction courses in the literature and techniques of vocal performance. Students will study specific vocal techniques which apply to personal needs for growth. Prerequisite: THEA 118/119, permission of the instructor and audition. Additional fee required. These courses must be completed in sequential order. (F, S)

**THEA 118, 119, 218, 219: Class Voice (1)** Class instruction in the fundamentals of vocal training through solo and class singing of specific vocal exercises, art songs, musical theatre pieces and folk songs. No previous vocal training is required, but students should be interested in singing and have pitch matching ability. Can be used to help students prepare for auditions into the Private Voice courses and the Performance Competency. These courses must be completed in sequential order. (F, S)

**THEA 131: Ballet Studies (1)** A technique course designed to explore intermediate to advanced levels in the study of ballet. Dancewear required. (F)

**THEA 133: Acting I: Principles (3)** This course is designed to introduce the student to the skills of acting: improvisation, stage movement, vocal training, character analysis and scene work. Laboratory work required. Open to non-majors. (F)

**THEA 143: Stagecraft (3)** An introduction course to basic skills in technical theatre, including scene design, props, construction and lighting techniques. Laboratory hours required. Open to non-majors. (F, S)

**THEA 173: Fundamentals of Music II (2)** This course is a further study of basic music concepts, including minor scales and their individual key signatures in relation to the circle of fifths and the relative major. Other concepts to be covered include intervals, basic triads and seventh chords. Melody harmonization and cadences, as well as basic song form will be explored. (S)

**THEA 194-495: Highlanders (1)** This course is designed to introduce the student to the skills of singing in an ensemble. The course will concentrate on parts singing. Outside performances will be required. Audition and professor's permission required for class admission. (F, S)

**THEA 206: Appreciation of Modern Performing Arts (3)** A course designed to help the student learn to appreciate the historical and theatrical aspects of modern performing arts. In addition, the student will be exposed to a variety of live performances and learn to be a discerning consumer of performing arts. No stage performance required. Group activities may be required. (F, S)

**THEA 209: SETC Experience (1)** A course established to aid students attending the Southeastern Theatre Conference. The class will prepare students for the conference and aid them during the conference to gain as much practical knowledge as possible.

Additional fee required. (S)

**THEA 213: Music Analysis (3)** A course in the study of melody, harmony, rhythm, traditional and popular. Focus of study is on the development of analytical, aural, sight-singing and written skills. Learning to hear, analyze and interpret rhythm and meter will be explored for choreographic purposes. Prerequisite: THEA 113 or permission of the instructor. (S)

**THEA 215: Piano (1)** Individual or class instruction in the literature and techniques of piano performance. Students will study specific piano techniques which apply to personal needs for growth. New musical literature will be introduced. Course fee required. Prerequisite: THEA 115. (F, S)

**THEA 224: Sight Singing and Ear Training (2)** This is an introduction to the basic elements of sight-singing and music reading. Note reading, rhythm, key signatures and melodic structure will be covered. The course is designed to prepare students to be able to sing songs in a variety of keys and rhythms with and without the aid of an accompanist. Permission of the Instructor. (S Odd)

**THEA 233: Acting II: Scene Study (3)** This course is designed to further the student's knowledge of acting theory using character analysis and scene work. Final scenes will be presented at the end of the course. Laboratory work required. Prerequisite: THEA 133. (S)

**THEA 236: Voice for the Actor (3)** This is an introduction to appropriate vocal and speaking technique for the actor and singer. Emphasis is on vocal expression, articulation, volume, dialect, accents and phonetics. (F Even)

**THEA 238: Principles of Theatre Marketing and Management (3)** This course serves as an introduction to skills in arts management and marketing, including exploring business models of commercial and not-for-profit theatre companies and the day-to-day operation of major theatre companies. The course will also explore business management skills, oral and written proposals, fundraising and the role of marketing within the arts, both in print, electronic and social media forms. (F Odd)

**THEA 244: Principles of Design (3)** This course will introduce students to the visual design process which could be used in theatre, architecture, film and/or fashion design. Design elements will be explored including form, style, composition, line, shade, tone and quality. Students will discover multiple mediums (watercolors, gouache, chalk pastels, oil pastels, colored pencils, etc.) and their uses within the design process. Students will also learn the importance of visual research as it relates to a specific concept. Additional fee required. (F)

**THEA 253: Career Management in Theatre (3)** This course is designed to study and explore various aspects of life and career management within the field of Theatre and related disciplines. A personal portfolio will be realized. This course fulfills CLA 299. (S)

**THEA 254: Make-Up (3)** An introduction course to research, design and execution of make-up, including materials, application of straight, character, age and special effects make-up. Laboratory work required. Additional fee required. Prerequisite: THEA 244. (S)

**THEA 256: Theatre for Young Audiences (3)** This course prepares participants for creating characters, adapting stories and presenting theatre for children. In addition to these skills, an introduction to puppeteering will be included. Laboratory performance required. Prerequisite: THEA 133. (S Even)

**THEA 272: Script Analysis (3)** Script Analysis provides students with the tools to read and interpret scripts from a variety of perspectives with a focus upon implications for production. Students will read different types and styles of plays for character, plot, theme, action and physical production requirements. Skills learned will also be applied to analyzing choreographic works and technical theatre components of performance from a variety of viewpoints. (S) (WI)

**THEA 275: Musical Theatre Dance I (2)** This course explores intermediate dance styles, with a focus on the development of musical theatre production numbers. Emphasis is placed on the historical context of individual styles and the work of major theatre choreographers. Dancewear required. Prerequisite: THEA 101 or permission from instructor. (F)

**THEA 324: Musical Theatre History and Repertoire I (3)** In this course, the student will explore, research, analyze and perform (if BFA candidate) musical theatre repertoire/literature beginning with the early 1900s through the 1950s. Film and live musical attendance will be required. Prerequisite: THEA 272. (F Even)

**THEA 325: Musical Theatre History and Repertoire II (3)** In this course, the student will explore, research, analyze and perform (if BFA candidate) musical theatre repertoire/literature from the 1960s through to the present day. Film and live musical attendance will be required. Prerequisite: THEA 272. (S Odd)

**THEA 333: Acting in Musical Theatre (3)** This is a study of the specialized skills of acting in the musical theatre. Scene work and laboratory work required. Prerequisite: THEA 133. (F Even)

**THEA 335: Performance of Literature (3)** This course explores how performance can be used as a way of both understanding

and communicating literature. Students will develop skills in critical reading, performing, writing, listening and analysis of performance as they study the communicative power of literary texts. Laboratory work required. (F Odd)

**THEA 344: Costuming (3)** This course is an introduction to the mechanics of costume research, design and execution, including fabrics, sewing techniques and resources. Laboratory work required. Additional fee required. (S)

**THEA 345: Basic Lighting (3)** This course is an introduction to stage lighting, including an introduction to basic electricity, instrumentation, computer, control, color theory and the beginnings of lighting design. This course includes practical applications of designing and lighting a produced piece. Laboratory work required. Additional fee required. Prerequisite: THEA 244. (F)

**THEA 353: Stage Management (3)** This course focuses on the methods and techniques of stage management, from simple dramatic shows to complex multi-scene productions in a variety of venues. This course includes stage managing a production. Prerequisite: THEA 244. (S)

**THEA 363: History of Theatre I (3)** This course focuses on the chief playwrights, plays and stage developments from the Greeks to 1700. Analysis of selected representative plays. Prerequisite: THEA 272. (F Odd)

**THEA 372: Stage Combat (2)** This course is designed for students are instructed in unarmed combat, single sword, and sword and dagger techniques. Students have the opportunity to test for Basic Actor Combatant Certification with Fight Directors from Canada.

**THEA 374: Directing I (3)** This is an introduction to directing techniques for the theatre, including blocking, character development and production. Scene work required. Laboratory work required. Prerequisite: THEA 233. (F)

**THEA 375: Musical Theatre Dance II (2)** This course explores the most advance styles used in the theatre, with a focus on the development of musical theatre production numbers. Emphasis is placed on the historical context of individual styles and the work of major theatre choreographers. Dancewear required. Prerequisite: THEA 275 or permission from instructor. (S)

**THEA 379: Theatre in Community and Outreach (3)** This course explores the roles theatre and the arts serve within the communities they exist. Emphasis is placed on community engagement, exploring the community-based and supported theatre model, theatre formed by minority groups and advocacy for the arts. This course uses service learning and may include local travel. (S Odd)

**THEA 381: Dance/Choreography for the Theatre (2)** This is a study of basic dance and choreographic techniques used in theatrical works. Performance may be required. Dancewear required. Prerequisite: THEA 101, THEA 131, THEA 151 and THEA 161, or permission of the instructor. (F Even)

**THEA 401: Competency One: Creative & Artistic Direction (0)** See section on School of Arts, Humanities and Education.

**THEA 402: Competency Two: Performance (0)** See section on School of Arts, Humanities and Education.

**THEA 403: Competency Three: Arts Management & Leadership (0)** See section on School of Arts, Humanities and Education.

**THEA 404: Competency Four: Technical Theatre (0)** See section on School of Arts, Humanities and Education.

**THEA 405: Competency Five: Critical & Cultural Perspectives (0)** See section on School of Arts, Humanities and Education.

**THEA 433: Acting IV: Musical Theatre Acting (3)** This is a study of the specialized skills of acting in the musical theatre. Scene work and laboratory work required. Prerequisite: THEA 133. (S Odd)

**THEA 443: Scene Design (3)** This is an introduction to the craft and process of design for the stage, including script analysis, research, sketch concepts, drafting, floor plans, renderings and scale model construction. Prerequisite: THEA 244 (S Odd)

**THEA 463: Solo and Ensemble Devising (3)** This course explores the history, criticism and practice of devised theatre from both a solo and ensemble perspective. In addition to practicing the skills of critical reception, students will research and develop original devised performance. Laboratory performance required. (F Odd) (WI)

**THEA 467: Theatre Management and Publicity (3)** This course is an exploration of management skills needed to envision and develop theatre venues with a wide range of artistic and community environments. Examples of skills include box office, business management, oral and written proposals, employee management, fundraising and publicity. (S Odd)

**THEA 471: World Culture and the Arts (3)** This course examines and analyses of historical and philosophical perspectives of world cultures and their respective art forms. Emphasis will be placed on the impact the arts have on cultural identity, community development and globalization. (F Even)

**THEA 473: History of Theatre II (3)** This course focuses on the chief playwrights, plays and stage developments from 1700 to the contemporary era. Analysis of selected representative plays. Prerequisite: THEA 272 (S Even)

**THEA 474: Directing II (3)** This course is a continuation of THEA 374 with an emphasis on the total production. The student will be required to direct a variety of scenes with one realized production. Laboratory work required. Prerequisite: THEA 374. (S)

**THEA 493: Theatre Internship (3-12)** This course is an opportunity for students to supplement their academic knowledge with realistic work experience within the field of theatre. Successful use of knowledge and application of skills is required. (F, S, Summer)

**THEA 497: Senior Research and Independent Study (2)** In this course, the student will begin to create a proposal for work to be completed in Senior Research and Seminar. This work will demonstrate creativity within artistic, educational and theatrical environments, with consideration given to creative development and process of self, motivation, innovation improvisation, problem-solving techniques, clarity, exploration, research, synthesis and exploration form and format. The student will work individually with one professor chosen within the department. (F, S) (WI)

**THEA 499: Senior Research Seminar for Theatre Arts (1)** In this course, senior students will assess their strengths and weaknesses in the Theatre Arts. Career opportunities, professional organizations, graduate schools and research will be discussed. The student will assess how Theatre Arts will help fulfill the hallmarks of a Lees-McRae College graduate. A major thesis, an oral presentation on that thesis and a service project are required. Prerequisite: THEA 497, senior status or permission of the Director of Theatre. (F, S) (WI)

# Academic Policies

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# General Policies

Please address all questions regarding academics and/or academic policies to:

Office of the Registrar  
Lees-McRae College  
P.O. Box 128  
Banner Elk, North Carolina 28604-0128

Only the Registrar, in consultation with the Provost, can make an exception to the College's academic policies.

## Credit Hours

Successful completion of any course offered for academic credit earns a student a specified number of hours of credit. In non-laboratory courses, hours of credit equal the number of class hours per week devoted to the course. For example, a student who completes RHE 101, Rhetoric and Composition I, which meets three hours each week, earns three (3) hours of credit. The number of credit hours for laboratory, studio, and clinical courses varies with the amount of work involved. Courses listed in the Course Descriptions section of this catalog have a designation of the number of hours of credit.

The following definitions and practices apply in controlling the relationship between contact and credit hours. These definitions were developed with faculty input in order to ensure consistency throughout the College. Courses may be composed of any combination of elements described, such as a) lecture course which also has required laboratory periods or b) a lecture course having an additional requirement for supervised independent study, tutorial activity or other out-of-class academic activity as assigned by the instructor or dictated by academic discipline.

The basic measure of one credit hour awarded for fifty minutes of instruction may be adjusted proportionately to reflect modified academic calendars and formats of study. Semester credit hours are granted for various types of instruction as follows:

- 1. Lecture, Discussion or Seminar:** 1:1 One contact hour constitutes one credit hour
- 2. Laboratory/Problem/Exercise Period:** (preparation for the associated course is the only required preparation for the lab or practice period) 2:1. The pre-licensure nursing program requires laboratory hours of 60:1.
- 3. Advanced Laboratory:** (requires preparation by the student before lab at a level beyond the preparation required for the associated class) 2:1 In field laboratories (sciences), the standard of practice in the discipline may require more hours per one credit hour than indicated here.
- 4. Studios:** 1.5:1
- 5. Experiential Learning:** In some disciplines, the standard of practice may require more hours per credit than indicated here. 1.5:1
- 6. Field Placement/Internships/Practicums:** (experiential learning at on-campus or off-campus sites) 40:1 – Minimum 40 hours constitutes one credit hour. In some disciplines, the standards of practice in the discipline may require more hours per credit than indicated here. The RN to BSN program requires clinical/practicum hours of 30:1. The pre-licensure nursing program requires clinical placement hours of 60:1.
- 7. Online Classroom:** 1:1 Students earning credit hours for online coursework are expected to log in and engage in online activities three hours per week. Online activities include communication, homework submissions, participation in discussion and forums, taking quizzes and tests, and other active learning activities. Online learning modules must be equivalent in quality and variety to a traditional seated (traditional classroom) course in the discipline and at the same educational level. Learning can occur as synchronous, asynchronous, or hybrid forms. Instructional engagement between faculty and students can include multiple modalities such as; bidirectional communication via forums; live or recorded lectures and tutorials; review of articles and resources that have been posted, and student feedback mechanisms such as discussions, forum responses, quizzes, assignments and papers.

## Definitions:

**Laboratory:** Laboratory describes a class in which all students are practicing an application of a scientific or technical nature that has already been delivered in the lecture class. Content in lab is based on theory or content from an associated course. All the students in the room are following a similar set of instructions.

**Studio:** Studio describes a class in which all students are engaged in creative or artistic activities, which are new and unique. Every student in the room is performing a creative activity to obtain a specific outcome. These activities may help to build upon a set of skills or reinforce a set of skills through repetition. Limited whole-class instruction by lecture and demonstration occurs. Individual guidance of students is required.

**Experiential Learning:** Experiential learning includes opportunities for practice as laboratory assistants, engagement in undergraduate research and performance of service learning.

**Field Placements, Internships and Practica:** professional, experiential learning opportunities that allow students to apply knowledge and skills they have learned in their discipline. Such experiences are required for entry in some disciplines. The RN to BSN program requires clinical placement hours of 30:1.

### Online Learning:

**Asynchronous classes** are taught via materials and assignments made available through an internet accessible site and do not require students to attend at a specific time.

**Hybrid Classes** are those that are taught partially online and partially in a classroom setting. These classes meet at least once during the semester, with the remainder of the instruction taking place through an online program.

**Online Classes** are those that are taught in their entirety via the internet.

**Sakai** is the web-based course management system that is in use at Lees-McRae College; all classes are taught using this system.

**Synchronous classes** are those that are taught online at specific times, for example, via an online meeting every Thursday at 7:00 p.m.

## Course Load

The normal course load for students is 16 to 17 credit hours per semester. No student will be allowed to exceed 18 hours per semester without permission from the Registrar. Any student who exceeds 18 hours will be subject to an additional tuition fee consistent with the College's fee structure. A student's academic load may be reduced if his/her academic record so warrants. The minimum load for a regular full-time student is 12 credit hours.

If a student's academic record so warrants and the student's academic advisor so recommends, the Registrar may grant the student permission to take less than 12 hours per semester. A student who needs fewer than 12 hours for graduation in their final semester may also carry less than this minimum. However, dropping below the 12 hour per semester minimum course load level will change the student's "full-time" status to "part-time." The student's financial aid will be adjusted accordingly for that semester.

## Communication with Students

Lees-McRae College sends official communication to students through their student email address. Every student is assigned an lmc.edu email address. This is the only email address recognized by the college. Students that prefer to use an outside email provider are responsible for forwarding email from the other provider to their lmc.edu address. Faculty and staff have been instructed to only accept and use College email addresses for messages with students (e.g. az0123456@lmc.edu).

The College may send correspondence to main-campus students through their assigned post office box in the Cannon Student Center. Students are responsible for checking both their student email address and campus post office box regularly to receive official communication and other notices.

## Access to Lees-McRae Accounts

Upon acceptance, all students are given a College email account and network profile which allows them access to Lees-McRae computers. All access is immediately terminated if a student withdraws from the College or is expelled. Lees-McRae graduates will maintain access to their email account and network profile for 60 days after graduation. Graduates are encouraged to use the 60-day grace period wisely and back-up all important information stored in their email account or network profile. Once access has been terminated, it cannot be reinstated.

## Student Placement

Research shows that students sometimes need additional academic preparation in order to develop the background necessary to succeed in the core curriculum courses.

It is the goal of Lees-McRae College to place students at a level where they have the greatest opportunity for success. To that end, each student's high school performance (courses taken, grades, GPA and SAT/ACT scores) is analyzed in conjunction with the student's performance on the Lees-McRae College placement test(s), and placement at the appropriate level in each subject is made. Once a student is placed at an appropriate academic level, he/she must follow the prescribed course sequence.

During the first week of classes, students who have been placed in Foundation courses will be further evaluated to ensure appropriate placement. The College defines the following as Foundation courses: SSC 103: Foundations of College Writing (3 credit hours), SSC 104: Foundations of College Reading (3 credit hours), SSC 105: Foundations of College Mathematics (Algebra) (3 credit hours) SSC 108: Foundations of College Reading and Writing (3 credit hours) and SSC 110: Foundations of College Mathematics (Non-algebra) (3 credit hours). Students who place in a Foundations course are required to pass the course with a "C-" or higher during their first three semesters at Lees-McRae College or within their first three semesters after notification. These courses may be used to satisfy the elective portion of the 120 credit hours required for graduation, and will be used in calculating the student's semester and cumulative GPA.

## Student Classification

Student classification is based on the number of credit hours earned. This policy is in effect for the Fall 2017 incoming class.

Class	Hours Earned
Freshman	1-29
Sophomore	30-59
Junior	60-89
Senior	90 and above

## Declaring a Major or Minor

All students are encouraged to choose a major program at the end of their first year by completing the Declaration of Major form. This form can be obtained from the Office of Records and Registration, the FYS instructor or from the Lees-McRae website. Declaring the major by the end of the sophomore year is highly recommended to ensure that the student stays on track for graduation. Also, please see the note concerning double majors under Academic Program Nomenclature in the Major Programs section of this catalog.

A minor, if desired, is usually declared at the same time a major is declared. Students deciding to change their major and/or minor go through the same procedures used to declare their initial major and/or minor. Students are encouraged to consult with their first year advisors to learn about the variety of majors that are offered at Lees-McRae.

## **Class Attendance**

Class attendance is a necessary component of a successful college experience and is tracked through the Sakai learning management system. Instructors are responsible for adopting class attendance policies specific to their courses and students should meet those expectations. Frequent absence from class will impact a student's academic progress. Individual faculty members and/or schools have the option of a stricter attendance policy in order to align with discipline standards.

Students who fail to attend or stop attending a class for four consecutive class meetings may be administratively withdrawn from all classes.

## **Student Code of Conduct**

Each student at Lees-McRae College is expected to reflect a seriousness of purpose and a desire to acquire an education. Respect and honesty should be shown to all students and College employees. Students are also expected to demonstrate an ability to take care of his/ her own welfare and to behave in a way that supports their own growth and academic advancement, while not impeding growth of others.

Conduct on and off campus should reflect these standards. Lees-McRae College reserves the right to dismiss any student who proves to be a detriment to the welfare of the College and surrounding community.

For more information about the Student Code of Conduct, please view the Lees-McRae College Student Handbook found on the Lees-McRae website.

## **Academic Code of Honor**

Lees-McRae College fosters a spirit of complete honesty and a high standard of integrity. All students are expected to act in a manner that does not infringe upon the rights and responsibilities of others, including the right to learn and prosper in a campus community free of fraudulence and dishonesty.

- Every student will refrain from cheating.
- Every student will refrain from plagiarizing.
- Every student will refrain from lying.
- Every student will refrain from stealing.
- Every student will refrain from misusing library, laboratory or computer equipment or materials.
- Every student will refrain from disruptive classroom behavior.
- Every student will comply with examination and testing procedures.
- Every student will report Academic Code of Honor violations.

Lees-McRae College reserves the right to dismiss any student who does not uphold this policy. Please reference the Academic Catalog for all academic policies including class attendance, class cancellations, satisfactory academic progress, grade concerns and withdrawal policies.

### **Administrative Procedures for Academic Violations**

When a faculty member has reasonable grounds to suspect a student has violated the Academic Code of Honor, the faculty member will:

1. Immediately notify the student of the nature of the violation and arrange a meeting to present the evidence for the suspicion and to give the student an opportunity to respond;
2. After the meeting (or if the student has not responded within three days), decide whether a violation of the Academic Code of Honor has occurred, determine the appropriate sanction and notify the student;
3. Inform the Provost, providing all documentation and evidence of the finding as well as the sanction;

4. Keep a complete record of the violation and action taken.

Once this process begins, the student may not withdraw from the course until the process has completed, up to and including any appeal (see below). Should a sanction of “XF” be imposed, the student may not subsequently withdraw from the course for any reason.

When a student observes a violation of the Academic Code of Honor, he or she should promptly notify the professor of the course in which the infraction took place so that the faculty member may take action. If anyone in the college community is made aware of a violation or if a violation is not connected to a specific or current course, the Provost should be notified immediately.

### **Sanctions for Academic Code of Honor Violations**

Sanctions may range from repetition of the assignment to immediate failure of the course and the assignment of an “XF” grade. It is up to the individual faculty member to determine the appropriate sanction with respect to the circumstances. Consideration should be given to the severity of the infraction, its impact on the course grade and its effect upon other students in the course.

Intentional plagiarism, stealing and/or cheating should result in immediate failure of the course. The Provost, upon notification of such sanction, will authorize a change to the student’s transcript to reflect a grade of “XF” for the course, which is listed on the transcript as “Failure Due to Violation of College Academic Integrity Policy.” If a student who has committed one offense resulting in an XF fulfills the requirements for graduation without committing a second offense, the grade of “XF” will be changed to “F” on the student’s official transcript.

A second violation of the Academic Code of Honor during the same or any subsequent semester will result in immediate failure for the course and the imposing of the “XF” grade. That assigned grade, along with the “XF” grade for the first offense, will remain on the student’s official transcript permanently.

Following a second offense, the student must meet with the Provost within seven calendar days where additional sanctions may be imposed, up to and including dismissal from Lees-McRae.

### **Appeal**

If the student believes the charge of academic dishonesty is unwarranted, the finding of the faculty member is subject to written appeal to the Provost within fourteen calendar days from the time of notification. After meeting with both the faculty member and the student and after reviewing the evidence presented, the Provost will determine whether or not to uphold the finding and sanction. The Provost will communicate this decision in writing to all parties, and the decision of the Provost will be final.

In certain circumstances, the Provost may elect to constitute an appeal committee, whose membership will include one faculty member from a different school than the faculty member in question, one student from a different academic program than that of the student and one staff/administrator who will serve as chair. After meeting with both the faculty member and the student and after reviewing the evidence presented, the committee will determine whether or not to uphold the finding and sanction. The committee chair will communicate this decision in writing to all parties, including the Provost, and the decision of the committee will be final.

### **Complaints**

If you have a complaint or problem you are encouraged to follow this procedure:

1. You should discuss complaints with the individual(s) within the appropriate office, department or program. Initial discussion should be with the person most knowledgeable of the issues involved, or with immediate decision-making responsibility.
2. If you feel that the complaint has not been fully addressed, a written account should be submitted to the Provost for academic issues and the Vice President of Student Development for non-academic issues. The written account should indicate your name, ID number, phone number, date of specific occurrence (where

applicable) and Lees-McRae email address. The written account should indicate the names of the individuals consulted and the date (s) of the consultation. It should describe the situation and discuss the steps you have taken to remedy the situation. The Student Complaint Form, which will help ensure all necessary information is included, is available on the Lees-McRae website.

3. The appropriate department or staff member will be notified of the complaint. A meeting with you and the Provost or the Vice President of Student Development or their designee will be held within ten school days of the date of the written complaint.

The following policies have a separate waiver, appeal or complaint process. The complaint policy cannot be used in lieu of these established policies:

- Admission or Readmission Policies
- All Code of Conduct Policies
- Dining Policy
- Discrimination or Harassment Policy (Title IX)
- Amend Educational Records
- Grade Appeal
- Housing Contract
- Off-Campus Housing Policy
- Parking/Traffic Policies

If you were unable to resolve a complaint through the institution’s grievance procedures, please submit a complaint to:

North Carolina Department of Justice  
 Consumer Protection Division  
 9001 Mail Service Center  
 Raleigh, NC 27699-9001

Phone number: 1-877-566-7226

An online complaint form is available at: [www.ncdoj.gov/complaint](http://www.ncdoj.gov/complaint)

## Grades and Grading

Grading in individual courses is the prerogative and responsibility of the respective faculty member. Directors of programs and divisions may issue specific grading requirements. Records and reports of academic progress are kept in the Office of Academic Affairs. Progress grades are made available to students via individual professors and Sakai. Midterm grades and final grades are made available to students through WebAdvisor.

The following reflects the College’s grading classification policy as it relates to grades and the grading process. In successfully completing any credit course, a student also earns a number of Quality Points.

Classification	Quality Points Awarded Per Credit Hour
A (Superior)	4.0
A-	3.7
B+	3.3
B (Above Average)	3.0
B-	2.7
C+	2.3
C (Average)	2.0
C-	1.7
D+	1.3

Classification	Quality Points Awarded Per Credit Hour
D (Below Average)	1.0
D-	0.7
F Failure	0.0
XF (Failure Due to Violation of College Academic Integrity Policy)	
W (Withdrawn)	0 quality points awarded but hours attempted not included in computation of GPA.
I (Incomplete)	See Incomplete Grade Policy below.
M (Met)	Student has met required competencies. 0 quality points awarded but hours attempted not included in computation of GPA.
N (Not Met)	Student has not met required competencies. 0 quality points awarded but hours attempted not included in computation of GPA.

## Incomplete Grades

At the discretion of an instructor, a grade of “I” (Incomplete) may be reported when illness or other serious emergency prevents the student from completing the work for an individual course. A grade of Incomplete should not be reported because of negligence or procrastination. If the student’s academic standing is in question when incomplete grades are submitted, the Registrar reserves the right to consult appropriate instructors and use an estimated grade to calculate the student’s academic standing.

To initiate the process, the instructor completes the “Issuing a Grade of Incomplete Form” and returns it to the Registrar. The Provost will review and make a final decision.

Students who receive more than two incomplete grades in a semester are placed on Restricted Status for Registration (limited to 12 credit hours in the following semester) until the incomplete course work is finished.

Students who receive an incomplete grade may not register for the same course in the following semester. Instead, the student must arrange with the instructor to make up the incomplete course work. Students are required to make up incomplete work before the end of the following semester.

If a grade of incomplete remains by the end of the semester following the one in which the “I” was incurred, the grade will be converted to an “F” and affect both the student’s prior semester and cumulative GPA accordingly. If a student leaves or withdraws from the College with a grade of incomplete on their transcript or a grade of “F” as a result of an incomplete converting to an “F,” the course must be completed within the next semester otherwise the student must re-enroll in the course.

## Repeated Courses

Lees-McRae College encourages students to strive for high academic achievement. Therefore, a student may repeat any course to improve his or her GPA. When a course is repeated, the lower of the two course grades will no longer be used in GPA calculations, although both course attempts will appear on the transcript.

Only courses originally taken at Lees-McRae College can be repeated. However, a course taken elsewhere and transferred into the College can function as a repeat to a course taken at Lees-McRae College although that course remains subject to the “Transfer of Academic Credit” policy. For example, the grade earned must be a “C” or better, it can appear on the Lees-McRae transcript only with a grade of “Pass,” and no quality points are transferred, but it can nullify the original course grade.

Lees-McRae College views repeat coursework as a means of support in the pursuit of academic excellence, but this

opportunity should be used with caution. While there is no limit to the number of times a course or courses can be repeated, the student is advised to do so judiciously in light of the need to maintain forward progress toward graduation and eligibility for financial aid (see section on “Satisfactory Academic Progress” in this catalog).

## Grade Change

In the event of error, grades can be modified by the instructor. All grades reported to the Registrar are considered final and complete if the instructor does not contact the Registrar within **90 days from the release of grade reports**. The faculty member will complete a Grade Change Form and submit it to the Registrar. This form will be placed in the student’s permanent file and the Registrar will make the appropriate adjustment on the student’s official College Transcript.

## Grade Appeals

As a matter of academic freedom, the College extends its fullest support to grades assigned by a faculty member. A student who believes that a grade has been reported incorrectly should consult the instructor. In extraordinary circumstances, **the student may contest the grade record through a written appeal to the Registrar within 30 days of the release of grade reports**. Copies of all relevant information must accompany this written appeal: papers, tests, syllabi, etc. The Registrar will consult the Provost and, at their discretion, may convene an appeals committee to hear a case. The committee composition will normally be three faculty members. The committee will make a recommendation to the Provost, at which time he or she will make a final ruling concerning the grade in question. The decision of the Provost will be considered final.

## Final Exams

Final exams may not be given prior to the exam period.

A student who is scheduled for three or more exams in one day is allowed to reschedule his or her exam in the course with the lowest enrollment. The student must contact the Registrar’s Office no later than 14 calendar days prior to the last day of classes for rescheduling of the exam.

A student who needs to reschedule an exam at a time that is earlier than the original exam time should submit the request in writing to the instructor. Only in extreme circumstances such as a death in the family or other emergency will the request be considered.

All makeup exams must be completed during the final exam period.

## Withdrawing from a Course

Withdrawing from a course(s) may have an impact on a four-year plan for graduation. If done so before the designated deadline (see Academic Calendar), withdrawal from a course is possible without explanation, a grade of “W” and 0 quality points are assigned. It is the student’s responsibility to complete the withdrawal process; failure to do so will result in a letter grade for that course being assigned at the end of the semester.

A “late withdrawal” with a grade of “W” after the designated deadline is possible only in specific circumstances and only with the approval of the Registrar and the Provost. (Please see the Academic Calendar for specific date.)

Please note that the designated deadline for withdrawing from a course is an academic deadline; this deadline pertains strictly to the designation of course grades and is unrelated to the issue of monetary refunds. See the “Refund Policies” section of this catalog for a refund timetable.

## Withdrawing from the College

Students initiate the process to withdraw from Lees-McRae College by completing an Official Exit Form. For purposes of this policy, the College defines a student’s last date of attendance as the date which the student signs the Official

Exit Form. If the student is physically unable to sign the form, the last date of attendance shall be when the Registrar's Office officially completes the exit form on behalf of the student.

Grades of "W" are awarded to each class in which the student was enrolled, if the withdrawal process takes place prior to the established withdrawal date (See Academic Calendar for specific date.). If the withdrawal is after the last day to withdraw, grades of "F" are awarded to each course in which the student is enrolled. The Provost must approve all withdrawals indicated for medical or psychological reasons, or extenuating circumstances. If approved, grades of "W" are awarded.

### **Administrative Withdrawal**

Students who fail to attend or stop attending class for four consecutive class meetings may be administratively withdrawn from all classes. In addition, the College reserves the right to require at any time the withdrawal of a student whose social conduct or academic progress is considered unsatisfactory as outlined in the Student Handbook or Code of Conduct. Grades will be determined according to withdrawal guidelines. The last date of attendance will be determined by the Registrar and/or Provost for a student who discontinues his/her attendance without completing the "Official Exit Form". This is considered an unofficial withdrawal from the college.

### **Medical/Psychological Withdrawal**

A medical withdrawal is reserved for a student with a severe or chronic health or mental health problem that requires him or her to leave school to seek treatment. To initiate the process for a medical withdrawal, a student must do the following:

1. Complete an Official Exit Form
2. Complete the Course Withdrawal After Deadline Form
3. Provide written documentation from a medical or mental health professional

Once all documentation has been completed and submitted to the Registrar, the Provost will review and make a final decision. Grades will be determined according to withdrawal guidelines. Supporting documentation is required. If a withdrawal is approved, the student will receive a grade of "W" in each course for which she or he is enrolled. Please note that a student who has medically withdrawn must follow campus guest policies (see student handbook for specific guidelines).

## **Course Designation and Credit Hours**

If an incoming course corresponds to an existing Lees-McRae College course, the transferred course will carry the Lees-McRae College designation; if the number of credit hours for the two are not the same, the course will appear with its original number of credit hours. Courses that do not correspond to existing Lees-McRae College courses may be transferred if judged acceptable by the Registrar.

Determination of whether such courses satisfy Core Curriculum or Degree requirements is made by the Registrar. Determination of whether such courses satisfy requirements in a major program is made in consultation with the Program Coordinator of the appropriate academic department.

## **Credit Earned During the Summer**

Credit hours earned at another institution during a summer term are transferred according to the above policies, provided that the student is actively enrolled at the College and an official transcript has been received by the Registrar's Office. Questions and requests for information concerning transfer of courses should be addressed to the Registrar.

## **Internship Credit**

Internship opportunities are available to students during fall, spring and summer semesters. Student should work with their academic advisor to determine the appropriate internship that meet his or her academic and career plan. Students are expected to pay for and complete their internship requirements during the semester in which he or she is enrolled. Documentation of the student's internship must be kept on file in the office of their academic advisor.

## Academic Standing

Students will earn Dean's List standing and/or the status of Good Standing, or will be placed on academic probation, suspension or dismissal, when they meet the following conditions.

### Good Standing

A student is in academic Good Standing if that student carries a cumulative GPA of 2.0 or above. This characterization is unrelated to other restrictions that may accrue from social or billing circumstances.

### President's List

A full-time student who achieves a 4.0 GPA for the semester will qualify for the highest academic honor of the President's List.

### Dean's List

A student in Good Standing may also qualify for the Dean's List. The eligibility criteria for making the Dean's List in any given semester are:

- Full-time student status
- A minimum GPA of 3.5 for the semester
- No grades lower than a "C" during the semester

## Minimum Academic Standards

Hours Attempted (including any transfer hours attempted)	Cumulative GPA	Class Standing
1-29	1.8	Freshman
30-59	1.9	Sophomore
60-89	2.0	Junior
90 and above	2.0	Senior

## Academic Probation

Students on academic probation may not register for more than 16 credit hours and are required to meet with a faculty member in the Burton Center for Student Success to develop an academic action plan. The College reserves the right to place additional restrictions on a student's enrollment for the probationary semester should such action be deemed appropriate. To remove probationary status, the student must raise his/her cumulative GPA to the minimum standard (see above). If the student fails to bring his/her cumulative GPA to the minimum standard during the probationary semester but the semester's grade point average is at or above a 2.0, the College may continue the probationary status for one additional semester.

## Academic Suspension

If, at any time while on academic probation, the student fails to show "satisfactory academic progress," the student may be academically suspended. If a student fails to come off academic probation after two consecutive semesters, he/she may be suspended. And, if a student's semester GPA is less than .50 – even if it is the first semester enrolled – that student may be suspended.

A student who has been academically suspended may not enroll at Lees-McRae for the duration of the suspension, typically one semester. It is expected that a student will return after that suspension is over, and the College will work with each suspended student on that process. Students who have been academically suspended and return to the

College will be placed on academic probation and follow the guidelines above.

To appeal suspension, a letter must be sent to the Provost within two weeks after the end of the academic term (fall or spring). For specific requirements pertaining to the letter of appeal, please contact the Registrar's Office.

Reinstatement as a degree candidate does not guarantee reinstatement of financial aid eligibility. Please see the section on Appeals and Reinstatement Eligibility in the Financial Aid section of the catalog for more information.

Please note that a student who has been academically suspended must follow campus guest policies (see student handbook for specific guidelines).

## **Academic Dismissal**

Any student who has returned from suspension but fails to achieve a minimum semester GPA of 2.0 will be regarded as failing to demonstrate regular progress toward fulfillment of a program of study leading to the baccalaureate degree and will be dismissed from the College.

A student placed on academic dismissal may not enroll at Lees-McRae College for a minimum of three years. Such a student may apply for readmission to the College during the third year of the dismissal. Students who are readmitted to the College will be placed on academic probation and will be permitted to retake any course in which a "D" or "F" was earned, with the new grade replacing the old one. At the end of the semester, the student must achieve a minimum semester GPA of 2.0. Otherwise, the student will again be academically dismissed from the College.

A student who has been dismissed from the College for violation(s) of the Academic Code of Honor may apply for readmission to the College after one year. The appeal letter should be addressed to the Provost. Should a student then be readmitted to the College, he/she will be placed on academic probation and follow the guidelines as indicated above.

## **Non-Traditional Coursework**

### **Individualized Study**

The pursuit of original scholarship or creative work with the guidance of an instructor is the pinnacle of academic engagement and brings distinction to a student's resume. Toward that end, Lees-McRae College makes available opportunities for a limited number of academically qualified students to explore themes outside the regular program of study. If a student wishes to pursue an individualized study, he or she must engage in the following process:

The specific nature of the individualized study and the subject matter to be examined will be determined jointly by the instructor and the student.

The student, with the guidance of the instructor, will draft a proposal for a Plan of Study that must include a detailed description of the subject under investigation, methods to be utilized in the study, learning outcomes, assessment criteria and instructor/student expectations for fulfilling the individualized study requirements.

The student must submit the written plan of study to the Registrar for approval prior to the student registering for the individualized study.

Individualized study normally requires several periodic review sessions with the instructor during the course of the semester. These should be scheduled in advance and outlined in the plan of study.

A student may register for only one individualized study during each semester. Required work must be completed during the semester in which the student is enrolled. No more than 12 credit hours of individualized study may be applied toward any program of study. Individualized studies require approval of the faculty advisor, chair and Provost. Exceptions to this policy must be approved by the Provost in consultation with program faculty.

Students who wish to apply for an individualized study must have achieved a minimum cumulative GPA of 3.0 (or special instructor approval) and hold junior or senior class status. Application forms for individualized study are available from the Registrar.

## **Independent Study**

Occasionally, due to schedule conflicts, a student is unable to take a required course. In this case, a student may take a course as an independent study. The independent study request must be initiated by a faculty member. The student, with the guidance of the instructor and his or her advisor, will apply to take the course as an independent study.

A course taken through independent study may not be taken during the semester it is offered on a regular basis (unless there is a specific class schedule conflict and the course is required for graduation). A student may take only one independent study course during a semester. Only 6 (six) hours of independent study may count toward graduation.

If a student failed a course, he or she may not re-take the course as an independent study.

The student must submit the application for an Independent Study, with all pertinent signatures, to the Registrar for approval prior to the student registering for the independent study.

Independent study normally requires several periodic review sessions with the instructor during the course of the semester. These should be scheduled in advance and outlined in the course syllabus/schedule.

Students who wish to apply for an independent study must have achieved a minimum cumulative GPA of 2.5 and hold junior or senior class status. Application forms for independent study are available from the Registrar.

Independent study requires approval of the faculty advisor, chair and Provost. Exceptions to this policy must be approved by the Provost in consultation with program faculty.

## **Study Abroad and Educational Travel Opportunities**

Lees-McRae College offers students the opportunity to engage in study abroad and educational travel programs (college sponsored international and domestic travel) to enhance their awareness and knowledge of global issues and nurture a respect and understanding of persons from diverse cultures. Study abroad and educational travel programs include international locations as well as locations within the United State.

Travel opportunities include semester and year-long abroad program as well as short-term travel courses. Lees-McRae College maintains partnerships with several study abroad agencies with programs throughout the world from which students may choose to support their educational goals. In addition, faculty led several short-term (1-3 weeks) during college breaks and summer months, with destinations and disciplinary focus varying by year. Past destinations have included New York, Chicago, Atlanta, Fiji, Prague, Mexico, Guatemala, London, Scotland, Ireland, Belize, Jamaica, South Korea and Costa Rica.

Students must request study abroad opportunities through the Registrar and Associate Provost as there is specific paperwork that must be completed. Information about international and domestic travel opportunities can be obtained through the dean of your each school. Participating in study abroad and international or domestic programs may fulfill a curriculum requirement for certain academic programs. Students should work directly with their academic advisor for more information.

# Academic Support Services

The mission of the Burton Center for Student Success is to provide a comprehensive suite of academic support programs and services to facilitate the academic development of Lees-McRae College students.

## Academic Courses

Included in the Burton Center for Student Success are a variety of courses designed to support students in achieving their academic goals. Coursework offerings range from foundations courses in mathematics, writing and reading to courses in academic skill development and leadership seminars. Please see the course descriptions for a complete listing of Student Success Courses (SSC).

## Tutoring

All tutoring services are housed in the Burton Center for Student Success, located on the ground floor of the Shelton Learning Commons. Services include one-on-one and group tutoring to support all academic disciplines on campus, as well as study skills development.

## Academic Advising

Lees-McRae College is dedicated to offering students quality academic advising. Entering freshmen are assigned a freshman faculty advisor. This faculty advisor teaches the student in CLA 199 First Year Seminar during the first semester that the student is enrolled. Throughout the advising process new students have the opportunity to work with a faculty advisor to receive assistance regarding academic choices. No later than the end of the sophomore year, students are expected to declare a major, and will then be assigned to a faculty advisor in their major area of study. During the time a student is “undeclared” he/she will work with the Director of Career Services to explore options for majors. Once declared, the major advisor will assist the student with academic planning for the remainder of their time at Lees-McRae College.

Academic advisors work closely with students in developing plans for completion of a major program of study, assist in scheduling courses for each semester to meet the goal(s) of the plan and provide assistance with procedural questions such as registration, add/drop, and withdrawal.

The student is ultimately responsible for his or her successful and timely completion of graduation requirements, including selecting the number of credit hours carried each term; meeting all requirements for a major program of study; and satisfying all curriculum, degree, college, and other graduation requirements prior to the expected graduation date.

## First Year Seminar

All freshmen are required to take CLA 199 First Year Seminar during the fall semester that they are enrolled. This three (3) semester hour course is designed to facilitate students’ successful academic and social transition from high school to college. Students work with their academic advisor, to explore academic, cultural and social experiences, strengthen study skills and learn about the culture of the college. Students who transfer from an accredited institution of higher education after one year of attendance and transfer 25 hours or more of college credit (not related to dual enrollment or Early College credits) or who have completed a similar course at a previous institution may be exempt from taking First Year Seminar. Students who do not pass FYS must retake it in the next semester, but have only one repeat opportunity to improve their grade.

## Disability Services

Lees-McRae College is dedicated to ensuring that students with documented disabilities have equal access to educational opportunities. The Office of Disability Services provides assistance and encouragement to meet the academic and

social challenges of college life. For students with a documented physical or learning disability, an accommodation plan can be formulated to fit the students' individual and current needs. A student with a documented disability must provide appropriate documentation and request reasonable accommodations through the office of Disability Services. All disability related documentation must be from a qualified professional, clearly state a diagnosis, illustrate the current functional limitations of the disabling condition, recommend accommodations and how the limitation will affect the individual in an educational setting. Complete documentation guidelines are available from the Coordinator of Disability Services located in the Burton Center for Student Success in the Shelton Learning Commons.

## **Counseling Services**

The Lees-McRae College Counseling Center provides free, confidential services for enrolled students, including individual and group counseling; walk-in consultations; emergency psychological services; and psycho-educational outreach programming. The Counseling Center also offers consultation for students, faculty, staff, or parents (who have received permission from their student who has completed a FERPA release form). The LMC Counseling Center is located in the Office of Student Development in the Cannon Student Center.

# Dotti M. Shelton Learning Commons

The Dotti M. Shelton Learning Commons (formerly Carson Library) is dedicated to the mission of the College through its support of academic, professional and personal growth of students, faculty and staff at Lees-McRae College. The library welcomes and encourages the entire academic community to use the library space and resources as best suits their needs, be they a gathering place for group work, or a quiet space for individual study. Additionally, the highly qualified professional and support staff are ready and eager to ensure all community needs are met.

The recent renovation of The Dotti M. Shelton Learning Commons enhances the capabilities of the library by providing innovative and engaging learning opportunities. Improved facilities provide space for individual study, group collaboration, as well as active learning classrooms with appropriate learning technology available.

There's also a new café located on the main floor that allows patrons to nourish their bodies as they feed their minds, offering a variety of food and beverages. Students may use their meal card for purchases.

The Learning Commons contains over 70,000 books and periodical volumes and maintains current subscriptions to many magazines and academic journals. Additionally, Shelton Learning Commons's collection includes more than 210,000 electronic books, more than 27,000 electronic journals, and collections of streaming video and audio resources. Access to most of the library's electronic reference resources and databases and the online catalog is available through the library webpage. These resources are password-protected and are available 24/7 to on-campus and extended campus Lees-McRae faculty, staff and students. You may contact the library to obtain the password for the resources.

Interlibrary loan services are available through network agreements with regional and national consortia. The library also provides a collection of online library research guides and video tutorials to support the academic needs of students. This collection is regularly evaluated and will grow over time. Research assistance for individual students and faculty members is available during posted hours and by appointment.

The Dotti M. Shelton Learning Commons is a member of The Bowen Central Library of Appalachia (Appalachian College Association), North Carolina Independent Colleges and Universities, North Carolina Libraries in Virtual Education (NC Live) and the Carolina Consortium. Through these affiliations the library has subscription access, or in some cases permanent access, to more than 100 electronic resources, either through our paid membership or through consortia purchasing.

With state-of-the-art technology and expanded learning and research programs, The Dotti M. Shelton Learning Commons is the center for student interaction on campus, and provides students access to advanced learning, technology, and research tools they need to assist in their studies.

## **The Alison B. Stirling Collection**

The Stirling Collection was established to preserve materials related to the Southern Appalachian mountain region. In 1929, Alison B. Stirling joined Lees-McRae College as the College's first full-time librarian. During her tenure as librarian, she began collecting materials related to the local area which became the basis of the current Stirling Collection. The goal of the collection continues to be to collect materials related to North Carolina and the Appalachia in accord with the College motto: In the mountains, of the mountains, and for the mountains.

Topics covered in the collection include religion, education, folklore, literature, music and genealogy of the Southern Appalachians. Information and clippings from local and regional newspapers and periodicals are also available and categorized by subject.

## **The Jones/Pritchett Archives of Lees-McRae College**

The Jones/Pritchett archives is the repository of papers, books, photographs and other items that tell the story of Lees-McRae College. Among the many items found in the collection are correspondence from past presidents, letters and papers from Lees-McRae founder, the Reverend Edgar Tufts, memoranda, letters and other documents from many campus departments and a complete collection of campus yearbooks.

Students, faculty, staff and other researchers are welcome to use materials from the College archives. The archives are generally available when the library is open and a staff member is available to assist in inquiries. Archival materials are not loaned for any reason and must be used in-house. Depending on the collection. Photocopying or other types of duplication may or may not be permitted at the discretion of the library director.

Anyone using material from the Jones/Pritchett archives in any type of publication, print media or with any type of electronic media, including web use, must receive permission from the library director prior to use of the materials. The college and the archives must be publicly acknowledged in whatever form the material is used. The college retains the copyright rights to all materials in the archives, regardless of format or use. Permission to use archival materials may be withdrawn if it is judged that such use is not favorable to the college.

# Career Services

Career Services provides individual career counseling, career workshops, résumé preparation assistance, interview preparation assistance, and maintains a listing of internships and job postings in many different areas. In keeping with the College mission, students are educated and inspired to approach life and work from a creative, collaborative, and critical perspective in preparation for diverse careers and environments.

The Director of Career Services works closely with the instructors of the CLA 299 course, which introduces second year students to career and life planning topics including résumé writing, interview skills and lifelong professional skills.

Sponsored events include:

- Career Connections
- Job and Internship Fair
- Employer and Graduate Recruitment
- Formal Etiquette Dinner

# Technology Services

Technology Services strives to provide professional computing support and services to enhance student learning at Lees-McRae College and is constantly striving to leverage IT best practices, utilizing an approach that is both creative and pragmatic.

Technology Services is evaluating and working to improve network access, reliability, bandwidth and security to meet our student, faculty, classroom and administrative technology needs.

Technology Services provides support for access and utilization for students, faculty and staff for:

- WebAdvisor
- Sakai (LMS)
- Ellucian Colleague (ERP)
- Microsoft o365 (LMC Email)
- Microsoft Office  
*Lees-McRae College provides every student with a complimentary copy of Microsoft Office for Windows and/or Macs. For information or to download your copy, visit [lmc.edu/techservices](http://lmc.edu/techservices).*

In addition, Technology Services provides support for:

- Wired and wireless network and internet access
- Computer labs in Bowman, Chaffee Annex and the library
- Desktop computer imaging and support for faculty, staff and student use in the library.

## Help and Assistance

### Helpdesk

For assistance with all IT issues, please submit a helpdesk request at: [helpdesk.lmc.edu](http://helpdesk.lmc.edu).

This system allows students, faculty and staff the ability to submit a ticket which they can check updated statuses throughout the course of the technology issue. Helpdesk also contains a knowledge base with answers to frequently asked questions, available 24/7.

The Technology Services office is located in Room 223 of Bowman Building and is open from 8 a.m. - 5 p.m. Monday-Friday.

# Educational Rights and Privacy

Lees-McRae College encourages students to have open communication with their parents and guardians regarding their academic progress and life on campus. The Family Education Rights and Privacy Act of 1974 (commonly known as FERPA or the Buckley Amendment) affords students the right to access educational records and protects students from the release and disclosure of those records to third parties. If a student has signed an authorization to share information form from the college, (FERPA release) then an academic advisor, student development staff member or other college official may disclose that student's situation with identified family members. FERPA release forms are available, and once signed are housed, with the Registrar.

## Educational Records

Educational records include files, documents and other materials which contain information directly related to students. The term "educational records" does not include the following:

- Records and documents of institutional personnel which are kept apart from educational records.
- Records on the student which are made or maintained by a physician, psychiatrist, psychology, counselor or other recognized professionals or paraprofessionals acting in their official capacity.
- Financial records on the parents of the student.
- Records of instructional, supervisory and administrative personnel kept in their sole possession.

Grades or other official records cannot be released without the written permission of the student.

## Directory Information

The College has the right to release the following information without consent from the student.

### **Directory information is defined as the student's:**

- name
- address
- telephone number
- date and place of birth
- current enrollment
- dates of attendance
- degrees and awards received
- classification (freshman, sophomore, junior, senior)
- major program of study
- participation in officially recognized activities and sports
- height and weight (members of athletic teams)
- marital status
- email address

Students may request that directory information not be disclosed and may do so by filling out the appropriate paperwork and returning it to the Registrar.

# Release of Transcripts

Any copy of a Lees-McRae College student's or alumni's official College Transcript is released only upon the receipt by the Registrar of a written request for the transcript, and only after all obligations to the College – financial and otherwise – have been fulfilled. Transcript(s) will be issued within one week of receipt of the written request. Transcript fees are as follows: \$15 official copy; \$10 unofficial copy. Student transcripts received from other schools and colleges become the property of Lees-McRae College and will not be copied or released in accordance with the College's Right to Privacy Policy concerning educational records.



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