



**GLENVILLE**  

---

**STATE COLLEGE**<sup>™</sup>

# **2019-2020 CATALOG**

**200 High Street  
Glenville, West Virginia 26351**

**MAIN SWITCHBOARD .....304-462-7361**

Academic Affairs .....	304-462-6110
Academic Departments	
Business.....	304-462-6250
Criminal Justice .....	304-462-6270
Education, Health and Physical Education.....	304-462-6200
Fine Arts.....	304-462-6340
Land Resources .....	304-462-6370
Language and Literature.....	304-462-6320
Science and Mathematics .....	304-462-6310
Social Science.....	304-462-6270
Academic Success Center.....	304-462-6054
FAX.....	304-462-7495
Admissions .....	1-800-924-2010 or 304-462-6130
Alumni Affairs .....	1-866-239-0285 or 304-462-6116
Athletics.....	304-462-6220
FAX.....	304-462-5593
Business and Finance Office .....	304-462-6180
FAX.....	304-462-7839
Campus Post Office.....	304-462-6420
Cashier's Office.....	304-462-6190
College Advancement/GSC Foundation .....	304-462-6380
Counselor.....	304-462-6432
Dining Services .....	304-462-6360
Disability Services.....	304-462-6051
Financial Aid .....	304-462-6170
FAX.....	304-462-4407
Fitness Center.....	304-462-6440
Goodwin Hall (front desk).....	304-462-6298
Health Services.....	304-462-6430
Library .....	304-462-4109
Off-Campus Programs.....	304-462-6028
Office of International Programs .....	304-462-6321
Office of Technology .....	304-462-4106
Physical Plant .....	304-462-4112
Pioneer Village (office).....	304-462-6300
President .....	304-462-6100
Public Safety.....	304-462-6450
Registrar .....	304-462-6120
FAX.....	304-462-8619
Residence Life.....	304-462-6413
Student Activities .....	304-462-6416
Student Life .....	304-462-6400
FAX.....	304-462-5057
Student Support Services (TRiO Program) .....	304-462-6150
Title IX Coordinator .....	304-462-6193
Veterans.....	304-462-6155

## **PURPOSE**

The purpose of this catalog is to provide a general description of Glenville State College and its academic programs and support services and to present detailed information regarding admission and degree requirements. Inasmuch as the educational process necessitates change, the information and educational requirements in this catalog represent a flexible program, which may be altered where such alterations are considered to be in the mutual interests of the College and its students.

The provisions of the catalog do not constitute any offer of a contract, which may be accepted by students through registration and enrollment in the College. Glenville State College reserves the right to change without notice any fee, provision, policy, offering or requirement in this catalog and to determine whether a student has satisfactorily met its requirements for admission or graduation.

## **STUDENT RESPONSIBILITY**

The College establishes certain academic requirements that must be met before a degree is granted. Faculty advisors and department chairs are available to help the student understand and meet those requirements; however, the student is responsible for fulfilling them. If, at the end of a student's course of study, the requirements for graduation have not been satisfied, the degree will not be granted. For this reason, it is important for students to acquaint themselves with all academic requirements and to be responsible for completing all requirements within prescribed deadlines and time limits.

## **STATEMENT OF CATALOG POLICY**

Students who enroll at Glenville State College will follow the provisions of the catalog in use at the time of their admission. Students beginning school during summer sessions will follow the provisions of the coming fall catalog.

In the case of programmatic changes, students may choose to adopt the current catalog. If the student chooses to adopt the current catalog, he/she becomes responsible for all of the requirements in that catalog. Once a new catalog has been adopted, the student may not switch back to the older catalog. Transfer students will use the catalog current at the time of their admission to Glenville State College.

Any student who has interrupted his/her schooling at Glenville State College for two consecutive semesters (Fall/Spring or Spring/Fall) will become subject to the provisions of the catalog in place at the time of their readmission.

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## GENERAL INFORMATION

### MISSION STATEMENT

Glenville State College prepares and inspires students to be thoughtful, productive, engaged, and responsible citizens who contribute to the well-being of their community, state, nation, and world.

### VISION STATEMENT

Glenville State College will be recognized as one of the best small public liberal arts colleges in the country.

### GUIDING PRINCIPLES

The College is guided by the following principles in the advancement of its mission and vision statements.

**Student Centered** - The College will act in the best interest of its students in the development and implementation of its policies, procedures, academic programs, and support services.

**Community** – The faculty, staff, and students of the College will work collaboratively to enrich the learning environment and educational practices of the institution.

**Diversity** – The College will exhibit and celebrate the span of human diversity across national origins, religions, cultures, and genders.

**Integrity** – Members of the College community will conduct themselves in a responsible, fair, empathetic, and ethical manner.

**Leadership** – The College will foster leadership that promotes excellence in instruction, career preparation, support services, basic and applied research, and creative expression.

**Innovation** – The College culture will promote and celebrate continuous improvement through assessment of student learning and organizational practices.

**Service** – The College will support and contribute to the economic development and the public good of West Virginia and beyond.

### STRATEGIC GOALS

The College has adopted the following strategic goals for 2015-2020 in accordance with its mission, vision, and guiding principles.

- Enrich the educational, residential, and working environment of the College
- Provide curricular and co-curricular programs and services to prepare students for a diverse, technological, and global workplace and society
- Expand access to and the array of professional development opportunities for all members of the campus community

## 2 General Information

- Effectively and prudently deploy the institution's human, physical, technological, and fiscal resources in accordance with established goals and objectives
- Increase enrollment in a predictable and sustainable fashion as well as diversify the profile of the student body
- Raise the visibility and reputation of the institution in West Virginia and nationally
- Advance a master facilities plan that architecturally and geographically defines the College and supports its relationship with the city of Glenville
- Build financial strength for budgetary flexibility and innovation
- Expand institutional capacity and impact through strategic partnerships with public and private entities

## HISTORY

Glenville State College was founded in 1872 to serve the higher education needs of central West Virginia citizens. Early in its history, the College gained preeminence for the preparation of teachers to serve in classrooms across the state. Teacher preparation continues to be central to the College's mission.

By 1910, the College had established an athletic program and constructed its first residence hall. In the subsequent decade, the College constructed its first gymnasium and library (Clark Hall) and held its first homecoming.

In 1930 the state legislature approved the College's first Bachelor of Arts degree. Today the College offers Associate and Bachelor degree programs in the humanities, social sciences, and sciences that support the needs of the 21<sup>st</sup> century workplace and society. During the 1930s, the College built a science building and established the Pioneer as its mascot.

During the 1950s and 1960s, the College met enrollment increases with the construction of the Health and Physical Education Building, the institution's first student center, Pickens Hall residence hall, an amphitheater, and the Kidd Library.

With the 1970s and 1980s came Pioneer Field, the Fine Arts Building, and Pioneer Village, a residential community for upperclassmen. The most recent additions to the campus are a completely renovated science building, a new residence hall (Goodwill Hall), the Morris Center for Criminal Justice Studies, and the Waco Center, a state-of-the-art academic and athletic facility.

Since its founding the College has recognized an obligation to educate students from diverse backgrounds. Glenville State takes pride in continuing an honored heritage of supporting first generation college students, students of modest means, and students who enter college still unsure of their educational and career pathways to the future.

Throughout its history, Glenville State has maintained a long tradition of teaching excellence by professors who care about each student as an individual, who take the time to get to know each student's goals, and who are committed to helping students get an education that will prepare them for personal and professional success.

## **LOCATION**

Glenville (population 1,500) is located near the geographic center of West Virginia. The town is surrounded by hills whose beauty inspired the state song "The West Virginia Hills." The area is rich in Appalachian culture and the town of Glenville is the site of the West Virginia State Folk Festival held each June. Glenville State College is nestled deep within the colorful Appalachian hills. Surrounded by towering trees and rich foliage, the campus overlooks the rural town of Glenville. Glenville is a community where students and residents come together, along the shaded banks of the Little Kanawha River, to create an informal, friendly atmosphere that leaves a lasting impression.

## **ACCREDITATIONS**

### **Glenville State College is accredited by:**

The Higher Learning Commission  
230 South LaSalle Street, Suite 7-500  
Chicago, Illinois 60604  
Telephone (800) 621-7440

### **Teacher Education Programs are accredited by:**

Council for the Accreditation of Educator Preparation (CAEP)  
2010 Massachusetts Avenue, North West, Suite 500  
Washington, D.C. 20036-1023  
Telephone (202) 223-0077

### **The Associate of Science in Forest Technology program is accredited by:**

Society of American Foresters  
10100 Laureate Way  
Bethesda, Maryland 20814  
Telephone: (866) 897-8720

## **NON-DISCRIMINATION POLICY**

Glenville State College does not discriminate on the basis of race, sex, age, disability, veteran status, religion, color, ancestry, marital status, gender, sexual orientation or national origin in the administration of any of its educational programs, activities, or with respect to admission or employment. Glenville State College also does not discriminate based upon genetic information in the areas of employment or employee health insurance benefits. The following person has been designated to handle inquiries regarding the College's non-discrimination policies, to receive discrimination/harassment complaints including but not limited to complaints based upon sex or disability and to monitor the institution's compliance with state and federal non-discrimination laws and regulations including but not limited to Title IX and the Americans with Disabilities Act:

Human Resources Coordinator  
Coordinator, Title IX/AA/EEO  
2nd Floor Harry B. Heflin Administration Building  
Phone: 304-462-6194

Written correspondence may be sent to:  
200 High Street, Glenville, WV 26351  
FAX: 304-462-7610

## **4 Admission and Financial Aid**

# **ADMISSION REQUIREMENTS**

## **BACHELOR'S DEGREE PROGRAMS**

To be admitted to any bachelor's degree program at Glenville State College, the following minimum admissions criteria must be met as set forth by Series 23 of the West Virginia Higher Education Policy Commission:

For regular admission, high school graduate applicants must have:

- Graduated from an accredited high school with at least a 2.0 average and an ACT composite score of at least 18 or an SAT I score of 870 or an SAT score of 940 (if taken March 2016 or after). A student who graduates with at least a 3.0 high school GPA, regardless of the ACT or SAT I score, will be eligible for regular admission to a bachelor's degree program.

Students who want to pursue a bachelor's degree program but who do not meet the admissions requirements outlined above may enter a two-year program. To be eligible for admissions into a four-year degree program, a student must complete at least 12 hours of graded coursework with an overall GPA of 2.00.

Students must be fully admitted as a regular student in an eligible program of study before Financial Aid can be awarded.

### **Conditional Admission of High School Graduates**

Students who do not meet the above admission criteria may be considered on a case-by-case basis for conditional admission to a bachelor's degree program. Conditionally admitted students must maintain good academic standing as defined by the institution and must complete the provisions of their conditional admission within the first four semesters of enrollment. When all admission standards have been met, conditional status will be removed, and the student will become a regular admission student.

### **Curricular Requirements**

All admitted high school graduates are expected to have completed the course requirements below prior to taking classes at the College.

- a. Four units of English (including English 12 CR and courses in grammar, composition, and literature)
- b. Three units of social studies (including U.S. history)
- c. Four units of mathematics (three units must be Algebra I and higher or Math I or higher; Transitional Math for Seniors will also be accepted.) Courses designed as support courses, such as Math 1 Lab or Math 1 Support, that provide extra instructional time, but no additional content shall not be acceptable as meeting the required 4 mathematics course core requirements.



- d. Three units of science (all courses to be college preparatory laboratory science, preferably units from biology, chemistry, and physics)
- e. One unit of arts
- f. Two units of World language (both units must be the same World language) (can be American Sign Language).

Students who have not completed these courses in high school must complete college courses in the deficient area(s) with a passing grade. A final grade of “D” is sufficient to meet deficiency requirements but may not be sufficient for purposes of course prerequisites or required courses for a specific major, including required general education courses for a specific major. The college coursework must be completed prior to degree completion.

### **ASSOCIATE DEGREE PROGRAMS**

Admission to Associate Degree programs is open to all students who have graduated from high school or hold a State of West Virginia High School Equivalency Diploma.

### **ALL CANDIDATES FOR BACHELOR AND ASSOCIATE DEGREE PROGRAMS MUST SUBMIT:**

1. an application for admission
2. high school transcript or State of West Virginia High School Equivalency Diploma (no foreign language certificate)
3. ACT or SAT I scores\*
4. measles immunization record (if born after January 1957)
5. Selective Service Registration verification\*\*

\*Applicants do not have to submit ACT/SAT I scores if they are five years past their high school graduation date or State of West Virginia High School Equivalency test date. The applicant will be tested on campus to determine course placement.

\*\*State law provides that a male person who has attained the age of eighteen (18) years may not enroll in a state-supported institution of postsecondary education unless he is following the Military Selective Service Act (50 U.S. Code, Appendix §451, et seq. and the amendments thereto). Also, a male person may not receive a loan, grant, scholarship or other financial assistance for postsecondary higher education funded by state revenue, including federal funds or gifts and grants accepted by this State, or receive a student loan guaranteed by the State unless he is following the Military Selective Service Act. Selective Service Act registration information should be available at all U.S. Postal Service facilities and may be available at some high schools. The Selective Service System also provides information through a web site at <http://www.sss.gov>.

## **6 Admission and Financial Aid**

### **STATE OF WEST VIRGINIA HIGH SCHOOL EQUIVALENCY DIPLOMA/ HOME-SCHOOLED APPLICANTS**

West Virginia Higher Education Policy, Series 23, requires that students admitted to West Virginia colleges and universities either be graduates of accredited high schools or high schools approved by the State Board of Education in the state where located or they must have earned a State of West Virginia High School Equivalency Diploma. Home schooled students must submit a transcript that includes classes taken, credit hours and grades earned, graduation date and signature of the home school provider (may be submitted in lieu of high school equivalency diploma).

Please note: West Virginia residents who were home-schooled and who are applying for a WV PROMISE or a West Virginia Higher Education Grant must have GED or TASC scores. Further questions regarding this should be directed to the West Virginia Higher Education Policy Commission.

Students applying for admission who have not graduated from a North Central Association (or its equivalent) accredited high school are required to submit documentation of having earned a score of 410 or higher on each area of the General Education Development test and a 2250 total standard score, thus qualifying for the State of West Virginia's high school equivalency certificate or diploma. After January of 2014, the state of West Virginia began to use the TASC (Test Assessing Secondary Completion). Students must score a 500 or better on each of the five subtests to satisfy equivalency and be eligible for admission to a bachelor's degree program at Glenville State College.

Applicants will be considered for admission to Glenville State College's bachelor's degree program if they attain a standard score of 500 on three of the five parts of the GED or TASC test. If a standard score of 500 is not achieved on three of the five parts of the GED or TASC test, students will be placed in a 2-year degree program. Once the student has successfully remediated any academic deficiency, or completed a 2-year degree program, the student may then transfer into a 4-year baccalaureate degree program.

Copies of the applicant's home school transcript, ACT or SAT I scores and State of West Virginia High School Equivalency Diploma must be sent directly to the Office of Admissions. These applicants will be reviewed on a case-by-case basis.

### **EARLY ENTRANCE ADMISSION**

Outstanding high school juniors and seniors may be admitted as "high school early admissions students." Students may qualify for early admission based on the following criteria:

1. Must have a high school grade point average of 3.0 or better.
2. Must have approval of the high school principal or designee.
3. Must submit an application for admission and current high school transcript.
4. Must meet all the Higher Education Policy Commission's Freshman Assessment and Placement Standards for an incoming freshman.

Official college credit will be awarded at the end of each semester.

Early entrance students who have not taken the ACT, SAT or West Virginia General Summative Assessment shall be required to enroll in MATH 106L and ENGL 101L unless the student or the student's advisor specifically request that the student take a Placement Examination. The Mathematics Placement Examination will be administered by the Department of Science and Mathematics. With the appropriate passing score, the student would be eligible to take the Math and/or English courses required by the major.

## INTERNATIONAL STUDENTS

Glenville State College is committed to promoting international understanding and respect for cultural diversity and, toward that end, particularly welcomes qualified international students.

Required Documents for Admissions:

- Official of Attested High School Transcript
- Official Bank Statement (1 year timeframe)
- Letter of Financial Support
- Test Scores/TOEFL/IELTS
- Copy of Valid Passport

Additional Requirements for International Transfer Students:

- All Required Documents Listed Above
- Transfer Form (filled out by student and current institution)
- Official Transcripts (evaluated by outside service if required)\*

All International students must submit official test scores that verify English proficiency. Exceptions may be considered on a case-by-case basis; however, anyone deemed exempt must submit official ACT or SAT scores in place of the TOEFL/IELTS. The applicant will qualify for automatic admission to any of our four-year degree programs with the following scores:

- TOEFL scores of 517 (paper test) or 66 (internet-based test) or higher
- IELTS Band of 6.0 or higher

Conditional admission as an international student may not be extended beyond three semesters, excluding summer sessions. If after two semesters of full-time study, an international student has not achieved a TOEFL internet-based score of 66 or higher or an IELTS Band of 6.0 or higher or that student will be placed on probation for the third semester. Barring exceptional circumstances, any international student who does not achieve a TOEFL score of 66 on the internet based TOEFL or 6 on the IELTS within three semesters will not be allowed to continue at Glenville State College.

## **8 Admission and Financial Aid**

### International Transfer Credit Evaluation Process

1. Students transferring to Glenville State College from an institution outside of the U.S.A. or Canada need to contact a professional credential evaluation service to request a course-by-course evaluation of their academic work. The results of this evaluation must be sent directly to the Office of Admissions.
2. Students transferring from a Canadian institution may send an official copy of their academic transcript (in English) to the Office of Admissions. Official transcripts ideally should come directly from the issuing university. Official transcripts that have been issued to the student are acceptable only if they are submitted to the Admissions Office in their original, sealed envelope.
3. After the student has been formally accepted to Glenville State College his/her course work will be reviewed and evaluated by the Registrar for credit.

This process can take up to two weeks to complete.

### **ADMISSION OF NON-DEGREE SEEKING STUDENT**

Glenville State may admit individuals as non-degree seeking students upon completion of an admission application. Non-degree seeking students may enroll in those courses for which they are qualified. If a non-degree seeking student would later choose to pursue a degree program, that student must submit all required documents (test scores, transcripts, etc.) to be admitted as a degree candidate.

The non-degree seeking student shall be allowed to enroll in no more than seven (7) hours per semester except by special permission of the Provost and Vice President for Academic Affairs. The student will be responsible for paying tuition and fees and is not eligible for federal financial aid.

Transcripts are not necessary for non-degree seeking students. Nor are they part of the student's academic transcript. However, if the transcripts are submitted, the transcripts will be filed until such time as the student becomes a degree-seeking student at Glenville State College.

If a non-degree seeking student wishes to change his/her enrollment status, that individual must complete an admission application (available at [www.glenville.edu](http://www.glenville.edu)) and submit it to the Office of Admissions along with all required documentation. Students changing degree status must meet all current admission requirements in effect at the time that the change of degree status is initiated.

### **CORE COURSEWORK TRANSFER & TRANSFERABILITY OF CREDITS**

The Higher Education Policy Commission of West Virginia has adopted a core coursework agreement to assure that students who transfer from one state college or university to another will receive credit for specified general education courses at the receiving institutions. Under the terms of the agreement, a student may transfer up to 32 credits of undergraduate coursework in the areas of English composition, communications and literature, fine arts appreciation,

mathematics, natural science, and social science as general education credits. A list of courses contained in this agreement may be obtained from the Registrar's Office.

No more than 72 hours of credit completed at West Virginia community and technical colleges or regional campuses are transferable to Glenville State College. Exceptions to the 72-hour rule may only be made by the Provost and Vice President for Academic Affairs.

### **TRANSFER STUDENTS**

1. Applicants seeking admission to Glenville State College as transfer students must be eligible to return to the institution from which they intend to transfer. Students who meet this requirement and have earned 24 or more hours of college credit may be admitted, without conditions, upon the submission of an application for admission and an official transcript from ALL previous colleges attended.
2. Students seeking admission as transfer students who have earned fewer than 24 hours of college work must submit a high school transcript and ACT/SAT scores, as well as an official transcript from ALL previous colleges attended. If the student does not have at least one of the following criteria: (1) 2.0 average on their high school work, (2) ACT composite of 18 or above, (3) a combined verbal/math SAT score of at least 870, they may be admitted to an associate degree program. The student then must remediate all deficiencies before transferring into a bachelor's degree program.
3. Any individual who has at least one year of military service, regardless of academic standing when last registered in college, may be readmitted either in good standing or on academic probation, whichever was the standing status when last registered in college.
4. All previously completed college work listed on the student's transcript will be recorded on the student's record at Glenville State College.
5. Students who transfer to Glenville State College from another college must have an overall and institutional GPA of at least 2.0 on all course work completed through Glenville State College as one of the criteria for graduation.

### **CLASSIFICATION OF STUDENTS AS RESIDENTS AND NON-RESIDENTS FOR ADMISSION AND FEE PURPOSES**

Students enrolling in Glenville State College shall be assigned a residency status for admission, tuition and fee purposes by the Registrar. In determining residency classification, the issue is essentially one of domicile. In general, the domicile of a person is that person's true, fixed, permanent home and place of habitation. The decision shall be based upon information furnished by the student and all other relevant information. The Registrar is authorized to require such written documents, affidavits, verifications, or other evidence as is deemed necessary to establish the domicile of a student. The burden of establishing domicile for admission, tuition and fee purposes is upon the student.

If there is a question as to domicile, the matter must be brought to the attention of the Registrar at least two weeks prior to the deadline for payment of tuition and fees. Any student found to have made a false or misleading statement concerning domicile shall be subject to institutional disciplinary action and will be charged the nonresident fees for each academic term previously attended.

## **10 Admission and Financial Aid**

The previous determination of a student's domiciliary status by one institution is not conclusive or binding when subsequently considered by another institution; however, assuming no change of facts, the prior judgment should be given strong consideration in the interest of consistency. Out-of-state students being assessed resident tuition and fees because of a reciprocity agreement may not transfer said reciprocity status to another public institution in West Virginia.

### **Residence Determined by Domicile**

Domicile within the State means adoption of the State as the fixed permanent home and involves personal presence within the State with no intent on the part of the applicant or, in the case of a dependent student, the applicant's parent(s) to return to another state or country. Residing with relatives (other than parent(s)/legal guardian) does not, in and of itself, cause the student to attain domicile in this State for admission or fee payment purposes. West Virginia domicile may be established upon the completion of at least twelve months of continued presence within the State prior to the date of registration, provided that such twelve months' presence is not primarily for the purpose of attendance at any institution of higher education in West Virginia. Establishment of West Virginia domicile with less than a twelve-month presence prior to the date of registration must be supported by evidence of positive and unequivocal action.

In determining domicile, the Registrar will consider such factors as the ownership or lease of a permanently occupied home in West Virginia, full-time employment within the State, paying West Virginia property tax, filing West Virginia income tax returns, registering of motor vehicles in West Virginia, possessing a valid West Virginia driver's license, and marriage to a person already domiciled in West Virginia. Proof of a number of these actions should be considered only as evidence that may be used in determining whether a domicile has been established. Factors mitigating against the establishment of West Virginia domicile might include such considerations as students not being self-supporting, being claimed as dependent on federal or state income tax returns or on the parents' health insurance policy if the parents reside out of state, receiving financial assistance from state student aid programs in other states and leaving the State when school is not in session.

### **Dependency Status for Residency Classification**

A dependent student is one who is listed as a dependent on the federal or state income tax return of his/her parent(s) or legal guardian or who receives major financial support from that person. Such a student maintains the same domicile as that of the parent(s) or legal guardian. In the event the parents are divorced or legally separated, the dependent student takes the domicile of the parent with whom he/she lives or to whom he/she has been assigned by court order. However, a dependent student who enrolls and is properly classified as an in-state student maintains that classification as long as the enrollment is continuous, and that student does not attain independence and establish domicile in another state.

A nonresident student who becomes independent while a student at an institution of higher education in West Virginia does not, by reason of such independence alone, attain domicile in this State for admission.

### **Change of Residence**

A person who has been classified as an out-of-state student and who seeks resident status in West Virginia must assume the burden of providing conclusive evidence that he/she has established domicile in West Virginia with the intention of making a permanent home in this State. The intent to remain indefinitely in West Virginia is evidenced not only by a person's statements, but also by that person's actions. In deciding a request for change in residency status, the Registrar will consider those actions referenced under "Residence Determined by Domicile" above. A West Virginia Residency Application must be completed by the student wishing to seek in-state resident status and must be submitted along with any supporting documentation prior to the semester in which the student is wishing to be warranted as a resident. The change in classification, if deemed to be warranted, shall be effective for the academic term or semester next following the date of the application for reclassification.

### **Military**

An individual who is on full-time active military service in another state or a foreign country or an employee of the federal government will be classified as an in-state student for payment of tuition and fees, provided that the person established a domicile in West Virginia prior to entrance into federal service, entered the federal service from West Virginia, and has at no time while in federal service claimed or established a domicile in another state. Sworn statements attesting to these conditions may be required. The spouse and dependent children of such individual shall also be classified as in-state students for tuition and fee purposes.

Persons assigned to full-time active military service in West Virginia and residing in the State shall be classified as in-state students for tuition and fee purposes. The spouse and dependent children of such individuals shall also be classified as in-state students for tuition and fee purposes. Any student living in West Virginia and receiving education benefits provided under Chapter 30 or Chapter 33 from the U.S. Department of Veteran Affairs shall be charged in-state tuition and fees so long as such student is considered a "covered individual" as described in 38 U.S.C. 3679, as in effect at any time.

### **Citizens of Other Countries**

Students who meet the domiciliary requirements noted above, and who are U.S. Permanent Resident Aliens, Political Asylees or Political Refugees, or who hold an A, E, G, H, I, L, O, P, R, TD, TN, U, or V visa, may apply to be reviewed for in-state residency for tuition purposes. Students who hold B, C, D, F, J, K, M, or Q visas are not eligible for establishing in-state residency for tuition purposes. Students who meet the domiciliary requirements and who are the beneficiary of a pending I-485 application to adjust status to permanent resident may apply to be reviewed for in-state residency for tuition purposes.

### **Former Domicile**

A person who was formerly domiciled in the State of West Virginia and who would have been eligible for an in-state residency classification at the time of his/her departure from the state may be immediately eligible for classification as a West Virginia resident provided such person returns to West Virginia within a one-year period and satisfies the conditions under "Residence

## **12 Admission and Financial Aid**

Determined by Domicile” regarding proof of domicile and intent to remain permanently in West Virginia.

### **Appeal Process**

The decision of the Registrar with the determination of residency classification may be appealed in accordance with appropriate procedures established by the President. An institutional committee on residency appeals shall be established and shall be chaired by the Vice President for Business and Finance. Three remaining positions shall be filled by representatives from the Office of Financial Aid, the Cashier’s Office, and the Admissions Office. The student contesting a residency decision shall be given the opportunity to appear before the institutional committee on residency appeals. The decision of the residency appeals committee shall immediately be provided to the student and to the Registrar and record of the residency appeal shall be kept in the Business Office. If the student is not satisfied with the decision of the residency appeals committee, he/she may appeal in writing to the President within 30 calendar days after receipt of the decision of the residency appeals committee. The President’s decision on residency is final and not subject to appeal.



## TUITION, FEES AND EXPENSES

### TUITION 2019-2020 Main Campus

Credit Hours	WV Residents	Out-of-State Residents (Including Metro)	International Residents
1	305	368	689
2	610	736	1,378
3	915	1,104	2,067
4	1,220	1,472	2,756
5	1,525	1,840	3,445
6	1,830	2,208	4,134
7	2,135	2,576	4,823
8	2,440	2,944	5,512
9	2,745	3,312	6,201
10	3,050	3,680	6,890
11	3,355	4,048	7,579
12 or more	3,654	4,409	8,259

### RESIDENCE HALL STUDENTS

#### Estimated costs for one semester:

	WV Resident Semi-Private Room	Out-of-State & Metro Resident Semi-Private Room	International Resident Semi-Private Room
<b>Tuition (Semester)*</b>	\$3,654	\$4,409	\$ 8,259
<b>Board (Semester)**</b>	\$2,200	\$2,200	\$2,200
<b>Room (Semester)***</b>	\$2,891	\$2,891	\$2,891
<b>TOTAL****</b>	<b>\$8,745</b>	<b>\$9,500</b>	<b>\$13,350</b>

**\*New for FY 2020 – For all students in Online Degree Programs Only:** Online Degree Program students will be charged the WV Resident tuition rate no matter where they reside. Example #1: a student in California, registered as an Online Degree Program student, will be charged \$3,654 for 12 or more credit hours, instead of the \$4,409 for Out-of-State Residents. Example #2: a student in Paris, France, registered as an Online Degree Program student, will be charged \$3,654 for 12 or more credit hours, instead of the \$8,259 for International Residents. Please note: this change does not apply to students who take 1 or more online courses as part of their regular course of study.

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**New for FY 2020** – There is a flat fee of \$200 per semester for taking online courses as part of an online degree. There is also a 10% discount off the net tuition balance for veterans, law enforcement and first responders who enroll in, or are already enrolled in, an **Online Only Degree Program**. This discount does not apply to students who are enrolled in other programs, nor does it apply to spouses or dependents of qualified students.

**\*\*Students residing in Goodwin Hall, Pioneer Village or Riverfront Residence must purchase a meal plan at a cost of \$2,200 per semester. The basic meal plans are as follows:**

1. Any 21 meals per week, plus \$100 per semester in “flexible dollars” or
2. Any 14 meals per week, plus \$250 per semester in “flexible dollars” or
3. Any 10 meals per week, plus \$350 per semester in “flexible dollars.”

Commuters with at least 9 hours are required to purchase a **\$50 Non-resident Food Service Plan**.

**\*\*\*Room rate is based on double occupancy in Goodwin Hall. There is an additional charge per semester for a private room in the residence hall. You may contact Student Life for additional information.**

Goodwin Hall charge - \$3,559 for a single room per semester or \$2,891 for a double room per semester.

Riverfront Residence - \$2,891 (double occupancy)

Pioneer Village - \$3,379 per semester (single occupancy)

Microwave - Refrigerator Rental - \$26 per semester.

Residence Hall Cable Fee - \$60 per semester

IT Access Fee - \$65 per semester for all on campus students

**\*\*\*\*Total fees do not include traveling expenses, course supplies, or spending money.**

The College reserves the right to increase or decrease the rates for room and board, without notice, should economic conditions make a change necessary.

The foregoing estimates and actual expenses do not include traveling expenses, laundry, stationery, or spending money.

### SPECIAL FEES AND CHARGES

ACT Residual Test - Institutional Fee (does not include cost of test).....	\$50
Application Fee .....	\$20
Application Fee (International) .....	\$100
Applied Music Fee (per course) .....	\$250
Art – Digital Media (ART 270, 280, 350, 351, 370, 380, 490).....	\$75
Art - Kiln Fee .....	\$60
Art - Studio Fee .....	\$40

Art Fee (ART 330) .....	\$25
Bad Check Fee.....	\$25
Behavioral Science Research Fee (SOCS 293) .....	\$20
Behavioral Science Senior Seminar Fee (PSYC 493/SOCL 493) (per course).....	\$20
Business Program Assessment Fee (BUSN 100, 493) .....	\$30
Certificate Program .....	\$20
Credit by Examination (per credit hour) (Challenge Exam) .....	\$40
Computer Science Fee (CSCI 101, 201, 202, 286, 304, 305, 335, 352, 360, 381, 386, 405, 435, MRKT 203 & 379).....	\$25
Criminal Justice Fee (CRJU 111).....	\$30
Criminal Justice Fee (CRJU 215, 315, 445).....	\$125
Criminal Justice Fee (CRJU 240, 314).....	\$100
Criminal Justice Fee (CRJU 335).....	\$30
Criminal Justice Fee (CRJU 493).....	\$25
Dining Flex Dollars Fee (commuters).....	\$50
Diploma Replacement Fee .....	\$25
Education Fee (EDUC 343, 345).....	\$50
English Lab Fee (ENGL 101S) .....	\$40
Exercise Science Lab Fee (EXSC 465).....	\$25
Facsimile Fee (per page) .....	\$1
Fingerprint Fee (EDUC 203).....	\$25
First Year Experience Fee (GSC 100).....	\$100
Graduation Fee (per degree) (exclusive of cap and gown).....	\$60
Graduate Verification Letter.....	\$5
Health Fee (HLTH 331) .....	\$50
Health Research Fee (HLTH 435).....	\$10
IT Access (internet) Fee (per semester).....	\$65
Journalism Software Fee (JOUR 205).....	\$20
Journalism Software Fee (JOUR 322).....	\$15
Land Resources Lab Fee (ENVR 101, 193, 351, FRST 203, 206, 214, LAND 193, 230, 232, NRMT 234, 334).....	\$30
Land Resources Lab Fee (FRST 293, LAND 121, 232) .....	\$25
Land Resources Lab Fee (FRST 212, LAND 244, 335) .....	\$35
Land Resources Lab Fee (ENVR 352, FRST 103, 193, 205, 209, LAMN 193, LAND 123, 240, 241, 293 & NRMT 351).....	\$40
Land Resources Lab Fee (FRST 202, 216, NRMT 125, 201).....	\$50
Late Graduation Fee .....	\$100
Mathematics Fee (MATH 106, 106S).....	\$25
Mathematics Fee (MATH 230, 327) .....	\$50
Mathematics Fee (MATH 256) .....	\$40
Mathematics Fee (MATH 356) .....	\$25
Music Instrument Rental Fee (per semester).....	\$50
Non-resident Food Service Fee .....	\$50
NTE scores (copy).....	\$5
Online Course Fee (per credit hour) * .....	\$50
Parking Permit – Commuter.....	\$50
Parking Permit – Resident.....	\$50
Pearson Resource Fee (BIOL 120, 121).....	\$120

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Pearson Resource Fee (BIOL 400).....	\$95
Pearson Resource Fee (MATH 106, 115) .....	\$70
Pearson Resource Fee (MATH 256) .....	\$80
Photocopy Charges (per page).....	\$2
Physical Education Course Fee (PED 132, 136, 421) .....	\$20
Physical Education Course Fee (PED 201) .....	\$25
Physical Education Course Fee (PED 224) .....	\$15
Physical Education Course Fee (PED 326) .....	\$10
Prior Learning Credit Exam Fee (per credit hour) .....	\$40
Prior Learning Portfolio Assessment.....	\$300
Prior Learning Posting Fee (per credit hour).....	\$10
Regents' BA Degree Evaluation .....	\$300
Regents' BA Degree Posting Fee (per credit hour).....	\$10
Replacement ID Card .....	\$10
Replacement – Room Key (Pioneer Village) .....	\$75
Replacement Room Key Cylinder.....	\$75
Replacement Room Access Card (Goodwin).....	\$20
Residence Hall Cable Fee.....	\$60
Residence Hall Room Reservation Fee .....	\$100
Safety Course Fee (SAFE 333) .....	\$100
Science Department Individual Research Course Fee (per course).....	\$100
Science Laboratory Fee (BIOL 499, CHEM 499).....	\$100
Science Laboratory Fee (BIOL 335 & 361) .....	\$75
Science Laboratory Fee (BIOL 120, 121, 199, 309, 310, 321, 351, 362, 400, 435, 456, CHEM 101, 102, 301, 302, 307, 321, 322, 345, 380, 381, 493, SCNC 103).....	\$60
Science Laboratory Fee (PHYS 201, 202, 209, 310, 345 & SCNC 101, 102, 104).....	\$50
Science for Teachers (SCNC 105, 204, 205, 305, 405).....	\$60
Teacher Education Fee (EDUC 493).....	\$265
Teacher Endorsement Evaluation.....	\$25
TOEFL Test - Institutional Fee (does not include cost of test) .....	\$5
Transcript.....	\$7
Transcript (National Student Clearinghouse).....	\$7
Transcript (Express) .....	\$42
Transcript (FAX).....	\$5

**\*New for FY 2020:** For **Online Only Program Students**, the Online Course Fee is \$200 per student/per semester. All other students pay \$50 per credit hour/per semester (no maximum limit).

**No breakage deposit is required in any course, but students will be charged for any breakage or damage to equipment.**

### PAYMENT POLICIES – ON CAMPUS AND EXTENSION

**FINANCIAL OBLIGATIONS** - An important part of every student's educational experience is learning to manage money and to responsibly discharge the financial obligations one may incur. With this in mind, Glenville State College expects that students will promptly pay all College

bills and accounts when due. Failure to meet financial obligations will result in a student not being permitted to re-enroll, receive transcripts, diplomas, and/or remain in the residence halls.

Information pertinent to fees and other regulations has been listed below. Should additional information or clarification be needed, address your inquiry to the Vice President for Business and Finance.

Payments or arrangements for payment of student accounts must be made by the opening of each semester. Students that have not paid or made payment arrangements may be removed from all classes. Students receiving U.S. Department of Veteran Affairs (VA) Post 9/11 GI Bill (Ch.33) or Vocational Rehabilitation and Employment benefits, will not be prevented from enrolling or penalized while payment to the institution is pending from the VA.

The cashier accepts cash, Discover, Master Card, Visa, postal money orders, or personal checks written for the exact amount of the obligations. All checks must be payable to GLENVILLE STATE COLLEGE. You should contact the Cashiers' Office for information on institutional and third-party payment plans. ONLINE PAYMENTS can also be made via EDNET.

**FINANCIAL AID NOTICE** If financial aid paperwork is not completed when payment is due, the student is responsible for payment. When the financial aid process is complete, the student will receive any refund due.

**DISHONORED CHECKS** Dishonored checks will result in a \$25 assessment approved by the West Virginia Higher Education Policy Commission. In case of failure to pay all amounts due, the College will place a HOLD on the student's records, thereby prohibiting subsequent registration and issuance of transcripts and diplomas. Dishonored checks not redeemed within 10 days from date of notification will be referred to the local Magistrate for collection.

**WITHDRAWAL/REFUNDS** To receive a refund, students must notify both the Registrar's Office and the Cashier's Office of withdrawal. No refund will be given for dropping of hours. A student must withdraw from all classes to be eligible for a refund of tuition and fees. If a refund is due because of a withdrawal, then federal financial aid programs will be reimbursed first in the following order: Federal Direct Loans, Pell Grant, SEOG or other aid. Depending on the withdrawal date and financial aid received, a repayment from the student could be due to federal or state programs.

**Tuition and Fees Refund**

Students who are enrolled at Glenville State College but officially withdraw before or during the semester will be refunded tuition and fees according to the following schedule:

- 1. ACADEMIC YEAR (Semester)
  - First 10% of semester .....90%
  - 11% to 25% of semester .....75%
  - 26% to 50% of semester .....50%
  - More than 50% of the semester ..... No Refund

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2. SUMMER TERM (10 weeks)	
First 10% of term.....	90%
11% to 25% of term.....	75%
26% to 50% of term.....	50%
More than 50% of term.....	No Refund

All refunds for tuition and fees are calculated from the first-class day of each term.

A student must formally withdraw from all classes to be eligible for a refund of tuition and fees.

If a refund is due because of a withdrawal, then federal financial aid programs will be reimbursed first in the following order: Federal Direct Loans, Pell Grant, SEOG or other aid.

Depending on the withdrawal date and financial aid received, a repayment from the student could be due a federal program (refer to Return of Title IV Funds in the Financial Aid Section).

Any refund due to the student will be mailed to the student's permanent address approximately four weeks after regular withdrawal. It is understood; however, that to receive a refund, a student must notify both the Registrar's Office and the Cashier's Office of the College at the time of withdrawal.

**A STUDENT MUST OFFICIALLY WITHDRAW FROM ALL CLASSES TO BE ELIGIBLE FOR A REFUND OF TUITION AND FEES. NO REFUND WILL BE GIVEN FOR DROPPING OF CREDIT HOURS.**

**A STUDENT WHO IS SUSPENDED OR EXPELLED FROM THE COLLEGE FOR DISCIPLINARY REASONS WILL NOT RECEIVE REFUNDS OF TUITION, FEES, ROOM AND/OR BOARD.**

### **ROOM REFUNDS**

Room refunds may be made only during the first two weeks of each semester. Room refunds for the first two weeks will be made on a weekly basis. No refunds will be made after the second week of the semester.

Refunds may be granted, however, for students who (officially) withdraw before or during the semester. Refunds will be prorated for the unused weeks. Any portion of a week constitutes a full week of use for refund calculations.

### **BOARD REFUNDS**

Any time a student officially withdraws from the College, board fees will be refunded on a prorated basis of the unused weeks. Any portion of a week constitutes a full week of use for refund calculations.

## EARLY ENTRANCE TUITION

Early entrance students are normally charged the same tuition rate as regular admission students. However, students taking courses primarily designed for and offered exclusively to high school students may be eligible for a special rate in accordance with the applicable policy of the Higher Education Policy Commission as applied by the College.

Courses offered to high school students at the special rate are generally dual credit courses. Dual credit courses are college courses for which participating high schools have agreed to also award high school credit. These courses are usually offered at the participating high school during the regular school day. However, with the approval of the Provost and Vice President for Academic Affairs these courses may be offered at other times and/or at alternate sites.

## GLENVILLE STATE COLLEGE POLICY ON TUITION AND FEE WAIVERS FOR RESIDENTS AT LEAST 65 YEARS OF AGE

The reduced tuition and fee program at Glenville State College is designed for **residents of West Virginia** who are **at least sixty-five years of age**. Prospective participants in the reduced tuition and fee program will be permitted to enroll in courses at Glenville State College under the following conditions:

- Participants will register for courses in the Registrar's Office and must identify themselves as a participant of the program prior to registering.
- Classroom space must be available. If space is limited, a prioritized waiting list will be developed identifying date and time of attempted enrollment. If and when space becomes available, participant(s) will be notified of available space by the Registrar's Office.
- Participant(s) will be subject to Glenville State College programmatic and financial guidelines for enrollees and to the rules, regulations, procedures and requirements, including course prerequisites, of Glenville State College and the Higher Education Policy Commission.
- Special fees required of other students in a given course will be required of participants in the reduced tuition and fee program.
- Participants in the reduced tuition and fee program will be issued a free parking permit.

The tuition and fees charged to residents at least 65 years of age under **for credit** option will be fifty percent of the normal rates charged to state residents by the institution. This tuition and fee adjustment applies to classroom-based courses, electronic and internet-based courses, and all other distance education delivery. Participants in this category will be responsible for any course and laboratory fees which may be part of the course requirements.

If a participant chooses to enroll in a class for **no credit**, the cost will be \$10 per credit hour, not to exceed \$50 per course. In addition, participants in this category will be responsible for any course and laboratory fees which may be part of the course requirements.

## FINANCIAL ASSISTANCE

A need analysis form - Free Application for Federal Student Aid (FAFSA) - approved by the U.S. Department of Education is used to determine student eligibility for federal financial aid. Glenville State College's Department of Education CODE NUMBER is 003813. Students apply online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). Soon after filing the FAFSA, the student will receive a Student Aid Report and the school will receive the information electronically if listed on the FAFSA. All students are encouraged to APPLY BY MARCH 1 for priority processing. There is no separate institutional application unless consideration for summer school financial aid is requested.

The U.S. Department of Education believes that the financing of a college education is primarily the responsibility of the student and family. However, financial assistance in the form of grants, loans, and work opportunities is available when resources from the family are not adequate to cover the cost of education. The amount the family is expected to contribute is related to the family's financial strength. Factors involved in determining eligibility include income, size of family, number of family members in college, assets and other allowable expenses and indebtedness.

Students with special circumstances should contact the Financial Aid Office (304-462-4103) for assistance as soon as possible.

Glenville State College follows the dependency status definition of a student as set forth by the U.S. Department of Education. However, if there are very unusual circumstances, exceptions may be made.

Outside scholarships and resources can affect the student's federal financial aid eligibility.

Some students completing the Free Application for Federal Student Aid must have all information verified and may be required to submit income documentation. All students must be officially and fully admitted to Glenville State College before any aid can be paid.

Summer school financial aid is treated as a part of the immediately preceding academic year. There are limited funds available for summer school. Students must have a completed FAFSA for the previous school year and submit an institutional summer school financial aid application (available on the website [www.glenville.edu](http://www.glenville.edu)) to be considered for summer aid.

**Award notifications are emailed to all students and mailed to first time** financial aid applicants who have completed a Free Application for Federal Student Aid (FAFSA) at [www.fafsa.ed.gov](http://www.fafsa.ed.gov) and who have also submitted all requested documents to the Financial Aid Office. The student is offered federal aid based on residency, expected family contribution as reported on the FAFSA, date application was received at the processing center, and availability of funds. Awards are made assuming full-time enrollment. Students are awarded grants and loans and may decline any or all loan amounts.

Students who enroll at less than full-time level must contact the Financial Aid Office and have their awards pro-rated. Students may be considered for aid for study abroad programs. The financial aid budget may be increased for documented child care expenses.



The Financial Aid Office **reserves the right** to review, adjust or cancel an award at any time due to changes in the recipient's financial, academic or residency status. Awards may also be changed based on the availability of funds and/or changes in regulations and/or procedures mandated by College, state or federal authorities, or computer error.

**Funds will be disbursed** to a student's account the second week of school provided all eligibility requirements are met. Generally those requirements are a processed award letter and any necessary promissory notes, entrance counseling for Direct Loans ([studentloans.gov](http://studentloans.gov)), enrollment and documented attendance in classes, full admission in a degree-seeking program and evidence of satisfactory academic progress. If there is a credit balance after funds have been paid to the student's account, then the credit balance will be available within 7 working days by check or electronic funds transfer if proper forms are submitted to the Cashier's Office.

Students who receive financial aid and find it necessary to withdraw from all classes must notify the Financial Aid Office as part of the **withdrawal process**. Any refund due as a result of this action will first be used to repay any financial aid funds the student used while enrolled. Students may be required to reimburse all or a percentage of funds received through federal and state funding.

All recipients of federally guaranteed loans (Federal Direct, Subsidized and Unsubsidized) are required to complete **exit counseling** at [studentloans.gov](http://studentloans.gov) upon leaving Glenville State College due to graduation, termination of enrollment, or dropping below half-time hours.

Suspected cases of financial aid fraud will be reported to the U.S. Office of Inspector General. Students may call 1-800-MIS-USED to report suspected cases of fraud, waste or abuse involving Federal Financial Aid.

### **Return of Title IV Funds for Withdrawal**

Students who receive financial aid while attending Glenville State College will not receive any cash refunds upon withdrawal from school until after all financial aid amounts which were disbursed for that enrollment period are repaid. Title IV funds recipients are subject to the "Return of Title IV Funds" policy which is based on the percentage of the enrollment period completed and the amount of Title IV aid disbursed. This is a separate calculation from the institution's tuition and housing refund policy.

The percentage of time completed in the enrollment period is calculated by dividing the number of days completed by the total number of days in the enrollment period. After 60 percent of the semester is completed, there is no return of Title IV funds. The withdrawal date is determined by the Registrar's Office based on last date of documented attendance at an academic event. The amount of earned aid is calculated by multiplying the amount of disbursed Title IV funds by the percentage of time completed. The amount to be returned to the Department of Education is determined by taking the total amount of disbursed aid and subtracting from it the amount of earned aid. The institution's share of the amount to be returned is calculated by multiplying institutional charges by the percentage of time not enrolled. The student's share is calculated by subtracting the amount the school must return from the total amount to be returned. Remaining loan balances are repaid by the student according to the terms and conditions of the promissory note. Any grant amount owed by the student is divided in half and must be repaid to the school.

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within 45 days of notification of the repayment or will be turned over to the Department of Education for collection. At that time the student becomes ineligible for further federal financial aid at any institution until it is repaid. The student will be billed for any amount the school must return due to the student's withdrawal that is not covered by the institutional refund policy.

### FINANCIAL AID SATISFACTORY ACADEMIC PROGRESS POLICY

All students, whether in bachelor or associate degree programs, who wish to receive Federal Financial Aid while attending Glenville State College, must meet all of the requirements of this policy which is based on the US Department of Education regulations. Compliance with these standards will be measured each semester and includes all transfer hours, including summer if applicable, on all enrolled students whether or not financial aid is received. Students will be notified and permitted one semester of financial aid warning. If the student is not meeting the standards of this policy at the end of the warning semester, then he/she will be placed on financial aid suspension. This policy is separate and distinct from the Academic Probation and Suspension Policy. The funds affected by the policy are Federal Pell Grant, Federal Supplemental Education Opportunity Grant, Federal College Work Study, Federal Direct Loan, West Virginia Higher Education Grant, and Higher Education Adult Part-Time Student Grant. Some outside agencies also award monies under these guidelines.

#### I. Qualitative Standards

- a) All students must maintain minimum cumulative grade-point average. This is based upon the number of overall attempted hours as recorded in the Office of the Registrar.

<u>Cumulative GPA Hours</u>	<u>Cumulative Grade Point Average</u>
00-30 hours.....	1.50 GPA
31-60 hours.....	1.80 GPA
61 hours and above.....	2.00 GPA

#### II. Quantitative Standards

- a) The ratio of total hours passed to total hours attempted must be 2/3 or more. Total hours passed will include courses for which a student received a grade of "A," "B," "C," "D," "S", or "CR", or any other passing grade code in use. The total hours attempted will include all courses in which a student passed, failed, received an incomplete grade, withdrew, or repeated, and non-credit remedial hours.
- b) Total hours cannot exceed 1.5 times the maximum hours required for graduation.
- The total hours attempted for a student pursuing a bachelor's degree shall not exceed 180 hours, which is 1.5 times 120 hours - the number of hours required to complete a baccalaureate degree.
  - The total hours attempted for a student pursuing an associate degree shall not exceed 90 hours, which is 1.5 times 60 hours - the number of hours required to complete an associate degree program.

A student may complete an associate degree program and then enroll in a bachelor degree program and total hours will include all hours from the associate degree program.

### I. Compliance and Appeals

If students are not meeting these standards at the end of their warning semester, the Financial Aid Administrator shall notify them that they are on financial aid suspension and no longer eligible for federal financial aid, including loans. To be removed from financial aid suspension, students may attend GSC at their own expense, provided they are eligible academically, and until the minimum grade point average or ratio of hours passed is reached or have an appeal approved. Simply attending and paying for one's classes or being out of college one or more semesters does not automatically qualify students to receive financial aid again but may be considered during an appeal if other extenuating circumstances exist. Students entering a second degree or who have changed majors will be evaluated under these standards.

Students may appeal their financial aid suspension by submitting (1) an **appeal letter** explaining the specific circumstances that caused the student to not meet the policy and what has changed in the situation that would allow the student to demonstrate satisfactory academic progress at the end of the next semester of enrollment and (2) the Financial Aid Satisfactory Academic Progress **Appeal Form** which collects documentation that the student has consulted with an academic advisor and developed an academic plan that will allow the student to meet the standards along with (3) **relevant documentation of the situation** to the Scholarship and Financial Aid Appeals Committee c/o Financial Aid Office. Appeals may be based on situations such as: (1) the death of an immediate family member; (2) a documented injury or illness of the student; or (3) unusual circumstances *beyond the student's control*. Appeals should be submitted as soon as possible and no later than two to three weeks prior to the term for which students are appealing, with the exception of summer. A written or electronic response will be provided within ten working days of the committee's decision. Students whose appeal requests are denied by the Committee may request a level two appeal within three calendar days of the notification of the committee's decision through the Director of Financial Aid who will forward the information to the next level of Administration for review. A reply to this appeal will be provided, when possible, within ten working days. Appeals that are not approved are eligible to be resubmitted to the Committee after one semester if changes in the situation have occurred.

Students with approved appeals will have their records evaluated again at the end of the next semester of enrollment to determine if the student has met the standards of this policy or the minimum semester academic progress requirements. Semester Academic Progress is defined as: 1) Students on Financial Aid suspension because of grade point average (qualitative) standards must obtain 2.25 for the semester. 2) Students on Financial Aid suspension because of not meeting pace (quantitative 2/3) standards must complete 75% of the attempted hours for the semester. 3) Students on Financial Aid Suspension for both qualitative and quantitative standards, or above 150% of required hours, must meet both standards. If neither has happened, the student will again be placed on financial aid suspension and not eligible for another appeal unless other extenuating circumstances have occurred, or until one semester showing academic progress toward a degree is completed without the assistance of financial aid.

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### TYPES OF FINANCIAL AID

#### GRANTS

Grants are a type of financial aid that does not require repayment. Apply at [www.fafsa.ed.gov](http://www.fafsa.ed.gov).

**Federal Pell Grant Program** - The Federal Pell Grant Program provides federal grants to undergraduate students on the basis of financial need. Eligibility for the Federal Pell Grant is established by completing the Free Application for Federal Student Aid (FAFSA).

**Federal Supplemental Educational Opportunity Grant (SEOG)** - A limited amount of this grant is awarded annually to students with exceptional financial need.

**TEACH Grant** – (Teacher Education Assistance for College and Higher Education). This program provides up to \$4,000 per year to students who intend to teach a “high need subject” in a public or private elementary or secondary school that serves students from low-income families. Additional information is available at <http://studentaid.ed.gov/sites/default/files/teach-grant.pdf>. If, after reading all of the information, you are interested in learning more about receiving the TEACH Grant, contact the Financial Aid Office. This grant becomes a loan with interest accruing from the date of disbursement if students do not meet the specific conditions.

**West Virginia Higher Education Grant** - The West Virginia Higher Education Grant is administered by the West Virginia Higher Education Policy Commission in Charleston, West Virginia. The FAFSA must be received by the processors by April 15 to be considered for this grant.

**WV Promise Scholarship** – The Promise Scholarship is administered by the West Virginia Higher Education Policy Commission and is awarded annually to high school seniors who meet the academic requirements and submit the FAFSA and state application at [www.cfwv.com](http://www.cfwv.com) by March 1. Specific academic requirements must be met to renew this scholarship.

**West Virginia Higher Education Adult Part-Time Student Grant (HEAPS)** - The HEAPS Grant Program encourages and enables West Virginia students with financial need to continue their higher education on a part-time basis (3-11 credits per semester). Recipients will be selected from applications received and are based on the applicant’s eligibility and the availability of funds. HEAPS grants are available for renewal consideration. Requirements for a HEAPS grant include a completed Free Application for Federal Student Aid (FAFSA), West Virginia residential status for the past twelve months, enrollment or acceptance for enrollment in an associate or bachelor’s degree program and maintaining satisfactory progress.

## LOANS

Loans are a type of financial aid which must be repaid after the student leaves school. Glenville State College participates in the following loan programs.

**William D. Ford Federal Direct Loan for Students and Parents** - Glenville State College cooperates directly with the U.S. Department of Education in securing these loans. The student borrower will begin repayment six months after graduation, dropping below half-time or withdrawal from Glenville State College. The student must complete the FAFSA and have an award notification processed. The interest is variable, and the amount of loan can vary depending on the student's grade level and other aid awarded. See <https://studentaid.ed.gov/sa/> for more details. First time borrowers must complete entrance counseling and sign a promissory note. Both must be done online at [studentloans.gov](http://studentloans.gov). Entrance counseling will be requested to be completed each year to indicate acceptance of the loans.

**Private Loans** – These are private loans obtained through a lending institution used to pay for educational expenses. Students may seek these opportunities through several lenders. The Private Loans and eligibility amounts must be certified by a Financial Aid Administrator at the school after being approved by the lender.

## WORK OPPORTUNITIES

Campus job opportunities for students are available on a limited basis. These jobs pay minimum wage and require a 2.0 grade point average. Students may not work in excess of twenty hours per week during periods of enrollment.

**Federal Work Study Program** - This program is jointly administered by the Financial Aid Office and the Office of Human Resources. A FAFSA is required. Applications are available online, and the acceptance of work study eligibility is not a guarantee of employment.

**Student Workship Program** - The student workship program is funded by the College. Students do not have to demonstrate financial need to qualify for a position.

Applications for on-campus employment must be submitted online and are received by the Office of Human Resources, which coordinates the Student Employment Program. Student workers must complete a payroll information packet upon accepting an on-campus position, and a valid ID and social security card must be presented with this paperwork. Students are paid bi-weekly for hours worked, and this money is not available at registration.

## FOUNDATION SCHOLARSHIPS

For priority consideration for any of the Foundation Scholarships listed below, new students need only submit an application for admission, high school transcript, and ACT/SAT scores, GED scores, or college transcripts by February 15 preceding the academic year for which application is made.

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Applicants will be reviewed continuously, but for priority consideration, required documents must be submitted to the Admissions Office by February 1. Students are ranked academically and matched with available awards until funds are exhausted throughout the winter and spring. Award amounts generally range from \$2000 - \$3000 based on academic records. Students who are selected for scholarships will receive an award notification in the mail and be required to return an acknowledgement form to accept the award. Scholarships will only be awarded to students enrolled full-time at Glenville State College and may not be used for online or summer session classes.

Most Foundation scholarships are renewable if the student maintains a 3.0 cumulative GPA and follows Glenville State College's progress towards degree requirements. Upperclassmen with a 3.0 cumulative GPA who do not already have an institutional scholarship and wish to be considered for one should complete the GSC [Academic Scholarship application](#).

**Academic Tuition Assistance** - Each academic year, Glenville State College awards tuition assistance to students who have demonstrated academic excellence. These awards are available to in-state and out-of-state students and are renewable.

**Other Tuition Assistance** - Each academic year, Glenville State College awards tuition assistance to students who have demonstrated excellence in music or athletics or have financial need. These awards are available to in-state and out-of-state students. Students must apply through the appropriate departments.

### ACADEMIC SCHOLARSHIPS

The maximum length of time for which any scholarship may be received is eight semesters or until the completion of a baccalaureate degree, whichever period of time is shorter. Below is a partial list of scholarships that are awarded annually.

#### **1973 GSC FOOTBALL TEAM SCHOLARSHIP**

*Established 2017*

This scholarship was funded by the members of the 1973 Football Team to keep the memories of the NAIA national runner-up season alive through the awarding of this scholarship annually to a current player. The awardee must be a position player who receives little recognition in the press but fulfills a strong result for team success. First priority will be given to a WV student athlete.

#### **COACH WHITEY ADOLFSON FOOTBALL SCHOLARSHIP**

*Established 2015*

This scholarship was established in memory of Coach Whitey Adolfson. This scholarship shall be awarded to an active GSC Football team player who plays with honor and has exhibited acts of integrity on and off the field. First priority will be given to a central West Virginia player, but any West Virginia player may be selected. Selection will be made by the GSC Football staff.

**ALBERTS-HRNCIAR SCHOLARSHIP**

*Established 2009*

This scholarship was established by Mrs. Vesta A. Hrnciar, a long time teacher in the Orlando, FL school system, to honor the college for the preparation it provided her for the successful career in teaching that she enjoyed. This scholarship is unrestricted.

**ALMA ARBUCKLE SCHOLARSHIP**

*Established 1978*

This scholarship was established by the final settlement from the Alma J. Arbuckle estate. Alma J. Arbuckle was a College employee. This scholarship shall be awarded to a Glenville State student majoring in Library Science. English major is acceptable.

**ERNEST L. ARBUCKLE SCHOLARSHIP**

*Established 1996*

Ernest Arbuckle was a Glenville banker and businessman active in community endeavors. This scholarship is unrestricted.

**HUNTER ARMENTROUT PIONEER HISTORY SCHOLARSHIP**

*Established 2006*

This scholarship was established by Mr. Hunter Armentrout. This scholarship is awarded through the Social Science Department. The student will be a History/Political Science major at either the sophomore or junior level.

**CAROLYN H. ARNOLD MEMORIAL SCHOLARSHIP**

*Established 1991*

The Carolyn Arnold Memorial Trust Fund is dedicated to perpetuating the memory of Carolyn H. Arnold, a GSC graduate and professional nurse. Its purpose is to encourage outstanding students to enroll in the College's nursing program. Preference is given to graduates of Gilmer County High School or candidates who are residents of Gilmer County.

**JOHN AND CATHY ARRITT FOOTBALL SCHOLARSHIP**

*Established 2014*

The scholarship was established to assist a football player from Oak Hill or Fayetteville, WV while he is playing at Glenville State.

**BILLIE M. ATKINSON SCHOLARSHIP**

*Established 1994*

This scholarship was established by Mr. and Mrs. Billie M. Atkinson. They wished to express their appreciation for the exceptional opportunities which resulted from their attendance and the attendance of other members of their respective families at Glenville State College. Awardees will be chosen based on academic promise and financial need with special consideration to students with interest in the field of medicine and relatives of the Donors.

## **28 Admission and Financial Aid**

### **BENJAMIN H. AND BETTY M. BAILEY SCHOLARSHIP FUND**

*Established 2006*

This scholarship was established by Dr. Benjamin and Mrs. Betty M. Bailey to provide scholarships to West Virginia students attending Glenville State College. First preference will be given to students from Calhoun County, West Virginia. Students from the following Central West Virginia counties: Braxton, Clay, Gilmer, Lewis, Nicholas, Roane, Upshur or Webster will receive second preference with the award going to a student from any remaining West Virginia county in the event no qualified student is otherwise available.

### **LELA BROOKS-BAILEY SCHOLARSHIP**

*Established 2007*

This scholarship was established by Ms. Bailey, a 1953 GSC graduate, to repay the debt of gratitude she feels for the opportunities she gained in life from her education at Glenville State. It is intended for a West Virginia student majoring in education.

### **JOHN SCOTT BAILEY MEMORIAL SCHOLARSHIP**

*Established 2003*

Dr. and Mrs. Benjamin Bailey endowed this scholarship, with contributions from family and friends, as a lasting tribute to John Scott Bailey, a 1975 graduate of the College. This scholarship provides support to students majoring in Land Resources, with preference given to those students who reside in Glenville's surrounding counties: Barbour, Braxton, Calhoun, Clay, Gilmer, Lewis, Nicholas, Roane, Upshur and Webster.

### **J.C. BAKER MEMORIAL SCHOLARSHIP**

*Established 2004*

The J. C. Baker Memorial Scholarship was established by the family of J. C. Baker, a resident of Braxton County, a pioneer in the oil and gas industry, and a supporter of higher education. The scholarships will be awarded to Natural Resource Management students from West Virginia.

### **DON AND MARY JEAN BARKER SCHOLARSHIP**

*Established 2013*

This scholarship was funded with proceeds from the Estate of Mary Jean Barker. The scholarship supports students attending the college from across central West Virginia, with an emphasis on Education majors. Mary Jean began a long career of service to Glenville State soon after graduation, working for many years as the administrative coordinator for Drs. Harry Heflin and D. Banks Wilburn in their terms as President of the college. She later enjoyed teaching elementary students in Ritchie and Gilmer Counties. Don worked in local businesses in Glenville during his career.

### **ELIZABETH BEEGHLEY HIDDEN PROMISE SCHOLARSHIP**

*Established 2009*

This scholarship was established by Ms. Ada Williams to support Hidden Promise Students from Lewis and Upshur Counties, West Virginia.

### **EARLE W. BENNETT MEMORIAL SCHOLARSHIP**

*Established 1990*

This unrestricted scholarship was established in memory of Earle W. Bennett who attended Glenville Normal School from 1911 to 1914.



**REVA BROWN BENNETT & BILLY BENNETT SCHOLARSHIP**

*Established 2018*

This scholarship was established by Mr. Billy Bennett. Awardees will be chosen from Gilmer County High School graduates first, and then to graduates of any Central West Virginia High School.

**J.B. BIALEK MEMORIAL SCHOLARSHIP**

*Established 2006*

Established by Jim Bialek with contributions from friends and family in memory of J.B Bialek. This scholarship will be used to provide an annual scholarship to a student in the Forestry major at Glenville State College who will be selected by the faculty of the Department of Land Resources.

**GRACIE VIOLA BOSELY SCHOLARSHIP**

*Established 2005*

This scholarship was established by the estate of Gracie Viola Bosely. Applicants will be required to submit an essay to the Scholarship Committee for review. Awards will be made in the following priority: 1) graduates of Grafton High School, 2) other Taylor County residents, and 3) any other West Virginia resident.

**HOWARD BURK SCHOLARSHIP**

*Established 2009*

The Howard Burk Scholarship was started in 2009 in memory of A.M. Burk who taught 25 terms at Gilmer County High School and in memory of Cora D. Burk. This scholarship is to support graduates of Gilmer County High School pursuing coursework in Pre-Engineering or Pre-Medicine at Glenville State College.

**BILLY B. AND MARJORIE HARDMAN BURKE SCHOLARSHIP**

*Established 2001*

This scholarship was established in 2001 by Mr. and Mrs. Burke. The Burkes are long-time friends of the College and have been leaders in government for many years. The scholarship will be awarded to an incoming (first year) female athlete from Braxton or Gilmer counties participating on the women's basketball, volleyball or softball teams, based on recommendations from respective coaches.

**RICHARD N. BUTLER MEMORIAL SCHOLARSHIP**

*Established 2009*

This scholarship was established in recognition of Richard N. Butler's commitment to education and the preparation of teachers. It is to be awarded annually to an outstanding third year teacher education student at Glenville State College and chosen by the teacher education faculty. Scholarship renewed upon student remaining academically qualified in senior year.

**BROOKS B. CALLAGHAN SCHOLARSHIP TRUST**

*Established 1985*

This scholarship was established in memory of Brooks B. Callaghan. Mr. Callaghan was from Richwood and a 1942 graduate of Glenville Normal School. Applicants must be residents of Nicholas County. Scholarships are based on the applicant's academic performance.

## **30 Admission and Financial Aid**

### **DR. PAUL G. AND VIRGINIA CALTRIDER SCHOLARSHIP**

*Established 1998*

Dr. Caltrider is a 1956 graduate of Glenville State. Because of his “fond memories, the quality of education provided by the institution and the interest and encouragement received by the faculty,” Dr. Caltrider and his wife, Virginia Caltrider, established a scholarship to benefit West Virginia students in the Science and Math Department.

### **J CAMILLA MERLE CAVENDISH ELLIOTT & ROBERT GRANT ELLIOTT SCHOLARSHIP**

*Established 2007*

This scholarship was established in honor of Carey Woofter, Bessie Bell Scott and E.R. Grose, all of whom had a profound impact on Robert G Elliott during his years of study at Glenville State College. Awardees will be selected from Clay and Nicholas counties.

### **JOHN A. CHISLER SCIENCE AND MATH SCHOLARSHIP**

*Established 1996*

Dr. John A. Chisler attended Glenville State College from 1955-1957. He taught thirty-one years at the College, where he served as Chairman of the Science and Mathematics Department for twenty-eight years.

### **H. Y. CLARK EDUCATION SCHOLARSHIP**

*Established 1985*

Humboldt Yokum Clark established this scholarship. He was on the faculty for 28 years. He served as a member of the Department of Education, taught English, Social Studies and West Virginia History during the years of World War II. This scholarship goes to an Education major in financial need who is a resident of West Virginia and who has the potential of being an outstanding educator.

### **THOMAS J. CLOWER MEMORIAL SCHOLARSHIP**

*Established 1987*

This scholarship was established by the Westvaco Foundation Trustees to benefit families of independent pulpwood or chip suppliers who have suffered some type of adversity, either on or off the job. Recipients are high school graduates who are the sons or daughters of a long-time independent pulpwood or chip supplier to Westvaco.

### **MARTHA JARVIS COTTRELL MEMORIAL SCHOLARSHIP**

*Established 2001*

This scholarship was established through the estate of Martha Jarvis Cottrell. As an alumna, she wished to express her appreciation to the College through the creation of this scholarship fund. It will be awarded to an incoming freshman with academic promise who aspires to become a teacher.

### **JOEL T. AND GRACE MARSH CREASY SCHOLARSHIP**

*Established 1998*

Joel T. and Grace Marsh Creasy graduated from Glenville State College in 1948 and 1954, respectively. This scholarship is to be awarded to students graduating from Richwood and Nicholas County High Schools.

**MICHAEL CORY DAVIS SCHOLARSHIP**

*Established 1989*

Norman E. Davis established this scholarship in honor of his late son, Michael Cory Davis. The scholarship enables worthy students to attend the College and participate in collegiate sports. The recipient must be enrolled and preparing to begin the second, third or fourth year at the College and is a member of the football team.

**ROBERT LEROY DAVIS SCHOLARSHIP**

*Established 1992*

This endowed scholarship supports students graduating from Gilmer County High School with preference given to mature students coming back to school who want to be teachers. This fund was established by Oleta Collins Davis.

**BILL AND PATSY DAWSON SCHOLARSHIP**

*Established 2015*

This scholarship was established by William C. and Patricia A. Dawson. Bill and Patsy were both long serving educators in north central Ohio. This scholarship shall be awarded to Education or Physical Education majors.

**DOMINION - STAN PICKENS SCHOLARSHIP FUND**

*Established 1999*

This scholarship was established by Dominion Resources to honor Stan Pickens, former CEO of Dominion Appalachian Development, Inc., a 1960 graduate of the College. The company also wishes to recognize Glenville State College for its service to rural, central West Virginia, the heart of the Mountain State's oil and gas industry. Preference is given to employees or dependents of employees of the oil and gas industry, and is targeted toward developing a talented and committed workforce for that industry. Secondary preference is given to any student with a concentration in Natural Resources.

**EBERLY FORESTRY SCHOLARSHIP**

*Established 2007*

This scholarship is awarded to a Forestry major.

**W. GORDON EISMON MEMORIAL SCHOLARSHIP**

*Established 1989*

This scholarship was established by Daniel G. Eismon and Steve A. Smith in honor of the memory of their late father and step-father, W. Gordon Eismon, who was a 1934 graduate of Glenville State College. The recipient must be a West Virginia resident who exhibits excellence in academics and must be of exemplary character.

**EVELYN E. AND LLOYD H. ELLIOTT SCHOLARSHIP**

*Established 1990*

Evelyn E. and Lloyd H. Elliott, alumni of Glenville State College, established this scholarship to express their appreciation for the exceptional opportunities they received at Glenville State College.

## **32 Admission and Financial Aid**

### **RENA ENOCH HIDDEN PROMISE SCHOLARSHIP**

*Established 2010*

This scholarship was established by Rena Enoch to support Hidden Promise Students of Glenville State College.

### **ROBERT FIDLER SCHOLARSHIP**

*Established 1978*

This scholarship is for students who graduate from Nicholas County High and who are currently last semester juniors or first semester seniors with a 3.0 grade point average or better.

### **MARY B. FISHER SCHOLARSHIP**

*Established 1976*

This scholarship bequeathed by Mary B. Fisher was established for the use and benefit of worthy students from Braxton County, West Virginia attending Glenville State College.

### **FRESHWATER FAMILY SCHOLARSHIP**

*Established 2019*

This scholarship was established by David & J. Scott Freshwater to honor the Freshwater Family who understands the importance of education and the opportunities it can provide. Awardees will be from Roane and Calhoun County students wanting to teach in a STEM related field or prepare for the Oil & Gas Industry.

### **JANET HALL GAINER MEMORIAL SCHOLARSHIP**

*Established 2019*

This scholarship was established by Mr. Robert Gainer in honor of his late wife who grew up in Braxton County and had a distinguished career as an educator. Awardees will be a female student from Braxton County majoring in English or Speech.

### **TRESSIE GARRETT MEMORIAL SCHOLARSHIP FUND**

*Established 2005*

This scholarship was endowed in the memory of Tressie Garrett, a devoted mother whose daughter, Marty Garrett Armentrout, graduated from Glenville State College and became a faculty member and administrator at the College. The scholarship will be awarded, upon the recommendation of the women's head basketball coach, to a student who is a member of the women's basketball team, is a business major in good academic standing, and maintains at least a 3.0 overall GPA.

### **MARGARET A. GLENN SCHOLARSHIP**

*Established 2019*

This scholarship was established by Ms. Margaret A. Glenn in appreciation of the opportunities in her life that were realized in part due to the education she received at Glenville State College and wishes to permit incoming freshmen Business students the same opportunity. Awardees will be a West Virginia or Ohio student based on financial need and academic achievement with an identified Business major.

**ROY E. & NOBLE E. GLENN SCHOLARSHIP**

*Established 2019*

This scholarship was established by Ms. Margaret A. Glenn in honor of her parents Roy E. & Noble E. Glenn who supported and backed her education efforts. Awardees will be for technology students at Glenville State College.

**GLENVILLE PRESBYTERIAN CHURCH COLLEGE SCHOLARSHIP**

*Established 2007*

This scholarship was established by the Glenville Presbyterian Church. It is made available to any applicant to Glenville State College who is an active member of the Presbyterian Church (U.S.A.) and a West Virginia citizen. The applicant must display financial need.

**GLENVILLE STATE COLLEGE CONSOLIDATED NATURAL GAS (CNG) HONORS PROGRAM**

*Established 1987*

This scholarship is intended for students who are the first member of a family to attend college. The objective of the Glenville State CNG Honors Program is to identify those students whose abilities surpass the challenges of the standard curriculum and to provide those students with academic offerings that encourage performance reflecting their true potential.

**SUSIE BELLE GRAHAM SCHOLARSHIP**

*Established 1976*

This scholarship has been funded by Ms. Graham, a 1953 graduate of Glenville State College and retired teacher in Clay County, West Virginia. It is intended for any West Virginia student in financial need.

**CAROLYN W. GREGORI MEMORIAL SCHOLARSHIP**

*Established 2015*

This scholarship was established by Dr. Joseph S. Gregori in memory of his late wife in recognition of the education opportunities he and his wife both achieved while attending Glenville State. This scholarship shall be awarded to Science majors with an intention of pre-med.

**MARY J. GRIFFITH SCHOLARSHIP**

*Established 2019*

This scholarship was established by Ms. Mary J. Griffith to express her appreciation for the exceptional opportunities she received due to her education at Glenville State College. Awardees will be chosen based meeting the standard academic requirements.

**SKIP AND SHIRLEY HACKWORTH SCHOLARSHIP**

*Established 2014*

The scholarship was established to assist Glenville State students who graduate from Ripley High School majoring in Education. This scholarship was established by Mr. and Mrs. Hackworth to express their appreciation for the exceptional opportunities they received due to their education at Glenville State College

## **34 Admission and Financial Aid**

### **VIRGINIA SMITH HAMRIC MEMORIAL SCHOLARSHIP**

*Established 1980*

This scholarship was established in memory of Mrs. Hamric by her husband, Edward. It will be awarded to a student majoring in Elementary Education, with preference given to students from Roane County and the surrounding area.

### **JIM HAMRICK ATHLETIC/ACADEMIC SCHOLARSHIP**

*Established 1995*

This scholarship was established in honor of 1958 GSC graduate James E. Hamrick to reward students who demonstrate that athletic and academic excellence can be complimentary. Recipients must be a graduate of Meadow Bridge, Greenbrier West or Herbert Hoover High Schools and have demonstrated excellence in academics and athletics and shown by their past actions a strong desire to participate in extracurricular activities.

### **CLARK JR AND MARJORIE HARDMAN SCHOLARSHIP**

*Established 2010*

This scholarship was established by Mr. D. Stephen Hardman to honor the memory of his parents. It also recognizes the important part the College played in his parents' education and their life's pursuits and accomplishments. This scholarship shall be awarded by the Land Resources Department. First preference will be given to WV residents. The award shall be made to a student beginning their sophomore year that has displayed high academic achievement and has an identified need for financial assistance.

### **OVERT HARDMAN SCHOLARSHIP**

*Established 1981*

Upon his death, Overt Hardman bequeathed this unrestricted scholarship fund to Glenville State College.

### **ROBBIE HARDMAN SCHOLARSHIP**

*Established 2009*

The Robbie Hardman Scholarship is to be awarded to graduates of Gilmer County High School or Herbert Hoover High School as first preference. Second preference will be given to any other individual from West Virginia. This scholarship is to support individuals who have had a minimum of a 3.0 high school GPA and are participating on either the Men's or Women's Glenville State College Golf Team. The scholarship will be renewed if the athlete maintains a 3.0 GPA throughout their college career and remains on the Glenville State College Golf Team. The scholarship will be awarded by the Scholarship Committee with the recommendation of the head coaches of the Glenville State Golf Teams.

### **CLAUDIA KELLY HAYS MEMORIAL SCHOLARSHIP**

*Established 1997*

This scholarship was established and named in memory of Claudia Kelly Hays, a 1952 graduate of Glenville State College and former Roane County teacher, by her husband, Bernard R. Hays, a Calhoun County native and 1935 Glenville graduate. Recipients are selected from Roane and Calhoun County high schools.

**BETTY HEATER MUSIC SCHOLARSHIP**

*Established 2004*

This scholarship was endowed by Mr. John Heater in honor of his wife, Betty. Mrs. Heater was a graduate of Glenville State College who went on to become a much loved piano instructor in Gassaway, Braxton County. The scholarship will be awarded to students who are music or music education majors from West Virginia. Students from outside West Virginia are eligible as secondary applicants.

**EMMA GALE REYNOLDS HEDRICK SCHOLARSHIP**

*Established 1999*

This scholarship was established to support students of Glenville State College. The recipient must have a minimum 3.0 grade point average and show promise of leadership. Scholarship recipients must plan to pursue a teaching career in elementary education and have the support of at least three Glenville State College faculty.

**DORA M. AND HARRY B. HEFLIN SCHOLARSHIP**

*Established 1998*

This scholarship fund was established by Dora and Harry B. Heflin. Dr. Heflin was President of Glenville State College from 1947 until 1964. One award is based upon academic promise and financial need and is restricted to graduates of Ritchie or Pleasants County. The other award is given to a current student at the end of his/her junior year, who returns as a senior, ranks in the top 5% of the class, participates in extracurricular activities and who has demonstrated leadership abilities. Preference is given to a student planning to do graduate work.

**LORENA HEFNER SCHOLARSHIP**

*Established 1999*

Lorena Hefner was born September 3, 1908 in Burnsville, WV, one of eleven children. She graduated from the College in 1941, beginning her teaching career in Braxton County at the Bragg Run School. While never forgetting her roots, she established this scholarship for students attending Glenville State from Braxton County.

**HOLT-WIANT MEMORIAL SCHOLARSHIP**

*Established 1991*

This scholarship was established by Dr. William W. Davis and Mrs. Mary L. Davis to honor the memories of the Holt and Wiant families who were among the earliest settlers in Gilmer County. Preference will be given to a history student with an interest in West Virginia history.

**TERESA BUTCHER JARVIS AND G. JENNINGS JARVIS SCHOLARSHIP**

*Established 2010*

This scholarship was established by James A. Butcher and the Estate of Robert J. Butcher to support young women in their academic pursuits while participating in the sports of women's basketball and women's track. Priority shall be given to women who are residents of Gilmer County first, Central West Virginia second, the State of West Virginia third, and other States and Countries fourth.

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### **JLEE FOUNDATION CHEMISTRY SCHOLARSHIP**

*Established 2019*

This scholarship was established by Dr. James L. Hern and the jLee Foundation for the Arts in honor of Dr. James Hern, who has had a distinguished career resulting significantly from many of the experiences while receiving his undergraduate Bachelor's Degree in Chemistry and Mathematics from Glenville State College. Awardees will be West Virginia students based on academic success, leadership, community involvement and financial need who are either in the junior or senior year at GSC and a Chemistry major.

### **ROSALIE M. LOUGH SCHOLARSHIP**

*Established 2015*

This scholarship was established by the late Rosalie M. Lough, a long-time educator in Braxton County, to be awarded to Glenville State College Education majors.

### **THE HELEN E. HUNTER AND ALICE M. SINGLETON SCHOLARSHIP FUND**

*Established 1997*

This scholarship was established by Helen E. Hunter and Alice M. Singleton. As alumni of Glenville State College, their wish was that the scholarship, endowed in 2005, be established in appreciation of the education they received from the College. The scholarship will be awarded to students who are graduates of any West Virginia high school entering or already enrolled in the teacher education program at Glenville State College with academic promise and financial need.

### **THE HUNT-STALNAKER SCHOLARSHIP**

*Established 2005*

This scholarship was established by Oliver and Martha Hunt, and named in honor of Oliver's aunt and uncle, who were instrumental in his being able to finish college at Glenville State College after the death of his parents. This award will be given to West Virginia students, preferably upperclassmen, on the advice of the faculty of the Department of Science and Mathematics.

### **CLAUDE R. AND ETHEL FOSTER KEMPER SCHOLARSHIP**

*Established 1998*

This scholarship was established by Claude R. and Ethel Foster Kemper. It benefits at least two students each year. One student will be a graduate from Gilmer County High School and the other will be a graduate of Webster County High School. Kemper Scholarship awards are based upon academic promise and financial need.

### **MADELYN CONRAD KIDD SCHOLARSHIP**

*Established 1994*

This scholarship was established by United States District Judge William M. Kidd in honor of his wife, Madelyn Conrad Kidd. The purpose of this scholarship is to support Glenville State students who show academic promise in English and Math and are residents of West Virginia.

### **FRED H. KILLINGSWORTH AND LUCY FRANCIS KILLINGSWORTH SCHOLARSHIP**

*Established 2000*

The scholarship fund is to be used for educational purposes and granted to worthy students chosen by the Scholarship Committee. Preference is given to students who reside in Gilmer County, West Virginia.



**KAREN D. LAY ACADEMIC SCHOLARSHIP**

*Established 2008*

The scholarship was established by 1979 GSC graduate Mrs. Karen D. (Bush) Lay. The scholarship is in recognition of sacrifices that her parents made and the support of those around her so that she could attend college. The scholarship was established to support students of WV residents with preference to sons or daughters of current faculty or staff members of GSC.

**JESSE LILLY SCHOLARSHIP**

*Established 1999*

This scholarship is awarded to an athlete of academic merit.

**LEONARD AND GLADYS MARSHALL SCHOLARSHIP**

*Established 1998*

Through the generosity of Leonard B. and Gladys (Tripett) Marshall, graduates of Calhoun County High School receive financial assistance through this scholarship. Students must demonstrate academic promise and have financial need.

**TOM MCPHERSON ATHLETIC SCHOLARSHIP**

*Established 2016*

This scholarship was established by Mrs. Mary Lee McPherson to honor the memory of her late husband, who had a long history of support to GSC. This scholarship will be awarded to an athlete based upon recommendations from GSC coaches.

**ESPY W. MILLER AND ROSALEA POLING MILLER SCHOLARSHIP**

*Established 2011*

This scholarship was established to honor the memories of the late Dr. and Mrs. Espy Miller. Dr. Miller retired from GSC in 1976 after 30 years of service. He was Chair of the Department of English and Foreign Language. Rosalea was an educator in Gilmer County. This scholarship shall be awarded to a Gilmer County High School graduate in the upper one-third of his/her graduating class. The student must be an English or English Education major at GSC and maintain a minimum of a 3.0 GPA. This scholarship will fund the difference between the student's available aid package and actual full costs including tuition, room and board, books and fees. Because these students will more than likely reside in Gilmer County, if the students choose to commute, then a stipend for transportation will be paid each semester.

**ROBERT AND DAVID MOORE SCHOLARSHIP**

*Established 1997*

The Robert and David Moore Scholarship Fund was established by Joyce R. Moore as a memorial to her husband, Robert, and son, David. This scholarship provides financial assistance to students who elect to study forestry, natural resources or environmental sciences. Preference is given to students from Webster County.

## **38 Admission and Financial Aid**

### **PHYLLIS MORK SCHOLARSHIP**

*Established 1983*

This scholarship was established by L. T. “Roy” Mork and John Mork to honor the memory of Phyllis Mork. Its purpose is to provide scholarship assistance to a deserving student who has compiled a grade point average well above the high school average. The student must also excel in one or more areas, including athletics, music, student government, community affairs, debating, dramatics, and any other activities relating to school and community.

### **SUE MORRIS HIDDEN PROMISE SCHOLARSHIP**

*Established 2012*

This scholarship was established by Mrs. Sue Morris to support Hidden Promise Students from Taylor County, West Virginia.

### **NICK MURIN MEMORIAL SCHOLARSHIP**

*Established 1997*

Mrs. Ruth Murin established this scholarship in memory of her husband to express her appreciation to Glenville State College for the exceptional opportunities provided to Murin family members who attended Glenville State College. This scholarship is awarded to a male athlete who is an upperclassman and who has proven himself to be a leader on campus.

### **RUTH ANN NEDERMIER SCHOLARSHIP**

*Established 1990*

This scholarship fund was established by Ruth Ann Nedermier at the time of her death. This fund is for the purpose of general scholarship awards.

### **ISADORE NACHMAN SCHOLARSHIP**

*Established 2001*

This scholarship was founded in memory of Isadore Nachman by his late wife, Nataleah Nachman. This scholarship shall be awarded to a student in the field of journalism. English major is acceptable.

### **NICHOLAS AND POCAHONTAS COUNTIES SCHOLARSHIP**

*Established 1979*

This scholarship fund was established by John H. McCutcheon and Ann H. McCutcheon of Summersville, West Virginia. The scholarship is awarded to deserving and needy students who have graduated high school (or its equivalent) in Nicholas and Pocahontas Counties, West Virginia.

### **BERTHA OLSEN SCHOLARSHIP**

*Established 1980*

This scholarship fund was established in honor of Bertha E. Olsen, Professor Emeritus, who was a music teacher for 42 years at Glenville State. This scholarship goes to a music major.

### **EDWARD NICHOLAS ORR, IV SCHOLARSHIP**

*Established 1985*

This scholarship was established to be earmarked “in memory of Edward Nicholas Orr for scholarships used in his field of journalism.” Mr. Orr was a 1939 graduate of Glenville State College.

**ELLA MURRAY ORR SCHOLARSHIP**

*Established 1985*

This scholarship was established to be earmarked in memory of Ella Murray Orr for scholarships to be used in her field of special education. Mrs. Orr was a 1934 graduate of Glenville State College.

**JOE PARTON MEMORIAL SCHOLARSHIP**

*Established 1987*

This scholarship was established in memory of Joseph Robert Parton by his mother Josephine Parton. This scholarship is used in general support of Glenville State College students.

**PIONEER SCHOLARSHIP**

Pioneer scholars need to have successfully completed all required curricular units in English, social studies, mathematics, and science in high school. First-generation scholars must have a 2.5 high school or college transfer GPA to be awarded, all other students must have a 3.0 GPA. This scholarship is open to all out of state students. This is an out of state tuition waiver based on academic qualification.

**JOHN PISAPIA SCHOLARSHIP**

*Established 2009*

This scholarship was established by Dr. John Pisapia to benefit students from Gilmer County High School or offspring of GCHS alumni. Dr. Pisapia was an active educator serving as an assistant Superintendent, and later Superintendent of Schools in West Virginia. He held numerous positions in higher education focusing on leadership and policy studies, and serves as Senior Research Professor at Florida Atlantic University. He has published a number of books on Leadership theory and practices.

**JUDITH K. YOUNG POTTS SCHOLARSHIP PROGRAM**

*Established 2000*

This scholarship program is designed to assist senior students who are completing their Student Internship semester at Glenville State College. It is the intent of this scholarship to select a student who shows promise of making significant contributions as a teacher in West Virginia, be in good standing with the College and have written recommendations from at least three professors. Preference will be given to students with financial need from Braxton County High first, then Nicholas, Upshur or Jackson Counties. In the event that no student from these counties is available, the College will select a West Virginia student who meets the other criteria.

**DR. MARY JO PRIBBLE SCHOLARSHIP**

*Established 1998*

This scholarship is for the support of a student majoring in a science field. The science and mathematics chairperson may make a recommendation for the awarding of this scholarship. In the absence of a recommendation, the Scholarship Committee determines the recipient who will be a science major exhibiting academic merit.

## **40 Admission and Financial Aid**

### **CARLOS RATLIFF PHYSICAL EDUCATION SCHOLARSHIP**

*Established 1998*

This scholarship is named for Carlos C. Ratliff, teacher and coach at Glenville State College from 1946 until his death in 1962. This scholarship is presented to an outstanding student in Physical Education.

### **JOHN WARDER RAY SCHOLARSHIP**

*Established 1992*

This scholarship fund was established in memory of John Warder Ray by Ida Warder Ray. Its purpose is to support worthy, talented, industrious, and needy students graduating from Lewis County High School in Weston, West Virginia.

### **GILBERT REED SCHOLARSHIP**

*Established 1981*

This scholarship was established by the wife, Gladys Reed, and family and friends of Mr. Reed. It was meant to honor his commitment to the young people of central West Virginia as a friend, teacher and principal. The scholarship is given to students from Gilmer or Braxton counties who have unmet financial need.

### **GENERAL VORLEY MIKE & RUTH CUTLIP REXROAD SCHOLARSHIP**

*Established 2003*

The General Vorley Mike & Ruth Cutlip Rexroad Scholarship was created in appreciation to Glenville State College for giving exceptional opportunities to him and his family. Recipients must be from Webster County and show academic promise and financial need.

### **THE WARDEN AND JOANNE RICE WEBSTER COUNTY HIGH SCHOOL EDUCATIONAL LOAN FUND**

*Established 2006*

This fund was established to provide support for graduates of Webster County High School to attend Glenville State College. Awards will be determined by the Scholarship Committee based on recommendation from Warden and JoAnne Rice. The scholarships will be awarded based on extensive criteria including, but not limited to the following:

Students must:

1. Live in a residence hall
2. Not be caught using drugs or alcohol and may not have been charged with, or convicted of, a felony
3. Apply for federal work study or workship
4. Possess and maintain a minimum 2.0 grade point average
5. Be a graduate of Webster County High School and have been a resident of Webster County for at least five years
6. Have parental income below the West Virginia average
7. Not be eligible for the Promise Scholarship

The loan is forgiven upon degree completion if the student remains in and works in West Virginia for a period of three years following their graduation from Glenville State College.

**ERLEY AND EFFA RINEHART SCHOLARSHIP**

*Established 1987*

The Erley and Effa Rinehart Scholarship Fund was established by the children of the Rinehart family to provide financial aid to deserving and needy students attending Glenville State College.

**ROANOKE METHODIST SCHOLARSHIP**

*Established 1982*

This scholarship was established to aid and assist capable students of the United Methodist faith from Lewis County. Student preference is given to those who actively attend a United Methodist Church, exhibit academic proficiency, and have a need for financial assistance.

**SAMUEL ELLIOTT ROBINSON SCHOLARSHIP**

*Established 2007*

This scholarship was established by DeVona and Marshall Robinson in memory of their late infant son. This award is made on the recommendation of the staff of the Department of Land Resources at Glenville State College and is awarded to a Land Surveying student. Its secondary purpose is to support scholarships for dependents of employees of Allegheny Surveys, Inc. or its successors.

**MARY AND THERIN ROGERS SCHOLARSHIP**

*Established 1997*

The Mary and Therin Rogers Scholarship Fund was established to honor the memory of Mary Whiting Rogers and Patricia Rogers Huff. This scholarship provides an opportunity to deserving students living in the Dekalb District of Gilmer County.

**ALVON F. AND PHYLLIS D. ROHRBOUGH SCHOLARSHIP**

*Established 1994*

Established by Alvon F. "Nate" and Phyllis D. Rohrbough to provide scholarships to students in the fields of Music and Biology. Nate was Athletic Director and coach of all sports at GSC from 1926 to 1946.

**THE MIKE ROSS ACCOUNTING SCHOLARSHIP FUND**

*Established 2005*

This scholarship was endowed to assist students who are BSBA Accounting majors. Students must earn a grade of "C" or better to receive a \$75.00 book reimbursement (or the cost of the book, whichever is less) for the following accounting classes: ACCT 332, ACCT 331, ACCT 334, ACCT 337, ACCT 340, ACCT 344, ACCT 432, ACCT 435, ACCT 436, ACCT 438 and one three-hour accounting elective from the restricted list identified in the GSC catalog. Applicants must submit original proof of purchase from the bookstore or a similar vendor, no exceptions, to the GSC Foundation at the beginning of the semester. The student is responsible for submitting their final GRADES TO THE GSC FOUNDATION AT THE END OF THE SEMESTER.

**MICHAEL T. RUST BUSINESS SCHOLARSHIP**

*Established 2019*

This scholarship was established by Mr. Michael T. Rust, who has had a distinguished career in various business endeavors. Awardees will be West Virginia Business students majoring in accounting or management at Glenville State College

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### **NANCY LEMON RUST NURSING SCHOLARSHIP**

*Established 2013*

This scholarship was established by Mrs. Nancy Rust, who had a distinguished career in the nursing field, to allow GSC students to meet patient nursing needs while being given the opportunity of remaining and working in West Virginia. The scholarship is for West Virginia residents with an identified Nursing major, and will be awarded based on financial need and academic achievement. The award will renew based on the student continuing in the Nursing program and maintaining academic good standing.

### **THELMA WILSON SAMPLES DELTA ZETA SORORITY SCHOLARSHIP**

*Established 1996*

Established by Thelma Wilson Samples to support members of the Theta-Xi Chapter of the Delta Zeta Sorority. This scholarship will be awarded to a female student who is a “legacy” of a member of this Chapter or of Delta Zeta Sorority.

### **HELEN SHAW MEMORIAL SCHOLARSHIP**

*Established 2005*

Established by Carl Shaw in honor of his late wife Helen Shaw to provide an annual award to an outstanding freshman. This annual scholarship is awarded to a student, from Central West Virginia, who is completing his/her freshman year at Glenville State College. The recipient is selected by a committee composed of professors from the English Department, from a pool of applicants based upon faculty recommendations and a short essay.

### **JOHN C. SHAW SCHOLARSHIP**

*Established 1985*

A portion of income from a trust established by Mr. John C. Shaw, President of Glenville State College from 1901-1908 accrues to the account of Glenville State College. These scholarships may total a maximum of \$200. This scholarship is awarded primarily to academically talented freshmen. Students must be residents of West Virginia.

### **RADO SHOCK SCHOLARSHIP**

*Established 2002*

This scholarship was established by the estate of Rado Shock. Ms. Shock was a 1933 graduate of Glenville State College. This scholarship shall be used to help worthy students in the upper 50<sup>th</sup> percentile of their class.

### **THE EULA BUSH SHORT SCHOLARSHIP**

*Established 2003*

This scholarship was established by the family of Eula Bush Short. The scholarship will be awarded to students:

1. who have completed a minimum of three years at Troy School, including the highest grade,
2. who have graduated from Gilmer County High School with a minimum grade point average of 3.0 and a minimum ACT score of 22, and
3. who have participated in extracurricular activities and served as an active community volunteer

**ERNEST H. SMITH SCHOLARSHIP**

*Established 1994*

At the time of his death, the Ernest H. Smith Scholarship was established. This scholarship is used to support students in the field of business.

**GREGORY A. SMITH SCHOLARSHIP**

Established 2009

This scholarship was established by Mr. Gregory A. Smith, a 1976 GSC Alum and Glenville business man, to benefit GSC students with the declared major of Land Surveying. Scholarship recipients will be selected annually by a committee comprised of Mr. Smith, the Department of Land Resources Chair and the Head Instructor of Land Surveying. Preference shall be given to students in the GSC service area and then to students in the central West Virginia area.

**JEAN ADAMS SMITH MEMORIAL SCHOLARSHIP**

*Established 1996*

This scholarship was established by Dr. David W. Smith, and the family and friends of Jean Adams Smith to provide scholarships to students from central West Virginia majoring in Early Childhood Education. Preference is given to students from Gilmer County.

**LUANNA T. SMITH SCHOLARSHIP**

*Established 1990*

This scholarship was established by Ernest H. Smith in memory of his wife, Luanna Thompson Smith, a 1955 graduate of Glenville State College. Mrs. Smith served as Administrative Assistant to the President of Glenville State College from 1972 to 1989. This scholarship is given to an Education major from Gilmer County who has been admitted to teacher education and is preparing to complete the student internship.

**EARNEST M. "MIKE" SNYDER SCHOLARSHIP**

*Established 1997*

The Earnest M. "Mike" Snyder Scholarship Fund was established by his wife Margaret, their family and friends. This scholarship is awarded to an outstanding football player who is in good academic standing at GSC.

**JACK V. AND ANN L. STALNAKER SCHOLARSHIP**

*Established 1998*

This scholarship was established by many loyal and dedicated friends and family to honor the distinguished service of Jack V. Stalnaker. (recognized as the 1998 Alumnus of The Year, and having served 25 years as President of the GSC Foundation Inc.) Its purpose is to support worthy students of Glenville State College.

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### **STEPHEN S. AND CAROLYN DOTSON TAYLOR SCHOLARSHIP**

*Established 1996*

Established by Dr. Stephen S. and Carolyn Dotson Taylor, this endowed scholarship serves to support the development of leadership by providing assistance to those students with potential who matriculate to Glenville State College from Roane and Ritchie counties first, then Gilmer, Doddridge and Calhoun counties. Academic promise and financial need, as well as participation in high school, extra-curricular, community and church activities, are all taken into consideration. The scholarship is renewable for four years given that the student demonstrates acceptable academic performance.

### **WILLIAM TORLIDAS SCHOLARSHIP**

*Established 2008*

This scholarship was established by Mr. Torlidas' daughter to honor his long career in education administration. Mr. Torlidas, a 1951 GSC graduate, retired after many years as Superintendent of Schools in South Park, PA. This scholarship is for any student with financial need.

### **TURNER SCIENCE AND MATH SCHOLARSHIP**

*Established 1978*

This scholarship was established in memory of Byron and Elizabeth Turner. Dr. Turner served as Professor of Chemistry from 1946 to 1976 when he retired from GSC. This scholarship recognizes an outstanding student in science and math.

### **HERMAN W. VANNOY SCHOLARSHIP**

*Established 1999*

The Herman W. Vannoy Scholarship Fund was established by his wife, Viola Virginia Vannoy and two sons, Robert R. and Donald C. Vannoy. Herman W. Vannoy graduated from Glenville State College in 1934. While at GSC, he excelled on the football team. Mr. Vannoy had fond memories of Glenville State and wished to give other students an opportunity to obtain a higher education and participate in sports. Recipients for this scholarship must be from either Ritchie or Gilmer County.

### **VERIZON SCHOLARSHIP**

*Established 1981*

Recipients of this scholarship must be majoring in education, business, or computer science. Recipients must also be in the upper one-fourth of their class based on grade point average and demonstrate leadership through extracurricular involvement in college related organizations. Recipients must be a West Virginia resident for at least 24 months prior to enrollment in college. Special consideration is given to a candidate that is a child or ward of an active Verizon employee.

### **VFW POST 5469/AMERICAN LEGION POST 42 SCHOLARSHIP**

*Established 1992*

The VFW Post 5469 and American Legion Post 42 Scholarship was established to support scholarships for a son, daughter, grandson or granddaughter or other descendants of a veteran honorably discharged from the armed services of the United States. Preference is given to descendants of Gilmer County veterans, whose son, daughter, grandson or granddaughter is a graduate of Gilmer County High School.



**HONNIE A. AND JOHN L. WAGNER HIDDEN PROMISE SCHOLARSHIP**

*Established 2015*

This scholarship was established by Mrs. Honnie A. Wagner to support Hidden Promise Students of Glenville State College who are majoring in Education.

**JOHN R. AND ANNIE C. WAGNER**

*Established 2006*

This scholarship was established by the son of John and Annie in memory of his parents and is awarded to a science major from central West Virginia.

**KENNETH AND IRENE WALKER SCHOLARSHIP**

*Established 2006*

This scholarship is established, by anonymous donors, in honor of an Appalachian sharecropper's son and his immigrant wife who created a great life for their children by showing what one can do through love and hard work. Its purpose will be to support scholarships for students from the Rosedale West Virginia area who are pursuing a degree in either music (first preference) or natural resource management at Glenville State College.

**SARAH JANE WAY SCHOLARSHIP**

*Established 1982*

It was the desire of Sarah Jane Way to aid and assist capable students from Pleasants County and surrounding areas to obtain a post-secondary education from Glenville State. The recipient must be a high school senior, who has applied for admission into Glenville State. The student must have maintained a 3.0 average or better to be eligible.

**VIRGINIA WEST ENGLISH SCHOLARSHIP**

*Established 1998*

This scholarship was established to honor Miss Virginia West, Professor Emeritus, who served as Professor of English and Chairwoman of the Language Division at Glenville State College. The recipient must be an upperclassman majoring in education who shows academic potential (minimum 3.3 cumulative grade point) and demonstrates leadership abilities and is ready to enter the student internship.

**H. LABAN WHITE, SR. MEMORIAL SCHOLARSHIP**

*Established 1989*

The endowed scholarship was set up by H. Laban White, George B. White, and Eleanor C. White to honor their father, H. Laban White, Sr. who was a member of the Glenville State Faculty and Dean of the College.

**FRED R WHITESEL SCHOLARSHIP**

*Established 1978*

This unrestricted scholarship was established to assist in the education of worthy students in memory of Fred R. Whitesel.

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### **D. BANKS WILBURN SCHOLARSHIP**

*Established 1977*

This scholarship fund was established by Dr. Berlin Chapman to honor Dr. D. Banks Wilburn who retired from Glenville State College having served 13 years as President and providing 42 years of service to the public education system in West Virginia. This fund supports special college activities, scholarships, and faculty/staff development. Special consideration is given to Health and Physical Education majors.

### **CAROLYN WILCOX HIDDEN PROMISE SCHOLARSHIP**

*Established 2011*

This scholarship was established by John and Carolyn Wilcox to support Hidden Promise Students from Wyoming County, West Virginia.

### **BONNIE AND RUDY WISEMAN SCHOLARSHIP**

*Established 2008*

This scholarship was established by Mr. Richard Taylor to honor the memory of his sister, Mrs. Bonnie Wiseman, a longtime employee of the College library and her husband. This scholarship shall be awarded to a West Virginia or a metro region student based on financial need and academic achievement.

### **PHALA WOOD TRUST SCHOLARSHIP**

*Established 2015*

This scholarship was established on behalf of Phala Woods from a trust she created in 1972 upon her death. This scholarship shall be awarded to deserving students from Clay or Nicholas counties. If there are no students from those counties then any West Virginia student may be awarded.

### **JACK WOODYARD MEMORIAL SCHOLARSHIP**

*Established 1997*

The Jack Woodyard Memorial Scholarship was established by Philip A. Reale and the GSC Foundation, Inc., to commemorate Jack's legacy for the many years and countless hours of dedication he gave to Glenville State Athletics and his community. This scholarship rewards a student who excels in academics and athletics and agrees to perform community service.

### **ALBERT J. WOOFTER SCHOLARSHIP**

*Established 1993*

The Albert J. Woofter Memorial Scholarship was established in 1993 by the Mid-Ohio Valley Chapter of the Glenville State College Alumni Association. This scholarship was established in memory of Albert J. Woofter, a 1941 graduate of the College and columnist for the Parkersburg News. Funds for this scholarship are provided by alumni and friends of Mr. Woofter and the Fort Neal Kiwanis Club. This scholarship supports worthy, talented, industrious, and needy students graduating from Calhoun, Gilmer, Jackson, Pleasants, Ritchie, Roane, Wirt, or Wood counties, who might otherwise not be able to obtain a college education.

**THE H. DARREL AND VIOLET WOOFER MEMORIAL SCHOLARSHIP**

*Established 2016*

This scholarship was funded by the residual estate of H. Darrel Woofter to express his appreciation for the educational opportunities afforded him and his wife Violet that allowed for their continuing success in their business and education careers. This scholarship is for legal residents of Kanawha and Gilmer Counties who have demonstrated academic achievement.

**THE MACK WORL SCHOLARSHIP**

*Established in 2006*

This scholarship was established by Gilmer County Oil and Gas entrepreneur Mack Worl for the benefit of students in Gilmer and Lewis counties, based on his desire to give back to the young people in the area where a majority of his holdings are located.

**ACADEMIC AWARDS**

Special academic awards have been established to recognize rising seniors or those completing their student internship. These awards, made possible by generous donations from alumni and friends, are presented annually at the spring alumni day dinner and awards ceremony.

**PIONEER HISTORY AWARD**

*Established 2006*

This award was established by Mr. Hunter Armentrout. This award is used to honor outstanding History/Political Science majors.

**RONALD V. AND KATHRYN J. STOOPS WOOD COUNTY EDUCATION SCHOLARSHIP**

*Established 2017*

This scholarship was established by Ronald V. and Kathryn J. Stoops to help a GSC upperclassman with an Education major. This student must have graduated from one of the following high schools: Parkersburg, Parkersburg South, Williamstown or Parkersburg Catholic.

**WAGNER SCIENCE AND MATH AWARD**

*Established 1977*

The Wagner Science and Math Award was established in memory of John R. Wagner who for 37 years taught science and mathematics at Glenville State College. This award honors a student who exhibits excellence in science and mathematics.

## ACADEMIC AND STUDENT LIFE SERVICES

### ALAN B. MOLLOHAN CAMPUS COMMUNITY CENTER

The Mollohan Center is a multi-purpose facility housing an array of student and community activities and functions.

Located on the main floor of the Mollohan Center is a full service Post Office, student mailboxes, eSports Arena, Aramark offices where students can add Musket Money (flex dollars) or meals to their meal cards and the Health Center.

Dining services are located on the second floor. Multiple food stations make up the Mollohan Restaurant, which serves three meals a day Monday – Friday and two meals a day on Saturday and Sunday. Just down the hall is the Rusty Musket with convenient eating options, serving snacks and meals at extended hours. Located on this floor as well is Student Life.

Up on the third floor are meeting spaces, a ballroom, and a multi-purpose room which also serves as a movie theater. Also, on this floor is the office of the Student Government Association and Public Safety office suite.

The Fitness Center is located on the lower level closet to Goodwin Hall. It has Precor cardio and fitness equipment as well as a Group Fitness Studio that offers classes such as Karate and Yoga.

### ATHLETICS

The Athletic Department is located at the Waco Center, 921 Mineral Road. Glenville State College (GSC) varsity athletes compete in NCAA Division II with the exceptions of Acrobatics & Tumbling which is a member of NCATA and Boxing that is governed by USA Boxing. GSC is a member of the Mountain East Conference (MEC) for all varsity sports. The college will sponsor one co-ed, six men's, eight women's varsity sports for the 2019-2020 school year, which are:

Men's Sports: Baseball, Basketball, Cross Country, Football, Golf, Track & Field (Indoor & Outdoor), eSports, Wrestling

Women's Sports: Acrobatics & Tumbling, Basketball, Cross Country, Golf, Soccer, Softball, Track & Field (Indoor & Outdoor), Volleyball, Cheerleading/Drill, eSports

Co-Ed: Boxing

Beginning in 2019-2020, GSC will begin wrestling, at first as a club sport but within a year be part of the MEC varsity competition.

The Cheer Squad and the Pioneer Mascots will be supervised by the Athletic department.

Admission to all home athletic events (unless it is a fundraiser or tournament) is free to GSC students who present a valid student identification card. Tickets can be purchased for non-students at all football and basketball games, most other events do not require a ticket. There is a student athlete handbook, found on the athletic website that all athletes need to follow.

### **Glenville State College eSports**

The Pioneer eSports team is made up of approximately forty male and/or female esports athletes competing initially in three games including Overwatch, League of Legends, and Counterstrike (games can be switched and added without notice). The head coach of the program has full authority/responsibility for team recruitment, the awarding of scholarships, and the training regimen for the team.

The Pioneer eSports program practices and competes in the newly developed (unnamed) eSports Arena located on the first floor of the Mollohan Campus Community Center. The state of art facility includes twenty gaming stations, a training area, a meeting area as well as a spectator viewing area.

NCAA eSports as well MEC eSports affiliations will likely be available within the next three years. Until such time, GSC will be a member of the National Association of Collegiate eSports (NACE) and will compete against similar-sized institutions in both online and onsite events.

### **ALUMNI SERVICES**

The College operates an Alumni Office in the Arbuckle House, located at the corner of Court and Linn Streets. The Director of Alumni Affairs manages all relations for College alumni by working with the President of the College and the Executive Council of the Alumni Association. The Alumni Office maintains an up-to-date list of Glenville State College alumni. The Alumni Center is the headquarters for all of the institution's alumni chapters. Contact the Director of Alumni Affairs for more information at 304-462-6116.

### **BOOKSTORE AND SPIRIT SHOP**

Glenville State College branded apparel and other items may be purchased online at <https://www.bkstr.com/glenvillestore/shop/apparel-and-accessories>. Textbooks may also be purchased new, used, or rented via the online virtual Glenville bookstore at <https://www.bkstr.com/glenvillestore/shop/textbooks-and-course-materials>. This personalized site knows what textbooks and other classroom materials each GSC student needs for their particular classes and can expedite acquisition of these materials. Purchases may be made by credit card or using available, approved financial aid.

In-person shopping for GSC branded items may also be done at the Spirit Shop located in the Mollohan Campus and Community Center at certain hours as posted and at the Waco Center athletic facility during athletic events.

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### CAMPUS COMMITTEES

There are many opportunities available for Glenville State College students to take active roles in the shared governance of the College. If you are interested in serving on an academic or student life committee, please contact the Office of Student Life.

### CONVOCATION

Convocation at Glenville State College is held during the fall New Student Orientation program and marks the entry of a new class of scholars into the Glenville State College academic community. During Convocation, the new students are officially welcomed to the College and invited to join the faculty in taking the *Oath of Academic Excellence* pledging dedication to the pursuit of intellectual, cultural, personal and social growth.

### COUNSELING SERVICES

Located on the main floor of the Mollohan Campus Community Center the Counseling Center provides counseling and basic mental health assessment to all currently registered students on an as needed basis. The Center is staffed by a full-time WV Licensed Professional Counselor. In addition, the counselor is certified in the areas of chemical and gambling addiction allowing for a wide range of counseling services ranging from the treatment of such issues as depression, anxiety, anger and communication problems to chemical addiction. All services are confidential. Self-referrals are welcome as are referrals from Glenville State College employees or parents of registered Glenville State College students. All services, whether assessment or individual/family counseling sessions, are free to registered students.

### CULTURAL EVENTS

#### **Art Exhibits**

Throughout the school year, the Fine Arts Gallery hosts local, regional and national art exhibits, including an annual juried Glenville State student art show.

#### **Music Performances**

Many opportunities exist for Glenville State students to participate in the musical performing arts. Please contact the Department of Fine Arts or the Pioneer Stage for more information. Following is a list of current performance groups.

**Bands:** Bluegrass, Concert, Jazz, Jazz Combo, Marching and Pep

**Choral:** Concert Choir and Chamber Singers

**Woodwind Ensembles:** Clarinet Ensemble, Saxophone Ensemble and Woodwind Ensemble

**Brass Ensembles:** Brass Ensemble, Brass Quintet, Trumpet Ensemble and Tuba/Euphonium Ensemble

**Percussion Ensembles:** Percussion Ensemble

### **Theatre Productions**

Glenville State Theatre produces three full-length plays per year on campus, choosing from a variety of genres and performance styles. Casting is open to the entire college community, as are all design/technical positions.

## **DINING SERVICES**

Glenville State College has partnered with the Aramark Corporation to provide an outstanding dining experience for the campus. *Mollohan's* offers breakfast, lunch and dinner, with "Premium" dinner meals each week. *The Rusty Musket* offers meals as well as quick "grab and go" items for students on the move. *The Rusty Musket* is also open throughout the day and offers extended evening hours. Both *Mollohan's* and the *Rusty Musket* are conveniently located on the second floor of the Mollohan Campus Community Center.

## **E-MAIL ACCOUNTS**

All students are issued an official Glenville State College e-mail account when they enroll. The account is the official e-mail address to which the College will send many important communications including bills and financial notifications. Students are expected to monitor this e-mail address, which may be forwarded to a personal e-mail address for convenience. Students are not permitted to bulk mail or spam students, faculty, staff or administration address lists. Students are expected to check their Glenville State College e-mail on a frequent and consistent basis in order to remain informed of College-related communications.

All use of e-mail will be consistent with the Student Conduct Code and other College policies, including the **Glenville State College Electronic Mail Policy**, and local, state and federal law. Communications sent to a student's official Glenville State College e-mail address may include notification of College related actions. E-mail is not appropriate for transmitting sensitive or confidential information.

Glenville State College reserves the right, consistent with this policy and applicable law, to access, review, and release all electronic information that is transmitted over, or stored in, College equipment, systems or facilities, whether or not such information is private in nature, and therefore, confidentiality or privacy of electronic mail cannot be guaranteed.

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### **FITNESS CENTER**

The Fitness Center offers a state-of-the-art exercise facility and is open daily to provide students an opportunity to enhance their overall well-being. Located on the lower level of the Mollohan Campus Community Center, the facility is equipped with a vast array of cardiovascular and strength-training equipment. The Center is available free of charge for use by Glenville State students.

### **HEALTH SERVICES**

The Health Center provides basic health care to all currently registered students. Located on the first floor of the Mollohan Campus Community Center, the Health Center is staffed with a registered nurse available to evaluate the student's medical condition and provide clinical treatment and referrals. There is a clinic at the Waco Center operated by an independent provider which is also available for medical services.

### **IDENTIFICATION (ID) CARDS**

Glenville State College students are required to possess a valid identification card called the Pioneer Passport. The card is the property of the College and must be surrendered to any College official upon proper request. Student identification cards are obtained in the Student Life Office. There is no charge for your first ID; however, there is a fee for all replacement cards. The Pioneer Passport enables students to attend athletic events and other activities, access their meal plan, gain security admittance to the residence halls, use the Robert F. Kidd Library and Campus Fitness Center, and receive health services. Students are expected to carry their campus ID with them while on campus.

### **INTERNATIONAL STUDENT SERVICES**

International student services are provided by trained staff in the Office of Admissions who work specifically to assist international students with immigration issues, work authorizations, acclimation to the social and academic culture of the College, and other concerns which may arise during the student's tenure at Glenville State College. International student course selections are coordinated through faculty advisors.

### **INTERNET SERVICES**

Internet connectivity is provided in computer laboratories located in the Library. Wireless connectivity is also available, in many areas on campus for students using laptops and other portable computing devices.

Students living in residence halls receive internet service. It is the responsibility of students to contact the Office of Technology if there is a problem with their connection. Students are not



permitted to install or use their own routers or access points for wireless services. Using the internet services illegally or in an improper way is prohibited. This includes, but is not limited to, the unlicensed and illegal downloading or copying of copyrighted material.

Any attempt to override, hack, or breach the security of the College's network is illegal and strictly prohibited. Any attempt to gain unauthorized access or breach the network's security will result in immediate suspension of computer privileges and referral to the Student Life judicial process.

## **INTRAMURALS & RECREATION**

Glenville State College provides an array of recreational and intramural programs for students, faculty and staff in the Health and Physical Education building. Activities include both team and individual competitions and challenges.

For outdoor exercise, all students are invited and encouraged to use Morris Stadium located on Mineral Road just across from the North Entrance campus.

## **JUDICIAL SYSTEM**

Civility, tolerance, mutual respect, and lawful behavior are expected of all members of the campus community. Responsible use of and respect for College property and the property of other members of the campus community is also expected. Accordingly, students are to conduct themselves in accordance with the Student Code of Conduct (see Student Handbook).

Alleged violations of the Code of Conduct will be handled according to the process delineated in the Student Handbook. The College utilizes a Judicial Coordinator, who is a staff member assigned to administratively attend to judicial matters and is authorized to conduct Administrative Hearings, and a Judicial Council that includes student and faculty representatives, and is authorized to conduct Judicial Council Hearings. The jurisdiction of both hearing authorities is to hear evidence in cases of disciplinary action against students, to make findings of fact from the evidence presented, to make recommendations and/or decisions as to the disposition of the disciplinary action, including sanctions to be imposed and to refer actions to another disciplinary channel as appropriate.

## **LIBRARY**

The Robert F. Kidd (RFK) Library provides access to a broad range of information resources supporting research and the curriculum. Resources include digital, hardcopy print, audiovisual, and archival materials. Digital resources are available on/off campus, 24x7, and include numerous databases, WVDELI (over 73,000 eBook/e-audiobook/e-video titles), and Ebsco eBooks (34,000 titles). Librarians and trained support staff are available to assist patrons in library use, assignments and research needs.

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On first floor, the RFK Library Research Center provides a full-service computer lab. On second floor, the Berlin B. Chapman Room houses materials pertaining to West Virginia, the college, local history, genealogy and other special collections. Second floor also has the Children's Collection and hardcopy book collections (including circulating and reference). A further notable area is Archives on Ground floor. Small and large meeting areas are available throughout the library including a classroom on ground floor. For additional information, such as open hours, see the Library's webpage at <https://www.glenville.edu/library>

### LILLY GYMNASIUM

Former home of GSC basketball, the Lilly Gym is located in the Health and Physical Education Building on the main campus. It is open during scheduled times, most evenings, for students to play basketball and participate in intramural sports.

### OATH OF EXCELLENCE

Consistent with its mission, the College expects all members of the campus community to conduct themselves in a professional, ethical, and lawful manner. Consequently, new students are to commit themselves at the Matriculation Convocation to abide by the principles contained in the College's oath of excellence which follows.

As a member of the Glenville State College community I dedicate myself to the pursuit of intellectual, cultural, personal, and social growth. To show this commitment I affirm the following:

**Freedom of Speech** - I will respect the right of others to express themselves as guaranteed by the Constitution of the United States.

**Civil and Human Rights** - I pledge to protect the civil and human rights of my fellow students, the faculty, staff and administrators and all members of our College community.

**Cultivation of Character** - I pledge that I will continue to develop virtues such as courage, compassion, humility, honesty, and loyalty.

**Academic Integrity** - I will dedicate myself to the on-going pursuit of knowledge and truth.

**Diversity** - I will respect the integrity of each person and value individuals for their contributions, which enrich our community.

**Social Responsibility** - I will contribute to the Glenville State College community and leave our College a better place for my having been here.

**Consideration of Others** - I will demonstrate concern for the welfare of others and I will respect the dignity of all persons.

## **ONLINE COURSES**

The College offers selected courses in all academic departments using a hybrid and/or fully online format. Many other courses make extensive use of the institution's course management system, Blackboard (Learn Nine). Students enrolled in online courses are expected to log on during the first week of classes and thereafter in accordance with course requirements. Failure to log on as required can result in the student being administratively withdrawn from the course.

A course account is created for Glenville State students when they first enroll in an online course once they log on. Students having problems logging on to their accounts should contact the Office of Technology or the Blackboard Helpdesk. If the problem is a navigational, classroom, or educational issue the student should contact the course instructor.

## **PARKING**

Each on-campus student is assessed a parking permit fee. Students are required to register all vehicles they intend to park on campus, or may obtain a waiver and refund through the Public Safety Office if the student will not be having a vehicle on campus. Annual parking permits may be obtained at the Public Safety Office located on the third floor of the Mollohan Campus Community Center. Copies of parking regulations are available in the student and faculty handbooks and through the Office of Public Safety. Fines will be issued by Public Safety personnel if parking regulations are not followed. Fines, holds on grades and other educational records, and/or additional sanctions may be levied for violations of College parking policies. Multiple parking violations may result in immobilization of the vehicle and/or required appearance before the judicial coordinator.

## **PIONEER MASCOT**

The Pioneer Mascot is a visible symbol of the Glenville State College spirit and ideals and is present at many College events and activities. The Pioneer works collaboratively with the Student Life Office, and other College officials and students to positively support and promote the College. When appearing in an official capacity, the Pioneer Mascot typically wears a set of buckskins and carries a musket. The Pioneer represents the College not only at selected athletic contests, but also at admissions, alumni and student events. Anybody interested in being the Pioneer should contact the Office of Student Life.

## **PIONEER MEDIA**

The College TV station serves the campus community with sports, academic programming, and public service programming. The station is operated by students working through Pioneer Media under the supervision of a staff member. Students may also earn academic internship credit for their work with Pioneer Media. The Pioneer Media studio and master control room are located at the Waco Center.

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### **POOL**

A 25-yard, 4 lane, heated pool is located in the Health & Physical Education building. It is free for GSC students. Aquatic group fitness classes, swimming lessons, lifeguard certification are also available. The pool availability schedule is posted on the GSC website.

### **POSTAL SERVICE**

A full-service post office is located on the first floor of the Mollohan Campus Community Center. Stamps and other mail supplies are available for sale. Federal Express, UPS, Federal Express Ground and USPS Parcel Post package services are also available. Residence Hall students may sign out a mailbox key and are expected to return that key at the end of the spring semester or upon withdrawal. Failure to return the key will result in assessment of a charge to replace the cylinder and lock, and a hold will be placed on your records until the charge is paid.

### **PUBLIC SAFETY**

If you have any Public Safety concerns or questions, wish to request foot or parking lot patrol and/or security escort, report or give information related to an incident or crime, or obtain information regarding campus security and/or campus crime, contact the Glenville State College Department of Public Safety at 462-4132, extension 6450 or (304) 904-2041. In case of an emergency, call 911.

### **RESIDENCE HALLS**

Residence Halls are places where students live together and form communities. While residing on campus, students will encounter a variety of people and lifestyles and thereby broaden their perspective as they learn more about themselves and others.

All full-time students are required to reside on-campus in one of the College's residential living facilities unless granted an exemption. Students seeking an exemption must apply and submit all supporting documentation. Incomplete requests will not be processed. Students must file a new form at the beginning of each academic year even if they have been previously approved. Students seeking an exemption must complete the application in full and submit all supporting documentation no later than September 1 of the current year for both the fall and spring semesters. Any student wishing to apply for an exemption must meet at least one of the following:

- Student wishes to reside with an immediate family member that is 21 years old or older and lives within 50 miles of the Glenville campus
- Student is 21 years old or older, is married, is divorced, has dependent children, or has three years of full-time military service
- Student has completed 72 or more hours prior to the beginning of the fall semester

- Student has documented major medical reasons (requires detailed physician documentation)

Any student that knowingly misleads or provides false information for the purpose of obtaining a housing exemption is subject to college discipline and may be responsible for all on-campus housing charges equal to the time residing off-campus. All residents in college housing must also purchase a meal plan from Glenville State College Dining Services. Any exception to this rule must be approved by the Vice President/Dean of Student Life.

*Goodwin Hall* is located next to the Mollohan Campus Community Center and is the largest residential facility on campus. It has 482 single and double rooms each with a microwave/refrigerator unit. Access to the Hall and student rooms is by electronic key cards. The building has climate controlled air conditioning and heating, digital video security cameras and devices in all public areas, ten laundry rooms, nine study lounges, vending areas, integrated sprinkler system throughout, and energy efficient lighting.

*Pioneer Village* is located on Mineral Road across from the Waco Center and is an upperclassmen facility. Nine buildings have four suites each. Each suite has a common area, kitchenette, 2 full bathrooms and four single secure bedrooms. One building has three suites, the Resident Director's office and apartment, laundry facilities, and recreation area with vending machines. Each building is covered by a sprinkler system and access to suites an individual rooms within the suite is via key.

*Riverfront Residence* is located in downtown Glenville on the Little Kanawha River 3 blocks from the main campus. Completed refurbished in 2018, the former, 2-story motel features 86 double rooms each with a private bath, and a microwave/refrigerator unit. Each room is accessible from the open corridor in front of the room doors. The entire building is covered by a sprinkler system and has laundry and vending machines on site.

Each residence hall has live-in staff dedicated to making the residential life experience a safe and rewarding one. They coordinate activities and programs in the residence halls, serve as resource people, counselors, and friends, and, when necessary, act as conduct coordinators for the College.

### **Housing Applications**

Applications for housing are available in the Office of Residence Life or may be accessed online through the Student Life section of the Glenville State College website at [www.glenville.edu](http://www.glenville.edu). A contract fee of \$100.00 must accompany your application; checks should be made payable to Glenville State College. Mail your completed application and fee to: Office of Residence Life, Glenville State College, 200 High Street, Glenville, WV 26351-1292. To cancel a room reservation, contact the Office of Residence Life at 304-462-6413.

If a student intends to withdraw from the residence hall during the semester, the Resident Director should be notified immediately. A residence hall withdrawal fee may be assessed if a student fails to properly withdraw from the College and/or residence hall.

If a room/suite key Keys (for Pioneer Village or Riverfront) must be returned to the residence hall office as part of the end-of-semester check-out process before leaving campus at the end of the

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spring semester or upon withdrawal. Failure to do so will result in a charge for the replacement of a door lock. There is also a charge for replacing a lost key as the College must replace the lock itself for security reasons.

Students requesting housing accommodations due to disabilities must contact the Director of Residence Life. See the *Student Handbook* for more details.

### **SHUTTLE SERVICE**

Shuttle van service between all parts of campus, including all residence halls and athletic facilities is provided on a set schedule posted at the start of each semester. Continuous service is provided throughout the day connecting all residence facilities and the main campus, with some runs to the local food store and pharmacy several times each day. The shuttles are handicapped accessible.

### **STUDENT ACTIVITIES**

The Office of Student Activities is committed to providing quality programs and services to the entire College community. These activities include but are not limited to comedians, musicians, hypnotists, magicians, multicultural events, interactive games and intramural sports. Special activities are scheduled during Homecoming Week in September and during spirit week (GSC Week) in April.

Participation in campus life activities enables students to develop competencies in organizational, team building and leadership skills, an appreciation for a multicultural community, and a respect for diversity in its truest form.

### **STUDENT CODE OF CONDUCT**

Academic institutions exist for the transmission of knowledge, the pursuit of truth, the development of students, and the general well-being of society. Free inquiry and free expression are indispensable to the attainment of these goals. As members of the academic community, students are encouraged to develop the capacity for critical judgment and to engage in a sustained and independent search for truth. Freedom of the individual may be defined as the right to act or speak, so long as it does not adversely affect the rights of others. Believing in this concept, Glenville State College will protect freedom of action and freedom of speech for both students and employees, so long as it is not of an inflammatory or demeaning nature and does not interfere with students' living and study conditions or the administration of its affairs. It shall constitute a disruptive act for any member of the campus community to engage in any conduct which would substantially obstruct, interfere with or impair instruction, research, administration, authorized use of College facilities, the rights and privileges of other members of the Glenville community, or disciplinary proceedings.

Moreover, Glenville State College is committed to improving the quality of student life by promoting a diversified educational and cultural experience for all its students. Racist conduct or other acts of bigotry will not be tolerated.

Rights and freedoms imply duties and responsibilities. Note should be taken that a student who exercises his or her rights as a private citizen—whether individually or as a member of a group—must assume full responsibility for his or her actions. All Glenville State College students are subject to, and are required to observe and comply with: the laws of the United States; the laws of the State of West Virginia; local city, county and municipal ordinances; the policies, rules and regulations of Glenville State College, the Glenville State College Board of Governors and the West Virginia Higher Education Policy Commission; and the directives of the officers, faculty, and staff of Glenville State College who are charged with the administration of institutional affairs on campus.

Violations of laws and regulations will subject the perpetrator to disciplinary action by the College and/or the appropriate civil or criminal court.

For further information about the Code of Conduct and related disciplinary processes, please refer to the Student Handbook.

## **STUDENT GOVERNMENT ASSOCIATION**

The Student Government Association is an elected body of students serving as a medium for campus student opinion. Meetings are open to any member of the campus community. The Constitution of the Student Government Association may be found in the Student Handbook.

## **STUDENT ORGANIZATIONS**

Glenville State College has over 30 active Student Organizations. These groups include professional organizations, Greek organizations, special interest groups and honorary societies. The Office of Student Activities has contact information for all Student Organizations. Students wishing to form a new campus organization must complete an application that may be obtained in the Office of Student Activities.

## **STUDENT RIGHTS AND RESPONSIBILITIES**

Students should consult the Glenville State College Student Handbook for a complete listing of all campus policies and procedures. Included in this information is the AIDS Policy, Alcohol & Drug Policy, Campus Security Procedures, Discrimination and Discriminatory Harassment Policy, Hazing Policy, Parking Policy, Sales and Solicitation Policy, Sexual Misconduct Policy, Sexual Harassment Policy, Student E-mail Policy, Tobacco Policy and information on services for students with disabilities.

## **CIVILITY ON CAMPUS**

Glenville State College is committed to seven guiding principles. Along with these principles, civility is valued as essential to human relationships. All members of the campus community have a responsibility to observe certain standards of civility in their interactions with one another. The choice to associate one's self with this fellowship of scholars is freely made by each participant, but obligates those who do join to observe the following expectations for civilized conduct within the Glenville State College community:

- the practice of personal honesty in all matters;
- professional conduct and decorum in classroom, organization and other group environments;
- a positive regard for the dignity and value of each citizen in the community;
- respect for the individual rights and possessions of community members;
- respect for the collective rights and property of the community;
- tolerance for diversity among students, staff and faculty;
- tolerance for the convictions and opinions of others, even when not in agreement with one's own beliefs;
- disdain for bigotry and hatred expressed in any form or medium and directed toward identifiable groups or individuals in the community; and
- a recognition of community members' mutual needs and concerns, and acceptance of a responsibility held in common to support the personal growth and efforts of each individual in furtherance of the well-being of the entire community.

## **FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)**

Glenville State College is committed to maintaining the confidentiality of student records and abides by the Family Educational Rights and Privacy Act (FERPA). The law ensures the confidentiality of student records, permits students access to their records and prohibits the release of records except by permission of the student or by court order, while permitting the continued release of directory information without specific permission from the student. Glenville State College designates the following items as Directory Information: student name, address, e-mail, telephone number, date and place of birth, photograph, field of study, participation in officially recognized activities and sports, weight and height of athletes, enrollment status, degrees and awards received, dates of attendance, grade level, and schools attended.

The College may disclose any of those items without prior written consent, unless notified by the student in writing to the contrary. Students may complete a *Request to Prevent Disclosure of Information* form in the Registrar's Office to officially request that no information be released. This form remains active for as long as the student remains enrolled. Information determined to be part of a student's educational record may be released according to the guidelines included in this policy.

In order for College officials to disclose student information other than Directory Information, to parents, family or anyone other than the individual student, that student must complete the



appropriate form(s) a “Waiver for Release of Information” is available in the Office of Student Life for release of disciplinary and residence life information. The *Student Consent to Parent/Guardian Access to Educational Records* form is available in the Registrar’s Office and on the college website. Parents may have access to a student’s academic records by submitting the *Parent/Guardian Request for Access to Student’s Educational Records* along with a copy of the preceding year’s tax returns to demonstrate the student is a tax dependent. This form is available in the Registrar’s Office and on the college website. A student has the legal authority to notify the Office of the Registrar that he or she is no longer a dependent for federal income tax purposes, at which time the release will be rescinded.

## SEXUAL HARASSMENT POLICY

### Definition of Sexual Harassment

Sexual harassment undermines the integrity of the College’s work, learning, and teaching environments. It is unsolicited, non-reciprocal behavior. Unwelcome sexual advances, requests for sexual favors, or other verbal, written, or physical conduct of a sexual nature constitute sexual harassment when:

- submission to such conduct is an explicit or implicit condition of employment or evaluation;
- submission to or rejection of such conduct by an individual is used as the basis for employment decisions; and
- such conduct has the purpose or effect of unreasonably interfering with an individual’s work or educational performance or creating an intimidating, hostile, or offensive working or learning environment.

**Sexual harassment** is conduct that is sexual in nature, is unwelcome and denies or limits an individual’s ability to participate in or benefit from a school’s education program or activity. Harassment that is targeted at an individual because of his or her sex is also considered sexual harassment even if it does not involve sexual comments or conduct. For example, frequent, derogatory remarks about women or men could constitute unlawful harassment even if the remarks are not sexual in nature.

**Sexual Misconduct** is a broad term encompassing a wide range of sex based offenses including but not limited to sexual harassment, sexual exploitation, forcible sex offenses such as rape, forcible fondling, nonconsensual contact and abuse and non-forcible sex offenses such as statutory rape and incest. Sexual misconduct is included in the general term sexual harassment.

### Bringing a Complaint

Any individual who has observed or feels that he or she has been directly affected by the conduct described above may bring a complaint of sexual harassment. Complaints should be filed within 30 days of the occurrence of the act in question. This time limit may be extended by the Title IX Coordinator. Any form of retaliation against an individual who brings such a complaint in good faith is strictly prohibited. However, any student or employee who knowingly and with malicious intent brings a false charge of sexual harassment against another student or employee will be

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subject to severe sanctions. The full complaint procedure and forms can be found on the Title IX/Sexual Misconduct web page at: [http://www.glenville.edu/docs/ix\\_complaint\\_procedure.pdf](http://www.glenville.edu/docs/ix_complaint_procedure.pdf)

### Responsibilities

Glenville State College is an Equal Opportunity/Affirmative Action Institution that does not discriminate on the basis of race, sex, age, disability, veteran status, religion, color, ancestry, marital status, gender, sexual orientation or national origin in the administration of any of its educational programs, activities, or with respect to admission or employment. Glenville State College also does not discriminate based upon genetic information in the areas of employment or employee health insurance benefits. Glenville State College is committed to providing an environment that is supportive and comfortable for you to discuss your concerns regarding individual treatment in the workplace, educational setting, equal employment opportunity, and diversity. Every effort will be made to ensure the fair and equal treatment of all involved parties during the complaint investigation process. Glenville State College requests that discrimination, harassment, sex discrimination, sexual harassment, disability and any other complaints of unlawful discrimination be filed within 30 days from the date of the alleged incident(s).

### CONSENSUAL RELATIONSHIPS

**Section 1** There are inherent risks in any romantic or intimate relationship between individuals in unequal positions. Thus, except as otherwise provided in Sections 2 and 3, any romantic or intimate relationships in which power differentials are inherent are prohibited, which include, but are not limited to, the following:

- Relationships between students or applicants for admission and administrators, faculty, coaches or any College employee where a direct power differential exists between the student or applicant for admission and the employee;
- Relationships between a College employee holding a direct or indirect supervisory and/or evaluative role over the other person in the relationship; or
- Any other romantic or intimate relationship between students or applicants for admission and employees or between employees where any employment-related power differential exists between the persons in the relationship.

**Section 2.** Notwithstanding the prohibitions in Section 1, any romantic or intimate relationship prohibited in Section 1 that existed prior to the creation of a power differential between the individuals involved in the romantic or intimate relationship shall not violate this policy if: (i) the individuals in the relationship report the existence of the relationship as required in Section 4 before the power differential is created and (ii) the individuals consent to the removal of any potential power differential that could exist, which may require appropriate administrative action, including but not limited to, shifting or otherwise relocating an employee within a separate department or reporting capacity from the other individual involved in the relationship or the shifting of grading or other decision-making responsibilities of a faculty member which affect a particular student in the case of a pre-existing relationship with that student.

**Section 3.** Issues may also arise in the educational setting or workplace from romantic or intimate relationships between students or applicants for admission and College employees or between College employees where a direct or indirect supervisory and/or evaluative role or other power differential does not exist between the persons in the relationship. Thus, while not prohibited, such relationships are highly discouraged.

**Section 4.** If a relationship develops that falls under Sections 2 or 3, the employee(s) involved in the relationship must timely report the existence and termination, if any, of such relationship to the Title IX Coordinator.

**Section 5.** Once a relationship is reported under Section 4, the Title IX Coordinator shall inform the persons involved in the relationship of the College's standards concerning consensual relationships, may set parameters while the persons are on campus, and may take other steps as appropriate.

**Section 6.** Persons who engage in any relationship prohibited by Section 13.1 of Glenville State College Administrative Policy 6A or who engage in any relationship listed in Policy 6A Sections 13.2 and 13.3 and who fail to timely report shall be subject to administrative action, up to and including termination of employment or dismissal from the College, as applicable.

## ACADEMIC SUCCESS CENTER

### ACADEMIC SUCCESS CENTER

The Academic Success Center (ASC) provides an array of services and programs to enhance the academic and overall development of all students while impacting student success, retention, and graduation rates of Glenville State College (GSC). These services include targeted Academic Advising, Peer Tutoring, Peer Mentoring, Accommodation and Accessibility Services, Veteran Support Services, GSC New Student Orientation, Career Services, as well as the Hidden Promise Scholars Program and much more.

For more information about the Academic Success Center at Glenville State College, contact 304-462-4118 or email [Academic.Success@glenville.edu](mailto:Academic.Success@glenville.edu).

### ADVISING

The Academic Success Center advises all incoming students. Academic Success Center Counselors help students in various matters including development of study skills, time management, scheduling classes, and academic/career planning. Upon successful completion of 15-30 credit hours, students will be transitioned to a faculty advisor within their respective department of study. Prior to registering for classes online, students are required to meet with their assigned academic advisor to plan out their course schedule and to obtain a preassigned six-digit registration PIN. Students will not be able to independently register for classes without an assigned six-digit registration PIN.

### CAREER SERVICES

The Office of Career Services, located within the Academic Success Center (*third floor of the RFK Library*), recognizes and understands the competitiveness of the current job market and is committed to providing support and appropriate career related resources for students and alumni.

Examples of Career Support Services and Resources:

- Annual Career & Graduate Expo
- Personalized career preparation for a desired career path
- Writing/critiques of resumes and cover letters
- Mock interviews
- Online job database
- Informational/Workshop sessions
- Graduation/Career Readiness

The Academic Success Center welcomes all students to utilize Career Services and to exhaust all possibilities for future career success. To get more information about Career Services contact the Academic Success Center at (304) 462-4118 or email [Career.Services@glenville.edu](mailto:Career.Services@glenville.edu).

## **ORIENTATION**

The Academic Success Center (ASC) in collaboration with various departments throughout campus provides a New Student Orientation during the Pioneer Welcome Weekend for incoming students prior to the start of classes in August. Attendance at the New Student Orientation is expected.

During the course of Orientation, students can expect to meet with College administrators, faculty, staff, students alike as well as returning students, and participate in an array of informational sessions and campus activities. The purpose of the New Student Orientation is to enhance transition and student understanding of available resources and improve student success, retention, and work towards an effective pathway to degree completion.

For more information about the Academic Success Center at Glenville State College, contact 304-462-4118 or email [Academic.Success@glenville.edu](mailto:Academic.Success@glenville.edu).

## **PEER MENTORING**

The Academic Success Center provides peer mentoring services to all first-time freshman matriculating into Glenville State College. Peer Mentors offer support and guidance to new students, beginning with the New Student Orientation during Pioneer Welcome Weekend. Mentors provide a campus connection to lead and support first-year students through the changes encountered during the transition to college life and the demands of higher education. Peer mentors are selected through an application and interview process and must complete on-campus training prior to the fall semester and/or successfully complete ST&P GSC 199: GSC Mentoring course.

For more information about Peer Mentoring Services or to become a GSC Mentor, please contact the Academic Success Center at 304-462-4118 or email [Academic.Success@glenville.edu](mailto:Academic.Success@glenville.edu). The Academic Success Center is located in the Robert F. Kidd Library (*third floor*).

## **STUDENT ACCOMMODATION AND ACCESSIBILITY SERVICES**

The Academic Success Center, Office of Accessibility and Accommodations provides accommodations and services to students who have a qualified disability. The Office of Accessibility and Accommodations works with students to individualize the type and level of accommodations needed for a successful college experience. Accommodations, services, and equipment may be provided on an as-needed, reasonable basis. Glenville State College will make reasonable accommodations in compliance with Section 504 of the Rehabilitation Act of 1973, Section 508 of the Rehabilitation Act, and the Americans with Disabilities Act Amendments Act (ADAAA) of 2008. No academically qualified student with a disability shall be denied access to participation, solely because of their disability, in the services, programs, and activities of the College.

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For more information about accommodations or accessibility services at Glenville State College, contact our Office of Accessibility and Accommodations within the Academic Success Center in the Robert F. Kidd Library (*third floor*) or contact 304-462-4118.

### **TUTORING / STUDY HALL SERVICES**

The Academic Success Center (ASC) provides peer tutoring each semester and coordinators with the Glenville State College (GSC) Writing Center and Math Center to provide individual and group subject specific support. The GSC Writing and Math Centers are located within their respective departments, each have posted hours weekly and are available on a drop-in basis.

Peer Tutoring for all other subjects are appointment based through the ASC or instantly available through Net Tutor, a 24/7 service provided to all enrolled students. Peer Tutors are selected based on their superior command of the subject matter, overall GPA, and/or faculty recommendation.

The Academic Success Center (ASC) provides a unique space for individual and group studying. All students are encouraged to utilize the ASC for their studying needs. Upon request, the Academic Success Center can provide currently enrolled students with a laptop or students may utilize the ASC Computer Lab. Printing is available to currently enrolled students.

All currently enrolled students are eligible and highly encouraged to take advantage of all tutoring and study hall services. The Academic Success Center is located on the Third Floor of the Robert F. Kidd Library.

For more information about Tutoring Services, please visit [www.glenville.edu](http://www.glenville.edu) or contact our Academic Success Center 304-462-4118 and/or email [Academic.Success@glenville.edu](mailto:Academic.Success@glenville.edu).

### **VETERAN AFFAIRS**

The Office of Veteran Affairs assists student veterans by assuring veterans complete their education programs through academic support and by recognizing and awarding academic credit based on technical and vocational military training, assisting veterans with applying for both federal and state education benefits, providing social support to veterans through organized activities and organization, providing counseling services, developing programs that help veterans share their knowledge and experience with public school programs and community organizations, and coordinating efforts with campus disability services.

New students who wish to begin receiving their GI Bill benefits must contact the Academic Success Center. Veterans must apply for benefits and receive a Certification of Eligibility from the Department of Veterans Affairs (VA) before having their enrollment certification (Form 1999) submitted by the College to the VA. Veterans must also be in compliance with academic standards and enroll for courses required for their program of study. The VA will only credit courses applicable to the veteran's program of study.

Enrollment is monitored and if a course is dropped, or if the student withdraws from college, then a 1999-b form is submitted to the VA to adjust the enrollment certification. Monies owed to the VA after any adjustment is the responsibility of the veteran.

### **VETERAN'S STANDARDS OF PROGRESS AND ATTENDANCE POLICY**

Veterans must be in compliance with the College academic standards in order to draw educational benefits. In accordance with Veterans Administration regulations, the enrollment of veterans is regularly checked. If a veteran withdraws from a course, or courses, a 1999-b form is submitted to the Department of Veterans Affairs adjusting the course load, or withdrawing the student entirely, whichever is appropriate. Veterans receive payment based on their enrollment for courses required for their program of study.

### **MILITARY RESERVE TUITION ASSISTANCE**

Glenville State College is listed with the Army's federal tuition assistance program Go Army ED as a non-LOI school. Students eligible to receive this tuition assistance must apply through the GoArmyEd.com website and provide the appropriate documentation, including tuition and fees, a complete program of study, and an authorization letter from their unit commander.

### **NATIONAL GUARD TUITION POLICIES**

Students who are active in a West Virginia National Guard (WVNG) unit will be charged in-state tuition fees, regardless of their residency. WVNG members in good standing with their unit may be eligible for tuition assistance. It is the student's responsibility to apply for tuition assistance and submit final grades to the WVNG. WVNG will not pay for repeated courses.

## ACADEMIC INFORMATION

### THE CURRICULUM

The College operates on two semesters of 16 weeks, including registration and final examinations. The summer term runs 10 weeks. The winter term runs 10 days.

### SEMESTER CREDIT HOUR

The unit of credit is the semester credit hour.

A credit hour is an amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally-established equivalency that reasonably approximates not less than:

- (1) one hour of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work each week for approximately fifteen weeks for one semester hour of credit, or the equivalent amount of work over a different amount of time; or
- (2) at least an equivalent amount of work as required in paragraph (1) of this definition for other activities as established by the institution, including laboratory work, internships, practica, studio work, and other academic work leading toward to the award of credit hours.

### FULL-TIME COURSE OF STUDY

A typical full-time course of study is 15 semester hours. Students may carry up to 18 semester hours during the fall and spring semesters, 12 semester hours for the summer term and 6 semester hours for the winter term, if they have satisfactory grades. Students on academic probation are not permitted to carry more than 15 hours during the fall and spring semesters and 6 semester hours for the summer. To carry 19 or more hours (13 or more hours in summer), the students must have a minimum overall GPA of 3.00, at least a GPA of 3.00 on the previous semester's work, or be completing requirements for graduation that semester, and have permission of the faculty advisor, the appropriate department chair, and the Provost and Vice President for Academic Affairs.

### FULL-TIME STATUS

To be considered a full-time student, the student must enroll in at least 12 semester hours during the fall, spring or summer term.

### CLASSIFICATION OF STUDENTS

**Senior:** A student who has earned 91 or more hours of college work.

**Junior:** A student who has earned between 61 and 90 hours of college work.

**Sophomore:** A student who has earned between 31 and 60 hours of college work.

**Freshman:** A student who has earned up to 30 hours of college work.



## ACADEMIC APPEALS COMMITTEE

The responsibility of the Academic Appeals Committee is to receive, evaluate, and make recommendations to the Provost and Vice President for Academic Affairs on appeals from students in the areas of penalties for academic misconduct, students seeking early reinstatement following academic suspension, administrative withdrawals for attendance reasons, grade appeals, and denial of transfer or prior learning credits.

## ACADEMIC APPEAL POLICY

The following procedures shall apply to any student who elects to appeal academic penalties including: final grade, grade penalty, academic dishonesty, class attendance, denial of admission to academic programs, academic suspension or expulsion from the College, or readmission to the College. While actively involved in the appeals process, the student may continue to attend class except in the case of the student teaching internship which is covered by policies under Requirements for Admission to Student Internship in the Glenville State College Catalog.

### **Level 1:**

Within *seven (7) workdays* of the assignment of the academic penalty the student must write a letter of appeal, complete the Academic Petition Form or Grade Appeal Form and when appropriate discuss the issue with the instructor and the Department Chair. The forms are available in the Registrar's Office and on the College website. In the event the instructor is absent from campus, a letter requesting a consultation must be sent within the seven (7) workday period. If the instructor is no longer employed with Glenville State College, the student shall then consult with the Chairperson of the Department in which the course is offered.

### **Level 2:**

If the matter in dispute is not resolved at Level 1, the student may appeal to the Academic Appeals Committee within *seven (7) workdays* of the decision at Level 1. No person shall serve on this Committee who has been previously involved in the matter in dispute. The appeal request must be in writing to the Provost and Vice President for Academic Affairs.

The Academic Appeals Committee shall hear the appeal. In the hearing the student may present evidence or relevant information. The student may be accompanied by an advisor of his/her choice. The advisor may consult with the student and speak on the student's behalf at the request of the student. The chair of the Appeals Committee must be advised at least 48 hours in advance of the hearing if the student wishes will be accompanied by an advisor.

The student must advise the chair of the Appeals Committee in writing in advance of the hearing of possible conflicts of interest/bias on the part of any member of the Committee. The chair will consult with the Provost and Vice President for Academic Affairs as to the merits of the student's claim of bias. If the claim is determined to have merit, the Provost will appoint one of the alternate members of the Appeals Committee in place of the contested member of the Committee for the hearing of this matter.

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The chairperson shall maintain detailed minutes of the work of the committee. The minutes shall be maintained in the Office of the Registrar and shall remain confidential.

The recommendation of the Academic Appeals Committee shall be communicated in writing to the Provost and Vice President for Academic Affairs within five days of the committee's meeting. As soon as possible, but no longer than five (5) workdays, the Provost will notify the student of his/her decision.

### **Level 3:**

A student wishing to appeal the decision of the Provost must do so within *seven (7) workdays* of receipt of written notification from the Provost. The appeal must be in writing to the President of the College. The President (or his designee) will send a written decision within *seven (7) workdays* of receipt of the appeal. The decision of the President is final.

At any time during the process, the student may withdraw his/her appeal.

## **ACADEMIC COMMON MARKET**

The Academic Common Market is a tuition-savings program for college students in the 16 Southern Regional Educational Board (SREB) member states who want to pursue degrees that are not offered by their in-state institutions. Students can enroll in out-of-state institutions that offer their degree program, and pay only the in-state tuition rates. Hundreds of undergraduate and graduate programs are available for residents of SREB states. More information can be found at <http://www.sreb.org/programs/acm/acmindex.aspx>.

The Natural Resource Management: Forestry and Land Surveying are available to students in SREB member states if approved by the student's home state.

## **ACADEMIC DISHONESTY**

Glenville State College requires adherence to the College's standards of academic integrity. While every case of academic dishonesty cannot be listed exhaustively, the following examples represent some basic types of behavior that are unacceptable and also represent those items for which students may be sanctioned.

1. **Cheating:** using unauthorized notes, mechanical or electrical devices (calculators, cell phones, etc.), study aids, or information on an examination; making unauthorized changes to graded work and misrepresenting those changes as instructor grading error; allowing another person to do one's work and submitting that work under one's own name; submitting identical or similar papers for credit in more than one course without prior permission from the course instructors.
2. **Plagiarism:** to plagiarize is, according to *Webster's Third New International Dictionary*, "To commit literary theft." Writers or speakers plagiarize if they use words, ideas, or arguments of another and make it appear that these materials are their own. To avoid the charge of plagiarism when using materials derived from another, the writer should follow accepted conventions of punctuation, indentation, and documentation. A handbook of composition will provide a list of these conventions. Glenville State College defines plagiarism as follows:

- a. Quoting material from a particular source, such as a text, article, or Internet page, or email, without indicating the source and without placing the directly quoted material within quotation marks;
  - b. Taking the ideas or arguments of another person without acknowledging the source of the ideas or arguments;
  - c. Substituting synonyms for an author's words but preserving the sentence structure or mixing the author's words or phrases within the paraphrasing and failing to put the author's words in quotation marks. Citing the source does not excuse you from the charge of plagiarism or;
  - d. Using a theme (paper or essay) or portion of a theme written by someone else. For example, plagiarism occurs if an individual takes or purchases an essay from an Internet service or uses someone else's essay from a previous semester or another class. Any assignment that is turned in either for credit or review that has been plagiarized will be subject to sanctions of academic dishonesty.
3. **Fabrication:** falsifying or inventing any information, data or citation; presenting data that were not gathered in accordance with standard guidelines defining the appropriate methods for collecting or generating data and failing to include an accurate account of the method by which the data were gathered or collected.
  4. **Obtaining an Unfair Advantage:** (a) stealing, reproducing, circulating or otherwise gaining access to examination materials prior to the time authorized by the instructor; (b) stealing, destroying, defacing or concealing library materials with the purpose of depriving others of their use; (c) unauthorized collaborating on an academic assignment (d) retaining, possessing, using or circulating previously given examination materials, where those materials clearly indicate that they are to be returned to the instructor at the conclusion of the examination; (e) intentionally obstructing or interfering with another student's academic work, or (f) otherwise undertaking activity with the purpose of creating or obtaining an unfair academic advantage over other students' academic work.
  5. **Aiding and Abetting Academic Dishonesty:** (a) providing material, information, or other assistance to another person with knowledge that such aid could be used in any of the violations stated above, or (b) providing false information in connection with any inquiry regarding academic integrity.
  6. **Falsification of Records and Official Documents:** altering documents affecting academic records; forging signatures of authorization or falsifying information on an official academic document, grade report, letter of permission, petition, drop/add form, ID card, or any other official College document.
  7. **Unauthorized Access:** computerized academic or administrative records or systems: viewing or altering computer records, modifying computer programs or systems, releasing or dispensing information gained via unauthorized access, or interfering with the use or availability of computer systems or information.

## **PROCEDURES FOR HANDLING CASES OF ACADEMIC DISHONESTY**

1. Within five instructional days from the time the incident of academic dishonesty was discovered, the instructor shall submit to the Provost and Vice President for Academic Affairs a written report stating the facts of the case along with any appropriate physical evidence and the recommended penalty. The instructor must also send a copy of the written report and physical evidence to the student and Department Chairperson.
2. The Provost shall immediately notify in writing the student, the instructor, and his/her advisor of the incident and the recommendation from the instructor that a penalty is being imposed and the degree of the sanction.
3. The Provost shall also advise the student of his/her right to appeal the case to the Academic Appeals Committee. Such an appeal must be made in writing and filed with the Office of Academic Affairs within seven workdays of the notification.
4. The appeal process shall begin with Level 1 of the Academic Appeal Policy.
5. If the penalty is the assignment of a final grade of "F", or "NC", the student will no longer be permitted to attend the class. If the student does not contest the grade or if the Academic Appeals Committee has denied the student's appeal, the student will receive a final grade of "F", or "NC" for the class. The student will be required to stop attending the class and will not be permitted to withdraw from the class, regardless of when the offense occurs. The "F", or "NC" will then become part of the students' permanent record.
6. If the student is found guilty of a second case of academic dishonesty, the Provost may suspend him/her from the College in accordance with the Academic Probation and Suspension Policy.
7. After the mandatory suspension time has passed, students suspended for academic dishonesty may be considered for reinstatement by petitioning the Provost.

## **ACADEMIC FORGIVENESS POLICY**

Glenville State College will, under the following conditions, extend academic forgiveness to a student who so requests. Under academic forgiveness provisions certain "D," "F," or "FIW" grades will be disregarded for purposes of the grade-point average required for graduation. Such calculation, however, does not apply to requirements for graduation with honors. A student who has completed an associate or baccalaureate degree is not eligible to receive academic forgiveness. Academic forgiveness will be granted only once for any student.

1. The student must request academic forgiveness, by submitting the Academic Forgiveness Request form to the Registrar within the first semester of re-enrollment and must complete within two consecutive semesters at least twelve (12) graded credit hours of required courses with no grade lower than "C" in order to qualify for academic forgiveness.
2. The student must not have enrolled as a full-time student in any college or university during the four consecutive academic years immediately preceding the readmission semester.

3. Only “D,” “F,” or “FIW” grades for courses taken at least four years prior to the request may be disregarded for grade-point average computation.
4. In cases in which “D,” “F,” or “FIW” grades are disregarded for grade-point average computation, these grades shall not be deleted from the student’s permanent record.
5. Once a “D” is disregarded for purposes of grade-point average computation, the credit earned is also disregarded.
6. The Registrar will notify the student of the decision regarding the request for academic forgiveness within four weeks following the end of the semester of request.
7. An action taken by another institution in academic forgiveness for a student who transfers to Glenville State College is not binding. The College maintains the right to accept or not accept such an action. Similarly, another institution may not recognize academic forgiveness that has been extended by Glenville State College.

Students in the Regents Bachelor of Arts Degree Program are covered by a different academic forgiveness policy. However, if otherwise eligible, a student in the Regents Bachelor of Arts Degree Program may elect to receive academic forgiveness under the terms of this policy or to have grades for some courses forgiven under the terms of this policy and forgiven for other courses under the rules of the Regents Bachelor of Arts Degree Program. A student entering the Regents Bachelor of Arts Degree Program should contact the Registrar’s Office or the Regents Bachelor of Arts Degree Program Coordinator for additional information.

## **ACADEMIC OR CLASSROOM GRIEVANCE**

The Academic Appeal Policy applies to disputes concerning academic penalties, grade penalties, exclusion from class, final course grades, academic probation, academic suspension, and dismissal from undergraduate programs or the Institution.

In an effort to resolve an academic or classroom grievance for which a formal academic appeal is not warranted, a student should first request a consultation with the instructor of the pertinent course within seven (7) workdays of the incident. If, after consultation with the instructor, the grievance is not resolved, the student may appeal to the Department Chairperson within seven (7) workdays. Alternatively, if the student is uncomfortable discussing the matter with the course instructor, the student may directly meet with the Department Chairperson. The Department Chairperson will confer with the student and the instructor individually prior to making a recommendation to the student.

If the grievance is not resolved by the Department Chairperson, the student may then, within seven (7) workdays of the response by the Department Chairperson, appeal, in writing, to the Provost and Vice President for Academic Affairs. The written appeal should include evidence or information relevant to the incident. For the instances in which the Department Chair is the course instructor, the student has the option to appeal directly to the Provost, If the student is not satisfied with the disposition of the grievance by the Provost, he/she may appeal in writing within seven (7) workdays of the decision of the Provost to the President of the College. The decision of the President of the College is final.

## ACADEMIC MISCONDUCT STATEMENT

Disorderly and/or disruptive behavior in the classroom setting may result in an academic penalty such as final course grade, grade penalty, exclusion from class, etc. when the course instructor has provided written notice to the student. Such notice may be provided via the course syllabus or specific written notification (with copy to advisor). Any member of the campus community may also file an incident report regarding alleged misconduct with Student Life for possible sanction in accordance with the Student Conduct Code. Appeals of academic penalty will be referred to the Academic Appeals Committee and will be governed by the Academic Appeal Policy. Appeals of sanctions imposed under the Student Conduct Code will be reviewed in accordance with the processes outlined in the Code (see *Student Handbook* for details). Incident reports of alleged student misconduct are permanently maintained in the Office of Student Life.

## ACADEMIC REPEAT POLICY

Students earning a grade of “D” or “F” (including failures due to irregular (FIW) withdrawal) on any course taken prior to the receipt of a baccalaureate degree may repeat up to twenty-one (21) hours and the original grade shall be disregarded and the grade or grades earned when the course is repeated shall be used in determining the grade point average. The original grade will not be deleted from the student’s record.

In upper level courses (300-499), a student may request permission to repeat up to eight (8) credit hours of a grade of “C”. To obtain written permission from the Department Chair of the academic unit where the student’s major is housed, the student must submit a Request to Repeat a Grade of “C” in an Upper Level Course Form before enrolling in the course they are repeating. When the form has been approved by the appropriate Department chair, it must be submitted to the Registrar’s Office for processing.

The “D” and “F” repeat is capped at twenty-one (21) credit hours including any request for a “C” repeat in an upper level course. For example, if you request to repeat 6 hours of C, you would be left with 15 hours of D and/or F that could be repeated and disregarded for determining the grade point average. Grades disregarded in GPA computation under the Academic Forgiveness Policy are not counted in the twenty-one (21) credit hour cap.

After 21 hours (including up to 8 hours of C) have been repeated, all course attempts are utilized in the computation of the grade point average.

## ADVANCED PLACEMENT

High school students who have completed advanced placement examinations of the College Board with a minimum score of 3 will receive credit at Glenville State College. Credits awarded by regionally accredited institutions of higher education for successful completion of advanced placement exams are transferrable to Glenville State College. Refer to Glenville State College Academic Policy 30 for further information.

Examination	Minimum Score	Credit Hours	Course Equivalent
<b>Art (Studio)</b>			
Studio Art - Drawing	3	3	ART 201
Studio Art - 2-D Design	3	3	ART 202
Studio Art - 3-D Design			No Credit
<b>Art History</b>			
			No Credit
<b>Biology</b>			
	3	8	BIOL 120 & 121
<b>Chemistry</b>			
	3	8	CHEM 101 & 102
<b>Classics</b>			
Latin: Vergil			No Credit
<b>Computer Science</b>			
Computer Science A	3	3	CSCI 101
Computer Science Principles	3	3	CSCI 201
<b>Economics</b>			
Microeconomics	3	3	ECON 201
Macroeconomics	3	3	ECON 202
<b>English</b>			
English Composition & Literature	3	3	ENGL 102
English Language & Composition	3	6	ENGL 101 & 102
<b>Environmental Science</b>			
	3	4	ENVR 101
<b>Foreign Language</b>			
Chinese Language & Culture			No Credit
French Language			No Credit
German Language			No Credit
Japanese Language & Culture			No Credit
Spanish Language			No Credit
Spanish Literature	3	6	SPAN 101 & 201
<b>Geography</b>			
Human Geography	3	3	GEOG 204
<b>Government and Politics</b>			
United States	3	3	POSC 203
Comparative	3	3	POSC 304
<b>History</b>			
United States	3	6	HIST 207 & 208
European	3	6	HIST 319 & 320
World	3	6	HIST 201 & 202

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### Mathematics

Calculus AB	3	4	MATH 202
Calculus BC	3	4	MATH 207
Statistics	3	3	MATH 256

### Music

Theory	3	3	MUSC 170
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### Physics

Physics I	3	4	PHYS 201
Physics II	3	4	PHYS 202
Physics C Mechanics	3	4	PHYS 201
Physics C Electricity & Magnetism	3	4	PHYS 202

### Psychology

Psychology	3	3	PSYC 201
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## ADVANCED STANDING

Glenville State College has a program of admissions with advanced standing. Recognition is given to advanced scholastic attainment in secondary school by granting the student credit in basic courses and advanced standing in specified subject areas in which outstanding achievement and ability have been demonstrated. The academic areas, in which advanced standing may be made and the specific standards are given below:

**English** - The student shall have made no grade in English less than “B” for the four years of secondary school and shall have made a minimum score of 26 on the English portion of the ACT **or** 590 on the English portion of the SAT **or** 640 on the new SAT Evidence Based Reading and Writing section **or** a 33 on the Writing and Language Arts section. Any student qualifying on the above standards will be placed in English 102 - Critical Reading and Writing II: American Mosaic, and Advanced Standing credit will be given for English 101 - Critical Reading and Writing I upon enrollment.

**Mathematics** - The student shall have made no grade in mathematics less than “B” for the four years of secondary school and shall have made a minimum score of 26 on the mathematics portion of the ACT **or** 600 on the mathematics portion of the SAT **or** a 620 on the new SAT. Any student qualifying on the above standards will be given Advanced Standing Credit for Mathematics 115 - College Algebra upon enrollment.

## ARRANGED COURSE POLICY

1. A course may **not** be arranged for a student if the course is currently being offered. Arrangements may be made by the student with the instructor of record of that course to enroll in the scheduled course and satisfy the course requirements by alternate means in case of a class schedule conflict.
2. A course may **not** be arranged for a student if the course was offered during the preceding semester without documentation that the student could not enroll in the course because of a class schedule conflict.



3. A course may **not** be arranged for a student in a program, other than teacher education, if the next scheduled offering of that class occurs before the student's expected date of graduation.
4. A course may **not** be arranged for a student in a teacher education program if the next scheduled offering of that class occurs before the student's expected student intern semester.
5. A course may **not** be arranged for a student if the student has previously attempted the course and failed or previously enrolled and dropped.
6. A course may **not** be arranged for a student by any faculty member who has not previously taught the course at Glenville State College.
7. Exceptions to this policy will be made **only** in cases of significant extenuating circumstances. In such cases, the written approval of the instructor assigned to arrange the course, the Chair of the Department in which the course is housed, and the Provost and Vice President for Academic Affairs are required. A written statement must be attached delineating the exception(s) being made with detailed justification for each exception.
8. A student's request to have a course arranged may be denied by the appropriate academic official(s) of Glenville State even if the student's request is not disqualified by any of the preceding provisions of this policy. In such case, a written statement delineating the reason(s) for the denial must be provided to the student and his academic advisor.

## ASSESSMENT OF STUDENT LEARNING

The College requires each academic program to conduct periodic assessments of the learning objectives set for each program. These program assessments include course based assessments and programmatic assessments, which include student performance in the gateway and capstone courses required in each field of study. Additional information on the College's assessment/program review process is available through the Office of Academic Affairs.

## AUDITING COURSES

Students may audit courses upon the approval of their faculty advisor and the instructor of the course. Enrollment and payment of fees are required for audited courses. Courses audited are counted as a part of the student's maximum permissible semester course load. Therefore, a student may not audit classes which, if taken for credit, would constitute excess semester hours, unless authorized by the Provost and Vice President for Academic Affairs.

Audited courses will not count toward certification for veterans' benefits, athletic eligibility, financial aid eligibility, or certification as a full-time student. At any time prior to the end of the last day for adding classes, students who have pre-registered to audit a course may be removed from the roll of the course on a last enrolled-first removed basis in order to permit the registration of students who want to take the course for credit.

A student may change from "Credit" to "Audit" or "Audit" to "Credit" at any time prior to the end of the last day to drop a class without a grade of "W". If a change to "Credit" is made, the student will come under the normal grading system.

## CHANGE OF ADVISORS

Occasionally, students may wish to change their advisor but do not wish to change their major. Requests to change advisor should be made to the advisee's Department Chair. If the Department Chair concurs that a change should be made, the change will be made within the department by the department secretary. The student, previous advisor, and new advisor will be informed of the change. The previous advisor should send any accumulated documentation to the new advisor for his/her use.

## CHANGE OF MAJOR OR MINOR

A student who wishes to change or add a major or minor to their program of study must complete a *Request to Declare, Change or Add Major/Minor* form, obtain the appropriate signatures and submit the form to the Registrar's Office. The Registrar's Office will make the requested adjustments in the College data system and notify the student and the appropriate department secretary of the change. As needed, the department secretary, with the consent of the department chair, will assign a new advisor, inform the previous advisor of the change and request any accumulated documentation be forwarded to the new advisor for his/her use.

Declaring, changing, or adding a major or minor does not result in a change in the student's catalog unless the student has requested to adopt the current catalog. The student will continue to follow the requirements of the catalog in use at the time of their admission. Students who choose to adopt a major or minor available in the current catalog will become responsible for all of the requirements of that catalog. When a program has been discontinued, students will no longer be able to change into the discontinued program.

## CLASS ATTENDANCE POLICY

Students are expected to be present at all class sessions. On rare occasions it may be necessary for the student to be absent from scheduled classes or laboratories for personal reasons. On such occasions, all matters related to a student's absence, including the making up of work missed, are to be arranged between the student and the professor. The student should also understand that he/she is responsible for the academic consequences of any absences. The standard of practice is to allow one absence per credit hour; however, each professor may choose an alternate attendance policy. All faculty are required to state their attendance policies in the course syllabus.

Students occasionally may be absent from scheduled classes in order to participate in officially sanctioned college activities, institutional absences. A list of students who are excused during a specific time period will be maintained by the Office of Academic Affairs and circulated to faculty. An institutional absence does not change deadlines for submitting assignments, but faculty will allow students to make up graded work that was done in class (exams, quizzes, etc.). In the case of missed laboratories, an alternate assignment may be given at the discretion of the instructor. At the beginning of each semester, all professors will provide in the course syllabi a clearly written statement to all their classes regarding their policies in handling absences. Students are obligated to adhere to the stated requirements of each course.

Attendance is also required for online courses. Assignments and discussions are used to document attendance.

**All instructors, including those who choose an alternate attendance policy, shall maintain a record of student attendance for all classes.**

If the student is identified as an 'at risk' student for the instructor's attendance policy for the specific course, the instructor will recommend that the student be administratively withdrawn from the class for lack of attendance as follows:

1. Instructor will provide the names of students identified as 'at risk' with their attendance policy to the ASC. ASC counselors will contact students and inform them that they are at risk of being withdrawn from the course, advise them to meet with the instructor to address the issue, and offer assistance if possible.
2. If the student is unresponsive and/or continues to miss class, the instructor will send the recommendation for administrative withdrawal to the Registrar.
3. The Registrar will send an e-mail notifying the student that he/she is being withdrawn from the course and will receive a "W" for the course if before the last day to withdraw from a course, or an "FIW" if after the last day to withdraw. The instructor of record and academic advisor will also be notified by the Registrar.
4. Unless the student is officially appealing the decision to be withdrawn to the Academic Appeals Committee, the student is no longer allowed to attend the course from the date they are withdrawn by the Registrar. Online courses will be deactivated on that date.
5. A Student may appeal in accordance with the Academic Appeal Policy.

### **ADMINISTRATIVE WITHDRAWAL (FIW)**

Faculty members may recommend the removal (administrative withdrawal) of a student from class for disruptive behavior, repeated failure to follow instructions, and excessive absences. In such cases, faculty members will forward their written recommendation for administrative withdrawal to the Provost and Vice President for Academic Affairs for approval. The Registrar will advise the student of the recommendation.

Faculty members are expected to have advised the student and the Academic Success Center of their intent to recommend that the student be administratively withdrawn from class prior to submission of their recommendation. If the recommendation is approved and a student fails to withdraw or misses the final day to withdraw with a grade of "W", a grade of "FIW" or "NC" will be posted to the student's transcript.

Students may appeal the administrative withdrawal through the Academic Appeal Policy.

If the student is identified as an 'at risk' student for the instructor's attendance policy for the specific course, the instructor will recommend that the student be administratively withdrawn from the class for lack of attendance as follows:

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1. Instructor will provide the names of students identified as 'at risk' with their attendance policy to the ASC. ASC counselors will contact students and inform them that they are at risk of being withdrawn from the course, and advise them to meet with the instructor to address the issue, and offer assistance if possible.
2. If the student is unresponsive and/or continues to miss class, the instructor will send the recommendation for administrative withdrawal to the Registrar.
3. The Registrar will send an e-mail notifying the student that he/she is being withdrawn from the course and will receive a "W" for the course if before the last day to withdraw from a course, or an "FIW" if after the last day to withdraw. The instructor of record and academic advisor will also be notified by the Registrar.
4. Unless the student is officially appealing the decision to be withdrawn to Academic Appeals Committee, the student is no longer allowed to attend the course from the date they are withdrawn by the Registrar. Online courses will be deactivated on that date.
5. A Student may appeal in accordance with the Academic Appeal Policy.

### **CLASS CANCELLATION FOR INCLEMENT WEATHER**

College policy is to maintain normal operations in adverse weather conditions. However, if conditions warrant, one of three levels of closure may be implemented. The nature of the emergency will determine what services should continue. All members of the campus community are valued and urged to use good judgment in deciding if they can safely travel to and from campus in adverse weather conditions. These students should be provided the opportunities to make up missed assignments.

College's president or designee can, however, if conditions warrant delay the start of classes, cancel classes for the day, or close the College for the day. The same policy and exceptions apply to an emergency situation.

Members of the campus community are urged to use good judgment in deciding if they can safely travel to and from campus in adverse weather conditions. Faculty are urged to make attendance policy considerations for the difficulties that some commuter students may encounter due to adverse weather conditions and provide opportunities to make up missed assignments.

Students who select not to report for classes should notify their instructors by email or phone. Faculty members are expected to notify their department chair if they select not to hold class. When possible, instructors should notify their students by email of their decision to cancel specific classes. Members of the College's staff are also expected to notify their supervisor if they select not to report to work or will be reporting late.

Information on class cancellation or college closing will be available as follows.

- Cancellation or delay of classes, as well as other emergency notifications, will be sent through the campus Emergency Alert System. The system sends notices via text message, Facebook, Twitter, and e-mail. To sign up for this service go to <http://www.glenville.edu/mygsc/emergency.php>.
- The announcement of the canceling of classes or closing of the College will be broadcast over area television and radio stations. The television stations are: WDTV-5, WBOY-12, WTAP-15, WSAZ-3, WCHS-8, WOWK-13 and WOAY-4. Radio stations include: WBRB (101.3 FM), WVRC (104.7 FM), WDBS (97.1 FM), WAFD (100.3 FM), WKQV (105.5 FM), WVBD (100.7 FM), WSGB (96.5 FM/1490 AM), WVAR (98.1 FM/600 AM), WSWW (95.7 FM), WVAQ (101.9 FM), WKKW (97.9 FM), WAJR (1440 AM), WFBY (102.3 FM), WWLW (106.5 FM), WCIR (103.7 FM), WHAW (980 AM), WVRW (107.7), and West Virginia Public Broadcasting (the closest transponder being 88.9 FM).
- You can call 304-462-7361 and the operator or a recorded message will give you class cancellation or college closing information.

Every reasonable effort will be made by 6:00 a.m. to determine the need to delay the start of classes or to close the College for the day. As needed, notification of the media and campus community will take place immediately thereafter.

A delay in the start of classes will normally be no more than two class periods on Mondays, Wednesdays and Fridays, and one class period on Tuesdays and Thursdays. For example, the first two class sessions on a Monday morning would be cancelled and classes would resume with the third class session (10:00 a.m. classes). On Tuesdays and Thursdays the school day will normally resume with 9:30 a.m. classes. In such cases, morning lab sessions will resume when classes resume (e.g. a TR lab session starting at 8:00 a.m. will resume at 9:30 a.m.).

## **CLEP AND DSST EXAM**

Glenville State College accepts CLEP and DSST scores for college credit. CLEP offers 33 exams in five subject areas, covering material taught in courses that you may generally take in your first two years of college. Credit shall be awarded only once and shall not be awarded for equivalent courses in which students have already earned such credit through course work, CLEP, institutional challenge examinations, life experience or other mechanisms. A grade of “CR” (Credit) will be awarded and will not be included in the computation of the student’s grade-point average. Students must be enrolled in order to receive credit.

DSST exams were developed to enable schools to award credit to students for knowledge equivalent to that learned by students taking the course. The DSST program is approved by the American Council on Education. Credit shall be awarded only once and shall not be awarded for equivalent courses in which students have already such credit. A grade of “CR” will be awarded and will not be included in the computation of the student’s grade-point average. Students must be enrolled in order to receive credit.

For additional information contact the Registrar’s Office.

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### COURSE CREDIT BY EXAMINATION POLICY

Glenville State College recognizes that some students may have acquired college-level learning through work or other life experiences. The College offers these students the option of receiving credit for specific courses through the taking of comprehensive examinations. Students interested in taking an examination to qualify for credit for a specific course should contact the chairperson of the department offering the course.

The following policies apply to the awarding of credit for Challenge exams.

- A grade of “CR” will be awarded for a course for which credit is to be awarded by examination.
- Credit examinations must be read by two members of the full-time faculty in the discipline to which the credit is to be applied. One of the two may be the department chair. When the assessments of the evaluators differ, the examination will be assessed by a third member of the faculty.
- Students may take a credit examination for a specific course only once.
- Students may not take a credit examination for a course for which they previously received a grade of “F”, F# or “FIW”.
- Students may take the credit examination only through the fourth week of a class in which they are enrolled during the fall or spring terms or through the second week of a summer term. Students not enrolled in the course for which they are seeking credit by examination may take the examinations at any time.

Credit examinations will be administered only after the department chair approval and payment of the administration and transcription fees.

Credit will be awarded only after passage of the examination has been certified by the evaluators and the chief academic officer and the completed report is filed with the Registrar’s Office.

### DECLARATION OF MAJORS

Students are expected to choose their field or fields of study as early as possible in their college experience. To delay doing this may mean that the student will experience difficulty in completing a program in a timely fashion. Students who do not declare a major upon enrolling will be designated as undeclared. To declare a major, a student must complete a *Request to Declare, Change or Add Major/Minor* form, obtain the appropriate signatures and submit the form to the Registrar’s Office. The form is available in the Registrar’s Office and online.

### DEGREE AUDIT FOR GRADUATION

Degree Works is the official online advising and degree auditing tool for Glenville State College. It is designed to assist students and advisors in reviewing degree programs. It is recommended that students review their audit often during the semester such as: prior to and after registration, dropping or adding courses, when a course substitution has been requested or after grades are posted. Degree Works is accessed through the student’s EdNet account.

Students should consult their Degree Works Audit when:

- Creating a list of questions to discuss with their advisor (take an up-to-date audit when meeting with advisor).
- Identifying courses that need to be completed.
- Selecting courses that meet degree requirements.
- Deciding whether to add a minor.
- Determining a projected graduation date.

Another feature of Degree Works is the “What If” function. The “What If” function allows students to hypothetically change their major, minor, or concentration. This audit will show required coursework for the new major, minor, or concentration, courses already taken and courses remaining to fulfill degree requirements.

## **ENGLISH PROFICIENCY POLICY**

As a graduation requirement all candidates for an associate or baccalaureate degree at Glenville State College must demonstrate proficiency in the English language. A teacher education candidate must fulfill the requirement prior to being admitted to a teacher education program.

Each student is required to achieve grades of “C” or better in both English 101 and 102. If a student makes a “D” or an “F” in English 101 or 102, he or she will be required to repeat such course(s) to achieve the grade of “C” or better. In such a case, only the last grade earned in the repeated course(s) is counted in determining English proficiency.

## **ELECTRONIC DIGITAL COMMUNICATION DEVICES**

Glenville State College values the time and effort involved in the learning process. Interruptions caused by rings and musical selections from electronic digital communication devices interrupt and disrespect the opportunities for student learning in the classroom environment.

When in the college classroom, all electronic digital communication devices must be turned off and out of sight. Laptop computers may be used only for course-related activities with instructor permission. There may be no conversations via an electronic digital communication device, whether audible or text-messaging, during class. In an emergency situation, the instructor may give a student permission to use an electronic digital communication device.

The instructor has the right to ask the student to leave the classroom for the remainder of the class period if the student needs to use an electronic digital communication device. If the student leaves the room to speak on an electronic digital communication device, it is at the instructor’s discretion as to whether or not the student may return to the classroom when the conversation is completed.

## **84 Academic Policies and Programs**

### **EXAMINATIONS**

Students must take all regular examinations and complete all assignments. Absence from examinations may cause failure in a course regardless of attendance at class sessions and completion of prescribed work. If, in the opinion of the instructor, the absence was for a sufficient reason, the student may, upon application and approval, take the examination at a later date. No student may take a final examination at any other time than the regular scheduled time without the consent of the Provost and Vice President for Academic Affairs

**Final examinations are to be given in all classes unless waived by the Department Chairperson and the Provost.**

### **FACULTY ADVISORS**

The Academic Success Center advises all incoming students. Academic Success Center Counselors help students in various matters including development of study skills, time management, scheduling classes, and academic/career planning. Upon successful completion of 15-30 credit hours, students will be transitioned to a faculty advisor within their respective department of study. Prior to registering for classes online, students are required to meet with their assigned academic advisor to plan out their course schedule and to obtain a preassigned six-digit registration PIN. Students will not be able to independently register for classes without an assigned six-digit registration PIN.

### **FINAL EXAMINATION PERIOD**

The last seven calendar days of the fall and spring semesters prior to final examinations are designated as REVIEW WEEK for students. Examinations or combinations of examinations that are weighted 15% or more of the final course grade may not be given during this period. Major papers and/or projects weighted 15% or more of the final course grade may be due during this period only if stipulated in the official course syllabus that is distributed at the beginning of the semester. Laboratories, gateway and capstone final assessments, and any classes meeting once a week will be exempt from the requirements. Music recitals, concerts, and juries may be performed during REVIEW WEEK. New material and make-up examinations may be introduced or conducted during REVIEW WEEK. REVIEW WEEK is not intended to be incorporated in the Summer Session of the College. Any proposed deviation of the above policy must be approved by the Provost and Vice President for Academic Affairs in advance.

The designated Final Examination schedule will begin on Monday and will continue through Thursday. Students in courses having multiple sections must take the examination at the time scheduled for the section in which they are enrolled. In case of a conflict in the schedule, the instructor concerned should see the Department Chairperson about special arrangements. Each examination will be held in the room where the class has been meeting.



## GRADING SYSTEM

The grading system at Glenville State College is:

A	Superior
B	Good
C	Average
D	Below average
F	Failure
I	Incomplete
CR	Credit
NC	No Credit
AU	Audit
W	Withdrew
FIW	Failure due to irregular withdrawal from school or from a single class
NR	No report - The status of "NR" will be assigned only at the discretion of the Registrar.
CEC	College Equivalent Credit (applicable toward Regents BA degree only)

**Incomplete Grades.** A grade of Incomplete "I" is a temporary grade assigned to students who miss course work due to circumstances beyond their control which prohibit them from completing course assignments or examinations by the end of the semester. In order to request an Incomplete, students must meet two criteria of eligibility. First, students must have attended and completed work for the course past the last day to withdraw from the course with a grade of "W." Second, students must also be in good academic standing in the course (a grade sufficient for passing the course).

The student and instructor of record must complete a *Request for Grade of Incomplete* form detailing the work to be completed and the timeline for completion. The form must be submitted before the submission deadline for final grades as noted on the academic calendar and must be approved by the instructor of record, the Chairperson of the Department, and the Provost and Vice President for Academic Affairs.

The remaining course work must be completed no later than the end of the following semester unless an earlier completion date has been specified. An "incomplete" for the fall semester must be completed no later than the end of the spring semester; an "incomplete" for the spring semester must be completed no later than the end of the fall semester; and an "incomplete" for a summer session must be completed no later than the end of the fall semester. If the deficiency represented by "I" is not made up as stipulated, the "I" automatically becomes "F" or "NC" at the end of the allotted makeup period.

Students removing deficiencies for an Incomplete in the subsequent semester do not register for the course again. When the outstanding coursework is completed by the student, the instructor will submit a *Grade Change Request* form. The grade of Incomplete will be replaced with the grade the student earned.

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### CREDIT-NO CREDIT GRADES

Certain classes may be offered for which a grade of credit (CR) or a grade of no-credit (NC) is given. In such cases all students enrolled in that class will be given a grade of either “CR” or “NC”. Neither of these grades will be used in the computation of a grade point average. Approval for a class to be offered on a credit-no credit option must be granted by the Curriculum Committee.

### QUALITY POINTS

Grades received carry the equivalent of the following quality points:

A	4	D	1
B	3	F	0
C	2	FIW	0

Quality points may be transferable among the colleges and universities under the jurisdiction of the West Virginia Higher Education Policy Commission.

For graduation and/or certification the applicant shall have at least a quality point ratio of 2.00 (average of “C”) on all work attempted as well as work taken at Glenville State College with the exception of courses with grades of “W”. Some academic programs, however, may require a higher minimum grade point average for successful completion of the program.

The quality-point average is computed on all work for which the student has registered with the following exceptions:

- a. Courses with grades of “W”, “Credit (CR)”, “No Credit (NC)”, “No Report (NR)” and “Audit (AU).”
- b. If a student repeats a course after receiving a non-passing grade. Refer to “Repeating a Course” in the College Catalog.

### GRADE APPEALS

If a student believes that a final course grade has been inaccurately assigned, he/she should contact the course instructor within seven workdays of the assignment of the grade. If the assigned grade is to be changed, the course instructor must complete and submit a *Grade Change Request* form to the Registrar’s Office within seven workdays of the decision to change the grade. If the student does not agree with the instructor’s decision, he/she has the option of completing a *Grade Appeal* form. This form must be submitted to the Registrar’s Office within seven workdays of consulting with the course instructor. Grades will not be changed after this time period has elapsed unless the grade change issue is in the student academic appeal process. See the “Academic Appeal Policy” for additional information.

## **GRADE CHANGES**

An instructor may change a final course grade for the following reasons (1) data entry error, (2) computational error, and (3) *Incomplete Grade* requirements completed. The instructor must complete and submit a *Grade Change Request* form to the Registrar's Office. The form will not be accepted by the Registrar's Office after thirty (30) workdays from the day the final course grades were due. Exception: students have one semester to complete outstanding coursework for incomplete grades. Circumstances which do not fall within the above three categories will require detailed justification and approval of the Provost and Vice President for Academic Affairs.

## **ACADEMIC HONORS**

### **Honors by Academic Term**

A student who makes a perfect grade average of 4.0 quality points on 12 or more Glenville hours is placed on the President's Honor List.

A student who makes a minimum grade average of 3.5 quality points on 12 or more Glenville hours is placed on the Provost's Honor List.

Note: Courses graded as Credit/No Credit do not count toward selection on the President's or Provost's Honor List.

### **Graduation with Honors (awarded at Commencement)**

Students with cumulative averages of 3.85-4.00 on all course work are graduated with highest honors (summa cum laude).

Students with cumulative averages of 3.70-3.84 on all course work are graduated with high honors (magna cum laude).

Students with cumulative averages of 3.50-3.69 on all course work are graduated with honors (cum laude).

## **MILITARY SERVICE CREDIT**

Glenville State College recognizes and awards college credit for military training and experience as recommended by the American Council on Education (ACE). Qualifying students should request a copy of their Joint Services Transcript or the Community College of the Air Force/Air University transcript(s) be sent directly to the Registrar's Office. Transcripts will be evaluated by the Registrar's Office. It is the student's responsibility to request military service credit and to provide appropriate transcripts or documentation.

## **PRIOR LEARNING AND PROFESSIONAL PORTFOLIO GUIDELINES FOR COLLEGE CREDIT**

### **Overview**

Glenville State College Academic Policy 33 states that Glenville State College recognizes that some students, particularly adults and non-traditional students, may have acquired prior college level learning through the development of skills or knowledge that closely parallel those outcomes taught in college level course. It is important that Glenville State College has the opportunity to evaluate learning that has taken place outside the higher education academic environment and to award academic credit when appropriate. Glenville accepts the following nationally recognized tests in the awarding of college credit for prior learning.

- Advance Placement Exams (AP)
- College Level Examination Program (CLEP)
- DANTES Subject Standardized Test (DSST)
- Excelsior College Examination Program (ECE)
- International Baccalaureate Program Exams (IB)

The College additionally accepts the use of the following methods of assessment for the awarding of college credit for prior learning.

- American Council on Education (ACE) credit recommendations
- Military Experience as listed on a Joint Service Transcript
- Institutionally developed examinations for the awarding of credit for specific courses (College Credit by Examination)
- Professional Portfolio
- Workforce training programs

### **Professional Portfolio**

To demonstrate and validate you have credit for significant learning acquired outside the traditional classroom setting, you can prepare a professional college-level portfolio. The credit you are requesting must be relevant to your declared degree program. Portfolios may include documentation such as:

1. Certificates of training
2. Awards and honors
3. Job descriptions of previous or current employment
4. Proof of licensures
5. Proof of apprenticeships
6. Materials you created (booklets, posters, flyers, etc.)

Glenville State College may evaluate non-collegiate instructional programs, such as those for industry certifications, professional licensures, apprenticeships, and other workforce trainings that demonstrate competency required for completion of degree programs. Apprenticeships are a combination of on the job training and related instruction in which the individual learns the practical

and theoretical aspects of a highly skilled occupation. Certifications are a designation earned by a person that ensures the individual is qualified to perform a task or job. Certification differs from licensure in that certification is an employment qualification and not a legal requirement for practicing a profession. Professional Licensures are the means by which permission to practice is regulated and enforces standards that restricts practice to qualified individuals who have met specific qualifications in education, work experience and exams.

### **Portfolio Development Guidelines**

A portfolio must include documentation of college-level learning as well as experience. A resumé is not sufficient documentation. Submission of a portfolio for assessment does not guarantee award of credit. Portfolios are to be submitted to the Registrar's Office.

A portfolio should incorporate explanation and linked documentation of the following:

- Identification of critical learning activities experienced by the student
- Breadth and depth of knowledge and skills acquired
- The relationship of knowledge and skills with appropriate theory/concepts associated with academic discipline and degree program
- Explanation of any course learning outcomes which have been met
- Time period and/or dates when knowledge and skills were acquired
- Application of knowledge and skills
- Software knowledge (Adobe, Microsoft Office, Corel, etc.)
- Critical thinking, problem solving and decision-making skills
- Where appropriate, supportive documentation

Course credit being requested must be included in the College catalog year you are following. For discipline specific credit not necessarily tied to specific courses (elective credit), the portfolio should document the achievement of commonly recognized student learning outcomes for the subject program or subject courses within the program. For course specific requests, the portfolio should document the achievement of commonly recognized student learning objectives and outcomes for that course as outlined in the course syllabus. A Request for Portfolio Assessment/Review form(s) will need to be included with the portfolio for all course credits being requested.

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### Recommendations

Below are some recommendations for preparing a professional portfolio. Your portfolio should identify potential credit, justify the awarding of the credit and verify you have gained the necessary knowledge, skills and outcomes.

- Review your college catalog
- Identify course credit you believe you may be eligible for
- Obtain a course syllabus or course outline for identified courses
- Assure credit is a requirement for your degree and has not already been awarded to you
- Gather your supporting documentation. You must demonstrate you have earned college-level credit through your experience, training, etc.
- Complete Requests for Portfolio Assessment/Review forms for each academic department you are requesting credit through
- Include a formal letter of credit request with each request form
- Include a written narrative outlining your experiences and how they equate to college-level learning and course specific learning outcomes. Narrative should explain how supporting documentation indicates mastery of course objectives and outcomes
- Inventory of all course credit being requested
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### Review and Posting of Credit

The student must be a current and active student with Glenville State College or has submitted an application for admissions to the College. The evaluation of a portfolio will be completed by faculty with appropriate professional credentials. Assessing faculty will meet the following qualifications for subject matter assessment:

- Educational experience and credentials appropriate to faculty position
- Experience teaching the discipline
- Knowledge of relevant college-level course objectives and outcomes
- Knowledge of overall curriculum and degree requirements
- Evidence of disciplinary writing skills and ability to mentor writing in the discipline

Portfolio credit awarded will appear on a transcript as college equivalent credit (CEC) or credit (CR) only and will not be used in the computation of a grade point average. Credit cannot be awarded through portfolio assessment which has already been awarded as college credit and the portfolio may only request assessment for credit which applies to the student's specific degree program.

College credit for prior learning will be applied toward degree requirements, including major, concentrations, and minor, elective and general education requirements with the following exceptions.

- Prior Learning Credits may not be used to meet residency requirements (see general degree requirements in College catalog)
- No more than 6 prior learning credits can be applied toward a certificate program
- No more than 15 prior learning credits can be applied toward associate degree requirements
- No more than 30 prior learning credits can be applied toward Bachelor degree programs

**Fees**

A \$300 portfolio review fee will be assessed to the student. This fee covers the evaluation of the entire portfolio, regardless of the number of classes the student is requesting credit for or the number of academic departments which will be reviewing the portfolio. In addition, a \$10 per credit hour fee will be assessed for each course credit posted through a portfolio review.

**PROBATION AND SUSPENSION POLICY**

Glenville State College’s academic probation and suspension policy was created for the purpose of providing support for students who are having academic difficulties. The current academic standing for each student is noted in the student’s academic records accessed through EdNet. Students are encouraged to use the services provided by the College’s Academic Success Center to improve performance.

**Academic Probation**

Academic Probation means that a student’s overall cumulative GPA is below the minimum acceptable level as determined by the total number of hours attempted. Academic probation indicates a student’s continued enrollment is in jeopardy.

Minimum cumulative GPA requirements are as follows:

<u>GPA Hours Attempted</u>	<u>Cumulative GPA</u>
0 - 30 hours	1.50 GPA
31 - 60 hours	1.80 GPA
61 or above hours	2.00 GPA

Failure to meet the minimum cumulative GPA will result in academic probation.

Once on probation, the student must earn a 2.00 or higher GPA for each subsequent semester OR earn and maintain at least the minimum GPA for the number of GPA hours attempted (see above). If a student earns a 2.00 or higher GPA for each subsequent semester, he/she will be continued on probation until he/she earns at least the minimum GPA for the number of GPA hours attempted necessary to be removed from academic probation. Students on probation may carry no more than 15 hours per semester.

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### Academic Suspension

If a student on probation does not meet the minimum grade point average requirement listed above, the student will be placed on academic suspension. While on academic suspension, the student will not be allowed to continue enrollment at Glenville State College for a specified period of time.

1 <sup>st</sup> Academic Suspension	1 semester
2 <sup>nd</sup> Academic Suspension	2 semesters
3 <sup>rd</sup> Academic Suspension	4 years*
4 <sup>th</sup> Academic Suspension	Final dismissal from school

\*A third suspension will be for a period of four years, the length of time required for academic forgiveness eligibility (see Academic Forgiveness Policy).

After the mandatory suspension time has passed, the student must submit an application to Glenville State College in order to be reinstated. Suspensions will occur at the end of the fall, spring, and summer semester. Only fall and spring semesters constitute semesters for mandatory non-enrollment periods after suspension.

Suspended students are not eligible to return to the College the term following their second academic suspension. However, they may enroll for up to six hours during the term following their first suspension. Students completing six hours with at least a 2.0 grade point average may return the next term as full-time students on probation or as regular students depending on their cumulative grade point average. No more than one foundation course may be used toward the six hour requirement. Credit/no-credit courses do not count toward the six hour requirement. Students must formally apply for readmission at the end of their suspension.

A student has the right to appeal his/her suspension to the Academic Appeals Committee. The *Academic Petition Form* and letter of appeal must be submitted to the Provost and Vice President for Academic Affairs, at least thirty days prior to the beginning of the desired semester for reinstatement. A student who has been reinstated will continue to be governed by the probation and suspension policies.

The status of any student transferring from another institution of higher education will be determined in accordance with the above policies. A student suspended from another institution of higher education will not be admitted to Glenville State College until he/she is eligible to return to that institution. A student has the right to appeal their admission status and must submit the *Academic Petition Form* and letter of appeal to the Provost and Vice President for Academic Affairs at least thirty days prior to the beginning of the desired semester of enrollment.

Once enrolled at Glenville State College, a transfer student will be subject to the Academic Probation and Suspension Policy and the appropriate academic standing will be applied at the conclusion of their first semester. All transfer grades and institutional grades will be included in the computation of the student's academic standing.



## REPEATING A COURSE

In accordance with WVHEPC Series 22, if a student earns a grade of "D" or "F" (including failures due to regular and/or irregular withdrawal) on a course taken prior to the receipt of a baccalaureate degree, and if that student repeats this course prior to the receipt of the baccalaureate degree, the original grade shall be disregarded and the grade or grades earned when the course is repeated shall be used in determining the grade point average. The original grade shall not be deleted from the student's record. In upper division courses, a student may formally repeat up to eight credit hours, of a grade of "C", with the written permission of the appropriate head of the academic unit where the student's major is housed. The privilege of the "D" and "F" repeat is capped at 21 credit hours including any request for a "C" repeat in an upper division course.

Procedure for C/D/F/FIW courses repeated within the 21 credit hour rule:

1. The original grade is disregarded for the purpose of determining the overall GPA, it is marked as excluded (E) in the semester that the student originally took the course.
2. The original grade is not deleted from the student's permanent record.
3. The second grade is entered on the student's transcript and marked as included (I) in the semester that the course was repeated.

Procedure for D/F/FIW courses repeated after the student has reached 21 credit hours which were disregarded for determining the grade point average:

1. The original grade is included in determining the overall GPA. It is excluded from earned or degree hours and is marked with an (A).
2. The original grade is not deleted from the student's permanent record.
3. The second grade is entered on the student's transcript and marked as included (I) in the semester that the course was repeated.
4. Courses repeated more than once are handled the same way with the final attempt carrying earned or degree hours. All attempts are used in determining the GPA.

## TRANSCRIPTS

All transcript requests will be processed through the Registrar's Office and will only be furnished upon the written request of the student. Requests may be submitted directly to the Registrar's Office or through the National Student Clearinghouse service available in a student's EdNet account. Information concerning the options for ordering official transcripts can be found on the College website.

A request for a transcript should include full name, student identification number or SSN, current mailing address, the dates of attendance at Glenville State College and the address(es) to which the transcript(s) are to be mailed. Any name change(s) should be noted on the request.

A fee is charged for each transcript. Credit or debit cards are accepted through the Registrar's Office or Cashier's Office. Ordinarily transcripts are prepared within two work days after the request has been received. Full payment must accompany each request.

All financial and academic obligations must be satisfied or a request will not be processed. Unfulfilled requests due to unmet obligations are destroyed after 30 calendar days.

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### TRANSFER CREDIT

Glenville State College accepts undergraduate course credit from regionally or nationally accredited institutions. A transfer student must provide the Admissions Office with official transcripts of all previous university or college work. All credentials submitted to the Admissions Office become the property of Glenville State College and cannot be returned or copied. Transfer students should submit their official transcripts at least one month prior to their initial semester of enrollment to allow ample time for an evaluation of their credits. Transcripts will be evaluated by the Registrar's Office.

The Higher Education Policy Commission of West Virginia has adopted a core coursework transfer agreement to ensure that students who transfer from one state college or university to another will receive credit for specific general education courses at the receiving institutions. Under the terms of this agreement, a student may transfer up to 32 credits of undergraduate coursework in the areas of English composition, communications and literature, fine arts appreciation, mathematics, natural science, and social science as general education credits.

No more than 72 hours of credit completed at West Virginia community and technical colleges or regional campus are transferable to Glenville State College. Exceptions to the 72 hour rule may only be granted by the Provost and Vice President for Academic Affairs.

Transferred courses for which equivalent credit has been awarded will be converted to Glenville State College department and course numbers. Transfer courses which are evaluated as not being equivalent or are courses not in areas of instruction offered by Glenville State College, will be listed as either department or general electives (PSYC 000 or ELEC 000). Elective credits will transfer in at the level at which they were taken and will have lower division notated (LD) for 100-200 level courses or upper division (UD) for 300-400 level courses.

Students who believe they may have taken coursework at another institution which should have satisfied a course requirement with Glenville State College and wish to seek further evaluation of their transfer courses will need to submit a written request with supporting documentation such as a syllabus and/or course outline to the Registrar's Office. The Registrar's Office will consult with the appropriate academic department(s) and notify the student in writing of the outcome.

If the student is not satisfied with the outcome of the second evaluation, the student may appeal by submitting an *Academic Petition* form to the Registrar's Office within (7) workdays of the official notification of the results of the second evaluation of their transcript. The Academic Appeals Committee shall hear the appeal and forward its recommendation in writing to the Higher Education Policy Commission Joint Committee for Appeals.

Grades earned for coursework from previous institutions will be transferred and will be calculated in the overall GPA. Courses which are graded as Credit or No Credit (CR/NC) courses at Glenville State College will transfer in as such, regardless of the grade type at the previous institution. Developmental courses transferred to Glenville State College with letter grades will be recorded as "CR/NC". Developmental courses transferred to Glenville State College as "S/U" will be recorded as "CR/NC". Courses completed at an institution operating with a quarter hour system will be converted to semester hours. Each quarter hour equals 2/3 of a semester hour. The college policy

for repeating a course will apply to all transfer credit work provided the course at the other institution is deemed an equivalent course by Glenville State College.

### **TRANSIENT STUDENT REQUEST**

Once enrolled at Glenville State College, it is expected that students will complete their coursework through Glenville State College. However, if necessary, a student may request to enroll in another institution for one or more courses to fulfill degree requirements. Prior to enrolling at another institution, the student must submit a *Transient Student Request* form to the Registrar's Office. Upon completion of the approved course(s), it is the responsibility of the student to provide an official transcript to Glenville State College. All grades will be posted to the student's academic transcript and will be calculated into the student's overall cumulative grade point average.

Students enrolled in the maximum credit hours allowed for their current academic standing will not be permitted to enroll at another institution as a transient student unless they meet the guidelines for carrying extra hours and have been approved. The student will be notified by email when the *Transient Student Request* form has been approved. Once the student enrolls in the approved course(s), the student will be required to provide proof of enrollment to the Registrar's Office. If necessary, the student may be asked to provide copies of course descriptions or course outlines.

Students are not eligible to receive federal financial aid based on hours taken at another institution, nor do the hours taken count toward full-time student status at Glenville State College. Students should contact the Financial Aid Office if they have any questions about their financial aid package and being a transient student at another institution.

### **WITHDRAWING FROM A CLASS**

Students may withdraw from a course with a grade of "W" for a specified time period after mid-semester grades are reported as published in the academic calendar. Students who want to withdraw from a class should meet with their advisor to secure a drop slip. Once the form is completed, it should be taken to the respective department secretary for processing.

After the last date to withdraw with a grade of "W," students may only withdraw from a class for circumstances beyond their control as approved by the Provost. A "W" will be utilized for students who withdraw for extenuating circumstances from courses after the published withdraw date. No student may withdraw from a class(es) once final exams have begun.

The last day for withdrawal for summer classes will be published in the academic calendar.

### **WITHDRAWING FROM COLLEGE**

It is the responsibility of a student desiring to withdraw from College to notify the Academic Success Center and announce his/her intention to withdraw. The last day to completely withdraw from the College is the last day of classes each semester and will be published in the academic calendar. At the time of withdraw, the student will sign a withdrawal card stating the date of withdrawal and the reason(s) for leaving the College. Students who fail to comply with this regulation within 10 school days after leaving the College will be reported as irregularly withdrawn,

## 96 Academic Policies and Programs

and all grades on all classes will be recorded as “FIW” or “NC”. Refunds are subject to the established last date of attendance.

Any student who has been called to active duty and is currently enrolled in classes at Glenville State College, must report to the Registrar’s Office as soon as possible and complete all necessary forms for withdrawal. At that time, the student should bring with them any and all deployment papers.

If the student should decide to return to Glenville State College, he/she should fill out an application for readmission and notify the Registrar’s Office of their intent to begin classes. Also, at this time any paperwork required to certify the student for veterans’ benefits will be completed.

### **MILITARY STUDENT WITHDRAWAL POLICY**

In the event of an unexpected withdrawal from Glenville State College for military duty, the military member shall be afforded a choice of options, as follows:\*

- 1) If the military member has completed a minimum of 12 weeks of the fall/spring term (three weeks for the five-week summer term or eight weeks for the 10 week summer term) and all required coursework, the student may choose to receive full credit for the course, with assignment of the grade earned up to the time of the withdrawal.
- 2) If the military member has completed less than 12 weeks of the term or is unable to complete all required coursework prior to active duty, the student may choose to:
  - Receive no credit for the course(s) pursued and a prorated refund of tuition, fees, and room and board for the term as permitted within adherence to institutional, state, and federal financial aid regulations. The student’s transcript for the semester will show the courses enrolled with “W’s”. If after review from the Registrar’s Office and the Office of Financial Aid, it is determined all classes will be deleted for that semester, all financial aid received for the semester must be returned to the Federal, State and/or institutional programs from which it was awarded. This in turn may leave a balance due the school if a refund has been received. This balance will be pursued through regular collection procedures.

OR

- Receive an “incomplete” grade for each course and, with concurrence of the instructor or department chair, complete each course upon return from military duty. Institutional timelines for completing the coursework and removing the “incomplete” grade shall begin with the first date of enrollment following return from military duty.\*\* Students will remain responsible for the full tuition and fees for that semester.

Military members seeking relief under this rule must provide proof, in the form of a dated copy of official orders, that the call up or reassignment could not reasonably have been foreseen prior to the beginning of term in which they were registered. This rule shall not apply in the case of planned military training during a term if it was scheduled and the military member was notified of it prior to the beginning of the term.

Appeals of institutional decisions under this policy shall be made in accordance with the institution's academic appeal policy.

\*The term "unexpected withdrawal" shall mean a withdrawal from the College necessitated solely because of an unforeseen, unplanned, emergent military call up or geographic reassignment that prevents the military member student from attending class and completing coursework as planned. The term "military member" shall apply to any person who is an active member of the regular military of the United States, or of a Reserve unit of any branch of the United States military, or of a National Guard unit.

\*\*Incomplete grades issued under this policy will be converted to a "W" (withdrawal) grade if the student fails to re-enroll within two years of the issuing of the "incomplete" grade.

### GENERAL REQUIREMENTS FOR DEGREES

1. Baccalaureate degrees require a minimum of 120 semester hours; associate degrees require a minimum of 60 hours. In order to graduate students must earn a minimum 2.00 grade point average overall and for all coursework completed through Glenville State College. Some academic programs require a higher minimum grade point average for graduation.
2. Baccalaureate students must earn a grade of "C" or better in all courses required for majors, minors and areas of specialization. Students enrolled in an associate degree program (other than general studies) must earn a grade of "C" or better in each course within their degree program that is designated as "area of specialization".
3. An Exit Assessment is required for every student completing an associate or baccalaureate degree program.
4. Of the 120 hours required for graduation, a minimum of 39 hours must be earned in courses on the junior and senior level (numbered 300-400).
5. Students must earn a minimum of 30 hours of the final 60 hours from Glenville State College to graduate with a bachelor's degree or 15 hours of the final 30 hours to earn an associate degree. The last six hours prior to graduation must be earned at the College unless the Provost and Vice President for Academic Affairs grants permission for those hours to be taken elsewhere. Exception: Students in the Regents Bachelor of Arts program do not have to earn a minimum of 30 hours of the final 60 hours from Glenville State College.
6. Candidates for all degrees must complete the appropriate general education program of the College. Students who are graduates of an accredited baccalaureate institution are not required to complete any additional general education courses unless the courses are specifically required for the academic program(s) in which they are enrolled. Exception: Graduates of the Regents Bachelor of Arts program may be required to complete additional general education courses.
7. Students in all degree programs must meet the English proficiency requirement of the College.

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8. Students must successfully complete GSC 100 – The First Year Experience.
9. Substitutions for required courses must be initiated by the student's faculty advisor. The request must be approved by the Department Chair within whose department the required course is offered. The final decision is made by the Provost.
10. Students must satisfy all college regulations and requirements for graduation.
11. All financial obligations to the College must be met.
12. Students planning to graduate must apply for graduation through their EdNet account by the published deadline.
13. All candidates who complete graduation requirements in May or December are encouraged to participate in commencement.

## **GENERAL EDUCATION MISSION STATEMENT**

In the tradition of quality higher education institutions, Glenville State College offers an educational experience designed to provide the breadth and depth essential for personal and professional success. The educational experience offered by the College consists of interrelated elements, including a general education curriculum, a major, and elective courses.

The mission of Glenville State College's general education requirements is to broaden one's education and to provide a foundation for advanced study in one's major. Assumed within this mission is the development of skills, attributes, values, and knowledge that will foster a lifetime of learning.

## **GENERAL EDUCATION LEARNING OUTCOMES**

1. Students will demonstrate effective written and oral communication skills.
2. Students will demonstrate the ability to think critically and analytically and to formulate informed, reasoned opinions.
3. Students will demonstrate a logical approach to solving mathematical problems.
4. Students will logically apply scientific concepts and methods.
5. Students will respond critically and aesthetically to literary and artistic works.
6. Students will demonstrate an understanding of cultural diversity and societal processes in current and historical contexts.
7. Students will demonstrate proficiency in use of technology.

## GENERAL EDUCATION REQUIREMENTS FOR BACCALAUREATE DEGREES

In conformity with the stated objectives of Glenville State College, a program of General Education is a part of the requirements for the completion of baccalaureate degrees.

The General Education program requirements for baccalaureate degrees are as follows:

**THE HUMANITIES ..... 15 hours\***

- CART 101 Introduction to Public Speaking..... 3
- ENGL 101 Critical Reading and Writing I..... 3
- ENGL 102 Critical Reading and Writing II: American Mosaic ..... 3

One of the following survey of literature courses ..... 3

- ENGL 203 Survey of English Literature I
- ENGL 204 Survey of English Literature II
- ENGL 205 Survey of American Literature I
- ENGL 206 Survey of American Literature II
- ENGL 208 Survey of Hispanic Literature

One of the following survey courses ..... 3

- ART 200 Survey of Art
- CART 200 Survey of Theatre
- FNAR 100 Introduction to Fine Arts
- MUSC 200 Survey of Music

**THE NATURAL SCIENCES AND MATHEMATICS ..... 11 hours\***

MATH 106 or higher course number ..... 3

Two four-hour lab science courses ..... 8

*Recommended for programs in the Departments of Business, Criminal Justice, Fine Arts, Language and Literature, and Social Science:*

- ENVR 101 Environmental Science
- SCNC 101 Earth Science
- SCNC 102 Nature of Sound and Light
- SCNC 103 Contemporary Biology
- SCNC 104 Forensic Chemistry

Other Science courses may satisfy this requirement. Please consult with your advisor and the *College Catalog*.

**\*see requirements of specific degree programs to select appropriate general education courses.**



**THE SOCIAL SCIENCES .....9 hours\***

Six hours from the following..... 6

- HIST 201 History of World Cultures I
- HIST 202 History of World Cultures II
- HIST 207 U. S. History to 1877
- HIST 208 U. S. History Since 1877
- POSC 203 American National Government

Three hours from the following..... 3

- ECON 201 Principles of Microeconomics
- ECON 202 Principles of Macroeconomics
- GEOG 203 World Regional Geography
- PSYC 201 General Psychology
- SOCL 205 Principles of Sociology
- SOCS 225 Introduction to Global Studies

**HEALTH AND PHYSICAL EDUCATION ..... 1 hour**

- PED 201 First Aid and Safety ..... 1

**TECHNOLOGY ..... 3 hours\***

- CSCI 101 Computing Concepts
- CSCI 267 Computer Skills for Education

**TOTAL.....39 hours\***

**\*see requirements of specific degree programs to select appropriate general education courses.**

## GENERAL EDUCATION REQUIREMENTS FOR ASSOCIATE DEGREES

In conformity with the stated objectives of Glenville State College, a program of General Education is a part of the requirements for the completion of associate degrees.

The General Education program requirements for associate degrees are as follows:

**WRITTEN AND ORAL COMMUNICATION..... 6-12\***

Both of the following courses are required:

ENGL 101	Critical Reading and Writing .....	3
ENGL 102	Critical Reading and Writing II: American Mosaic .....	3

May select one or more of the following courses:

BUSN 193	Applied Business Communications.....	3
CART 101	Introduction to Public Speaking .....	3

**PROBLEM SOLVING AND CRITICAL THINKING ..... 4-11\***

One of the following courses is required:

MATH 106	Finite Mathematics .....	3
MATH 110	The Nature of Math .....	3
MATH 115	College Algebra.....	3
MATH 120	Precalculus (or higher course number) .....	4

Select at least one of the following courses:

BIOL 120	Principles of Biology I .....	4
BIOL 121	Principles of Biology II .....	4
CHEM 101	General Chemistry I .....	4
CHEM 102	General Chemistry II.....	4
CSCI 260	Management Information Systems.....	3
ENVR 101	Environmental Science.....	4
FRST 108	Dendrology I .....	1
NRMT 201	Forest Ecology.....	3
PHYS 201	General Physics I.....	4
PHYS 202	General Physics II .....	4
PHYS 209	General Geology .....	4
SCNC 101	Earth Science.....	4
SCNC 102	Nature of Sound and Light .....	4
SCNC 103	Contemporary Biology .....	4
SCNC 104	Forensic Chemistry .....	4

**CULTURE AND SOCIETY ..... 3-10\***

Select at least three hours from the following courses:

ECON	201	Principles of Microeconomics.....	3
ECON	202	Principles of Macroeconomics .....	3
GEOG	203	World Regional Geography.....	3
HIST	201	History of World Cultures I.....	3
HIST	202	History of World Cultures II .....	3
HIST	207	U.S. History to 1877.....	3
HIST	208	U.S. History Since 1877.....	3
MGMT	201	Principles of Management.....	3
PED	201	First Aid and Safety.....	1
POSC	203	American National Government .....	3
PSYC	201	General Psychology.....	3
SOCL	205	Principles of Sociology .....	3
SOCS	225	Introduction to Global Studies .....	3

**TECHNOLOGY ..... 3\***

Select one of the following courses:

CSCI	101	Computing Concepts
CSCI	267	Computer Skills for Education
NRMT	125	Computer Assisted Mapping
NRMT	234	GIS Application I

**TOTAL.....24-26 hours**

**\*see requirements of specific degree programs to select appropriate general education course.**

## BACHELOR OF APPLIED SCIENCE DEGREE PROGRAM

This degree program is intended for students who have completed an associate of applied science degree at a regionally accredited two-year institution prior to attending Glenville State College.

Once the associate of science degree program is completed, the student is eligible for admission to this specifically articulated bachelor of applied science program upon receipt of a Glenville State College application, an official transcript from the college where the associate degree was conferred (and any other schools attended), and an overall 2.0 GPA on all courses previously completed.

**General Education Requirements.....39 hours**

**Communication .....12 hours**

- CART 101 Introduction to Public Speaking
- ENGL 101 Critical Reading and Writing I
- ENGL 102 Critical Reading and Writing II: American Mosaic
- Three hours from the following:
- ENGL 203 Survey of English Literature I
- ENGL 204 Survey of English Literature II
- ENGL 205 Survey of American Literature I
- ENGL 206 Survey of American Literature II

**Computer/Information Technology.....3 hours**

- CSCI 101 Computing Concepts

**Fine Arts.....3 hours**

- One of the following survey courses*
- ART 200 Survey of Art
- CART 200 Survey of Theatre
- FNAR 100 Introduction to Fine Arts
- MUSC 200 Survey of Music

**Health and Safety ..... 1 hour**

- PED 201 First Aid and Safety

**Mathematics.....3 hours**

- MATH 106 or higher course number

**Natural Science.....8 hours**

Recommended for programs in the Department of Business, Criminal Justice, Fine Arts, Language and Literature, and Social Science

- ENVR 101 Environmental Science
- SCNC 101 Earth Science
- SCNC 102 Nature of Sound and Light
- SCNC 103 Contemporary Biology
- SCNC 104 Forensic Chemistry

Other Science courses may satisfy this requirement. Please consult with an advisor and the College Catalog.

<b>Social Science .....</b>	<b>6 hours</b>
ECON 201 Principles of Microeconomics	
ECON 202 Principles of Macroeconomics	
GEOG 203 World Regional Geography	
HIST 201 History of World Cultures I	
HIST 202 History of World Cultures II	
HIST 207 U.S. History to 1877	
HIST 208 U. S. History since 1877	
POSC 203 American National Government	
PSYC 201 General Psychology	
SOCL 205 Principles of Sociology	
SOCS 225 Introduction to Global Studies	
<b>Electives.....</b>	<b>3 hours</b>
<b>Applied Science Area of Emphasis* .....</b>	<b>39 hours</b>
*Minimum of 24 hours beyond AAS degree	
<b>General Electives .....</b>	<b>42 hours</b>
<b>Total Hours** .....</b>	<b>120 hours</b>
<b>**Total hours must include a minimum of 39 credit hours in upper level courses.</b>	

## INTERDISCIPLINARY STUDIES PROGRAM

### INTERDISCIPLINARY STUDIES

The Interdisciplinary Studies Program (IDS) leads to a Bachelor of Arts or the Bachelor of Science degree. The degree requirements are as follows:

1. All general institutional requirements for the B.A. or B.S. degree (e.g. a required minimum of 120 hours, 39 of which must be upper division level).
2. The General Education program (39 hours).
3. A concentration area from two or more disciplines of at least 48 hours of classes, half of which must be upper division level. Each concentration area must include at least 15 hours in courses within the concentration.
4. Students and their advisors develop their own concentration area from courses already in the catalog. The concentration area consists of a combination of courses having a clear central purpose and aimed at a specific learning objective that is different from objectives of the major fields of study established at Glenville State College. Hours not required in the concentration area or by the college will be electives.
5. A student entering the IDS program after the semester in which the student has accumulated 90 credit hours must have a 2.5 average. In order to graduate with an IDS degree, a student must have at least a 2.5 GPA.
6. All IDS programs must be approved in advance by the appropriate department chairpersons and the Provost and Vice President for Academic Affairs.

Among possible Interdisciplinary Studies concentrations are

Broadcast Media	Educational Psychology
Business Communications	Environmental Studies
Child Development	Fine Arts
Computational Science	Recreation and Leisure

For additional information see your academic advisor.

## **REGENTS BACHELOR OF ARTS DEGREE PROGRAM**

The Regents Bachelor of Arts Degree Program is an innovative bachelor's degree program designed for the adult student.

The minimum requirements for the degree are: a total of 120 hours including 39 hours of upper division classes and 36 hours of general studies (minimum of six hours in each of the following areas — communications, humanities, natural sciences, and social sciences and three hours of mathematical sciences or computer applications). Students will be required to complete six hours at Glenville State College. At least 24 hours must be earned in one of the participating public colleges of the state system.

College credit awarded to students in the program for work or alternative learning experiences can count toward the degree requirements. For determination of college equivalent credit for the student's work and alternative learning experiences when requested by the student, there will be a fee of \$300 for the evaluation, regardless of the number of hours awarded and a \$10.00 fee will be assessed per each college credit hour posted.

While the program is designed to provide the Regents Bachelor of Arts Degree student a sound educational foundation, rigid specialization requirements are not imposed. With the assistance of the RBA advisor, each applicant creates the course program that best fits his or her needs.

By design, the Regents Bachelor of Arts Degree Program is operated on the same level of academic quality as other more traditionally structured baccalaureate degree programs. It is not intended for students excluded from regular programs for reasons of poor scholarship. However, poor scholarship in early years of study should not prevent the admission of students who have demonstrated their maturity and ability to acquire and use knowledge.

Credit may be granted for correspondence credit and college equivalency testing (i.e., CLEP, College-Level GED, USAFI, and others).

Admission to the program is open to students who graduated from high school at least four years ago. For those passing a high school equivalency test, admission must be four years after their class graduated from high school.

Full-time students who have been suspended from other programs for academic reasons may not be admitted to the Regents Bachelor of Arts program unless they have not been engaged in full time study for at least one academic year. Admission after the one year period must be approved by the program coordinator.

### **Honors for Regents Bachelor of Arts Students**

Regents Bachelor of Arts Degree students will be eligible to graduate with honors at Glenville State College if they have completed a minimum of ninety (90) traditional semester hours from accredited colleges and/or universities.

## **108 Academic Policies and Programs**

All traditional college hours from accredited colleges and/or universities will be utilized to compute the overall grade point average for determining whether or not the Regents Bachelor of Arts student will graduate with honors. The computation will include all failing grades regardless of when they were earned, and the “D” and “F” repeat rules will apply.

### **Procedures Regarding Graduation of Regents Bachelor of Arts Degree Candidates**

All candidates seeking the Regents Bachelor of Arts degree will be eligible for graduation only after all materials submitted as a part of the Portfolio of Life Experience have been evaluated by faculty and recommendations approved by the appropriate administrative offices. It will be the responsibility of the Coordinator of the Regents Bachelor of Arts Degree Program to certify to the Certification Analyst that the process of evaluation for college equivalent credit has been completed prior to the date of graduation.

### **Graduation Requirements**

Students in the Regents program must complete at least six hours at Glenville State to be awarded a degree from Glenville State College.

### **Areas of Emphasis**

Students enrolling in the RBA program have the option of completing an Area of Emphasis. A minimum of 15 upper level credit hours (300 and above) with a minimum grade of “C”, is required. College Equivalent Credit (CEC) is not considered for fulfilling Area of Emphasis requirements and course substitutions are not permitted. The Area of Emphasis will be indicated on the student’s transcript upon request. Areas of Emphasis are available from the following departments: Business, Criminal Justice, Land Resources, Language and Literature, Science & Math, and Social Science. Students should contact the RBA Coordinator for further information on specific Areas of Emphasis and course requirements.

For additional information contact the Coordinator at (304) 462-6155.



## ASSOCIATE OF ARTS GENERAL STUDIES

The General Studies program is not open to students enrolled in other academic programs.

**GSC 100 The First Year Experience..... 0 hour**

**Written and Oral Communication ..... 15 hours**

- CART 101 Introduction to Public Speaking .....3
- ENGL 101 Critical Reading & Writing I\* .....3
- ENGL 102 Critical Reading & Writing II\* .....3
- ENGL 203, 204, 205, 206 Survey of English or American Lit I/II.....3

\*A minimum grade of “C” is required in English 101 and English 102 in order to meet English proficiency requirements.

One of the following .....3

- ART 200 Survey of Art
- CART 200 Survey of Theatre
- FNAR 100 Introduction to Fine Arts
- MUSC 200 Survey of Music

**Problem Solving and Critical Thinking ..... 11 hours**

- MATH 106 or higher course number .....3
- Two four hour lab science courses.....8

*Recommended for programs in the Departments of Business, Criminal Justice, Fine Arts, Language and Literature, and Social Science:*

- ENVR 101 Environmental Science
- SCNC 101 Earth Science
- SCNC 102 Nature of Sound and Light
- SCNC 103 Contemporary Biology
- SCNC 104 Forensic Chemistry

Other Science courses may satisfy these requirements. Please consult with your advisor and the *College Catalog*.

**\*see requirements of specific degree programs to select appropriate general education courses.**

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### **Culture and Society ..... 10 hours**

PED 201 First Aid & Safety.....1

Two of the following .....6

HIST 201 History of World Cultures I

HIST 202 History of World Cultures II

HIST 207 US History to 1877

HIST 208 US History Since 1877

POSC 203 American National Government

One of the following .....3

ECON 201 Principles of Microeconomics

ECON 202 Principles of Macroeconomics

GEOG 203 World Regional Geography

PSYC 201 General Psychology

SOCL 205 Principles of Sociology

SOCS 225 Introduction to Global Studies

### **Technology ..... 3 hours**

CSCI 101 Computing Concepts .....3

### **Area of Emphasis..... 12 hours**

All twelve hours must be selected from courses offered within a single academic department. Applicable departments are Business, Criminal Justice, Education, Fine Arts, Health and Physical Education, Land Resources, Language and Literature, Science and Mathematics, or Social Science. Nine of the twelve hours must be at the 200 level or above.

A minimum grade of “C” is required in all courses in the Area of Emphasis.

### **General Electives ..... 9 hours**

### **Total minimum hours required for degree ..... 60 hours**

**AA – GENERAL STUDIES  
SUGGESTED PLAN OF STUDY**

**FIRST YEAR**

CART 101 .....	3	ART 200, CART 200, FNAR 100	
CSCI 101 .....	3	(OR) MUSC 200.....	3
ENGL 101 .....	3	ENGL 102 .....	3
GSC 100 .....	0	ENVR 101, SCNC 101, 102, 103, (OR) 104.....	4
MATH 106 (OR HIGHER).....	3	HIST 201, 202, 207, 208 (OR) POSC 203 .....	3
AREA OF EMPHASIS .....	3	PED 201.....	1
<b>Total Hours - Fall Semester .....</b>	<b>15</b>	<b>Total Hours - Spring Semester .....</b>	<b>14</b>

**SECOND YEAR**

ENGL 203, 204, 205 (OR) 206 .....	3	ECON 201, 202, GEOG 203, PSYC 201,	
ENVR 101, SCNC 101, 102, 103, (OR) 104.....	4	SOCL 205 (OR) SOCS 225 .....	3
HIST 201, 202, 207, 208 (OR) POSC 203 .....	3	AREA OF EMPHASIS .....	3
AREA OF EMPHASIS .....	6	ELECTIVES .....	9
<b>Total Hours - Fall Semester .....</b>	<b>16</b>	<b>Total Hours - Spring Semester .....</b>	<b>15</b>

## HONORS PROGRAM

**Dr. Schuyler Chapman, Director**

**Dr. Donal Hardin, Assistant Director**

**Honors Program Steering Committee:** J. Barr, A. Black, T. Henline, G. Kumpiene, J. Maku, G. Morris

**Administrative Assistant:** Mrs. Brittany Benson

Honors Program Website: <https://www.glenville.edu/academics/honors-program>

Honors Program Application: <https://www.futurepioneers.online/honors>

### **Mission**

Glenville State College's Honors Program is an interdisciplinary program that examines the world around us, explores diversity, advances research, promotes civic engagement, and prepares leaders for the 21st century.

### **Program Learning Goals**

1. Apply interdisciplinary approaches to their studies,
2. Compare and judge dissimilar points of view
3. Illustrate the ways different experiences lead to different perspectives
4. Use judgment to design and execute advanced and original scholarship,
5. Prepare and partake in community events
6. Differentiate between and demonstrate methods for mentoring and guiding others

### **Admission Standards**

Students must apply for admission into the Honors Program and may do so only as entering freshmen. Eligible students must have a minimum composite ACT score of 26 or SAT of 1230, and minimum high school GPA of 3.7 on 4.0 scale to be considered.

Students that meet the basic eligibility requirements must submit the following to gain admission; admission is granted based on a ranked review by Honors Program Steering Committee:

1. 400 word essay on topic supplied on application form
2. List of extracurricular/community activities that relate to leadership, service, and/or diversity
3. Interview with the Honors Program screening committee
4. Recommendation letter from a school official that speaks to the applicant's leadership and community service

All requirements must be submitted to the Director of the Honors Program by the designated deadline for early admission consideration. Any material received after the deadline may be considered for late admission contingent on space availability.

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### Program Benefits

In addition to a \$1,500 annual tuition scholarship, the Glenville State College Honors Program provides honors housing options and a \$500 housing waiver for Honors Program students residing on campus. Beyond financial benefits, Honors Program students have access to priority registration, a study lounge, and opportunities for extracurricular cultural and civic enrichment. Moreover, the Glenville State Honors Program encourages members to develop skills valuable across a variety of disciplines in order to prepare students employment and advanced scholarship.

### Program Requirements

Honors Program students must maintain a 3.5 cumulative GPA at the end of each academic year and must complete Honors Program Seminars and general honors credit requirements in accordance with the plan of study below. Honors Program students may receive a one-semester probation if their GPA declines below a 3.5 or if they fail to meet curricular milestones on time, at the discretion of the Honors Program Steering Committee. Failure to regain a 3.5 cumulative GPA or meet curricular milestones at the end of that probationary period will result in removal from the Honors Program and the rescinding of all member privileges.

### Curriculum

Glenville State College's Honors Program provides academic enrichment opportunities for selected first-time, full-time students beyond opportunities available across all academic programs. This enrichment is provided through 24 credits broken down into two groups of 12 credits each,

#### **GROUP I: SEMINAR REQUIREMENTS (A TOTAL OF 12 CREDITS)**

**HONR 100** - This first year college experience seminar for students in the Honors Program introduces new students to the Honors Program's requirements, expectations, and benefits, gives them an opportunity to explore specific areas of interest through individual meetings with GSC faculty/staff and/or community leaders, and engages students in small group discussion on assigned readings that encourage critical thinking and the exchange of ideas. Whenever possible, the classroom instruction will integrate a collaborative online international learning (COIL) module.

**HONR 200** – This seminar focuses on ethics, leadership, and civic engagement for students in the Honors Program. It is an interdisciplinary examination of leadership and ethical frameworks, with a focus on civic engagement and social responsibility. This course will prepare students for socially conscious, community-based leadership roles in a diverse, 21st century world. Whenever possible, the classroom instruction will integrate a COIL module

**HONR 300** - This seminar on research methods and advanced academic/professional writing for students in the Honors Program prepares junior-level honors program students for the rigors of advanced academic writing and research methods within a variety of disciplines. This course culminates with honors students writing a proposal for their Honors Program capstone, HONR 400.

**HONR 400** - This capstone research project for students in the Honors Program provides senior-level honors students the opportunity to complete the research project developed in HONR 300. The capstone project encourages research and discovery of a specific topic or area of interest and introduces students to in-depth, rigorous research processes that prepare them for graduate-level work and that are unlikely central to other courses.

**GROUP II: GENERAL HONORS CREDIT REQUIREMENTS (A TOTAL OF 12 CREDITS)**

**Honors sections of general education courses student need.** One of several honors sections of general education courses listed in the catalog. These courses are open to both students in the Honors Program and students not in the Honors Program that have a GPA of 3.5 or higher.

**GSC 205.** With prior approval, up to 6 study abroad credits may be used toward the completion of the general education honors requirement.

**Complete an H-option.** This is an option for a course not designated as an honors section that a student needs (maybe as part of their major or minor). The course would be arranged, with approval.

**SUGGESTED PLAN OF STUDY FOR  
HONORS PROGRAM REQUIREMENTS**

**FIRST YEAR**

HONR 100.....	3	Honors General Education Course.....	3
Honors General Education Course .....	3	General Education Courses.....	9
General Education Courses.....	6	Academic Program Courses.....	6
Academic Program Course.....	3	<b>Spring Semester .....</b>	<b>18</b>
<b>Fall Semester .....</b>	<b>15</b>		

**SECOND YEAR**

HONR 200.....	3	Honors General Education Course.....	3
Honors General Education Course .....	3	General Education Courses.....	3
General Education Courses.....	6	Academic Program Courses.....	9
Academic Program Courses .....	6	<b>Spring Semester .....</b>	<b>15</b>
<b>Fall Semester .....</b>	<b>18</b>		

**THIRD YEAR**

HONR 300.....	3	Academic Program Courses.....	12
Academic Program Courses .....	12	H-option or travel abroad if needed.....	3
H-option or travel abroad if needed.....	3	<b>Spring Semester .....</b>	<b>15</b>
<b>Fall Semester .....</b>	<b>18</b>		

**FOURTH YEAR**

HONR 400.....	3	Academic Program Courses.....	12
Academic Program Courses .....	12	H-option or travel abroad if needed.....	3
H-option or travel abroad if needed.....	3	Presentation at Pioneer Showcase	
<b>Fall Semester .....</b>	<b>18</b>	<b>Spring Semester .....</b>	<b>15</b>

## OFFICE OF INTERNATIONAL PROGRAMS

**Dr. Megan E. Gibbons, Director**

**Study Abroad Faculty Fellows:** R. Gazal, J. Hunter, K. Queen, K. Lang

**Internationalization Task Force Members:** G. Arbogast, R. Gazal, J. Keene, M. Lecea, L. Ward, M. Wise, E. Wood

**International Admissions Counselor:** Mrs. Chelsea Stickelman

**Japan Outreach Initiative Supervisor:** Dr. Marisha Lecea

**Japan Outreach Initiative Coordinator:** Mr. Masahiro Yamaguchi

The Office of International Programs manages education abroad, virtual exchange and international partnerships for the college. Both the virtual exchange and the education abroad programs have been designed to internationalize the curriculum, which aligns with the College's mission to produce graduates "who contribute to the well-being of their community, state, nation, and world." Glenville State College has established international partners in Malaysia, Mexico and Spain, and these partnerships contribute directly to internationalization efforts by promoting student and faculty exchange, as well as academic collaborations. The Office of International Programs also assists with the International Admissions process for those students who choose to study at Glenville State College on an F-1 or J-1 visa.

**Mission:** To develop in our college community an interest in, an openness towards and a knowledge of other cultures.

**Vision:** Deliver a global-learning experience to the Glenville State College community.

**Program Learning Goals:**

1. Understand that to respect other cultures means it is necessary to learn about others.
2. Understand that global engagement may sometimes be uncomfortable, but that this discomfort often leads to increased self-awareness and self-confidence.
3. Understand that local problems are also global problems uniting people within and beyond their home countries.

**EDUCATION ABROAD:**

Education abroad at Glenville State includes travel, study, research and internships abroad. Short-term, summer and academic semester programs are all available to students. Some of these programs are faculty-led, and others are offered through partnerships we have established with third-party providers. GSC students from a variety of majors have participated in programs in Berlin, Cuzco, London, Paris, Rome and at the Tropical Research Institute in Panama.

## 116 International Programs

### Education Abroad Student Learning Outcomes

Students who participate in an education abroad experience will:

- Express intellectual curiosity about the world (Program Goal #1)
- Acquire intercultural knowledge and competencies (Program Goal #1)
- Self-reflect in a global context (Program Goal #2)
- Practice social responsibility through engagement and critical examination of choices both local and global (Program Goal #3)
- Cultivate respect and tolerance of differences (cultural, political and linguistic) (Program Goals #1 and #2)

As part of the Capacity Building Grant for Study Abroad that we were awarded by the Department of State and Partners of the Americas, four departments were selected to champion study abroad efforts at the college. These departments are: Business, Criminal Justice, Land Resources and Teacher Education. Each department has adopted a program site(s) and pre-approved courses for these sites so that students can plan to include study abroad in their degree program without delaying graduation.

Business in London:

Sample Course	GSC Course Equivalency
Advertising & Promotion	Advertising & Sales Promotion
Consumer Behavior Analyst	Consumer Behavior
Fund. Of Software Development	Intro. To Computer Programming
Human Resource Management	Human Resources Management
Management & Info. Systems	Management Info. Systems
Managing Business & Innovation	Small Business Management
People & Organizations	Organizational Behavior
Principles of Marketing	Principles of Marketing
Retail Operations	Principles of Retailing
Retailing	Principles of Retailing
Small Business Planning & Strategy	Small Business Management

Business in Dublin:

Sample Courses	GSC Course Equivalencies
Business Information System	Mgmt. Information Systems
Business Management	Principles of Management
Computer Programming	Introduction to Programming
Digital Marketing	Introduction to Graphic Design
Hospitality Operations	Intro. Hospitality & Tourism
Human Resource Management	Human Resource Management
International Marketing	Global Marketing
Macroeconomics	Principles of Macroeconomics
Networking & Security	Networking & Security
Operations Management	Operations Management
Marketing	Principles of Marketing
Microeconomics	Principles of Microeconomics



## Criminal Justice in London:

<b>Sample Courses</b>	<b>GSC Course Equivalencies</b>
American Politics	American National Government
Civil Rights & the Individual	Civil Liberties
CJ Political & Social Policy	Major Elective
Crime, Disorder & Com Safety	Community Oriented Policing
Criminology of Evil	Major Elective
Drugs & Crime	Major Elective
European Politics in Transition	Major Elective
Gender, Crime & Justice	Major Elective
Intro. To Criminology Theory	Criminology
Issues in Crime	Civil Liberties Issues in CJ
Penal Theory Policy & Practice	Corrections
Youth, Crime & Delinquency	Juvenile Justice

## Criminal Justice in Dublin:

<b>Sample Courses</b>	<b>GSC Course Equivalencies</b>
Criminology	Criminology
Jurisprudence	Criminal Law
Miscarriages of Justice	Civil Liabilities in Criminal Justice
Irish: History & Culture	Major Elective
Media Law	Major Elective

## Natural Resource Management in Brisbane:

<b>Sample Courses</b>	<b>GSC Course Equivalencies</b>
Biological Systems	Principles of Biology II
Botany	Major Elective
Earth Systems	Environmental Science
Ecology	Forest Ecology
Ecotox & Impact Assessment	Air/Water/Soil Quality
Environmental Management	Major Elective
Environmental Policy & Practice	Environmental Compliance
Environmental Sustainability	Major Elective
Global Environmental Challenges	Major Elective
Microbial Ecology & Biogeochemistry	Major Elective
Statistics	Intro. To Statistical Analysis

## 118 International Programs

Natural Resource Management in Bangkok:

<b>Sample Courses</b>	<b>GSC Course Equivalencies</b>
Environmental Quality Analysis	Air, Soil & Water Quality
Environmental Pollution	Major Elective
Environmental Science	Environmental Science
General Chemistry I	General Chemistry I
General Chemistry II	General Chemistry II
General Microbiology	Microbiology
Geoinformatics	GIS Applications I
Soil, Land Use & Degradation	Soil & Land Reclamation
Solid & Hazardous Wastes Mgmt.	Solid Waste Management
Statistics	Intro. To Statistical Analysis
Sustainable Development	Major Elective
Tourism Geography	World Regional Geography

Teacher Education in Brisbane:

<b>Sample Courses</b>	<b>GSC Course Equivalencies</b>
Classroom Management & Teaching Strategies	Classroom Management & Teaching Strategies
Diverse Learners in the Contemporary Classroom	Educating the student with Exceptional & Cultural Diversities
Health & Physical Education I	Physical Education in the Elementary School
Philosophy & Ethics in Education	Educational Psychology
Primary Science Education I	Physical Science for Elementary Education Minors
Primary Science Education I	Life Sciences for Elementary Education Majors
Understanding Lifelong Learner	Early Childhood Development

### COIL:

Collaborative Online International Learning (COIL) is a teaching method that emerged from the State University of New York (SUNY) System. The COIL method partners students in U.S. classrooms with students in classrooms in other countries thereby allowing them to work collaboratively to complete academic tasks that have been designed (also collaboratively) by their course instructors. Given that just under 10% of U.S. undergraduates study abroad before graduating in four years, the COIL method makes it possible to deliver a global-learning experience to the 90% of undergraduates who cannot study abroad.

COIL modules typically last 5-6 weeks and will count for a percentage of the final grade. Students spend the first two weeks learning about everyone but are then divided into small groups in order to facilitate communication. Assignments may include: sharing a photo/video introduction, online discussion forums, small-group videoconferences, group projects/presentations, written and/or video reflections and possibly class-to-class synchronous sessions (schedule permitting). Students spend 1-1.5 hours a week on COIL assignments, and

while some assignments may be completed during class time, most are completed outside of class. This is a unique opportunity for GSC students and faculty to engage with peers in an intercultural context, and successful completion of the COIL module (90% or better) will earn our students a certificate of completion issued jointly by GSC and the international partner.

**GSC Faculty who have COILed:**

<b>Faculty Member</b>	<b>Course</b>
Art DeMatteo	HIST 208
Rico Gazal	NRMT 201
Megan Gibbons	SPAN 170, SPAN 308
Marisha Lecea	POSC 401
Shelly Ratliff	READ 318
Leslie Ward	CSCI 201, CSCI 305
Melody Wise	ENGL 102

**COIL Student Learning Outcomes:**

Students who participate in a COIL module will:

- Increase self-awareness by comparing and contrasting their own cultural beliefs to those of their international peers through class/forum discussion (Program Goals #1, #2 and #3)
- Improve interpersonal communication skills through the use of online technologies and videoconferencing with their international peers (Program Goal #2)

**JAPANESE OUTREACH INITIATIVE (JOI):**

The JOI Coordinator for Glenville State College will participate in programs on campus intended to educate our college community about Japan and Japanese culture. JOI is administered jointly by The Japan Foundation Center for Global Partnership (CGP) and the Laurasian Institution. JOI Coordinators and host organizations may participate in the program for two consecutive years. The GSC JOI Coordinator will also tap into the college’s network of community-based organizations, thereby engaging in outreach with local schools, libraries and other groups. As such, the JOI program is perfectly aligned with the college’s internationalization efforts.

**JOI Goals:**

1. Promote interest in and study of Japan through increasing grassroots exchange between the U.S. and Japan.
2. Cultivate a new group of individuals in both Japan and the United States who will take leading roles in grassroots exchange.

## ONLINE DEGREE PROGRAMS

**Mrs. Robin Meadows, Online Coordinator**

**Mrs. Alecia Martin, Online Academic Advisor**

Online Degree Program Website: <https://www.glenville.edu/required-skills-online-learners>

Online Degree Program Application: <https://www.glenville.edu/admissions/apply>

### Online Degree Programs

Glenville State College is committed to providing access to education for all learners, including those who require online degree programs due to convenience, preference or need. The College offers selected degree programs in three academic departments using a fully online format. Online learning allows for a flexible schedule that students can adjust to their busy lifestyles. This allows both traditional and nontraditional students to balance everyday life while earning a college degree. Glenville has instituted many changes to grow and improve online learning. For example, joining Quality Matters and the National Council for State Authorization Reciprocity Agreements. Campus standards and templates have also been designed for course to have a more unified look.

Online courses make extensive use of the institution's learning management system, Blackboard. Students enrolled in online courses are expected to log on during the first week of classes and thereafter in accordance with course requirements. Failure to log on as required can result in the student being administratively withdrawn from the course. A course account is created for Glenville State students when they first enroll in an online course/degree program. It is the responsibility of students to change their password for security purposes once they log on. Students having problems logging on to their accounts should contact the Office of Instructional Technology or the Blackboard Helpdesk. If the problem is a navigational, classroom, or educational issue the student should contact the course instructor and/or the Academic Success Center.

The following programs are available online through Glenville State College:

- Bachelor of Science in Business Administration with an emphasis in Management
- Bachelor of Science in Criminal Justice
- Associate of Science in Business
- Associate of Science in Criminal Justice
- Associate of Arts in General Studies
- Certificate in Geographic Information System (beginning Fall 2020)

### Requirements for Admission to Online Degree Programs

All applicants must first complete an application through our admissions office. The application must specify that the student would like to participate in the online degree program. Online degree seekers will follow all basic admission standards that are required for traditional students. Refer to the Admissions and Financial Aid section of the catalog for additional information.

## 121 Online Degree Programs

Should a student decide to become a face to face student, he/she must fill out a “Request to Change Campus” form and submit it to the Registrar’s Office. At this time any student born after 1957 will have to provide proof of immunization records. Should a face to face student want to become an online student, he/she must also fill out a “Request to Change Campus” form

There is a flat fee of \$200/semester for taking online courses as part of an online degree. There is also a 10% discount off the net tuition balance for veterans, law enforcement, and first responders who enroll in an online degree program.

### Resources Available for Online Students

Online degree seeking students will have access to all services on campus that are afforded to the traditional student. This would include but is not limited to academic advising, accommodation and accessibility services, Veteran’s services, mentoring, tutoring for all classes, career exploration and Financial Aid. In addition to tutoring services on campus, the online degree seekers will have access to *NetTutor* which provides free online tutoring for various subjects. If students are interested, they may obtain a student identification card which would allow them to attend on campus events, athletic events, and receive local discounts.

Upon admission to the program, online students will be assigned an Academic Success Center advisor to guide them through the first semester and provide resources to the students as needed. Once the student successfully completes their first semester with a 2.5 GPA or better, they will be transitioned to an online faculty advisor within their degree program department. The faculty advisor will then guide the student through graduation, while the Academic Success Counselor continues to provide any support or services the student may need. All online courses are administered through the learning management software, Blackboard.

### Helpful Links for Online Students within Blackboard

Glenville State College implemented a standard template for all online courses in Blackboard. Each of the items below can be found in the main menu section within that template.

*Blackboard Help* – This menu item displays contact information for technical support. Glenville State College operates a help desk Monday through Friday 8:00am to 400pm eastern time, available via email or phone. An after-hours help desk is available via phone through West Virginia Virtual Network. This menu item also contains a link to the Blackboard help center and a link to the Blackboard accessibility page.

*Policies and Accessibility* – This menu item links the student to Glenville State College’s Academic Dishonesty Policy, Class Attendance Policy, Electronic Device Policy and the Equal Opportunity/Affirmative Action Policy.

Link: <https://www.glenville.edu/academics/college-catalog>

*EdNet* - This menu item directs students to the log on page for the Glenville State College EdNet Information System. Once logged into EdNet a student will have access to all their personal data.

Link: [https://rand.wvnet.edu:9420/GSCWV/twbkwbis.P\\_GenMenu?name=homepage](https://rand.wvnet.edu:9420/GSCWV/twbkwbis.P_GenMenu?name=homepage)

*Financial Aid* - This menu item directs students to the contact information for the financial aid counselors at Glenville State College.

Link: <https://www.glenville.edu/financial-aid/counselors>

*Follett Discover* - This menu item is integrated with the Blackboard system and directs students to the Follett website. The system pulls up the student's courses and related course materials. This is the portal for students to purchase textbooks.

Link: <https://www.efollett.com>

*Library* - This menu item directs students to the contact information for the Robert F. Kidd Library at Glenville State College. This page includes the contact information for the Librarian as well as hours.

Link: <https://www.glenville.edu/library>

*Office 365 Email* – This menu item directs students to their college email account. Students receive an email account when they first register. Should a student need help accessing their account they should contact the IT Helpdesk at 304-462-6140.

Link: [mail.glenville.edu](mailto:mail.glenville.edu)

*NetTutor Online Tutoring* - This menu item directs students to the NetTutor site. This site provides the student with tutoring services for free. Because it is integrated with Blackboard the student does not need to log into NetTutor separately.

Link: <https://www.nettutor.com>

## **Quality Matters**

Glenville State College has been using Quality Matters (QM) since 2017 through the West Virginia Virtual Network (WVNet). Quality Matters started in 2003 in Maryland as part of a grant. The goal was to certify the quality of online courses. Since its inception, QM has grown into a nationally recognized program with over 60,000 members. Since Glenville State College joined QM, all faculty developing and/or teaching online courses are encouraged to become QM certified. To learn more about Quality Matters visit their website at <https://www.qualitymatters.org>.

In an effort to improve student success Glenville State College also implemented changes and set standards for online learning. For example, faculty are encouraged to use the standard course template in Blackboard. Faculty are also encouraged to use the standard template when creating their syllabus. A similar course design across campus provides a familiarity of use for students. All 100 level courses are encouraged to display a Blackboard orientation to students. This orientation walks the student through the basic blackboard features regarding course work.

## 123 Online Degree Programs

### National Council for State Authorization Reciprocity Agreements

Glenville State College has been a member of the National Council for State Authorization Reciprocity Agreements (SARA) since 2017. This membership allows Glenville State College to offer its online degree programs and courses to out-of-state students without a reciprocity agreement in place with each state. More information about SARA is available at their website: [www.nc-sara.org](http://www.nc-sara.org).

### Implementation Plans for Online Degree Programs

Glenville State College started offering degree programs completely online Fall 2018. Following are course implementation plans by year and semester for each of these programs mapping out when courses will be offered online as part of each program.

*Following are all of the General Education courses that are available online for online degrees. For more information on General Education requirements see page 100.*

#### **Humanities**

CART 101  
ENGL 101  
ENGL 102  
ENGL 203  
ENGL 206  
FNAR 100  
MUSC 200

#### **Technology**

CSCI 101  
CSCI 267

#### **Health and Physical Education**

PED 201

#### **Natural Sciences and Mathematics**

ENVR 101  
MATH 106  
MATH 115  
SCNC 101

#### **Social Sciences**

HIST 207  
HIST 208  
ECON 201  
ECON 202  
GEOG 203  
POSC 203  
PSYC 201  
SOCL 205  
SOCS 225

*Implementation plan of core courses for the online Associate of Arts in General Studies. For more details about the AS General Studies see page 109.*

#### **Fall 2018**

CART 101  
CSCI 101  
ENGL 101  
GSC 100  
MATH 106  
MATH 115

#### **Fall 2019**

ENGL 205  
ENVR 101

#### **Spring 2019**

ECON 201  
ENGL 102  
FNAR 100  
HIST 208  
POSC 203  
SCNC 101

#### **Spring 2020**

PED 201

*Implementation plan of core courses for the online Bachelor of Science in Business Administration Management. For more details about the BS Business Administration see page 132.*

**Fall 2018**  
BUSN 230  
CSCI 101  
MRKT 201

**Spring 2019**  
BUSN 100  
BUSN 193  
ECON 201  
MGMT 201

**Fall 2019**  
ACCT 231  
BUSN 270  
CSCI 260  
ECON 202  
STAT 361

**Spring 2020**  
ACCT 232  
FINC 321

**Fall 2020**  
ACCT 337  
MGMT 384

**Spring 2021**  
BUSN 330  
BUSN 470  
MGMT 383

**Fall 2021**  
BUSN 493  
FINC 421  
MGMT 202  
MGMT 484

**Spring 2022**  
ECON 420  
MGMT 487

*Implementation plan of core courses for the online Associate of Science in Business. For more details about the AS Business see page 138.*

**Fall 2018**  
BUSN 118  
BUSN 230  
CSCI 101  
MRKT 201

**Spring 2019**  
BUSN 100  
BUSN 193  
BUSN 296  
ECON 201  
MGMT 201

**Fall 2019**  
ACCT 231  
BUSN 270  
CSCI 260  
ECON 202

**Spring 2020**  
ACCT 232  
BUSN 293  
MRKT 202



## 125 Online Degree Programs

*Implementation plan of core courses for the online Bachelor of Science in Criminal Justice. For more details about the BS Criminal Justice see page 141.*

**Fall 2018**  
CRJU 111  
CRJU 293  
CRJU 321  
SOCL 312

**Spring 2019**  
CRJU 105  
CRJU 223  
CRJU 401  
CRJU 405  
CRJU 493

**Fall 2019**  
CRJU 222  
CRJU 232  
CRJU 335

**Spring 2020**  
CRJU 215  
CRJU 314

**Fall 2020**  
**CRJU 315**  
CRJU 402

**Spring 2021**  
CRJU 340

**Fall 2021**  
CRJU 415  
CRJU 445

**Spring 2022**  
CRJU 403  
CRJU 497

*Implementation plan of core courses for the online Associate of Science in Criminal Justice. For more details about the AS Criminal Justice see page 145.*

**Fall 2018**  
CRJU 111  
CRJU 293  
SOCL 209  
SOCL 312

**Spring 2019**  
CRJU 105  
CRJU 223  
HIST 208

**Fall 2019**  
CRJU 222  
CRJU 232

**Spring 2020**  
CRJU 215  
CRJU 231  
CRJU 297

*Implementation plan of courses for the online Certificate in Geographic Information System. For more details about the Certificate in GIS see page 271.*

**Fall 2020**  
LAND 244  
NRMT 125  
NRMT 244  
NRMT 334

## DEPARTMENT OF BUSINESS

**Mrs. Cheryl F. McKinney, Department Chairperson**

**Professor:** G. Arbogast

**Associate Professors:** D. Heaster, C. McKinney

**Assistant Professor:** K. Queen

**Lecturers:** T. Henline, L. Ward, T. Weiford

The Department of Business provides quality educational opportunities for students who are preparing for challenging careers in dynamic business environments and/or pursuing graduate degrees. The Department faculty are committed to educating students to be thoughtful, productive, engaged, and responsible citizens. The Department of Business maintains excellence in academic programs by interacting with employers and recent graduates who regularly provide advice on the marketability of our degrees in an information-processing and global economy.

The Department offers both a two year and four year program that emphasize life-long learning and personal and professional development. Modern technology and current software are integrated throughout each program. In addition to the course work, business majors are encouraged to participate in student organizations and co-curricular activities that provide opportunities for service learning, the development of human relations skills, and the application of leadership skills.

The Business faculty bring a variety of professional experience to the classroom and regularly participate in professional development activities to keep them abreast of current developments in their field of expertise. Small classes permit ready access to faculty and academic advisors, and all business faculty encourage students and advisees to visit their offices frequently throughout the semester.

For additional information about the Department of Business, its programs, faculty, and organizations call (304) 462-6250.

### **Degree Programs**

#### **Bachelor of Science in Business Administration**

with majors in Accounting, Computer and Information Systems, Management, Integrated Marketing, Sport Management

#### **Associate of Science in Business**

## BACHELOR OF SCIENCE DEGREE BUSINESS ADMINISTRATION ACCOUNTING

**GSC 100 The First Year Experience 0 hours**

All degree seeking students are required to take GSC 100 during their first semester.

**General Education Requirements 39 hours**

Students in Business Administration must complete CSCI 101, ECON 201 and MATH 115 as part of the General Education requirements.

**Business Administration Core 33 hours**

ACCT	231	Principles of Accounting I	3
ACCT	232	Principles of Accounting II	3
BUSN	100	Introduction to Business	3
BUSN	193	Applied Business Communications	3
BUSN	230	Quantitative Business Analysis I	3
BUSN	270	Business Law I	3
BUSN	330	Quantitative Business Analysis II	3
CSCI	101	Computing Concepts	
CSCI	260	Management Information Systems	3
ECON	201	Principles of Microeconomics	
ECON	202	Principles of Macroeconomics	3
MATH	115	College Algebra	
MGMT	201	Principles of Management	3
MRKT	201	Principles of Marketing	3

**Accounting Major 42 hours**

ACCT	331	Intermediate Accounting I	3
ACCT	332	Intermediate Accounting II	3
ACCT	334	Individual Income Tax Accounting	3
ACCT	337	Cost Accounting	3
ACCT	344	Business Income Tax Accounting	3
ACCT	432	Advanced Accounting	3
ACCT	435	Auditing	3
ACCT	436	Accounting Systems	3
ACCT	438	Accounting Ethics Seminar	3
BUSN	470	Business Law II	3
BUSN	493	Strategic Management and Planning	3
ECON	420	The Financial System and Economy	3
FINC	321	Business Finance	3
STAT	361	Introduction to Statistical Analysis	3

**General Electives 6 hours**

**Total minimum hours required for degree 120 hours**

**GATEWAY ASSESSMENT – BUSN 193 - CAPSTONE ASSESSMENT – BUSN 493**

### IMPORTANT: CPA EXAM AND CERTIFICATION INFORMATION

The West Virginia Board of Accountancy ([www.wvboacc.org](http://www.wvboacc.org)) is the regulatory board charged with the administration and enforcement of the provisions of the West Virginia Board of Accountancy law, including oversight of the professional licensing of Certified Public Accountants. In general, the Board shall issue an initial certificate to an applicant of good moral character who meets the *Education, Examination and Experience* requirements as specified on the website listed above. In brief, candidates must ultimately complete 150 hours of specified *Education*, pass the Uniform CPA *Examination* and accumulate at least one year of *Experience* to become a CPA.

A West Virginia exam applicant may sit for the CPA examination with a baccalaureate degree and the completion of specific courses at the upper-division baccalaureate and/or graduate levels at an accredited college or university. Minimum requirements include:

- 30 semester hours in Accounting (excluding Principles of Accounting, as specified by the West Virginia State Board of Accountancy),
- 3 semester hours in Business Law and
- 27 semester hours in Business courses (other than accounting and business law courses, as specified by the West Virginia State Board of Accountancy).

*Three credit hours in ethics are required and may be counted as part of the accounting or business courses.*

A complete listing of specific criteria may be obtained from the West Virginia State Board of Accountancy or the GSC Accounting faculty.

Remember that CPA candidates must ultimately complete 150 semester hours of postsecondary education and receive a baccalaureate or higher degree from a college or university accredited by a regional accreditation board recognized by the West Virginia State Board of Accountancy. If an accounting major is interested in eventually becoming a CPA, the student must earn additional hours past those 120 hours required to obtain a baccalaureate accounting degree at Glenville State College. The Department of Business recommends three options for interested students to consider in fulfilling the West Virginia State Board of Accountancy 150 hour requirement:

- The student may elect a second major and/or select a minor; this option could also include completion of an Associate Degree. It is imperative that a student who is interested in this option consult with the advisor in the sophomore year to properly plan a course of study incorporating these additional hours.
- The student may elect not to declare an additional major/minor but take advisor-approved electives in several areas to complete the required hours.
- The student may elect to complete the 120 hour baccalaureate accounting program at Glenville State and then pursue a graduate degree at another institution.

Students are encouraged to talk with one of the Accounting faculty about this information and options available.

**ACCOUNTING  
SUGGESTED PLAN OF STUDY**

**FIRST YEAR**

ACCT 231 .....	3	ACCT 232.....	3
BUSN 100 .....	3	ART 200, CART 200, FNAR 100	
BUSN 230 .....	3	(OR) MUSC 200 .....	3
CSCI 101 .....	3	CART 101.....	3
ENGL 101 .....	3	MATH 115 .....	3
GSC 100 .....	0	MGMT 201 (OR) MRKT 201 .....	3
<b>Total Hours - Fall Semester.....</b>	<b>15</b>	<b>Total Hours - Spring Semester .....</b>	<b>15</b>

**SECOND YEAR**

ACCT 331 .....	3	ACCT 332.....	3
BUSN 193 .....	3	BUSN 470.....	3
BUSN 270 .....	3	ECON 201 (OR) 202 .....	3
ENVR 101, SCNC 101, 102, 103, (OR) SCNC 104.....	4	ENGL 102.....	3
MGMT 201 (OR) MRKT 201 .....	3	PED 201.....	1
<b>Total Hours - Fall Semester.....</b>	<b>16</b>	STAT 361 .....	3
		<b>Total Hours - Spring Semester .....</b>	<b>16</b>

**THIRD YEAR**

ACCT 337 .....	3	ACCT 334.....	3
ACCT 432 .....	3	ACCT 435.....	3
CSCI 260 .....	3	ENGL 203, 204, 205 (OR) 206 .....	3
ECON 201 (OR) 202.....	3	ENVR 101, SCNC 101, 102, 103, (OR) SCNC 104.....	4
HIST 201, 202, 207, 208 (OR) POSC 203 .....	3	FINC 321 .....	3
<b>Total Hours - Fall Semester.....</b>	<b>15</b>	<b>Total Hours - Spring Semester .....</b>	<b>16</b>

**FOURTH YEAR**

ACCT 344 .....	3	ACCT 438.....	3
ACCT 436 .....	3	BUSN 330.....	3
BUSN 493 .....	3	ECON 420 .....	3
HIST 201, 202, 207, 208 (OR) POSC 203 ..	3	ELECTIVES.....	3
ELECTIVES.....	3	<b>Total Hours - Spring Semester .....</b>	<b>12</b>
<b>Total Hours - Fall Semester.....</b>	<b>15</b>		

**130 Department of Business****BACHELOR OF SCIENCE DEGREE BUSINESS ADMINISTRATION  
COMPUTER AND INFORMATION SYSTEMS****GSC 100 The First Year Experience 0 hours**

All degree seeking students are required to take GSC 100 during their first semester.

**General Education Requirements 39 hours**

Business Administration students must complete CSCI 101, ECON 201 and MATH 115 as part of the General Education requirements.

**Business Administration Core 33 hours**

ACCT 231	Principles of Accounting I	3
ACCT 232	Principles of Accounting II	3
BUSN 100	Introduction to Business	3
BUSN 193	Applied Business Communications	3
BUSN 230	Quantitative Business Analysis I	3
BUSN 270	Business Law I	3
BUSN 330	Quantitative Business Analysis II	3
CSCI 101	Computing Concepts	
CSCI 260	Management Information Systems	3
ECON 201	Principles of Microeconomics	
ECON 202	Principles of Macroeconomics	3
MATH 115	College Algebra	
MGMT 201	Principles of Management	3
MRKT 201	Principles of Marketing	3

**Computer and Information Systems Major 36 hours**

BUSN 493	Strategic Management and Planning	3
CSCI 220	Introduction to Linux	3
CSCI 230	Introduction to Computer Programming	3
CSCI 240	Enterprise Architecture and Security	3
CSCI 304	Networking & Security	3
CSCI 305	Web Design	3
CSCI 335	Cyber Crime Investigation I (crosslisted CRJU 335)	3
CSCI 352	Operating Systems Principles	3
CSCI 360	Systems Analysis and Design	3
CSCI 381	Database Management	3
CSCI 490	Computer Science Project	3
STAT 361	Introduction to Statistical Analysis	3

**Restricted Electives 6 hours**

CSCI 330	C++ Programming	3
CSCI 405	Web Application Development	3
CSCI 430	Data Structures	3
CSCI 435	Cyber Crime Investigation II (crosslisted as CRJU 435)	3

**General Electives 6 hours****Total minimum hours required for degree 120 hours**

GATEWAY ASSESSMENT - BUSN 193 - CAPSTONE ASSESSMENT - BUSN 493

**COMPUTER AND INFORMATION SYSTEMS  
SUGGESTED PLAN OF STUDY**

**FIRST YEAR**

BUSN 100 .....	3	ART 200, CART 200, FNAR 100,	
BUSN 230 .....	3	MUSC 200 .....	3
CSCI 220 .....	3	CART 101.....	3
CSCI 101 .....	3	CSCI 240 .....	3
ENGL 101 .....	3	CSCI 260 .....	3
GSC 100 .....	0	MATH 115 .....	3
<b>Total Hours - Fall Semester.....</b>	<b>15</b>	<b>Total Hours - Spring Semester .....</b>	<b>15</b>

**SECOND YEAR**

ACCT 231 .....	3	ACCT 232.....	3
BUSN 193 .....	3	CSCI 230 .....	3
CSCI 304 (OR) CSCI 381 .....	3	ECON 202 .....	3
CSCI 335 (OR) CSCI 360 .....	3	ENVR 101, SCNC 101, 102, 103,	
ECON 201 .....	3	(OR) SCNC 104.....	4
PED 201 .....	1	MGMT 201 (OR) MRKT 201 .....	3
<b>Total Hours - Fall Semester.....</b>	<b>16</b>	<b>Total Hours - Spring Semester .....</b>	<b>16</b>

**THIRD YEAR**

BUSN 270 .....	3	CSCI 360 (OR) GENERAL ELECTIVE ....	3
CSCI 304 (OR) CSCI 381 .....	3	ENGL 203, 204, 205 (OR) 206 .....	3
CSCI 305 (OR) CSCI 352 .....	3	HIST 201, 202, 207, 208 (OR)	
ENGL 102 .....	3	POSC 203.....	3
MGMT 201 (OR) MRKT 201 .....	3	RESTRICTED ELECTIVE.....	3
<b>Total Hours - Fall Semester.....</b>	<b>15</b>	STAT 361 .....	3
		<b>Total Hours - Spring Semester .....</b>	<b>15</b>

**FOURTH YEAR**

BUSN 493 .....	3	BUSN 330.....	3
CSCI 305 (OR) CSCI 352 .....	3	CSCI 360 (OR) GENERAL ELECTIVE ....	3
ENVR 101, SCNC 101, 102, 103,		CSCI 490 .....	3
(OR) SCNC 104.....	4	GENERAL ELECTIVE .....	3
HIST 201, 202, 207, 208 (OR)		<b>Total Hours - Spring Semester .....</b>	<b>12</b>
POSC 203 .....	3		
RESTRICTED ELECTIVE.....	3		
<b>Total Hours - Fall Semester.....</b>	<b>16</b>		

**BACHELOR OF SCIENCE BUSINESS ADMINISTRATION  
MANAGEMENT**

**GSC 100 The First Year Experience 0 hours**

All degree seeking students are required to take GSC 100 during their first semester.

**General Education Requirements 39 hours**

Students in Business Administration must complete CSCI 101, ECON 201 and MATH 115 as part of the General Education requirements.

**Business Administration Core 33 hours**

ACCT 231	Principles of Accounting I	3
ACCT 232	Principles of Accounting II	3
BUSN 100	Introduction to Business	3
BUSN 193	Applied Business Communications	3
BUSN 230	Quantitative Business Analysis I	3
BUSN 270	Business Law I	3
BUSN 330	Quantitative Business Analysis II	3
CSCI 101	Computing Concepts	
CSCI 260	Management Information Systems	3
ECON 201	Principles of Microeconomics	
ECON 202	Principles of Macroeconomics	3
MATH 115	College Algebra	
MGMT 201	Principles of Management	3
MRKT 201	Principles of Marketing	3

**Management Major 36 hours**

ACCT 337	Cost Accounting	3
BUSN 470	Business Law II	3
BUSN 493	Strategic Management and Planning	3
ECON 420	The Financial System and Economy	3
FINC 321	Business Finance	3
FINC 421	Risk Management and Insurance	3
MGMT 383	Labor-Management Relations	3
MGMT 384	Human Resource Management	3
MGMT 402	Entrepreneurship	3
MGMT 484	Organizational Behavior	3
MGMT 487	Operations Management	3
STAT 361	Introduction to Statistical Analysis	3

**General Electives 12 hours**

**Total minimum hours required for degree 120 hours**

**GATEWAY ASSESSMENT - BUSINESS 193 - CAPSTONE ASSESSMENT - BUSINESS 493**



**MANAGEMENT  
SUGGESTED PLAN OF STUDY**

**FIRST YEAR**

BUSN 100 .....	3	ART 200, CART 200, FNAR 100	
BUSN 230 .....	3	(OR) MUSC 200 .....	3
CART 101 .....	3	BUSN 193.....	3
CSCI 101 .....	3	HIST 201, 202, 207, 208 (OR)	
ENGL 101 .....	3	POSC 203.....	3
GSC 100 .....	0	MATH 115 .....	3
<b>Total Hours - Fall Semester.....</b>	<b>15</b>	MGMT 201.....	3
		<b>Total Hours - Spring Semester .....</b>	<b>15</b>

**SECOND YEAR**

ACCT 231 .....	3	ACCT 232.....	3
BUSN 270 .....	3	BUSN 470.....	3
CSCI 260 .....	3	ENGL 102.....	3
ENVR 101, SCNC 101, 102, 103, (OR) SCNC 104.....	4	ENVR 101, SCNC 101, 102, 103, (OR) SCNC 104.....	4
MRKT 201 .....	3	ELECTIVES.....	3
<b>Total Hours - Fall Semester.....</b>	<b>16</b>	<b>Total Hours - Spring Semester .....</b>	<b>16</b>

**THIRD YEAR**

ACCT 337 .....	3	ECON 202 .....	3
ECON 201 .....	3	FINC 321 .....	3
ENGL 203, 204, 205 (OR) 206 .....	3	HIST 201, 202, 207, 208 (OR)	
MGMT 484.....	3	POSC 203.....	3
MGMT 384.....	3	MGMT 383.....	3
		ELECTIVES.....	3
PED 201 .....	1	<b>Total Hours - Spring Semester .....</b>	<b>15</b>
<b>Total Hours - Fall Semester.....</b>	<b>16</b>		

**FOURTH YEAR**

BUSN 493 .....	3	BUSN 330.....	3
FINC 421 .....	3	ECON 420 .....	3
MGMT 402.....	3	MGMT 487.....	3
STAT 361 .....	3	ELECTIVES (300-400 level) .....	3
ELECTIVES.....	3	<b>Total Hours - Spring Semester .....</b>	<b>12</b>
<b>Total Hours - Fall Semester.....</b>	<b>15</b>		

**134 Department of Business****BACHELOR OF SCIENCE DEGREE BUSINESS ADMINISTRATION  
INTEGRATED MARKETING****GSC 100 The First Year Experience 0 hours**

All degree seeking students are required to take GSC 100 during their first semester.

**General Education Requirements 39 hours**

Students in Business Administration must complete CSCI 101, ECON 201 and MATH 115 as part of the General Education requirements.

**Business Administration Core 33 hours**

ACCT 231	Principles of Accounting I	3
ACCT 232	Principles of Accounting II	3
BUSN 100	Introduction to Business	3
BUSN 193	Applied Business Communications	3
BUSN 230	Quantitative Business Analysis I	3
BUSN 270	Business Law I	3
BUSN 330	Quantitative Business Analysis II	3
CSCI 101	Computing Concepts	
CSCI 260	Management Information Systems	3
ECON 201	Principles of Microeconomics	
ECON 202	Principles of Macroeconomics	3
MATH 115	College Algebra	
MGMT 201	Principles of Management	3
MRKT 201	Principles of Marketing	3

**Integrated Marketing Major 42 hours**

BUSN 493	Strategic Management and Planning	3
FINC 321	Business Finance	3
MGMT 202	Entrepreneurship	3
MRKT 202	Principles of Retailing	3
MRKT 203	Introduction to Graphic Design	3
MRKT 379	Advertising and Sales Promotion	3
MRKT 385	Global and Multicultural Marketing	3
MRKT 388	Emerging Media and the Market	3
MRKT 390	Consumer Behavior	3
MRKT 417	Brand Equity Management	3
MRKT 478	Marketing Research and Analysis	3
MRKT 495	Senior Seminar	3
STAT 361	Introduction to Statistical Analysis	3

Restricted Electives 3

ECON 420	The Financial System and Economy	
MRKT 303	Intermediate Graphic Design	
MRKT 398	Publication Design	
MRKT 497	Internship II	

**General Electives (three hours must be 300-400 level) 6 hours****Total minimum hours required for degree 120 hours****GATEWAY ASSESSMENT - BUSINESS 193 - CAPSTONE ASSESSMENT - BUSINESS 493**

**INTEGRATED MARKETING  
SUGGESTED PLAN OF STUDY**

**FIRST YEAR**

BUSN 100 .....	3	ART 200, CART 200, FNAR 100, (OR) MUSC 200 .....	3
BUSN 230 .....	3	ENGL 102.....	3
CART 101 .....	3	ECON 201 .....	3
CSCI 101 .....	3	HIST 201, 202, 207, 208 (OR) POSC 203.....	3
ENGL 101 .....	3	MRKT 201.....	3
GSC 100.....	0	<b>Total Hours - Spring Semester .....</b>	<b>15</b>
<b>Total Hours - Fall Semester.....</b>	<b>15</b>		

**SECOND YEAR**

ACCT 231 .....	3	ACCT 232.....	3
ENGL 203, 204, 205 (OR) 206 .....	3	BUSN 193.....	3
MATH 115 .....	3	ENVR 101, SCNC 101, 102, 103, (OR) SCNC 104.....	4
MRKT 203 .....	3	MGMT 201.....	3
PED 201 .....	1	MRKT 202.....	3
ELECTIVES.....	3	<b>Total Hours - Spring Semester .....</b>	<b>16</b>
<b>Total Hours - Fall Semester.....</b>	<b>16</b>		

**THIRD YEAR**

BUSN 270 .....	3	FINC 321 .....	3
ECON 202 .....	3	HIST 201, 202, 207, 208 (OR) POSC 203.....	3
ENVR 101, SCNC 101, 102, 103, (OR) SCNC 104.....	4	MRKT 385 (OR) MRKT 390 (OR) MRKT 395 (OR) MRKT 398 .....	3
MRKT 388 .....	3	MRKT 385 (OR) MRKT 390 (OR) MRKT 395 (OR) MRKT 398 .....	3
MRKT 379 .....	3	STAT 361 .....	3
<b>Total Hours - Fall Semester.....</b>	<b>16</b>	<b>Total Hours - Spring Semester .....</b>	<b>15</b>

**FOURTH YEAR**

BUSN 330 .....	3	CSCI 260 .....	3
BUSN 493 .....	3	MRKT 385 (OR) MRKT 390 (OR) MRKT 395 .....	3
MRKT 417 .....	3	MRKT 478.....	3
MGMT 202.....	3	MRKT 495.....	3
Electives (300-400 level).....	3	<b>Total Hours - Spring Semester .....</b>	<b>12</b>
<b>Total Hours - Fall Semester .....</b>	<b>15</b>		

**BACHELOR OF SCIENCE DEGREE BUSINESS ADMINISTRATION  
SPORT MANAGEMENT**

**GSC 100 The First Year Experience** **0 hour**

All degree seeking students are required to take GSC 100 during their first semester.

**General Education Requirements** **39 hours**

Students in Business Administration must complete CSCI 101, ECON 201 and MATH 115 as part of the General Education requirements.

**Business Administration Core** **33 hours**

ACCT 231	Principles of Accounting I	3	
ACCT 232	Principles of Accounting II	3	
BUSN 100	Introduction to Business	3	
BUSN 193	Applied Business Communications	3	
BUSN 230	Quantitative Business Analysis I	3	
BUSN 270	Business Law I	3	
BUSN 330	Quantitative Business Analysis II	3	
CSCI 101	Computing Concepts		
CSCI 260	Management Information Systems	3	
ECON 201	Principles of Microeconomics		
ECON 202	Principles of Macroeconomics	3	
MATH 115	College Algebra		
MGMT 201	Principles of Management	3	
MRKT 201	Principles of Marketing	3	

**Sport Management** **37 hours**

BUSN 493	Strategic Management and Planning	3	
FINC 321	Business Finance	3	
MGMT 383	Labor-Management Relations	3	
PED 121	Foundation of Physical Education & Sport	2	
PED 130	Recreational Sports	1	
PED 224	Assisting in Sports/Camps/Intramurals/Coaching	2	
PED 230	Intramural Development	2	
SMGT 130	Introduction to Sport Management	3	
SMGT 313	Resort Area Management	3	
SMGT 330	Event & Sport Facilities Management	3	
SMGT 335	Sport Marketing	3	
SMGT 430	Legal Aspects of Sport	3	
SMGT 497	Internship II	3	
STAT 361	Introduction to Statistical Analysis	3	

**General Electives (nine hours must be 300-400 level)** **11 hours**

**Total minimum hours required for degree** **120 hours**

**GATEWAY ASSESSMENT - BUSN 193 -- CAPSTONE ASSESSMENT - BUSN 493**

**SPORT MANAGEMENT  
SUGGESTED PLAN OF STUDY**

**FIRST YEAR**

BUSN 100 .....	3	ART 200, CART 200, FNAR 100, (OR) MUSC 200 .....	3
BUSN 230 .....	3	CART 101.....	3
CSCI 101 .....	3	MATH 115 .....	3
ENGL 101 .....	3	MGMT 201.....	3
GSC 100 .....	0	SMGT 313 (OR) SMGT 330.....	3
SMGT 130.....	3	<b>Total Hours - Spring Semester .....</b>	<b>15</b>
<b>Total Hours - Fall Semester.....</b>	<b>15</b>		

**SECOND YEAR**

ACCT 231 .....	3	ACCT 232.....	3
BUSN 193 .....	3	ENGL 102.....	3
BUSN 270 .....	3	MGMT 383.....	3
MRKT 201 .....	3	SMGT 313 (OR) SMGT 330.....	3
PED 121 .....	2	SMGT 335 (OR) SMGT 430.....	3
PED 201 .....	1	<b>Total Hours - Spring Semester .....</b>	<b>15</b>
<b>Total Hours - Fall Semester.....</b>	<b>15</b>		

**THIRD YEAR**

ECON 201 .....	3	ECON 202 .....	3
ENGL 203, 204, 205 (OR) 206.....	3	FINC 321 .....	3
ENVR 101, SCNC 101, 102, 103, (OR) SCNC 104.....	4	HIST 201, 202, 207, 208 OR POSC 203.....	3
PED 130 .....	1	PED 224.....	2
PED 230 .....	2	SMGT 335 (OR) SMGT 430.....	3
STAT 361 .....	3	ELECTIVES .....	2
<b>Total Hours - Fall Semester.....</b>	<b>16</b>	<b>Total Hours - Spring Semester .....</b>	<b>16</b>

**FOURTH YEAR**

BUSN 330 .....	3	SMGT 497 .....	3
BUSN 493 .....	3	ELECTIVES (300-400 level) .....	9
CSCI 260 .....	3	<b>Total Hours - Spring Semester .....</b>	<b>12</b>
ENVR 101, SCNC 101, 102, 103, (OR) SCNC 104.....	4		
HIST 201, 202, 207, 208 (OR) POSC 203..	3		
<b>Total Hours - Fall Semester.....</b>	<b>16</b>		

**ASSOCIATE OF SCIENCE  
BUSINESS**

**GSC 100 The First Year Experience** **0 hour**  
All degree seeking students are required to take GSC 100 during their first semester.

**General Education Requirements** **25 hours**

**WRITTEN AND ORAL COMMUNICATION**

BUSN 193*	Applied Business Communications	3
CART 101	Introduction to Public Speaking	3
ENGL 101	Critical Reading and Writing I	3
ENGL 102	Critical Reading and Writing II: American Mosaic	3

**PROBLEM SOLVING AND CRITICAL THINKING**

CSCI 260*	Management Information Systems	3
MATH 115	College Algebra	3

**CULTURE AND SOCIETY**

ECON 201*	Principles of Microeconomics	3
PED 201	First Aid and Safety	1

**TECHNOLOGY**

CSCI 101*	Computing Concepts	3
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**Area of Specialization** **32 hours**

ACCT 231	Principles of Accounting I	3
ACCT 232	Principles of Accounting II	3
BUSN 100	Introduction to Business	3
BUSN 118	Office Software	3
BUSN 230	Quantitative Business Analysis I	3
BUSN 270	Business Law I	3
BUSN 293**	Capstone Business Experience	2
BUSN 296	Dimensions in Professional Development	3
MGMT 201	Principles of Management	3
MRKT 201	Principles of Marketing	3
MRKT 202	Principles of Retailing	3

Restricted Elective 3

CSCI 220	Introduction to Linux	
ECON 202	Principles of Macroeconomics	
MRKT 203	Introduction to Graphic Design	
SMGT 130	Introduction to Sport Management	

**Total minimum hours required for degree** **60 hours**

**GATEWAY ASSESSMENT – BUSINESS 193 - CAPSTONE ASSESSMENT - BUSINESS 293**

\*General studies courses taught in the Business Department are also part of the content area for AS Business students; therefore, business students must achieve a “C” or better in these courses to meet degree requirements.

\*\*Only AS Business students with 45 credit hours completed can register for BUSN 293 (Capstone Business Experience).

**AS - BUSINESS  
SUGGESTED PLAN OF STUDY**

**FIRST YEAR**

BUSN 100 .....	3	BUSN 193.....	3
BUSN 230 .....	3	ECON 201 .....	3
CART 101 .....	3	ENGL 102.....	3
CSCI 101 .....	3	MATH 115 .....	3
ENGL 101 .....	3	MGMT 201.....	3
GSC 100 .....	0	<b>Total Hours - Spring Semester .....</b>	<b>15</b>
<b>Total Hours - Fall Semester.....</b>	<b>15</b>		

**SECOND YEAR**

ACCT 231 .....	3	ACCT 232.....	3
BUSN 118 .....	3	BUSN 293.....	2
BUSN 270 .....	3	BUSN 296.....	3
CSCI 220, ECON 202, MRKT 203 (OR) SMGT 130 .....	3	CSCI 260 .....	3
MRKT 201 .....	3	MRKT 202.....	3
<b>Total Hours - Fall Semester.....</b>	<b>15</b>	PED 201.....	1
		<b>Total Hours - Spring Semester .....</b>	<b>15</b>

## DEPARTMENT OF CRIMINAL JUSTICE

**Dr. Kenneth R. Lang, Department Chairperson**

**Assistant Professors:** J. Bryson, D. Hardin, K. Lang, J. Yeager

The Criminal Justice Program is dedicated to providing our students with the career-focused skills and knowledge necessary to enter the exciting career opportunities in law enforcement, corrections, probation, parole, and homeland security. Glenville State College's high quality academic curriculum and dynamic learning environment foster the highest standards that those entering the criminal justice field require.

At Glenville State College, every student receives the individualized attention they need for a successful academic experience. Our highly trained and qualified criminal justice faculty have backgrounds in law enforcement, courts, corrections, probation and parole at all levels of the criminal justice system. The collective experiences of the faculty enhance the implementation of practical applications into the classroom. This is exemplified by the dynamic scenario-based training students receive both on and off campus. The use of Glenville State College's crime scene house and the Morris Training Center labs provides opportunities for students to have individualized "hands-on" experience.

The Criminal Justice Program offers both four year and two year degrees. Students will experience a general overview of the criminal justice system in the criminal justice core classes while gaining specialized knowledge in one of the two criminal justice concentrations: Administration of Justice and Field Forensics. The program curriculum includes criminal and procedural law, crime scene and advanced crime scene management, cyber-crime, organized crime, criminology, juvenile justice, organized crime, interviewing and interrogation, probation and parole, homeland security, and many more exciting classes. All students will experience a 240 hour internship in a setting of their choice.

In addition to academic advancement, students are offered participation in criminal justice organizations. The American Criminal Justice Association Fraternity Lambda Alpha Epsilon provides learning opportunities, field trips, and networking services outside of the classroom. The Department is also a sponsor of the Pioneer Shooting Club, an affiliate of the International Defensive Pistol Association. This club hosts and travels to regional and national shooting competitions. Both clubs are active on campus and within the local community.

Students with an interest in studying internationally have two options available in the program. Through the Knowledge Exchange Institute (KEI) Glenville State College has partnered with the London South Bank University in London, England and Griffith College in Dublin, Ireland where students can complete prescribed coursework towards the completion of their degree.

For additional information about the Department of Criminal Justice, its programs, faculty, organizations, and study abroad opportunities call (304) 462-6270.

### **Degree Programs**

#### **Bachelor of Science in Criminal Justice**

With concentrations in Administration of Justice or Field Forensics

#### **Associate of Science in Criminal Justice**



**BACHELOR OF SCIENCE**

**CRIMINAL JUSTICE**

**GSC 100 The First Year Experience** **0 hour**

All degree seeking students are required to take GSC 100 during their first semester.

**General Education Requirements** **39 hours**

Students must take POSC 203 and PSYC 201 (OR) SOCL 205 as part of the General Education requirement.

**Criminal Justice Core** **39 hours**

CRJU 105	Interviewing and Report Writing (OR)	
SOCL 105	Interviewing and Counseling	3
CRJU 111	Introduction to Criminal Justice System	3
CRJU 215	Crime Scene Management	3
CRJU 222	Police Practices and Procedures	3
CRJU 223	Corrections	3
CRJU 232	Criminal Evidence and Procedures	3
CRJU 293	Juvenile Justice System	3
CRJU 321	Criminal Law	3
CRJU 401	Ethics in Criminal Justice	3
CRJU 493	Senior Seminar in Criminal Justice	3
CRJU 497	Internship II	6
SOCL 312	Criminology	3

**Select one of the following concentrations:**

**Administration of Justice Concentration** **27 hours**

CRJU 231	Community Oriented Policing	3
CRJU 251	Probation and Parole	3
CRJU 310	Criminal Justice Management	3
CRJU 312	Organized Crime	3
CRJU 405	Advanced Interviewing and Interrogation	3
CRJU 415	Civil Liability in Criminal Justice	3
CRJU 425	Homeland Security	3
POSC 309	Civil Liberties	3
PSYC 380	Drugs and Human Behavior	3

## **142 Department of Criminal Justice**

### **Field Forensics Concentration**

**27 Hours**

CRJU	314	Fingerprints and Latent Collection	3
CRJU	315	Firearms and Ballistics	3
CRJU	335	Cyber Crime Investigation I	3
CRJU	340	Advanced Issues in Evidence	3
CRJU	402	Death Investigations	3
CRJU	403	Criminal Profiling	3
CRJU	405	Advanced Interviewing and Interrogation	3
CRJU	415	Civil Liability Issues in Criminal Justice	3
CRJU	445	Advanced Crime Scene Management	3

### **General Electives**

**15 hours**

### **Total Hours required for degree**

**120 hours**

**GATEWAY ASSESSMENT – CRJU 232 - CAPSTONE ASSESSMENT – CRJU 493**

**CRIMINAL JUSTICE  
ADMINISTRATION OF JUSTICE  
SUGGESTED PLAN OF STUDY**

**FIRST YEAR**

CART 101 .....	3	CRJU 105 .....	3
CRJU 111 .....	3	CRJU 215 .....	3
CSCI 101 .....	3	CRJU 223 .....	3
ENGL 101 .....	3	ENGL 102 .....	3
GSC 100 .....	0	POSC 203 .....	3
MATH 106 .....	3	<b>Total Hours - Spring Semester .....</b>	<b>15</b>
<b>Total Hours - Fall Semester .....</b>	<b>15</b>		

**SECOND YEAR**

ART 200, CART 200, FNAR 100 (OR) MUSC 200 .....	3	CRJU 310 (OR) CRJU 231 (OR) CRJU 340.....	3
CRJU 222 (OR) CRJU 240 (OR) CRJU 251.....	3	CRJU 310, CRJU 314, 315 (OR) 402.....	3
CRJU 222 (OR) CRJU 240 (OR) CRJU 251.....	3	CRJU 314, 315, 402, 415 (OR) CRJU 231.....	3
ENVR 101, SCNC 101, 102, 103 (OR) 104.....	4	ENVR 101, SCNC 101, 102, 103 (OR) 104.....	4
PSYC 201 (OR) SOCL 205.....	3	PED 201.....	1
<b>Total Hours - Fall Semester .....</b>	<b>16</b>	<b>Total Hours - Spring Semester .....</b>	<b>14</b>

**THIRD YEAR**

CRJU 293, CRJU 312, CRJU 335 (OR) POSC 309.....	3	CRJU 401, CRJU 415 (OR) CRJU 445.....	3
CRJU 293, CRJU 312, CRJU 335 (OR) POSC 309.....	3	PSYC 380, CRJU 401 (OR) CSCI 403.....	3
CRJU 321 .....	3	PSYC 380, CRJU 401 (OR) CSCI 403.....	3
ENGL 203, 204, 205 (OR) 206 .....	3	GENERAL ELECTIVES .....	6
SOCL 312 .....	3	<b>Total Hours - Spring Semester .....</b>	<b>15</b>
<b>Total Hours - Fall Semester .....</b>	<b>15</b>		

**FOURTH YEAR**

CRJU 314, CRJU 402.....	3	CRJU 405, CRJU 425, CRJU 445 (OR) CRJU 314, 315 (OR) 402 .....	3
CRJU 497 .....	6	CRJU 405, CRJU 425, CRJU 445 (OR) CRJU 314, 315 (OR) 402 .....	3
HIST 201, 202, 207 (OR) 208 .....	3	CRJU 493 .....	3
GENERAL ELECTIVES .....	3	ELECTIVES.....	6
<b>Total Hours - Fall Semester .....</b>	<b>15</b>	<b>Total Hours - Spring Semester .....</b>	<b>15</b>

**CRIMINAL JUSTICE  
FIELD FORENSICS  
SUGGESTED PLAN OF STUDY**

**FIRST YEAR**

CART 101 .....3	CRJU 105 .....3
CRJU 111 .....3	CRJU 215 .....3
CSCI 101 .....3	CRJU 223 .....3
ENGL 101 .....3	ENGL 102 .....3
GSC 100 .....0	POSC 203 .....3
MATH 106 .....3	<b>Total Hours - Spring Semester .....15</b>
<b>Total Hours - Fall Semester .....15</b>	

**SECOND YEAR**

ART 200, CART 200, FNAR 100 (OR) MUSC 200.....3	CRJU 310 (OR) CRJU 231 (OR) CRJU 340.....3
CRJU 222 (OR) CRJU 240 (OR) CRJU 251.....3	CRJU 310, CRJU 314, 315 (OR) 402.....3
CRJU 222 (OR) CRJU 240 (OR) CRJU 251.....3	CRJU 314, 315, 402, 415 (OR) CRJU 231.....3
ENVR 101, SCNC 101, 102, 103 (OR) 104.....4	ENVR 101, SCNC 101, 102, 103 (OR) 104.....4
PSYC 201 (OR) SOCL 205.....3	PED 201.....1
<b>Total Hours - Fall Semester .....16</b>	<b>Total Hours - Spring Semester .....14</b>

**THIRD YEAR**

CRJU 293, CRJU 312, CRJU 335 (OR) POSC 309.....3	CRJU 401, CRJU 415 (OR) CRJU 445.....3
CRJU 293, CRJU 312, CRJU 335 (OR) POSC 309.....3	PSYC 380, CRJU 401 (OR) CSCI 403.....3
CRJU 321 .....3	PSYC 380, CRJU 401 (OR) CSCI 403.....3
ENGL 203, 204, 205 (OR) 206 .....3	GENERAL ELECTIVES .....6
SOCL 312 .....3	<b>Total Hours - Spring Semester .....15</b>
<b>Total Hours - Fall Semester .....15</b>	

**FOURTH YEAR**

CRJU 314, CRJU 402.....3	CRJU 405, CRJU 425, CRJU 445 (OR)
CRJU 497 .....6	CRJU 314, 315 (OR) 402 .....3
HIST 201, 202, 207 (OR) 208 .....3	CRJU 405, CRJU 425, CRJU 445 (OR)
GENERAL ELECTIVES .....3	CRJU 314, 315 (OR) 402 .....3
<b>Total Hours - Fall Semester .....15</b>	CRJU 493 .....3
	ELECTIVES.....6
	<b>Total Hours - Spring Semester .....15</b>

**ASSOCIATE OF SCIENCE - CRIMINAL JUSTICE**

**GSC 100 The First Year Experience 0 hour**

All degree seeking students are required to take GSC 100 during their first semester.

**General Education 26 hours**

**Written and Oral Communications**

ENGL	101	Critical Reading and Writing I	3
ENGL	102	Critical Reading and Writing II: The American Mosaic	3

**Problem Solving and Critical Thinking**

MATH	106	Finite Mathematics (or higher)	3
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**Any one of the following 4**

ENVR	101	Environmental Science
SCNC	101	Earth Science
SCNC	102	Nature of Sound and Light
SCNC	103	Contemporary Biology
SCNC	104	Forensic Chemistry

Another science course may satisfy this requirement. Please consult with your advisor.

**Culture and Society**

PED	201	First Aid and Safety	1
POSC	203	American National Government	3
PSYC	201	General Psychology	3
SOCL	205	Principles of Sociology	3

**Technology**

CSCI	101	Computing Concepts	3
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**Area of Specialization 34 hours**

CRJU	105	Interviewing and Report Writing (OR)	
SOCL	105	Interviewing and Counseling	3
CRJU	111	Introduction to Criminal Justice System	3
CRJU	215	Crime Scene Management	3
CRJU	222	Police Practices and Procedures	3
CRJU	223	Corrections	3
CRJU	231	Community Oriented Policing (OR)	
CRJU	251	Probation and Parole	3
CRJU	232	Criminal Evidence and Procedures	3
CRJU	293	Juvenile Justice System	3
CRJU	297	Internship I	1
SOCL	209	Social Problems	3

**Program Electives (select from the following): 6**

CRJU	199	Special Topics in Criminal Justice
CRJU	321	Criminal Law
HIST		Any 200 level history course
SOCL	312	Criminology

**Total minimum hours required for degree 60 hours**

GATEWAY ASSESSMENT – CRJU 232 - CAPSTONE ASSESSMENT – CRJU 293

**CRIMINAL JUSTICE  
SUGGESTED PLAN OF STUDY**

**FIRST YEAR**

CRJU 111 .....3	CRJU 215 .....3
CRJU 222 .....3	CRJU 223 .....3
CSCI 101 .....3	CRJU 231 (OR) CRJU 251.....3
ENGL 101 .....3	ENGL 102.....3
GSC 100 .....0	ENVR 101, SCNC 101, 102, 103,
MATH 106 .....3	(OR) SCNC 104 .....4
<b>Total Hours - Fall Semester.....15</b>	<b>Total Hours - Spring Semester .....16</b>

**SECOND YEAR**

CRJU 105 (OR) SOCL 105.....3	CRJU 232 .....3
CRJU 293 .....3	CRJU 297 .....1
PED 201 .....1	SOCL 209.....3
POSC 203 .....3	Program Electives.....6
PSYC 201 .....3	<b>Total Hours - Spring Semester .....13</b>
SOCL 205.....3	
<b>Total Hours - Fall Semester..... 16</b>	

## DEPARTMENT OF EDUCATION

**Dr. Jeffrey C. Hunter, Dean of Teacher Education**

**Professor:** S. Curry

**Associate Professors:** L. Baker, S. Ratliff

**Assistant Professors:** J. Hunter, G. Kumpiene, C. Stout O'Dell

**Director of Teacher Education Field Placement:** C. Stout O'Dell

Glenville State College has a long and proud tradition in the preparation of teachers. The College began preparing teachers in 1872 when the Glenville Branch of the State Normal School of West Virginia was established by the state legislature. Until the late 1960s, the emphasis at Glenville State College continued to be teacher preparation, at which time the College expanded its curricula and services. Even with a broadened mission, Glenville State College preserved its heritage by continuing a legacy of excellence in teacher education.

The Department of Education is strongly committed to its mission of preparing exceptional teachers for the future. In keeping with its mission, the department maintains high quality programs in early education, elementary education, adolescent education, and special education and offers many different specializations. These programs are designed to prepare teacher candidates for their chosen careers in West Virginia and beyond. Currently, there are successful Glenville State graduates teaching in every county in the state.

In addition to the curriculum, there are a variety of opportunities throughout the program for education majors to work with candidates in educational settings and become a part of the local schools and the community. Through Professional Development Schools, candidates may observe, tutor, participate in instructional activities that relate to their area(s) of expertise, and participate in professional development activities. This interaction enhances the educational experiences and preparation of our teacher candidates.

Candidates are also offered the opportunity to become members of three educational organizations: the Kappa Omicron Chapter of Kappa Delta Pi, an international honor society in education, the Early Education Student Group (EESG) and the Student Reading Association. The Department of Education has a dedicated and caring faculty. Their combined years of public school experience and closeness with candidates are among the principal assurances of a quality educational opportunity at Glenville State College. GSC takes pride in the personal and professional relationships between candidates and faculty.

The faculty of the Department of Education are committed to preparing teachers who can address the challenges of today's public schools. Upon completion of one of GSC's programs, candidates not only understand the methodologies and techniques critical to becoming effective teachers, but they also realize the importance of caring for the students in their classrooms.

For additional information about the Department of call (304) 462-6200.

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**BACHELOR OF ARTS IN EDUCATION:**

Students pursuing a teacher education degree may select from the following combinations of teaching specializations:

**Elementary Specializations:**

Early Education (PreK-K) & Elementary (K-6)

OR

Multi-Categorical (K-6) & Elementary Education (K-6)

OR

Elementary Education (K-6) may also be combined with any of the following (select one):

**Middle School Specializations:**

A student must combine a middle school specialization with either Elementary Education or a Secondary Field:

English (5-9)

General Math-Algebra I (5-9)

General Science (5-9)

Social Studies (5-9)

OR

**Secondary Education**

A student may select one secondary specialization:

Biology (9-Adult)

Chemistry (9-Adult)

English (5-Adult)

General Science (5-Adult)

Mathematics (5-Adult)

Social Studies (5-Adult)

**Comprehensive**

Health and Physical Education (PreK-Adult)

Music (PreK-Adult)



## CONCEPTUAL FRAMEWORK

### The Skilled, Reflective and Responsive Teacher

To meet the challenge of preparing teachers to serve effectively in public school the teacher education program at Glenville State College is designed to prepare graduates who are “Skilled, Reflective and Responsive Teachers” (SRRT). A thorough understanding of subject content, along with well-developed skills in instruction, classroom management, assessment, dispositions, and educational applications of technology are essential for successful teaching. It is equally important that prospective teachers develop the ability to reflect on their learning and teaching and respond to the identified needs based on this reflection. This will help to ensure that reflective practice results in responsive action, improving the teaching/learning process and leading to continued professional growth.

At Glenville State College, the Department of Education has integrated many instructional strategies, reflective skills, content knowledge, and the evaluation of dispositions in the presentation of professional course work and field experiences. GSC believes that continued improvement in teacher preparation demands the integration of knowledge, skills, and dispositions leading to responsive behavior. GSC proposed and developed a merger of skills, reflection, and response into the conceptual framework called the Skilled, Reflective and Responsive Teacher (SRRT). The SRRT framework surrounds and supports the acquisition of effective teaching skills with the reflective, responsive nature of good teaching. GSC believes that skills, strategies, reflection, and productive and professional habits of mind can be molded and taught by unified faculty and, in turn, by candidates to their students.

The teacher education program at Glenville State College and its unifying theme of the “Skilled, Reflective, and Responsive Teacher” are supported and informed by six conceptual areas: Content Knowledge, Pedagogical Knowledge, Learner Knowledge, Professional Knowledge, Reflective Knowledge, and Responsive Practice.

## TEACHER EDUCATION CRITICAL CONCEPTS

1. Teaching is a problem-solving process.
2. Teachers must have concern for and be able to address the affective needs of candidates.
3. Teachers must have a strong commitment to professionalism.
4. Teachers must have a strong foundation in the liberal arts and mastery of the content in their area(s) of teaching.
5. Teachers must have highly developed skills in the areas of planning, instruction, classroom management and evaluation.
6. Teachers must be able to work effectively with others, including colleagues, administrators, candidates, families and community members.
7. Teachers must be effective consumers of research, in that they understand how research is conducted, are able to interpret research data and can implement knowledge gained from research in their own classrooms.
8. Teachers must be proficient in uses of educational technology, incorporating 21<sup>st</sup> Century Skills.
9. Teachers must develop an awareness that will produce fair and equitable treatment and interactions with diverse student populations in a global society.

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10. Teachers must develop and employ reflective, responsive practices to make sound educational decisions.

### **STATE LICENSURE PATTERNS AVAILABLE AT GLENVILLE STATE COLLEGE**

Glenville State College recommends the issuance of the teaching license. The West Virginia Department of Education is the agency that issues the license for teaching professionals.

#### **1. ELEMENTARY EDUCATION (K-6)**

The elementary education program is designed to prepare educators who will teach children kindergarten through the sixth grade. Candidates in the elementary education program are required to complete at least one additional teaching specialization, such as PreK-K, Multi-Categorical Special Education or a Middle School endorsement.

#### **2. CONTENT/SUBJECT SPECIALIZATIONS**

Specializations are available at the Middle Childhood Education (5-9) level; the Adolescent Education level (9-Adult); and/or combinations of the Middle Childhood and Adolescent levels (5-Adult). Subject specializations in Music and Physical Education and Health are preschool to adult grade level. Even though the candidate is interested in teaching in one specialization, the faculty advisor and the candidate should discuss employment possibilities and make wise choices based on the needs of the public schools. In addition to the faculty advisor, current employment information is available in the Academic Success Center.

#### **PRE-ADMISSION REQUIREMENTS**

Before participating in any field experiences, teacher candidates must complete a criminal background check and maintain a current tuberculosis (TB) test status as required by individual school district partners. Copies of all TB test results and criminal background check records are retained in the Department of Education Office. The above requirements are completed during the first Education class (EDUC 203) and as needed throughout the program of study.

#### **ADMISSION TO TEACHER EDUCATION**

Admission to Teacher Education typically occurs during the third or fourth semester for a student entering college for four years to earn a certificate to teach in the public or private schools. Alternate paths are to be handled on a case-by-case basis while levels of expected proficiency will be the same for both groups.

## REQUIREMENTS FOR ADMISSION TO TEACHER EDUCATION

1. Completion of 42 hours of courses including the following: CART 101, CSCI 267, EDUC 203, EDUC 205, ENGL 101, ENGL 102, and PED 201 with a grade of “C” or better.
2. An overall 2.75 grade point average.
3. Achieve a passing score on the PRAXIS Core Academic Skills for Educators (CORE) in the areas of Reading, Writing and Mathematics effective November 1, 2013. Passing scores are posted through the ETS website (<https://www.ets.org/praxis/wv/requirements/>). The PRAXIS CORE is a State requirement for certification.

Persons who meet one or more of the following criteria may be exempt from the Praxis Core Academic Skills for Educators (CORE).

- Attained, from a single administration, a composite score of 26 on the ACT, 1170 on the SAT using the combined Critical Reading and Math score or a score of 1240 on the New SAT using the combined Evidence-Based Reading and Writing score and Math score (effective May 2016-the Present)

If you wish to take all three computer-delivered CORE exams (5712, 5722, 5732) at the same time, select CORE Academic Skills for Educators: Combined Test (5751) when registering. Scores will be reported by individual test (5712, 5722, 5732).

4. Meet the West Virginia required computer skills through the successful “C” completion of CSCI 267.
5. Meet the West Virginia required listening and speaking skills through the successful “C” completion of CART 101.
6. Achieve a grade of “C” or better in ENGL 101 and ENGL 102.
7. Achieve a grade of “C” or better in PED 201.
8. Successful completion of oral presentation during the Admission to Teacher Education interview.

## PROCEDURES FOR ADMISSION TO TEACHER EDUCATION

During the semester in which the student enrolls in the necessary course work and/or takes the prescribed examinations, she or he should initiate procedures for admission to Teacher Education.

1. To initiate the procedure, the candidate obtains an Application Packet and completes the “Intent to Apply for Admission to Teacher Education” form. The packet is available from the Department of Education Office. Completed forms must be submitted, or e-mailed, to [Joanne.Rutherford@glenville.edu](mailto:Joanne.Rutherford@glenville.edu) in the Education Office by the following deadlines:

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### Admission to Teacher Education

Summer and Fall  
Spring

### Submission of Materials

March 1  
December 1

2. Candidates must complete the “Admission to Teacher Education Assessment Form” as well as the “Admission to Teacher Education Evaluation.” This form assesses the candidate in the areas of Performance and Dispositions. The completed assessment form, along with an additional blank second copy of the form is given to the academic advisor (faculty). The academic faculty advisor completes the second form.
3. The faculty advisor ascertains the candidate’s eligibility for admission, completes the blank assessment form received from the candidate, and returns it to the Teacher Candidate to be placed in the portfolio, which must be prepared as outlined in the Application Packet, following the guidelines set forth in the Rubric for Assessment.
4. The “Admission to Teacher Education Assessment Form” from the advisor and the candidate’s self-assessment are added to the file created for that candidate. The existing file should already contain two copies of the “Admission to Teacher Education Assessment Form” which were completed and submitted to the Education Office by the faculty teaching Education 203 and Education 205 at course completion.
5. When all the paperwork has been completed and filed and the Portfolio Interview process has been successfully completed, the candidate who is applying for admission to teacher education is reviewed by the Teacher Education Review Panel (TERP). The panel membership consists of a representative of all departments offering specializations in Teacher Education, Vice President for Student Life, Director of Residence Life, a representative from the Academic Success Center, Provost and Vice President for Academic Affairs, and the Department Chair of Education, who chairs the panel. Non-voting members of TERP include the College Certification Analyst and the Director of Teacher Education Field Placement.
6. The panel meets each semester prior to registration. An applicant may request to meet with the panel and the applicant’s advisor may accompany him/her. Such a request is submitted in writing at least 10 days prior to the scheduled meeting.
7. Panel members are sent a list of the names of the candidates requesting admission in advance of the scheduled meeting. If a panel member has reasons justifying the denial of any applicants, but cannot attend the meeting, such reasons should be stated in a letter and submitted to the chair of the panel prior to the meeting. All letters expressing concerns will then be read to the panel members in attendance. These letters will become part of the candidate’s permanent file maintained in the Department of Education.
8. The panel reviews each application. The panel makes a recommendation to the Department Chair of Education. Based upon the panel’s recommendation, the Department Chair may make one of three decisions:

**Full Admission:** This status is given to candidates who meet all admission requirements. Candidates may then enroll in upper division courses that require the Admission to Teacher Education prerequisite.

**Provisional Admission:** This status is given to candidates when one deficiency exists, and circumstances warrant provisional admission. Provisional admission is for *one semester only* and is non-renewable. During the semester for which provisional admission is granted, the candidate may enroll in any specified upper division course, *except* Internship and the Capstone Assessment. A request for provisional admittance is *not guaranteed*.

All admission requirements must be met at the end of the semester in which the Provisional Status was granted. At that time, the candidate will automatically be admitted to Teacher Education. If any requirements are not met, the candidate's status will be changed to "denied." When this occurs, the candidate will not be permitted to enroll in *any* classes which require Admission to Teacher Education as a prerequisite. When all requirements are met, the candidate may reapply for full admission.

**Denied Admission:** This status is given to candidates who have two or more deficiencies and have not met all requirements for admission to teacher education. This decision prohibits enrollment in any upper division courses requiring Admission to Teacher Education as a prerequisite. The Department Chair specifies the reason(s) for the denial. A teacher candidate who has been granted full admission and consequently falls below a 2.75 grade point average will go to denied status. Any candidate receiving denied status must reapply for admission to teacher education.

9. The Department Chair notifies each candidate and the candidate's faculty advisor of the decision regarding application.
10. Candidates wishing to appeal the Department Chair's decision may do so through the Student Academic Grievance policy as outlined in the GSC catalog.

## RETENTION IN TEACHER EDUCATION

To remain in any Teacher Education program, candidates must meet the following criteria:

1. Maintain a grade point average of 2.75 in overall course work attempted.
2. Maintain current tuberculosis (TB) test status before entering the public schools or other child-centered field experiences as required by partner public school districts. Copies of all TB test results are retained in the Department of Education office.
3. Maintain a current degree plan with the faculty advisor.
4. Demonstrate professional competency in field experiences as required.
5. Maintain a clear social record in the Office of Student Life.
6. Maintain a clear criminal background check.

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The faculty advisor, as well as the Department Chair of Education, monitor candidates' progress from admission to teacher education through the completion of the internship. When concerns arise throughout their program of study, candidates work with their faculty advisors to resolve those concerns expeditiously.

### ADMISSION TO STUDENT INTERNSHIP

Typically, the internship occurs in the last semester prior to graduation. Candidates must apply for admission to internship during the semester prior to the internship.

### REQUIREMENTS FOR ADMISSION TO STUDENT INTERNSHIP

To be eligible for Admission to the Internship, candidates must meet the following requirements:

1. Hold full admission status in a Teacher Education Program.
2. Maintain a minimum overall 2.75 grade point average.
3. Maintain a minimum 2.75 grade point average in the specialization area(s) for which the candidate seeks licensure. Completion of all required hours in specialization area(s) with grades of "C" or better.
4. Maintain a minimum 2.75 grade point average in all education course work and have a "C" or better in each required Education course.
5. Pass all state-required components of PRAXIS Core and PRAXIS II and meet all department requirements. No teacher candidate will be admitted to the Internship until **ALL** components of PRAXIS II are passed. Candidates for the **fall semester** must pass the PRAXIS II tests by the **June** test date. Candidates for the **spring semester** must pass the PRAXIS II tests by the **November** test date.
6. Maintain a clear social record in the Office of Student Affairs.
7. Maintain a current negative tuberculosis (TB) test status
8. All Teacher Education candidates must adhere to the current West Virginia State Department of Education requirements for licensure.

## **PROCEDURES FOR ADMISSION TO INTERNSHIP**

The “Application for Admission to Candidate Internship” must be submitted to the Director of Teacher Education Field Placement by *MARCH 1* to enroll in the following *fall semester* and *OCTOBER 1* to enroll in the following *spring semester*. Application forms are available in the Department of Education office. Specific meetings for Application for Admission to Internship will be held prior to each semester’s application due date. All teacher education candidates applying for Admission to Internship must attend these meetings in which necessary documents are reviewed and completed.

### ***CANDIDATES ARE RESPONSIBLE FOR ENSURING THAT THEIR PAPERWORK IS SUBMITTED BY THE DEADLINES FOR ADMISSION.***

The Teacher Education Review Panel (TERP) screens the list of intern applicants each semester to determine their individual status. An applicant may request to meet with the panel; if desired, the applicant’s advisor may accompany her/him. Such a request is submitted in writing at least 10 days prior to the scheduled meeting. Typically, panel meetings are scheduled during the week prior to the beginning of each semester.

If admission to the Internship is denied, the Teacher Education Review Panel must provide notification and the reason for denial to the candidate within five days of the decision. If denied admission the candidate may not begin the Internship during that respective semester. Once all deficiencies are met, the candidate may reapply for the Internship (by the stated deadline) to be considered for admission for the next semester.

### **Organization of the Internship Semester**

Candidates meet with the Director of Teacher Education Field Placement and supervising professors at the beginning of the semester in which they are enrolled in the internship. Primarily, the remainder of the semester is spent in the public schools; however, candidates are required to attend meetings, workshops and/or other professional development activities.

Interns may not enroll in any courses other than those prescribed during the internship semester without permission of the Department Chair of Education. Interns needing assistance may be required to enroll in Education 299, the Teacher Candidate Assistance Program (TCAP).

### **Grading of Internship**

Candidates enrolled in Internship will receive either CREDIT or NO CREDIT. CREDIT indicates successful performance of competencies; NO CREDIT indicates inadequate performance of competencies. Hours will vary based upon the number of Internship specializations the candidate pursues or the length of each required placement.

One credit hour of the Internship is the Capstone Assessment. Using portfolio artifacts and oral defense, candidates must validate that they have met the Interstate (N)ew Teacher Assessment and Support Consortium (InTASC) standards as well as the standards designated for their particular content area. Candidates must successfully complete the Capstone Assessment based on rubric evaluation in order to receive full credit for the internship.

### **Retention in Internship**

The Department of Education is dedicated to preparing teachers who are skilled, reflective and responsive with a commitment to their profession and to the students they serve. This requires that all candidates be monitored as they progress through the teacher preparation program. If teacher candidates encounter difficulties, remediation plans are developed and implemented through the Teacher Candidate Assistance Program (TCAP).

Teacher candidates may only attempt Internship twice. After the second unsuccessful attempt at Internship, the teacher candidate will not be allowed to continue in the Teacher Education Program.

### **LICENSURE REQUIREMENTS**

Upon completion of the program requirements, the Internship and the capstone assessment, successful candidates will be eligible for the Bachelor of Arts degree in Education. At that time, they are recommended to the West Virginia Department of Education for licensure to teach in West Virginia. Successful candidates will need to meet the following:

1. Complete all required course work with a minimum grade point average of 2.75 in each of the following areas: overall, professional education coursework and each content specialization area that the candidate is seeking graduation and licensure.
2. Pass state-required PRAXIS Core and PRAXIS II assessments for all fields in which licensure is pursued.
3. Have and maintain a clear legal history including the following:
  - a. Never having had a teaching license refused, suspended or revoked.
  - b. Never having willingly surrendered a teaching license.
  - c. Never having had a criminal conviction or currently pending charge (felony or misdemeanor).
4. Complete all Internship requirements and competencies as documented by the Professional Semester Evaluation (PSE) performance assessment and the Special Subjects Supervisor Evaluation Form.



## **BACHELOR OF ARTS DEGREE IN EDUCATION**

Candidates who enroll at Glenville State College will generally follow the provisions of the catalog in use at the time of their admission. However, there are some exceptions specific to Teacher Education candidates as indicated below:

1. Candidates wishing to enroll or re-enroll in a Teacher Education program must complete the requirements of the current catalog.
2. All Teacher Education candidates must complete a criminal background check prior to completing any field experience. All paperwork will be processed through the Teacher Education Office. Criminal background checks must exhibit a clear legal history.
3. All Teacher Education candidates must have a negative tuberculosis (TB) test on file in the Teacher Education office prior to completing any field experience as required by partner school districts.
4. All Teacher Education candidates must adhere to the current West Virginia State Department of Education requirements for licensure. If policies are changed, the requirements delineated within this catalog may not be applicable.

**BACHELOR OF ARTS IN EDUCATION  
ELEMENTARY EDUCATION (K-6) AND  
EARLY EDUCATION (PREK-K)**

<b>GSC 100</b>	<b>The First Year Experience</b>		<b>0 hour</b>
All degree seeking students are required to take GSC 100 during their first semester.			
<b>ENGLISH</b>			<b>12 hours</b>
CART 101	Introduction to Public Speaking	3	
ENGL 101	Critical Reading and Writing I	3	
ENGL 102	Critical Reading and Writing II: The American Mosaic	3	
ENGL 205	Survey of American Literature I (OR)		
ENGL 206	Survey of American Literature II	3	
<b>FINE ARTS</b>			<b>4 hours</b>
ART 330	Art Methods – Elementary Education Major	2	
MUSC 359	Music Fundamentals & Methods	2	
<b>HEALTH AND PHYSICAL EDUCATION</b>			<b>5 hours</b>
HLTH 332	Organization and Administration of School Health Programs	2	
PED 201	First Aid and Safety	1	
PED 326	Physical Education in the Elementary School	2	
<b>MATHEMATICS</b>			<b>12 hours</b>
MATH 115	College Algebra	3	
MATH 230	Euclidean Geometry for College Students	3	
MATH 256	Probability and Statistics I	3	
MATH 327	Elementary Math Methods	3	
<b>READING</b>			<b>3 hours</b>
ENGL 320	Backgrounds and Practices in Reading Children’s Literature	3	
<b>SCIENCE</b>			<b>12 hours</b>
SCNC 105	Nature of Science and Engineering Practices	1	
SCNC 204	Life Sciences for Elementary Education Majors	3	
SCNC 205	Physical Science for Elementary Education Majors	3	
SCNC 305	Earth Sciences for Elementary Education Majors	3	
SCNC 405	Pedagogical Practices and Classroom Instruction	2	

<b>SOCIAL SCIENCES</b>			<b>14 hours</b>
GEOG 203	World Regional Geography	3	
HIST 207	United States History to 1877	3	
HIST 208	United States History since 1877	3	
HIST 303	West Virginia and the Appalachian Region	3	
SOCS 314	Social Studies in Early and Middle Childhood Education	2	
<b>EARLY EDUCATION (PREK-K)</b>			<b>17 hours</b>
EDUC 207	Cultural Diversity in Early Education including Families and Communities	2	
EDUC 213	Early Childhood Development: Infant/Toddler, Preschool, and Primary (ages 0-8 years)	3	
EDUC 218	Introduction to Early Education	3	
EDUC 319	Organization and Administration of Early Education Programs (PreK-K)	3	
EDUC 320	Assessment of Young Children	2	
EDUC 321	Early Education Curriculum, Methods and Materials	4	
<b>PROFESSIONAL EDUCATION</b>			<b>24 hours</b>
CSCI 267	Computer Skills for Education	3	
EDUC 203	Foundations of Education	2	
EDUC 205	Educational Psychology*	3	
EDUC 310	Classroom Management and Teaching Strategies	2	
EDUC 411	Curriculum and Assessment: Elementary	2	
READ 318	Teaching Reading/Language Arts in Early and Middle Childhood Education (K-6)	4	
READ 414	Diagnostic and Prescriptive Teaching of Reading	2	
SPED 220	Educating the Exceptional and Culturally Diverse Student	3	
SPED 334	Strategies for Students with Learning Disabilities and Behavior Disorders	3	
<b>STUDENT INTERNSHIP</b>			<b>12 hours</b>
EDUC 493	Capstone Assessment	1	
EDUC	Student Internship (Elementary and Early Education)	11	
<b>GENERAL ELECTIVES</b>			<b>5 hours</b>
<b>Total minimum hours required for this degree</b>			<b>120 hours</b>

Education 203, Education 205 and Education 218 may be attempted without being admitted to Teacher Education.

\*Before enrolling in Education 205, a student must have attempted PRAXIS CORE or be exempt from this requirement due to ACT or SAT score.

**GATEWAY ASSESSMENT - ADMISSION TO TEACHER EDUCATION  
CAPSTONE ASSESSMENT - EDUCATION 493**

**ELEMENTARY EDUCATION (K-6) AND EARLY EDUCATION (PREK-K)  
SUGGESTED PLAN OF STUDY**

**FIRST YEAR**

EDUC 207 .....	2	CART 101.....	3
ENGL 101 .....	3	CSCI 267 .....	3
GEOG 203.....	3	EDUC 203 .....	2
GSC 100 .....	0	ENGL 102.....	3
MATH 115 .....	3	HIST 207 .....	3
SCNC 105.....	1	PED 201.....	1
ELECTIVE.....	2	<b>Total Hours - Spring Semester .....</b>	<b>15</b>
<b>Total Hours - Fall Semester.....</b>	<b>14</b>		

**ATTEMPT PRAXIS CORE DURING THE FALL  
SEMESTER OF FRESHMAN YEAR**

**SECOND YEAR**

EDUC 205 .....	3	EDUC 218 .....	3
EDUC 213 .....	3	EDUC 310 .....	2
ENGL 205 (OR) ENGL 206.....	3	PED 326.....	2
HIST 208.....	3	READ 318 .....	4
MUSC 359.....	2	SCNC 205.....	3
SCNC 204.....	3	SPED 220 .....	3
<b>Total Hours - Fall Semester.....</b>	<b>17</b>	<b>Total Hours - Spring Semester .....</b>	<b>17</b>

**THIRD YEAR**

ENGL 320 .....	3	EDUC 319 .....	3
HIST 303 .....	3	MATH 230 .....	3
HLTH 332 .....	2	MATH 256 .....	3
SCNC 305.....	3	MATH 327 .....	3
SPED 334 .....	3	SCNC 405.....	2
ELECTIVE.....	1	ELECTIVE .....	1
<b>Total Hours - Fall Semester.....</b>	<b>15</b>	<b>Total Hours - Spring Semester .....</b>	<b>15</b>

**PASS PRAXIS II EXAM**

**FOURTH YEAR**

ART 330.....	2	EDUC 493 .....	1
EDUC 320 .....	2	STUDENT INTERNSHIP* .....	11
EDUC 321 .....	4	<b>Total Hours - Spring Semester .....</b>	<b>12</b>
EDUC 411 .....	2		
READ 414 .....	2		
SOCS 314.....	2		
ELECTIVE.....	1		
<b>Total Hours - Fall Semester.....</b>	<b>15</b>		

**\*INTERNS MAY NOT ENROLL IN ANY  
OTHER COURSES WHILE IN STUDENT  
INTERNSHIP.**

**BACHELOR OF ARTS IN EDUCATION  
ELEMENTARY EDUCATION (K-6) AND  
MULTI-CATEGORICAL SPECIAL EDUCATION (K-6)**

<b>GSC 100</b>	<b>The First Year Experience</b>		<b>0 hour</b>
All degree seeking students required to take GSC 100 during their first semester.			
<b>ENGLISH</b>			<b>12 hours</b>
CART 101	Introduction to Public Speaking	3	
ENGL 101	Critical Reading and Writing I	3	
ENGL 102	Critical Reading and Writing II: The American Mosaic	3	
ENGL 205	Survey of American Literature I (OR)		
ENGL 206	Survey of American Literature II	3	
<b>FINE ARTS</b>			<b>4 hours</b>
ART 330	Art Methods - Elementary Education Major	2	
MUSC 359	Music Fundamentals & Methods	2	
<b>HEALTH AND PHYSICAL EDUCATION</b>			<b>5 hours</b>
HLTH 332	Organization and Administration of School Health Programs	2	
PED 201	First Aid and Safety	1	
PED 326	Physical Education in the Elementary School	2	
<b>MATHEMATICS</b>			<b>12 hours</b>
MATH 115	College Algebra	3	
MATH 230	Euclidean Geometry for College Students	3	
MATH 256	Probability and Statistics I	3	
MATH 327	Elementary Math Methods	3	
<b>READING</b>			<b>3 hours</b>
ENGL 320	Backgrounds and Practices in Reading Children's Literature	3	
<b>SCIENCE</b>			<b>12 hours</b>
SCNC 105	Nature of Science and Engineering Practices	1	
SCNC 204	Life Sciences for Elementary Education Majors	3	
SCNC 205	Physical Science for Elementary Education Majors	3	
SCNC 305	Earth Sciences for Elementary Education Majors	3	
SCNC 405	Pedagogical Practices and Classroom Instruction	2	

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<b>SOCIAL SCIENCES</b>			<b>14 hours</b>
GEOG 203	World Regional Geography	3	
HIST 207	United States History to 1877	3	
HIST 208	United States History since 1877	3	
HIST 303	West Virginia and the Appalachian Region	3	
SOCS 314	Social Studies in Early and Middle Childhood Education	2	
<b>MULTI-CATEGORICAL SPECIAL EDUCATION (K-6)</b>			<b>23 hours</b>
SPED 220	Educating the Exceptional and Culturally Diverse Student	3	
SPED 321	Educating the Students with Mental Impairment: Characteristics and Strategies	3	
SPED 331	Introduction to Learning Disabilities	3	
SPED 332	Introduction to Behavior Disorders	3	
SPED 334	Strategies for Students with Learning Disabilities and Behavior Disorders	3	
SPED 351	Educational Assessment of Students with Exceptionalities	3	
SPED 363	Behavior Management in the Classroom	3	
SPED 420	Special Education Practicum	2	
<b>PROFESSIONAL EDUCATION</b>			<b>21 hours</b>
CSCI 267	Computer Skills for Education	3	
EDUC 203	Foundations of Education	2	
EDUC 205	Educational Psychology*	3	
EDUC 218	Introduction to Early Education	3	
EDUC 310	Classroom Management and Teaching Strategies	2	
EDUC 411	Curriculum and Assessment: Elementary	2	
READ 318	Teaching Reading/Language Arts in Early and Middle Childhood Education (K-6)	4	
READ 414	Diagnostic and Prescriptive Teaching of Reading	2	
<b>STUDENT INTERNSHIP</b>			<b>12 hours</b>
EDUC 493	Capstone Assessment	1	
EDUC	Student Internship	11	
<b>GENERAL ELECTIVES</b>			<b>2 hours</b>
<b>Total minimum hours required for this degree</b>			<b>120 hours</b>

Education 203, Education 205 and Education 218 may be attempted without being admitted to Teacher Education.

\*Before enrolling in Education 205, a student must have attempted PRAXIS CORE or be exempt from this requirement due to ACT or SAT score.

**GATEWAY ASSESSMENT - ADMISSION TO TEACHER EDUCATION  
CAPSTONE ASSESSMENT - EDUCATION 493**

**ELEMENTARY EDUCATION (K-6) AND  
MULTI-CATEGORICAL SPECIAL EDUCATION (K-6)  
SUGGESTED PLAN OF STUDY**

**FIRST YEAR**

ENGL 101 .....	3	CART 101 .....	3
GEOG 203.....	3	CSCI 267 .....	3
GSC 100 .....	0	EDUC 203 .....	2
MATH 115 .....	3	ENGL 102 .....	3
PED 201 .....	1	HIST 207 .....	3
SCNC 105 .....	1	<b>Total Hours - Spring Semester .....</b>	<b>14</b>
ELECTIVE.....	2		
<b>Total Hours - Fall Semester .....</b>	<b>13</b>		

**ATTEMPT PRAXIS CORE DURING THE FALL  
SEMESTER OF FRESHMAN YEAR**

**SECOND YEAR**

EDUC 205 .....	3	EDUC 218 .....	3
ENGL 205 (OR) ENGL 206.....	3	EDUC 310 .....	2
HIST 208 .....	3	PED 326.....	2
MUSC 359.....	2	READ 318 .....	4
SCNC 204 .....	3	SCNC 205.....	3
<b>Total Hours - Fall Semester .....</b>	<b>14</b>	SPED 220 .....	3
		<b>Total Hours - Spring Semester .....</b>	<b>17</b>

**THIRD YEAR**

HLTH 332 .....	2	MATH 230 .....	3
SCNC 305 .....	3	MATH 256 .....	3
SPED 321 .....	3	MATH 327 .....	3
SPED 331 .....	3	SCNC 405.....	2
SPED 332 .....	3	SPED 351 .....	3
SPED 334 .....	3	SPED 363 .....	3
<b>Total Hours - Fall Semester .....</b>	<b>17</b>	<b>Total Hours - Spring Semester .....</b>	<b>17</b>

**PASS PRAXIS II EXAM**

**FOURTH YEAR**

ART 330.....	2	EDUC 493 .....	1
ENGL 320 .....	3	STUDENT INTERNSHIP* .....	11
EDUC 411 .....	2	<b>Total Hours - Spring Semester .....</b>	<b>12</b>
HIST 303 .....	3		
READ 414 .....	2	<b>*INTERNS MAY NOT ENROLL IN ANY OTHER COURSES WHILE IN STUDENT INTERNSHIP.</b>	
SOCS 314.....	2		
SPED 420 .....	2		
<b>Total Hours - Fall Semester .....</b>	<b>16</b>		

**BACHELOR OF ARTS IN EDUCATION  
ELEMENTARY EDUCATION (K-6)/ENGLISH (5-9)**

<b>GSC 100</b>	<b>The First Year Experience</b>		<b>0 hour</b>
All degree seeking students required to take GSC 100 during their first semester.			
<b>ENGLISH</b>			<b>12 hours</b>
CART 101	Introduction to Public Speaking	3	
ENGL 101	Critical Reading and Writing I	3	
ENGL 102	Critical Reading and Writing II: The American Mosaic	3	
ENGL 205	Survey of American Literature I	3	
<b>FINE ARTS</b>			<b>4 hours</b>
ART 330	Art Methods - Elementary Education Major	2	
MUSC 359	Music Fundamentals & Methods	2	
<b>HEALTH AND PHYSICAL EDUCATION</b>			<b>5 hours</b>
HLTH 332	Organization and Administration of School Health Programs	2	
PED 201	First Aid and Safety	1	
PED 326	Physical Education in the Elementary School	2	
<b>MATHEMATICS</b>			<b>12 hours</b>
MATH 115	College Algebra	3	
MATH 230	Euclidean Geometry for College Students	3	
MATH 256	Probability and Statistics I	3	
MATH 327	Elementary Math Methods	3	
<b>READING</b>			<b>3 hours</b>
ENGL 320	Backgrounds and Practices in Reading Children's Literature	3	
<b>SCIENCE</b>			<b>12 hours</b>
SCNC 105	Nature of Science and Engineering Practices	1	
SCNC 204	Life Sciences for Elementary Education Majors	3	
SCNC 205	Physical Science for Elementary Education Majors	3	
SCNC 305	Earth Sciences for Elementary Education Majors	3	
SCNC 405	Pedagogical Practices and Classroom Instruction	2	



**SOCIAL SCIENCES** **14 hours**

GEOG 203	World Regional Geography	3
HIST 207	United States History to 1877	3
HIST 208	United States History since 1877	3
HIST 303	West Virginia and the Appalachian Region	3
SOCS 314	Social Studies in Early and Middle Childhood Education	2

**ELEMENTARY EDUCATION (K-6)/ENGLISH (5-9)** **15 hours**

ENGL 206	Survey of American Literature II	3
ENGL 307	World Literature	3
ENGL 322	Adolescent Literature	3
ENGL 392	Advanced Grammar and Writing	3
ENGL 395	The English Language	3

**PROFESSIONAL EDUCATION** **30 hours**

CSCI 267	Computer Skills for Education	3
EDUC 203	Foundations of Education	2
EDUC 205	Educational Psychology*	3
EDUC 218	Introduction to Early Education	3
EDUC 310	Classroom Management and Teaching Strategies	2
EDUC 342	Teaching English in Middle and Adolescent Education (5-Adult)	3
EDUC 411	Curriculum and Assessment: Elementary	2
READ 318	Teaching Reading/Language Arts in Early and Middle Childhood Education (K-6)	4
READ 414	Diagnostic and Prescriptive Teaching of Reading	2
SPED 220	Educating the Exceptional and Culturally Diverse Student	3
SPED 334	Strategies for Students with Learning Disabilities and Behavior Disorders	3

**STUDENT INTERNSHIP** **12 hours**

EDUC 493	Capstone Assessment	1
EDUC	Student Internship	11

**GENERAL ELECTIVES** **1 hour**

**Total minimum hours required for this degree** **120 hours**

Education 203, Education 205 and Education 218 may be attempted without being admitted to Teacher Education.

\*Before enrolling in Education 205, a student must have attempted PRAXIS CORE or be exempt from this requirement due to ACT or SAT score.

**GATEWAY ASSESSMENT - ADMISSION TO TEACHER EDUCATION  
CAPSTONE ASSESSMENT - EDUCATION 493**

**ELEMENTARY EDUCATION (K-6)/ENGLISH (5-9)  
SUGGESTED PLAN OF STUDY**

**FIRST YEAR**

CART 101 .....	3	CSCI 267 .....	3
EDUC 203 .....	2	EDUC 205 .....	3
ENGL 101 .....	3	ENGL 102 .....	3
GSC 100 .....	0	GEOG 203 .....	3
MATH 115 .....	3	HIST 208 .....	3
PED 201 .....	1	SCNC 105.....	1
ELECTIVE.....	1	<b>Total Hours - Spring Semester .....</b>	<b>16</b>
<b>Total Hours - Fall Semester .....</b>	<b>13</b>		

**ATTEMPT PRAXIS CORE DURING THE FALL SEMESTER OF FRESHMAN YEAR**

**SECOND YEAR**

EDUC 218 .....	3	EDUC 310 .....	2
ENGL 205 .....	3	ENGL 206 .....	3
HIST 207 .....	3	ENGL 307 .....	3
MATH 256 .....	3	ENGL 320 .....	3
PED 326 .....	2	SCNC 204.....	3
<b>Total Hours - Fall Semester .....</b>	<b>14</b>	SPED 220 .....	3
		<b>Total Hours - Spring Semester .....</b>	<b>17</b>

**THIRD YEAR**

ENGL 392 .....	3	ART 330 .....	2
READ 318 .....	4	ENGL 322 .....	3
SCNC 205 .....	3	ENGL 395 .....	3
SPED 334 .....	3	HLTH 332 .....	2
<b>Total Hours - Fall Semester .....</b>	<b>13</b>	MATH 230 .....	3
		MUSC 359.....	2
		SCNC 305.....	3
		<b>Total Hours - Spring Semester .....</b>	<b>18</b>

**PASS PRAXIS II EXAM**

**FOURTH YEAR**

EDUC 342 .....	3	EDUC 493 .....	1
EDUC 411 .....	2	STUDENT INTERNSHIP* .....	11
HIST 303 .....	3	<b>Total Hours - Spring Semester .....</b>	<b>12</b>
MATH 327 .....	3		
READ 414 .....	2		
SCNC 405 .....	2		
SOCS 314.....	2		
<b>Total Hours - Fall Semester .....</b>	<b>17</b>		

**\*INTERNS MAY NOT ENROLL IN ANY OTHER COURSES WHILE IN STUDENT INTERNSHIP.**

**BACHELOR OF ARTS IN EDUCATION  
ELEMENTARY EDUCATION (K-6)/  
GENERAL MATH-ALGEBRA I (5-9)**

<b>GSC 100</b>	<b>The First Year Experience</b>		<b>0 hour</b>
All degree seeking students are required to take GSC 100 during their first semester.			
<b>ENGLISH</b>			<b>12 hours</b>
CART 101	Introduction to Public Speaking	3	
ENGL 101	Critical Reading and Writing I	3	
ENGL 102	Critical Reading and Writing II: The American Mosaic	3	
ENGL 205	Survey of American Literature I (OR)		
ENGL 206	Survey of American Literature II	3	
<b>FINE ARTS</b>			<b>4 hours</b>
ART 330	Art Methods - Elementary Education Major	2	
MUSC 359	Music Fundamentals & Methods	2	
<b>HEALTH AND PHYSICAL EDUCATION</b>			<b>5 hours</b>
HLTH 332	Organization and Administration of School Health Programs	2	
PED 201	First Aid and Safety	1	
PED 326	Physical Education in the Elementary School	2	
<b>MATHEMATICS</b>			<b>12 hours</b>
MATH 115	College Algebra	3	
MATH 230	Euclidean Geometry for College Students	3	
MATH 256	Probability and Statistics I	3	
MATH 327	Elementary Math Methods	3	
<b>READING</b>			<b>3 hours</b>
ENGL 320	Backgrounds and Practices in Reading Children's Literature	3	
<b>SCIENCE</b>			<b>12 hours</b>
SCNC 105	Nature of Science and Engineering Practices	1	
SCNC 204	Life Sciences for Elementary Education Majors	3	
SCNC 205	Physical Science for Elementary Education Majors	3	
SCNC 305	Earth Sciences for Elementary Education Majors	3	
SCNC 405	Pedagogical Practices and Classroom Instruction	2	

**168 Department of Education****SOCIAL SCIENCES 14 hours**

GEOG 203	World Regional Geography	3
HIST 207	United States History to 1877	3
HIST 208	United States History since 1877	3
HIST 303	West Virginia and the Appalachian Region	3
SOCS 314	Social Studies in Early and Middle Childhood Education	2

**GENERAL MATH THROUGH ALGEBRA I (5-9) 14 hours**

MATH 110	The Nature of Math	3
MATH 120	Precalculus	4
MATH 201	Introduction to Mathematical Reasoning and Proofs	3
MATH 202	Calculus I	4

**PROFESSIONAL EDUCATION 30 hours**

CSCI 267	Computer Skills for Education	3
EDUC 203	Foundations of Education	2
EDUC 205	Educational Psychology*	3
EDUC 218	Introduction to Early Education	3
EDUC 310	Classroom Management and Teaching Strategies	2
EDUC 343	Teaching Mathematics in Middle and Adolescent Education (5-Adult)	3
EDUC 411	Curriculum and Assessment: Elementary	2
READ 318	Teaching Reading/Language Arts in Early and Middle Childhood Education (K-6)	4
READ 414	Diagnostic and Prescriptive Teaching of Reading	2
SPED 220	Educating the Exceptional and Culturally Diverse Student	3
SPED 334	Strategies for Students with Learning Disabilities and Behavior Disorders	3

**STUDENT INTERNSHIP 12 hours**

EDUC 493	Capstone Assessment	1
EDUC	Student Internship	11

**GENERAL ELECTIVES 2 hours****Total minimum hours required for this degree 120 hours**

Education 203, Education 205 and Education 218 may be attempted without being admitted to Teacher Education.

\*Before enrolling in Education 205, a student must have attempted PRAXIS CORE or be exempt from this requirement due to ACT or SAT score.

**GATEWAY ASSESSMENT - ADMISSION TO TEACHER EDUCATION  
CAPSTONE ASSESSMENT - EDUCATION 493**

**ELEMENTARY EDUCATION (K-6)/MATH (5-9)  
SUGGESTED PLAN OF STUDY**

**FIRST YEAR**

CART 101 .....	3	EDUC 203 .....	2
CSCI 267 .....	3	EDUC 218 .....	3
ENGL 101 .....	3	ENGL 102 .....	3
GEOG 203 .....	3	MATH 115 .....	3
GSC 100 .....	0	PED 201.....	1
MATH 110 .....	3	ELECTIVE.....	2
SCNC 105 .....	1	<b>Total Hours - Spring Semester .....</b>	<b>14</b>
<b>Total Hours - Fall Semester .....</b>	<b>16</b>		

**ATTEMPT PRAXIS CORE DURING THE FALL SEMESTER OF FRESHMAN YEAR**

**SECOND YEAR**

EDUC 205 .....	3	EDUC 310 .....	2
ENGL 205 (OR) ENGL 206.....	3	HIST 303 .....	3
HIST 207 .....	3	MATH 106 .....	3
MATH 256 .....	3	MATH 120 .....	4
PED 326 .....	2	SCNC 204.....	3
<b>Total Hours - Fall Semester .....</b>	<b>14</b>	SPED 220 .....	3
		<b>Total Hours - Spring Semester .....</b>	<b>18</b>

**THIRD YEAR**

ENGL 320 .....	3	ART 330 .....	2
MATH 202 .....	4	HIST 208 .....	3
MATH 230 .....	3	HLTH 332 .....	2
READ 318 .....	4	MATH 327 .....	3
SCNC 305 .....	3	MUSC 359.....	2
<b>Total Hours - Fall Semester .....</b>	<b>17</b>	SCNC 305.....	3
		<b>Total Hours - Spring Semester .....</b>	<b>15</b>

**PASS PRAXIS II EXAM**

**FOURTH YEAR**

EDUC 343 .....	3	EDUC 493 .....	1
EDUC 411 .....	2	STUDENT INTERNSHIP*.....	11
READ 414 .....	2	<b>Total Hours - Spring Semester .....</b>	<b>12</b>
SCNC 405 .....	2		
SOCS 314.....	2		
SPED 334 .....	3		
<b>Total Hours - Fall Semester .....</b>	<b>14</b>		

**\*INTERNS MAY NOT ENROLL IN ANY OTHER COURSES WHILE IN STUDENT INTERNSHIP.**

**170 Department of Education****BACHELOR OF ARTS IN EDUCATION  
ELEMENTARY EDUCATION (K-6)/GENERAL SCIENCE (5-9)****GSC 100 The First Year Experience 0 hour**

All degree seeking students are required to take GSC 100 during their first semester.

**ENGLISH 12 hours**

CART 101	Introduction to Public Speaking	3
ENGL 101	Critical Reading and Writing I	3
ENGL 102	Critical Reading and Writing II: The American Mosaic	3
ENGL 205	Survey of American Literature (OR)	
ENGL 206	Survey of American Literature II	3

**FINE ARTS 4 hours**

ART 330	Art Methods - Elementary Education Major	2
MUSC 359	Music Fundamentals and Methods	2

**HEALTH AND PHYSICAL EDUCATION 5 hours**

HLTH 332	Organization and Administration of School Health Programs	2
PED 201	First Aid and Safety	1
PED 326	Physical Education in Elementary School	2

**MATHEMATICS 12 hours**

MATH 115	College Algebra	3
MATH 230	Euclidean Geometry for College Students	3
MATH 256	Probability and Statistics I	3
MATH 327	Elementary Math Methods	3

**READING 3 hours**

ENGL 320	Backgrounds and Practices in Reading Children's Literature	3
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**SCIENCE 12 hours**

SCNC 105	Nature of Science and Engineering Practices	1
SCNC 204	Life Sciences for Elementary Education Majors	3
SCNC 205	Physical Science for Elementary Education Majors	3
SCNC 305	Earth Sciences for Elementary Education Majors	3
SCNC 405	Pedagogical Practices and Classroom Instruction	2

<b>SOCIAL SCIENCES</b>			<b>14 hours</b>
GEOG 203	World Regional Geography	3	
HIST 207	United States History to 1877	3	
HIST 208	United States History since 1877	3	
HIST 303	West Virginia and the Appalachian Region	3	
SOCS 314	Social Studies in Early and Middle Childhood Education	2	
 <b>ELEMENTARY EDUCATION (K-6)/SCIENCE (5-9)</b>			 <b>16 hours</b>
BIOL 121	Principles of Biology II	4	
SCNC 101	Earth Science	4	
SCNC 102	Nature of Sound and Light	4	
SCNC 104	Forensic Chemistry	4	
 <b>PROFESSIONAL EDUCATION</b>			 <b>30 hours</b>
CSCI 267	Computer Skills for Education	3	
EDUC 203	Foundations of Education	2	
EDUC 205	Educational Psychology*	3	
EDUC 218	Introduction to Early Education	3	
EDUC 310	Classroom Management and Teaching Strategies	2	
EDUC 345	Teaching Science in Middle and Adolescent Education	3	
EDUC 411	Curriculum and Assessment: Elementary	2	
READ 318	Teaching Reading in Early and Middle Childhood Education (K-6)	4	
READ 414	Diagnostic and Prescriptive Teaching of Reading	2	
SPED 220	Educating the Exceptional and Culturally Diverse Student	3	
SPED 334	Strategies for Students with Learning Disabilities and Behavior Disorders	3	
 <b>STUDENT INTERNSHIP</b>			 <b>12 hours</b>
EDUC 493	Capstone Assessment	1	
EDUC	Student Internship	11	
 <b>Total minimum hours required for this degree</b>			 <b>120 hours</b>

Education 203, Education 205 and Education 218 may be attempted without being admitted to Teacher Education.

\*Before enrolling in Education 205, a student must have attempted PRAXIS Core or be exempt from this requirement due to ACT or SAT score.

**GATEWAY ASSESSMENT - ADMISSION TO TEACHER EDUCATION  
CAPSTONE ASSESSMENT - EDUCATION 493**

**ELEMENTARY EDUCATION (K-6)/SCIENCE (5-9)  
SUGGESTED PLAN OF STUDY**

**FIRST YEAR**

BIOL 121.....	4	CART 101 .....	3
ENGL 101 .....	3	CSCI 267 .....	3
GEOG 203.....	3	EDUC 203 .....	2
GSC 100 .....	0	ENGL 102 .....	3
MATH 115 .....	3	HIST 207 .....	3
PED 201 .....	1	SCNC 105.....	1
<b>Total Hours - Fall Semester .....</b>	<b>14</b>	<b>Total Hours - Spring Semester .....</b>	<b>15</b>

ATTEMPT PRAXIS CORE DURING THE  
SPRING SEMESTER OF FRESHMAN YEAR

**SECOND YEAR**

EDUC 205.....	3	CHEM 102.....	4
ENGL 205 (OR) ENGL 206.....	3	EDUC 218 .....	3
HIST 208 .....	3	EDUC 310 .....	2
MUSC 359.....	2	PED 326.....	2
PHYS 201.....	4	PHYS 202.....	4
SCNC 204 .....	3	SCNC 205.....	3
<b>Total Hours - Fall Semester .....</b>	<b>18</b>	<b>Total Hours - Spring Semester .....</b>	<b>18</b>

**THIRD YEAR**

ENGL 320 .....	3	EDUC 345 .....	3
PHYS 310.....	4	MATH 230 .....	3
READ 318 .....	4	MATH 256 .....	3
SCNC 305 .....	3	MATH 327 .....	3
SPED 220 .....	3	SCNC 405.....	2
<b>Total Hours - Fall Semester .....</b>	<b>17</b>	SPED 334 .....	3
		<b>Total Hours - Spring Semester .....</b>	<b>17</b>

**PASS PRAXIS II EXAM**

**FOURTH YEAR**

ART 330.....	2	EDUC 493 .....	1
EDUC 411 .....	2	STUDENT INTERNSHIP* .....	11
HIST 303 .....	3	<b>Total Hours - Spring Semester .....</b>	<b>12</b>
HLTH 332 .....	2		
READ 414 .....	2		
SOCS 314.....	2		
<b>Total Hours - Fall Semester .....</b>	<b>13</b>		

\*INTERNS MAY NOT ENROLL IN ANY OTHER COURSES WHILE IN STUDENT INTERNSHIP.



**BACHELOR OF ARTS IN EDUCATION  
ELEMENTARY EDUCATION (K-6)/SOCIAL STUDIES (5-9)**

<b>GSC 100</b>	<b>The First Year Experience</b>		<b>0 hour</b>
All degree seeking students are required to take GSC 100 during their first semester.			
<b>ENGLISH</b>			<b>12 hours</b>
CART 101	Introduction to Public Speaking	3	
ENGL 101	Critical Reading and Writing I	3	
ENGL 102	Critical Reading and Writing II: The American Mosaic	3	
ENGL 205	Survey of American Literature I (OR)		
ENGL 206	Survey of American Literature II	3	
<b>FINE ARTS</b>			<b>4 hours</b>
ART 330	Art Methods - Elementary Education Major	2	
MUSC 359	Music Fundamentals & Methods	2	
<b>HEALTH AND PHYSICAL EDUCATION</b>			<b>5 hours</b>
HLTH 332	Organization and Administration of School Health Programs	2	
PED 201	First Aid and Safety	1	
PED 326	Physical Education in the Elementary School	2	
<b>MATHEMATICS</b>			<b>12 hours</b>
MATH 115	College Algebra	3	
MATH 230	Euclidean Geometry for College Students	3	
MATH 256	Probability and Statistics I	3	
MATH 327	Elementary Math Methods	3	
<b>READING</b>			<b>3 hours</b>
ENGL 320	Backgrounds and Practices in Reading Children's Literature	3	
<b>SCIENCE</b>			<b>12 hours</b>
SCNC 105	Nature of Science and Engineering Practices	1	
SCNC 204	Life Sciences for Elementary Education Majors	3	
SCNC 205	Physical Science for Elementary Education Majors	3	
SCNC 305	Earth Sciences for Elementary Education Majors	3	
SCNC 405	Pedagogical Practices and Classroom Instruction	2	

**174 Department of Education****SOCIAL SCIENCES 8 hours**

GEOG 203	World Regional Geography	3
HIST 208	United States History since 1877	3
SOCS 314*	Social Studies in Early and Middle Childhood Education	2

\*Required methods course when combined with Elementary (K-6).

**ELEMENTARY EDUCATION (K-6)/SOCIAL STUDIES (5-9) 24 hours**

ECON 201	Principles of Microeconomics	3
ECON 202	Principles of Macroeconomics	3
GEOG 204	Physical Geography	3
HIST 201	History of World Cultures I	3
HIST 202	History of World Cultures II	3
HIST 207	United States History to 1877	3
HIST 303	West Virginia and the Appalachian Region	3
POSC 203	American National Government	3

**PROFESSIONAL EDUCATION 27 hours**

CSCI 267	Computer Skills for Education	3
EDUC 203	Foundations of Education	2
EDUC 205	Educational Psychology*	3
EDUC 218	Introduction to Early Education	3
EDUC 310	Classroom Management and Teaching Strategies	2
EDUC 411	Curriculum and Assessment: Elementary	2
READ 318	Teaching Reading/Language Arts in Early and Middle Childhood Education (K-6)	4
READ 414	Diagnostic and Prescriptive Teaching of Reading	2
SPED 220	Educating the Exceptional and Culturally Diverse Student	3
SPED 334	Strategies for Students with Learning Disabilities and Behavior Disorders	3

**STUDENT INTERNSHIP 12 hours**

EDUC 493	Capstone Assessment	1
EDUC	Student Internship	11

**GENERAL ELECTIVES 1 hour**

**Total minimum hours required for this degree 120 hours**

Education 203, Education 205 and Education 218 may be attempted without being admitted to Teacher Education.

\*Before enrolling in Education 205, a student must have attempted PRAXIS Core or be exempt from this requirement due to ACT or SAT score.

**GATEWAY ASSESSMENT - ADMISSION TO TEACHER EDUCATION  
CAPSTONE ASSESSMENT - EDUCATION 493**

**ELEMENTARY EDUCATION (K-6)/SOCIAL STUDIES (5-9)  
SUGGESTED PLAN OF STUDY**

**FIRST YEAR**

CSCI 267 .....	3	CART 101 .....	3
ENGL 101 .....	3	EDUC 203 .....	2
GEOG 203 .....	3	ENGL 102 .....	3
GSC 100 .....	0	HIST 201 .....	3
MATH 115 .....	3	HIST 207 .....	3
PED 201 .....	1	ELECTIVE .....	1
SCNC 105 .....	1	<b>Total Hours - Spring Semester .....</b>	<b>15</b>
<b>Total Hours - Fall Semester .....</b>	<b>14</b>		

**ATTEMPT PRAXIS CORE DURING THE  
SPRING SEMESTER OF FRESHMAN YEAR**

**SECOND YEAR**

EDUC 205 .....	3	ECON 201 .....	3
ENGL 205 (OR) ENGL 206 .....	3	EDUC 218 .....	3
MUSC 359 .....	2	EDUC 310 .....	2
POSC 203 .....	3	GEOG 204 .....	3
SCNC 204 .....	3	HIST 202 .....	3
<b>Total Hours - Fall Semester .....</b>	<b>14</b>	SCNC 205 .....	3
		<b>Total Hours - Spring Semester .....</b>	<b>17</b>

**THIRD YEAR**

ECON 202 .....	3	HIST 303 .....	3
HIST 208 .....	3	MATH 230 .....	3
READ 318 .....	4	MATH 256 .....	3
SCNC 305 .....	3	MATH 327 .....	3
SPED 220 .....	3	SCNC 405 .....	2
<b>Total Hours - Fall Semester .....</b>	<b>16</b>	SPED 334 .....	3
		<b>Total Hours - Spring Semester .....</b>	<b>17</b>

**PASS PRAXIS II EXAM**

**FOURTH YEAR**

ART 330 .....	2	EDUC 493 .....	1
EDUC 411 .....	2	STUDENT INTERNSHIP* .....	11
ENGL 320 .....	3	<b>Total Hours - Spring Semester .....</b>	<b>12</b>
HLTH 332 .....	2		
PED 326 .....	2	<b>*INTERNS MAY NOT ENROLL IN ANY OTHER COURSES WHILE IN STUDENT INTERNSHIP.</b>	
READ 414 .....	2		
SOCS 314 .....	2		
<b>Total Hours - Fall Semester .....</b>	<b>15</b>		

## DEPARTMENT OF FINE ARTS

### **Dr. Jason P. Barr, Department Chairperson**

**Associate Professors:** L. Bone, D. Chapman, C. Cosner, D. Lewis, J. McKinney

**Assistant Professors:** J. Barr, M. Darby

The Department of Fine Arts offers a Bachelor of Arts degree in Art with suggested career paths in Digital Illustration, Digital Media, Graphic Design, Strategic Design, Drawing & Painting and Ceramics. Students can select from a wide array of studio art, art history and graphic design courses. An Art minor is also available for students not in an Art major. The Art Department enriches campus life through student and professional art exhibits open to the public. The art faculty members often exhibit their works on a regional and national level.

The Department of Fine Arts also offers a comprehensive music program leading to a Bachelor of Arts degree in Education with professional certification in Pre-K through Adult and a Bachelor of Arts degree in Music (non-teaching) with suggested career paths in Bluegrass Music, Jazz Performance, Music Performance, and Music Technology. The department faculty members are regionally and/or nationally and internationally recognized and are active performers, clinicians and adjudicators. Many of our music ensembles have been recognized on the state, national and international levels.

Participation in most music ensembles is open to all members of the college community. Traditionally, the program represents the College in off-campus performances, in-state and out-of-state, college ceremonies and ensemble performances in the Fine Arts Center Auditorium. Student performances and recitals are open to the public and college community.

The Fine Arts Center contains a modern auditorium with recording capabilities, a first-class recital hall, a piano/music computer lab, a highly versatile art gallery, a new art computer lab, numerous state-of-the-art practice rooms and many other facility amenities. The art studios are large with excellent work spaces and the ceramic studio has been equipped with a kiln for firing both ceramic and sculpture projects. The Pioneer Stage-Bluegrass Music Education Center is the new home for bluegrass! It features an Appalachian library and digitization station, recording booth, distance learning room, free weekly Bluegrass Jams, demonstrations, concerts, seminars and more!

For additional information about the Department of Fine Arts or the Pioneer Stage-Bluegrass Music Education Center programs, faculty, and organizations call the Department of Fine Arts at (304) 462-6340 or the Pioneer Stage-Bluegrass Music Education Center at (304) 462-6355.

### **Degree Programs**

#### **Bachelor of Arts**

Art with suggested career paths in Digital Illustration, Digital Media, Graphic Design, Strategic Design, Drawing & Painting and Ceramics.

Music with suggested career paths in Bluegrass Music, Jazz Performance, Music Performance and Music Technology

**Baccalaureate (Teaching) Majors:**

Bachelor of Arts in Education: Music (PreK-Adult)

## BACHELOR OF ARTS DEGREE IN ART

**GSC 100 The First Year Experience** **0 hour**

All degree seeking students are required to take GSC 100 during their first semester.

**General Education Requirements** **39 hours**

### Art Core

ART	201	Drawing I	3
ART	202	Color and Design	3
ART	270	Digital Media	3
ART	293	Fourth Portfolio Jury (Gateway Course)	2
ART	305	Art History: Antiquity to Renaissance	3
ART	306	Ceramics I	3
ART	307	Oil Painting I	3
ART	309	Art History: Renaissance to 19 <sup>th</sup> Century	3
ART	350	Digital Photography I	3
ART	402	Art in the 20 <sup>th</sup> Century	3
ART	493	Senior Exhibition (Capstone Course) (OR)	
ART	497	Art Internship	3

### Electives

ART	280	Graphic Design & Illustration I	3
ART	301	Drawing II	3
ART	308	Watercolor Painting I	3
ART	326	Ceramics II	3
ART	340	Sculptural Ceramics I	3
ART	341	Sculptural Ceramics II	3
ART	351	Digital Photography II	3
ART	370	Web & Digital Publishing	3
ART	380	Graphic Design & Illustration II	3
ART	399	Special Topics (may be repeated with different topic)	3
ART	405	Drawing III	3
ART	406	Oil Painting II	3
ART	407	Watercolor Painting II	3
ART	420	Oil Painting III	3
ART	426	Ceramics III	3
ART	490	Graphic Design & Illustration III	3
ART	497	Internship II	3
ART	499	Individual Research Problems	1-3
BIOL	309	Human Anatomy and Physiology I	4
BUSN	100	Introduction to Business	3
CSCI	201	Introduction to Computer Programming	3
CSCI	305	Web Design	3

CSCI	381	Database Management	3
CSCI	405	Web Application Development	3
ENGL	335	Introduction to Film	3
JOUR	420	Media in the Information Age	3
MRKT	201	Principles of Marketing	3
MGMT	201	Principles of Management	3
MGMT	202	Entrepreneurship	3
MGMT	383	Labor-Management Relations	3
MGMT	384	Human Resources Management	3
MGMT	484	Organizational Behavior	3
MGMT	487	Operations Management	3
MUSC	306	Recording and Engineering	4

**General Electives** **22 hours**

**Total** **120 hours**

**GATEWAY ASSESSMENT – ART 293 - CAPSTONE ASSESSMENT – ART 493**

**Suggested Courses for a Career in:**

**Digital Illustration**

ART	280	Graphic Design & Illustration I
ART	301	Drawing II
ART	308	Watercolor Painting I
ART	380	Graphic Design & Illustration II
ART	405	Drawing III
ART	406	Oil Painting II
ART	490	Graphic Design & Illustration III
ART	493	Senior Exhibition (Capstone Course) (OR)
ART	497	Art Internship

**Digital Media**

ART	280	Graphic Design & Illustration I
ART	370	Web & Digital Publishing
ART	380	Graphic Design & Illustration II
ART	490	Graphic Design & Illustration III
ART	493	Senior Exhibition (Capstone Course) (OR)
ART	497	Art Internship
CSCI	201	Introduction to Computer Programming
CSCI	305	Web Design
CSCI	381	Database Management
CSCI	405	Web Application Development

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### Graphic Design

ART	280	Graphic Design & Illustration I
ART	351	Digital Photography II
ART	370	Web & Digital Publishing
ART	380	Graphic Design & Illustration II
ART	490	Graphic Design & Illustration III
ART	493	Senior Exhibition (Capstone Course) (OR)
ART	497	Art Internship
MRKT	201	Principles of Marketing
MUSC	306	Recording and Engineering

### Strategic Design (includes a minor in business management)

ART	280	Graphic Design & Illustration I
ART	370	Web & Digital Publishing
ART	380	Graphic Design & Illustration II
ART	490	Graphic Design & Illustration III
ART	493	Senior Exhibition (Capstone Course) (OR)
ART	497	Art Internship
MGMT	201	Principles of Management
MGMT	202	Entrepreneurship
MGMT	383	Labor-Management Relations
MGMT	384	Human Resources Management
MGMT	484	Organizational Behavior
MGMT	487	Operations Management
Department of Business Elective approved by advisor		

### Drawing & Painting

ART	301	Drawing II
ART	308	Watercolor Painting I
ART	405	Drawing III
ART	406	Oil Painting II
ART	407	Watercolor Painting II
ART	420	Oil Painting III
ART	493	Senior Exhibition (Capstone Course)

### Ceramics

ART	301	Drawing II
ART	308	Watercolor Painting I
ART	326	Ceramics II
ART	340	Sculptural Ceramics I
ART	341	Sculptural Ceramics II
ART	426	Ceramics III
ART	493	Senior Exhibition (Capstone Course)



**BACHELOR OF ARTS DEGREE IN ART  
SUGGESTED PLAN OF STUDY**

**FIRST YEAR**

ART 200, CART 200, FNAR 100 (OR) MUSC 200.....3	CART 101.....3
ART 270.....3	ENGL 102.....3
CSCI 101.....3	ENVR 101, SCNC 101, 102, 103 (OR) SCNC 104.....4
ENGL 101.....3	PED 201.....1
GSC 100.....0	ART ELECTIVE.....3
MATH 106L (or higher).....3	<b>Total Hours – Fall Semester .....14</b>
<b>Total Hours – Fall Semester .....15</b>	

**SECOND YEAR**

ART 201.....3	ART 293.....2
ART 202.....3	ART 305.....3
ART 306 (OR) ART 307.....3	ART 350.....3
ENGL 203, 204, 205, (OR) 206.....3	ECON 201, ECON 202, GEOG 203, PSYC 201, SOCL 205 (OR) SOCS 225.....3
ART ELECTIVE.....3	ART ELECTIVES.....6
<b>Total Hours – Spring Semester .....15</b>	<b>Total Hours – Spring Semester .....17</b>

**THIRD YEAR**

ART 306 (OR) ART 307.....3	ART 402.....3
ENVR 101, SCNC 101, 102, 103 (OR) SCNC 104.....4	ART (OR) GENERAL ELECTIVES .....12
HIST 201, 202, 207, 208 (OR) POSC 203..3	<b>Total Hours – Spring Semester .....15</b>
ART (OR) GENERAL ELECTIVES .....6	
<b>Total Hours – Fall Semester .....16</b>	

**FOURTH YEAR**

ART 309.....3	ART 493 (OR) ART 497.....3
HIST 201, 202, 207, 208 (OR) POSC 203..3	ART (OR) GENERAL ELECTIVES .....12
ART (OR) GENERAL ELECTIVES .....9	<b>Total Hours – Spring Semester .....15</b>
<b>Total Hours – Fall Semester .....15</b>	

## MUSIC PROGRAM

### ADMISSION POLICY\*

Prospective music majors must meet the admission requirements of Glenville State College and successfully demonstrate proficiency in basic musicianship skills and other areas for admission into the music program through an audition and interview. The audition and interview may be arranged as late as the first week of classes in each semester although students desiring to be considered for music scholarships should arrange the audition during their senior year in high school. The annual audition day is scheduled in the spring semester each year.

The basic musicianship skills to be tested in the audition can include but not limited to: 1) a prepared music selection in a major performing area, 2) sight reading in the major performing area, 3) vocal pitch matching, and 4) ability to identify basic music notation. An interview discussing career goals and objectives will be a part of the audition. If the prospective music major does not successfully pass the audition and/or interview, he or she will not be admitted to the program. Probationary admission can be granted upon recommendation of the audition/interview committee.

Transfer or readmit students can be considered for (re)admission into the music program upon: 1) completion of the Glenville State College admission process, 2) receipt of all transcripts from all institutions previously attended, 3) presenting a minimum of three (3) written recommendations from the institution last attended, 4) provide documentation of a clear social record, 5) (for the probationary or suspended student) submit names and contact information for three (3) individuals in the music content area at each school attended since leaving Glenville State with the understanding that other faculty may be contacted and 6) the successful completion of the music audition and interview process. These steps must be completed in order.

### RETENTION POLICY

Sophomore music education students must receive a cumulative grade point average of 2.0 in five courses to advance in the music education program. These five courses are MUSC 170 – Theory I, MUSC 171 – Theory II, MUSC 114 – Voice Class, Applied Music I and Applied Music II. Any student not achieving the 2.0 grade point average may not advance in the music education program until this deficiency is addressed.

Jury examinations are required at the end of every semester preceding the senior recital. Students will be evaluated on Tone, Rhythm, Technique, Interpretation, attendance, musicality and other factors; if not passed, the student may not advance in applied music and the music program until this deficiency is addressed. Students are required to complete a fourth semester jury as their Gateway Assessment. This jury must be passed in order to continue in music. Reasons for not passing include, but are not limited to: consistent poor musical performance, lack of musical development, poor class attendance, etc.

\*Students not pursuing a music degree may enroll in some music courses as general electives or to fulfill the requirements of the music minor.

\*Students not pursuing a music degree may enroll in some music courses as general electives or to fulfill the requirements of the music minor.

All music education majors must pass a piano proficiency examination. All parts of the exam must be passed prior to the student intern semester. Exams will be scheduled at the end of each semester. If a student does not pass part of the exam, he or she must retake that portion of the exam the following semester. If there are three repeated failures in any category, then the student must retake the entire piano proficiency examination.

## **APPLIED MUSIC**

Private instruction is offered for various instruments and voice. One hour of credit represents 50 minutes of instruction each week. Five hours of practice per week are recommended for each hour of credit. A lower grade or FIW may result if the student fails to meet this minimum practice requirement.

All applied students majoring in music will perform at department and public recitals when requested. When representing Glenville State College, these students must obtain faculty permission before participating in any performance not sponsored by the Department of Fine Arts.

Jury examinations will be scheduled near or during final examinations. Every music major will perform at a jury in every semester preceding the senior recital. The jury or a successful student recital is considered the equivalent of a final examination for the applied student. The faculty jury may discuss and recommend, but the instructor retains the sole responsibility for the semester grade.

Junior Recitals will be available to the Music BA students only.

The final capstone course is the senior recital for all music education majors and a senior recital or senior project for music Bachelor of Arts majors. Students are required to complete a jury in the semester prior to their scheduled senior recital. If the applied student is not making satisfactory progress, the applied instructor may require a pre-recital hearing the semester of the recital. All recitals and projects must have the approval of Glenville State music faculty. It will be the faculty members' decision upon evaluating the student's senior recital jury, as to whether or not the student has an individual senior recital or a combined senior recital. No credit will be given for the recital without this permission. Exceptions may be considered in the case of undue hardship with the concurrence of the Department Chair and the Music Faculty. The successful completion of this course will demonstrate the musical maturity required and the organizational skills needed to prepare and perform musical events.

**BACHELOR OF ARTS DEGREE  
MUSIC**

**GSC 100 The First Year Experience** **0 hour**

All degree seeking students are required to take GSC 100 during their first semester.

**General Education Requirements** **39 hours**

**Music Core** **31 hours**

**Music Fundamentals**

MUSC 170	Theory I (OR)	
MUSC 214 & 314*	Business of Music I (AND) Business of Music II	4
MUSC 171	Theory II (OR)	
MUSC 301 (OR) 303*	Music History/Literature I (OR) Bluegrass History I	3
MUSC 302 (OR) 304*	Music History/Literature II (OR) Bluegrass History II	3

**Applied Instruction**

MUSC	Applied Instrument or Voice	8
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**Ensemble Performance**

MUSC 111/311, 112, 312	Primary Ensemble*	8
MUSC 113/313, 168/368		
MUSC 172/372		
MUSC 113/313, 116/316	Secondary Ensemble (OR) Bluegrass Internship (297)	4
MUSC 119/319, 157/357		
MUSC 167/367, 172/372		

**Senior Capstone**

MUSC 493	Senior Project or Senior Recital	1
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**Electives** **44 hours**

ART 270	Digital Media	3
ART 370	Digital Publishing	3
BUSN 100	Introduction to Business	3
CART 210	Introduction to Acting	3
CART 306	Oral Interpretation	3
EDUC 203	Foundation of Education	2
EDUC 205	Education Psychology	3
FNAR 100	Introduction to Fine Arts	3
HIST 303	West Virginia and the Appalachian Region	3
JOUR 205	Writing for the College Newspaper	3

\*Students not pursuing a music degree may enroll in some music courses as general electives or to fulfill the requirements of the music minor.

MRKT 201	Principles of Marketing	3
MRKT 379	Advertising and Sales Promotion	3
MRKT 388	Emerging Media and the Market	3
MUSC 111/311	Marching Band (AND)	
MUSC 112/312	Concert Band	1
MUSC 113/313	Jazz Band	1
MUSC 114	Class Instruction in Voice	2
MUSC 116/316	Woodwind, Saxophone or Clarinet Ensemble	1
MUSC 119/319	Brass, Tuba/Euphonium, Trombone Ensemble	1
MUSC 157/357	Percussion, Djembe or Udu Ensemble	1
MUSC 167/367	Chamber Singers	1
MUSC 168/368	Concert Choir	1
MUSC 170	Theory I	4
MUSC 171	Theory II	3
MUSC 172/372	Bluegrass Band Ensemble	1
MUSC 174/374	African Ensemble	1
MUSC 180, 181	Class Instruction in Piano I & II	1
MUSC 198	Notation Software	3
MUSC 200	Survey of Music	3
MUSC 213	Learning and Caring for String Instruments	2
MUSC 214	Business of Music I	2
MUSC 216	Class Instruction in Woodwinds	2
MUSC 270	Theory III	3
MUSC 280, 281	Class Instruction in Piano III & IV	3
MUSC 297	Bluegrass Internship	4
MUSC 298	Orchestration Software	3
MUSC 301	Music History I	3
MUSC 302	Music History II	3
MUSC 303	Bluegrass History I	3
MUSC 304	Bluegrass History II	3
MUSC 306	Recording and Engineering	3
MUSC 314	Business of Music II	2
MUSC 317	Class Instruction in Percussion	2
MUSC 318	Class Instruction in Brass	2
MUSC 370	Composition and Arranging I	1
MUSC 371	Composition and Arranging II	1
MUSC 375	Conducting I	2
MUSC 376	Conducting II	2
MUSC 377	Music Technology	3
MUSC 378	Junior Recital	1
MUSC 379	Chamber Recital	1
MUSC 380	Piano Accompanying	1
MUSC 470	Composition and Arranging III	1
MUSC 471	Composition and Arranging IV	1
MUSC 497	Bluegrass Internship	6

**General Electives**

**6 Hours**

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### Suggested Courses for a Career in:

#### Bluegrass Music\*

ART 270	Digital Media
BUSN 100	Introduction to Business
CART 210	Introduction to Acting
CART 306	Oral Interpretation
HIST 303	West Virginia and the Appalachian Region
JOUR 205	Writing for the College Newspaper
MRKT 201	Principles of Marketing
MUSC 297	Bluegrass Internship
MUSC 306	Recording and Engineering
MUSC 497	Bluegrass Internship

\*Note: Bluegrass Career Path should take MUSC 172/372, 214, 297, 303 and 304 from the music core listing.

#### Jazz Performance\*

ART 370	Digital Publishing
MRKT 201	Principles of Marketing
MUSC 113/313	Jazz Band
MUSC 170	Theory I
MUSC 171	Theory II
MUSC 180, 181	Class Instruction in Piano I & II
MUSC 198	Notation Software
MUSC 214	Business of Music I
MUSC 280, 281	Class Instruction in Piano III & IV
MUSC 270	Theory III
MUSC 298	Orchestration Software
MUSC 306	Recording and Engineering
MUSC 314	Business of Music II
MUSC 370	Composition and Arranging

\*Note: Jazz Performance Career Path should take MUSC 113/313 as primary ensemble from the music core listing.

#### Music Performance

MUSC 113/313	Jazz Band
MUSC 114	Class Instruction in Voice
MUSC 116/316	Woodwind Ensemble, Saxophone Ensemble, Clarinet Ensemble
MUSC 119/319	Brass, Tuba/Euphonium, Trombone Ensemble
MUSC 157/357	Percussion Ensemble, Djembe Ensemble, Udu Ensemble
MUSC 167/367	Chamber Singers
MUSC 172/372	Bluegrass Band Ensemble
MUSC 174/374	African Ensemble

\*Students not pursuing a music degree may enroll in some music courses as general electives or to fulfill the requirements of the music minor.

MUSC 180, 181,	Class Instruction in Piano I & II
MUSC 213	Learning and Caring for String Instruments
MUSC 216	Class Instruction in Woodwinds
MUSC 280, 281	Class Instruction in Piano III & IV
MUSC 270	Theory III
MUSC 375	Conducting I
MUSC 317	Class Instruction in Percussion
MUSC 318	Major Instrument Pedagogy
MUSC 378	Junior Recital
MUSC 379	Chamber Recital

**Music Technology**

ART 270	Digital Media
ART 370	Digital Publishing
MRKT 201	Principles of Marketing
MRKT 379	Advertising and Sales Promotion
MUSC 113/313	Jazz Band
MUSC 116/316	Woodwind Ensemble, Saxophone Ensemble, Clarinet Ensemble
MUSC 119/319	Brass, Tuba/Euphonium, Trombone Ensemble
MUSC 157/357	Percussion Ensemble, Djembe Ensemble, Udu Ensemble
MUSC 167/367	Chamber Singers
MUSC 172/372	Bluegrass Band Ensemble
MUSC 174/374	African Ensemble
MUSC 198	Notation Software
MUSC 180, 181	Class Instruction in Piano I and II
MUSC 214	Business of Music I
MUSC 270	Theory III
MUSC 298	Orchestration Software
MUSC 306	Recording and Engineering
MUSC 314	Business of Music II
MUSC 370	Composition and Arranging
MUSC 377	Music Technology

**Total minimum hours required for degree**

**120 hours**

**GATEWAY ASSESSMENT – JURY EXAM FOURTH APPLIED LESSON  
CAPSTONE ASSESSMENT – MUSC 493**

## BACHELOR OF ARTS IN MUSIC SUGGESTED PLAN OF STUDY

### FIRST YEAR

ENGL 101 .....	3	ENGL 102.....	3
GSC 100 .....	0	MUSC 171 (OR) 303.....	3
MATH 106L (or higher).....	3	SCNC 101, 102, 103, (OR) 104.....	4
MUSC 170 (OR) 214 & 314 .....	4	Primary Ensemble.....	1
Primary Ensemble .....	1	Applied Instrument .....	1
Applied Instrument.....	1	Electives.....	3
Electives .....	3	<b>Total Hours – Spring Semester .....</b>	<b>15</b>
<b>Total Hours – Fall Semester .....</b>	<b>15</b>		

### SECOND YEAR

ART 200, CART, 200, FNAR 100 (OR) MUSC 200 .....	3	CSCI 101 .....	3
CART 101 .....	3	HIST 201, 202, 207, 208 (OR) POSC 203.....	3
ENGL 203, 204, 205 (OR) 206 .....	3	Primary Ensemble.....	1
PED 201 .....	1	Applied Instrument .....	1
Primary Ensemble .....	1	Electives.....	7
Applied Instrument.....	1	<b>Total Hours – Spring Semester .....</b>	<b>15</b>
Electives .....	3		
<b>Total Hours – Fall Semester .....</b>	<b>15</b>		

### THIRD YEAR

MUSC 301 (OR) 303 .....	3	ECON 201, 202, GEOG 203, PSYC 201, SOCL 205 (OR) SOCS 225 .....	3
SCNC 101, 102, 103, (OR) 104 .....	4	MUSC 302 (OR) 304.....	3
Primary Ensemble .....	1	Primary Ensemble.....	1
Applied Instrument.....	1	Applied Instrument .....	1
Electives .....	6	Electives.....	7
<b>Total Hours – Fall Semester .....</b>	<b>15</b>	<b>Total Hours – Spring Semester .....</b>	<b>15</b>

### FOURTH YEAR

HIST 201, 202, 207, 208 (OR) POSC 203 .....	3	MUSC 493.....	1
Primary Ensemble .....	1	Primary Ensemble.....	1
Applied Instrument.....	1	Applied Instrument .....	1
Electives .....	10	Electives.....	12
<b>Total Hours – Fall Semester .....</b>	<b>15</b>	<b>Total Hours – Spring Semester .....</b>	<b>15</b>

\*Students not pursuing a music degree may enroll in some music courses as general electives or to fulfill the requirements of the music minor.



**BACHELOR OF ARTS IN EDUCATION  
MUSIC (PREK-ADULT)**

**GSC 100 The First Year Experience 0 hour**

All degree seeking students are required to take GSC 100 during their first semester.

**General Education Requirements 39 hours**

Students must complete CSCI 267 as part of the General Education requirements.

**\*For Music Majors ONLY -- MUSC 301 will constitute the General Education requirement of MUSC 200.**

**Music (PreK-Adult) Courses 41 hours**

MUSC	Major Ensembles (will vary per emphasis)	7
MUSC 170	Theory I	4
MUSC 171	Theory II	3
MUSC 180, 181, 280, & 281*	Class Instruction in Piano I, II, III, IV	4
MUSC 270	Theory III	3
MUSC 301	Music History and Literature I	
MUSC 302	Music History and Literature II	3
MUSC 375	Conducting I	2
MUSC 376	Conducting II	2

*\*For the Piano Major*

MUSC 380 Piano Accompanying for 4 hours (*take in place of MUSC 180, 181, 280 & 281*)

*\*For the Voice Major*

MUSC 120, 121, 220, 221 Applied Piano (*may take in place of MUSC 180, 181, 280 & 281*)

**\*For Major Ensembles instrumental majors will take semesters of band, one semester of choir. Vocal majors will take seven semesters of choir and one semester of band.**

**Music Pedagogy**

(Choose from the following at the discretion of student's advisor (2 hours each))		6
MUSC 114	Class Instruction in Voice	
MUSC 213	Learning and Caring for String Instruments	
MUSC 216	Class Instruction in Woodwinds	
MUSC 317	Class Instruction in Percussion	
MUSC 318	Class Instruction in Brass	

**Applied Music (MUSC 120-484) 7**

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<b>Professional Education Courses</b>			<b>24 hours</b>
CSCI 267	Computer Skills for Education		
EDUC 203	Foundations of Education	2	
EDUC 205	Educational Psychology*	3	
EDUC 309	General Music Methods and Materials	2	
EDUC 310	Classroom Management and Teaching Strategies	2	
EDUC 329	Instrumental Music Methods and Materials	2	
EDUC 349	Teaching Music in Adolescent Education (9-Adult)	2	
EDUC 412	Curriculum and Assessment: Content (5-Adult)	2	
READ 317	Teaching Reading in Middle and Adolescent Education	3	
SPED 220	Educating the Exceptional and Culturally Diverse Student	3	
SPED 334	Strategies for Students with Learning Disabilities and Behavior Disorders	3	
<b>Student Internship</b>			<b>12 hours</b>
EDUC 493	Capstone Assessment	1	
EDUC	Student Internship	11	
General Electives			<b>4 hours</b>
<b>Total minimum hours required for degree</b>			<b>120 hours</b>

Education 203 and Education 205 are the only Professional Education courses which can be attempted without being admitted to Teacher Education.

\*Before enrolling in Education 205, a student must have attempted PRAXIS I or be exempt from this requirement due to ACT or SAT score.

In order to build experience for future employment opportunities, all music education majors will participate in both band and choir every semester (with the exception of their professional semester).

### **GATEWAY ASSESSMENT - ADMISSION TO TEACHER EDUCATION**

### **CAPSTONE ASSESSMENT - EDUCATION 493**

**MUSIC (PREK-ADULT)  
SUGGESTED PLAN OF STUDY**

**FIRST YEAR**

EDUC 203.....	2	CART 101 .....	3
ENGL 101 .....	3	MUSC 114 (OR) 216 (OR) 318.....	2
GSC 100 .....	0	MUSC 171.....	3
MATH 106L (or higher).....	3	MUSC 181 (OR) 121 (OR) 380.....	1
MUSC 170.....	4	MUSC - Applied Major 2 & Ensemble .....	2
MUSC 180 (OR) 120 (OR) 380 .....	1	SCNC 101, 102, 103, (OR) 104.....	4
MUSC - Applied Major 1 & Ensemble .....	2	<b>Total Hours - Spring Semester .....</b>	<b>15</b>
<b>Total Hours - Fall Semester .....</b>	<b>15</b>		

**ATTEMPT PRAXIS I DURING THE FALL  
SEMESTER OF FRESHMAN YEAR**

**SECOND YEAR**

CSCI 267 .....	3	HIST 201, 202, 207, 208 (OR) POSC 203 .....	3
EDUC 205 .....	3	MUSC 114 (OR) 216 (OR) 318.....	2
ENGL 102 .....	3	MUSC 281 (OR) 221, (OR) 380.....	1
MUSC 213 (OR) 317.....	2	MUSC - Applied Major 4 & Ensemble .....	2
MUSC 270.....	3	PED 201.....	1
MUSC 280 (OR) 220 (OR) 380 .....	1	SPED 220 .....	3
MUSC - Applied Major 3 & Ensemble .....	2	GENERAL ELECTIVES .....	4
<b>Total Hours - Fall Semester .....</b>	<b>17</b>	<b>Total Hours - Spring Semester .....</b>	<b>16</b>

**THIRD YEAR**

EDUC 309 .....	2	ECON 201, 202, GEOG 203, PSYC 201, SOCL 205 (OR) SOCS 225.....	3
HIST 201, 202, 207, 208 (OR) POSC 203 .....	3	ENGL 203, 204, 205, (OR) 206 .....	3
MUSC 301.....	3	EDUC 329 .....	2
MUSC 375.....	2	MUSC 302.....	3
MUSC - Applied Major 5 & Ensemble .....	2	MUSC 376.....	2
SPED 334 .....	3	MUSC - Applied Major 6 and Ensemble .....	2
<b>Total Hours - Fall Semester .....</b>	<b>15</b>	<b>Total Hours - Spring Semester .....</b>	<b>15</b>

**FOURTH YEAR**

EDUC 310 .....	2	EDUC 493 .....	1
EDUC 349 .....	2	Student Internship* .....	11
EDUC 412 .....	2	<b>Total Hours - Spring Semester .....</b>	<b>12</b>
MUSC - Applied Major 7 & Ensemble .....	2		
READ 317 .....	3		
SCNC 101, 102, 103, (OR) 104.....	4		
<b>Total Hours - Fall Semester .....</b>	<b>15</b>		

**\*INTERNS MAY NOT ENROLL IN ANY  
OTHER COURSES.**

**PASS PRAXIS II EXAM**

## DEPARTMENT OF HEALTH AND PHYSICAL EDUCATION

**Dr. Jeffrey C. Hunter, Dean of Teacher Education**

**Associate Professor:** D. Wilson, J. Yu

**Assistant Professor:** K. McKee

**Lecturer:** M. Gildein

The Department of Health and Physical Education provides challenging programs in Health and Human Performance and Education. These programs provide students with the academic knowledge and technical skills that will prepare them for a variety of career paths in the rapidly growing fields of health, fitness, wellness, and human performance. Graduates will also be prepared to pursue advanced degrees in their fields of study or related fields, such as Public Health.

The department offers a Bachelor of Science in Health and Human Performance with three majors: Athletic Conditioning and Coaching, Exercise Science and Health Promotion.

A Bachelor of Arts in Health and Physical Education (PreK-Adult) is available for students who wish to pursue teaching as a career.

For additional information about the Department of Health and Physical Education, its programs, faculty, and organizations call (304) 462-6212.

### **Degree Program**

#### **Bachelor of Science in Health and Human Performance**

Athletic Conditioning and Coaching  
Exercise Science  
Health Promotion

#### **Bachelor of Arts in Education**

Health and Physical Education (PreK-Adult)

**BACHELOR OF SCIENCE DEGREE  
HEALTH AND HUMAN PERFORMANCE**

**GSC 100      The First Year Experience      0 hour**

All degree seeking students are required to take GSC 100 during their first semester.

**General Education Requirements      39 hours**

Students in Health and Human Performance must complete BIOL 120 and PSYC 201 as part of the General Education requirements. Students seeking an Exercise Science major must also complete MATH 115.

**Health and Human Performance Core      14 hours**

BIOL 120	Principles of Biology I	
HLTH 102	Introduction to Health Promotion	3
HLTH 105	Human Nutrition	3
HLTH 232	Foundations of Health	2
HLTH 293	Lifetime Fitness and Wellness (Gateway Course)	3
PSYC 201	General Psychology	
PSYC 250	Lifespan Development	3

**Select one of the following majors:**

**Athletic Conditioning and Coaching Major      45 hours**

EXSC 375	Strength and Conditioning Leadership	3
EXSC 455	Psychology of Exercise and Sport	3
EXSC 493	Practicum (Capstone Course)	6
HLTH 331	Foundations of Anatomy and Physiology	4
PED 121	Foundations of Physical Education and Sport	2
PED 224	Assisting in Sports/Camps/Intramurals/Coaching	2
PED 232	Philosophy and Techniques in Sport Coaching	2
PED 265	Diversity and Ethics in Sport	3
PED 325	Athletic Coaching and Administration	3
PED 333	Motor Learning and Development	2
PED 450	Career Planning in Sports	3
PSYC 330	Social Psychology	3
SMGT 130	Introduction to Sport Management	3
SMGT 330	Event and Sport Facilities Management	3
SMGT 430	Legal Aspects of Sport	3

**Exercise Science Major      48 hours**

BIOL 309	Anatomy and Physiology I	4
BIOL 310	Anatomy and Physiology II	4
EXSC 375	Strength and Conditioning Leadership	3
EXSC 455	Psychology of Exercise and Human Performance	3
EXSC 465	Human Performance Testing	4
EXSC 493	Practicum (Capstone Course)	12
HLTH 107	Introduction to Medical Terminology	1
HLTH 400	Applied Nutrition	3
HLTH 425	Wellness Programming and Administration	3
HLTH 435	Research Methods in Health and Human Performance	3
MATH 115	College Algebra	

## 194 Department of Health and Physical Education

PED	332	Kinesiology	3
PED	333	Motor Learning and Development	2
PED	421	Exercise Physiology	3

### Health Promotion Major

**48 hours**

ENVR	255	Health and Safety	3
HLTH	107	Introduction to Medical Terminology	1
HLTH	331	Foundations of Anatomy and Physiology	4
HLTH	341	Community and Environmental Health	2
HLTH	342	Health Disparities in Vulnerable Populations	3
HLTH	425	Wellness Programming and Administration	3
HLTH	435	Research Methods in Health and Human Performance	3
HLTH	493	Practicum (Capstone Course)	12
NPLM	301	Nonprofit Leadership and Management	3
NPLM	302	Grant Writing	3
SAFE	327	Legal Aspects and General Safety	2
SAFE	338	Emergency Services and Disaster Preparedness	3
SOCL	105	Interviewing and Counseling	3
SOCL	209	Social Problems	3

### General Electives

**19-22 hours**

### Total minimum hours required for degree

**120 hours**

### Advising Note:

Students who choose to take BIOL 309 must also complete BIOL 120 with a grade of “C” or above.  
Students who choose to take PSYC 250 must also complete PSYC 201.

Students pursuing the degree in Health and Human Performance are advised to consult with their academic advisor as to the need to include among their general electives the following courses:

PSYC 310	Abnormal Psychology
PSYC 360	Psychology of Human Sexuality
PSYC 380	Drugs and Human Behavior
SOCL 340	Death and Dying

Students majoring in Exercise Science or Athletic Conditioning and Coaching are advised to consult with their academic advisor as to the need to include among their general electives:

HLTH 342	Health Disparities in Vulnerable Populations
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Students who intend to pursue graduate education in Physical Therapy, Occupational Therapy, Athletic Training, Prosthetics and Orthotics and related programs usually need additional math and science courses to qualify for admission. Students should discuss career goals with their advisors early in the course of their studies so that they can take these courses in a timely manner.

**GATEWAY ASSESSMENT – HLTH 293 - CAPSTONE ASSESSMENT EXSC/HLTH 493**

**BS – ATHLETIC CONDITIONING AND COACHING  
SUGGESTED PLAN OF STUDY**

**FIRST YEAR**

ART 200, CART 200, FNAR 100 (OR) MUSC 200 .....	3	ENGL 102 .....	3
BIOL 120.....	4	HIST 201, 202, 207, 208 (OR) POSC 203 .....	3
ENGL 101 .....	3	HLTH 105 .....	3
GSC 100 .....	0	HLTH 232 .....	2
HLTH 102 .....	3	PED 121 .....	2
MATH 106 or higher.....	3	PSYC 201 .....	3
<b>Total Hours - Fall Semester.....</b>	<b>16</b>	<b>Total Hours - Spring Semester.....</b>	<b>16</b>

**SECOND YEAR**

CSCI 101 .....	3	CART 101 .....	3
ENGL 203, 204, 205 (OR) 206 .....	3	HIST 201, 202, 207, 208 (OR) POSC 203 .....	3
ENVR 101, SCNC 101, 102, 103, (OR) SCNC 104.....	4	HLTH 293 .....	3
PED 224 .....	2	HLTH 331 .....	4
SMGT 130.....	3	PSYC 250.....	3
<b>Total Hours - Fall Semester.....</b>	<b>15</b>	<b>Total Hours - Spring Semester.....</b>	<b>16</b>

**THIRD YEAR**

EXSC 375.....	3	PED 201 .....	1
PED 265 .....	3	PED 232 .....	2
PED 333 .....	2	PED 325 .....	3
General Electives.....	7	PSYC 330.....	3
<b>Total Hours - Fall Semester.....</b>	<b>15</b>	SMGT 330.....	3
		General Elective.....	3
		<b>Total Hours - Spring Semester.....</b>	<b>15</b>

**FOURTH YEAR**

EXSC 455.....	3	EXSC 493.....	6
General Electives.....	12	PED 450 .....	3
<b>Total Hours - Fall Semester.....</b>	<b>15</b>	SMGT 430.....	3
		<b>Total Hours - Spring Semester.....</b>	<b>12</b>

**BS – EXERCISE SCIENCE  
SUGGESTED PLAN OF STUDY**

**FIRST YEAR**

BIOL 120.....	4	BIOL 309.....	4
ENGL 101 .....	3	CART 101 .....	3
GSC 100.....	0	CSCI 101 .....	3
HLTH 105 .....	3	HIST 201, 202, 207, 208 (OR)	
MATH 115 .....	3	POSC 203 .....	3
<b>Total Hours - Fall Semester.....</b>	<b>13</b>	HLTH 107 .....	1
		PSYC 201 .....	3
		<b>Total Hours - Spring Semester.....</b>	<b>17</b>

**SECOND YEAR**

ART 200, CART 200, FNAR 100 (OR) MUSC 200.....	3	ENGL 203, 204, 205 (OR) 206 .....	3
BIOL 310.....	4	ENVR 101, SCNC 101, 102, 103, (OR) SCNC 104.....	4
ENGL 102 .....	3	HIST 201, 202, 207, 208 (OR)	
HLTH 102 .....	3	POSC 203 .....	3
HLTH 293 .....	3	HLTH 232 .....	2
<b>Total Hours - Fall Semester.....</b>	<b>16</b>	PED 201 .....	1
		General Electives.....	3-4
		<b>Total Hours - Spring Semester.....</b>	<b>16-17</b>

**THIRD YEAR**

EXSC 375.....	3	HLTH 400 .....	3
EXSC 455.....	3	PED 332 .....	3
EXSC 465.....	4	PED 421 .....	3
PED 333 .....	2	PSYC 250.....	3
General Electives.....	3	General Electives.....	3
<b>Total Hours - Fall Semester.....</b>	<b>15</b>	<b>Total Hours - Spring Semester.....</b>	<b>15</b>

**FOURTH YEAR**

HLTH 425 .....	3	EXSC 493.....	12
HLTH 435 .....	3	<b>Total Hours - Spring Semester.....</b>	<b>12</b>
General Electives.....	9		
<b>Total Hours - Fall Semester.....</b>	<b>15</b>		



**BS – HEALTH PROMOTION  
SUGGESTED PLAN OF STUDY**

**FIRST YEAR**

ART 200, CART 200, FNAR 100 (OR) MUSC 200.....	3	ENGL 102 .....	3
BIOL 120.....	4	HIST 201, 202, 207, 208 (OR) POSC 203 .....	3
ENGL 101 .....	3	HLTH 105 .....	3
GSC 100 .....	0	HLTH 107 .....	1
HLTH 102 .....	3	HLTH 232 .....	2
MATH 106 or higher.....	3	PED 201 .....	1
<b>Total Hours - Fall Semester.....</b>	<b>16</b>	PSYC 201 .....	3
		<b>Total Hours - Spring Semester.....</b>	<b>16</b>

**SECOND YEAR**

BIOL 121.....	4	CART 101 .....	3
ENGL 203, 204, 205 (OR) 206 .....	3	HIST 201, 202, 207, 208 (OR) POSC 203 .....	3
CSCI 101 .....	3	HLTH 293 .....	3
ENVR 255 .....	3	HLTH 331 .....	4
SOCL 105.....	3	PSYC 250.....	3
<b>Total Hours - Fall Semester.....</b>	<b>16</b>	<b>Total Hours - Spring Semester.....</b>	<b>16</b>

**THIRD YEAR**

HLTH 341 .....	2	NPLM 101.....	3
HLTH 425 .....	3	SAFE 327 .....	2
SOCL 209.....	3	SAFE 338 .....	3
General Electives.....	7	General Electives.....	7
<b>Total Hours - Fall Semester.....</b>	<b>15</b>	<b>Total Hours - Spring Semester.....</b>	<b>15</b>

**FOURTH YEAR**

HLTH 342 .....	3	HLTH 493.....	12
HLTH 435 .....	3	<b>Total Hours - Spring Semester .....</b>	<b>12</b>
NPLM 201.....	3		
General Electives.....	5		
<b>Total Hours - Fall Semester.....</b>	<b>14</b>		

**BACHELOR OF ARTS IN EDUCATION  
HEALTH AND PHYSICAL EDUCATION (PREK-ADULT)**

**GSC 100 The First Year Experience** **0 hour**

All degree seeking students are required to take GSC 100 during their first semester.

**GENERAL EDUCATION REQUIREMENTS** **39 hours**

Candidates must complete BIOL 120, BIOL 309, CSCI 267 and PED 201 as part of the General Education requirements.

**CONTENT SPECIALIZATION COURSES** **47 hours**

**Health Education** **22 hours**

BIOL	309	Human Anatomy and Physiology I	
BIOL	310	Human Anatomy and Physiology II	4
HLTH	105	Human Nutrition	3
HLTH	232	Foundations of Health	2
HLTH	341	Community and Environmental Health	2
PED	201	First Aid and Safety	
PSYC	310	Abnormal Psychology	3
PSYC	360	Psychology of Human Sexuality	3
PSYC	380	Drugs and Human Behavior	3
SAFE	327	Legal Aspects and General Safety	2

**Physical Education** **25 hours**

BIOL	120	Principles of Biology I	
PED	121	Foundations of Physical Education & Sport	2
PED	132	Individual and Dual Sports	3
PED	136	Team Sports	3
PED	223	Dance and Aerobics	1
PED	224	Assisting in Sports/Camps/Intramurals/Coaching	2
PED	326	Physical Education in the Elementary School	2
PED	327	Adapted Physical Education	2
PED	332	Kinesiology	3
PED	333	Motor Learning and Development	2
PED	410	Measurement in Physical Education	2
PED	421	Exercise Physiology	3

**PROFESSIONAL EDUCATION 21 hours**

CSCI	267	Computer Skills for Education	2
EDUC	203	Foundations of Education	2
EDUC	205	Educational Psychology*	3
EDUC	310	Classroom Management and Teaching Strategies	2
EDUC	351	Teaching Health and Physical Education in Middle and Secondary Schools	3
EDUC	412	Curriculum and Assessment: Content (5-Adult)	2
READ	317	Teaching Reading in Middle and Adolescent Education	3
SPED	220	Educating the Exceptional and Culturally Diverse Student	3
SPED	334	Strategies for Students with Learning Disabilities and Behavior Disorders	3

**STUDENT INTERNSHIP 12 hours**

EDUC	493	Capstone Assessment	1
EDUC		Student Internship	11

**General Electives 1 hour**

**Total minimum hours required for degree 120 hours**

Education 203 and Education 205 are the only Professional Education courses which can be attempted without being admitted to a program in Teacher Education.

\*Before enrolling in Education 205 a student must have attempted PRAXIS I or be exempt from this requirement due to ACT or SAT score.

**GATEWAY ASSESSMENT - ADMISSION TO TEACHER EDUCATION**

**CAPSTONE ASSESSMENT - EDUCATION 493**

**HEALTH AND PHYSICAL EDUCATION (PREK-ADULT)  
SUGGESTED PLAN OF STUDY**

**FIRST YEAR**

	<b>ATTEMPT PRAXIS I DURING THE FALL SEMESTER OF FRESHMAN YEAR</b>	
EDUC 203 .....	2	
ENGL 101 .....	3	
GSC 100 .....	0	CART 101 .....
MATH 115 .....	3	FNAR 100 .....
PED 121 .....	2	HLTH 105 .....
PED 132 .....	3	HIST 201, 202, 207, 208 (OR) POSC 203 .....
PED 201 .....	1	PED 136.....
<b>Total Hours - Fall Semester .....</b>	<b>14</b>	<b>Total Hours - Spring Semester .....</b>
		<b>15</b>

**SECOND YEAR**

CSCI 267 .....	3	ECON 201, GEOG 203, PSYC 201, SOCL 205 (OR) SOCS 225.....
EDUC 205 .....	3	HIST 201, 202, 207, 208 (OR) POSC 203 .....
ENGL 102 .....	3	PSYC 310 .....
HLTH 232 .....	2	PSYC 360 .....
PED 223 .....	1	PSYC 380 .....
PED 224 .....	2	<b>Total Hours - Spring Semester .....</b>
ELECTIVE .....	1	<b>15</b>
<b>Total Hours - Fall Semester .....</b>	<b>15</b>	

**THIRD YEAR**

BIOL 120.....	4	BIOL 309.....
EDUC 310.....	2	EDUC 351 .....
HLTH 341 .....	2	PED 327.....
PED 326 .....	2	PED 332.....
PED 333 .....	2	PED 421.....
SPED 220 .....	3	SAFE 327 .....
<b>Total Hours - Fall Semester .....</b>	<b>15</b>	<b>Total Hours - Spring Semester .....</b>
		<b>17</b>

**FOURTH YEAR**

		<b>PASS PRAXIS II EXAM</b>
BIOL 310.....	4	EDUC 493 .....
EDUC 412 .....	2	STUDENT INTERNSHIP*.....
ENGL 203, 204, 205 (OR) 206 .....	3	<b>Total Hours - Spring Semester .....</b>
PED 410 .....	2	<b>12</b>
READ 317 .....	3	<b>*INTERNS MAY NOT ENROLL IN ANY OTHER COURSES.</b>
SPED 334 .....	3	
<b>Total Hours - Fall Semester .....</b>	<b>17</b>	

## DEPARTMENT OF LAND RESOURCES

### **Dr. Rico M. Gazal, Department Chairperson**

**Professor:** R. Gazal

**Associate Professors:** A. Black, B. Perkins

**Assistant Professor:** N. Nasser

**Lecturers:** D. Hupp, E. Thompson

The Department of Land Resources prides itself on a “hands on” approach to learning. Students are provided a teaching/learning experience that duplicates as closely as possible real world applications. Two Associate of Science degree programs are offered, Forest Technology and Land Surveying Technology. The baccalaureate degree in Natural Resource Management takes advantage of the two associate degree programs in the Department of Land Resources and the strength of course offerings in the Department of Science and Mathematics and Department of Business. The degree is developed around the general education baccalaureate degree component, a Natural Resource Management core, five major concentration areas and a block elective component. The five degree concentrations are Criminal Justice, Energy and Land Management, Environmental Science, Forest Technology and Land Surveying Technology.

The Department of Land Resources is housed in the Waco Center about one mile from the main campus. The department has about 300 acres of land adjacent to the building for outdoor projects. A sawmill is located on the property for student use along with storage buildings for timber harvesting equipment. A modern computer lab is available for use by students. This lab contains computers, plotters, and software that replicate those used in government, business, and industry. A wide array of hand tools, equipment, and forestry and land surveying instruments appropriate for teaching field labs are used to enhance instruction and learning. Global Positioning Systems (GPS) and Geographic Information Systems (GIS) technologies are used in several classes.

Student organizations include the Forestry Club, GEO (Glenville Environmental Organization), the Landman Club and the Land Surveying Club. These groups promote camaraderie and provide opportunities for field trips, learning opportunities and community service.

Several scholarships are available specifically to students who are enrolled in the Land Resource programs.

For additional information about the Department of Land Resources, its programs, faculty and organizations, call (304) 462-6370.

## **202 Department of Land Resources**

**Degree Programs:** The following programs are available in the Department of Land Resources.

### **Bachelor of Science**

Natural Resource Management (NRMT) with concentrations in  
Criminal Justice, Energy and Land Management, Environmental Science, Forest  
Technology, or Land Surveying Technology

### **Associate of Science (2-year) Majors:**

Forest Technology  
Land Surveying

The NRMT - Forest Technology and NRMT - Land Surveying Technology programs are listed on the Southern Regional Educational Board's (SREB) Academic Common Market and are available to out-of-state students subject to provisions of the Academic Common Market. This allows qualifying out-of-state students to attend Glenville State College at the in-state tuition rate.

The baccalaureate Natural Resource Management degree program provides the student with the opportunity to develop a concentration in one of the following areas:

**Criminal Justice** – This concentration is designed for those students who want to become Conservation or Natural Resources Police Officers or other enforcement personnel in the natural resource area.

**Energy and Land Management Technology** – The Energy and Land Management concentration is designed for students interested in working in energy and land use development, management and planning. Graduates of this program are able to find a large number of career opportunities with federal government agencies, such as U. S. Department of Transportation and the Bureau of Land Management. At the state level, graduates qualify for opportunities with the Department of Environmental Protection and Division of Highways and others. Additionally, graduates qualify for private industry positions including, but not limited to, oil and gas landman, realty specialist, right-of-way agent and title abstractor.

**Environmental Science** – This concentration is designed for those students interested in environmental careers with government agencies and industry. The Environmental Science concentration prepares students for career opportunities in the private, public, academic and nonprofit sectors. Employers may include Federal, state, and local governments; the natural resource sector; utilities; manufacturers; and industry, as well as small business.

**Forest Technology** – This concentration provides a pathway for associate degree students in forest technology to continue their education and receive the baccalaureate degree. Students broaden their perspectives in the natural resource area for careers with government agencies as well as the private sector. Graduates have the necessary credentials to be registered as a professional forester and practice forestry in West Virginia as a technician or professional.

**Land Surveying Technology** – This concentration provides a pathway for associate degree students in land surveying to continue their education for a baccalaureate degree. Students will be technically proficient in land surveying and will be able to develop a strong concentration in geographic information systems and resource allocation for careers with government agencies and the private sector. This degree will also provide the baccalaureate degree necessary for licensure as a professional land surveyor in West Virginia and Ohio.

### **Associate Degree Programs**

The associate degree programs have active advisory committees comprised of representatives from government, business and industries that hire graduates. These advisory bodies ensure that classes are continually updated and help greatly with job placement for graduates. Graduates receive the associate degree upon completion of their programs in forestry or land surveying.

**Forest Technology** – The College has offered an exemplary associate degree program in forest technology since 1969. This program is accredited by the Society of American Foresters. Graduates work in all aspects of forestry in the state and region. The main career pathways are procurement forestry, consulting forestry, state and federal government forestry agencies, and utility forestry.

**Land Surveying Technology** – Glenville State College has been providing well-educated students for the land surveying profession since 1974. These graduates work in all aspects of surveying including; retracement, construction, route, mineral, and others. This curriculum is approved by the West Virginia Board of Professional Surveyors and the degree provides one of the six years required for licensure.

**204 Department of Land Resources**

**BACHELOR OF SCIENCE  
NATURAL RESOURCE MANAGEMENT**

**GSC 100 The First Year Experience 0 hour**

All degree seeking students are required to take GSC 100 during their first semester.

**General Education Requirement 39 hours**

**Natural Resource Management Core 29 hours**

BIOL 400	Ecology and Field Biology	4
ENVR 352	Air/Water/Soil Quality	4
ENVR 393	Environmental Compliance	3
MGMT 201	Principles of Management	3
MGMT Elective (300-400 level)		3
NRMT 125	Computer Assisted Mapping	3
NRMT 201	Forest Ecology	3
NRMT 234	GIS Applications I	3
NRMT 493	Natural Resource Management	3

**Required Hours in concentration by program area vary from 32-44.**

**General Block Electives (select from the following 300-400 level courses)**

**Hours required vary by program area from 5-15 hours.**

BIOL 305	General Botany	4
BIOL 321	Animal Physiology	4
BIOL 335	Cell Physiology	4
BIOL 351	Flora of West Virginia (OR)	
NRMT 351	Flora of West Virginia	3
BIOL 361	Microbiology	4
BIOL 362	Plant Physiology	4
BIOL 399	Special Topics and Problems	1-3
BIOL 402	Ornithology	4
BIOL 456	Genetics	4
BUSN 330	Quantitative Business Analysis II	3
BUSN 470	Business Law II	3
ENVR 351	Soils and Land Reclamation	3
FINC 321	Business Finance	3
FINC 421	Risk Management and Insurance	3
HIST 303	West Virginia and the Appalachian Region	3
LAND 335	Hydrology, Drainage and Subdivision Design	3
MGMT 383	Labor Management Relations	3
MGMT 384	Human Resource Management	3
MGMT 402	Entrepreneurship	3
MGMT 484	Organizational Behavior	3
MGMT 487	Operations Management	3
NRMT 311	Natural Resource Permitting	3



NRMT 312	Sustainable Trails Design & Construction	3
NRMT 334	GIS Applications II	3
NRMT 389	Community Service	1-3
NRMT 399	Special Topics & Problems	1-3
NRMT 410	Energy Resource Law	3
NRMT 499	Individual Research Problems	1-3
PHYS 310	General Astronomy	4
SAFE 327	Legal Aspects and General Safety	2
STAT 361	Introduction to Statistical Analysis	3

**Restricted Block Electives (select from the following courses. The required hours vary by program area from 0-11 hours)**

If any of the following restricted electives are counted toward satisfying general education, core or concentration hours they cannot be counted as required restricted electives.

ACCT 231	Principles of Accounting I	3
ACCT 232	Principles of Accounting II	3
BIOL 120	Principles of Biology II	4
BIOL 210	Zoology	4
BIOL 293	Techniques of Science	2
BUSN 100	Introduction to Business	3
BUSN 193	Applied Business Communication	3
BUSN 230	Quantitative Business Analysis I	3
BUSN 270	Business Law I	3
BUSN 296	Dimensions in Professional Development	3
CHEM 293	Techniques of Chemistry	1
CRJU 111	Introduction to Criminal Justice System	3
CSCI 260	Management Information Systems	3
ECON 201	Principles of Microeconomics	3
ECON 202	Principles of Macroeconomics	3
FRST 108	Dendrology I	1
FRST 109	Dendrology II	1
FRST 110	Dendrology III	1
FRST 202	Forest Recreation and Wildlife Management	3
FRST 203	Forest Entomology and Pathology	3
GEOG 203	World Regional Geography	3
GEOG 204	Physical Geography	3
LAMN 193	Principles of Energy and Land Management	3
LAMN 293	Landman Titles and Abstracting	3
LAND 121	Introduction to Land Surveying	3
LAND 123	Land Survey Descriptions-Interpretations and Writing	2
LAND 124	Land Survey Boundary Law	3
LAND 244	Remote Sensing and Aerial Photo Interpretation	1
MATH 202	Calculus I	4
MATH 256	Probability and Statistics I	3
MRKT 201	Principles of Marketing	3
PHYS 201	General Physics I	4
PHYS 202	General Physics II	4
PHYS 209	General Geology	4
SCNC 101	Earth Science	4

**206 Department of Land Resources**

**NATURAL RESOURCE MANAGEMENT  
CRIMINAL JUSTICE CONCENTRATION**

**GSC 100 The First Year Experience 0 hour**

All degree seeking students are required to take GSC 100 during their first semester.

**General Education Requirement 39 hours**

Students must complete BIOL 121, MATH 115, POSC 203 and SOCL 205 as part of the General Education requirement.

**Natural Resource Management Core 29 hours**

**Criminal Justice Concentration 42 hours**

CRJU 111	Introduction to Criminal Justice System	3
CRJU 215	Crime Scene Management	3
CRJU 222	Police Practices and Procedures	3
CRJU 223	Corrections	3
CRJU 232	Criminal Evidence and Procedures	3
CRJU 310	Criminal Justice Management	3
CRJU 397	Work Experience	6
POSC 204	State and Local Government	3
POSC 309	Civil Liberties	3
POSC 390	Introduction to Public Administration	3
PSYC 201	General Psychology	3
SOCL 105	Interviewing and Counseling	3
SOCL 209	Social Problems	3

**General Block Electives (300-400 level) 10 hours**

**Total minimum hours required for degree 120 hours**

**GATEWAY ASSESSMENT – CRJU 232**

**CAPSTONE ASSESSMENT – NRMT 493**

**NRMT: CRIMINAL JUSTICE  
SUGGESTED PLAN OF STUDY**

**FIRST YEAR**

CRJU 111 .....	3	BIOL 121 .....	4
CSCI 101 .....	3	CRJU 215 .....	3
ENGL 101 .....	3	CRJU 223 .....	3
GSC 100 .....	0	CRJU 232 .....	3
MATH 115 .....	3	POSC 203 .....	3
MGMT 201.....	3	<b>Total Hours – Spring Semester .....</b>	<b>16</b>
<b>Total Hours – Fall Semester .....</b>	<b>15</b>		

**SECOND YEAR**

CRJU 222 .....	3	CRJU 310 .....	3
ENGL 102 .....	3	PED 201.....	1
ENVR 101 (OR) SCNC 101.....	4	POSC 204 .....	3
SOCL 105.....	3	PSYC 201 .....	3
SOCL 205.....	3	BLOCK ELECTIVES (300-400 level).....	4
<b>Total Hours – Fall Semester .....</b>	<b>16</b>	<b>Total Hours – Spring Semester .....</b>	<b>14</b>

**SUMMER**

CRJU 397 .....	6
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**THIRD YEAR**

ART 200, CART 200, FNAR 100 (OR) MUSC 200.....	3	ENGL 203, 204, 205 (OR) 206 .....	3
NRMT 125 .....	3	HIST 201, 202, 207 (OR) 208 .....	3
NRMT 201 .....	3	MGMT ELECTIVE (300-400 level).....	3
SOCL 209.....	3	POSC 390 .....	3
<b>Total Hours – Fall Semester .....</b>	<b>12</b>	BLOCK ELECTIVES (300-400 level).....	3
		<b>Total Hours – Spring Semester .....</b>	<b>15</b>

**FOURTH YEAR**

BIOL 400.....	4	ENVR 352 .....	4
CART 101 .....	3	ENVR 393 .....	3
POSC 309.....	3	NRMT 234.....	3
BLOCK ELECTIVES (300-400 level) .....	3	NRMT 493.....	3
<b>Total Hours – Fall Semester .....</b>	<b>13</b>	<b>Total Hours – Spring Semester .....</b>	<b>13</b>

**NATURAL RESOURCE MANAGEMENT  
ENERGY AND LAND MANAGEMENT CONCENTRATION**

**GSC 100 The First Year Experience 0 hour**

All degree seeking students are required to take GSC 100 during their first semester.

**General Education Requirement 39 hours**

Students must complete BIOL 121, GEOG 203, MATH 115, PHYS 209, and POSC 203 as part of the General Education requirement. BIOL 121 requires a minimum grade of “C”.

**Natural Resource Management Core 29 hours**

**Energy and Land Management Concentration 36 hours**

BUSN 193	Applied Business Communications	3
BUSN 270	Business Law I	3
BUSN 296	Dimensions in Professional Development	3
BUSN 470	Business Law II	3
LAMN 193	Principles of Energy and Land Management	3
LAMN 293	Landman Titles & Abstracting	3
LAMN 397	Work Experience	1
LAND 121	Introduction to Land Surveying	3
LAND 123	Land Survey Descriptions-Interpretation and Writing	2
MGMT 484	Organizational Behavior	3
NRMT 311	Natural Resources Permitting	3
NRMT 334	GIS Applications II	3
NRMT 410	Energy Resource Law	3
PHYS 209	General Geology	

**Block Electives (300-400 level) 12 hours**

These courses are recommended:

ENVR 351	Soils and Land Reclamation
LAND 335	Hydrology, Drainage, and Subdivision Design
MGMT 384	Human Resource Management
MGMT 487	Operations Management

**Block Electives (restricted) 4 hours**

These courses are recommended:

FRST 109	Dendrology II
LAND 244	Remote Sensing and Aerial Photo Interpretation

**Total minimum hours required for degree 120 hours**

**GATEWAY ASSESSMENT - LAMN 293 - CAPSTONE ASSESSMENT - NRMT 493**

**NRMT: ENERGY AND LAND MANAGEMENT  
SUGGESTED PLAN OF STUDY**

**FIRST YEAR**

CSCI 101 .....	3	ART 200, CART 200, FNAR 100	
ENGL 101 .....	3	(OR) MUSC 200 .....	3
GSC 100 .....	0	BIOL 121 .....	4
LAMN 193 .....	3	CART 101.....	3
MATH 115 .....	3	ENGL 102.....	3
NRMT 125 .....	3	LAMN 293 .....	3
<b>Total Hours – Fall Semester .....</b>	<b>15</b>	<b>Total Hours – Spring Semester .....</b>	<b>16</b>

**SUMMER**

LAMN 397 .....	1
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**SECOND YEAR**

BUSN 193 .....	3	BUSN 296.....	3
BUSN 270 .....	3	ENVR 393 .....	3
GEOG 203.....	3	LAND 123 .....	2
LAND 121.....	3	NRMT 234.....	3
MGMT 201.....	3	PHYS 209.....	4
<b>Total Hours – Fall Semester .....</b>	<b>15</b>	<b>Total Hours – Spring Semester .....</b>	<b>15</b>

**THIRD YEAR**

BIOL 400.....	4	BUSN 470.....	3
MGMT ELECTIVE (300-400 level).....	3	ENGL 203, 204, 205 (OR) 206 .....	3
NRMT 201 .....	3	ENVR 352 .....	4
PED 201 .....	1	NRMT 311.....	3
BLOCK ELECTIVE (300-400 level).....	3	Block Elective (300-400 level).....	3
<b>Total Hours – Fall Semester .....</b>	<b>14</b>	<b>Total Hours – Spring Semester .....</b>	<b>16</b>

**FOURTH YEAR**

MGMT 484.....	3	HIST 201, 202, 207 (OR) 208 .....	3
NRMT 334 .....	3	NRMT 493.....	3
NRMT 410 .....	3	BLOCK ELECTIVE .....	4
POSC 203 .....	3	BLOCK ELECTIVES (300-400 level).....	3
BLOCK ELECTIVE (300-400 level).....	3	<b>Total Hours – Spring Semester .....</b>	<b>13</b>
<b>Total Hours – Fall Semester .....</b>	<b>15</b>		

**210 Department of Land Resources**

**NATURAL RESOURCE MANAGEMENT  
ENVIRONMENTAL SCIENCE CONCENTRATION**

**GSC 100 The First Year Experience 0 hour**

All degree seeking students are required to take GSC 100 during their first semester.

**General Education Requirement 39 hours**

Students must complete BIOL 121, ENVR 101, GEOG 203, MATH 115 and POSC 203 as part of the General Education requirement.

**Natural Resource Management Core 29 hours**

**Environmental Science Concentration 32 hours**

BIOL 361	Microbiology	4
CHEM 101	General Chemistry I	4
CHEM 102	General Chemistry II	4
ENVR 193	Solid Waste Management	3
ENVR 255	Health and Safety	3
ENVR 351	Soils and Land Reclamation	3
ENVR 397	Work Experience	1
NRMT 334	GIS Applications II	3
PHYS 209	General Geology	4
STAT 361	Introduction to Statistical Analysis	3

**General Block Electives (300-400 level) 15 hours**

**Restricted Block Electives 5 hours**

**Total minimum hours required for degree 120 hours**

**GATEWAY ASSESSMENT - ENVR 193**

**CAPSTONE ASSESSMENT - NRMT 493**

**NRMT: ENVIRONMENTAL SCIENCE  
SUGGESTED PLAN OF STUDY**

**FIRST YEAR**

ENGL 101 .....	3	BIOL 121 .....	4
ENVR 101 .....	4	CART 101.....	3
GEOG 203 .....	3	CSCI 101 .....	3
GSC 100 .....	0	ENGL 102.....	3
MATH 115 .....	3	NRMT 125.....	3
PED 201 .....	1	<b>Total Hours – Spring Semester .....</b>	<b>16</b>
<b>Total Hours – Fall Semester .....</b>	<b>14</b>		

**SECOND YEAR**

CHEM 101 .....	4	CHEM 102.....	4
ENVR 193 .....	3	ENVR 352 .....	4
MGMT 201.....	3	ENVR 393 .....	3
NRMT 201 .....	3	NRMT 234.....	3
PHYS 209.....	4	<b>Total Hours – Spring Semester .....</b>	<b>14</b>
<b>Total Hours – Fall Semester .....</b>	<b>17</b>		

**SUMMER**

ENVR 397 .....	1
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**THIRD YEAR**

BIOL 400.....	4	ART 200, CART 200, FNAR 100	
ENVR 255 .....	3	(OR) MUSC 200 .....	3
ENVR 351 .....	3	HIST 201, 202, 207 (OR) 208 .....	3
NRMT 334 .....	3	STAT 361 .....	3
<b>Total Hours – Fall Semester .....</b>	<b>13</b>	MGMT ELECTIVE (300-400 level).....	3
		BLOCK ELECTIVES .....	3
		<b>Total Hours – Spring Semester .....</b>	<b>15</b>

**FOURTH YEAR**

BIOL 361 .....	4	NRMT 493.....	3
ENGL 203, 204, 205 (OR) 206 .....	3	BLOCK ELECTIVES .....	2
POSC 203 .....	3	BLOCK ELECTIVES (300-400 level).....	11
BLOCK ELECTIVES (300-400 level) .....	4	<b>Total Hours – Spring Semester .....</b>	<b>16</b>
<b>Total Hours – Fall Semester .....</b>	<b>14</b>		

**212 Department of Land Resources**

**NATURAL RESOURCE MANAGEMENT  
FOREST TECHNOLOGY CONCENTRATION**

**GSC 100 The First Year Experience 0 hour**

All degree seeking students are required to take GSC 100 during their first semester.

**General Education Requirement 39 hours**

Students must complete BIOL 121 and MATH 115 as part of the General Education requirement.

**Natural Resource Management Core 29 hours**

**Forest Technology Concentration 37 hours**

FRST 103	Forest Measurements I	3
FRST 108	Dendrology I	1
FRST 109	Dendrology II	1
FRST 110	Dendrology III	1
FRST 193	Forest Measurements II	3
FRST 197	Work Experience	1
FRST 202	Forest Recreation and Wildlife Management	3
FRST 203	Forest Entomology and Pathology	3
FRST 205	Wood Products, Processing and Marketing	2
FRST 206	Timber Harvest Planning and Systems	3
FRST 209	Silviculture and Vegetation Management	4
FRST 212	Timber Harvesting Techniques	2
FRST 214	Fire Protection	2
FRST 216	Wood Identification	1
FRST 293	Forest Management	3
LAND 121	Introduction to Land Surveying	3
LAND 244	Remote Sensing and Aerial Photo Interpretation	1

**General Block Electives (300-400 level) 15 hours**

**Total minimum hours required for degree 120 hours**

**GATEWAY ASSESSMENT - FRST 293**

**CAPSTONE ASSESSMENT - NRMT 493**



**NRMT: FOREST TECHNOLOGY  
SUGGESTED PLAN OF STUDY**

**FIRST YEAR**

ENGL 101 .....	3	BIOL 121 .....	4
FRST 103 .....	3	ENGL 102.....	3
FRST 108 .....	1	FRST 110.....	1
FRST 109 .....	1	FRST 193.....	3
FRST 214 .....	2	LAND 121 .....	3
GSC 100 .....	0	NRMT 234.....	3
MATH 115 .....	3	<b>Total Hours – Spring Semester .....</b>	<b>17</b>
<b>Total Hours – Fall Semester .....</b>	<b>13</b>		

**SUMMER**

FRST 197 .....	1
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**SECOND YEAR**

FRST 203 .....	3	FRST 202.....	3
FRST 209 .....	4	FRST 205.....	2
FRST 212 .....	2	FRST 206.....	3
LAND 244.....	1	FRST 216.....	1
MGMT 201 .....	3	FRST 293.....	3
NRMT 201 .....	3	PED 201.....	1
<b>Total Hours – Fall Semester .....</b>	<b>16</b>	<b>Total Hours – Spring Semester .....</b>	<b>13</b>

**THIRD YEAR**

CSCI 101 .....	3	ART 200, CART 200, FNAR 100, (OR) MUSC 200 .....	3
ECON 201, GEOG 203, PSYC 201, SOCL 205 (OR) SOCS 225 .....	3	CART 101.....	3
MGMT ELECTIVE (300-400 level) .....	3	ENGL 203, 204, 205 (OR) 206 .....	3
NRMT 125 .....	3	HIST 201, 202, 207, 208 (OR) POSC 203 ..	3
BLOCK ELECTIVES (300-400 level) .....	4	BLOCK ELECTIVES (300-400 level).....	4
<b>Total Hours – Fall Semester .....</b>	<b>16</b>	<b>Total Hours – Spring Semester .....</b>	<b>16</b>

**FOURTH YEAR**

ENVR 101, SCNC 101, 102, 103, (OR) SCNC 104.....	4	ENVR 352 .....	4
BIOL 400.....	4	ENVR 393 .....	3
HIST 201, 202, 207, 208 (OR) POSC 203 ..	3	NRMT 493.....	3
BLOCK ELECTIVES (300-400 level) .....	3	BLOCK ELECTIVES (300-400 level).....	4
<b>Total Hours – Fall Semester .....</b>	<b>14</b>	<b>Total Hours – Spring Semester .....</b>	<b>14</b>

**NATURAL RESOURCE MANAGEMENT  
LAND SURVEYING TECHNOLOGY CONCENTRATION**

**GSC 100 The First Year Experience** **0 hour**  
All degree seeking students are required to take GSC 100 during their first semester.

**General Education Requirement** **39 hours**  
Students must complete BIOL 121, MATH 115 and PHYS 201 as part of the General Education requirement.

**Natural Resource Management Core** **29 hours**

**Land Surveying Concentration** **44 hours**

FRST 109	Dendrology II	1
FRST 216	Wood Identification	1
LAND 121	Introduction to Land Surveying	3
LAND 123	Land Survey Descriptions-Interpretations and Writing	2
LAND 124	Land Survey Boundary Law	3
LAND 193	Survey Measurements and Computations I	3
LAND 197	Work Experience	1
LAND 230	Survey Measurements and Computations II	3
LAND 231	Retracement Surveys	3
LAND 232	Cartographic Surveying	3
LAND 240	Route and Construction Surveys	4
LAND 241	Energy Resource Surveying	2
LAND 244	Remote Sensing and Aerial Photo Interpretation	1
LAND 293	Survey Decisions/Professional Applications	6
LAND 335	Hydrology, Drainage and Subdivision Design	4
MATH 120	Precalculus	4

**Block Electives (300-400 level)** **8 hours**

**Total minimum hours required for degree** **120 hours**

**GATEWAY ASSESSMENT - LAND 293**

**CAPSTONE ASSESSMENT - NRMT 493**

**NRMT: LAND SURVEYING TECHNOLOGY  
SUGGESTED PLAN OF STUDY**

**FIRST YEAR**

ENGL 101 .....	3	FRST 216.....	1
FRST 109 .....	1	GEOG 203 .....	3
GSC 100 .....	0	LAND 123 .....	2
LAND 121 .....	3	LAND 124 .....	3
MATH 115 .....	3	LAND 193 .....	3
NRMT 125 .....	3	MATH 120 .....	4
PED 201 .....	1	<b>Total Hours – Spring Semester .....</b>	<b>16</b>
<b>Total Hours – Fall Semester .....</b>	<b>14</b>		

**SUMMER**

LAND 197.....	1
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**SECOND YEAR**

ENGL 102 .....	3	LAND 240 .....	4
LAND 230.....	3	LAND 241 .....	2
LAND 231.....	3	LAND 293 .....	6
LAND 232.....	3	<b>Total Hours – Spring Semester .....</b>	<b>12</b>
LAND 244.....	1		
PHYS 201.....	4		
<b>Total Hours – Fall Semester .....</b>	<b>17</b>		

**THIRD YEAR**

ART 200, CART 200, FNAR 100 (OR) MUSC 200.....	3	BIOL 121 .....	4
CSCI 101 .....	3	CART 101.....	3
ENGL 203, 204, 205 (OR) 206.....	3	HIST 201, 202, 207 (OR) 208 .....	3
MGMT 201.....	3	MGMT ELECTIVE (300-400 level).....	3
NRMT 201 .....	3	NRMT 234.....	3
<b>Total Hours – Fall Semester .....</b>	<b>15</b>	<b>Total Hours – Spring Semester .....</b>	<b>16</b>

**FOURTH YEAR**

BIOL 400.....	4	ENVR 352 .....	4
LAND 335.....	4	ENVR 393 .....	3
POSC 203 .....	3	NRMT 493.....	3
BLOCK ELECTIVES (300-400 level) .....	4	BLOCK ELECTIVES (300-400 level).....	4
<b>Total Hours – Fall Semester .....</b>	<b>15</b>	<b>Total Hours – Spring Semester .....</b>	<b>14</b>

**216 Department of Land Resources**

**ASSOCIATE OF SCIENCE  
FOREST TECHNOLOGY**

**GSC 100 The First Year Experience 0 hour**

All degree seeking students are required to take GSC 100 during their first semester.

**General Education 24 hours**

BIOL 121	Principles of Biology II	4
ENGL 101	Critical Reading and Writing I	3
ENGL 102	Critical Reading and Writing II: The American Mosaic	3
FRST 108	Dendrology I	1
MATH 115	College Algebra	3
MGMT 201	Principles of Management	3
NRMT 201	Forest Ecology	3
NRMT 234	GIS Application I	3
PED 201	First Aid and Safety	1

**Area of Specialization 36 hours**

FRST 103	Forest Measurements I	3
FRST 109	Dendrology II	1
FRST 110	Dendrology III	1
FRST 193	Forest Measurements II	3
FRST 197	Work Experience	1
FRST 202	Forest Recreation and Wildlife Management	3
FRST 203	Forest Entomology and Pathology	3
FRST 205	Wood Products, Processing and Marketing	2
FRST 206	Timber Harvest Planning and Systems	3
FRST 209	Silviculture and Vegetation Management	4
FRST 212	Timber Harvesting Techniques	2
FRST 214	Fire Protection	2
FRST 216	Wood Identification	1
FRST 293	Forest Management	3
LAND 121	Introduction to Land Surveying	3
LAND 244	Remote Sensing Aerial Photo Interpretation	1

**Total minimum hours required for degree 60 hours**

**GATEWAY ASSESSMENT - FRST 193 - CAPSTONE ASSESSMENT - FRST 293**

**FOREST TECHNOLOGY  
SUGGESTED PLAN OF STUDY**

**FIRST YEAR**

ENGL 101 .....	3	BIOL 121 .....	4
FRST 103 .....	3	ENGL 102.....	3
FRST 108 .....	1	FRST 110.....	1
FRST 109 .....	1	FRST 193.....	3
FRST 214 .....	2	LAND 121 .....	3
GSC 100 .....	0	NRMT 234.....	3
MATH 115 .....	3	<b>Total Hours - Spring Semester .....</b>	<b>17</b>
<b>Total Hours - Fall Semester .....</b>	<b>13</b>		

**SUMMER**

FRST 197 .....	1
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**SECOND YEAR**

FRST 203 .....	3	FRST 202.....	3
FRST 209 .....	4	FRST 205.....	2
FRST 212 .....	2	FRST 206.....	3
LAND 244.....	1	FRST 216.....	1
MGMT 201.....	3	FRST 293.....	3
NRMT 201 .....	3	PED 201.....	1
<b>Total Hours - Fall Semester .....</b>	<b>16</b>	<b>Total Hours - Spring Semester .....</b>	<b>13</b>

**218 Department of Land Resources****ASSOCIATE OF SCIENCE  
LAND SURVEYING TECHNOLOGY****GSC 100 The First Year Experience 0 hour**

All degree seeking students are required to take GSC 100 during their first semester.

**General Education 24 hours**

ENGL 101	Critical Reading and Writing I	3
ENGL 102	Critical Reading and Writing II: The American Mosaic	3
MATH 115	College Algebra	3
MATH 120	Precalculus	4
NRMT 125	Computer Assisted Mapping	3
PED 201	First Aid and Safety	1
PHYS 201	General Physics I	4

**Any one of the following: 3**

ECON 201	Principles of Microeconomics	
ECON 202	Principles of Macroeconomics	
GEOG 203	World Regional Geography	
HIST 201	History of World Cultures I	
HIST 202	History of World Cultures II	
HIST 207	U.S. History to 1877	
HIST 208	U.S. History Since 1877	
POSC 203	American National Government	
PSYC 201	General Psychology	
SOCL 205	Principles of Sociology	
SOCS 225	Introduction to Global Studies	

**Area of Specialization 36 hours**

FRST 109	Dendrology II	1
FRST 216	Wood Identification	1
LAND 121	Introduction to Land Surveying	3
LAND 123	Land Survey Descriptions-Interpretation and Writing	2
LAND 124	Land Survey Boundary Law	3
LAND 193	Survey Measurement and Computations I	3
LAND 197	Work Experience	1
LAND 230	Surveying Measurements and Computations II	3
LAND 231	Retracement Surveys	3
LAND 232	Cartographic Surveying	3
LAND 240	Route and Construction Surveys	4
LAND 241	Energy Resource Surveying	2
LAND 244	Remote Sensing Aerial Photo Interpretation	1
LAND 293	Survey Decisions/Professional Applications	6
MATH 120	Precalculus	0

**Total minimum hours required for degree 60 hours****GATEWAY ASSESSMENT - LAND 193 - CAPSTONE ASSESSMENT - LAND 293**

**LAND SURVEYING  
SUGGESTED PLAN OF STUDY**

**FIRST YEAR**

ENGL 101 .....	3	FRST 216.....	1
FRST 109 .....	1	GEOG 203* .....	3
GSC 100.....	0	LAND 123 .....	2
LAND 121.....	3	LAND 124 .....	3
MATH 115 .....	3	LAND 193 .....	3
NRMT 125 .....	3	MATH 120 .....	4
PED 201 .....	1	<b>Total Hours - Spring Semester .....</b>	<b>16</b>
<b>Total Hours - Fall Semester.....</b>	<b>14</b>		

**SUMMER**

LAND 197 .....	1
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**SECOND YEAR**

ENGL 102 .....	3	LAND 240 .....	4
LAND 230.....	3	LAND 241 .....	2
LAND 231.....	3	LAND 293 .....	6
LAND 232.....	3	<b>Total Hours - Spring Semester .....</b>	<b>12</b>
LAND 244.....	1		
PHYS 201.....	4		
<b>Total Hours - Fall Semester.....</b>	<b>17</b>		

\*Suggested course due to being required in 4-year surveying degree.

## DEPARTMENT OF LANGUAGE AND LITERATURE

**Dr. Matthew M. Thiele, Department Chairperson**

**Professors:** D. Wemm

**Associate Professors:** M. Gibbons, M. Gish, J. Minton, M. Stewart, M. Wise

**Assistant Professors:** A. Chapman, S. Chapman, M. Thiele

**Lecturer:** J. St. Clair, J. Wenner

The Department of Language and Literature recognizes the ability to read, write, and speak well as fundamental to success in life. To this end, the Department of Language and Literature is committed to developing this ability in all students regardless of major field of study or professional objective.

A basic course in English composition, Critical Reading and Writing I and a course in public speaking, required under the College's core curriculum, help students master the fundamentals and conventions of both written and spoken Standard English and introduce them to the art of reasoned discourse, the basic medium of academic communication. The department also offers a course in creative writing.

In keeping with the College's commitment to both literacy and general education, the department offers a number of required courses aimed at introducing students to their literary and cultural heritage while further refining their reading, writing, and speaking skills. Courses required in various degree programs include American Mosaic (critical writing about literature, emphasizing ethnic and gender issues) and a course surveying a broad span of literary history. Upper-level courses in novel, poetry, drama, film, linguistics, journalism and related media are open to students regardless of major.

In addition to meeting the specialized needs of English majors, these courses deepen the student's insight into the human condition and can help ensure success in a variety of fields from psychology to marketing, from music to pre-law, from chemistry to history.

The department sponsors a literary magazine, The Trillium, Sigma Tau Delta: The International English Honor Society, and theatre activities including Alpha Psi Omega. Further, students have the opportunity to work with the College's student newspaper.

For additional information about the Department of Language and Literature, its programs, faculty, and organizations call (304) 462-6320.

### **Degree Programs:**

#### **Bachelor of Arts**

English

#### **Baccalaureate (Teaching) Major:**

English (5-Adult)

English (5-9)



**BACHELOR OF ARTS DEGREE  
ENGLISH**

**GSC 100 The First Year Experience 0 hour**

All degree seeking students are required to take GSC 100 during their first semester.

**General Education Requirements 39 hours**

Completion of CART 101, ENGL 101, ENGL 102, and ENGL 203 will fulfill the general education requirement, but will not count toward the English Degree.

**English Major 45-46 hours**

**Core Course Requirements 27 hours**

CART 101	Introduction to Public Speaking	
ENGL 101	Critical Reading and Writing I	
ENGL 102	Critical Reading and Writing II: The American Mosaic	
ENGL 203	Survey of English Literature I	
ENGL 204	Survey of English Literature II	3
ENGL 205	Survey of American Literature I	3
ENGL 206	Survey of American Literature II	3
ENGL 293	Introduction to Literature and Criticism	3
ENGL 307	World Literature I	3
ENGL 308	World Literature II	3
ENGL 395	The English Language	3
ENGL 401	Shakespeare	3
ENGL 493	Seminar in Literature	3

**Major Electives (select from the following) 18-19 hours**

ENGL 208	Survey of Hispanic Literature	3
ENGL 255	Writing Consultant Training	1
ENGL 320	Children's Literature	3
ENGL 322	Adolescent Literature	3
ENGL 331	The American Novel	3
ENGL 332	The British Novel to 1900	3
ENGL 333	The Modern Novel	3
ENGL 335	Introduction to Film	3
ENGL 390	Women's Literature	3
ENGL 392	Advanced Grammar and Writing	3
ENGL 399	Special Topics and Problems	3
ENGL 404	Modern Drama	3
ENGL 412	Creative Writing	3
ENGL 420	Modern Poetry	3
ENGL 430	Chaucer	3

**Minor 18-24 hours**

**General Electives (OR) Second Minor 12-18 hours**

**Total Hours required for degree 120 hours**

**GATEWAY ASSESSMENT – ENGL 293 and CAPSTONE ASSESSMENT - ENGL 493**

**BACHELOR OF ARTS  
ENGLISH  
SUGGESTED PLAN OF STUDY**

**FIRST YEAR**

CART 101 .....3	ART 200, CART 200, FNAR 100
CSCI 101 .....3	(OR) MUSC 200 .....3
ENGL 101 .....3	ENGL 102 .....3
GSC 100 .....0	HIST 201, 202, 207, 208 (OR) POSC 203 .....3
HIST 201, 202, 207, 208 (OR) POSC 203 .....3	SCNC 101, 102, 103 (OR) 104.....4
MATH 106 .....3	GENERAL ELECTIVES .....3
<b>Total Hours - Fall Semester ..... 15</b>	<b>Total Hours - Spring Semester .....16</b>

**SECOND YEAR**

ENGL 203 (OR) ENGL 205.....3	ENGL 204 .....3
ENGL 293 .....3	ECON 201, 202, GEOG 203, PSYC 201,
GENERAL ELECTIVE .....3	SOCL 205 (OR) SOCS 225.....3
ENGLISH PROGRAM ELECTIVE .....3	PED 201.....1
MINOR.....3	SCNC 101, 102, 103, (OR) 104.....4
<b>Total Hours - Fall Semester ..... 15</b>	MINOR.....3
	<b>Total Hours - Spring Semester .....14</b>

**THIRD YEAR**

ENGL 203 (OR) ENGL 205.....3	ENGL 206 .....3
ENGL 307* .....3	ENGL 308* .....3
ENGLISH PROGRAM ELECTIVES .....3	ENGL 395* .....3
MINOR.....3	ENGLISH PROGRAM ELECTIVES .....3
GENERAL ELECTIVES .....3	MINOR.....3
<b>Total Hours - Fall Semester ..... 15</b>	<b>Total Hours - Spring Semester .....15</b>

**FOURTH YEAR**

ENGL 401* .....3	ENGL 493 .....3
ENGLISH PROGRAM ELECTIVE .....3	ENGLISH PROGRAM ELECTIVES .....6
MINOR.....6	MINOR.....3
GENERAL ELECTIVES .....3	GENERAL ELECTIVES .....3
<b>Total Hours - Fall Semester ..... 15</b>	<b>Total Hours - Spring Semester .....15</b>

\*ENGL 307, 308, 395 and 401 are scheduled on a three semester rotation and may not be offered during this semester. Students should meet with their advisor for information regarding course rotation.

**BACHELOR OF ARTS IN EDUCATION  
ENGLISH (5-ADULT)**

**GSC 100 The First Year Experience 0 hour**

All degree seeking students are required to take GSC 100 during their first semester.

**General Education Requirements 39 hours**

Completion of CART 101, CSCI 267, ENGL 101, ENGL 102 and ENGL 203 will fulfill the general education requirements for the English (5-Adult) program.

**English (5-Adult) Required Courses 45-46 hours**

**Content Specialization Courses 33 hours**

CART 101	Introduction to Public Speaking	
ENGL 101	Critical Reading and Writing I	
ENGL 102	Critical Reading and Writing II: The American Mosaic	
ENGL 203	Survey of English Literature I	
ENGL 204	Survey of English Literature II	3
ENGL 205	Survey of American Literature I	3
ENGL 206	Survey of American Literature II	3
ENGL 293	Introduction to Literature and Criticism	3
ENGL 307	World Literature I	3
ENGL 308	World Literature II	3
ENGL 322	Adolescent Literature	3
ENGL 392	Advanced Grammar and Writing	3
ENGL 395	The English Language	3
ENGL 401	Shakespeare	3
ENGL 493	Seminar in Literature	3

**English (5-Adult) majors are required to complete 12 hours of elective courses chosen from among the following 12-13 hours**

ENGL 208	Survey of Hispanic Literature	3
ENGL 255	Writing Consultant Training	1
ENGL 320	Children's Literature	3
ENGL 331	The American Novel	3
ENGL 332	The British Novel to 1900	3
ENGL 333	The Modern Novel	3
ENGL 335	Introduction to Film	3
ENGL 390	Women's Literature	3
ENGL 399	Special Topics and Problems In Literature or Language	3
ENGL 404	Modern Drama	3
ENGL 412	Creative Writing	3
ENGL 420	Modern Poetry	3
ENGL 430	Chaucer	3

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Candidates working toward a Bachelor of Arts in Education English (5-Adult) Degree are required to take the PRAXIS II Content Test before they will be permitted to enroll in the Student Internship semester.

<b>Professional Education Courses</b>			<b>21 hours</b>
CSCI 267	Computer Skills for Education		
EDUC 203	Foundations of Education	2	
EDUC 205	Educational Psychology*	3	
EDUC 310	Classroom Management and Teaching Strategies	2	
EDUC 342	Teaching English in Middle and Adolescent Education (5-Adult)	3	
EDUC 412	Curriculum and Assessment: Content (5-Adult)	2	
READ 317	Teaching Reading in Middle and Adolescent Education	3	
SPED 220	Educating the Student with Exceptional and Cultural Diversity	3	
SPED 334	Strategies for Students with Learning Disabilities and Behavior Disorders	3	
<b>Student Internship</b>			<b>12 hours</b>
EDUC 493	Capstone Assessment	1	
EDUC	Student Internship	11	
<b>General Electives</b>			<b>3 hours</b>
<b>Total minimum hours required for degree</b>			<b>120 hours</b>

Education 203 and Education 205 are the only Professional Education courses which can be attempted without being admitted to a Program in Teacher Education.

\*Before enrolling in Education 205, a student must have attempted PRAXIS I or be exempt from this requirement due to ACT or SAT score.

### **GATEWAY ASSESSMENT - ADMISSION TO TEACHER EDUCATION**

### **CAPSTONE ASSESSMENT - EDUCATION 493**

**ENGLISH (5-ADULT)  
SUGGESTED PLAN OF STUDY**

**FIRST YEAR**

ART 200, CART 200, FNAR 100 (OR) MUSC 200 .....	3	CSCI 267 .....	3
CART 101 .....	3	EDUC 203 .....	2
ENGL 101 .....	3	ENGL 102 .....	3
GSC 100 .....	0	HIST 201, 202, 207, 208 (OR) POSC 203 .....	3
HIST 201, 202, 207, 208 (OR) POSC 203 .....	3	SCNC 101, 102, 103, (OR) 104.....	4
MATH 106 .....	3	<b>Total Hours - Spring Semester .....</b>	<b>15</b>
<b>Total Hours - Fall Semester .....</b>	<b>15</b>		

**ATTEMPT PRAXIS I DURING THE FALL  
SEMESTER OF FRESHMAN YEAR**

**SECOND YEAR**

ECON 201, 202, GEOG 203, PSYC 201, SOCL 205 (OR) SOCS 225.....	3	ENGL 204 .....	3
ENGL 203 (OR) ENGL 205.....	3	ENGL 206 .....	3
EDUC 205 .....	3	ENGL 395* .....	3
ENGL 293 .....	3	ENGLISH PROGRAM ELECTIVE .....	3
ENGL 203 (OR) ENGL 205.....	3	SCNC 101, 102, 103 (OR) 104.....	4
ENGLISH PROGRAM ELECTIVES .....	3	<b>Total Hours - Spring Semester .....</b>	<b>16</b>
<b>Total Hours - Fall Semester .....</b>	<b>15</b>		

**THIRD YEAR**

ENGL 203 (OR) ENGL 205.....	3	EDUC 310 .....	2
ENGL 307 .....	3	ENGL 308 .....	3
ENGL 401* .....	3	ENGL 322* .....	3
SPED 220 .....	3	EDUC 342 .....	3
ENGLISH PROGRAM ELECTIVE .....	5	ENGLISH PROGRAM ELECTIVE .....	6
<b>Total Hours - Fall Semester .....</b>	<b>17</b>	<b>Total Hours - Spring Semester .....</b>	<b>17</b>

**FOURTH YEAR**

EDUC 412 .....	2	EDUC 493 .....	1
ENGL 392* .....	3	STUDENT INTERNSHIP** .....	11
ENGL 493 .....	3	<b>Total Hours - Spring Semester .....</b>	<b>12</b>
PED 201 .....	1		
READ 317 .....	3		
SPED 334 .....	3		
<b>Total Hours - Fall Semester .....</b>	<b>15</b>		

**REGISTER FOR PRAXIS II EXAM**

\*ENGL 395 and ENGL 401 are scheduled on a three semester rotation and may not be offered during this semester. Students should meet with their advisor for information regarding course rotation.

\*\*INTERNS MAY NOT ENROLL IN ANY OTHER COURSES.

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### BACHELOR OF ARTS IN EDUCATION MIDDLE SCHOOL SPECIALIZATION ENGLISH (5-9)

This middle school specialization must be combined with (PreK-Adult), (5-Adult), or with a (9-Adult) specialization.

**GSC 100 The First Year Experience** **0 hour**  
All degree seeking students are required to take GSC 100 during their first semester.

**General Education Requirements** **39 hours**

Candidates must take CART 101, ENGL 101, ENGL 102, and ENGL 205 as part of the General Education requirements.

**English (5-9)** **24 hours**

CART 101	Introduction to Public Speaking	
ENGL 101	Critical Reading and Writing I	
ENGL 102	Critical Reading and Writing II: The American Mosaic	
ENGL 205	Survey of American Literature I	
ENGL 206	Survey of American Literature II	3
ENGL 293	Introduction to Literature and Criticism	3
ENGL 307	World Literature I (OR)	
ENGL 308	World Literature II	3
ENGL 322	Adolescent Literature	3
ENGL 392	Advanced Grammar and Writing	3
ENGL 395	The English Language	3
ENGL	Two 300 (OR) 400 level English electives (excluding ENGL 320)	6

Candidates working toward a Bachelor of Arts in Education Middle School Specialization: English (5-9) Degree are required to take the PRAXIS II Middle School English Language Arts Content Test before they will be permitted to enroll in the Student Internship semester.

**Professional Education Courses** **33 hours**

CSCI 267	Computer Skills for Education	
EDUC 203	Foundations of Education	2
EDUC 205	Educational Psychology*	3
EDUC 310	Classroom Management and Teaching Strategies	2
EDUC 342	Teaching English in Middle and Adolescent Education (5-Adult)	3
EDUC 412	Curriculum and Assessment: Content (5-Adult) (OR)	
EDUC 413	Integrated Curriculum and Assessment for Middle Grades (if combined with another (5-9) specialization)	2
EDUC 454	Student Internship Content (5-9)	11
EDUC 493	Capstone Assessment	1
READ 317	Teaching Reading in Middle and Adolescent Education	3

SPED 220	Educating the Exceptional and Culturally Diverse Student	3
SPED 334	Strategies for Students with Learning Disabilities and Behavior Disorders	3

\*Before enrolling in Education 205, a student must have attempted PRAXIS I or be exempt from this requirement due to ACT or SAT score.

**GATEWAY ASSESSMENT - ADMISSION TO TEACHER EDUCATION**

**CAPSTONE ASSESSMENT - EDUCATION 493**

## DEPARTMENT OF SCIENCE AND MATHEMATICS

### Dr. Sara J. Sawyer, Department Chairperson

**Professors:** K. Evans, G. Morris, D. O'Dell, S. Sawyer

**Associate Professors:** W. Du

**Assistant Professors:** J. Keene, P. Song

**Lecturer:** J. Maku, A. McHenry

The Department of Science and Mathematics houses a wide variety of programs. In addition to the Teacher Education programs many students choose to follow a pre-professional track. They major in biology or chemistry (or both) while preparing for professional schools. Pre-professional training is available in the following areas:

Medicine	Pharmacy	Dentistry
Veterinary Medicine	Physician's Assistant	Optometry
Physical Therapy	Psychiatry	Medical Technology
Radiology		

After graduation, a wide variety of employment opportunities exists. In addition to teaching, graduates are employed as nurses, pharmacists, or lab technicians. They are employed at such places as the Division of Natural Resources, the Department of Environmental Protection, and the State Police Forensics lab. Other students have gone on to graduate school to pursue advanced degrees in biology and chemistry.

Science and Math students can participate in an array of student clubs and organizations, including Chi Beta Phi, the Science and Math Honorary Society, the Student Affiliates of the American Chemical Society. Students have worked on community service events, helped host national meetings of Chi Beta Phi, and made presentations at the national meetings of the American Chemical Society. A wide variety of extra-curricular activities also are available for student participation.

For additional information about the Department of Science and Mathematics, its programs, faculty, and organizations call (304) 462-6310.

### Degree Program

#### Bachelor of Arts

Chemistry

#### Bachelor of Science

Biology

#### Bachelor of Arts in Education:

Biological Science (9-Adult)

Chemistry (9-Adult)

General Science (5-Adult) or General Science (5-9)

Mathematics (5-Adult) or Mathematics (5-9)



## PRE-PROFESSIONAL PROGRAMS AND HEALTH-RELATED PROFESSIONS

Many health-related professions require degrees from professional schools after completing an undergraduate degree. These professional schools have specific admission requirements and students interested in obtaining one of these degrees should begin planning their undergraduate curriculum as early as possible. Any student interested in pursuing a career in one of these areas should contact the health-professions advisor.

### I. Curriculum for Medical, Dental, and Veterinary Professions

A Bachelor of Science degree is recommended for students planning careers in medicine, dentistry, or veterinary medicine. It is possible to gain admittance into any of these programs with a non-science major, but it is usually more difficult as a student will be taking the science requirements necessary for admittance into these programs in addition to other requirements for the major. The basic science requirements for admission into medical, dental, or veterinary medical programs are similar. In addition to coursework, most programs require experience in the profession. Some programs have a specific number of hours and types of experience that an applicant must have, thus early planning is critical.

All programs require the applicant take an entrance examination that will test the applicants knowledge of various fields of science. The minimum entrance requirements for the programs should be completed before taking these exams. Students applying to medical school must take the Medical College Admission Test (MCAT), which is given January-September. The Dental Admission Test (DAT) is required for students applying to dental school; this exam is given year round. Students applying to veterinary school must take either the General Record Examination (GRE) or the MCAT, depending on the requirement of the school; the GRE is offered year round.

#### Basic Requirements for Medical School

BIOL 120, 121 Principles of Biology I and II.....	8 credits
CHEM 101, 102 General Chemistry I and II .....	8 credits
CHEM 301, 302 Organic Chemistry I and II .....	8 credits
CHEM 380 Biochemistry I.....	4 credits
ENGL 101, 102 Critical Reading and Writing I and II .....	6 credits
MATH 115 College Algebra .....	3 credits
PHYS 201, 202 General Physics I and II .....	8 credits
SOCIAL SCIENCE/BEHAVIOR .....	9 credits
TOTAL.....	54 credits

*Some schools may require additional courses in English and Mathematics.*

#### Basic Requirements for Dental and Veterinary School

BIOL 120, 121 Principles of Biology I and II.....	8 credits
CHEM 101, 102 General Chemistry I and II .....	8 credits
CHEM 301, 302 Organic Chemistry I and II .....	8 credits
ENGL 101, 102 Critical Reading and Writing I and II .....	6 credits
MATH 115 College Algebra .....	3 credits
PHYS 201, 201 General Physics I and II .....	8 credits
SOCIOLOGY, HISTORY .....	3-6 credits
TOTAL.....	44-47 credits

*Some schools may require additional courses in English and Mathematics.*

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### Recommended courses for Medical, Dental, and Veterinary School

BIOL 309 Human Anatomy and Physiology I and II.....	8 credits
BIOL 321 Animal Physiology.....	4 credits
BIOL 335 Cell Physiology.....	4 credits
BIOL 361 Microbiology.....	4 credits
BIOL 420 Neurobiology.....	3 credits
BIOL 456 Genetics.....	4 credits
CHEM 380 Biochemistry I and II.....	8 credits
MATH 256 Probability and Statistics.....	3 credits

*A student should plan on taking as many of the recommended courses as feasible; it is not necessary to take all of them.*

### II. Curriculum for Pharmacy

Preparation for a career in pharmacy requires completion of 67-75 credit hours (depending on the program) and an undergraduate degree is not required. The Pharmacy College Admission test (PCAT) is required of all applicants and can be taken in July, September and January.

#### General Course Requirements

BIOL 120, 121 Principles of Biology I and II.....	8 credits
BIOL 309, 310 Human Anatomy and Physiology I and II *.....	8 credits
BIOL 361 Microbiology.....	4 credits
CART 101 Introduction to Public Speaking.....	3 credits
CHEM 101, 102 General Chemistry I and II.....	8 credits
CHEM 301, 302 Organic Chemistry I and II.....	8 credits
ECON 201 Principles of Microeconomics.....	3 credits
ENGL 101, 102 Critical Reading and Writing I and II.....	6 credits
HISTORY.....	3 credits
MATH 115 College Algebra.....	3 credits
MATH 120 Precalculus.....	4 credits
MATH 201 Calculus I.....	4 credits
MATH 256 Probability and Statistics I.....	3 credits
PHYS 201, 202 General Physics I and II.....	8 credits
PSYCHOLOGY, SOCIOLOGY.....	3 credits
TOTAL.....	67-75 credits

*\* These courses are required by some, but not all programs.*

### III. Curriculum for Physical Therapy

The curriculum for admission into physical therapy programs varies between schools. The courses listed below fulfill the requirements of many programs, but not all. Most schools require that applicants have a four-year degree. In addition to coursework, most physical therapy programs require that an applicant has observed a physical therapy practice and some programs require a certain number of hours and observation of more than one practice. A student interested in a career in physical therapy must begin planning early to meet the admission requirements. Physical therapy programs require that applicants take the GRE.

General Course Requirements	
BIOL 120, 121 Principles of Biology I and II .....	8 credits
BIOL 309, 310 Human Anatomy and Physiology I and II.....	8 credits
CHEM 101, 102 General Chemistry I and II .....	8 credits
ENGL 101, 102 Critical Reading and Writing I and II .....	6 credits
HLTH 107 Introduction to Medical Terminology * .....	1 credit
MATH 115 College Algebra.....	3 credits
MATH 256 Probability and Statistics I.....	3 credits
PHYS 201, 202 General Physics I and II .....	8 credits
PSYC 201 General Psychology.....	3 credits
PSYC 250 Lifespan Development #.....	3 credits
TOTAL.....	31 credits

\* Some programs require 3 credits of medical terminology

# Some programs require a different upper-level psychology course

#### IV. Curriculum for Physician Assistant

Students interested in becoming a Physician Assistant (PA) must complete a Bachelor's Degree. The course requirements for admission into a PA program vary by school, but have some overlap. Physician Assistant programs require that applicants take the GRE.

General Course Requirements	
BIOL 120, 121 Principles of Biology I and II .....	8 credits
BIOL 309, 310 Human Anatomy and Physiology I and II.....	8 credits
BIOL 361 Microbiology.....	4 credits
BIOLOGY (UPPER LEVEL) .....	4-8 credits
CHEM 101, 102 General Chemistry I and II .....	8 credits
CHEM 301 Organic Chemistry I.....	4 credits
CHEM 380 Biochemistry I.....	4 credits
MATH 256 Probability and Statistics I.....	3 credits
PHYS 201, 202 General Physics I and II .....	8 credits
PSYCHOLOGY .....	3-6 credits
TOTAL.....	54-61 credits

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### BACHELOR OF SCIENCE BIOLOGY

**GSC 100 The First Year Experience** **0 hour**

All degree seeking students are required to take GSC 100 during their first semester.

**General Education Requirements** **39 hours**

Students are required to take BIOL 120, BIOL 121 and MATH 115 as part of their General Education requirements to enhance their success in the program.

**Biology Major** **63 hours**

BIOL 120	Principles of Biology I	
BIOL 121	Principles of Biology II	
BIOL 293	Experimental Design	1
BIOL 456	Genetics	4
BIOL 493	Senior Seminar	1
BIOL 499	Individual Research Problems	3
CHEM 101	General Chemistry I	4
CHEM 102	General Chemistry II	4
CHEM 301	Organic Chemistry I	4
MATH 115	College Algebra	
MATH 256	Probability and Statistics I	3
PHYS 201	General Physics I	4
PHYS 202	General Physics II	4

**Required Courses** **15-16 hours**

One course from each of the following categories

**Organismal Biology (select at least one)** **4**

BIOL 210	Zoology	
BIOL 305	General Botany	
BIOL 351	Flora of West Virginia	
BIOL 361	Microbiology	

**Ecology/Evolution (select at least one)** **4**

BIOL 371	Evolution	
BIOL 400	Ecology and Field Biology	

**Cellular/Physiology (select at least one)** **4**

BIOL 335	Cell Physiology	
BIOL 420	Neurobiology	
BIOL 435	Developmental Biology	
BIOL 460	Physiological Ecology	
CHEM 380	Biochemistry I*	

**Applied Biology (select at least one)** **3-4**

BIOL 309	Human Anatomy and Physiology I	
BIOL 425	Bioethics	
BIOL 470	Conservation Biology	
NRMT 201	Forest Ecology	

**Major Electives** **14-15 hours**

Recommended electives

Other courses from the above categories

BIOL	310	Human Anatomy and Physiology I*
BIOL	425	Bioethics
CHEM	302	Organic II*
CHEM	381	Biochemistry II*
NRMT	234	GIS Application I
NRMT	334	GIS Application II

**Minor** **18 hours**

**Total minimum hours required for degree** **120 hours**

**GATEWAY ASSESSMENT - BIOL 293 - CAPSTONE ASSESSMENT - BIOL 493**

**\*These courses can be applied to the major if they are not part of a minor or another major.**

**For careers in Ecology and Conservation**

**Recommended courses**

BIOL	210	Zoology
BIOL	305	Botany
BIOL	356	Flora of West Virginia
BIOL	470	Conservation Biology
BIOL	371	Evolution
BIOL	400	Ecology and Field Biology
BIOG	460	Physiological Ecology
NRMT	201	Forest Ecology
NRMT	234	GIS Applications I
NRMT	334	GIS Applications II

**Pre-Professional (Pre-Med, Pre-Dental, Pre-Physician Assistant, Pre-Veterinarian)**

**Recommended courses**

BIOL	210	Zoology
BIOL	309	Anatomy and Physiology I
BIOL	335	Cell Physiology
BIOL	361	Microbiology
BIOL	371	Evolution
BIOL	420	Neurobiology
BIOL	425	Bioethics
BIOL	435	Developmental Biology
CHEM	302	Organic Chemistry II
CHEM	380	Biochemistry I
CHEM	381	Biochemistry II

**Other Biology Careers – talk to your advisor about the best courses for you.**

**BS - BIOLOGY  
SUGGESTED PLAN OF STUDY**

**FIRST YEAR**

BIOL 120 (OR) BIOL 121 .....	4	BIOL 121 (OR) BIOL 120 .....	4
BIOL 193.....	1	CART 101 (or other Gen Ed) .....	3
CHEM 101 .....	4	CHEM 102.....	4
ENGL 101 .....	3	ENGL 102.....	3
GSC 100 .....	0	PED 201.....	1
MATH 115 .....	3	<b>Total Hours - Spring Semester .....</b>	<b>15</b>
<b>Total Hours - Fall Semester .....</b>	<b>15</b>		

**SECOND YEAR**

BIOL REQUIRED .....	4	ART 200, CART 200, FNAR 100 (OR) MUSC 200 .....	3
BIOL 293.....	1	BIOL REQUIRED.....	4
CHEM 301 .....	4	BIOL ELECTIVE.....	3
HIST 201, 202, 207, 208 (OR) POSC 203 ..	3	ECON 201, 202, GEOG 203, PSYC 201, SOCL 205 (OR) SOCS 225 .....	3
CSCI 101 .....	3	MATH 256 .....	3
<b>Total Hours - Fall Semester .....</b>	<b>15</b>	<b>Total Hours - Spring Semester .....</b>	<b>16</b>

**THIRD YEAR**

BIOL REQUIRED .....	4	BIOL 456 (OR) REQUIRED.....	4
HIST 201, 202, 207, 208 (OR) POSC 203 ..	3	BIOL ELECTIVE.....	4
PHYS 201.....	4	PHYS 202.....	4
MINOR.....	4	MINOR.....	4
<b>Total Hours - Fall Semester .....</b>	<b>15</b>	<b>Total Hours - Spring Semester .....</b>	<b>16</b>

**FOURTH YEAR**

BIOL REQUIRED .....	4	BIOL 456 (OR) REQUIRED.....	4
BIOL 499.....	1	BIOL 493 .....	1
BIOL ELECTIVE.....	3	BIOL 499 .....	2
ENGL 203, 204, 205, (OR) 206 .....	3	MINOR.....	6
MINOR.....	4	<b>Total Hours - Spring Semester .....</b>	<b>13</b>
<b>Total Hours - Fall Semester .....</b>	<b>15</b>		

## BACHELOR OF ARTS CHEMISTRY

**GSC 100 The First Year Experience** **0 hour**

All degree seeking students are required to take GSC 100 during their first semester.

**General Education Requirements** **39 hours**

Students must take CHEM 101, CHEM 102, and MATH 115, or MATH 120, or MATH 202, or MATH 207 as part of the General Education requirements.

**Chemistry Major Requirement** **41 hours**

BIOL	120	Principles of Biology I	4
CHEM	101	General Chemistry I	
CHEM	102	General Chemistry II	
CHEM	293	Techniques of Chemistry	1
CHEM	301	Organic Chemistry I	4
CHEM	302	Organic Chemistry II	4
CHEM	307	Inorganic Chemistry (OR)	
CHEM	380	Biochemistry I	4
CHEM	321	Analytical Chemistry I	4
CHEM	493	Senior Research Seminar	2
MATH	256	Probability and Statistics I	3
PHYS	201	General Physics I	4
PHYS	202	General Physics II	4

**Chemistry Electives** (select 7 hours from the following)

CHEM	307	Inorganic Chemistry	4
CHEM	322	Analytical Chemistry II	4
CHEM	341	Nuclear Chemistry	3
CHEM	345	Introductory Physical Chemistry	4
CHEM	380	Biochemistry I*	4
CHEM	381	Biochemistry II	4

**General Electives\*** **19-22 hours**

Recommended courses for graduate school in chemistry:

CHEM	322	Analytical Chemistry II	4
CHEM	345	Introductory Physical Chemistry*	4
MATH	120	Precalculus	4
MATH	202	Calculus I	4
MATH	207	Calculus II	4
PHYS	350	Modern Physics	3

**Minor** **18-21 hours**

**Total minimum hours required for degree** **120 hours**

**GATEWAY ASSESSMENT - CHEM 293 - CAPSTONE ASSESSMENT - CHEM 493**

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*\*If biochemistry or introductory physical chemistry is taken as one of the chemistry electives then additional hours in science or math courses are required as prerequisites. Biochemistry (CHEM 380) requires 4 hours biology (BIOL 120); introductory physical chemistry (CHEM 345) requires 8 additional hours of math (MATH 120 & 202).*

*Students enrolled in chemistry courses are responsible for all lost or broken glassware and equipment. At the beginning of the semester, the student will verify that all laboratory items assigned to him/her are present and in good condition. At the end of the semester, the student must return all items in the same condition. If any items were lost or broken throughout the semester, the student will receive a financial statement either during the last week of classes or during the final examination period. This financial obligation must be paid to the Cashier's Office before the student can graduate. Students who fail to check out of the laboratory will be charged an additional fee.*



**BA - CHEMISTRY  
SUGGESTED PLAN OF STUDY**

**FIRST YEAR**

CHEM 101 .....	4	ART 200, CART 200, FNAR 100	
ENGL 101 .....	3	(OR) MUSC 200 .....	3
GSC 100 .....	0	CART 101.....	3
HIST 201, 202, 207, 208 (OR)		CHEM 102.....	4
POSC 203 .....	3	CSCI 101 .....	3
MATH 115, 120, 202 (OR) 207 .....	3-4	MATH 256 .....	3
PED 201 .....	1	<b>Total Hours - Spring Semester .....</b>	<b>16</b>
<b>Total Hours - Fall Semester.....</b>	<b>15</b>		

**SECOND YEAR**

BIOL 120.....	4	CHEM 302.....	4
CHEM 293 .....	1	ECON 201, 202, GEOG 203, PSYC 201,	
CHEM 301 .....	4	SOCL 205 (OR) SOCS 225 .....	3
ENGL 102 .....	3	ENGL 203, 204, 205 (OR) 206 .....	3
PHYS 201.....	4	PHYS 202.....	4
<b>Total Hours - Fall Semester.....</b>	<b>16</b>	<b>Total Hours - Spring Semester .....</b>	<b>14</b>

**THIRD YEAR**

CHEM 307 (OR) CHEM 380.....	4	CHEMISTRY ELECTIVES.....	4
HIST 201, 202, 207, 208 (OR) POSC 203..	3	MINOR/GENERAL ELECTIVES.....	11
GENERAL ELECTIVES .....	8	<b>Total Hours - Spring Semester .....</b>	<b>15</b>
<b>Total Hours - Fall Semester.....</b>	<b>15</b>		

**FOURTH YEAR**

CHEM 321 .....	4	CHEMISTRY ELECTIVE .....	3
CHEM 493 .....	2	MINOR/ELECTIVES .....	13
GENERAL ELECTIVES .....	8	<b>Total Hours - Spring Semester .....</b>	<b>16</b>
<b>Total Hours - Fall Semester.....</b>	<b>14</b>		

**BACHELOR OF ARTS IN EDUCATION  
BIOLOGY (9-ADULT)**

Candidates may wish to combine this specialization with another (5-9), (9-Adult), (5-Adult) or (PreK-Adult) specialization.

**GSC 100 The First Year Experience** **0 hour**  
All degree seeking students are required to take GSC 100 during their first semester.

**General Education Requirements** **39 hours**  
Candidates must take BIOL 120, CHEM 101, CSCI 267 and MATH 115 as part of the General Education requirements.

**Content Specialization Courses** **46 hours**

**Total Hours in Biology** **30 hours**

BIOL 120	Principles of Biology I	
BIOL 121	Principles of Biology II	4
BIOL 210	Zoology	4
BIOL 193	Scientific Writing	1
BIOL 293	Experimental Design	1
BIOL 305	General Botany	4
BIOL 335	Cell Physiology	4
BIOL 400	Ecology and Field Biology	4
BIOL 456	Genetics	4
BIOL 493	Senior Seminar	1
BIOL	Elective (300 or higher)	3

**Total Hours in Chemistry** **4 hours**

CHEM 101	General Chemistry I	
CHEM 102	General Chemistry II	4

**Total Hours in Mathematics** **4 hours**

MATH 115	College Algebra	
MATH 120	Precalculus	4

**Total Hours in Physics** **8 hours**

PHYS 201	General Physics I	4
PHYS 209	General Geology	4

**Professional Education** **21 hours**

Must complete a Methods course for each specialization in which candidate seeks to gain licensure.

CSCI 267	Computer Skills for Education	
EDUC 203	Foundations of Education	2
EDUC 205	Educational Psychology*	3
EDUC 310	Classroom Management and Teaching Strategies	2
EDUC 345	Teaching Science in Middle and Adolescent Education (5-Adult)	3
EDUC 412	Curriculum and Assessment: Content (5-Adult)	2
READ 317	Teaching Reading in Middle and Adolescent Education	3
SPED 220	Educating the Exceptional and Culturally Diverse Student	3
SPED 334	Strategies for Students with Learning Disabilities and Behavior Disorders	3

**Student Internship** **12 hours**

EDUC 493	Capstone Assessment	1
EDUC	Student Internship	11

**General Electives** **2 hours**

**Total minimum hours required for degree** **120 hours**

Education 203 and Education 205 are the only Professional Education courses which can be attempted without being admitted to a Program in Teacher Education.

\*Before enrolling in Education 205, a student must have attempted PRAXIS I or be exempt from this requirement due to ACT or SAT score.

**GATEWAY ASSESSMENT - ADMISSION TO TEACHER EDUCATION**

**CAPSTONE ASSESSMENT - EDUCATION 493**

**BIOLOGY (9-ADULT)  
SUGGESTED PLAN OF STUDY**

**FIRST YEAR**

	<b>ATTEMPT PRAXIS I DURING THE FALL SEMESTER OF FRESHMAN YEAR</b>
BIOL 120 (OR) BIOL 121 .....4	BIOL 121 (OR) BIOL 120 .....4
BIOL 193 .....1	EDUC 205 .....3
CSCI 267 .....3	ENGL 102 .....3
EDUC 203 .....2	MATH 120 .....4
ENGL 101 .....3	PED 201.....1
GSC 100 .....0	<b>Total Hours - Spring Semester .....15</b>
MATH 115 .....3	
<b>Total Hours - Fall Semester .....16</b>	

**SECOND YEAR**

BIOL 210 (OR) BIOLOGY ELECTIVE.....3-4	ART 200, CART 200, FNAR 100
BIOL 293.....1	(OR) MUSC 200 .....3
CART 101 .....3	BIOL 305 (OR) BIOL 456 .....4
CHEM 101 .....4	BIOL 335 (OR) PHYS 209.....4
HIST 201, 202, 207, 208 (OR) POSC 203 .....3	CHEM 102.....4
<b>Total Hours - Fall Semester .....14-15</b>	<b>Total Hours - Spring Semester .....15</b>

**THIRD YEAR**

BIOL 210 (OR) PHYS 201 .....4	BIOL 456 (OR) BIOL 305 .....4
ECON 201, 202, GEOG 203, PSYC 201, SOCL 205 (OR) SOCS 225.....3	BIOL 493.....1
EDUC 310.....2	EDUC 345 .....3
HIST 201, 202, 207, 208 (OR) POSC 203 .....3	ENGL 203, 204, 205 (OR) 206 .....3
SPED 220 .....3	PHYS 209 (OR) BIOL 335.....4
ELECTIVE.....2	<b>Total Hours - Fall Semester .....15</b>
<b>Total Hours - Fall Semester .....17</b>	<b>PASS PRAXIS II EXAM</b>

**FOURTH YEAR**

BIOL 400.....4	EDUC 493 .....1
EDUC 412 .....2	STUDENT INTERNSHIP* .....11
PHYS 201 (OR) BIOL ELECTIVE .....3-4	<b>Total Hours - Spring Semester .....12</b>
READ 317 .....3	
SPED 334.....3	<b>*Interns may not enroll in any other courses.</b>
<b>Total Hours - Fall Semester .....15-16</b>	

## BACHELOR OF ARTS IN EDUCATION CHEMISTRY (9-ADULT)

Candidates may wish to combine this specialization with another (5-9), (9-Adult), (5-Adult) or (PreK-Adult) specialization.

**GSC 100 The First Year Experience** **0 hour**  
All degree seeking students are required to take GSC 100 during their first semester.

**General Education Requirements** **39 hours**  
Candidates must take BIOL 120, CHEM 101, CSCI 267 and MATH 202 as part of the General Education requirements.

**Content Specialization Courses** **47 hours**

**Total Hours in Biology** **8**

BIOL	120	Principles of Biology I	4
BIOL	121	Principles of Biology II	4
BIOL	400	Ecology and Field Biology	4

**Total Hours in Chemistry** **27**

CHEM	101	General Chemistry I	4
CHEM	102	General Chemistry II	4
CHEM	293	Techniques of Chemistry	1
CHEM	301	Organic Chemistry I	4
CHEM	302	Organic Chemistry II	4
CHEM	307	Inorganic Chemistry	4
CHEM	321	Analytical Chemistry I	4
CHEM	380	Biochemistry I	4
CHEM	493	Senior Research Seminar	2

**Total Hours in Physics** **12**

PHYS	201	General Physics I	4
PHYS	202	General Physics II	4
PHYS	345	Introductory Chemical Physics	4

**Professional Education** **21 hours**

Must complete a Methods course for each specialization in which candidate seeks to gain licensure.

CSCI	267	Computer Skills for Education	2
EDUC	203	Foundations of Education	2
EDUC	205	Educational Psychology*	3
EDUC	310	Classroom Management and Teaching Strategies	2
EDUC	345	Teaching Science in Middle and Adolescent Education (5-Adult)	3
EDUC	412	Curriculum and Assessment: Content (5-Adult)	2

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READ 317	Teaching Reading in Middle and Adolescent Education	3
SPED 220	Educating the Exceptional and Culturally Diverse Student	3
SPED 334	Strategies for Students with Learning Disabilities and Behavior Disorders	3

**Student Internship 12 hours**

EDUC 493	Capstone Assessment	1
EDUC	Student Internship: Content	11

**General Elective 1 hour****Total minimum hours required for degree 120 hours**

Education 203 and Education 205 are the only Professional Education courses which can be attempted without being admitted to a Program in Teacher Education.

\*Before enrolling in Education 205, a candidate must have attempted PRAXIS I or be exempt from this requirement due to ACT or SAT score.

**GATEWAY ASSESSMENT - ADMISSION TO TEACHER EDUCATION****CAPSTONE ASSESSMENT - EDUCATION 493**

**CHEMISTRY (9-ADULT)  
SUGGESTED PLAN OF STUDY**

**FIRST YEAR**

BIOL 120.....	4	BIOL 121.....	4
CHEM 101 .....	4	CART 101 .....	3
CSCI 267 .....	3	CHEM 102.....	4
EDUC 203 .....	2	EDUC 205 .....	2
ENGL 101 .....	3	ENGL 102 .....	3
GSC 100 .....	0	PED 201.....	1
<b>Total Hours - Fall Semester .....</b>	<b>16</b>	<b>Total Hours - Spring Semester .....</b>	<b>17</b>

**ATTEMPT PRAXIS I DURING THE FALL  
SEMESTER OF FRESHMAN YEAR**

**SECOND YEAR**

CHEM 293 .....	1	ART 200, CART 200, FNAR 100 (OR) MUSC 200.....	3
CHEM 301 .....	4	CHEM 302.....	4
ENGL 203, 204, 205 (OR) 206 .....	3	HIST 201, 202, 207, 208 (OR) POSC 203 .....	3
MATH 202 .....	4	PHYS 202.....	4
PHYS 201.....	4	<b>Total Hours - Spring Semester .....</b>	<b>14</b>
<b>Total Hours - Fall Semester .....</b>	<b>16</b>		

**THIRD YEAR**

BIOL 400.....	4	ECON 201, 202, GEOG 203, PSYC 201, SOCL 205 (OR) SOCS 225 .....	3
CHEM 380 (OR) CHEM 321 .....	4	EDUC 345 .....	3
CHEM 307 (OR) CHEM 345 .....	4	HIST 201, 202, 207, 208 (OR) POSC 203 .....	3
EDUC 310 .....	2	READ 317 .....	3
SPED 220 .....	3	SPED 334 .....	3
<b>Total Hours - Fall Semester .....</b>	<b>17</b>	<b>Total Hours - Spring Semester .....</b>	<b>15</b>

**PASS PRAXIS II EXAM**

**FOURTH YEAR**

CHEM 380 (OR) CHEM 321 .....	4	EDUC 493 .....	1
CHEM 307 (OR) CHEM 345 (OR) PHYS 345..	4	STUDENT INTERNSHIP* .....	11
CHEM 493 .....	2	<b>Total Hours - Spring Semester .....</b>	<b>12</b>
EDUC 412 .....	2		
<b>Total Hours - Fall Semester .....</b>	<b>12</b>		

\*Interns may not enroll in any other courses.

**BACHELOR OF ARTS IN EDUCATION  
GENERAL SCIENCE (5-ADULT)**

**GSC 100 The First Year Experience** **0 hour**

All degree seeking students are required to take GSC 100 during their first semester.

**General Education Requirements** **39 hours**

Candidates must take BIOL 120, CSCI 267, and MATH 115 as part of the General Education requirements.

**Content Specialization Courses** **44 hours**

**Total Hours in Biology** **12**

BIOL	120	Principles of Biology I	4
BIOL	121	Principles of Biology II	4
BIOL	361	Microbiology	4
BIOL	400	Ecology and Field Biology	4

**Total Hours in Chemistry** **12**

CHEM	101	General Chemistry I	4
CHEM	102	General Chemistry II	4
CHEM	301	Organic Chemistry I (OR)	4
CHEM	321	Analytical Chemistry I	4

**Total Hours in Physics** **16**

PHYS	201	General Physics I	4
PHYS	202	General Physics II	4
PHYS	209	General Geology	4
PHYS	310	General Astronomy	4

**Total Hours in Mathematics** **4**

MATH	115	College Algebra	
MATH	120	Precalculus	4

**Professional Education** **21 hours**

Must complete a Methods course for each specialization in which candidate seeks to gain licensure.

CSCI	267	Computer Skills for Education	
EDUC	203	Foundations of Education	2
EDUC	205	Educational Psychology*	3
EDUC	310	Classroom Management and Teaching Strategies	2
EDUC	345	Teaching Science in Middle and Adolescent Education (5-Adult)	3
EDUC	412	Curriculum and Assessment: Content (5-Adult)	2
READ	317	Teaching Reading in Middle and Adolescent Education	3
SPED	220	Educating the Exceptional and Culturally Diverse Student	3



SPED 334	Strategies for Students with Learning Disabilities and Behavior Disorders	3	
<b>Student Internship</b>			<b>12 hours</b>
EDUC 493	Capstone Assessment	1	
EDUC	Student Internship	11	
<b>General Elective</b>			<b>4 hours</b>
<b>Total minimum hours required for degree</b>			<b>120 hours</b>

Education 203 and Education 205 are the only Professional Education courses which can be attempted without being admitted to a Program in Teacher Education.

\*Before enrolling in Education 205, a student must have attempted or be exempt from this requirement due to ACT or SAT score.

**GATEWAY ASSESSMENT - ADMISSION TO TEACHER EDUCATION**

**CAPSTONE ASSESSMENT - EDUCATION 493**

**GENERAL SCIENCE (5-ADULT)  
SUGGESTED PLAN OF STUDY**

**FIRST YEAR**

BIOL 120 (OR) BIOL 121 .....	3	BIOL 120 (OR) BIOL 121 .....	4
EDUC 203 .....	2	CSCI 267 .....	3
ENGL 101 .....	3	EDUC 205 .....	3
GSC 100 .....	0	MATH 120 .....	4
HIST 201, 202, 207, 208 (OR) POSC 203 .....	3	PED 201.....	1
MATH 115 .....	3	<b>Total Hours - Spring Semester .....</b>	<b>15</b>
<b>Total Hours - Fall Semester .....</b>	<b>15</b>		

**ATTEMPT PRAXIS I DURING THE FALL  
SEMESTER OF FRESHMAN YEAR**

**SECOND YEAR**

CHEM 101 .....	4	CART 101 .....	3
ECON 201, 202, GEOG 203, PSYC 201, SOCL 205 (OR) SOCS 225.....	3	CHEM 102.....	4
PHYS 201.....	4	ENGL 102 .....	3
GENERAL EDUCATION SCIENCE.....	4	PHYS 202.....	4
<b>Total Hours - Fall Semester .....</b>	<b>15</b>	PHYS 209 .....	4
		<b>Total Hours - Spring Semester .....</b>	<b>18</b>

**THIRD YEAR**

CHEM 301 (OR) CHEM 321 .....	4	ART 200, CART 200, FNAR 100 (OR) MUSC 200.....	3
EDUC 310 .....	2	EDUC 345 .....	3
ENGL 203, 204, 205 (OR) 206 .....	3	HIST 201, 202, 207, 208 (OR) POSC 203 .....	3
PHYS 310.....	4	READ 317 .....	3
ELECTIVE.....	4	SPED 220 .....	3
<b>Total Hours - Fall Semester .....</b>	<b>17</b>	<b>Total Hours - Spring Semester .....</b>	<b>15</b>

**PASS PRAXIS II EXAM**

**FOURTH YEAR**

BIOL 361.....	4	EDUC 493 .....	1
BIOL 400.....	4	STUDENT INTERNSHIP* .....	11
EDUC 412 .....	2	<b>Total Hours - Spring Semester .....</b>	<b>12</b>
SPED 334 .....	3		
<b>Total Hours - Fall Semester .....</b>	<b>13</b>		

\*Interns may not enroll in any other courses.

**BACHELOR OF ARTS IN EDUCATION  
MATHEMATICS (5-ADULT)**

Candidates may wish to combine this specialization with another (5-9), (9-Adult), (5-Adult) or (PreK-Adult) specialization.

**GSC 100 The First Year Experience 0 hour**  
All degree seeking students are required to take GSC 100 during their first semester.

**General Education Requirements 39 hours**  
Candidates must take MATH 110 as part of the general education requirements.

**Content Specialization Courses 42 hours**

MATH 110	The Nature of Math	
MATH 120*	Precalculus	4
MATH 201	Introduction to Mathematical Reasoning and Proofs	3
MATH 202	Calculus I	4
MATH 207	Calculus II	4
MATH 230	Euclidean Geometry for College Students	3
MATH 256	Probability and Statistics I	3
MATH 303	Modern Algebra	3
MATH 308	Calculus III	4
MATH 310	College Geometry	3
MATH 315	Linear Algebra	3
MATH 321	History of Mathematics	2
MATH 330	Discrete Mathematics	3
MATH 356	Probability and Statistics II	3

\*MATH 115 may be required as a prerequisite for MATH 120 and MATH 201 if candidates do not have a Math ACT of 24.

**Professional Education 24 hours**  
Must complete a Methods course for each specialization in which candidate seeks to gain licensure.

CSCI 267	Computer Skills for Education	3
EDUC 203	Foundations of Education	2
EDUC 205	Educational Psychology*	3
EDUC 310	Classroom Management and Teaching Strategies	2
EDUC 343	Teaching Mathematics in Middle and Adolescent Education (5-Adult)	3
EDUC 412	Curriculum and Assessment: Content (5-Adult)	2
READ 317	Teaching Reading in Middle and Adolescent Education	3
SPED 220	Educating the Exceptional and Culturally Diverse Student	3
SPED 334	Strategies for Students with Learning Disabilities and Behavior Disorders	3

**Student Internship 12 hours**

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EDUC 493	Capstone Assessment	1
EDUC	Student Internship	11

**General Electives** **3 hours**

**Total minimum hours required for degree** **120 hours**

Education 203 and Education 205 are the only Professional Education courses which can be attempted without being admitted to a Program in Teacher Education.

\*Before enrolling in Education 205, a student must have attempted PRAXIS I or be exempt from this requirement due to ACT or SAT score.

### **GATEWAY ASSESSMENT - ADMISSION TO TEACHER EDUCATION**

#### **CAPSTONE ASSESSMENT - EDUCATION 493**

**MATHEMATICS (5-ADULT)  
SUGGESTED PLAN OF STUDY**

**This plan of study is intended for students with an ACT Math score 24 or above or SAT Math score 590 or above. Other students should consult their advisor for a revised plan of study.**

**FIRST YEAR**

ART 200, CART 200, FNAR 100 (OR) MUSC 200 .....	3	CART 101 .....	3
EDUC 203 .....	2	CSCI 101 .....	3
ENGL 101 .....	3	EDUC 205 .....	3
GSC 100 .....	0	MATH 120 .....	4
HIST 201 .....	3	MATH 201 .....	3
MATH 110 .....	3	<b>Total Hours - Spring Semester .....</b>	<b>16</b>
PED 201 .....	1		
<b>Total Hours - Fall Semester .....</b>	<b>15</b>		

**ATTEMPT PRAXIS I DURING THE FALL SEMESTER OF FRESHMAN YEAR**

**SECOND YEAR**

CSCI 267 .....	3	MATH 207 .....	4
ECON 201 .....	3	MATH 230 (OR) MATH 256.....	3
ENGL 102 .....	3	MATH 303 (OR) MATH 330.....	3
MATH 202 .....	4	GENERAL EDUCATION SCIENCE.....	4
PHYS 201 .....	4	<b>Total Hours - Spring Semester .....</b>	<b>14</b>
<b>Total Hours - Fall Semester .....</b>	<b>17</b>		

**THIRD YEAR**

EDUC 310 .....	2	HIST 201, 202, 207, 208 (OR) POSC 203 .....	3
ENGL 203, 204, 205 (OR) 206 .....	3	MATH 230 (OR) MATH 256.....	3
MATH 308 .....	4	MATH 303 (OR) MATH 330.....	3
MATH 310 (OR) MATH 356 .....	3	SPED 220 .....	3
MATH 315 (OR) MATH 321 .....	2-3	ELECTIVES .....	3
<b>Total Hours - Fall Semester .....</b>	<b>14-15</b>	<b>Total Hours - Spring Semester .....</b>	<b>15</b>

**PASS PRAXIS II EXAM**

**FOURTH YEAR**

EDUC 343 .....	3	EDUC 493 .....	1
EDUC 412 .....	2	STUDENT INTERNSHIP* .....	11
MATH 310 (OR) MATH 356 .....	3	<b>Total Hours - Spring Semester .....</b>	<b>12</b>
MATH 315 (OR) MATH 321 .....	2-3		
READ 317 .....	3		
SPED 334 .....	3		
<b>Total Hours - Fall Semester .....</b>	<b>16-17</b>		

**\*Interns may not enroll in any other courses.**

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**BACHELOR OF ARTS IN EDUCATION  
MIDDLE SCHOOL SPECIALIZATIONS**

**These programs can be combined with (PreK-Adult) specializations.**

<b>GENERAL SCIENCE (5-9)</b>			<b>19 hours</b>
BIOL 121	Principles of Biology II	4	
SCNC 101	Earth Science	4	
SCNC 102	Nature of Sound and Light	4	
SCNC 104	Forensic Chemistry	4	
EDUC 345	Teaching Science in Middle and Adolescent Education	3	

**These programs can be combined with (5-Adult), or (9-Adult) specializations.**

<b>GENERAL SCIENCE (5-9)</b>			<b>35 hours</b>
BIOL 120	Principles of Biology I	4	
BIOL 121	Principles of Biology II	4	
CHEM 101	General Chemistry I	4	
CHEM 102	General Chemistry II	4	
PHYS 201	General Physics I	4	
PHYS 202	General Physics II	4	
PHYS 209	General Geology	4	
PHYS 310	General Astronomy	4	
EDUC 345	Teaching Science in Middle and Adolescent Education	3	

**These programs can be combined with (PreK-Adult), (5-Adult), or (9-Adult) specializations.**

<b>GENERAL MATH–ALGEBRA I (5-9)</b>			<b>20 hours</b>
Candidates must take MATH 115 as part of the General Education requirements.			
MATH 110	The Nature of Math	3	
MATH 115	College Algebra		
MATH 120	Precalculus	4	
MATH 201	Introduction to Mathematical Reasoning and Proofs	3	
MATH 202	Calculus I	4	
MATH 230	Euclidean Geometry for College Students	3	
MATH 256	Probability and Statistics I	3	
EDUC 343	Teaching Mathematics in Middle and Adolescent Education		

**GATEWAY ASSESSMENT – ADMISSION TO TEACHER EDUCATION**

**CAPSTONE ASSESSMENT – EDUCATION 493**

## DEPARTMENT OF SOCIAL SCIENCE

**Dr. Kenneth R. Lang, Department Chairperson**

**Professors:** A. DeMatteo, F. Walborn, E. Wood

**Associate Professors:** M. Gherke

**Assistant Professors:** J. Bradley, K. Ensor, M. Lecea

The Department of Social Science provides a wide variety of courses in history, political science, psychology, sociology and social work. Though each is unique in its focus and in its emphasis, the social sciences have a common concern with human behavior. The social sciences share the belief that human behavior, culture, and society—the total human experience—can and should be studied using the methods of science.

The Department of Social Science is committed to offering high quality classroom instruction, providing professional and caring advising and demonstrating strong commitment to the values of a higher education community. While the faculty are justifiably proud of what they as an academic unit are doing well, they also fully realize that a contemporary education entails more than classroom work. Thus, the Department of Social Science offers a variety of opportunities and experiences that go beyond the formal classroom experience. In addition to course work, students are encouraged to be active and engaged citizens, individuals demonstrating leadership in campus and community activities. The Department promotes and supports students interested in internships, workshops, and other career-oriented opportunities.

The Department sponsors student organizations such as the Behavioral Science Club and Pi Gamma Mu, the International Social Science Honor Society.

In short, the Department of Social Science is a strong academic department committed to effective instruction, quality advising, social activism, and expanding career opportunities for our students.

For additional information about the Department of Social Science, its programs, faculty, and organizations call (304) 462-6270.

### **Degree Programs**

Bachelor of Arts in History and Political Science

Bachelor of Science in Behavioral Science (psychology and sociology)

### **Bachelor of Arts in Education**

Social Studies (5-Adult) or Social Studies (5-9)

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### BACHELOR OF ARTS HISTORY AND POLITICAL SCIENCE

**GSC 100 The First Year Experience 0 hour**

All degree seeking students are required to take GSC 100 during their first semester.

**General Education Requirements 39 hours**

Students must complete HIST 201 and POSC 203 as part of the General Education requirements.

**History and Political Science Major 43 hours**

GEOG 203	World Regional Geography (OR)	
SOCS 225	Introduction to Global Studies	3
HIST 201	History of World Cultures I	
HIST 202	History of World Cultures II	3
HIST 207	United States History to 1877	3
HIST 208	United States History since 1877	3
HIST 293	Fields and Careers in History and Political Science	2
HIST 335	Recent United States History	3
HIST 493	Senior Project (OR)	
POSC 493	Senior Project	2
POSC 203	American National Government	
POSC 204	State and Local Government	3
POSC 304	Comparative Government (OR)	
POSC 401	International Relations	3

European History – choose from the following 3

HIST 319	Europe, 1500 to 1815	
HIST 320	Europe since 1815	
HIST 388	Military History	
HIST 399E	Special Topics and Problems in European History	
HIST 442	World War II	

Non-Western History – choose from the following 3

HIST 379	Modern Japan	
HIST 380	Modern China	
HIST 381	Islam and the West	
HIST 399N	Special Topics and Problems in Non-Western History	

Six hours of upper level history 6

Six hours of upper level political science 6

**Minor 18-24 hours**

**General Electives or Second Minor\* 14-20 hours**

\*cannot select a Global Studies, History or Political Science minor

**Total minimum hours required for degree 120 hours**

**GATEWAY ASSESSMENT - HISTORY 293  
CAPSTONE ASSESSMENT - HISTORY 493 OR POLITICAL SCIENCE 493**



**HISTORY AND POLITICAL SCIENCE  
SUGGESTED PLAN OF STUDY**

**FIRST YEAR**

CSCI 101 .....	3	CART 101.....	3
ENGL 101 .....	3	ENGL 102.....	3
GSC 100 .....	0	HIST 202 .....	3
HIST 201 .....	3	POSC 204 .....	3
MATH 106, 110 (OR) 115 .....	3	ENVR 101, SCNC 101, 102, 103	
POSC 203 .....	3	(OR) SCNC 104 .....	4
<b>Total Hours - Fall Semester.....</b>	<b>15</b>	<b>Total Hours - Spring Semester .....</b>	<b>16</b>

**SECOND YEAR**

ART 200, CART 200, FNAR 100 (OR)		GEOG 203 (OR) SOCS 225 .....	3
MUSC 200 .....	3	HIST 208 .....	3
HIST 207 .....	3	POSC ELECTIVE (upper level).....	3
ENVR 101, SCNC 101, 102, 103		MINOR/ELECTIVES .....	6
(OR) SCNC 104.....	4	<b>Total Hours - Spring Semester .....</b>	<b>15</b>
MINOR/ELECTIVES .....	6		
<b>Total Hours - Fall Semester.....</b>	<b>16</b>		

**THIRD YEAR**

ENGL 203, 204, 205 (OR) 206 .....	3	HIST 335 .....	3
HIST 293 .....	2	Non-Western or European History .....	3
PED 201 .....	1	HIST ELECTIVES (Upper Level) .....	3
POSC 304 (OR) POSC 401 .....	3	POSC ELECTIVE (Upper Level) .....	3
European or Non-Western History.....	3	MINOR/ELECTIVES .....	3
MINOR/ELECTIVES .....	3	<b>Total Hours - Spring Semester .....</b>	<b>15</b>
<b>Total Hours - Fall Semester.....</b>	<b>15</b>		

**FOURTH YEAR**

HIST ELECTIVES (Upper Level) .....	3	HIST 493 (OR) POSC 493 .....	2
MINOR/ELECTIVES .....	11	MINOR/ELECTIVES .....	12
<b>Total Hours - Fall Semester.....</b>	<b>14</b>	<b>Total Hours - Spring Semester .....</b>	<b>14</b>

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**BACHELOR OF SCIENCE  
BEHAVIORAL SCIENCE**

**GSC 100 The First Year Experience 0 hour**

All degree seeking students are required to take GSC 100 during their first semester.

**General Education Requirements 39 hours**

Students must complete PSYC 201 as part of the General Education requirements.

**Behavioral Science 51 hours**

PSYC 201	General Psychology	
PSYC 250	Lifespan Development	3
PSYC 310	Abnormal Psychology	3
PSYC 330	Social Psychology (OR)	
SOCL 330	Social Psychology	3
PSYC 420	Theories of Personality	3
PSYC 460	Clinical Applications/Tests and Measurements	3
PSYC 493	Senior Seminar (OR)	
SOCL 493	Senior Seminar	3
SOCL 105	Interviewing and Counseling	3
SOCL 205	Principles of Sociology	3
SOCL 209	Social Problems	3
SOCL 304	Marriage and Family	3
SOCS 293	Research Methods in Psychology	3

Six hours of upper level Psychology 6

Six hours of upper level Sociology 6

Six hours of upper level Psychology or Sociology 6

**Minor 18-24 hours**

**General Electives 6-12 hours**

**Total minimum hours required for degree 120 hours**

**GATEWAY ASSESSMENT - SOCIAL SCIENCE 293**

**CAPSTONE ASSESSMENT - PSYC 493 OR SOCL 493**

**BEHAVIORAL SCIENCE  
SUGGESTED PLAN OF STUDY**

**FIRST YEAR**

ART 200, CART 200, FNAR 100 (OR)	CSCI 101 .....	3
MUSC 200 .....	ENGL 102 .....	3
CART 101 .....	PSYC 250 .....	3
ENGL 101 .....	ENVR 101, SCNC 101, 102, 103 (OR) 104.....	4
GSC 100 .....	SOCL 205 .....	3
MATH 106 .....	<b>Total Hours - Spring Semester .....</b>	<b>16</b>
PED 201 .....		
<b>Total Hours - Fall Semester .....</b>		<b>13</b>

**SECOND YEAR**

HIST 201, 202, 207, 208 (OR) POSC 203 .....	ENGL 203, 204, 205 (OR) 206 .....	3
PSYC 201 .....	PSYC 310 .....	3
ENVR 101, SCNC 101, 102, 103 (OR) 104.....	PSYC 330 (OR) SOCL 330.....	3
SOCL 105.....	MINOR.....	6
SOCL 209.....	<b>Total Hours - Spring Semester .....</b>	<b>15</b>
<b>Total Hours - Fall Semester .....</b>		<b>16</b>

**THIRD YEAR**

PSYC 460.....	HIST 201, 202, 207, 208 (OR) POSC 203 .....	3
PSYC/SOCL UPPER LEVEL.....	PSYC/SOCL UPPER LEVEL.....	6
SOCL 304.....	GENERAL ELECTIVES .....	3
SOCS 293 .....	MINOR.....	6
MINOR.....	<b>Total Hours - Spring Semester .....</b>	<b>18</b>
<b>Total Hours Spring Semester .....</b>		<b>18</b>

**FOURTH YEAR**

PSYC/SOCL UPPER LEVEL.....	PSYC 420 .....	3
GENERAL ELECTIVES .....	PSYC 493 (OR) SOCL 493.....	3
MINOR.....	MINOR.....	3
<b>Total Hours - Fall Semester .....</b>	GENERAL ELECTIVES .....	3
	<b>Total Hours - Spring Semester .....</b>	<b>12</b>

**APPLY FOR GRADUATION**

**BACHELOR OF ARTS IN EDUCATION  
SOCIAL STUDIES (5-ADULT)**

**GSC 100 The First Year Experience** **0 hour**

All degree seeking students are required to take GSC 100 during their first semester.

**General Education Requirements** **39 hours**

Candidates must take CSCI 267, GEOG 203, HIST 207, POSC 203 and SCNC 101 as part of the General Education requirements.

**Content Specialization Courses** **45 hours**

ECON 201	Principles of Microeconomics	3
ECON 202	Principles of Macroeconomics	3
GEOG 203	World Regional Geography	
HIST 201	History of World Cultures I	3
HIST 202	History of World Cultures II	3
HIST 207	United States History to 1877	
HIST 208	U.S. History since 1877	3
HIST 303	West Virginia & the Appalachian Region	3
HIST 335	Recent United States History	3
Upper Division Elective in European History		3
Upper Division Elective in Non-Western History		3
POSC 203	American National Government	
POSC 204	State and Local Government	3
POSC 304	Comparative Government (OR)	
POSC 401	International Relations	3
POSC 390	Introduction to Public Administration (OR)	
SOCL 390	Introduction to Public Administration	3
PSYC 201	General Psychology	3
SOCL 205	Principles of Sociology	3
SOCS 225	Introduction to Global Studies	3

**Professional Education Courses** **21 hours**

Must complete a Methods course for each specialization in which student seeks to gain certification.

CSCI 267	Computer Skills for Education	
EDUC 203	Foundations of Education	2
EDUC 205	Educational Psychology*	3
EDUC 310	Classroom Management and Teaching Strategies	2
EDUC 346	Teaching Social Studies in Middle and Adolescent Education (5-Adult)	3
EDUC 412	Curriculum and Assessment: Content (5-Adult)	2
READ 317	Teaching Reading in Middle and Adolescent Education	3

SPED 220	Educating the Exceptional and Culturally Diverse Student	3	
SPED 334	Strategies for Students with Learning Disabilities and Behavior Disorders	3	
<b>Student Internship</b>			<b>12 hours</b>
EDUC 493	Capstone Assessment	1	
EDUC	Student Internship - Content	11	
<b>General Elective</b>			<b>3 hours</b>
<b>Total minimum hours required for degree</b>			<b>120 hours</b>

Education 203 and Education 205 are the only Professional Education courses which can be attempted without being admitted to a Program in Teacher Education.

\*Before enrolling in Education 205 a student must have attempted PRAXIS I or be exempt from this requirement due to ACT or SAT score.

**GATEWAY ASSESSMENT - ADMISSION TO TEACHER EDUCATION  
CAPSTONE ASSESSMENT - EDUCATION 493**

**SOCIAL STUDIES (5-ADULT)  
SUGGESTED PLAN OF STUDY**

**FIRST YEAR**

ART 200, CART 200, FNAR 100 (OR) MUSC 200 .....	3	CSCI 267 .....	3
CART 101 .....	3	EDUC 203 .....	2
ENGL 101 .....	3	HIST 202 .....	3
GSC 100 .....	0	SCNC 101, 102, 103 (OR) 104.....	4
HIST 201 .....	3	SOCL 205 .....	3
MATH 106 or higher.....	3	<b>Total Hours - Spring Semester .....</b>	<b>15</b>
<b>Total Hours - Fall Semester .....</b>	<b>15</b>		

**ATTEMPT PRAXIS I DURING THE FALL  
SEMESTER OF FRESHMAN YEAR**

**SECOND YEAR**

ECON 201 .....	3	ECON 202 .....	3
EDUC 205 .....	3	GEOG 203 .....	3
ENGL 102 .....	3	POSC 203 .....	3
HIST 207 .....	3	PSYC 201 .....	3
SOCS 225 .....	3	SCNC 101, 102, 103 (OR) 104.....	4
<b>Total Hours - Fall Semester .....</b>	<b>15</b>	<b>Total Hours - Spring Semester .....</b>	<b>16</b>

**APPLY FOR ADMISSION TO  
TEACHER EDUCATION**

**THIRD YEAR**

EDUC 310 .....	2	EDUC 346 .....	3
GEOG 204 .....	3	ENGL 203, 204, 205 (OR) 206 .....	3
HIST 303 .....	3	HIST 208 .....	3
SPED 220 .....	3	POSC 204 .....	3
READ 317 .....	3	UPPER DIVISION (EUROPEAN (OR) NON-WESTERN) HIST .....	3
UPPER DIVISION HIST (EUROPEAN (OR) NON-WESTERN).....	3	<b>Total Hours - Spring Semester .....</b>	<b>15</b>
<b>Total Hours - Fall Semester .....</b>	<b>17</b>		

**PASS PRAXIS II EXAM**

**FOURTH YEAR**

**APPLY FOR STUDENT INTERNSHIP\***

EDUC 412 .....	2
HIST 335 .....	3
PED 201 .....	1
POSC 304 (OR) POSC 401 .....	3
SPED 334 .....	3
GENERAL ELECTIVE .....	3
<b>Total Hours - Fall Semester .....</b>	<b>15</b>

**APPLY FOR GRADUATION**

EDUC 493 .....	1
STUDENT INTERNSHIP.....	11
<b>Total Hours - Spring Semester .....</b>	<b>12</b>

**\*Interns may not enroll in any other.**

**BACHELOR OF ARTS IN EDUCATION  
MIDDLE SCHOOL SPECIALIZATION**

**This program can be combined (PreK-Adult), (5-Adult) or (9-Adult) specialization.**

Students must take GEOG 203, HIST 207 and POSC 203 as part of the General Education requirements.

<b>SOCIAL STUDIES (5-9)</b>		<b>24 hours</b>
ECON 201	Principles of Microeconomics	3
ECON 202	Principles of Macroeconomics	3
GEOG 203	World Regional Geography	
GEOG 204	Physical Geography	3
HIST 201	History of World Cultures I	3
HIST 202	History of World Cultures II	3
HIST 207	United States History to 1877	
HIST 208	United States History since 1877	3
HIST 303	West Virginia and the Appalachian Region	3
POSC 203	American National Government	
SOCL 205	Principles of Sociology	3
EDUC 346	Teaching Social Studies in Middle and Adolescent Education (5-Adult)	3

Required methods course for Social Studies (5-9) specialization when combined with (5-Adult) or (9-Adult) specialization.

## MINORS

Minors cannot be combined with teaching specializations or associate degree programs. Minors may be taken as part of a baccalaureate degree program in place of general electives or in addition to the requirements of a baccalaureate degree program. However, minors cannot be combined with degrees in the same content area. A grade of “C” or higher must be earned in all courses required in the minor.

### ACCOUNTING 21 hours

Required courses:

ACCT 231	Principles of Accounting I	3	
ACCT 232	Principles of Accounting II	3	
Electives – select from the following:		15	
ACCT 331	Intermediate Accounting I	3	
ACCT 332	Intermediate Accounting II	3	
ACCT 334	Individual Income Tax Accounting	3	
ACCT 337	Cost Accounting	3	
ACCT 344	Business Income Tax Accounting	3	
ACCT 432	Advanced Accounting	3	
ACCT 435	Auditing	3	
ACCT 436	Accounting Systems	3	

### BEHAVIOR DISORDERS 18 hours

SPED 220	Educating the Exceptional and Culturally Diverse Student	3	
SPED 321	Educating the Student with Mental Impairment: Characteristics and Strategies	3	
SPED 331	Introduction to Learning Disabilities	3	
SPED 332	Introduction to Behavior Disorders	3	
SPED 351	Educational Assessment of Students with Exceptionalities	3	
SPED 363	Behavior Management in the Classroom	3	

### BIOLOGY 20 hours

BIOL 120	Principles of Biology I	4	
BIOL 121	Principles of Biology II	4	
Electives:	BIOL 200 – 400*	12	

\*BIOL 293 and BIOL 493 do not count as electives



**BLUEGRASS MUSIC****20 hours**

Required courses:

MUSC 172	Bluegrass Band Ensemble	1
MUSC 214	Business of Music I	2
MUSC 303	Bluegrass History I	3
MUSC 304	Bluegrass History II	3
MUSC 306	Recording and Engineering	3
MUSC 308	Recording and Engineering Lab (Audio)	1
MUSC 372	Bluegrass Band Ensemble	1
Applied Bluegrass		4
Electives - select from the following:		2
MUSC 114	Class Instruction in Voice	2
MUSC 213	Learning & Caring for String Instruments	2
MUSC 314	Business of Music II	2
Large/ Small Ensemble		1

**BUSINESS****21 hours**

CSCI 260	Management Information Systems	3
Electives	BUSN 200 - 300	6
Electives	MGMT 200 - 400	6
Electives	MRKT 200 - 400	6

**CHEMISTRY****21 hours**

Required courses:

CHEM 101	General Chemistry I	4
CHEM 102	General Chemistry II	4
Electives - select from the following:		13
CHEM 301	Organic Chemistry I	4
CHEM 302	Organic Chemistry II	4
CHEM 307	Inorganic Chemistry	4
CHEM 321	Analytical Chemistry I	4
CHEM 322	Analytical Chemistry II	4
CHEM 341	Nuclear Chemistry	3
CHEM 345	Introductory Physical Chemistry	4
CHEM 380	Biochemistry I	4
CHEM 381	Biochemistry II	4
CHEM 499	Individual Research Problems	2

**262 Minors****COMMUNICATION ARTS****19 hours**

Required courses:

CART 101	Introduction to Public Speaking		
CART 201	Survey of Theater		
CART 220	Communication Arts Participation (1 hr. rpt)		4
CART 305	Argumentation and Debate		3
CART 340	Voice and Diction		3
CART 493	Performance/Production Practicum		3
Electives - select from the following:			6
CART 204	Group Discussion	3	
CART 210	Introduction to Acting	3	
CART 223	Design Techniques	3	
CART 306	Oral Interpretation	3	
CART 311	Directing	3	

**COMPUTER AND INFORMATION SYSTEMS****18 hours**

Required courses:

CSCI 220	Introduction to Linux		3
CSCI 230	Introduction to Computer Languages		3
CSCI 240	Enterprise Architecture and Security		3
CSCI 260	Management Information Systems		3
Electives - select from the following			6
CSCI 304	Networking and Security	3	
CSCI 305	Web Design	3	
CSCI 352	Operating Systems Principles	3	
CSCI 360	Systems Analysis & Design	3	
CSCI 381	Database Management	3	

**CRIMINAL JUSTICE****18 hours**

CRJU 111	Introduction to Criminal Justice System		3
CRJU 215	Crime Scene Management		3
CRJU 222	Police Practices & Procedures		3
CRJU 223	Corrections		3
CRJU 232	Criminal Evidence and Procedures		3
CRJU 293	Juvenile Justice System		3

**ENGLISH****18 hours**

Required courses:

CART	101	Introduction to Public Speaking	
ENGL	101	Critical Reading and Writing I	
ENGL	102	Critical Reading and Writing II: The American Mosaic	
ENGL	203	Survey of English Literature (OR)	
ENGL	204	Survey of English Literature II	
ENGL	205	Survey of American Literature I (OR)	
ENGL	206	Survey of American Literature II	3
ENGL	293	Introduction to Literature & Criticism	3
ENGL	307	World Literature I (OR)	
ENGL	308	World Literature II	3
Electives - select from the following:			9
ENGL	322	Adolescent Literature	3
ENGL	331	The American Novel	3
ENGL	332	The British Novel to 1900	3
ENGL	333	The Modern Novel	3
ENGL	335	Introduction to Film	3
ENGL	390	Women's Literature	3
ENGL	392	Advanced Grammar & Writing	3
ENGL	395	The English Language	3
ENGL	399	Special Topics and Problems	3
ENGL	401	Shakespeare	3
ENGL	404	Modern Drama	3
ENGL	412	Creative Writing	3
ENGL	420	Modern Poetry	3
ENGL	430	Chaucer	3
ENGL	493	Seminar in Literature	3

**ENVIRONMENTAL SCIENCE****19 hours**

Required course:

ENVR	101	Environmental Science	4
Electives – select from the following			15
ENVR	193	Solid Waste Management	3
ENVR	255	Health and Safety	3
ENVR	351	Soils and Land Reclamation	3
ENVR	352	Air/Water/Soil Quality	4
ENVR	393	Environmental Compliance	3
NRMT	234	GIS Applications I	3
NRMT	311	Natural Resource Permitting	3
NRMT	334	GIS Applications II	3
NRMT	351	Flora of West Virginia	3

**264 Minors**

<b>EXERCISE SCIENCE</b>			<b>18 hours</b>
BIOL	120	Principles of Biology I	4
BIOL	309	Human Anatomy and Physiology I	4
BIOL	310	Human Anatomy and Physiology II	4
PED	332	Kinesiology	3
PED	421	Exercise Physiology	3

<b>GLOBAL STUDIES</b>			<b>18 hours</b>
Required courses:			
HIST	201	History of World Cultures I	
GEOG	203	World Regional Geography	3
SOCS	225	Introduction to Global Studies	3

Electives (at least 6 hours from each cluster) 12

**History Cluster**

At least three hours must be an upper level course.

HIST	202	History of World Cultures II	3
HIST	319	Europe, 1500-1815	3
HIST	320	Europe since 1815	3
HIST	379	History of Modern Japan	3
HIST	380	History of Modern China	3
HIST	381	Islam and the West	3
HIST	399E	Special Topics and Problems (European)	3
HIST	399N	Special Topics and Problems (Non-Western)	3

**Language and Social Science Cluster**

At least three hours must be an upper level course.

ENGL	307	World Literature	3
MRKT	385	Global Marketing*	3
POSC	304	Comparative Government **	3
POSC	325	U. S. Foreign Relations**	3
POSC	401	International Relations	3
SPAN	101	Elementary Spanish I	3
SPAN	308	Survey of Hispanic Literature	3

\*Prerequisite: MRKT 201

\*\*Prerequisite: POSC 203

**GRAPHIC DESIGN AND ILLUSTRATION****21 hours**

ART	201	Drawing I	3
ART	202	Color and Design	3
ART	270	Digital Media	3
ART	280	Graphic Design and Illustration I	3
ART	350	Digital Photography II	3
ART	370	Digital Publishing	3
MRKT	201	Principles of Marketing	3

**HEALTH PROMOTION****20 hours**

Required courses:

BIOL	120	Principles of Biology I	
HLTH	102	Introduction to Health Promotion	3
HLTH	105	Human Nutrition	3
HLTH	321	Drug Use/Abuse/Addiction (OR)	
PSYC	380	Drugs and Human Behavior	2-3
HLTH	331	Foundations of Anatomy & Physiology (OR)	
BIOL	309	Human Anatomy & Physiology I	4
HLTH	341	Community and Environmental Health	2
PSYC	201	General Psychology	
PSYC	250	Lifespan Development* (OR)	
PSYC	310	Abnormal Psychology *(OR)	
PSYC	360	Psychology of Human Sexuality*	3
Electives - select from the following:			3-4
BIOL	310	Human Anatomy and Physiology II	4
ENVR	255	Health and Safety	3
HLTH	293	Lifetime Fitness and Wellness	3
HLTH	425	Wellness Programming & Administration	3
SOCL	340	Death and Dying	3

\*May take if not taken to fulfill required courses requirement

**HISTORY****18 hours**

Required courses:

HIST 201	History of World Cultures I	
HIST 202	History of World Cultures II	3
HIST 207	United States History to 1877	
HIST 208	United States History since 1877	3

Electives (at least 3 hours from each cluster) 12

**U.S. History Cluster**

HIST 302	U.S. Military History to 1917	3
HIST 303	WV & the Appalachian Region	3
HIST 304	U.S. Military History since 1917	3
HIST 335	Recent United States History	3
HIST 370	African American History	3
HIST 399A	Special Topics and Problems	3
HIST 432	The Civil War and Reconstruction	3

**European History Cluster**

HIST 319	Europe, 1500 to 1815	3
HIST 320	Europe since 1815	3
HIST 388	Military History	3
HIST 399E	Special Topics and Problems	3
HIST 442	World War II	3

**Non-Western History Cluster**

HIST 379	Modern Japan	3
HIST 380	Modern China	3
HIST 381	Islam and the West	3
HIST 399N	Special Topics and Problems	3

**INFORMATION & MEDIA STUDIES****18 hours**

Required courses:

CART 340	Voice and Diction	3
JOUR 205	Writing for the College Newspaper	3
JOUR 322	Advanced Reporting and Editing	3
JOUR 420	Media in the Information Age	3
MUSC 306	Recording and Engineering	3
Elective - select from the following:		3
CART 306	Oral Interpretation	
JOUR 415	Literary Non-Fiction and Features	

<b>MANAGEMENT</b>			<b>18 hours</b>
BUSN 230	Quantitative Business Analysis I	3	
MGMT 201	Principles of Management	3	
MGMT 383	Labor-Management Relations	3	
MGMT 384	Human Resources Management	3	
MGMT 484	Organizational Behavior	3	
MGMT 487	Operations Management	3	
<b>INTEGRATED MARKETING</b>			<b>18 hours</b>
Required courses:			
MRKT 201	Principles of Marketing	3	
MRKT 202	Principles of Retailing	3	
Electives – select from the following:		12	
MRKT 379	Advertising and Sales Promotion		
MRKT 385	Global and Multicultural Marketing		
MRKT 388	Emerging Media and Market		
MRKT 390	Consumer Behavior		
MRKT 417	Brand Equity Management		
MRKT 478	Marketing Research		
<b>MATHEMATICS</b>			<b>19 hours</b>
MATH 201	Introduction to Mathematical Reasoning and Proof	3	
MATH 202	Calculus I	4	
MATH 256	Probability and Statistics I	3	
Mathematics Electives		9	
A grade of at least “C” in MATH 202 is necessary before declaring the mathematics minor. Credits in MATH 106/106L/106S, MATH 110, MATH 115/115L/115S and MATH 327 do not count toward the 19 hours required for the minor in mathematics.			
<b>MUSIC</b>			<b>20 hours</b>
MUSC 170	Theory I	4	
MUSC 171	Theory II	3	
MUSC 301	Music History and Literature I (OR)		
MUSC 302	Music History and Literature II	3	
MUSC	Band and/or Choir	4	
MUSC	Applied Music	4	
Music Electives		2	

**268 Minors**

<b>NATURAL RESOURCE MANAGEMENT</b>			<b>19 hours</b>
BIOL	121	Principles of Biology II (OR)	
ENVR	101	Environmental Science*	
ENVR	352	Air/Water/Soil Quality	4
ENVR	393	Environmental Compliance	3
NRMT	125	Computer Assisted Mapping	3
NRMT	201	Forest Ecology	3
NRMT	234	GIS Applications I	3
NRMT	493	Natural Resource Management	3
<b>NONPROFIT LEADERSHIP AND MANAGEMENT</b>			<b>21 hours</b>
ACCT	231	Principles of Accounting I	3
BUSN	193	Applied Business Communications	3
BUSN	230	Quantitative Business Analysis I	3
MGMT	201	Principles of Management	3
MRKT	201	Principles of Marketing	3
NPLM	301	Nonprofit Leadership and Management	3
NPLM	302	Grant Writing	3
<b>PHYSICS</b>			<b>21 hours</b>
Required courses:			
PHYS	201	General Physics I	4
PHYS	202	General Physics II	4
PHYS	304	Problems in Physics	3
PHYS	350	Modern Physics	3
Electives - select from the following:			7
PHYS	310	General Astronomy	4
PHYS	341	Nuclear Physics	3
PHYS	345	Introductory Chemical Physics	4
PHYS	493	Senior Research Seminar	2
<b>POLITICAL SCIENCE</b>			<b>18 hours</b>
POSC	203	American National Government	3
POSC	204	State and Local Government	3
Electives:		POSC 300-400	12



**PSYCHOLOGY** **18 hours**

PSYC 201	General Psychology	3
PSYC 250	Lifespan Development	3
Electives:	PSYC 300-400	

**SOCIAL SCIENCE** **24 hours**

At least 24 semester hours including 6 hours in each of the following areas: economics, geography, political science, and sociology. These hours must be approved by the advisor.

**SOCIOLOGY** **18 hours**

SOCL 205	Principles of Sociology	3
SOCL 209	Social Problems	3
SOCL	300-400 level courses	12

**SPANISH** **18 hours**

SPAN 101	Elementary Spanish I	3
SPAN 102	Elementary Spanish II	3
SPAN 203	Intermediate Spanish I	3
SPAN 204	Intermediate Spanish II	3
SPAN 302	Advanced Spanish Grammar, Reading and Composition	3
Electives:	SPAN 300-400	3

**STUDIO ART** **21 hours**

ART 201	Drawing I	3
ART 202	Color and Design	3
ART 306	Ceramics I	3
ART 307	Oil Painting I	3
Elective - select from the following:		3
ART 305	Art History: Antiquity to 19 <sup>th</sup> Century	
ART 309	Art History: Renaissance to 19 <sup>th</sup> Century	
ART 402	Art in the 20 <sup>th</sup> Century	
Electives:	Art Electives	6

## CERTIFICATES OF COMPLETION

Certificates of Completion are not available to students with majors or degrees in the content area. Certificates of Completion of less than 16 hours may not qualify for financial aid. All courses in Glenville State College Certificate programs must be earned at Glenville State College prior to graduation from a 2-year or 4-year program.

### BLUEGRASS MUSIC

**Purpose:** The individual who completes this certificate program will possess the appropriate skills to enable them to:

Improve instrumental and/or vocal Bluegrass music performance techniques  
 Experience performance with a Bluegrass Band  
 Understand live sound and video reinforcement recording and engineering  
 Understand CD and DVD recording and post editing  
 Understand the concept and techniques required to organize a Bluegrass Band  
 Understand the idiosyncrasies common to marketing, promoting, and booking a Bluegrass Band

#### Choose from the following:

**20 credit hours**

ART	270	Digital Media	3 hours
BUSN	100	Introduction to Business	3 hours
HIST	303	WV History	3 hours
Applied Bluegrass Music Courses			1-4 hours
		Applied Bluegrass Banjo	160, 161, 260, 261, 360, 361, 460, 461
		Applied Bluegrass Bass	164, 165, 264, 265, 364, 365, 464, 465
		Applied Bluegrass Dobro	178, 179, 278, 279, 382, 383, 478, 479
		Applied Bluegrass Fiddle	166, 176, 266, 267, 366, 381, 483, 484
		Applied Bluegrass Guitar	158, 159, 258, 259, 358, 369, 458, 459
		Applied Bluegrass Mandolin	162, 163, 262, 263, 362, 363, 462, 463
		Applied Bluegrass Vocal	122, 123, 222, 223, 322, 323, 422, 423
MUSC	170	Music Theory I	4 hours
MUSC	172	Bluegrass Band Ensemble	1-4 hours
MUSC	213	Learning & Caring for String Instruments	2 hours
MUSC	214	Business of Music I	2 hours
MUSC	297	Bluegrass Internship	1-4 hours
MUSC	303	Bluegrass History I	3 hours
MUSC	304	Bluegrass History II	3 hours
MUSC	306	Recording & Engineering	3 hours
MUSC	314	Business of Music II	2 hours
MUSC	372	Bluegrass Band Ensemble	1-4 hours
MUSC	372	Bluegrass Band Ensemble	1-4 hours
MUSC	497	Bluegrass Internship	1-6 hours
General Elective			3 hours

**Contact:** Dr. Megan Darby – Bluegrass Music Director and Assistant Professor of Music,  
 The Pioneer Stage, Bluegrass Music Education Center at (304) 462-6355.

**ONLINE CERTIFICATE IN GEOGRAPHIC INFORMATION SYSTEM**

**Purpose:** The Online Certificate in Geographic Information System will prepare students for work in the GIS industry with a focus on mapping, visualization, processing and analysis of geospatial data. Geospatial technology is a field that involves global positioning systems, geographical information systems and remote sensing. This technology offers an innovative way to combine information and maps to produce informational tools to help manage our communities, environment, natural resources and industries. The online Certificate program is designed for traditional students from academic departments other than the Department of Land Resources, non-traditional students and those who are already in the workforce to enhance skills, advance career and increase competitiveness to meet the challenges of working in this growing field or to continue their education within the geospatial and natural resource management disciplines. Faculty will work collaboratively with industry partners to develop hands-on projects and experiential learning that simulate real-world solutions to industry problems. This certificate will be available beginning with the fall 2020 semester.

**Program Requirements**

LAND 244	Remote Sensing and Aerial Photo Interpretation	1 hour
NRMT 125	Computer Assisted Mapping	3 hours
NRMT 234	GIS Applications I	3 hours
NRMT 334	GIS Applications II	3 hours

**Total** **10 credit hours**

**Contact:** Land Resources Department at (304) 462-6370

## Course Offerings

The following pages list the course offerings of Glenville State College. The course offerings are in alpha order beginning with ACCT (Accounting) and ending with STAT (Statistics). Each course listing includes the course number, a summary course description, any prerequisites, co-requisites and credit hours.

Please contact the department chairperson in which the course is offered if you have any questions about your eligibility to enroll in a particular course.

### Course Numbers:

Course numbers indicate the general level of difficulty of each course and in many cases the sequence in which the courses in a specific area should be taken. For example:

- 100 level courses are designed for first-year college students;
- 200 level courses for students at the sophomore level;
- 300 level courses for students in their junior or senior year; and
- 400 level courses for student in their senior year.

### Prerequisites:

Upper level courses often have prerequisites (a course or courses that must be taken prior to enrollment in said course). In some cases, the department chair can waive the prerequisite.

### Credit Hours:

All courses have a set number of credit hours, usually set at 1, 2, 3, or 4 credit hours. However, there are some courses offered on a variable credit basis, normally between 1 and 6 hours. Students should be sure that in these cases, they have enrolled in the intended number of credits.

Courses may not be repeated for additional credit unless this option is specified in the course listing.

Note: The College follows federal, state, and accreditation association guidelines in the setting of credit hours for specific courses and degree programs. The minimum classroom/laboratory and/or out-of-class student work required for a course is set at 45 hours per credit hour. These guidelines additionally require a minimum of 60 credit hours for an associate degree and 120 credit hours for a bachelor degree. Students are advised that these are minimum standards and that a specific course and degree program may require more than the established minimums.

**Additional Course Offerings:**

The College also makes available selected course offerings on an as needed basis. Thus, departments may periodically provide the following educational opportunities in addition to the course offerings presented in the previous pages.

**Experiential Courses:**

The following courses are credit/no credit only. Prerequisites are set by the department chair in consultation with the instructor requesting or assigned to oversee the course.

197	Work Experience I	1 - 6 Hours
297	Internship I	1 – 6 Hours
397	Work Experience II	1 – 6 Hours
497	Internship II	1 – 6 Hours

**Special Topics and Problems Courses:**

Courses based on group study of a special topic or problem may be offered with the approval of the department chair. The department chair in consultation with the instructor requesting to offer the course sets prerequisites. Students interested in a special topic or program course offering should convey their interest to the appropriate department chair.

An approved special topic and problems course will be listed on the schedule of classes at the appropriate level and for the agreed upon credit hours:

199, 299, or 399	Special Topics and Problems	0 – 4 Hours
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**Community Service:**

Courses designed to permit students to carry out a project in the community under the supervision of a faculty member may be offered. The department chair must approve the offering, including any prerequisites. These courses are offered on a Credit/No Credit basis only. The course listing to appear in the schedule of classes is as follows.

389	Community Service	1 – 3 Hours
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Students interested in taking a community service course should advise the appropriate department chair.

## 274 Course Offerings

### **Disciplinary Seminar**

A seminar course may be offered in a specific discipline and limited to students who have declared a major or minor in the discipline with the approval of the department chair. The course will be listed in the schedule of classes as follows.

498 Seminar

1 – 3 Hours

### **Individualized Research Opportunities**

Students may propose a research project to be conducted under the supervision of a full-time member of the faculty. The proposed supervising faculty member and the appropriate department chair must approve the offering of credit for this research project. If approved, the student will enroll in:

499 Individual Research Problems

1 – 3 Hours

Students interested in conducting individual research projects should consult the proposed faculty research mentor prior to seeking the approval of the appropriate department chair.

**ACCOUNTING (ACCT)****231 Principles of Accounting I 3 Hours**

This course is a study of fundamental accounting principles, with emphasis on managerial uses of accounting data and analysis of financial statements.

*Prerequisites:* BUSN 230 with a grade of "C" or higher or consent of department chairperson.

**232 Principles of Accounting II 3 Hours**

Continuing the study of accounting theory, this course emphasizes corporate finance and reports, financial planning, and introduction to cost accounting, and various systems related to decision-making and control of the business enterprise.

*Prerequisites:* ACCT 231 with a grade of "C" or higher or consent of department chairperson.

**331 Intermediate Accounting I 3 Hours**

This course is an in-depth study of accounting principles, their appropriate application, and the application of appropriate alternative principles with regard to the reporting process of financial data. Primary emphasis is placed upon the accounting process and the basic financial statements resulting from this process. It provides coverage of Generally Accepted Accounting Principles as they relate to actual accounting procedures, approaches and techniques used in contemporary accounting practice.

*Prerequisites:* ACCT 231 and ACCT 232 with a grade of "C" or higher or consent of department chairperson.

**332 Intermediate Accounting II 3 Hours**

This course is a continued study of accounting principles, their appropriate application, and the application of appropriate alternative principles with regard to the reporting process of financial data. Primary emphasis is placed upon the accounting process and the basic financial statements resulting from this process. It provides coverage of Generally Accepted Accounting Principles as they relate to actual accounting procedures, approaches and techniques used in contemporary accounting practice.

*Prerequisites:* ACCT 331 with a grade of "C" or higher or consent of department chairperson.

**334 Individual Income Tax Accounting 3 Hours**

An introduction to federal and state taxes on individual income, this class emphasizes the preparation of individual tax returns, tax planning, advanced phases of income taxation, and the rationale underlying the various taxation principles.

*Prerequisites:* ACCT 231 and ACCT 232 with a grade of "C" or higher or consent of department chairperson.

**337 Cost Accounting 3 Hours**

This course places emphasis on determining manufacturing cost for job orders and process cost accounting systems, directing attention to isolated topics of overhead costing, joint costing, job order costing reports, and process costing reports.

*Prerequisites:* ACCT 231 and ACCT 232 with a grade of "C" or higher or consent of department chairperson.

**344 Business Income Tax Accounting 3 Hours**

An introduction to federal and state taxes on corporations, partnerships, estates and trusts, this class emphasizes the preparation of tax returns, tax planning, advanced phases of income taxation and the rationale underlying the various taxation principles.

*Prerequisites:* ACCT 334 with a grade of "C" or higher or consent of department chairperson.

## 276 Course Offerings

### 432 Advanced Accounting 3 Hours

This course is a continuation of the prerequisite accounting courses with emphasis placed on consolidated corporate financial statements, international accounting, partnerships, nonprofit accounting, and government accounting.

*Prerequisites:* ACCT 331 and ACCT 332 with a grade of "C" or higher or consent of department chairperson.

### 435 Auditing 3 Hours

This course is a study of the theory of auditing and the procedures and standards of auditing to give the student an understanding of the reporting requirements and the auditor's responsibility for his/her opinion with regard to financial statements under examination.

*Prerequisites:* ACCT 231 and ACCT 232 with a grade of "C" or higher or consent of department chairperson.

### 436 Accounting Systems 3 Hours

This course is a study of accounting information systems analysis, design and implementation including data processing fundamentals and the accounting controls necessary therein. It will build upon the concepts developed in Accounting 435 in particular application to EDP (Electronic Data Processing) systems analysis and audit.

*Prerequisite:* ACCT 435 with a grade of "C" or higher or consent of department chairperson.

### 438 Accounting Ethics Seminar 3 Hours

This course is designed to provide senior accounting majors the opportunity to discuss critical issues that impact the accountancy profession, enhance communication and presentation skills, and examine ethics and professionalism in accounting.

*Prerequisites:* ACCT 331, ACCT 332, ACCT 334, ACCT 337, ACCT 344, ACCT 432, ACCT 435, ACCT 436 with a grade of "C" or higher or consent of department chairperson.

### 497 Internship II 3-6 Hours

This course is open only to baccalaureate accounting majors. This is a senior accounting course designed to provide an internship experience in various areas of accounting. To enroll in this course the student must be of senior status with a minimum of an overall GPA of 2.5. Students will develop a professional resume and letter of application.

*Prerequisites:* ACCT 331, ACCT 332, ACCT 334 or ACCT 344 and ACCT 432 with a grade of "C" or higher or consent of department chairperson.

## ART (ART)

### 200 Survey of Art 3 Hours

This course is designed to give touchstones concerning the structure of Art, how it changes with historical periods and how styles change to reflect the human condition. The study of Art, (drawing, painting, sculpture, architecture, printmaking, and performance art), using technical, formal, experiential and contextual criticism will be explored. This course intends to fulfill the requirements of the general Humanities core.

### 201 Drawing I 3 Hours

Basic drawing elements and concepts, along with a variety of drawing techniques, media, and the development of an art vocabulary will be the focus.

### 202 Color and Design 3 Hours

The principles of design, the elements of art, the study of color, and the development of an art vocabulary will be the focus.



- 270 Digital Media 3 Hours**  
 Digital Media explores various media, industries, concepts, and applications that incorporate a digital platform and methods of communicating, storing, and creating media in a digital format. Students in this class will learn the methods, workflow, software, legal, and ethical issues associated with digital communication. This course is also an introduction to digital media software and hardware and its interdisciplinary use within industry and fields of art. Students will learn the formats and methods of creating and sharing digital medial including images, audio, and video.
- 280 Graphic Design and Illustration I 3 Hours**  
 Graphic Design & Illustration I examines the history, procedures, and techniques involved in digital design principles, commercial graphics, and artistic exploration to provide a reference and foundation for the study of visual communication and digital art.
- 293 Fourth Portfolio Jury 2 Hours**  
 The Fourth Portfolio Jury is the mid-program gateway assessment for the ART BA student and consists of presenting artwork completed at GSC to a panel of Art Faculty.
- 301 Drawing II 3 Hours**  
 Intermediate drawing elements and concepts, along with a variety of drawing techniques, media, and the development of an art vocabulary will be the focus. *Prerequisite: ART 201.*
- 305 Art History: Antiquity to 19<sup>th</sup> Century 3 hours**  
 A general survey of visual art forms from the prehistoric times through the 1900's.
- 306 Ceramics I 3 Hours**  
 Introduction to the basic methods of working with clay. As a basic course, students will explore the processes involved in the media. Students will produce pinch pots, coil constructions, and slab form. Glazing techniques will be discussed and demonstrated. Experimentation/methods on the wheel begin.
- 307 Oil Painting I 3 Hours**  
 An introduction to the materials, techniques, processes, and philosophies of oil painting. The creative experience will be approached through the study of subject matter, content and form.
- 308 Watercolor Painting I 3 Hours**  
 The basic techniques and elements of watercolor, along with the principles of design in painting will be the focus.
- 309 Art History: Renaissance to 19<sup>th</sup> Century 3 Hours**  
 Provides a selected overview of American artistic production from the late 17th through the mid-20th centuries with a focus on the cultural, social, and political meanings of the seminal American achievements in paintings, sculpture, photography, and some architecture. This course will probe how the history of ideas in America profoundly intersects with the history of American art. As we analyze the key artistic achievements of American visual culture we will examine the changing attitudes regarding the role of art in society and the impact on culture of such extraordinary events as the American Revolution, the expansion westward, slavery and separatism, the Civil War, technological revolutions in transportation and communication, the influx of immigrants, and changing economic factors.  
*Prerequisite: ART 200.*

## 278 Course Offerings

### 326 Ceramics II 3 Hours

An advanced course in ceramics will give students the opportunity to explore the process involved in the media. An individual program will be devised for each student according to his or her interests and expertise. This may include a continuation of basic techniques and/or a concentration on the potter's wheel. The formation of glazes and glazing techniques will be part of the student's responsibilities. Experimentation with clay and mixed media is encouraged. Students will research and present information on the history of ceramics and changing techniques.

### 330 Art Methods - Elementary Education Major 2 Hours

This course will address children's creative development, physical and mental abilities as related to Art. ART 330 will explore the methods, planning, management and implementation of Art in the elementary school classroom. The integration of Art into the elementary school curriculum will be an important focus of this course. The use of West Virginia Content Standards and Objectives for lesson planning and teaching activities will be discussed, demonstrated and applied. Research into current practice is required. The teacher candidate will plan and participate in teaching activities with students grades (K-6).

*Prerequisites: EDUC 203 and EDUC 205*

### 340 Sculptural Ceramics I 3 Hours

The principles, techniques and elements of 3-dimensional design in sculpture, along with the development of an art vocabulary will be the focus.

*Prerequisites: ART 306*

### 341 Sculptural Ceramics II 3 Hours

The principles, techniques and elements of 3-dimensional design in sculpture, along with the development of an art vocabulary will be the focus.

*Prerequisites: ART 306 or ART 340*

### 350 Digital Photography I 3 Hours

Digital Photography is an introduction to the concepts, tools and technology of digital imaging for photographers. Students will develop competence in the use of digital photographic equipment, software, storage devices and printers to produce digital photographic images satisfying the requirements of a series of assignments designed to develop specific skills and competencies. Students will "capture," import, adjust, correct, transmit, store and output images. They will use digital imaging technology to produce photographs for visual communication and artistic expression.

### 351 Digital Photography II 3 Hours

A continuation of experiences in Digital Photography I with an emphasis on photo essays and quality prints. This course, targeted to advanced photography students, emphasizes the philosophical and technical relationship between the camera and the subject. Students are expected to mesh their personal aesthetic with the multitude of possibilities available in electronic media. Appropriate presentation, software options and sequencing of imagery are stressed, along with historical examples that provide background for understanding this digital medium.

### 370 Web & Digital Publishing 3 Hours

Web & Digital Publishing is an introduction to digital publishing software and technology. Students will take a hands-on approach to the design, development, and implementation of electronic publications including Website design, children's books, textbooks, magazines, and news/editorial publications.

*Prerequisites: ART 270 and ART 280.*

**380 Graphic Design and Illustration II 3 Hour**  
 Graphic Design and Illustration II further examines the history, procedures, and techniques involved in digital design principles, commercial graphics, and artistic exploration. Students will demonstrate knowledge and experimentation with Design Applications.

*Prerequisites: ART 280.*

**402 Art in the 20<sup>th</sup> Century 3 Hours**  
 Survey of avant-garde developments in the visual arts from 1945 to the present, ranging from painting and sculpture to architecture, photography, and video, with emphasis on the critical concepts and the aesthetic, social, and historical implications of these cultural activities. Movements and tendencies include abstract expressionism, pop art, color-field painting, minimalism, conceptual art, earthworks, performance art, postmodernism, and 1990s feminist art.

**405 Drawing III 3 Hours**  
 Basic drawing elements and concepts, along with a variety of drawing techniques, media, and the development of an art vocabulary will be the focus.

**406 Oil Painting II 3 Hours**  
 Oil Painting II is a continuation of skills and techniques developed in ART 307. Experimentation with techniques and individual creative development will be emphasized.

**407 Watercolor Painting II 3 Hours**  
 Further development and broadening of technical skills and knowledge regarding watercolor technique and materials. Watercolor media is used for exploring color theory, composition, and experimental techniques. Emphasis is on working from life.

**420 Oil Painting III 3 Hours**  
 An opportunity to explore a particular area of painting emphasizing a wide range of technical and conceptual experiences directed toward development of personal style.

**426 Ceramics III 3 Hours**  
 Students enrolled in this course will pursue an advanced level of work, exploring a variety of techniques, clays, and firings within a framework of class assignments that challenge their conceptual and aesthetic abilities.

**490 Graphic Design and Illustration III 3 Hours**  
 Graphic Design and Illustration III explores traditional methods of painting and design on a digital platform. Students will apply conceptual methods and practices to graphic design, illustration, and/or fine art projects utilizing industry standard software and hardware. Students will learn to create art and solve complex design problems utilizing a strong traditional art foundation and digital workflow techniques.  
*Prerequisites: ART 293, ART 351 or ART 380 with a grade of "C" or higher.*

**493 Senior Exhibition 3 Hours**  
 This Capstone course provides a focal point and closure of a liberal arts education within the context of the major discipline. As a departmental offering, this course focuses on the development of an independent project in the area of emphasis and expands to include breadth of knowledge and synthesis. Interdisciplinary integration of knowledge and research is emphasized. General education and major outcomes are integral to course assessment.  
*Prerequisite: Senior standing.*

## 280 Course Offerings

### 497 Internship II 3 Hours

This course consists of supervised practical experiences in the student's major field of graphic and digital design. This is a senior course designed to provide integrating experience in various areas of design; it is open only to baccalaureate art majors of senior status who have a minimum GPA of 2.5. Students will also develop a portfolio that they will exhibit in their Senior Capstone Exhibition and for entering the workforce.

## BIOLOGY (BIOL)

### 120 Principles of Biology I 4 Hours

This course provides an introduction to basic chemistry and organic compounds, basic chemical process of life including photosynthesis, cellular respiration, DNA replication, protein synthesis, cell division, and introductions to genetics and the origins of life.

**Lecture 3 hours, Laboratory 3 hours**

**Prerequisites:** ACT Math score of 19 or higher; or SAT Math score of 500 or higher; or new SAT Math score of 530 or higher; or COMPASS® Algebra score of 34 or higher; or an achievement level score of 4 on the mathematics portion of the statewide eleventh grade student assessment, the West Virginia General Summative Assessment; or satisfactory completion of one of the following: MTHF 002, MTHF 004, MTHF 095, or MATH 106L or higher; or consent from the Chairperson of the Science and Mathematics Department.

### 121 Principles of Biology II 4 Hours

This course provides a general overview of the characteristics of life, cell structure and function, mechanisms of evolution, a survey of organisms (i.e., bacteria, protists, fungi, plants, animals), and ecological interactions.

**Lecture 3 hours, Laboratory 3 hours**

**Prerequisites:** ACT Math score of 19 or higher; or SAT Math score of 500 or higher; or new SAT Math score of 530 or higher; or COMPASS® Algebra score of 34 or higher; or an achievement level score of 4 on the mathematics portion of the statewide eleventh grade student assessment, the West Virginia General Summative Assessment; or satisfactory completion of one of the following: MTHF 002, MTHF 004, MTHF 095, or MATH 106L or higher; or consent from the Chairperson of the Science and Mathematics Department.

### 193 Scientific Writing 1 Hour

The basic steps in the writing scientific reports or manuscripts. This will also include how to make proper graphs, tables, and how to write for the audience. Discussions and exercises focus on writing exercises and reading scientific literature.

**Lecture 1 hour, Laboratory 0 hours**

**Prerequisites:** MATH 106 with a "C" or higher, or a MATH ACT of 19 or higher, or SAT MATH of 510 or higher, or consent of the Chairperson of the Science and Mathematics Department.

### 210 Zoology 4 Hours

This course is a survey of the Animal Kingdom including the physiology, morphology, taxonomy, ecology and evolution of its members covered through lecture, fieldwork, and laboratory.

**Lecture 3 hours, Laboratory 3 hours**

**Prerequisites:** BIOL 121 with a grade of "C" or higher; or consent from the Chairperson of the Science and Mathematics Department.

### 293 Techniques of Science 1 Hour

The basic steps in the deductive scientific method are presented as applied in the natural sciences. Discussions and exercises on experimental design are presented.

**Lecture 1 hour, Laboratory 0 hours**

**Prerequisites:** BIOL 120, BIOL 121 and CHEM 101 with a grade of "C" or higher (CHEM 101 can be taken concurrently), or consent from the Chairperson of the Science and Mathematics Department.

**305 General Botany 4 Hours**

Course provides an introduction to plant biology, including plant diversity and evolution. Instructional methods include lectures, demonstration, field experience, dichotomous keys, microscopy, and other laboratory activities.

**Lecture 3 hours, Laboratory 3 hours**

**Prerequisites:** BIOL 120 or BIOL 121 with "C" or higher; or consent from the Chairperson of the Science and Mathematics Department.

**309 Human Anatomy and Physiology I 4 Hours**

This is an intermediate level course designed to provide a detailed understanding of the structure and function of the human body. Includes the study of structure and function of cells, tissues, and the integumentary, skeletal, muscular, and nervous systems. Introduces common human disease processes. Laboratory component includes anatomical studies using microscopy and dissection and the study of physiological concepts via experimentation.

**Lecture 3 hours, Laboratory 3 hours**

**Prerequisites:** BIOL 120 and ENGL 101/ENGL 101L with a grade of "C" or higher; or consent from the Department Chairperson of Science and Mathematics.

**310 Human Anatomy and Physiology II 4 Hours**

This is an intermediate level course designed to provide a detailed understanding of the structure and function of the human body. Emphasis is placed on metabolism, locomotion, and human performance.

**Lecture 3 hours, Laboratory 3 hours**

**Prerequisites:** BIOL 309 with grade of "C" or higher; or consent from the Chairperson of the Science and Mathematics Department.

**321 Animal Physiology 4 Hours**

Function and regulation of major organ systems in invertebrate and vertebrates, neural responsiveness and integration, homeostasis of body fluids, circulation, respiration, organic maintenance, hormonal control.

**Lecture 3 hours, Laboratory 3 hours**

**Prerequisites:** BIOL 120 with a grade of "C" or higher; or consent from the Chairperson of the Science and Mathematics Department.

**335 Cell Physiology 4 Hours**

Study of physiology of living organisms at the cellular and molecular levels. Topics include theories for the evolution of life; functions of cell structures and organelles; energy metabolism, DNA replication, transcription, translation, cellular signaling and control of gene expression.

**Lecture 3 hours, Laboratory 3 hours**

**Prerequisites:** BIOL 120 and BIOL 121 with a grade of "C" or higher; or consent from the Chairperson of the Science and Mathematics Department.

**351 Flora of West Virginia 3 Hours**

Recognition and identification of common native and introduced vascular plants. Includes the basic principles of plant taxonomy and description of the floristic regions of West Virginia. **Cross-listed as NRMT 351.**

**361 Microbiology 4 Hours**

A course in concepts and principles of microbiology. Structures, processes, genetics and interactions of microbes are included. Methods of culturing, handling and treating microbes are a major component of the laboratory work. Viruses, basic biochemistry, molecular biology.

**Lecture 3 hours, Laboratory 3 hours**

**Prerequisites:** BIOL 120 or BIOL 121 with a grade of "C" or higher; or consent of the Chairperson of the Science and Mathematics Department.

## 282 Course Offerings

### 362 Plant Physiology 4 Hours

A general introduction beginning with a consideration of basic plant-related biophysics. Plant/soil, plant/water relationships, mineral nutrition, photosynthesis, and growth are considered in some detail.

*Lecture 3 hours, Laboratory 3 hours*

*Prerequisites: BIOL 305 with a grade of "C" or higher; or consent from the Chairperson of the Science and Mathematics Department.*

### 371 Evolution 4 Hours

This course is a study of the history and processes of evolution. It focuses on the mechanisms that have led to the diversity of life (past and present) that exists on earth. Molecular phylogenetics, geology, paleontology, ecology, physiology, and morphology, are utilized to add perspective to the course.

*Prerequisites: BIOL 121 and MATH 115 with a grade of "C" or higher or consent of the Chairperson of the Science and Mathematics Department.*

### 400 Ecology and Field Biology 4 Hours

An introduction to the basic concepts and principles of ecology coupled with field observations of plants and animals.

*Lecture 3 hours, Laboratory 3 hours*

*Prerequisites: BIOL 121 or NRMT 201 with a grade of "C" or higher; or consent from the Chairperson of the Science and Mathematics Department.*

### 420 Neurobiology 3 Hours

Study of the nervous system, which confers on animals the ability to sense the environment, to process information and to move in the world. Topics include the basic elements of neurobiology, cellular communication, and sensory and motor systems. This information will be applied to the understanding of the neural basis of behavior, the malleability of neural systems, learning and memory.

*Lecture 3 hours, Laboratory 0 hours*

*Prerequisites: BIOL 120 and BIOL 121 with a grade of "C" or higher; or consent from the Chairperson of the Science and Mathematics Department.*

### 425 Bioethics 2 Hours

Study of ethical issues involved in the social impact of biotechnology in the global environment. A writing and discussion intensive approach to understanding the principles of bioethics and current issues influencing our society.

*Lecture 2 hours, Laboratory 0 hours*

*Prerequisites: BIOL 120 and BIOL 121 with a grade of "C" or higher; or consent from the Chairperson of the Science and Mathematics Department.*

### 435 Developmental Biology 4 Hours

An introduction to embryonic and postembryonic developmental processes in animals. Topics include fertilization, morphogenesis, pattern formation, limb formation, and the cellular control of these events. Gain hands on experience on traditional and modern techniques used to study developmental biology.

*Lecture 3 hours, Laboratory 3 hours*

*Prerequisites: BIOL 120 and BIOL 121 with a grade of "C" or higher; or consent from the Chairperson of the Science and Mathematics Department.*

### 456 Genetics 4 Hours

Topics covered include Mendelian, population, and molecular genetics.

*Lecture 3 hours, Laboratory 3 hours*

*Prerequisites: BIOL 120, BIOL 121, and MATH 115 with a grade of "C" or higher; or consent from the Chairperson of the Science and Mathematics Department.*

**460 Physiological Ecology 4 Hours**

This course is a study of the physiological changes that organisms experience based on the environment and how those changes shape the organism's distribution. The course will look at how changes in abiotic and biotic components in the ecosystem constrain the organism's ability to grow and reproduce.

**Lecture 3 hours, Laboratory 1 hour**

*Prerequisites: BIOL 120, BIOL 121, and MATH 115 with a grade of "C" or higher, or consent of the Chairperson of the Science and Mathematics Department.*

**470 Conservation Biology 3 Hours**

This course is a study of phenomena that affect change in the planet's biodiversity. The course will look at how biodiversity has changed over time from rates of speciation, extinction, species invasion, and habitat destruction.

**Lecture 3 hours**

*Prerequisites: BIOL 120, BIOL 121 and MATH 115 with a grade of "C" or higher, or consent of the Chairperson of the Science and Mathematics Department.*

**493 Senior Seminar 1 Hour**

This is the senior capstone experience for Biology majors. Senior students present their capstone research project, write a formal research paper on their capstone project, and take a formal oral comprehensive exam on the content of the program's core courses. Students must pass this class with a "C" or better to graduate with a BS in Biology.

**Lecture 1 hour, Laboratory 0 hours**

*Prerequisites: BIOL 293 and BIOL 361 with a grade of "C" or higher and junior or senior standing; or consent from the Chairperson of the Science and Mathematics Department.*

*Corequisites: None. Biology majors are encouraged to enroll in BIOL 499 at the same time they take this course.*

**499 Individual Research Problems 1 – 3 Hours**

Biology majors need to be able to "do" biology as well as learn biological knowledge. Biology 499 is the opportunity for students to conduct a well-designed research project from background research to communication of results.

**Lecture 0 hours, Laboratory 3 – 9 hours.**

*Prerequisites: BIOL 120, BIOL 121, and BIOL 293 with "C" or higher; or consent of the Chairperson of the Science and Mathematics Department.*

**BUSINESS (BUSN)****100 Introduction to Business 3 Hours**

This course is a study of business and its environment, the elements in establishing a business, the responsibilities in operating a business, the costs of managing a business, and the reasons why people go into business. Within this course, each student is required to take a program entrance assessment before credit may be received for the course.

**118 Office Software 3 Hours**

The course is a continuation of the CSCI 101 course, Computing Concepts, with special emphasis on developing advanced software skills in Microsoft Office components.

*Prerequisite: CSCI 101 with a grade of "C" or higher and keyboarding skills.*

**193 Applied Business Communications 3 Hours**

This course is designed to develop communication skills necessary to speak and write clearly in a business environment. Students will compose business correspondence, develop effective verbal and nonverbal communication and listening skills, and participate in-group projects. This course includes a service-learning component.

*Prerequisite: CART 101, ENGL 101/101L*

## 284 Course Offerings

### 230 Quantitative Business Analysis I 3 Hours

This course emphasizes the mastery and use of fundamental quantitative and algebraic concepts while directing students to apply critical and analytical thinking skills specifically to business classes. The skills gained in this course can be applied to the various business disciplines of accounting, business technology, computer science, economics, finance, marketing, and management.

### 270 Business Law I 3 Hours

This course is a study of the nature of law, the overall legal environment, the judicial system, contract law and property law.

### 293 Capstone Business Experience 2 Hours

This required capstone course for the two-year business program affords students an opportunity to apply program content and learning in an actual job environment. This workplace experience improves the marketability of students' skills and enhances students' classroom learning through supervised practice.

*Prerequisites:* Forty-five hours of the student's AS Business program must be completed prior to enrolling in this course.

*Co-requisite:* 80 clock hour work placement.

### 296 Dimensions in Professional Development 3 Hours

This course is designed to provide an awareness of people skills essential for job success. Topics include professional self-image, ethics, time management, communications, organizational dynamics, and the employment process.

### 305 Professional Office Procedures 3 Hours

The course is intended to provide opportunities to students to practice varied administrative office routines, practices, duties and tasks, which will require the student to exercise knowledge, skill and good judgment in carrying out the assigned jobs. Practice in exercising judgment will develop independent and reflective thinking and critical thinking skills.

*Prerequisites:* BUSN 193, CSCI 101 with a grade of "C" or higher.

### 330 Quantitative Business Analysis II 3 Hours

This class is a continuation of the class in Quantitative Business Analysis I, with special emphasis on algebraic and graphing tools that are utilized in modern day business decision making. Topics include solving for variables, linear relationships, linear programming, matrices, and pre-calculus concepts.

*Prerequisites:* MATH 115 or higher and BUSN 230 with a grade of "C" or higher.

### 470 Business Law II 3 Hours

This course, a continuation of BUSN 270, is a study of creditor's rights, agency, business organizations, government regulation, property, special topics and international law.

*Prerequisites:* BUSN 270 with a grade of "C" or higher.

### 493 Strategic Management and Planning 3 Hours

The course develops a comprehensive view of the elite function of strategic management from the perspective of top management. It deals with gaining a competitive advantage in the long-term and indicates the key concepts, processes and capabilities required to get there. It also applies analysis and critical thinking to a wide variety of cases and to a service-learning component in which the student researches, writes and presents decisions in an organized manner.

*Capstone course (senior level). Students must complete a major program assessment before credit may be received for the course that is the ETS Major Fields Test in Business (post-test).*

*Prerequisites:* ACCT 231, ECON 201, MGMT 201, and MRKT 201 with a grade of "C" or higher.

*Co-requisites:* Consent of the department chairperson and BSBA senior status.



**CHEMISTRY (CHEM)****101 General Chemistry I 4 Hours**

Introduction to fundamentals and principles of chemistry including: atomic and molecular structure, measurement, chemical bonding, stoichiometry, states of matter, chemical reactions, kinetic molecular theory, chemical thermodynamics, properties of solutions, chemical equilibrium, electrochemistry, nuclear chemistry, and an introduction to main group, transition metal and organic chemistry. **Lecture 3 Hours, Laboratory 3 hours**

**Prerequisite:** ACT Math score of 24 or higher; or SAT Math score of 590 or higher or new SAT Math score of 610 or higher; or MATH 115, or MATH 115L, or MATH 120, or MATH 202, or MATH 207; or consent of the Chairperson of the Science and Mathematics Department. Any of the math courses listed under prerequisites can be taken concurrently if none of the prerequisites have been met.

**102 General Chemistry II 4 Hours**

A continuation of Chemistry 101.

**Lecture 3 hours, Laboratory 4 hours**

**Prerequisite:** CHEM 101 with a grade of "C" or better; and MATH 115, or MATH 115L, or MATH 120, or MATH 202, or MATH 207 or ACT Math 24 or higher, or SAT Math score of 590 or higher, or new SAT Math score of 610 or higher; or consent of the Chairperson of the Science and Mathematics Department.

**293 Techniques of Chemistry 1 Hour**

This course serves as the mid-program assessment for the chemistry major. The course evaluates the student's fundamental knowledge of chemistry, laboratory skills and ability to interpret experimental data. This course includes a service-learning component.

**Prerequisites:** CHEM 102 with a grade of "C" or higher.

**301 Organic Chemistry I 4 Hours**

The fundamentals of organic chemistry including nomenclature, physical properties, bonding theories, stereochemistry, and mechanisms of reactions, spectroscopy and synthesis. Classes of compounds studied are alkanes, alkenes, alkynes, aromatics, alcohols, thiols, ethers, amines and carbonyl containing compounds.

**(Required laboratories included)**

**Prerequisite:** CHEM 102 with a grade of "C" or higher.

**302 Organic Chemistry II 4 Hours**

A continuation of CHEM 301.

**(Required laboratories included)**

**Prerequisite:** CHEM 301 with a grade of "C" or higher.

**307 Inorganic Chemistry 4 Hours**

The fundamentals of inorganic chemistry including: theories of chemical bonding, symmetry, acid-base concepts, chemistry of the transition metals and main group elements, reactions and mechanisms, solid state materials, organometallic and bioinorganic chemistry.

**(Required laboratories included)**

**Prerequisite:** CHEM 102 with a grade of "C" or higher.

**321 Analytical Chemistry I 4 Hours**

The fundamentals of analytical chemistry including treatment of experimental data, gravimetric analysis, volumetric analysis, equilibrium, electrochemistry, chromatography, spectroscopy and instrumentation and its use in analysis and structural determinations of elements and molecules. **(Required laboratories included)**

**Prerequisites:** CHEM 102 and MATH 115 with a grade of "C" or higher.

## 286 Course Offerings

### 322 Analytical Chemistry II 4 Hours

The course is designed to provide students with the theory and background necessary to perform precise and accurate analytical procedures in the laboratory. This is the most significant course in the curriculum in development of laboratory technique and instrumental analysis. *(Required laboratories included)*

*Prerequisite: CHEM 321 with a grade of "C" or higher.*

### 341 Nuclear Chemistry 3 Hours

The fundamentals of nuclear chemistry including: nuclear structure, nuclear forces, radioactive decay modes, kinetics of radioactive decay, radiation detection and measurement, interactions of radiation with matter, and applications of radioactive tracers.

*Prerequisites: CHEM 102 and PHYS 202 with a grade of "C" or higher. Cross-listed as PHYS 341.*

### 345 Introductory Physical Chemistry 4 Hours

An introductory course in physical chemistry covering thermodynamics, physical and chemical equilibria, kinetics, quantum chemistry, and spectroscopy. *(Required laboratories included)*

*Prerequisites: CHEM 102, MATH 202 and PHYS 202 with a grade of "C" or higher. Cross-listed as PHYS 345.*

### 380 Biochemistry I 4 Hours

Fundamentals of biochemistry principles including: chemical properties and biological functions of biomolecules (amino acids, carbohydrates, lipids, nucleotides, proteins, and nucleic acids), structure and function of proteins in cell, tissue, organs and organisms, and enzyme mechanism of action. *(Required laboratories included)*

*Prerequisites: BIOL 120 and CHEM 302 with a grade of "C" or higher.*

### 381 Biochemistry II 4 Hours

This course is a continuation of CHEM 380 with an emphasis on cellular metabolic pathways (synthesis and breakdown of biomolecules), energy metabolism, and regulation of DNA replication and gene expression. *(Required laboratories included)*

*Prerequisites: Chemistry 380 with a grade of "C" or higher.*

### 493 Senior Research Seminar 2 Hours

This course is designed to provide senior chemistry majors with the opportunity to research and discuss critical issues in chemistry. Students will gain presentation experiences as well as review various concepts in chemistry. This course also serves as the capstone course for the chemistry program and senior assessment. *NOTE: Students must take this course the semester before they plan to graduate.*

## COMMUNICATION ARTS (CART)

### 101 Introduction to Public Speaking 3 Hours

An introduction to elements involved in public address. This class is designed to give experience in preparation, presentation and analysis of major types of large group communication. Students will be challenged to think and speak ethically with emphasis on logic, to respect the importance of civility, the special demands on integrity, tolerance, personal/professional rights and responsibilities that accompany this skills oriented course.

- 200 Survey of Theatre 3 Hours**  
 Study of the theatre, using both a critical point of view and a historical/cultural analysis. The relation of theatre to its surrounding culture will be explored, using scholarship, criticism and documentation derived from relevant dramatic literature. This course is intended to partially fulfill the requirements for a general Humanities core, and may be combined with Survey of Art or Music to create an overview of world arts and culture.
- 204 Group Discussion 3 Hours**  
 Study of small-group communication as a decision-making, problem-solving tool with emphasis on messages, communicators, climate and leadership.  
*Prerequisite: CART 101.*
- 210 Introduction to Acting 3 Hours**  
 The basics of realistic performance for the stage. Understanding of major acting techniques, the use of improvisation fully to realize characters, the development of a character biography, and a final performance project are required. A unit on acting for the camera/microphone is included.  
*Prerequisites: CART 101 and CART 200.*
- 220 Communication Arts Participation 1 Hour**  
 Supervised participation in a project supported by GSC Theatre, Pioneer Media, or other Communication Arts activity. One hour of credit is awarded for a minimum of forty hours in preparation, practice, rehearsal, pre- or post-production, distribution, marketing or management of a activity. One hour repeatable to eight hours.  
*Prerequisite: Permission of instructor.*
- 223 Design Techniques 3 Hours**  
 The design/technical side of the performing arts is explored through participation and activity. Scenic, lighting, and costume design and practicum are explored in both theory and practice.  
*Prerequisites: CART 101 and CART 200.*
- 224 Design Techniques II 3 Hours**  
 The application and use of design techniques to create moving visual images backed either with audio, presented live or on various recorded media. Skills will be developed in composition, live performance recording, video editing and script revision.  
*Prerequisite: CART 223.*
- 305 Argumentation and Debate 3 Hours**  
 Study of fundamentals of debate, demonstrating knowledge of terminology, affirmative and negative duties, and logic and reasoning. Practical application of these skills to be emphasized through study of current controversies and oral classroom debate.  
*Prerequisite: CART 101.*
- 306 Oral Interpretation 3 Hours**  
 The art and practice of reading aloud. Oral interpretation will be explored in style, theory and practice. Performance styles such as interpretive events, recorded radio drama, "books on tape" format and readers' theatre will be used. A final performance will be required, showing significant skill in both development and presentation. Analysis and criticism of oral readings.  
*Prerequisite: CART 101.*

## 288 Course Offerings

### 311 Directing 3 Hours

Examining and demonstrating the art of play direction. Practical experience in choreography, scene study, and reader's theatre. Directing of a one-act play for live performance is required as well as adapting the play to a shooting script and directing it for video.

*Prerequisites:* CART 210, CART 223, CART 224, MUSC 209.

### 340 Voice and Diction 3 Hours

The development of the voice as a tool for communication. Emphasis is on vocal clarity, richness, and style and dialect reduction. Patterns for articulation and resonance for the microphone will be explored. Understanding of the physical and psychological qualities of the speaking apparatus and their uses to present the personal voice in its best light.

*Prerequisite:* CART 101.

### 493 Performance/Production Practicum 3 Hours

This may include, but not be limited to, the direction or design of a significant piece of performance art; the presentation of a star role; the presentation of a programmed interpretation or an extensively prepared series of debates, or a one-hour feature video or film. A minimum of one hour of performance time will be required. While the project may be a team effort, each student's role in the performance will be judged separately.

*Prerequisite:* Permission of instructor.

## COMPUTER SCIENCE (CSCI)

### 101 Computing Concepts 3 Hours

This introductory course is designed to present computer literacy concepts as well as the opportunity to learn and perform operations with computer hardware, application software, security software, internet applications and operating system tools. The main objective is to integrate concepts with actual hands-on experience and prepare students to meet technology requirements in the workforce and global economy.

*Prerequisites:* Keyboarding skills highly recommended.

### 220 Introduction to Linux 3 Hours

This course will provide the student with a basic knowledge of the Linux operating system.

### 230 Introduction to Computer Programming 3 Hours

This class will provide the student with a general knowledge of programming techniques.

*Prerequisite:* CSCI 220 with a grade of "C" or higher.

### 240 Enterprise Architecture and Security 3 Hours

This course explores the design, selection, implementation and management of enterprise IT solutions. The focus is on applications, infrastructure, and their fit with the business. Topics are addressed both within and beyond the organization, with attention paid to managing risk and security within audit and compliance standards. Students also hone their ability to communicate technology architecture strategies concisely to a general business audience.

*Prerequisite:* CSCI 220 with a grade of "C" or higher.

**260 Management Information Systems 3 Hours**

Information systems are an integral part of all business activities and careers. This course is designed to introduce students to contemporary information systems and demonstrate how these systems are used throughout global organizations. The focus of this course will be on the key components of information systems – people, software, hardware, data, and communication technologies, and how these components can be integrated and managed to create competitive advantage.

*Prerequisite:* CSCI 101 with a grade of “C” or higher.

**267 Computer Skills for Education 3 Hours**

Word processing, spreadsheet and database applications in educational settings will be stressed. Multimedia and Internet applications needed to design web pages; courseware and software-assisted presentations will be integrated, as will basic troubleshooting in stand-alone and network settings.

**304 Networking and Security 3 Hours**

The course covers theory and practice of networking and securing networks. Students will learn how to design and build networks based on Network+ guidelines, build and secure wireless networks, and how to manage various network services such as Dynamic Host Configuration Protocol (DHCP) and Domain Name System (DNS). Security topics will be discussed and tested throughout the course.

*Prerequisite:* CSCI 202 with a grade of “C” or higher or documented competency.

**305 Web Design 3 Hours**

This course presents introductions to many of the basic concepts, issues and techniques related to designing, developing and deploying Web sites. During the course, students will learn about Web design, HyperText Markup Language (HTML), and Cascading Style Sheets (CSS). Students will learn how to create sites both manually and through the use of Web site development software.

*Prerequisite:* CSCI 201 with a grade of “C” or higher.

**330 C++ Programming 3 Hours**

This course introduces students to the C++ programming language. Students will learn to program in C++ utilizing open source compilers. Topics include data types, input/output, program structure, functions and other related topics.

*Prerequisite:* CSCI 201 with a grade of “C” or higher or documented competency.

**335 Cybercrime Investigation I 3 Hours**

Cybercrimes are an emerging problem for law enforcement and computer security personnel. Students in this course will learn different types of computer crimes such as on-line predators, phishing, DDOS, BotNets, and more. This course is designed as an introductory course to familiarize the students with understanding networks, hardware and operating systems and how they can be manipulated.

*Prerequisites:* CSCI 201 or CSCI 202 with a grade of “C” or higher or documented competency. **Cross-listed as CRJU 335**

**352 Operating Systems Principles 3 Hours**

This course covers computer structure, the functions of the operating system, and how application programs interact with the operating system. The students will be exposed to client and server operating systems and learn how to manage via Graphical User Interface (GUI) and command line interfaces.

*Prerequisites:* CSCI 201 or CSCI 202 with a grade of “C” or higher or documented competency

**360 Systems Analysis and Design 3 Hours**

This course discusses the processes, methods, techniques and tools that organizations use to determine how they should conduct their business, with a particular focus on how computer-based technologies can most effectively contribute to the way business is organized.

*Prerequisites:* CSCI 260 with a grade of “C” or higher or documented competency.

## 290 Course Offerings

### 381 Database Management 3 Hours

This course provides the students with an introduction to the core concepts in data and information management. The course will include coverage of basic database administration tasks and key concepts of data quality and data security. In addition to developing database applications, the course helps the students understand how to properly utilize and write structured query language (SQL).

*Prerequisites:* CSCI 220 with a grade of "C" or higher or documented competency.

### 430 Data Structures 3 Hours

This course provides a rigorous analysis of the design, implementation, and properties of data structures. Students will cover: order notation and time-space analysis and tradeoffs in a list, tree and graph algorithms, and hashing. This course will survey library implementations of basic data structures in a high-level language. Advanced data structure implementations are studied in detail. This course will cover data structures based on the language in CSCI 330.

*Prerequisite:* CSCI 330 with a grade of "C" or higher.

### 405 Web Application Development 3 Hours

This course will notice the techniques covered in CSCI 305. The topics covered in this course will include the server side programming of web sites. Students will learn to program pages with server side languages and connect to databases. Students will learn to manage and maintain web servers and how to properly implement security measures to prevent illegal data access and web site exploitation. *Prerequisites:* CSCI 305 and CSCI 230 with a grade of "C" or higher.

### 435 Cybercrime Investigation II 3 Hours

This course is designed to extend the knowledge of Cybercrime I. The course will advance the students' knowledge of networking security, data and digital forensics, mobile device forensics and data encryption. This is an advanced course where the content is focused more on data extraction and the legal ramifications of such.

*Prerequisite:* CSCI 335 with a grade of "C" or higher.

*Cross-listed as CRJU 435.*

### 490 Computer Science Project 3 Hours

This course is designed to allow the student with knowledge in various programming or systems analysis techniques, the opportunity of applying that knowledge towards a complete computer science project.

*Prerequisite:* Graduating senior status.

## CRIMINAL JUSTICE (CRJU)

### 105 Interviewing and Report Writing 3 Hours

This course is designed to introduce and improve writing skills that will enable a student to write an effective and clear report. It will help them understand common flaws that supervisors are looking for and the importance that the report has on the entire criminal justice process. A general introduction to interpersonal communication skills and techniques, active listening, strength-based approach to interviewing. Students will apply key skills, building on individual natural style, into in-class and out-of-class interviews.

### 111 Introduction to Criminal Justice System 3 Hours

The student will explore the challenges of crime and justice in American Society. Development of a significant understanding of the roles of the criminal justice actors (from law enforcement to corrections) is emphasized. Further analyses will reveal the interdependent relationships, controls placed on the criminal justice actors and societal influences upon the distribution of justice.

- 120 Cross-Gender Supervision 1 Hour**  
 The course is designed to provide the student with a basic understanding of the privacy rights of incarcerated persons. It also explores the legal, political, social and economic issues surrounding cross-gender supervision in America's jails, prisons, juvenile detention centers, local holding facilities, and non-custodial supervision situations, such as probation, parole and day reporting. The course also addresses the issues associated with improper behavior by staff, and the legal repercussions for such behavior. *This course is only available to DMAPS students enrolled at GSC.*
- 215 Crime Scene Management 3 Hours**  
 Students will apply the skills and knowledge of principles of basic criminal investigation. Student will receive hands on practical training in the methodology of crime scene processing, evidence identification and collection, awareness exercises, basic questioning, and investigative report writing. In addition, students will receive partial working knowledge of how evidence can be processed for court. *Prerequisite: CRJU 111, CRJU 105 (or) SOCL 105.*
- 222 Police Practices and Procedures 3 Hours**  
 This course will examine Police Practices and Procedures and Police functions as performed in the United States including nature, responsibilities, traditional procedures; and interrelationship of various police divisions.  
*Prerequisite: CRJU 111 or taken concurrently.*
- 223 Corrections 3 Hours**  
 Corrections is a major component of the criminal justice system. In this course, the historical, legal and philosophical systemic nature of correctional intervention is examined. This is accomplished by focusing on the roles of the judiciary, law enforcement and adult correctional agencies.  
*Prerequisites: CRJU 111.*
- 231 Community Oriented Policing 3 Hours**  
 The student will analyze the Community Oriented Policing philosophy, specifically focusing on strategic policing, neighborhood policing and problem-oriented policing. Course focus will also include community relations, specifically covering race relations and gender issues.  
*Prerequisites: CRJU 111, CRJU 222.*
- 232 Criminal Evidence and Procedures 3 Hours**  
 This course serves as the gateway course for all criminal justice majors. The laws of criminal evidence and procedures are studied through the examination of the rules governing the classification and admissibility of evidence. Exceptions regarding introduction, classification, and acceptance of legal evidence in the criminal court process are also detailed.  
*Prerequisite: CRJU 111.*
- 251 Probation and Parole 3 Hours**  
 This course is an investigation of historical and current community-based correctional practices. Learners examine trends in practice and policy that govern community supervision programs and explore issues surrounding offender rehabilitation and re-entry.  
*Prerequisites: CRJU 111.*
- 293 Juvenile Justice System 3 Hours**  
 The social and historical philosophy of children in the legal system will be investigated. Focus is placed on the special legal status of the juvenile protective services, the juvenile and family court movement and the child's relationship to the state. In addition, certain non-criminal situations, the origination of delinquency and precedent setting cases will be highlighted.  
*Prerequisites: CRJU 111.*

## 292 Course Offerings

**310 Criminal Justice Management** **3 Hours**  
Principles of management and administration as practiced in public criminal justice organizations.  
*Prerequisites: CRJU 111, CRJU 223, CRJU 232.*

**312 Organized Crime** **3 Hours**  
This course will examine the history and development of organized crime across cultures. It will also explore the effects on communities, the government, the legal system, and the individual; as well as methods of combating organized crime.  
*Prerequisites: CRJU 111, CRJU 222, CRJU 232.*

**313 Physical & Trace Evidence**  
This course is designed to give students an overview of the understanding, importance, and presentation of physical and trace evidence collected at a crime scene. Students will learn to identify, collect and process different types of physical and trace evidence located at a crime scene. The course will cover new technology and procedures in the collecting and locating of physical and trace evidence.  
*Prerequisites: CRJU 111, CRJU 215*

**314 Fingerprints & Latent Collection** **3 Hours**  
This course is designed to give students an overview of the understanding, importance, how to locate, collect and the preservation of fingerprint evidence. Students will learn location and collection procedures of fingerprint evidence.  
*Prerequisites: CRJU 111, CRJU 215.*

**315 Firearms & Ballistics** **3 Hours**  
This course is designed to give students an in-depth understanding of the importance ballistics & firearm evidence plays in the criminal justice field. The students will learn identification, collection, processing and recovery of firearm and ballistics evidence.

**321 Criminal Law** **3 Hours**  
This course will introduce students to the criminal law and the historical and philosophical rationales behind our laws in America. The student will encounter various classification schema; identify the elements of and defenses to specific crimes.  
*Prerequisites: CRJU 111, CRJU 232.*

**323 Comparative Criminal Justice Systems** **3 Hours**  
This course will enable the student to understand and analyze various criminal justice systems around the world. The emphasis will be on police, courts and corrections in multiple countries.  
*Prerequisites: CRJU 111.* *Offered on a limited basis*

**325 Women and the Criminal Justice System** **3 Hours**  
This course is designed to give students an understanding of the role that women play in the criminal justice system. The students will learn the history, issues and the integration of women in all aspects of the criminal justice system.  
*Prerequisite: CRJU 111.*

**335 Cyber Crime Investigation I** **3 Hours**  
Cyber Crimes are an emerging problem for law enforcement. Students in this course will learn the basics of different types of computer crimes such as on-line predators, phishing, DDOS, BotNets, and more. This course is designed is an introductory course to familiarize the students to understanding networks and the simple workings of computers and how they can be manipulated.  
*Prerequisites: CRJU 111, CRJU 215.* *Cross-listed as CSCI 335*



**340 Advanced Issues in Evidence****3 Hours**

This course is designed to give students an in-depth understanding of the law of evidence, particularly as it relates to the criminal trial. Students will learn to analyze and present different types of evidence along with the legal issues associated with each type of evidence.

*Prerequisites:* CRJU 111, CRJU 232.

**401 Ethics in Criminal Justice****3 Hours**

Theories and practices in the areas of legality, morality, values and ethics in the criminal justice system.

*Prerequisites:* CRJU 111, CRJU 222, CRJU 223, CRJU 321.

**402 Death Investigations****3 Hours**

This course is designed to give students an in-depth understanding of homicide and unnatural death investigations. The students will learn causation, processing, applicable laws and procedures as it relates to criminal homicides and unnatural deaths.

*Prerequisites:* CRJU 111, CRJU 215.

**403 Criminal Profiling****3 Hours**

This course is designed to give students an understanding of the role that the criminal profiler plays in the criminal justice system. The students will background, theories and techniques that are used in criminal profiling and how it relates to the criminal behavior.

*Prerequisites:* CRJU 111, PSYC 201 or SOCL 205.

**405 Advanced Interviewing and Interrogation****3 Hours**

This course is meant to add to the basic skills offered in Sociology 105. Specific interviewing and interrogation tools and skills will be introduced and practiced through role-play. There will be an emphasis on the Fourth, Fifth, Sixth and Eighth Amendments, as it directly relates to the distinct differences between the concept of witness interviews and suspect interrogations. Ethical issues will be emphasized.

*Prerequisites:* CRJU 111, CRJU 105 (or) SOCL 105, CRJU 222, CRJU 232.

**415 Civil Liability Issues in Criminal Justice****3 Hours**

This course addresses the evolution and restriction of prisoner rights, custodial rights, civil liability and Section 1983 actions for violations of constitutional rights, excessive force claims, failure to train, failure to screen, deliberate indifference, medical care, civil liability and the use of force, civil liability for claims of failure to protect and for in police custody, prison conditions, liability and wrongful custodial deaths, liability issues surrounding searches and seizure issues and segregation, supervisor liability, and civil liability and the impact on corrections and law enforcement. Actions undertaken under the color of state law will be examined with scrutiny.

*Prerequisites:* CRJU 111, CRJU 223, CRJU 232.

**425 Homeland Security****3 Hours**

This course provides both traditional students and current practitioners with a broad overview and assessment of the contemporary homeland security program. Participants will receive an in-depth overview of terrorism, both domestic and international. The course will focus on the causes and motives that drive terrorists, their methods of operation, and the impact of terrorism on the United States and abroad.

*Prerequisites:* CRJU 111, CRJU 222, CRJU 231, CRJU 232.

**435 Cyber Crime Investigation II****3 Hours**

This course is designed to extend the knowledge of Cyber Crime I. The course will advance the student's knowledge of networking security, data, and digital forensics, mobile device forensics, and data encryption. This is an advanced course where the content is focused more on data extraction and the legal ramifications of such. *Cross-listed as CSCI 435 Prerequisite:* CRJU 335.

## 294 Course Offerings

### 445 Advanced Crime Scene Management 3 Hours

Advanced crime scene management takes the student from the crime scene to the lab incorporating the use of evidence analysis in more detail. Students will have more hands-on experience on Ballistics and the shooting reconstruction. Trace analysis such as refractive index and hair evidence will be completed. Blood splatter analysis will be explored in detail to understand how important and how this evidence can complete a story.

*Prerequisites:* CRJU 105 (or) SOCL 105, CRJU 111, CRJU 232.

### 493 Seminar in Criminal Justice 3 Hours

This course is designed to help students explore careers in criminal justice. There is a focus on career planning strategies along with pursuing future employment in the field of criminal justice.

*Prerequisites:* Completion of at least 45 hours of criminal justice courses, including 12 hours in both selected concentrations.

## ECONOMICS (ECON)

### 201 Principles of Microeconomics 3 Hours

A survey of principles of microeconomics emphasizing the influence on human behavior and the determination of prices and incomes in a market economy.

### 202 Principles of Macroeconomics 3 Hours

A survey of principles of macroeconomics emphasizing the determinants of a nation's aggregate economic performance; the causes of fluctuations in output, prices and employment and economic stabilization policy.

### 420 The Financial System and Economy 3 Hours

This course is a study of the role of interest rates and money in the economy and the use of monetary policy to achieve economic stability and growth. A survey of financial instruments and their markets is presented along with an examination of various financial institutions and their functions with a special emphasis given to the banking entity.

*Prerequisite:* ECON 202

## EDUCATION (EDUC)

### 203 Foundations of Education 2 Hours

A survey of the historical, philosophical, social, legal, and economic foundations which have influenced and continue to shape American education along with an introduction to current planning, instructional, and classroom management strategies. This course includes a service-learning component.

*Co-requisite:* 10 clock credits of guided observation focusing on the role of the teacher in a public school.

### 205 Educational Psychology 3 Hours

Course provides an overview of the physical, intellectual, emotional, and social growth and development of children from prenatal through adolescent periods and the analysis of the types of learning theories, their characteristics, and relationship to the role and function of the classroom teacher. This course includes a service-learning component.

*Prerequisite:* EDUC 203 must be completed with a grade of "C" or higher. Must attempt PRAXIS I before taking this course.

*Co-requisite:* 20 hours field experience.

**207 Cultural Diversity in Early Education Including Families and Communities 2 Hours**  
 An introduction to the needs of the culturally diverse or exceptional child in the preschool and kindergarten settings, and a review of methods of addressing the individualized needs of children in a developmentally appropriate fashion.

*Co-requisite: Guided field experience of young children in a public-school preschool or kindergarten or an approved childcare or Head Start setting. 10 hours required.*

**213 Early Childhood Development: Infant/Toddler, Preschool, and Primary (Ages 0-8 years) 3 Hours**

The identification and analysis of development in young children – infant/toddler, preschool, and primary (ages 0-8 years). Current research and developmentally appropriate practices, as well as exceptionalities will be discussed.

*Co-requisite: Guided field experience of young children in a public preschool or kindergarten or an approved child care or Head Start setting. 10 hours required.*

**218 Introduction to Early Education 3 Hours**

Overview of current practices, problems and issues. Brief identification and analysis of basic philosophical, sociological and historical foundations of Early Education.

*Prerequisites: EDUC 203 and EDUC 205.*

*Co-requisite: Guided field experience of young children in a public preschool or kindergarten or an approved day care or Head Start setting. 10 hours required.*

**309 General Music Methods and Materials 2 Hours**

Methods, materials, and curriculum for general music programs (PreK-Adult). Arranged practicum in local public schools. For music education majors.

*Prerequisites: Admission to Teacher Education.*

**310 Classroom Management and Teaching Strategies 2 Hours**

Requires analysis and application of various management plans and designs. Teacher candidates are required to complete instructional planning as well as plan for the implementation of effective management strategies. Teacher candidates must demonstrate ability to utilize technology and problem solving strategies for instruction. This course includes a service-learning component.

*Prerequisite: Admission to Teacher Education.*

*Co-requisite: Observation in public schools.*

**319 Organization and Administration of Early Education Programs (Pre K-K) 3 Hours**

Examination of the development and operation of an Early Education program. State and federal guidelines and requirements as well as administrative duties, setting up the classroom environment, selection and evaluation of preschool materials, and staff evaluation will be emphasized.

*Prerequisites: EDUC 207, EDUC 213, EDUC 218 and Admission to Teacher Education.*

*Co-requisite: Guided field experience of young children in a public preschool or kindergarten or an approved day care or Head Start setting. 10 hours required.*

## 296 Course Offerings

### 320 Assessment of Young Children 2 Hours

A study of informal and formal methods of evaluating young children. Students will observe and record development and behavior of children with the use of screening tools and published tests to determine ability levels, progress, and possible learning difficulties. Included will be on-site observations in an approved preschool or kindergarten setting.

*Prerequisites:* EDUC 207, EDUC 213, EDUC 218 with grades of "C" or higher and Admission to Teacher Education.

*Co-requisite:* Guided field experience of young children in a public preschool or kindergarten or an approved day care or Head Start setting. 10 hours required.

### 321 Early Education Curriculum, Methods, and Materials 4 Hours

The development of curriculum for young children. Planning, implementing, and evaluating curricula. Appropriate methods and materials for Early Education. Includes program management and school-parent-community relations.

*Prerequisites:* EDUC 207, EDUC 213, EDUC 218, and Admission to Teacher Education.

*Co-requisite:* Guided field experience of young children in a public preschool or kindergarten or an approved day care or Head Start setting. 20 hours required. Final course taken in the Early Education Program.

### 329 Instrumental Music Methods and Materials 2 Hours

Methods, materials, curriculum, and administration for instrumental music programs (PreK-Adult). Arranged practicum in local public schools. For music education majors.

*Prerequisites:* Admission to Teacher Education and completion or concurrent enrollment in 100 and 200 level music courses.

### 342 Teaching English in Middle and Adolescent Education (5-Adult) 3 Hours

Methods of planning, instruction and evaluation; use of commercial and teacher produced media; selection of content materials appropriate for achieving objectives at student's developmental level. Must be completed prior to Student Internship Semester.

*Prerequisite:* Admission to Teacher Education.

### 343 Teaching Mathematics in Middle and Adolescent Education (5-Adult) 3 Hours

Methods of planning, instruction, and evaluation; use of commercial and teacher-produced media; selection of content materials appropriate for achieving objectives at student's developmental level. Must be completed prior to Student Internship Semester.

*Prerequisite:* Admission to Teacher Education.

### 345 Teaching Science in Middle and Adolescent Education (5-Adult) 3 Hours

Methods of planning, instruction, and evaluation; use of commercial and teacher-produced media; selection of content materials appropriate for achieving objectives at student's developmental level. Must be completed prior to Student Internship Semester.

*Prerequisite:* Admission to Teacher Education.

### 346 Teaching Social Studies in Middle and Adolescent Education (5-Adult) 3 Hours

Methods of planning, instruction, and evaluation; use of commercial and teacher-produced media; selection of content materials appropriate for achieving objectives at student's developmental level.

*Prerequisite:* Admission to Teacher Education.

### 349 Teaching Music in Adolescent Education (9-Adult) 2 Hours

Music administration and supervision; methods of planning and instruction for adolescent music education, performance and non-performance music classes.

*Prerequisites:* Admission to Teacher Education and completion of or concurrent enrollment in required 100 and 200 level music courses.

**351 Teaching Health and Physical Education in Middle and Secondary Schools 3 Hours**

This course is designed to help students develop an awareness of planning and organizing health education and physical education programs. Emphasis will be placed on instructional and curricular design, management of health education and physical education programs, and technological applications.

***Prerequisites:** Admission to Teacher Education and successful completion with a grade of "C" or higher in EDUC 310, HLTH 232, HLTH 321, HLTH 341, PED 121, PED 136, PED 327, PED 332 and PED 333.*

***Co-requisite:** 20-hour field experience.*

**411 Curriculum and Assessment: Elementary 2 Hours**

At the elementary level an analysis and application of various teaching strategies for instructional effectiveness; lesson and unit planning, and implementation; accessing resources; developing and implementing instructional materials; assessment of instruction; development of skills necessary for effective interpersonal professional relationships. This course includes a service-learning component.

***Prerequisites:** Admission to Teacher Education and successful completion of EDUC 310 and SPED 220 with a grade of "C" or higher. Teacher candidates enroll in this course the semester immediately preceding the Internship semester. **Co-requisites:** Successful completion of 40 clock hour field practicum.*

**412 Curriculum and Assessment: Content (5-Adult) 2 Hours**

At the secondary level an analysis and application of various teaching strategies for instructional effectiveness; lesson planning and implementation and unit planning; accessing resources; developing and implementing instructional materials; assessment of instruction; development of skills necessary for effective interpersonal professional relationships. This course includes a service-learning component.

***Prerequisites:** Admission to Teacher Education and successful completion of EDUC 310 and SPED 220 with a grade of "C" or higher. Teacher candidates enroll in this course the semester immediately preceding the Internship semester. **Co-requisites:** Successful completion of 40 clock hour field practicum.*

**450 Student Internship - Early Education (PreK-K) 3-8 Hours**

Full-time classroom observation and teaching in prekindergarten or kindergarten under the direct supervision of public school and college personnel.

***Prerequisite:** Admission to Student Internship.*

**451 Student Internship - Elementary (K-4) 3-8 Hours**

Full-time classroom observation and teaching in early childhood under the direct supervision of public school and college personnel.

***Prerequisite:** Admission to Student Internship.*

**452 Student Internship - Elementary (5-6) 3-8 Hours**

Full-time classroom observation and teaching in middle childhood under the direct supervision of public school and college personnel.

***Prerequisite:** Admission to Student Internship.*

**453 Student Internship - Content (K-4) 3-8 Hours**

Full-time classroom observation and teaching in content specialization at the early childhood level (K-4) under the direct supervision of public school and college personnel.

***Prerequisite:** Admission to Student Internship.*

**454 Student Internship - Content (5-9) 3-12 Hours**

Full-time classroom observation and teaching in content specialization at the middle childhood level (5-9) under the direct supervision of public school and college personnel.

***Prerequisite:** Admission to Student Internship.*

## 298 Course Offerings

**455 Student Internship - Content (9-Adult) 3-12 Hours**  
Full-time classroom observation and teaching in content specialization at the adolescent level (9-Adult) under the direct supervision of public school and college personnel.

*Prerequisite: Admission to Student Internship.*

**465 Student Internship – Multi-Categorical Special Education (K-6) 2-12 Hours**  
Full-time classroom observation and teaching in multi-categorical special education under the direct supervision of public school and college personnel.

*Prerequisite: Admission to Student Internship.*

**493 Capstone Assessment 1 Hour**  
Candidate must present an oral, videotaped interview documenting mastery of INTASC and Content Standards. Candidate must provide artifacts in the electronic portfolio that validate mastery. *Prerequisite: Completion of Internship.*

## ENGLISH (ENGL)

**101 Critical Reading and Writing I 3 Hours**  
This is the first college English class that students will encounter. Critical thinking, reading, and writing are emphasized. Also, the process of writing—which encompasses thinking, reading, planning, drafting, critiquing, listening and revising—will be studied. There will be extensive writing practice in exposition and an introduction to argumentation with a focus on the writing process. The emphasis will be on developing complete essays that meet accepted standards of grammar, usage, punctuation and spelling. A research paper incorporating MLA documentation is required. In order to meet the English Proficiency requirement, this course must be completed with a grade of “C” or higher.

*Prerequisites: One of the following minimum scores: ACT English 18 or higher, or SAT English 450 or new SAT 480, or new SAT Writing and Language test 25, or COMPASS® 71, or an achievement level score of 3 on the English/Language Arts portion of the West Virginia General Summative Assessment.*

**101L Critical Reading and Writing I with Lab 3 Hours**  
This course meets for three class hours each week with an additional required one-hour lab session per week to strengthen writing skills. Critical thinking, reading, and writing are emphasized. The process of writing, which encompasses thinking, reading, planning, drafting, critiquing, listening and revising, will be studied. There will be extensive writing practice in exposition and an introduction to argumentation with a focus on the writing process. A research paper incorporating MLA documentation is required. In order to meet the English Proficiency requirement, this course must be completed with a grade of “C” or higher.

*Prerequisites: ACT English of 17 or lower, SAT English of 449 or lower, new SAT score of 479 or lower, new SAT Writing and Language Test score of 24 or lower, an achievement level score of 2 or lower on the English/Language Arts portion of the WV General Summative Assessment.*

**102 Critical Reading and Writing II: The American Mosaic 3 Hours**  
A writing about literature course focusing on analysis of selected drama, poetry, and short fiction representative of the minority experience and gender conflict in America. The course emphasizes writings by African-American, Hispanic, Asian-American, Native-American, and women authors. In order to meet the English Proficiency requirement, this course must be completed with a grade of “C” or higher.

*Prerequisites: Grade of “C” or higher in ENGL 101 or ENGL 101L.*

**203 Survey of English Literature I 3 Hours**  
Study of selected works by major British authors from the Old English period through the eighteenth century.

*Prerequisites: Grades of “C” or higher in ENGL 101/101L and ENGL 102.*

**204 Survey of English Literature II 3 Hours**  
 A survey of selected works by major British authors in the nineteenth and twentieth centuries.  
*Prerequisites:* Grades of “C” or higher in ENGL 101/101L and ENGL 102.

**205 Survey of American Literature I 3 Hours**  
 Study of selected works by major American authors from the Colonial Period through the close of the American Renaissance in 1865.  
*Prerequisites:* Grades of “C” or higher in ENGL 101/101L and ENGL 102.

**206 Survey of American Literature II 3 Hours**  
 Study of selected works by major American authors from 1865 to the present.  
*Prerequisites:* Grades of “C” or higher in ENGL 101/101L and ENGL 102.

**255 Teaching Assistant – English 1 Hour**  
 This course is designed for the English Education and BA-English major to learn peer tutoring theories and practices.  
*Prerequisites:* English 101/101L with a grade of “B” or higher and the permission of the instructor of record.

**293 Introduction to Literature and Criticism 3 Hours**  
 This course focuses on the traditional canon of English and American literature and introduces the standard literary techniques, genre, and literary theories. This course includes a service-learning component.  
*Prerequisite:* Grades of “C” or higher in ENGL 101/101L and ENGL 102.

**307 World Literature I 3 Hours**  
 Study of selected writers representing major world cultures from their literary beginnings to 1650.  
*Prerequisites:* ENGL 101/101L, ENGL 102, and ENGL 293 with a grade of “C” or higher.

**308 World Literature II 3 Hours**  
 Study of selected writers representing major world cultures from 1650, the early modern period, to the present day.  
*Prerequisites:* ENGL 101/101L, ENGL 102 and ENGL 293 with a grade of “C” or higher.

**320 Backgrounds and Practices in Reading Children’s Literature 3 Hours**  
 Introduction to various types of literature for children - traditional literature, fantasy, contemporary realistic fiction, historical fiction, biography, and international books. Evaluation of children’s books, effective oral reading, and techniques of using books and materials are emphasized.  
*Prerequisites:* Grades of “C” or higher in ENGL 101/101L and ENGL 102.

**322 Adolescent Literature 3 Hours**  
 Introduction to the wide range of adolescent literature, with emphasis on the special reading interests of adolescents. Focus on in-depth literary analysis, selection criteria, diversity and multicultural awareness, and classroom applications for the young adult reader.  
*Prerequisites:* ENGL 101/101L, ENGL 102 and ENGL 293.

**331 The American Novel 3 Hours**  
 Study of representative novels by American authors, with emphasis on the development of the novel as a literary form.  
*Prerequisites:* ENGL 101/101L, ENGL 102 and ENGL 293.

## 300 Course Offerings

**332 The British Novel to 1900** **3 Hours**  
Study of representative novels by British authors of the eighteenth and nineteenth centuries with emphasis on the times they reflect and the development of the novel as a literary form.

*Prerequisites: ENGL 101/101L, ENGL 102 and ENGL 293.*

**333 The Modern Novel** **3 Hours**  
Analytical and critical study of the evolution of the novel as both an art form and a testament to the human condition throughout the twentieth century.

*Prerequisites: ENGL 101/101L, ENGL 102 and ENGL 293.*

**335 Introduction to Film** **3 Hours**  
Study of film as an art form with emphasis on the filmmaking process and film viewing experience.

*Prerequisites: ENGL 101/101L, ENGL 102 and ENGL 293.*

**390 Women's Literature** **3 Hours**  
The analysis of selected literature by and about women from varied cultures. This course studies representative works within various genres, including both fiction and non-fiction.

*Prerequisites: ENGL 101/101L, ENGL 102 and ENGL 293.*

**392 Advanced Grammar and Writing** **3 Hours**  
Advanced study of English grammar with special emphasis on the practical application of grammar to various writing strategies and methodologies.

*Prerequisites: ENGL 101/101L, ENGL 102 and ENGL 293.*

**395 The English Language** **3 Hours**  
An introduction to the historical, psycholinguistic, and sociolinguistic dimensions of the English language, with special emphasis on the relevance of linguistic issues to the middle or secondary school classroom. This course includes a service-learning component.

*Prerequisites: ENGL 101/101L, ENGL 102 and ENGL 293.*

**399 Special Topics and Problems in Literature or Language** **3 Hours**  
Specialized study of an individual literary author, period, movement, problem or genre.

*Prerequisites: ENGL 101/101L, ENGL 102 and ENGL 293. May be repeated for credit. May not be substituted for ENGL 493.*

**401 Shakespeare** **3 Hours**  
Study of representative Shakespearean histories, comedies, tragedies, and romances, within the context of the English Renaissance.

*Prerequisites: ENGL 101/101L, ENGL 102 and ENGL 293.*

**404 Modern Drama** **3 Hours**  
A consideration of the development of drama from Ibsen to the present with emphasis on drama as both literary and performing art.

*Prerequisites: ENGL 101/101L, ENGL 102 and ENGL 293.*

**412 Creative Writing** **3 Hours**  
Practice in and study of writing techniques, culminating in the composition of an original poem, short story and dramatic sketch.

*Prerequisites: ENGL 101/101L, ENGL 102 and ENGL 293.*

**420 Modern Poetry** **3 Hours**  
Study of the works of representative British and American poets of the twentieth century.

*Prerequisites: ENGL 101/101L, ENGL 102 and ENGL 293*



**430 Chaucer 3 Hours**  
 A study of Chaucer's major works with an emphasis on the development of the English language.  
*Prerequisites: ENGL 101/101L, ENGL 102 and ENGL 293.*

**493 Seminar in Literature 3 Hours**  
 Intensive study of a major theme, movement, period, genre, or figure.  
*Prerequisites: ENGL 101/101L, ENGL 102 and ENGL 293 and junior or senior standing. May be repeated for credit.*

**ENVIRONMENTAL SCIENCE (ENVR)**

**101 Environmental Science 4 Hours**  
 Man and the environment, including man's approach to conserving resources and mitigating environmental impacts. Air, water, soils, mineral and energy resources, vegetation, wildlife, waste disposal, and sustainability will be addressed.  
*(Required laboratories included)*

**193 Solid Waste Management 3 Hours**  
 Solid waste management in the USA, including waste minimization, recycling, collection, processing, and disposal techniques for municipal and industrial wastes. Hazardous, mixed, and radioactive wastes are included. This course serves as the mid-point assessment for majors. This course includes a service-learning component.  
*(Required laboratories included)*

**255 Health and Safety 3 Hours**  
 Issues to be addressed will include environmental health and safety in the workplace and on environmental sites, including OSHA industrial safety and HAZWOPER components. Internet resources are incorporated into the class.

**351 Soils and Land Reclamation 3 Hours**  
 This course integrates and applies the sciences of soils, geology, hydrology, and biology to land disturbances in the context of surfacing mining and reclamation.  
*Prerequisites: MATH 115—College Algebra, or consent of department chairperson.*

**352 Air/Water/Soil Quality 4 Hours**  
 Air, water, and soil quality as related to human health and the environment, including a review of various approaches to describing natural and impacted conditions. Field exercises, including related planning, quality assurance, safety, and sample handling will be completed.  
*Prerequisites: BIOL 121 or ENVR 101, and CSCI 101 or consent of department chairperson.*

**393 Environmental Compliance 3 Hours**  
 Environmental laws and regulations with an emphasis on air, water, waste, resource extraction, and NEPA. NEPA compliance is used to illustrate ties between various components. References and information sources useable in the future are stressed.  
*Prerequisites: BIOL 121 or ENVR 101.*

**EXERCISE SCIENCE (EXSC)**

**375 Strength and Conditioning Leadership 3 Hours**  
 This course will provide the student with skills and experience in exercise leadership. The student will learn how to lead resistance training, flexibility training, and cardiovascular training sessions involving a variety of exercise modes, and group exercise, such as yoga and aerobic conditioning classes.  
*Prerequisites: BIOL 309 or HLTH 331.*

## 302 Course Offerings

### 455 Psychology of Exercise and Human Performance 3 Hours

This course will explore selected theories and concepts of psychology as they relate to fitness, sport and human performance. Topics will include motivation, anxiety, behavior modification, arousal, communication, feedback and leadership, particularly in relation to optimal performance.

*Prerequisites:* PSYC 201.

### 465 Human Performance Testing 3 Hours

This course provides, through theory-based lecture and hands-on laboratory experiences, an exploration of evidence-based practices for exercise testing and prescription for normal and special populations. Emphasis is placed on appropriate experimental design and equipment necessary to evaluate the various metabolic, cardiovascular and respiratory adjustments during work. Topics to be covered will include metabolic, cardiovascular and pulmonary testing, anthropometry, EKG analysis and muscular strength/power/flexibility testing. Additionally, current guidelines by the American College of Sports Medicine regarding exercise prescription for healthy and special populations will be reviewed.

*Prerequisites:* BIOL 309, BIOL 310 and PED 421. *(Required laboratories included)*

### 493 Practicum 3-12 Hours

This course is designed to provide students with professional work experience and thereby integrate course theory, methodologies, training, and administration techniques. Students will have the opportunity to work under the direction of a site supervisor in a professional work setting. EXSC 493 may be repeated for credit up to a maximum of 12 credit hours. Students are expected to develop specific personal learning objectives consistent with their majors and their intended career goals.

*Prerequisites:* Senior standing and completion of at least 90 credit hours or consent of department chairperson.

## FINANCE (FINC)

### 321 Business Finance 3 Hours

This course is the study of the art and science of managing money for a business. Emphasis is placed on making the optimal financial decisions involving cash budgeting, capital budgeting, capital structure, and the management of current assets and liabilities.

*Prerequisites:* ACCT 231, BUSN 230, or consent of department chairperson.

### 421 Risk Management and Insurance 3 Hours

This course is a study of the fundamental principles of risk management and the major characteristics of life, health, fire, auto, causality and marine insurance concepts from the perspective of both individuals and businesses. Related concepts will include areas of social insurance and retirement plans.

*Prerequisites:* ACCT 231, BUSN 230, FINC 321 all with a minimum grade of "C" or consent of department chairperson.

## FINE ARTS (FNAR)

### 100 Introduction to Fine Arts 3 Hours

The course will feature an integrated appreciation approach to the study of visual art and music as well as other arts where appropriate.

**FOREST TECHNOLOGY (FRST)**

- 103 Forest Measurements I 3 Hours**  
 Timber volume estimation covering round wood products scaling and grading in addition to forest sampling techniques, data analysis, and technical report writing. **(Required laboratories included)**  
*Pre-requisite: MATH 115 or currently enrolled.*
- 108 Dendrology I 1 Hour**  
 A study of the woody plants of North America with emphasis on identification characteristics, natural range, growth characteristics and ecological factors affecting growth.  
*Co-requisites: FRST 109 – Dendrology II (Lab)*
- 109 Dendrology II 1 Hour**  
 Field identification of woody plants with an emphasis on foliage, bud, and bark characteristics. Class format: one three-hour lab per week.
- 110 Dendrology III 1 Hour**  
 Winter identification of wood plants.  
*Prerequisite: FRST 109*
- 193 Forest Measurements II 3 Hours**  
 The study of basic statistics applied to forest measurements and sampling design, volume table construction, timber cruising, growth prediction, and technical report writing. This course serves as the mid-point assessment of degree completion. **(Required laboratories included)**  
*Prerequisites: FRST 103, FRST 108, FRST 109, MATH 115. Co-requisite: FRST 110.*
- 202 Forest Recreation and Wildlife Management 3 Hours**  
 Survey of the use of forest and other land resources for recreation and wildlife uses including site and area land-use planning and specific management practices. **(Required laboratories included)**
- 203 Forest Entomology and Pathology 3 Hours**  
 Introduction to forest entomology and forest pathology with emphasis on regionally important pests. Identification, biology, ecology, and management of diseases and insect pests of forest tree species.
- 205 Wood Products, Processing and Marketing 2 Hours**  
 The study of the conversion of standing timber to wood products, processing methods, marketing, wood identification and lumber grading.
- 206 Timber Harvest Planning and Systems 3 Hours**  
 A study of harvesting systems, and harvest planning, log road planning and management methods. **(Required laboratories included)**  
*Prerequisites: FRST 110, FRST 193, FRST 209, LAND 121 or consent of department chairperson*
- 209 Silviculture/Vegetation Management 4 Hours**  
 The application of site preparation, tree planting, pruning timber stand improvement practices, and regeneration harvest cuts to improve various forest cover types for the benefit of forest landowners and persons that use forest land for wildlife, recreation, water, forage, and timber resources. Class format: two 50- minute lectures and two 3-hour labs per week.  
*Prerequisites: FRST 193 and FRST 110 or consent of department chairperson.*

## 304 Course Offerings

### 212 Timber Harvesting Techniques 2 Hours

Introduction to the use of equipment in timber harvesting on an actual field operation including use, safety, and maintenance of the harvesting equipment. This course includes a service learning component.

*Prerequisites:* FRST 109 or FRST 110, FRST 193, LAND 121 or consent of department chairperson.

### 214 Fire Protection 2 Hours

Basic course in wildfire control including prevention and suppression aspects in addition to the development of a fire plan for a local area. *(Required laboratories included)*

### 216 Wood Identification 1 Hour

An introductory course in wood identification of forest trees. One three hour laboratory per week.

### 293 Forest Management 3 Hours

An introduction to multiple-use forest management, dominant use, interest concepts, finance, valuation and taxation. This is the capstone course and includes the final assessment project, a complete "Forest Stewardship Plan," which must be passed with a "C" or higher. This course includes a service learning component. *(Required laboratories included)*

*Prerequisites:* FRST 110, FRST 193, FRST 209, LAND 121.

## GEOGRAPHY (GEOG)

### 203 World Regional Geography 3 Hours

A survey course covering such geographical sub-disciplines as topography, climate, cultures, vegetation, population, and ecology of the various world regions. Emphasis is placed on the spatial interaction between developed and underdeveloped regions through a global political economy framework.

### 204 Physical Geography 3 Hours

An introduction to the various global environmental systems on the earth's surface (the atmosphere, hydrosphere and biosphere) and an examination of human interaction with these natural processes.

## GLENVILLE STATE COLLEGE (GSC)

### 100 The First-Year Experience 0 Hours

The First-Year Experience is a course taken by all degree seeking students during their first semester at Glensville State College. This course is designed to provide students with the skills necessary to make a smooth transition to the diverse academic, intellectual, and social culture of college life. A student is exempt from this requirement if at the time of initial enrollment, the student has completed one or more credit hours of college level courses at an accredited institution other than Glensville State College. First time on campus, no dual enrollment credit. (Credit/No Credit) *1 hour lecture/0 hours lab*

*Prerequisites:* First-time full-time college freshman at Glensville State College.

### 201 First-Time Freshmen Peer Mentors 1 Hour

GSC Mentoring is a one-credit course designed to prepare students to become peer-mentors to first- and full-time freshman students. Students will learn how to guide first-time freshmen mentees through student academic and social life at Glensville State College. Students learn about expectations and regulations pertaining to mentorship. Students must complete this course satisfactorily to become a peer-mentor to incoming freshmen. Credit/no credit *1-hour lecture/0 hour laboratory*

*Prerequisites:* Instructor's approval via application/interview, faculty/staff recommendation, and minimum GPA of 2.50.

**205 Education Abroad** **1-3 Hours**  
 Education Abroad at Glenville State College encompasses faculty-led or faculty-accompanied study abroad, internships, research and service-learning projects/activities that have been approved by the College.

## HEALTH (HLTH)

**102 Introduction to Health Promotion** **3 Hours**  
 This course covers the theoretical frameworks of health promotion and practical approaches to healthy behaviors. Factors shaping the past and present field of health promotion are discussed. Specific areas of contemporary health concern receive focus nutrition, physical activity, sexual health, oral health, substance abuse, injury prevention, violence prevention, and disaster preparedness.

**105 Human Nutrition** **3 Hours**  
 A basic course covering the types of foods, their metabolism, and energy transformations. Nutrition in relation to malnutrition, under-nourishment, needs through changes in age, and needs in special activities is examined. Nutrition education and the promotion of healthy eating patterns are stressed.

**107 Introduction to Medical Terminology** **1 Hour**  
 This course is designed as an introduction to medical terminology. Students will develop a basic understanding of the medical language by analyzing prefixes, suffixes, root words and combining forms. A structured learning, word building system will be used to learn word parts to construct or analyze medical terminology.

**232 Foundations of Health** **2 Hours**  
 A study of the historical significance of health, health roles, philosophical tenets, theories of health, and possible future trends in the health field.  
*Prerequisites: Sophomore status.*

**293 Lifetime Fitness and Wellness** **3 Hours**  
 The focus of the course is on a positive healthy lifestyle designed to enhance the current and future quality of life. Selected topics are proper exercise programs, healthful nutrition, stress management techniques, and avoidance of high-risk health behaviors in order to reduce disease risk and promote healthy aging.

**321 Drug Use/Abuse/Addiction** **2 Hours**  
 This course analyzes the psychological, sociological, and pharmacological aspects of substance use, misuse, and abuse.  
*Co-requisites: Education majors: Concurrent enrollment in HLTH 341.*  
*Students majoring in Behavioral Science or Health and Human Performance may enroll in this course without enrolling in HLTH 341.*

**331 Foundations of Anatomy and Physiology** **4 Hours**  
 This course is designed to provide a practical and functional knowledge of human anatomy and physiology. The basic approach will be systematic, i.e. study of the body's system.  
*Prerequisite: BIOL 120.* *(Required laboratories included)*

**332 Organization and Administration of School Health Programs** **2 Hours**  
 Methods of planning, instruction, and evaluation for health programs in early and middle childhood education.  
*Prerequisites: EDUC 203 and EDUC 205.*

## 306 Course Offerings

**341 Community and Environmental Health 2 Hours**  
A study of the issues facing community health organizations, including disease and disease prevention, exercise and fitness, mental health, sexuality, and environmental health.

**342 Health Disparities in Vulnerable Populations 3 Hours**  
This course examines links between health outcomes and various dimensions of vulnerability, including but not limited to socioeconomic status, gender, race, ethnicity and rural setting. Explanations for the relationships between these factors and various health outcomes are discussed, as well as possible policy solutions. Class participation and group presentations are an integral part of this course. Significant reading and preparation is required.  
*Prerequisites:* Junior Standing and completion of HLTH 102, HLTH 105, HLTH 232 and HLTH 293.

**400 Applied Nutrition 3 Hours**  
This course emphasizes the role of nutrition as a means to enhance health and human performance. Topics covered include principles of healthful nutrition, energy metabolism and nutrients, regulation of metabolism by vitamins and minerals, and weight control.  
*Prerequisites:* BIOL 309 or HLTH 331

**425 Wellness Programming and Administration 3 Hours**  
An introduction to principles of administration and implementation of health and productivity management programs to individuals, groups and corporate/government settings.

**435 Research Methods in Health and Human Performance 3 Hours**  
The primary goal of this class will be to introduce the student to the scientific method as it is applied to the various areas of health, fitness and human performance research. Topics covered will include the many elements associated with research design and process, including bioethics, literature review, data collection, statistical analysis, research writing and peer review.  
*Prerequisites:* Junior standing.

**493 Health Practicum 3-12 Hours**  
This course is designed to provide students with professional work experience and thereby integrate course theory, methodologies, training, and administration techniques. Students will have the opportunity to work under the direction of a site supervisor in a professional work setting. Students are expected to develop specific personal learning objectives consistent with their majors and their intended career goals. HLTH 493 may be repeated for credit up to a maximum of 12 credit hours.  
*Prerequisites:* Senior standing and completion of at least 90 credit hours or consent of department chairperson.

## HISTORY (HIST)

**201 History of World Cultures I 3 Hours**  
A survey of world cultures from the origins of man through the sixteenth century emphasizing the foundations of human culture, the development of civilizations, and their usefulness in understanding and interacting successfully in a contemporary multicultural world.

**202 History of World Cultures II 3 Hours**  
A survey of world cultures from 1600 to the present emphasizing social, economic, political, and cultural changes, how they have significantly shaped the present, and their usefulness in meeting the challenges of a modern, technologically sophisticated, and increasingly multicultural world.

**207 United States History to 1877 3 Hours**  
 A survey of the history of the United States from the beginnings of European colonization to 1877.

**208 United States History since 1877 3 Hours**  
 A survey of the history of the United States from the end of Reconstruction to the present.

**293 Fields and Careers in History and Political Science 2 Hours**  
 A gateway course that examines the fundamental concepts and chronologies of history and the principle concepts and fields of political science. It will also examine careers open to students of history and political science. *Required of all history and political science majors.*  
*Prerequisites: Sophomore Standing, History and Political Science major or History or Political Science minor.*

**302 U.S. Military History to 1917 3 Hours**  
 This course covers American military history from the pre-Colonial period until 1917. The emphasis will be on the major wars, campaigns, and battles from the 17<sup>th</sup> century until the early 20th century. How the United States mobilized for war, its significant personalities, and its evolutionary progress.  
*Prerequisite: HIST 207 or can be taken concurrently.*

**303 West Virginia and the Appalachian Region 3 Hours**  
 A study of West Virginia emphasizing its historical, political, economic and cultural development and its place in the Appalachian region from 1600 to the present.  
*Prerequisites: HIST 207 and HIST 208.*

**304 U.S. Military History since 1917 3 Hours**  
 This course covers American military history from 1917 to the present. The emphasis will be on the major wars, campaigns, and battles from World War I until the conflict in Afghanistan. How the United States mobilized for war, its significant personalities, and its evolutionary progress.  
*Prerequisite: HIST 208 or can be taken concurrently.*

**319 Europe, 1500 to 1815 3 Hours**  
 A survey of Europe from 1500 to 1815 with emphasis on political, economic, intellectual and cultural developments.  
*Prerequisite: HIST 202.*

**320 Europe since 1815 3 Hours**  
 A survey of Europe since 1815 with emphasis on political, military, intellectual and cultural developments.  
*Prerequisite: HIST 202.*

**335 Recent United States History 3 Hours**  
 An intensive history of the United States since World War II.  
*Prerequisite: HIST 208.*

**370 African American History 3 Hours**  
 A history of Americans of African descent including African origins, slavery and the slave trade, Abolition, Reconstruction, the Civil Rights Movement, and African contributions to the formation of American culture.  
*Prerequisites: HIST 207 and HIST 208.*

**379 History of Modern Japan 3 Hours**  
 A history of modern Japan which opens with a brief look at early Japanese culture but directs most of its attention at Japan's impressive modernization focusing on Japan since 1868 and its economic, political, and international consequences.  
*Prerequisites: HIST 202.*

## 308 Course Offerings

### 380 History of Modern China 3 Hours

A history of the evolution and development of Chinese civilization from the Opium War to the post Mao Era, focusing particular attention on the major themes of continuity and change, tradition and transition, and ideology and values in the growth of Chinese culture.

*Prerequisite: HIST 202.*

### 381 Islam and the West 3 Hours

A study of the modern Middle East since the introduction of Islam in the seventh-century and the history of Western relations with the region to the present.

*Prerequisites: HIST 201 and HIST 202.*

### 388 Military History 3 Hours

From pre-history to the 21<sup>st</sup> century, the course emphasizes key concepts in military history. Reading is the key method of instruction and students must participate in classroom discussion.

### 432 The Civil War and Reconstruction 3 Hours

A study of the emerging national crisis in the 19th century and the divisions leading to Civil War. The efforts toward Reconstruction are studied with special emphasis on the problems of race relations.

*Prerequisite: HIST 207.*

### 442 World War II 3 Hours

This course covers the political, social, and military aspects of World War II beginning with the reasons for the war, major battles and campaigns, the Holocaust, and the political and social repercussions of the conflict.

*Prerequisite: HIST 202 or HIST 208 or can be taken concurrently.*

### 493 Senior Project 2 Hours

A senior project, normally a major research paper. Students in this course will be asked to complete one or more assessment exercises. Required of all history and political science majors. *Cross-listed as POSC 493.*

*Prerequisites: Senior standing, History and Political Science major or History or Political Science minor.*

## HONORS (HONR)

### 100 First Year Experience Seminar 3 Hours

This first year college experience seminar for students in the Honors Program introduces new students to the Honors Program's requirements, expectations, and benefits, gives them an opportunity to explore specific areas of interest through individual meetings with GSC faculty/staff and/or community leaders, and engages students in small group discussion on assigned readings that encourage critical thinking and the exchange of ideas. Whenever possible, the classroom instruction will integrate a collaborative online international learning (COIL) module.

### 200 Ethics, Leadership, and Civic Engagement Seminar 3 Hours

This seminar focuses on ethics, leadership, and civic engagement for students in the Honors Program. It is an interdisciplinary examination of leadership and ethical frameworks, with a focus on civic engagement and social responsibility. This course will prepare students for socially conscious, community-based leadership roles in a diverse, 21st century world. Whenever possible, the classroom instruction will integrate a COIL module.

*Prerequisite: HONR 100 with a grade of B.*



**300 Advanced Academic/Professional Writing 3 Hours**

This seminar on research methods and advanced academic/professional writing for students in the Honors Program prepares junior-level honors program students for the rigors of advanced academic writing and research methods within a variety of disciplines. This course culminates with honors students writing a proposal for their Honors Program capstone, HONR 400.

Prerequisite: HONR 200 with a grade of “B”.

**400 Capstone Research 3 Hours**

This capstone research project for students in the Honors Program provides senior-level honors students the opportunity to complete the research project developed in HONR 300. The capstone project encourages research and discovery of a specific topic or area of interest and introduces students to in-depth, rigorous research processes that prepare them for graduate-level work and that are unlikely central to other courses.

Prerequisite: HONR 300 with a grade of “B”.

**JOURNALISM (JOUR)**

**205 Writing for the College Newspaper 3 Hours**

An introduction to the principles and practices of good writing and editing through practical experience writing for the weekly college publication.

**322 Advanced Reporting and Editing 3 Hours**

Advanced reporting and editing, including a study of the history and principles of news gathering and the development of the modern media systems. Includes practical experience in writing for the weekly college publication.

*Prerequisite: JOUR 205.*

**415 Literary Non-Fiction and Features 3 Hours**

A course emphasizing the production of literary non-fiction and features.

*Prerequisites: JOUR 205 and JOUR 322.*

**420 Media in the Information Age 3 Hours**

History and development of the modern mass media, including practices and policies, introduction to the theories and fundamental skills of broadcasting and media production.

*Prerequisite: JOUR 205.*

**LANDMAN (LAMN)**

**193 Principles of Energy and Land Management 3 Hours**

This course will provide the student with knowledge and required skills for success in the industry of energy and land use development, management and planning.

**293 Land Titles and Abstracting 3 Hours**

This course will provide the student with the opportunity to research, present, and discuss timely topics associated with the Landman profession. These will include courthouse research and paralegal work necessary to negotiate natural resource leases, right-of-way leases and purchase of rights to develop and extract natural resources.

*Prerequisites: LAMN 193 or consent of department chairperson.*

## 310 Course Offerings

### LAND SURVEYING (LAND)

#### 121 Introduction to Land Surveying 3 Hours

A study of elementary surveying measurements and computations and of the opportunities and responsibilities in the surveying profession. **(Required laboratories included)**

*Prerequisite:* MATH 115 can be taken concurrently or consent of department chairperson.

#### 123 Land Survey Descriptions-Interpretation and Writing 2 Hours

A study of property descriptions, to include descriptions, interpretation, and application to boundary line retracement and the writing of different types of property descriptions. **(Required laboratories included)**

*Prerequisite:* LAND 121 or consent of department chairperson.

#### 124 Land Survey Boundary Law 3 Hours

A study of methods of boundary line establishment by unwritten methods, registration of surveyors, professionalism, liability of surveyors, and other case and statute law related to property surveying.

*Prerequisite:* LAND 121 or consent of department chairperson.

#### 193 Surveying Measurements and Computations I 3 Hours

A study of the different methods and instruments used to measure angles, distances and differences in elevation, and also a study of making traverse adjustments, area computations and various position computations. **(Required laboratories included)**

*Prerequisites:* LAND 121 or equivalent.

*Co-requisite:* LAND 123 or consent of department chairperson.

#### 230 Surveying Measurements and Computations II 3 Hours

A study of error propagation in survey measurements and computations, design of horizontal and vertical control networks, meridian determination, map projections, and introduction to least squares adjustment.

**(Required laboratories included)**

*Prerequisites:* LAND 193 and MATH 115 with a grade of "C" or higher or consent of department chairperson.

#### 231 Retracement Surveys 3 Hours

An applied study of measurement and computational techniques and boundary law to the retracement of property boundary lines.

*Prerequisites:* Grade of "C" or higher in LAND 123, LAND 124 and LAND 193 or consent of department chairperson.

#### 232 Cartographic Surveying 3 Hours

An applied study of survey measurements and computational techniques to the acquisition and production of planimetric and topographic maps. A study of drafting techniques will be emphasized. **(Required laboratories included)**

*Prerequisite:* LAND 193

*Co-requisites:* LAND 230 or consent of department chairperson.

#### 240 Route and Construction Surveys 4 Hours

An applied study of survey measurements and computational techniques to the horizontal and vertical alignment of highways, earthwork calculations and construction layout. **(Required laboratories included)**

*Prerequisite:* Grade of "C" or higher in LAND 193 and LAND 230 or consent of department chairperson.

**241 Energy Resource Surveying 2 Hours**  
 A study of state and federal mining, oil and gas regulations as related to surveying and the production of maps and plans and an applied study of the surveying and measurement techniques peculiar to the mining and the oil and gas industry. *(Required laboratories included)*

*Prerequisite: LAND 193 and LAND 230 with a grade of "C" or higher or consent of department chairperson.*

**244 Remote Sensing & Aerial Photo Interpretation 1 Hour**  
 The theory and application of remote sensing, aerial photogrammetry and photo interpretation to forestry, natural resource management and land surveying.

**293 Survey Decisions & Professional Applications 6 Hours**  
 An applied capstone course structured to allow students the ability to apply principles learned from previous courses in the analysis of land surveying related problems, with significant emphasis placed on property boundary line location and related problems; however, the analysis may be related to various types of land surveying applications. The course includes the final assessment project portfolio, in which a minimum of a platted field survey deed description (if required), and land survey report (if required) must be passed with a "C" or higher.

*Prerequisites: LAND 230 and LAND 231.*

**335 Hydrology, Drainage, and Subdivision Design 4 Hours**  
 A study of water properties, occurrence, distribution, runoff volume, culvert design, storm water management, flood considerations, and general subdivision design procedures. *(Required laboratories included)*

*Prerequisite: LAND 193 or consent of department chairperson.*

## MANAGEMENT (MGMT)

**201 Principles of Management 3 Hours**  
 This course is designed to familiarize the student with an analysis of the management process and to provide the student with the basic knowledge and skills to make effective managerial decisions. Emphasis is placed on an understanding of the management concepts of planning, organizing, staffing, directing, and controlling. Additional topics covered include leadership, team building, performance evaluation procedures, and the psychological principles inherent in management involving motivation, conflict resolution, and individual and group behavior. Ethics and professional standards will be highlighted throughout the course.

**383 Labor Management Relations 3 Hours**  
 This course is designed to familiarize the student with an historical review of the labor organization, an examination of current labor problems, and the development and application of existing federal and state laws affecting the labor movement.

*Prerequisites: MGMT 201 with a grade of "C" or higher*

**384 Human Resource Management 3 Hours**  
 This is a review of both the theoretical and practical aspects of human resource management and its critical role in modern organizations. Emphasis will be placed on the principles and practices regarding the recruitment, selection, development, evaluation, compensation and proper recognition of employees within organizations.

*Prerequisites: MGMT 201 with a grade of "C" or higher*

## 312 Course Offerings

### 402 Entrepreneurship

3 Hours

This course is designed to stress the importance of the great dependence of large enterprises on small businesses and deals with a comprehensive treatment of problems and principles of small business management. Emphasis is placed on procedures, characteristics, methods, and problems confronting the small business entrepreneur on a modern basis. Finally, it analyzes the preparations required to launch a successful business and keeps it operating profitably.

*Prerequisites:* ACCT 231, ACCT 232, BUSN 230, FINC 321, MGMT 201, MRKT 201 with a grade of "C" or higher.

### 484 Organizational Behavior

3 Hours

This course is designed to study human behavior in organizations at the individual and group level including the effect of organizational structure on behavior. Specific attention is given to using organizational behavior concepts for developing and improving interpersonal skills.

*Prerequisites:* MGMT 201 with a grade of "C" or higher

### 487 Operations Management

3 Hours

The course covers basic operational issues and concepts within the traditional process fundamentals. It reviews historical aspects and discusses the role of analysis as an integrating approach to solving these type of problems as we shift toward a more service-oriented society.

*Prerequisites:* BUSN 230 and MGMT 201 with a grade of "C" or higher

## MARKETING (MRKT)

### 201 Principles of Marketing

3 Hours

This course is a study of consumer markets, stressing the dynamics of the marketing process of goods and services from manufacturer to ultimate user. Emphasis is placed on identifying needs and wants, understanding consumer behavior, planning marketing strategies, implementing appropriate pricing techniques, and developing competitive marketing strategies.

### 202 Principles of Retailing

3 Hours

The dynamic nature of retailing and the implication of such changes are emphasized, in addition to theoretical aspects such as store location, management functions, buying and selling, promotional and credit policy, and human resource management.

### 203 Introduction to Graphic Design

3 Hours

This course will focus on using formal elements of design – such as line, shape, color, texture, figure ground, and hierarchy – to translate written and verbal client requests into effective visual solutions. Students will use industry-standard design software to complete realistic graphic design projects for print media and for the web.

*Prerequisites:* CSCI 101 and MRKT 201 with a grade of "C" or higher.

### 303 Intermediate Graphic Design

3 Hours

This course is a continuation of skills and concepts introduced in Graphic Design I. Students plan and develop brochures, newsletters, stationary, business cards, etc. Students will develop a corporate identity program, an advertising campaign, and a portfolio of their work.

*Prerequisites:* MRKT 201 and MRKT 203 with a grade of "C" or higher.

**379 Advertising and Sales Promotion 3 Hours**

This course provides an in-depth study of advertising and sales promotional strategies. An integrated marketing strategy focused on media selection, advertising layout, selection of appropriate brand strategies using marketing communications and sales promotional tools designed to manage an advertising campaign.

*Prerequisites:* MRKT 201 with a grade of “C” or higher.

**385 Global and Multicultural Marketing 3 Hours**

This course emphasizes the needs of contemporary organizations to identify, understand, and serve global and multicultural markets. Topics include developing skills in market analysis for global or a multicultural society, designing and developing appropriate marketing strategies for the diverse population markets, decision-making in global and multicultural marketing, and the evolving political, legal, technological, and social environment of culturally diverse populations.

*Prerequisite:* MRKT 201 with a grade of “C” or higher.

**388 Emerging Media and the Market 3 Hours**

The course focuses on the broad approach to the history, theory, technology, impact and strategic uses of social media. Social media (such as Twitter, Facebook, Blogging, and Podcasting) have become marketing tools with relatively low costs associated with their use. Students will explore the possibilities and limitations of various social media marketing and will learn how to apply and adapt basic marketing strategies to these new technologies.

*Prerequisites:* MRKT 201, MRKT 202, and MRKT 379 with a “C” or higher.

**390 Consumer Behavior 3 Hours**

This course will emphasize the use of market segmentation for a general understanding of the psychological, sociocultural and decision-making aspects of consumer behavior. Special emphasis will be made on the consumer’s decision-making process and marketing’s influence on this process.

*Prerequisite:* MRKT 201 with a grade “C” or higher.

**398 Publication Design 3 Hours**

This course explores a long-form graphic design. While our focus will be on magazines, the skills developed—creating continuity and variety across a range of pages, presenting different kinds of information in context-appropriate formats, and developing brand identity and continuity, is also applicable to other common design tasks—annual reports, business documents, newspapers, brochures, books and other multipage documents.

*Prerequisite:* MRKT 203 with a grade of “C” or higher.

**417 Brand Equity Management 3 Hours**

This course will focus on the basic building blocks of growing and managing a brand. Will examine topics and various strategies related to building, measuring and managing a brand, including direct and indirect measures of brand equity, structures of desired brand knowledge, choice of brand elements, development of supporting marketing programs, and management of brands over time.

*Prerequisites:* MRKT 201, MRKT 388 with a grade of “C” or higher.

**478 Marketing Research and Analysis 3 Hours**

This is a senior level course in market research designed to analyze and implement the steps in marketing research. Primary emphasis is given to methods and techniques used in planning, collecting, processing, and utilization of information from various sources including emerging technologies. Topics include research design, sources of information, questionnaire design, sampling, data collection and data analysis.

*Prerequisites:* MRKT 201, MRKT 202, and MRKT 379 with a grade of “C” or higher.

## 314 Course Offerings

### 495 Senior Seminar

3 Hours

The course will be a culmination of the marketing program. It will include an integrated marketing approach that showcases the student's ability to create traditional media, print, website content, social media content, e-mail marketing and public relations communication in the form of a portfolio and complete 80 experiential learning hours in the field of marketing.

*Prerequisites:* MRKT 201, MRKT 202, MRKT 203, MRKT 379, MRKT 388 and MRKT 478 with a grade of "C" or higher.

### 497 Internship II

3 Hours

This course consists of supervised practical experiences in the student's major field of marketing. This is a senior course designed to provide an integrating experience in various areas of marketing; it is open only to baccalaureate marketing majors of senior status who have a minimum GPA of 2.5. Students will also develop a professional resume, letter of application and will proceed to a job interview.

*Prerequisites:* MRKT 201, MRKT 202, MRKT 377, MRKT 379 and MRKT 478 with a grade of "C" or higher.

*Co-requisite:* Recommendation of academic advisor.

## MATHEMATICS (MATH)

### 106 Finite Mathematics

3 Hours

This course is designed to provide students with opportunities to think critically and analytically, to formulate and communicate informed, reasoned opinions, to develop their abilities to find logical approaches to solve mathematical problems, and to reflect upon the processes of problem solving. The topics treated in this course help students work with quantitative information and make critical decisions of the type encountered in both personal life and in academic disciplines. This course may be offered in any format deemed equivalent to three (3) 50 minute lectures a week.

*Prerequisites:* ACT Math score of 19 or higher; or SAT Math score of 510 or higher; or COMPASS® Algebra score 34 or higher; or consent from the Chairperson of the Science and Mathematics Department.

*Corequisite:* MATH 106S if prerequisites are not met.

### 106S Finite Mathematics with support

3 Hours

This course is designed to provide students with opportunities to think critically and analytically, to formulate and communicate informed, reasoned opinions, to develop their abilities to find logical approaches to solve mathematical problems, and to reflect upon the processes of problem solving. The topics treated in this course help students work with quantitative information and make critical decisions of the type encountered in both personal life and in academic disciplines; and are also designed to prepare students for college algebra. This course may be offered in any format deemed equivalent to three (3) 50 minute lectures and two (2) 50 minute labs a week.

### 110 The Nature of Math

3 Hours

A study of topics from different branches of mathematics, emphasizing those that are useful and/or high-interest; a variety of logical and visualization techniques, that directs students to model their thinking and to actively explore the world around them, will be utilized in class discussions, problem sets, and student led presentations. Topics will be selected from logic, chaos and fractals, geometry, graph theory, history of math, cryptography, infinity, number theory, and topology. This course is designed for students majoring in humanities, criminal justice, and mathematics education. This course consists of three fifty (50) minute lectures a week.

*Prerequisites:* ACT Math score of 21 or higher; or new SAT 530 or higher; or Compass® Algebra score of 40 or higher; or MATH 106L with a grade of "C" or higher; or BUSN 230 with a grade of "C" or higher; or consent from the Chairperson of the Science and Mathematics Department.

**115 College Algebra****3 Hours**

A study of algebraic equations and inequalities, graphs, and functions (including linear, quadratic, absolute value, rational, radical, polynomial, exponential, and logarithmic). This course is designed for students majoring in business, education, and STEM-related disciplines. This course may be offered in any format deemed equivalent to three (3) 50-minute lectures each week.

**Prerequisites:** ACT Math score of 21 or higher; or SAT Math score of 530 or higher; or COMPASS® Algebra Score of 40 or higher; or MATH 106 or MATH 106L with a grade of “C” or higher; or BUSN 230 with a grade of “C” or higher; or consent from the Chairperson of the Science and Mathematics Department.

*Corequisite:* MATH 115S if prerequisites are not met.

**115S College Algebra with support****3 Hours**

This course is a study of algebraic equations and inequalities, graphs, and functions (including linear, quadratic, absolute value, rational, radical, polynomial, exponential, and logarithmic). This course is designed for students majoring in business, education, and STEM-related disciplines. This course may be offered in any format deemed equivalent to three (3) 50-minute lectures and one (1) 50-minute laboratory each week.

**Prerequisites:** ACT Math score of 19 or higher; or SAT Math score of 510 or higher; COMPASS® Algebra 34 and less than 40; or MATH 106 or MATH 106L with a grade of “C” or higher; or BUSN 230 with a grade of “C” or higher or consent from the Chairperson of the Science and Mathematics Department.

**120 Precalculus****4 Hours**

A course designed to prepare students for the first semester of calculus by study of analytic trigonometry, advanced college algebra topics, analytic geometry, and an introduction to limits and the tangent line and area problems for motivation of the development of calculus. Topics include trigonometric functions, analytic trigonometry, laws of sines and cosines, vector and complex number topics using results from trigonometry, sequences, series, finite probability, study of the conic sections, parametric equations and polar coordinates, limits including limits at infinity and limits of sequences, introduction to the tangent line and area problems.

**Prerequisites:** ACT Math score of 24 or higher; or SAT Math score of at least 610; or MATH 115 or MATH 115L with a grade of “C” or higher; or consent from the Chairperson of the Science and Mathematics Department.

**125 College Trigonometry****3 Hours**

This course includes a study of degree and radian measures, circular and trigonometric functions, basic trigonometric identities, graphs of trigonometric and inverse trigonometric functions, solutions to trigonometric and inverse trigonometric equations, applications of trigonometry, vectors, complex numbers, and other related topics.

**Prerequisites:** ACT Math score of 24 or higher, or SAT Math score of 610 or higher or, MATH 115 with a grade of “C” or higher or consent of the Chairperson of the Science and Mathematics Department.

**201 Introduction to Mathematical Reasoning and Proofs****3 Hours**

This course includes topics to prepare students for the mathematical reasoning required for courses at the calculus level and beyond. In addition, it will prepare students for the rigor of mathematical proofs in advanced mathematics courses. This course introduces elements of mathematical proof and reasoning, focusing on three main themes: (1) the meaning of mathematical statements, (2) the roles of examples in determining the validity of mathematical statements, and (3) the various forms and methods of mathematical proofs. Topics to be covered include set theory, number theory, logic, and proofs based on algebraic and trigonometric concepts.

**Prerequisites:** ACT Math 24 or higher; or SAT Math 610 or higher; or MATH 115 with a grade of “C” or higher; or consent from the Chairperson of the Department of Science and Mathematics.

## 316 Course Offerings

### 202 Calculus I 4 Hours

Emphasis is placed on the notion of limit and of limiting processes. The derivative and the integral are defined and applications are studied. Topics covered include functions, limits and continuity, derivatives, and the integral. This course may be offered in any format equivalent to four (4) 50-minute lectures each week.

*Prerequisites:* MATH 125 with a grade of “C” or higher; ACT Math score of 26 or higher; SAT Math score of 600 or higher; or new SAT score of 650 or higher; or consent from the Chairperson of the Science and Mathematics Department.

### 207 Calculus II 4 Hours

Inverse functions; exponential and logarithmic functions; inverse trigonometric functions; hyperbolic functions; L’ Hospital’s Rule; standard techniques of integration; Riemann sums and the Riemann integral; polar coordinates; parametric equations; arc length and speed; the area of a surface of revolution; the centroid of a curve; indeterminate forms; improper integrals.

*Prerequisites:* MATH 202 with a grade of “C” or higher; or consent from the Chairperson of the Science and Mathematics Department.

### 230 Euclidean Geometry for College Students 3 Hours

A study of the fundamental concepts of Euclidean plane and solid geometry; study of polygons, circles, constructions, and proofs. This course is more heavily proof-based than a first course in Euclidean geometry and will serve as an example of an axiomatic approach.

*Prerequisites:* ACT Math score of 21 or higher; SAT 530 or higher, or MATH 106 or MATH 115 with a grade of “C” or higher; or consent from the Chairperson of Science and Mathematics Department.

### 256 Probability and Statistics I 3 Hours

Basic concepts of probability and ways of thinking needed to solve problems in probability are related to ideas and areas of application of statistics. Topics include the nature of statistics, organizing data, descriptive measures, basic probability concepts, the normal distribution, the sampling distribution of the mean, confidence intervals for one population mean, and hypothesis testing for one population mean.

*Prerequisites:* ACT Math score of 21 or higher; or SAT 530 or higher; or COMPASS® Algebra score of 40 or higher; or MATH 106 or MATH 115 with a grade of “C” or higher; or consent from the Chairperson of Science and Mathematics Department.

### 303 Modern Algebra 3 Hours

A first course in abstract algebra designed to emphasize the nature of the subject and the techniques of rigorous proof characteristic of modern mathematics. Topics include: groups, basic group properties, subgroups, cyclic groups, Lagrange’s theorem, cosets, permutations, normal subgroups, homomorphisms, quotient groups, rings, ring homomorphisms and ring isomorphisms, integral domains, maximal and prime ideals, fields, polynomials and applications.

*Prerequisite:* MATH 201 with grades of “C” or higher; or consent from the Chairperson of the Science and Mathematics Department.

### 308 Calculus III 4 Hours

Topics covered include polar coordinates; parametric equations; conic sections; sequences; series; tests for series convergence or divergence; Taylor series, Maclaurin series; vectors in space; dot product; cross product; lines and planes in space; limits, continuity, derivatives and integrals of space curves; lengths of space curves; curvature; velocity and acceleration in space; limits and continuity of functions of several variables; partial derivatives.

*Prerequisite:* MATH 207 with a grade of “C” or higher or consent from the Chairperson of the Science and Math Department.



**310 College Geometry 3 Hours**

A survey course of different geometries: finite, transformation, modern Euclidean, projective and topology. Many are explained using the basic idea of transformations. Others are studied by the axiomatic method. The student will gain skill in problem solving and geometry.

*Prerequisites:* MATH 201 and MATH 230 with grades of "C" or higher; or consent of the Chairperson of the Science and Mathematics Department.

**315 Linear Algebra 3 Hours**

A first course in linear algebra designed to emphasize the nature of the subject and its application to other fields. Topics covered include linear systems, matrices, matrix operations, determinants, vectors and vector spaces, linear transformations and matrices, Eigenvalues and Eigenvectors, linear programming and applications.

*Prerequisite:* MATH 201 with grades of "C" or higher; or consent of the Chairperson of the Science and Mathematics Department.

**321 History of Mathematics 2 Hours**

A survey of significant developments in mathematics beginning with ancient Greece and continuing to modern times. Emphasis will be placed on the contributions of the Pythagoreans, Plato, Aristotle, Euclid, and on the development of algebra and the calculus.

*Prerequisites:* MATH 201 with a grade of "C" or higher; or consent from the Chairperson of the Science and Mathematics Department.

**327 Elementary Math Methods 3 Hours**

A study of techniques appropriate for teaching mathematics at the elementary level (PreK-6). Topics include: counting and cardinality, number and operations, algebraic thinking, geometry, measurement, data analysis, lesson planning, technology, assessment, national and state standards, mathematical discourse, mathematical reasoning, and use of manipulative materials.

*Prerequisites:* MATH 230 and MATH 256 with a grade of "C" or higher and Admission to Teacher Education; or consent from the Chairperson of Science and Mathematics Department.

**330 Discrete Mathematics 3 Hours**

A study of topics from the field of discrete mathematics. Topics will be selected from symbolic logic, truth tables, De Morgan's laws, graph theory, Hamilton circuits and paths, Euler circuits and paths, trees, graph colorings, the Pigeonhole Principle, recurrence relations, fractals, linear programming, and computer algorithms. Special emphasis is placed upon learning to read and write proofs.

*Prerequisite:* MATH 201 with a grade of "C" or higher; or consent of the Chairperson of the Science and Mathematics Department.

**356 Probability and Statistics II 3 Hours**

Concepts of probability and ways of thinking needed to solve problems in probability are related to ideas and areas of application in statistics. Topics include conditional probability, the multiplication rule and independence, Bayes' Rule, Counting Rules, Discrete Random Variables, Inferences for two population means, inferences for population standard deviations, inferences for population proportions, inferential methods in regression and correlation, and analysis of variance.

*Prerequisite:* MATH 256 with a grade of "C" or higher; or consent from the Chairperson of the Science and Mathematics Department.

## 318 Course Offerings

**408 Differential Equations** **3 Hours**  
Introduction; first order differential equations; linear equations of higher order; power series solutions; linear systems of differential equations; numerical methods. The objective of this course is to provide a reasonably complete coverage of the techniques for solving first and second order ordinary differential equations (ODE's) with selected applications.  
*Prerequisites: MATH 207 with a grade of "C" or higher; or consent from the Chairperson of the Science and Mathematics Department. Grade of "C" or higher in MATH 308 is recommended.*

## MUSIC (MUSC)

**111 Marching Band** **1 Hour**  
Band meets during marching season to develop shows to be performed during football games and to participate in parades. This course includes a service learning component.  
*Prerequisite: Approval of the Director. May be repeated up to four times.*

**112 Concert Band** **1 Hour**  
During concert season, band meets to prepare music for spring concerts.  
*Prerequisite: Approval of the Director. May be repeated up to four times.*

**113/313 Jazz Band** **1 Hour/1 Hour**  
Open to audition.  
*Prerequisite: Approval of the Director. May be repeated up to four times each for credit.*

**114 Class Instruction in Voice** **2 Hours**  
This course is designed to develop skills, techniques and methods used in teaching voice.  
*Prerequisite: Completion of MUSC 170 or consent of department chairperson.*

**116/316 Woodwind Ensemble, Saxophone Ensemble,  
Clarinet Ensemble** **1 Hour/1 Hour**  
Open to audition.  
*Prerequisite: Approval of the Director. May be repeated up to four times each for credit.*

**119/319 Brass, Tuba/Euphonium, Trombone Ensemble** **1 Hour**  
Open to audition. This course includes a service learning component.  
*Prerequisite: Approval of the Director. May be repeated up to four times each for credit.*

**157/357 Percussion Ensemble, Djembe Ensemble,  
Udu Ensemble** **1 Hour**  
Open to audition. This course includes a service learning component.  
*Prerequisite: Approval of the Director. May be repeated up to four times each for credit.*

**167/367 Chamber Singers** **1 Hour**  
Small vocal ensemble open by audition. This course includes a service learning component.  
*Prerequisite: Approval of the Director.*

**168 Concert Choir** **1 Hour**  
Concert Choir is a large ensemble. It rehearses and performs a wide variety of choral literature from all major stylistic and historical periods. This course includes a service learning component.  
*Prerequisite: Approval of the Director. May be repeated up to four times for credit.*

- 170 Theory I 4 Hours**  
 Beginning tertian harmony, sight singing and ear training; scales, intervals and triads through cadences and figured bass; two part writing. Analysis of basic harmony, melody and motive development.
- 171 Theory II 3 Hours**  
 Tertian harmony is continued through secondary dominants, modulation, voice leading, two and three part forms, and leading tone chords, non-dominant seventh chords, VII diminished and half diminished chords. Sight singing and ear training continued through more complex materials.  
*Prerequisite: MUSC 170 or consent of department chair*
- 172/372 Bluegrass Band Ensemble 1 Hour**  
 Open to audition. This course includes a service learning component.  
*Prerequisite: Approval of the Director. May be repeated up to four times each for credit.*
- 173/373 Brass Choir, Trombone Ensemble, Tuba/Euphonium Ensemble, Brass Quintet 1 Hour**  
 Open to audition.  
*Prerequisite: Approval of the Director. May be repeated up to four times each for credit.*
- 174/374 African Ensemble 1 Hour**  
 Open to audition.  
*Prerequisite: Approval of the Director.*
- 180 Class Instruction in Piano I 1 Hour**  
 Music major (or equivalent) piano course. Preparation for required piano proficiency exam.  
*Prerequisites: Music major or approved by instructor.*
- 181 Class Instruction in Piano II 1 Hour**  
 Piano course for music major or equivalent. Preparation for required piano proficiency exam.  
*Prerequisites: MUSC 180, music major or consent of the instructor.*
- 198 Notation Software 3 Hours**  
 Advanced techniques using finale notation software and the computer.  
*Prerequisites: MUSC 170, MUSC 171 and MUSC 377 or permission of department chairperson.*
- 200 Survey of Music 3 Hours**  
 Introductory course designed to develop an appreciation and understanding of the significance of music as a fine art, and to assist in development of intelligent listening habits.
- 213 Learning and Caring for String Instruments 2 Hours**  
 Learning and Caring for String Instruments is a unique course that is offered fall semesters only. The focus of this course is to explore the secrets and science behind building or repairing stringed instruments. Attributes of air chambers, what to listen for when tap-tuning, selecting good wood, placement of braces and tone bars, how to select appropriate strings, and how to care for the instrument are just some of the major topics discussed in this course. In addition, students have the opportunity to learn basic chords on instruments such as guitar, violin, viola, cello, bass, auto-harp, and dobro to name a few.

## 320 Course Offerings

### 214 Business of Music I 2 Hours

The Business of Music I course serves as a practical study of musical principles that are used in the process of forming any type of band including the importance of developing stronger musicianship skills. Students will take a closer look at how to target their audience in which music marketing skills are applied to. Promotion, advertising, direct selling, public relations, quality, and direct marketing will be a major focus in this course. Ideas and techniques taught in this course can be used for any type of concert promotion, including college shows, artist showcases, club gigs, as well as major events handled by local promoters, nationwide promoters, and worldwide promoters. Bluegrass degree students will begin creating and collecting artifacts that are mandatory for a professional portfolio.

### 216 Class Instruction in Woodwinds 2 Hours

Course designed to develop skills, techniques and methods used in teaching woodwind instruments.  
*Prerequisite:* Completion of MUSC 170 or consent of department chairperson.

### 270 Theory III 3 Hours

A continuation of tertian harmony through chromatic harmony. Analysis of Renaissance polyphony, Baroque polyphony and fugal technique, Romantic harmony. Sight singing includes melodies with non-diatonic pitches and modulations. Ear training includes identification of church modes, further melodic, rhythmic, 4-part harmonic and dictation.

*Prerequisite:* MUSC 171 or consent of department chair

### 280 Class Instruction in Piano III 1 Hour

Piano course for music major or equivalent. Preparation for required piano proficiency exam.  
*Prerequisites:* MUSC 180 and MUSC 181. Music major or consent of the instructor.

### 281 Class Instruction in Piano IV 1 Hour

Piano course for music major or equivalent. Preparation for required piano proficiency exam.  
*Prerequisites:* MUSC 180, MUSC 181, MUSC 280. Music major or consent of the instructor.

### 297 Bluegrass Music Internship 1-6 Hours

This course is open only to BA in Music, bluegrass concentration students. This is an advanced bluegrass music studies course designed to provide an internship experience in various areas of bluegrass music. Internships may vary from on-campus, in-state, to out of state placements. Focus opportunities may vary from festival and theatre preparations to studio and band management skills. Unique placements occur each semester. To enroll in this course the student must be in good academic standing with both the college and degree program.

*Prerequisite:* Consent of the instructor.

### 298 Orchestration Software 3 Hours

Course designed to use computer software to assist with orchestration.

*Prerequisites:* MUSC 170, MUSC 171, and MUSC 377 or permission of department chairperson.

### 301 Music History and Literature I 3 Hours

A study of music history from the ancient through the Baroque period with emphasis on the recognition of styles and the development of aural skills and music vocabulary. Completion of a listening component is required.

### 302 Music History and Literature II 3 Hours

A study of music history from late classical period to the present with emphasis on the recognition of styles and the development of aural skills and music vocabulary. Completion of a listening component is required.

*Prerequisite:* MUSC 301 or consent of department chairperson.

**303 Bluegrass History I 3 Hours**

The main focus of this course is to study the music and lives of Bluegrass artists through 1965. Class discussions, assignments, and projects are based on a variety of aspects such as; biographies, women in bluegrass, festivals, instruments, record companies, and international music leading up to the future of bluegrass music. Bluegrass History I is offered during fall semesters only.

**304 Bluegrass History II 3 Hours**

The main focus of this course is to study the music and lives of Bluegrass artists from 1966 through present day. It is highly encouraged to complete Bluegrass History I prior to enrolling into II, but not required. Class discussions, assignments, and projects are based on a variety of aspects such as; the life and accomplishment of Bill Monroe in relation to bluegrass music as well as families, friendships, festivals, communities, and cultures that value bluegrass music and the direction of bluegrass music today.

*Prerequisite:* MUSC 303. Bluegrass History II is offered during spring semesters only.

**306 Recording and Engineering 3 Hours**

This course is designed to develop fundamental performance skills, knowledge of appropriate equipment, and the techniques and methods used in live sound reinforcement, recording, broadcasting and video. The focus of this course is to gain a confident understanding of basic sound, video, lighting, microphones, acoustics, and the importance of editing. A lab is required which offers a hands-on experience in a real-world studios that are located on the college premises. An advanced study in lighting, green screening, sound mixing boards, digital stereo and multi-track recording, and processing and editing in recording, broadcasting, and video serves as an extension of the actual class time. Post production will include radio and/or video spots that will be aired on the college radio and television network during lab meetings. This course includes objectives and content previously addressed in separate audio and video labs.

**311 Marching Band 1 Hour**

Band meets during marching season to develop shows to be performed during football games and to participate in parades. This course includes a service learning component.

*Prerequisite:* Approval of the Director. May be repeated up to eight times.

**312 Concert Band 1 Hour**

During concert season, band meets to prepare music for spring concerts.

*Prerequisite:* Approval of the Director. May be repeated up to eight times.

**314 Business of Music II 2 Hours**

The Business of Music II is an extension and advance study of skills learned in The Business of Music I. In addition to a refreshment of previous course, students will begin studying at a much more intensive and individualized pace. Students will create real-life musical contracts that obtain to their style of professional music, along with learning the steps of copyrighting laws. Students will also have the opportunity to hear special guests talk about how musicians should appropriately file their taxes in order to successfully make a living in a professional band. In addition, students will begin writing a workable business plan and developing a meaningful press-packet which will include artifacts such as; musicians resume, contracts, personal biography, demo record, etc. Bluegrass degree students will continue to create and collect artifacts that are required for musician's press-packet.

**317 Class Instruction in Percussion 2 Hours**

This course is designed to develop fundamental performance skills, knowledge of appropriate literature and the skills, techniques and methods used in teaching, repairing and writing for the percussion instruments.

*Prerequisite:* Completion of MUSC 170, MUSC 171 or consent of department chairperson.

## 322 Course Offerings

**318 Class Instruction in Brass** **2 Hours**  
Develop fundamental performance skill, knowledge of appropriate literature, skills, techniques and methods used in teaching of brass instruments.

*Prerequisite:* Completion of MUSC 170, MUSC 171 or consent of department chairperson.

**359 Music Fundamentals and Methods** **2 Hours**  
Methods and materials in teaching music fundamentals for Early and Middle Childhood classroom teachers.

**368 Concert Choir** **1 Hour**  
Concert Choir is a large ensemble. It rehearses and performs a wide variety of choral literature from all major stylistic and historical periods. This course includes a service learning component.

*Prerequisite:* Approval of the Director. May be repeated up to eight times.

**370 Composition and Arranging I** **1 Hour**  
Instruction is individualized. Compositional devices studied through analysis of works by major composers. Students write several arrangements, transcriptions, or original compositions utilizing smaller forms.

*Prerequisite:* Successful completion of MUSC 271 with a grade of "C" or higher.

**371 Composition and Arranging II** **1 Hour**  
This course is a continuation of Composition and Arranging I.

*Prerequisite:* Successful completion of MUSC 271 and MUSC 370 with a grade of "C" or higher.

**375 Conducting I** **2 Hours**  
Baton technique, score reading and preparation, choral literature and style and choral rehearsal technique.

*Prerequisites:* Completion of 100 and 200 level music courses or consent of department chairperson.

**376 Conducting II** **2 Hours**  
Instrumental rehearsal techniques, instrumental score reading and interpretation, band literature, and continued study of baton technique.

**377 Music Technology** **3 Hours**  
Introductory level training using finale notation, smart music software, and basic public address and recording systems.

*Prerequisites:* MUSC 170, MUSC 171 or permission of the department chairperson.

**378 Junior Recital** **1 Hour**  
The junior recital is intended to give the student their first opportunity at a major solo performance. The recital will contact under 30 minutes of music.

*Prerequisites:* At least five semesters of applied instruction and approval of applied instructor.

**379 Chamber Recital** **1 Hour**  
The Chamber Recital provides opportunity to perform in the setting of duets, trio, and small groups, and to present an excerpt juried performance of the repertoire.

*Prerequisites:* At least five semesters of applied instruction and approval of applied instructor.

**380 Piano Accompanying** **1-4 Hours**  
This course is for music majors only. This course is designed to prepare the student to meet the functional keyboard accompanying demands of the public schools and to prepare the student to meet the necessary keyboard accompanying for school performances.

*Prerequisite:* Approval of instructor

*Co-requisite:* Applied Piano

**470 Composition and Arranging III** **1 Hour**  
 Students will compose several arrangements, transcriptions, or original compositions utilizing larger forms.  
*Prerequisite:* Successful completion of MUSC 271, MUSC 370, and MUSC 371 with grades of “C” or higher.

**471** **Composition and Arranging IV**  
 This course is a continuation of Composition and Arranging III. Outstanding works may be programmed by college performing ensembles.  
*Prerequisite:* Successful completion of MUSC 271, MUSC 370, MUSC 371 and, MUSC 470 with grades of “C” or higher.

**493 Senior Project/Recital** **1 Hour**  
 The senior project/recital is considered the final gateway assessment for music majors. The project for the concentration areas of bluegrass music, music performance, vocal music, instrumental music will consist of at least thirty minutes of music. The project for music technology consists of the demonstration and application of technological skills as they apply to music. The project for bluegrass music will consist of forty minutes of music and/or portfolio review and/or internships review.  
*Prerequisite:* All majors must have seven semesters of applied instruction and approval of applied instructor. For the Bluegrass major: Completion of Bluegrass Internships I-IV.

**497 Bluegrass Internship** **1-6 Hours**  
 This course is open only to BA in Music, bluegrass concentration students. This is an advanced bluegrass music studies course designed to provide an internship experience in various areas of bluegrass music. Internships may vary from on-campus, in-state, to out of state placements. Focus opportunities may vary from festival and theatre preparations to studio and band management skills. Unique placements occur each semester.  
*Prerequisite:* Approval of the instructor

## APPLIED MUSIC COURSES (MUSC)

**Applied Course Numbers:** All require approval of the instructor and must be taken in the indicated sequence.

Applied music courses at the 100 and 200 level are for freshmen and sophomores, respectively. Applied music courses at the 300 and 400 level are for juniors and seniors, respectively. All applied music courses are one credit hour.

Bluegrass Banjo	MUSC	160, 161	260, 261	360, 361	460, 461
Bluegrass Bass	MUSC	164, 165	264, 265	364, 365	464, 465
Bluegrass Dobro	MUSC	178, 179	278, 279	382, 383	478, 479
Bluegrass Fiddle	MUSC	166, 176	266, 267	366, 381	483, 484
Bluegrass Guitar	MUSC	158, 159	258, 259	358, 369	458, 459
Bluegrass Mandolin	MUSC	162, 163	262, 263	362, 363	462, 463
Bluegrass Vocal	MUSC	122, 123	222, 223	322, 323	422, 423
Clarinet	MUSC	134, 135	234, 235	334, 335	434, 435
Euphonium	MUSC	146, 147	246, 247	346, 347	446, 447
Flute	MUSC	136, 137	236, 237	336, 337	436, 437
French Horn	MUSC	148, 149	248, 249	348, 349	448, 449
Oboe	MUSC	138, 139	238, 239	338, 339	438, 439
Percussion	MUSC	152, 153	252, 253	352, 353	452, 453
Piano	MUSC	120, 121	220, 221	320, 321	420, 421
Saxophone	MUSC	154, 155	254, 255	354, 355	454, 455

## 324 Course Offerings

Trombone	MUSC	144, 145	244, 245	344, 345	444, 445
Trumpet	MUSC	142, 143	242, 243	342, 343	442, 443
Tuba	MUSC	150, 151	250, 251	350, 351	450, 451
Voice	MUSC	124, 125	224, 225	324, 325	424, 425

### Applied Music

Private instruction is offered for all listed instruments and voice. One hour of credit represents 50 minutes of instruction each week. Five hours of practice per week are recommended for each hour of credit. A lower grade may result if the student fails to meet the minimum requirement.

Students failing to inform their private instructor prior to an absence will be considered unexcused unless severe circumstances have intervened. Instructors will not be expected to make up an unexcused absence.

Jury examinations will be scheduled during the week prior to final examinations or during final examinations. These examinations are considered to be the equivalent of a final examination. The faculty jury may discuss and recommend, but the instructor retains the sole responsibility for the final semester grade. The fourth semester jury will be the mid program assessment for all music majors and must be passed to continue in the music program.

All applied students majoring in music will perform at department and public recitals when requested. When representing Glenville State College, the student must obtain permission before participating in any performance not sponsored by the Department of Music.

The final capstone course is the senior recital/senior project. Students must demonstrate their ability to perform successfully in their jury the semester before their senior recital. The successful completion of this course will demonstrate the musical maturity required and the organizational skills needed to prepare and perform musical events. Senior projects must have faculty approval.

Students will be tested at the beginning of their first year to determine their piano proficiency and course placement. All music majors must pass a piano proficiency examination. All parts of the exam must be passed prior to Student Internship. Exams will be scheduled at the end of each semester during juries. If a student does not pass a part of the exam, the student may retake that portion of the exam the following semester. If there are three repeated failures in any category, then the student must retake the entire piano proficiency examination.

**Applied Major:** The normal sequence for the ten credit hours in the major consists of three semesters of two credits each and four semesters of one credit each. Applied majors will appear at juries and recitals each semester. **Seven semesters of one credit each are required for students entering the program effective the fall 2015.**

**Applied Minor:** The normal sequence of events for the four credits in the minor consists of four semesters of one credit each. The minor is required to appear only at a jury or in a recital performance, the choice being made by the instructor.

## NATURAL RESOURCE MANAGEMENT (NRMT)

### 125 Computer Assisted Mapping

**3 Hours**

Introduces students to basic Computer Assisted Mapping with major emphasis placed on the Land Surveying program area.



**201 Forest Ecology** **3 Hours**  
The study of local and regional forest communities and those environmental factors, such as light, temperature, moisture, soils, affecting their structure. *(Required laboratories included)*

**234 GIS Application I** **3 Hours**  
A study of the fundamentals of the geographic information systems (GIS) technology. Relevance of GIS technology with other disciplines and applications of GIS technology to solution of practical problems in land surveying, forest technology, environmental technology, social sciences and physical sciences is studied.

**311 Natural Resource Permitting** **3 Hours**  
A multi-state study of the federal and state statutes, rules and regulations governing environmental permitting in the Appalachian region.

**312 Sustainable Trails Design & Construction** **2 Hours**  
This course deals with the proper design, construction, maintenance, and leadership skill required to develop environmentally sustainable, natural surface trails for hiking, biking, and equestrian activities.

**334 GIS Applications II** **3 Hours**  
This applied course will include the building of geodatabases from a variety of data sources. Students will create and/or expand a local geographic information system.  
*Prerequisite: NRMT 234.*

**351 Flora of West Virginia** **3 Hours**  
Recognition and identification of common native and introduced vascular plants. Includes the basic principles of plant taxonomy and description of the floristic regions of West Virginia. *Cross-listed as BIOL 351.* *(Required laboratories included)*

**410 Energy Resource Law** **3 Hours**  
A study of the law concerning legal rights and duties in coal, oil and gas, and timber operations.

**493 Natural Resource Management** **3 Hours**  
A comprehensive study of North American natural resources with an emphasis on renewable natural resources. Ecological, economic and political factors will be integrated into a framework for understanding the interaction between natural and social processes.  
*Prerequisite: BIOL 400, ENVR 352, and NRMT 334 or permission of department chairperson.*

## **NONPROFIT LEADERSHIP AND MANAGEMENT (NPLM)**

**301 Nonprofit Leadership & Management** **3 Hours**  
This course is designed to provide knowledge of the philosophy and role of nonprofit organizations. The student will learn management skills that are required to be effective nonprofit leaders. Exploration of career possibilities in the nonprofit sector is emphasized throughout the course.

**302 Grant Writing** **3 Hours**  
This course is designed to provide knowledge of funding a nonprofit with a primary focus on writing grant proposals. Risk and crisis management is also included. Career development and job opportunities in the nonprofit sector are covered throughout the course.

## 326 Course Offerings

- 497 Internship I** **1-4 Hours**  
This course allows students to gain valuable experience working in nonprofit organizations. Job search and employable skills are emphasized. This course is credit/no credit only.  
*Prerequisites:* NPLM 301 and NPLM 302, and Junior or Senior status.

## PHYSICAL EDUCATION (PED)

- 106 Weight Lifting and Conditioning** **2 Hours**  
This course will cover the principles as well as the practical applications of weight lifting and conditioning.
- 121 Foundations of Physical Education and Sport** **2 Hours**  
This course will analyze physical education and sport, their backgrounds and current trends, as well as their psychological, sociological and educational implications for American culture.
- 130 Recreational Sports** **1 Hour**  
This course will acquaint the student with the basic rules, skills, terminology, and strategies relative to table tennis, billiards, shuffleboard, horseshoes, and other lifetime sports.
- 131 Introduction to Athletic Training** **3 Hours**  
This course will be designed as a general overview and basic introduction to the many facets of sports medicine/athletic training and the role of the athletic trainer (i.e., record keeping, initial injury evaluation and treatment, legal concerns).  
*Prerequisites:* PED 201 or consent of department chairperson.
- 132 Individual and Dual Sports** **3 Hours**  
This course will cover the principles, practical applications, guidelines, and major physical education concepts involved in individual and dual sports.
- 136 Team Sports** **3 Hours**  
This course will cover the basic rules, skills, practical applications, terminology, and strategies relative to team sports.
- 201 First Aid and Safety** **1 Hour**  
This course stresses the functional first aid capabilities required to provide the initial emergency care necessary to sustain life and to maintain life support until the victims of an accident or sudden illness are cared for by qualified personnel.
- 223 Dance and Aerobics** **1 Hour**  
This course will cover various aerobic activities, dance and movement exploration. Emphasis will be placed on adapting these skills to the developmentally appropriate levels, while incorporating current styles and practices with regard to movement forms.
- 224 Assisting in Sports/Camps/Intramurals/Coaching** **2 Hours**  
This course will cover the techniques and strategies for organizing and administering a sound intramural and sport specific camp program. Students will study the managerial skills common to coach all sports, the strategies for developing philosophies, the techniques used for off-season preparation, the planning of pre-season and practice events, and the effective ways of dealing with public and community relations.

**230 Intramural Development 2 Hours**

This course will cover the techniques and strategies for organizing and administering a sound intramural program.

*Co-requisite: 30 clock hours assisting in the operation of the Glenville State College Intramural program.*

**232 Philosophy and Techniques of Sport Coaching 2 Hours**

The study of managerial skills common to coaching all sports: developing philosophies, off-season preparation, pre-season and practice planning, recruiting, public and community relations, budgeting and scheduling.

**265 Diversity and Ethics in Sport 3 Hours**

This course provides an exploration of how historical and contemporary forces in society have shaped the opportunities and experiences of various cultural groupings in the realm of American sport. The course also acts as introductory examination of ethical issues that arise in the sport business, providing an analysis of ethical issues facing youth, interscholastic, intercollegiate, Olympic, professional, and business sport entities.

**325 Athletic Coaching Administration 3 Hours**

The study of managerial skills common to coaching all sports: developing philosophies, off-season preparation, pre-season and practice planning, recruiting, public and community relations, budgeting, and scheduling.

**326 Physical Education in the Elementary Schools 2 Hours**

This course will provide the student with the knowledge and understanding of games, activities and rhythms applicable to the appropriate developmental level. Emphasis will also be placed on movement education as a curricular model.

*Prerequisites: EDUC 203, EDUC 205.*

*Co-requisites: Ten hours of observation and participation in an elementary school Physical Education setting clinical and field experience.*

**327 Adapted Physical Education 2 Hours**

This course will cover theories, understandings and practical strategies that will enhance the maximum physical development of handicapped children.

*Prerequisites: PED 121. Co-requisite: Special Olympic Assignment or its equivalent.*

**332 Kinesiology 3 Hours**

Exploration of human movement involving muscle function, location, leverage of motion and analysis of specific sport skills.

*Prerequisite: BIOL 309 and BIOL 310 (BIOL 310 may be taken concurrently).*

**333 Motor Learning and Development 2 Hours**

This course is designed as an introductory course in motor behavior encompassing the areas of motor learning and motor development. The course emphasis is on the application of principles which affect behavior, learning and performance. *Prerequisite: PED 121*

**410 Measurement in Physical Education 2 Hours**

This course will provide introduction to statistical measurement techniques for evaluating physical education students' performance. The student will administer, score and interpret standardized and sports skill measuring instruments. Emphasis will be placed on assessment, test planning and instruction.

*Prerequisites: PED 121 - Junior or Senior status or consent of department chairperson.*

## 328 Course Offerings

**421 Exercise Physiology** **3 Hours**  
A study of the human body's physical adaptation as it reacts to the stresses of physical activity.  
*Prerequisites:* BIOL 309 and BIOL 310.

**450 Professional Skills and Career Planning in Sport** **3 Hours**  
A course designed to provide students with advanced knowledge concerning professional applications in sport, resume development, career opportunities in sport, job search tactics, effectively applying and interviewing for potential jobs.  
*Prerequisites:* CSCI 101, CART 101 and instructor approval.

## PHYSICS (PHYS)

**201 General Physics I** **4 Hours**  
This is a first course in college physics. Physical phenomena explored include mechanics, heat, thermodynamics, and sound waves. Solution of problems from everyday experiences and discovery learning is emphasized in both lecture and laboratory work. **(Required laboratories included)**  
*Prerequisites:* MATH 115 with a grade of "C" or higher.

**202 General Physics II** **4 Hours**  
This is a continuation of Physics 201. Physical phenomena explored include wave mechanics, light and optics, electricity and magnetism, and nuclear physics. Solution of problems from everyday experiences and discovery learning is emphasized in both lecture and laboratory work. **(Required laboratories included)**  
*Prerequisite:* PHYS 201 with a grade of "C" or higher.

**209 General Geology** **4 Hours**  
A general course including both physical geology and historical geology. About 50% of the time is spent in laboratory and field experiences. **(Required laboratories included)**

**304 Problems in Physics** **3 Hours**  
Object of this course is to give work in the solution of problems of physics beyond that covered in the general course in physics.  
*Prerequisite:* PHYS 201 and PHYS 202.

**310 General Astronomy** **4 Hours**  
A survey course in astronomy with emphasis on the Solar System, Stellar and Galaxy formations and Cosmology. Laboratory experiences are provided which include numerous night sky observations. **(Required laboratories included)**

**341 Nuclear Physics** **3 Hours**  
The fundamentals of nuclear chemistry including: nuclear structure, nuclear forces, radioactive decay modes, kinetics of radioactive decay, radiation detection and measurement, interactions of radiation with matter, and applications of radioactive tracers. **Cross-listed as CHEM 341.**  
*Prerequisites:* CHEM 102 and PHYS 202 with a grade of "C" or higher.

**345 Introductory Chemical Physics** **4 Hours**  
An introductory course in physical chemistry covering thermodynamics, physical and chemical equilibria, kinetics, quantum chemistry, and spectroscopy. **(Required laboratories included)**  
*Prerequisites:* CHEM 102, MATH 202 and PHYS 202 with a grade of "C" or higher.  
**Cross-listed as CHEM 345.**

**350 Modern Physics 3 Hours**

Modern physics isn't so modern. Inadequacies in the classical theories of Newtonian mechanics and Maxwell's electromagnetism were widely recognized by physicists at the turn of the century. This course starts with a historical account of the experimental evidence that motivated the development of relativity theories and Quantum Mechanics. With these new models, the course details a modern picture of space-time, the atom's electronic and nuclear structure, with applications in chemistry, solid state electronics, and nuclear physics.

*Prerequisites:* MATH 202 and PHYS 202 with a grade of "C" or higher.

**493 Senior Research Seminar 2 Hours**

This course is designed to provide senior physics students with the opportunity to perform research and discuss critical issues in physics. Students will gain presentation experiences as well as review various concepts in physics. This course also serves as the capstone course for the physics program and senior assessment.

*Prerequisites:* Approval of Instructor.

**POLITICAL SCIENCE (POSC)****203 American National Government 3 Hours**

This course is an introduction to the structure, organization, political processes, and selected policies of the American National Government.

**204 State and Local Government 3 Hours**

A study of the three branches of state government and an examination of the structure and functions of local and municipal governments.

*Prerequisite:* POSC 203.

**304 Comparative Government 3 Hours**

A study of methods of comparing political systems and an examination of the world's major types of government.

*Prerequisite:* POSC 203.

**309 Civil Liberties 3 Hours**

A study of constitutional rights and their sources—principally amendments 1-8 and 14 of the U.S. Constitution. The course focuses on cases decided by the Supreme Court, which arise when the need for governmental control comes into conflict with established individual freedom.

*Prerequisites:* POSC 203.

**310 The American Presidency 3 Hours**

A specialized study of the American Presidency with special emphasis on the politics of selection and on Presidential roles.

*Prerequisites:* POSC 203.

**325 U.S. Foreign Relations 3 Hours**

A study of contemporary United States foreign policy. This course concentrates on the making of U.S. foreign policy and selected current foreign policy issues.

*Prerequisites:* POSC 203.

## 330 Course Offerings

**390 Introduction to Public Administration** **3 hours**  
This course will provide the student with the general principles of management and administration including special emphasis on public decision making, budgeting, human resources, and leadership in the public sector. *Cross-listed as SOCL 390.*

*Prerequisites: POSC 204.*

**401 International Relations** **3 Hours**  
A study of the elements of national policy, motivations and goals of nation-states, problems of conflicting interests and prospects for the future international system.

**493 Senior Project** **2 Hours**  
A senior project, normally a major research paper. Students in this course will be asked to complete one or more assessment exercises. Required of all history and political science majors. *Cross-listed as HIST 493.*  
*Prerequisites: Senior standing, History and Political Science Major or History or Political Science minor.*

## PSYCHOLOGY (PSYC)

**201 General Psychology** **3 Hours**  
A survey of topics and research within the major fields of psychology to give students an understanding of basic concepts, principles, theories and methods used in the scientific study of behavior.

**250 Lifespan Development** **3 Hours**  
A survey of topics and research within lifespan development covering the time periods of conception to death. Students will develop an understanding of the physical, emotional, social, and cognitive development of people from infancy through late adulthood.  
*Prerequisites: PSYC 201.*

**310 Abnormal Psychology** **3 Hours**  
A study of the nature of abnormality with emphasis given to the descriptions, causes and treatments of the major types of psychopathology.

**330 Social Psychology** **3 Hours**  
A study of the factors including social behavior emphasizing experiments dealing with socialization, conformity, attitude change, aggression, social interaction, group process and related topics.  
*Cross-listed as SOCL 330.*

**340 Comparative Psychology** **3 Hours**  
Comparative psychology originated from the intersection of experimental psychology and evolutionary biology. Comparative Psychologists explore the evolution and development of behavior, using laboratory and field methods of observation, in a wide variety of species (hence, "comparing" species). The main goal is to uncover common and divergent behavioral processes among species, including humans. We will explore behavioral abilities across the animal world and what that tells us about brain evolution, including animal intelligence, learning and memory, reproductive and social behavior.  
*Prerequisite: PSYC 201.*

**360 Psychology of Human Sexuality** **3 Hours**  
An examination of topics relating to the biological, psychological, behavioral, clinical, and cultural dimensions of human sexuality.

**380 Drugs and Human Behavior 3 Hours**

An in-depth exploration of psychoactive drugs and their effects on the nervous system and on human behavior. Emphasis will be on the physiological and behavioral effects of drugs of abuse (such as alcohol, cocaine, and amphetamine) but this course will also cover psychotherapeutic drugs (such as antidepressants and antipsychotics). Theories of drug addiction and issues regarding prevention/treatment of drug addiction will also be discussed.

*Prerequisite: PSYC 201 or consent of department chairperson.*

**390 Learning and Memory 3 Hours**

This course covers the behavioristic paradigms of learning, classical and operant conditioning and social learning theory, the Behavioral roots of cognitive psychology and the cognitive revolution, and then goes on to the cognitive paradigm's concepts of prototypes, categorical and schematic representations, the information processing paradigm, structures and processes of human memory, encoding, storage, retrieval, interference and forgetting.

*Prerequisite: PSYC 201.*

**420 Theories of Personality 3 Hours**

A survey of the history, major concepts, research and theories dealing with personality development, change, differences and assessment.

*Prerequisites: PSYC 201 and PSYC 310.*

**450 Perception and Cognition 3 Hours**

This course will cover the "back end" of cognition of higher level functions: attention and pattern perception, Constructivism/Gestalt/Ecological Optics, information processing, structures and processes of memory, schema theory, knowledge organization and representation, language, speech and language perception, thinking, reasoning, concept formation, critical thinking, decision making and problem solving.

*Prerequisite: PSYC 201.*

**460 Clinical Applications/Tests and Measurements 3 Hours**

An introduction to applied and professional psychology. Topics will include: clinical psychology, counseling psychology, school psychology, psychometrics (tests/measures), and industrial/organizational psychology. An overview of the theoretical and substantive principles/tools in each of the areas of professional psychology.

*Prerequisites: PSYC 201 and PSYC 310.*

**493 Senior Seminar 3 Hours**

The Senior Seminar is the "capstone" to the educational experiences in the fields of Psychology and Sociology. It serves the same purpose as a thesis for Masters Students and a dissertation for Doctoral students. It is a demonstration of the student's ability to carry out, present, and critically evaluate research. This course includes a service learning component.

*Prerequisites: SOCS 293 and Senior status.*

**READING (READ)**

**317 Teaching Reading in Middle and Adolescent Education 3 Hours**

This course is designed to provide a background in methodology and organizational systems necessary for teaching reading in middle and adolescent education. There is a special emphasis on reading in the content areas.

*Prerequisite: Admission to Teacher Education.*

## 332 Course Offerings

### 318 Teaching Reading/Language Arts in Early and Middle Childhood Education (K-6) 4 Hours

This course is designed to provide a background in methodology and organizational systems necessary for teaching reading and language arts in early and middle childhood education.

*Prerequisite:* Admission to Teacher Education.

### 414 Diagnostic and Prescriptive Teaching of Reading 2 Hours

This course is designed to develop competency in identification and correction of reading difficulties in early and middle childhood education within the classroom setting.

*Prerequisites:* Admission to Teacher Education and successful completion of READ 317 or READ 318.

*Co-requisite:* Participation in an elementary public school experience.

## SAFETY EDUCATION (SAFE)

### 327 Legal Aspects and General Safety 2 Hours

This course includes legal aspects of school safety and accident prevention.

### 338 Emergency Services and Disaster Preparedness 3 Hours

Procedures for establishing and implementing emergency services and disaster preparedness programs.

*Prerequisites:* SAFE 327 or consent of department chairperson.

## SCIENCE (SCNC)

### 101 Earth Science 4 Hours

This course is designed for non-science majors to gain an understanding of astronomy, meteorology, and geology; includes laboratory experiences. **(Required laboratories included)**

*Prerequisites:* ACT Math score of 18 or higher; or SAT Math score of 430 or higher; or new SAT Math score of 470 or higher; or COMPASS Algebra score of 32 or higher; or completed MATH 106L or higher with a "D" or higher; or consent from the Chairperson of the Science and Mathematics Department.

### 102 Nature of Sound and Light 4 Hours

This course is designed for non-science majors to gain an understanding of fundamental wave mechanics as applied to sound and light. The wave mechanics will be connected to music and color, with an introduction to mathematical ratios that define musical scales. Laboratory activities will involve the use of electronic sensors to analyze waveforms from both light and sound, and will also involve the design, construction, and evaluation of simple musical instruments. 3-1 hour lectures, 1-3 hour lab. **(Required laboratories included)**

*Prerequisites:* ACT Math score of 18 or higher; or SAT Math score of 430 or higher; or new SAT Math score of 470 or higher; or COMPASS Algebra score of 32 or higher; or MATH 106L or higher with a "D" or higher; or consent from the Chairperson of the Science and Mathematics Department.



**103 Contemporary Biology 4 Hours**

This course is designed for non-science majors to gain an appreciation and understanding of fundamental concepts of biology with an emphasis on the application of basic biological principles to contemporary issues and problems. Topics covered will include the scientific method, cells, cellular metabolism, genetics, biotechnology, evolution, biodiversity, ecology, environmental science, anatomy and physiology. Students will achieve basic scientific literacy with a goal of improved critical thinking, writing, and problem-solving skills. This course meets weekly for 3-1 hour lectures and 1-3 hour laboratory.

*(Required laboratories included)*

**Prerequisites:** ACT Math score of 18 or higher; or SAT Math score of 430 or higher; or new SAT Math score of 470 or higher; or COMPASS® Algebra score of 32 or higher; or MATH 106L or higher with a “D” or higher; or consent from the Chairperson of the Science and Mathematics Department.

**104 Forensic Chemistry 4 Hours**

This course is designed for non-science majors to gain an appreciation and understanding of fundamental concepts of chemistry through their interest in crime and criminal investigations. Connections between the chemical concepts and forensic topics will be emphasized throughout the course. The laboratory activities will reinforce the chemistry concepts and introduce analytical instrumentation or methodology used in a crime investigation laboratory. This course meets weekly for three lecture hours and three laboratory hours.

*(Required laboratories included)*

**Prerequisites:** ACT Math score of 18 or higher, or SAT Math score of at least 430 or higher; or new SAT Math score of 470 or higher; or COMPASS® Algebra score of 32 or higher; or completed MATH 106L or higher with a “D” or higher; or consent of the Chairperson of Science and Mathematics Department.

**105 Nature of Science and Engineering Practices 1 Hour**

Science 105 is a laboratory course with emphases on the mastery and application of scientific and engineering practices as delineated in A Framework for K-12 Science Education published by the National Research Council in 2012.

*Laboratory 3 hours*

**204 Life Sciences for Elementary Education Majors 3 Hours**

A laboratory-based course with emphases on the mastery and application of life science concepts as delineated in A Framework for K-12 Science Education published by the National Research Council in 2012. Counts as a General Studies requirement for Elementary Education Majors.

*Lecture 2 hours, Laboratory 3 hours*

**Prerequisites:** SCNC 105 and eligible to enroll in MATH 115.

**205 Physical Science for Elementary Education Majors 3 Hours**

Science 205 is a laboratory-based course with emphases on the mastery and application of physical science concepts as delineated in A Framework for K-12 Science Education published by the National Research Council in 2012. Completions of a JASON Project unit, an all-day NASA IV&V and/or Robert C. Byrd Institute engineering workshop, and a PASCO workshop are required. Counts as a General Studies requirement for Elementary Education Majors.

*(Required laboratories included)*

**Prerequisites:** SCNC 105 and eligible to enroll in MATH 115.

**305 Earth Sciences for Elementary Education Majors 3 Hours**

Science 305 is a laboratory-based course with emphases on the mastery and application of earth/space science concepts as delineated in A Framework for K-12 Science Education published by the National Research Council in 2012. Counts as a General Studies requirement for Elementary Education Majors.

*(Required laboratories included)*

**Prerequisites:** SCNC 204, SCNC 205, and Admission to Teacher Education

## 334 Course Offerings

### 405 Pedagogical Practices and Classroom Instruction 2 Hours

Science 405 is a laboratory-based course with emphases on mastery of pedagogical theories, practices and research skills advocated in the National Science Teachers Association for Science Teacher Preparation (2003, 2012) for elementary school science instruction.

*(Required laboratories included)*

*Prerequisites:* SCNC 305 and Admission to Teacher Education.

## SOCIAL SCIENCE (SOCS)

### 225 Introduction to Global Studies 3 Hours

An introductory survey course designed to thematically examine the impact of globalization on various cultures and regions from an interdisciplinary perspective. An interdisciplinary theme is adopted which incorporates various theoretical and methodological perspectives from six social science disciplines: anthropology, geography, economics, political science, psychology and sociology. Emphasis is placed on the increased interconnectedness between world regions and the various and uneven impact this has on people's daily lives.

### 293 Research Methods and Statistics 3 Hours

Research design and analysis techniques for use in the social sciences will be taught. Emphasis will be placed on the use of descriptive and inferential statistics, research design, and sampling.

*Prerequisites:* Minimum of 12 hours in Social Sciences including PSYC 201 and SOCL 205 and MATH 105 or higher with a grade "C" or higher.

### 314 Social Studies in Early and Middle Childhood Education 2 Hours

This course presents a survey of instructional methods aimed at organizing and integrating social studies content appropriate for early and middle childhood education. The basic principles of social studies content, principles and methodology coupled with planning, evaluating developmentally appropriate learning experiences are emphasized.

*Prerequisite:* Admission to Teacher Education.

*Co-requisite:* Directed observation/active participation in public schools.

## SOCIOLOGY (SOCL)

### 105 Interviewing and Counseling 3 Hours

A general introduction to interpersonal communication skills and techniques, securing and evaluating data, use of self in relationships, client-worker contracts, confidentiality, need definition, and counseling, advice and information sharing.

### 205 Principles of Sociology 3 Hours

An introductory course examining human groups — how they are produced and how they affect human behavior. Students are acquainted with the way sociological research is conducted. Human behavior in groups is addressed through a survey of basic sociological concepts such as: culture, social organization and change, socialization, stratification, family, religion, etc.

### 209 Social Problems 3 Hours

A study of major contemporary social problems such as poverty, crime, racism, drugs, population and environment. A global perspective shows how this country's social problems are linked to what is happening worldwide. Attention is given to using critical thinking skills to evaluate differing views of and solutions for social problems.

- 304 Marriage and Family 3 Hours**  
 A study of the institutions of the family and marriage, including various ethnic family structures of marriage is addressed by dealing with topics starting with mate-selection and sex roles to marital dynamics, parenting, divorce and remarriage. Areas such as communication and family violence are addressed as are alternative lifestyles.
- 309 Case Management 3 Hours**  
 This course will begin with an overview of both the derivation and the current state of the practice of case management. The primary emphasis however will be on the development of a basic understanding of the core functions of case management which will include hands on skill building projects and activities. The course is meant to be both conceptual and practical.  
*Prerequisite: SOCL 105.*
- 312 Criminology 3 Hours**  
 The major theories of crime causation ranging from classical to contemporary conceptions of criminal behavior will be presented in this course. Students interested in a career in law enforcement, adult or juvenile corrections, law, private or industrial security, counseling or people who are simply interested in crime and deviant behavior will enjoy examining these theories.  
*Prerequisite: CRJU 111.*
- 330 Social Psychology 3 Hours**  
 A study of the factors including social behavior emphasizing experiments dealing with socialization, conformity, attitude change, aggression, social interaction, group process and related topics.  
*Cross-listed as PSYC 330.*
- 340 Death and Dying 3 Hours**  
 Death and Dying explores the issues and problems that mortality presents to modern American society. The topics examined in this course include attitudes toward death, the dying patient/person, the role of the care-giving professional, death and children, grief, legal aspects of death, the funeral, widowhood, suicide, and moral and ethical issues surrounding death. The course integrates the historical, psychological and sociological perspectives on these issues with emphasis on the sociological.
- 390 Introduction to Public Administration 3 Hours**  
 This course will provide the student with the general principles of management and administration including special emphasis on public decision making, budgeting, human resources, and leadership in the public sector.  
*Prerequisites: SOCL 205. Cross-listed as POSC 390.*
- 402 Minority Groups 3 Hours**  
 A study of racial and ethnic minorities with an emphasis on the causes and effects of prejudice and discrimination in relation to minority and majority groups.  
*Prerequisites: SOCL 205 and SOCL 209.*
- 493 Senior Seminar 3 Hours**  
 The Senior Seminar is the “capstone” to the educational experiences in the fields of Psychology and Sociology. It serves the same purpose as a thesis for Masters students and a dissertation for Doctoral students. It is a demonstration of the student’s ability to carry out, present, and critically evaluate research. This course includes a service learning component.  
*Prerequisites: SOCS 293 and Senior status.*

## 336 Course Offerings

### SPANISH (SPAN)

**101 Elementary Spanish I 3 Hours**

An introduction to Spanish as a second language, emphasizing pronunciation, oral comprehension, speaking, reading, writing, vocabulary and grammar. *The course presumes no prior knowledge of the language.*

**102 Elementary Spanish II 3 Hours**

Continuation of SPAN 101 with an emphasis on conversation and writing within an authentic cultural context.

*Prerequisite: SPAN 101.*

**203 Intermediate Spanish II 3 Hours**

Foundation for advanced study of Spanish. Emphasis on oral and written communication.

*Prerequisites: SPAN 101 and SPAN 102.*

**204 Intermediate Spanish II 3 Hours**

Major emphasis on improving conversational skills, reading development and writing skills with grammar reviews where appropriate.

*Prerequisites: SPAN 101, SPAN 102 and SPAN 203.*

**302 Advanced Spanish Grammar, Reading and Composition 3 Hours**

Major emphasis on improving conversational skills, reading development and writing skills with grammar reviews where appropriate.

*Prerequisites: SPAN 204.*

**305 Spanish Civilization and Culture 3 Hours**

This course will examine those things which define Spanish culture. This course will take a critical look at the constructions of Spain and Spanish. Further, students will be provided with the tools to facilitate a critical examination of the Spanish culture. Students will examine globalization, race and immigration, notions of gender and sexuality, and the cultural memory of the Spanish Civil War.

*Prerequisites: SPAN 101 and SPAN 102.*

**308 Survey of Hispanic Literature 3 Hours**

This course will introduce students to Spanish and Latin American literary works in their English translation. The texts will be studied in context and will include the literary genres of drama, short story and the novel. Some themes that this course will explore are physical and emotional imprisonment, violence, family/nation, liberation/repression, and woman as subject/object.

**310 Latin American Civilization and Culture 3 Hours**

This course will focus on the history of Latin American cultures and civilization from pre-Columbian times to the present. This course aims at covering those basic elements which constitute Latin-American culture. Students will examine the questions which arise from different understandings of the contemporary reality of Latin-America. The fundamental aim is to gain a perspective on the complex reality of nations which are the result of a laborious process of culturalization.

*Prerequisite: SPAN 101 and SPAN 102.*

**403 Cultural Issues in the Hispanic World 3 Hours**

This course is designed to give students a comprehensive understanding of the Hispanic world, its political institutions, economy, and customs. Students will achieve familiarity with the major figures in history and the arts, architectural styles and artistic trends, political events, and social and religious institutions as well as gain the ability to analyze and interpret different aspects of Hispanic civilization in the context of each period.

*Prerequisites: SPAN 204.*

**407 Survey of Latin American Literature 3 Hours**

This course will examine Latin American literature from independence to the present. Topics will include romantic allegories of the nation; modernism and postmodernism; *avant garde* poetry; regionalism versus cosmopolitanism; indigenous and indigenist literature; magical realism and the literature of the boom; Afro-Hispanic literature; and testimonial narrative. Authors may include Ruben Dario, Gabriela Mistral, Pablo Neruda, Vicente Huidobro, Cesar Vallejo, Jorge Luis Borges, Jose' Maria Arguedas, Gabriel Garcia Marquez, Octavio Paz, Rosario Castellanos, Nancy Morejon, Rigoberta Menchu, Joaquim Machado de Assis, and Clarice Lispector.

**Prerequisites:** SPAN 101 and SPAN 102.

**409 Survey of Peninsular Literature 3 Hours**

This course focuses on readings and discussions of the history, civilizations, values, and art of the groups that help to shape the Spanish civilization and culture (Phoenicians, Greeks, Romans, Arabs, Jews, and the Visigoths). Survey of Peninsular Literature illustrates how the presence of the Visigoths helped to spread Christianity among the people of the peninsula in its earliest stages and later on, after 1492, to the rest of the world.

**Prerequisites:** SPAN 101 and SPAN 102.

**SPECIAL EDUCATION (SPED)****220 Educating the Exceptional and Culturally Diverse Student 3 Hours**

A study of the characteristics of learners with exceptionalities and an overview of some of the methods, materials, and techniques appropriate for inclusion, including multicultural considerations.

**Prerequisite:**

**Co-requisite:** 20-clock-hour field experience in a public-school special education setting

**321 Educating the Student/Students with Mental Impairment: Characteristics and Strategies 3 Hours**

Study of the characteristics of student/students with mental impairment and the strategies for their instruction in the public schools, including the transition to working and living in the community.

**Prerequisite:** Admission to Teacher Education and successful completion of SPED 220. Though other prerequisites are still applicable, Admission to Teacher Education is not required for students majoring in Behavioral Science.

**Co-requisite:** 10-clock-hour field experience.

**331 Introduction to Learning Disabilities 3 Hours**

A study of children displaying disorders in one or more of the basic psychological processes involved in effective communication.

**Prerequisite:** Admission to Teacher Education and successful completion of SPED 220. Though other prerequisites are still applicable, Admission to Teacher Education is not required for students majoring in Behavioral Science.

**Co-requisite:** 10-clock-hour field experience.

**332 Introduction to Behavior Disorders 3 Hours**

A study of students whose emotional condition prohibits learning at the expected levels within the regular school program.

**Prerequisite:** Admission to Teacher Education and successful completion of SPED 220. Though other prerequisites are still applicable, Admission to Teacher Education is not required for students majoring in Behavioral Science.

**Co-requisite:** 10-clock-hour field experience.

## 338 Course Offerings

**334 Strategies for Students with Learning Disabilities and Behavior Disorders 3 Hours**  
An overview of strategies and techniques effective for teaching students with learning and behavior problems.

*Prerequisites:* Admission to Teacher Education and successful completion of SPED 220.

*Co-requisite:* 10-clock-hour field experience.

**351 Educational Assessment of Students with Exceptionalities 3 Hours**  
Administration of test battery and presentation of results of assessment including prescriptions for instruction.

*Prerequisites:* Admission to Teacher Education and successful completion of SPED 220, SPED 321, SPED 331, and SPED 332. Though other prerequisites are still applicable, Admission to Teacher Education is not required for students majoring in Behavioral Science.

**363 Behavior Management in the Classroom 3 Hours**  
A study of strategies and techniques derived from behavioral theories to analyze and manage inappropriate behavior and to structure appropriate behavior in the classroom environment.

*Prerequisites:* Admission to Teacher Education and successful completion of SPED 220, SPED 321, SPED 331 and SPED 332. Though other prerequisites are still applicable, Admission to Teacher Education is not required for students majoring in Behavioral Science.

*Co-requisite:* 20-clock-hour field experience.

**420 Special Education Practicum 2 Hours**  
Development of IEPs, identification and implementation of techniques for collaboration, inclusion, and working with parents. Application in public school settings.

*Prerequisites:* Admission to Teacher Education and successful completion of SPED 220, SPED 321, SPED 331, SPED 332, SPED 334, SPED 351 and SPED 363.

*Co-requisites:* 20-clock-hour field experience.

## SPORT MANAGEMENT (SMGT)

**130 Introduction to Sport Management 3 Hours**  
This course is intended to be a comprehensive review of all problem areas and recent research in the field of sport management.

**313 Resort Area Management 3 Hours**  
This course provides the student with the basic knowledge to perform the following procedures and responsibilities in resort area management: facilities planning, program organization, staffing personnel, advertising and public relations, and financial administration.

*Prerequisite:* SMGT 130 with a grade of "C" or higher.

**330 Event and Facilities Management 3 Hours**  
This course addresses the procedures and functionality of event planning, focusing specifically on the organization, function, and operations of meeting facilities, conference and convention centers, and sporting facilities. Students will gain a broad understanding of sales markets, meeting activities, and service standards for event planning. Students will learn elements of organization, operations, and purpose of convention and sporting facilities, specifically covering topics of feasibility, marketability, and functionality of facilities.

*Prerequisites:* SMGT 130 with a grade of "C" or higher.

*Co-requisites:* Twenty (20) clock hours assisting in the operation meeting, convention, or athletic events.

**335 Sport Marketing**

**3 Hours**

This course addresses application of fundamental marketing concepts to the sport industry. Marketing research, promotions, fund-raising, advertising, and assessment of marketing programs specific to sport will be covered.

*Prerequisites: MRKT 201 and SMGT 130 with grades of "C" or higher.*

**430 Legal Aspects of Sports**

**3 Hours**

Legal Aspects of Sports encompasses the study of the legal liabilities and responsibilities of coaches, trainers, administrators and institutions as related to sports.

*Prerequisite: SMGT 130 with a grade of "C" or higher.*

**497 Internship II**

**3-6 Hours**

This course is designed to be an integrating "hands-on" experience in a sports facility and is open only to baccalaureate sport management majors. SMGT 497 is considered to be the culminating experience of the Sport Management major within the specific content area and is recommended to be taken in the last semester of academic requirements.

*Prerequisites: SMGT 130, SMGT 313, SMGT 330, SMGT 335 and SMGT 430 with grades of "C" or higher.*

**STATISTICS (STAT)**

**361 Introduction to Statistical Analysis**

**3 Hours**

This course is an introduction to statistical principles with emphasis on business applications. Topics include methods of sample selection, statistical calculations, and statistical inference, test of hypotheses, and correlation and regression.

*Prerequisites: MATH 115 or higher and BUSN 230 with a grade of "C" or higher.*

**GLENVILLE STATE COLLEGE  
2019-2020  
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## ACADEMIC DEPARTMENTS

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KENNETH R. LANG, PH.D. ....	<i>Chairperson, Department of Criminal Justice and Social Science</i>
JEFFREY C. HUNTER, PH.D. ....	<i>Dean of Education, Health &amp; Physical Education</i>
JASON P. BARR, ED.D. ....	<i>Chairperson, Department of Fine Arts</i>
RICO M. GAZAL, PH.D. ....	<i>Chairperson, Department of Land Resources</i>
MATTHEW M. THIELE, PH.D. ....	<i>Chairperson, Department of Language and Literature</i>
SARA J. SAWYER, PH.D. ....	<i>Chairperson, Department of Science and Math</i>

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RACHEL L. ADAMS, M.A. ....	<i>Coordinator of Off-Campus Programs</i>
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LARRY R. BAKER, M.S. ....	<i>Director of Institution Effectiveness</i>
JERRY BURKHAMMER, M.A. ....	<i>Project Director, Student Support Services</i>
DUSTIN CRUTCHFIELD, M.S. ....	<i>Director of Marketing and Public Relations</i>
ADRIAN DUELLEY, B.S.B.A. ....	<i>Director of Student Activities</i>
CONNER FERGUSON, B.S.B.A. ....	<i>Alumni Director and Annual Funds Coordinator</i>
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JASON PHARES, B.A. ....	<i>Director of Information Systems</i>
JAMES M. BRADLEY, PH.D. ....	<i>Director of Institutional Research</i>
ANN REED, M.S. ....	<i>Registrar and Title IX Coordinator</i>
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TEGAN MCENTIRE, B.S. ....	<i>Human Resources Coordinator and Title IX Coordinator</i>
TRAE SPRAGUE, BA. ....	<i>Director of Residence Life &amp; Judicial</i>
TERESA G. STERNS, M.A. ....	<i>Executive Assistant to the President</i>
CHELSEA STICKELMAN, B.S.B.A. ....	<i>Director of Admissions</i>
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GAIL L. WESTBROOK, M.S. ....	<i>Director of Robert F. Kidd Library</i>

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**(Full-Time)**  
**2019-2020**

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## 344 Faculty

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**346 Faculty**

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**\*Tenured**

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1981 Jean Adams-Smith	1996 Cheryl Fleming McKinney	2010 Sherry J. Jones
1982 Bruce C. Flack	1997 Michael J. Caulfield	2011 Frederick S. Walborn
1983 James H. Meads, II	1998 Keith Haan	2012 Larry R. Baker
1984 Yvonne Gillespie	1999 James F. Hilgenberg, Jr.	2013 Paul S. Peck
1985 Charles C. Scott	2000 Theresa D. Cowan	2014 Arthur E. DeMatteo
1986 A. Edwin Grafton	2001 Phillip A. Taylor, III	2015 Jonathan E. Minton
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1989 Charles R. Sypolt	2004 D. Wayne de Rosset	2018 Marisha L. Lecea
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Professor Art DeMatteo

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Cinda R. Echard 1980-2015 Professor Emerita	Yvonne H. King 1966-2000 Professor Emerita
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1977-2004  
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1959-1997  
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1978-1998  
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2001-2019  
Professor Emeritus

Elma Jean Woofert  
1954-1987  
Professor Emerita

Nancy E. Zane  
1984-2016  
Professor Emerita

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The Alumni Office is located in the Arbuckle House at the corner of Court and Linn Streets. The Director of Alumni Relations manages all relations for College alumni along with the President of the College and the Executive Council of the Alumni Association.

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