

**Alice Lloyd  
College  
Catalog**

**2014-2016**

All statements in this Catalog and other publications reflect the approved policies of Alice Lloyd College as of August 1, 2014. The College reserves the right to change at any time any of the provisions, statements, policies, curricula, procedures, regulations or fees. Other publications supplement the College Catalog and may be obtained from the appropriate office of the College. The provisions of these publications constitute an agreement - but not an irrevocable contract - between the student and the College.

Alice Lloyd College makes all decisions regarding recruitment and admission of students and hiring and promotion of staff members without discrimination on grounds of race, color, creed, religion, sex, national origin, age or handicaps.

Alice Lloyd College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award Bachelor of Arts and Bachelor of Science degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4501 for questions about the accreditation of Alice Lloyd College. The College is also accredited by the Kentucky Education Professional Standards Board to offer teacher education programs.

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# The Mission of Alice Lloyd College

The mission of Alice Lloyd College is to educate mountain people for positions of leadership and service to the mountains by:

- *Making an Alice Lloyd College education available to qualified mountain students regardless of their financial situation.*
- *Offering a high quality academic program, emphasizing the liberal arts.*
- *Promoting the work ethic through a self-help student work program in which all full-time students participate.*
- *Providing an atmosphere in which Christian values are maintained, encouraging high personal standards and the development of character.*
- *Serving the community and region through appropriate outreach programs that utilize mountain people helping mountain people.*
- *Assisting deserving students in obtaining advanced study beyond their program at Alice Lloyd.*
- *Producing leaders for Appalachia who possess high moral and ethical values, an attitude of self-reliance, and a sense of service to others.*

## Historical Sketch

"The leaders are here." With these words, in the early 1900s, Mrs. Alice Geddes Lloyd set off a new social force in Central Appalachia. Mrs.

Lloyd was born and reared in Massachusetts. She attended Radcliffe College and later worked as a reporter for the *Boston Globe* and edited the *Cambridge Women's Chronicle*, the *Cambridge Press*, and the *Wakefield Citizen and Banner*.

Then, in her thirties, she was stricken with an illness which left her frail and partially paralyzed. At the age of forty, she was encouraged to leave Boston and journey to Eastern Kentucky in hopes that the milder climate would aid her recuperation.

Educational opportunities and basic social services were very limited in Eastern Kentucky when Mrs. Lloyd arrived at Ivis, on Troublesome Creek, in 1916. She moved to Caney Creek in 1917 at the urging of Abisha Johnson, who offered his land and help in establishing a place to educate community residents. Mrs. Lloyd recognized the tremendous need in this area and established the Caney Creek Community Center. The Center provided basic social services and education for children and young people.

In 1919, Mrs. Lloyd was joined by June Buchanan, a volunteer from Syracuse, New York. June Buchanan immediately identified with Mrs. Lloyd's purposes and assisted with the operation of the Center.

As the Community Center grew, Mrs. Lloyd and June Buchanan used their resources to establish many schools throughout the mountains. In so doing, they saw a need for higher education in Eastern Kentucky. The region needed highly trained and unselfish leaders - doctors, ministers, businessmen, engineers, and teachers. Such professional people, they reasoned, would be of enormous service to the isolated mountain communities. This vision of training leaders for Appalachia generated the formation of Caney Junior College in 1923.

From the earliest days, students and their families could ill afford to pay for an education. But they did provide what they could – farm products and their labor. A philosophy started that required every Caney student to work part-time, to help pay for their own education and to develop such qualities as dependability, initiative, and self-reliance. The tradition continues today.

The founders considered character education to be paramount in developing the kind of leaders Appalachia needed. Moral and ethical training was considered to be important and was reflected in courses, chapels, and the Christian Forum - regular public meetings in which students were required to discuss ethical issues and also their own purposes and goals for life.

Many books and articles in such publications as *Reader's Digest*, *Life* and the *New York Times* have been written about the College and the success of its graduates. Caney graduates have received much

recognition for their service to the mountains. Among the leaders produced here have been prominent physicians, lawyers, congressmen, engineers, teachers, and ministers. Two alumni received the coveted Rockefeller Service Award for contributions to Eastern Kentucky.

In 1962, after Mrs. Lloyd's death, the College was renamed in her honor. Today, Alice Lloyd College continues as a private, independent, co-educational college operating on Christian principles and dedicated to training leaders for the mountains, a concept often referred to as Leadership Education.

William S. Hayes became president in 1963 and served until 1977. Under his leadership, the College launched a capital improvement campaign, which included construction of a water treatment facility, three student residence halls, an administrative office building, a science building, and an athletic facility.

Jerry C. Davis was appointed president in 1977. His eleven-year tenure was marked by the creation of an accredited four-year liberal arts college; the founding of The June Buchanan School (grades K-12); the expansion of a number of campus facilities, including a new library, classrooms, and a performing arts center; and the augmentation of campus programs, student enrollment, and the institutional endowment.

In 1988, M. Fred Mullinax was named president. Campus expansion continued under President Mullinax's direction with the construction of two student residence halls and a student center, enhancement of faculty salaries and benefits, recruitment of quality students, and enrichment of the College's endowment.

Timothy T. Siebert assumed the presidency in September 1995. He came to the College with seven years' experience in development work. Dr. Siebert left the College in December 1998 to return to his home state of Missouri.

Joseph Alan Stepp was named president in April 1999. He is the first native Appalachian to assume the president's position at Alice Lloyd College. During President Stepp's tenure, the endowment has increased from \$12.2 million to \$34.4 million (nearly 300%). In recent years, the College has been featured in national media such as *U.S. News & World Report* as the top college in America for graduating students with the least amount of debt and *Forbes Magazine* as one of the most financially fit colleges in America. Over the past fifteen years, Alice Lloyd College has spent roughly \$20 million on numerous major construction/renovation projects (not counting various other improvements) and technology upgrades. Some of these projects include restoration of two

historic buildings, Cushing Hall and the Commodore Slone Building, renovation of men's and women's dormitories, major renovations to the Caney Cottage dormitory in Lexington, Kentucky, renovation of the McGaw Library and the construction of a Center for Entrepreneurship and Collaborative Learning, and expanding recreational and athletic facilities. President Stepp has also overseen the expansion of our business program to include majors in entrepreneurship and accounting, a minor in entrepreneurship and core concentrations in management, e-marketing, leadership, finance, healthcare administration, e-commerce, and management information systems, and has added majors in kinesiology, sociology, special education and a dual degree in nursing. Through all of this, the College remains debt free.

### **The June Buchanan School**

The June Buchanan School (JBS) is a private, college preparatory, co-educational school for grades K-12. JBS strives to recruit students who aspire to academic excellence and desire a learning environment operating on Christian principles. Classrooms are located in the Estelle Campbell Center for the Arts. JBS students utilize campus facilities such as the McGaw Library and Learning Resources Center, the Davis Student Center, Campbell Arts Center, campus recreational facilities, the Grady Nutt Athletic Center and campus food service.

The June Buchanan School and Alice Lloyd College are the two primary components of the campus corporate entity, the Caney Creek Community Center, Inc., which was founded in 1917 to promote the spiritual, intellectual, social and physical welfare of young people from the mountains. The primary administrative officer of JBS is the Dean, who represents the interests of JBS students, faculty, staff and parents.

Although The June Buchanan School shares some common historical and organizational features with the College, it is a thoroughly separate entity. JBS is accredited by the Southern Association of Colleges and Schools. It designs and maintains its own curriculum, hires its own faculty and staff, develops and maintains its own rules and policies, formulates its own budget, maintains its own admissions procedures and operates extracurricular sports programs under the auspices of the Kentucky High School Athletic Association. The Dean operates The School in compliance with Kentucky law and, where necessary, in accordance with guidelines established by the Education Professional Standards Board.

## Endowment

Alice Lloyd College has over \$34.4 million in value of endowment and funds functioning as endowment.

## Campus

Pippa Passes, located in Knott County, is about 150 miles east of Lexington, Kentucky, and 120 miles southwest of Huntington, West Virginia. The campus is about ten miles off Highway 80, between Hazard and Prestonsburg.

Mountain ranges surrounding the College provide sensational beauty, especially in the spring and autumn. Outstanding recreational sites have been developed within a 50-mile radius of the College: Daniel Boone National Forest, Buckhorn Lake and Park, Jenny Wiley and Kingdom Come State Parks, as well as several community parks. The Carr Fork Lake was completed and opened to the public in 1976. Located only twelve miles from the College, facilities are provided for boating, water skiing, fishing, swimming, and other types of outdoor recreation.

The ALC campus, which occupies land on both sides of peaceful Caney Creek, is unique among institutions of higher learning. Steep wooded mountains rise from the creek and much of the 225-acre campus includes mountain slopes, with many buildings set into the hillsides.

Some buildings are early student-built wood and stone structures. Most have been renovated to provide modern functional interiors. Other facilities are modern stone and wooden structures whose architecture blends harmoniously with the rest of the campus.

## Major Buildings

**Andersen Science Center (ASC)** - Constructed in 1969, renovated in 2003, and named in honor of Mr. and Mrs. Fred C. Andersen of Bayport, Minnesota, this building provides classrooms and specialized laboratory areas.

**Berger-Auen Residence Hall** - This is the newest men's residence hall on the Alice Lloyd College campus and is located adjacent to Howard Memorial Hall. Berger-Auen Residence Hall houses 128 men and has study rooms, lounges, and laundry facilities on each floor.

**Brown & Green Building (B & G)** - Located next to the June Buchanan Alumni Center, this two-story wooden structure houses the Student Work Program, the Craft Shop and the Christmas Pretties project.

**Campbell Arts Center (CAC)** - This facility was opened in 1987 and was named in honor of Estelle S. Campbell of Pittsburgh, Pennsylvania, a generous benefactor of the College and a supporter of the Arts. Located across from Lilly Memorial Hall, this building houses The June



Buchanan School, an auditorium and supports facilities for the Arts.

**Caney Cottage** - Located on Rose Lane in Lexington, Kentucky, this 18,000 square foot structure houses ALC alumni who are accepted into one of UK's professional or graduate schools and are granted a Caney/Berger Scholarship.

**Carrick Hall** - Located at the upper end of the campus, this three-story stone building provides housing for approximately fifty female students. Carrick was designed by Jasper Ward of Louisville and construction was completed in the late 1960s.

**Co-Founder's Home (affectionately called "Miss June's House")**- Located in the center of the campus, this lovely dwelling was built of native stone by Mr. Commodore Slone in the early 1960s. Today, it is being used as a guest facility for the College's numerous visitors.

**Commodore Slone Building** - Originally used as a science building, this native stone structure was named in honor of its builder, Mr. Commodore Slone, longtime campus architect. This newly renovated building houses the Business and Technology Center.

**Cushing Hall (CUSH)** - Built in the 1930s and renovated in 2006, Cushing Hall serves as a cultural and spiritual center for students. Cushing was named in honor of Mr. Herbert Cushing, headmaster of a school Mrs. Lloyd attended as a young girl.

**Eagle's Nest** - Originally known as Radcliffe, this building was the site of Mrs. Lloyd's office and was occupied by the co-founder, June Buchanan, until her death. Today it houses the WWJD-FM radio station.

**Founder's Shack** - From this tiny building, Mrs. Alice Lloyd provided the first education in the Caney Creek area. Now surrounded by the College campus, the Founder's Shack testifies to the more than 115 elementary and high schools that Mrs. Lloyd helped found in the Eastern Kentucky Mountains.

**Grady Nutt Athletic Center (GNAC)** - A spacious two-story structure located in the center of the campus, housing a gymnasium, an indoor swimming pool, a daycare center, classrooms, offices and an auxiliary gym. This building is named for Reverend Grady Nutt, minister, humorist, and cast member of the 1980's TV show, Hee Haw.

**Houghton House** - Located beside Carrick Hall, formerly used as faculty housing, Houghton House became home to the Pippa Passes Police Department in 2004.

**Howard Memorial Hall** - Located adjacent to the tennis courts, Howard Memorial Hall is comparable to Berger-Auen and houses 130 men.

**If Building** - It is one of the earliest buildings built by Alice Lloyd, but was completely renovated in 1984. Named after Kipling's inspiring poem

*If*, the building houses two guest apartments.

***Jerry C. Davis Student Center (DSC)*** - This comprehensive, multi-purpose student center was opened in January 1993. It houses the cafeteria, six classrooms, a fitness center, racquetball courts, an infirmary, bookstore, student lounge, and staff and student activities offices. The Davis Student Center was named in honor of former president, Jerry C. Davis, in 2003.

***June Buchanan Alumni Center (JBAC)*** - This building was dedicated in 1976 in honor of Dr. June Buchanan, Mrs. Lloyd's associate and co-founder of the College, for her 56th year of service at Pippa Passes. It reflects the simplicity and authenticity of Appalachian style in its construction. It houses administrative offices, classrooms, social science and English faculty offices, and the Teacher Education Professional Development Center.

***Lilly Memorial Hall*** - Opened in the fall of 1981, this dormitory houses approximately 190 women. It is situated on a mountainside with a panoramic view of the Caney valley. This building is named in memory of Mr. and Mrs. Eli Lilly of Indianapolis, Indiana, long-time friends and benefactors of Alice Lloyd College.

***McGaw Library and Learning Center (LCR)*** - Located in the center of the campus, this was completed in 1980. It is constructed on two levels and houses the Barrat Library, learning resource materials, the technology center, and the Ralph Edwards Auditorium. It was named in honor of Mr. and Mrs. Foster McGaw of Evanston, Illinois, strong supporters of the purpose of Alice Lloyd College.

***Mountainview Faculty Apartments*** - High up on the hill at the lower end of the campus, this complex, completed in 1984, provides eight family units for faculty and staff housing.

***Villager Townhouses*** - Located at the lower end of campus, this complex, completed in 1992, houses six family units for faculty and staff. A second section completed in 2002 houses three family and two single units for faculty and staff.

***Whisenand President's House and Guest Apartment*** - Located on a hillside in the center of campus across from the June Buchanan Alumni Center, the Whisenand President's House was made possible by the generosity of Mr. and Mrs. James R. Whisenand of Vista, California.

# Admissions

## General Admissions Procedures

Alice Lloyd College seeks students who demonstrate characteristics such as good academic performance, leadership ability, participation in school activities, strong desire to learn and service to others. Our Admissions Department strives to find students who possess these characteristics so that our faculty and staff can help each student become successful in every aspect of his/her life.

Students may apply for admission to Alice Lloyd College any time during their senior year. We prefer that applications be made no later than one month before the time of entrance. However, every effort will be made to process late applications received before the actual starting of school. This later application is not recommended if it can be avoided. For access to an admission application visit our website at [www.alc.edu](http://www.alc.edu) or call us toll free at 1-888-280-4252 (4ALC).

Each application for admission is evaluated on an individual basis. The Admissions Office will keep students informed of the progress of their applications and will notify them promptly of action taken.

A student may be admitted to ALC in one of five ways:

1. Graduation from high school.
2. Satisfactory completion of the General Education Development (GED) Test.
3. As a *special student*.
4. By transfer from another college or university.
5. As an international student.

Students accepted prior to high school graduation must maintain their academic standing and earn a high school diploma. Both instate and out-of-state students are required to take the American College Test (ACT) or Scholastic Aptitude Test (SAT) and have their scores reported to Alice Lloyd College. (ACT writing section is optional and is not required, but recommended.)

Applicants for admission should follow these steps:

- 1) File an application with the Admissions Office.

- 2) Request their high school to send a transcript to ALC. A final transcript should be sent to ALC following graduation reflecting the graduation date.
- 3) File the Free Application for Federal Student Aid (FAFSA). Failure to file the FAFSA by February 15 may result in the loss of KHEAA funding (CAP and SSIG Grants). Kentucky residents need to be sure to list a private school as their first choice; KHEAA provides larger grants for private schools.
- 4) List ALC as one of your school choices so that ALC will receive the SAR (Student Aid Report) electronically.
- 5) Take the American College Test (ACT) or Scholastic Aptitude Test (SAT); request that scores be sent to Alice Lloyd College.
- 6) Submit AP, CLEP, etc. score reports (minimum scores for advanced credit are established by academic departments).

**Note:** On receipt of Letter of Acceptance from Director of Admissions, students must submit 1) completed health form, 2) completed housing form, 3) \$50 deposit (non-refundable), if a dormitory room is to be reserved, or \$50 commuter deposit (non-refundable) for non-resident students, 4. schedule an interview with the Director of Admissions or Admissions Counselor. (All student athletes will be interviewed by their prospective coaches.) Freshman students normally are required to score at least a 17 on the ACT, or 400 Verbal and 430 Math on the Old SAT (roughly equivalent to the 25th percentile) or a combined 1210 on the New SAT, and have a minimum 2.25 GPA in pre-college curriculum courses. The Admissions Committee may recommend, with approval of the President, some students with a combined 15 ACT and 3.25 GPA or 16 ACT and 3.00 GPA (or comparable SAT scores). An interview is highly recommended for students seeking admission through the Admissions Committee. The College reserves the right to consider various criteria for admission, including, but not limited to, academic qualifications.

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

Alice Lloyd College accepts the College Level Examination Program (CLEP). A student may receive up to thirty hours credit at ALC for selected courses through the Subject Examinations approved by the College. Information regarding Subject Examinations appropriate for the Alice Lloyd College curriculum and information regarding the CLEP testing program may be obtained from the Office of the Registrar.

## **Advanced Placement (AP)**

College credit will be considered for AP courses taken while in high school when the student presents an official score to the Admissions Office for review. The AP course in question must correspond with a course offered by Alice Lloyd College. The final decision on whether an AP course is accepted by the College, and the number of semester hours which will be granted, will be made by the Registrar of the College in consultation with the appropriate departmental chair and the Vice President for Academics/Dean of the College. AP credit, like CLEP credit, is recorded without a letter grade, and has no effect upon the overall grade point average. Please call the Admissions or Registrar's Office for acceptable scores.

## **Transfer Students**

To transfer to Alice Lloyd College from another college, students must present to the Admissions Office:

- 1) An application for admission.
- 2) An official transcript of college credit from all colleges in which the student has enrolled, complete with final grades from the most recent term attended.
- 3) Appropriate financial aid forms as indicated in the General Procedures section.
- 4) ACT or SAT scores.
- 5) High school transcript reflecting the graduation date.
- 6) Transfer Clearance Form.
- 7) Schedule an interview with the Director of Admissions or Admissions Counselor (all student athletes will be interviewed by their prospective coaches).

Students must be in good standing when withdrawing from their former school and must have at least a 2.00 (C) academic average; the College will not transfer "D" grades. A student may transfer up to 64 hours from a regionally accredited two-year college and up to 90 hours from an accredited four-year college towards a bachelor degree program at Alice Lloyd College. Under exceptional circumstances, a student may petition the Vice President for Academics/Dean of the College for additional transfer credit. The College does not award credit for experiential education.

## **Students Desiring Readmission**

Students who wish to re-enter ALC must file a new application for admission. Students who have not taken any course work from another

college and have recently attended Alice Lloyd College should contact the Admissions Office to have their original application updated. Any outstanding debt should be settled with the Business Office prior to applying for admission.

### **Applicants without a High School Diploma**

Not every person who wants a college education has completed high school. Alice Lloyd College has a special admission procedure for persons over the age of 18 who have been out of school for a year or more and do not have a high school diploma. These applicants are required to have a personal interview with the Director of Admissions. They must also take the GED test; a copy of the test results should then be submitted to the Admissions Office. A GED score of at least 450 is required for unconditional admission. The submission of the ACT or SAT scores and appropriate financial aid forms described in the General Admissions Procedures section is also required.

### **International Students**

A limited number of international students are admitted to Alice Lloyd College; ALC is authorized under federal law to enroll non-immigrant, alien students. Students from other countries must complete and return the *International Admissions Packet* to the Admissions Office by June 1st. New international students will be accepted in the fall semester only.

The Director of Admissions is responsible for reviewing academic credentials and presenting recommendations to the Admissions Committee for all foreign student applicants.

A \$3,500 deposit must be submitted prior to issuance of the SEVIS I-20 to assure the international student has sufficient funds. The only financial aid available will be from work earnings of 160 hours per semester (ten hours per week) at a minimum wage rate for approximately \$1,160 per semester.

# Cost and Financial Aid

## **Alice Lloyd College Service Area: A UNIQUE OPPORTUNITY**

The College's first objective in carrying out its purpose is the provision of an Alice Lloyd education to qualified mountain students regardless of financial ability. Therefore, no qualified applicant should fail to attend the College due to financial constraints.

## **Alice Lloyd College Service Area: A SPECIAL COMMITMENT**

Consistent with its charter and commitments, the College maintains a guaranteed tuition policy for residents of 108 central Appalachian counties. That is, full-time students from within this territory will have their cost of education met by a **combination of grants, scholarships and participation in the Student Work Program.**

The designated territory (see map) includes the following counties of Kentucky, Ohio, Tennessee, Virginia, and West Virginia:

**KENTUCKY:** Bath, Bell, Boyd, Breathitt, Carter, Casey, Clay, Clinton, Cumberland, Elliott, Estill, Fleming, Floyd, Greenup, Harlan, Jackson, Johnson, Knott, Knox, Laurel, Lawrence, Lee, Leslie, Letcher, Lewis, Lincoln, Magoffin, Madison, Martin, McCreary, Menifee, Monroe, Montgomery, Morgan, Owsley, Perry, Pike, Powell, Pulaski, Rockcastle, Rowan, Wayne, Whitley, Wolfe.

**OHIO:** Adams, Brown, Gallia, Highland, Jackson, Lawrence, Meigs, Pike, Scioto, Vinton.

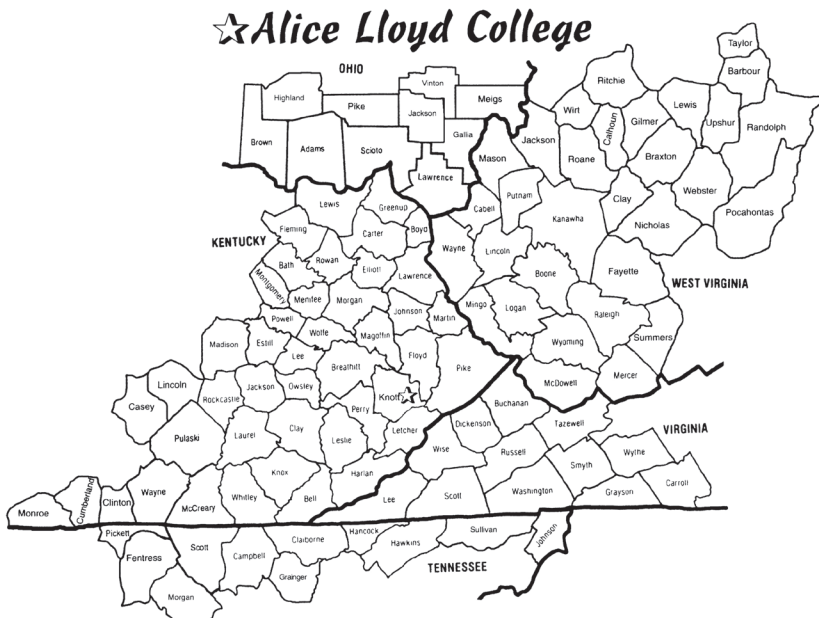
**TENNESSEE:** Campbell, Claiborne, Fentress, Grainger, Hancock, Hawkins, Johnson, Morgan, Pickett, Scott, Sullivan.

**VIRGINIA:** Buchanan, Carroll, Dickenson, Grayson, Lee, Russell,

Scott, Smyth, Tazewell, Washington, Wise, Wythe.

**WEST VIRGINIA:** Barbour, Boone, Braxton, Cabell, Calhoun, Clay, Fayette, Gilmer, Jackson, Kanawha, Lewis, Lincoln, Logan, Mason, McDowell, Mercer, Mingo, Nicholas, Pocahontas, Putnam, Raleigh, Randolph, Ritchie, Roane, Summers, Taylor, Upshur, Wayne, Webster, Wirt, Wyoming.

## Central Appalachian 108-County Service Area



## Appalachian Leaders College Scholarship

According to U.S. News and World Report, the average cost of tuition for private institutions in the United States is \$28,946. However, at Alice Lloyd College the out-of-pocket cost of tuition is \$0 for students originating from our service area.

Alice Lloyd College is committed to providing a quality education to mountain students regardless of their financial situation. Alice Lloyd is one of a select number of schools in the country that offers programs specifically designed to help students cut down on debt. In fact, Alice



Lloyd is consistently listed among the nation's leaders in graduating students with the least amount of average debt. Having been founded as "a college for Appalachia," every qualified student from ALC's 108-county service area is awarded the Appalachian Leaders College Scholarship, which covers the cost of tuition for up to 10 semesters.

The amount of the scholarship is based upon each individual student's financial need and varies accordingly. Any additional financial aid, such as scholarships from outside sources, is also factored into the overall award amount given to each student. Ultimately, when all of these resources are pooled together, the cost of tuition is paid in full.

However, getting your education at Alice Lloyd is not free. The College must rely on various sources to meet financial obligations, and students contribute through work performance. Alice Lloyd College is one of only seven work colleges in the nation. The Student Work Program enhances the educational experience and promotes service to the campus community while enabling students to help "pay their own way." Various student aid grants such as Pell, KTG, KEES, etc., which students apply for through their FAFSAs, are applied directly to student accounts. Numerous privately-funded and designated endowed scholarships are also applied directly toward the cost of education; and the Alice Lloyd College grant, which is derived from a nationwide donor base, guarantees that the remaining balance is covered.

Our Financial Aid Office is also sometimes able to assist students with the cost of room, board, and other fees as it applies to each student's level of need.

### **Room, Board, and Other Fees**

The cost of education (tuition) is guaranteed for all students from within the College's service area due to the generosity of donors from across the nation; however, students are expected to pay for their living expenses (Room and Board) and the student matriculation fee. When compared to other state colleges and universities, the cost of room and board at Alice Lloyd is relatively low. The amount owed by the student will depend upon his or her financial aid package. If a student's tuition is covered by other federal and state grants/scholarships, then the remaining balance can be applied toward these additional costs.

## **The Resident Student's Responsibility:**

### **Cost of Boarding**

Room	\$2,720
Board	\$2,940
Matriculation Fee	<u>\$1,780</u>
TOTAL (Resident)	\$7,440

### **The Commuter Student's Responsibility:**

Matriculation Fee	\$1,780
Commuter Fee	<u>\$1,990</u>
TOTAL (Commuter)	\$3,770

It is the student's responsibility to contact the Financial Aid Office to find out what he or she will owe.

## **Books**

Depending on the student's course of study, books will range from \$500 to \$700 per semester. However, students may be able to save money by purchasing used books from our campus bookstore.

## **The Cost of OTHER ITEMS**

The student may also incur other expenses that may vary. The following is a listing of special fees:

Transcript Fee	\$10
Science Lab Fee	25 (per semester)
Parking Fee	30 (per semester)
Diploma Fee	35
Part-time Student Fee	212 (per semester hour)

## **Financial Plan for Students outside the Alice Lloyd College Service Area**

Presently, the tuition, room, board and fees for students coming from outside the Alice Lloyd territory are the same as in area of \$16,640 per year. Room, board, and other fee structures are the same. In addition to funds for tuition, room, board, fees and books, international students must have on deposit at all times \$3,500. This deposit, plus interest, is fully refundable upon their departure from ALC.

## Personal Expenses

Other non-direct, annual costs for which the student is responsible are estimated to be \$2,400 for transportation and \$2,520 for personal expenses. These are estimated expenses that may vary with the individual spending habits of students. Students are expected to use summer earnings for these expenses. The Financial Aid Director will evaluate individual circumstances.

## Business Office

The Business Office is located on the first floor of the June Buchanan Alumni Center. The cashier's window is open from 8:30 to 11:30 a.m., and 12:45 to 3:15 p.m. Monday through Friday.

## Fee Payment & Procedures

Students whose financial aid packages do not satisfy their cost of education (tuition), room and board, and fees are required to pay 100% of their total balance at or before registration. Students who owe any balance should make arrangements for payment prior to Preregistration. Preregistration for Spring Term takes place late in November; for Fall Term in late April. There is a \$15 service charge on **all** returned checks.

## Student Work Payment Dates

Student work checks will be generated and applied to individual student accounts by the Business Office approximately every four weeks. There will be four pay periods per semester.

## Miscellaneous Information

- 1) The Business Office provides check-cashing services for students with a \$50.00 **maximum**. There is a \$15 service charge on **all** returned checks.
- 2) There are two local financial institutions where students can open checking accounts: The Bank of Hindman and Community Trust Bank. Some local merchants may be reluctant to accept out-of-town checks from students.
- 3) For students having an automobile on campus, there is a \$30 per semester parking permit fee, which is payable at registration in the Student Affairs Office.
- 4) Books from the College bookstore must be paid for at the time of purchase. The cost will be approximately \$450-500 per

semester, depending on major. The Bookstore (in the Davis Student Center) is operated for students' convenience in purchasing books and supplies. Hours of operation are posted. All books that need to be returned must be unused and returned prior to the last day of registration.

The Business Office wishes to work with both students and parents in matters of mutual concern. Please phone (606 368-6032) or come by the Business Office if assistance is needed.

## **Financial Aid Application Procedures**

To receive financial aid at Alice Lloyd College and to apply for any scholarships or grants, students are required to adhere to the following procedures:

### *Residents of Kentucky*

- 1) File an application for admission with the Alice Lloyd College Admissions Office.
- 2) File the Free Application for Federal Student Aid (FAFSA). Failure to file the FAFSA by February 1st may result in the loss of KHEAA funding (CAP and KTG Grants). Priority will be given to students who complete the FAFSA.
- 3) List Alice Lloyd College as one of your school choices so your information will be transmitted electronically to ALC.
- 4) If you file the electronic on-line FAFSA, be sure to keep your PIN number in order to make corrections later.
- 5) Copies of parents' and students' tax returns or statements of nontaxable incomes are required for any Pell eligible student.

### *Out-of-State Residents*

- 1) File an application for admission with the Alice Lloyd College Admissions Office.
- 2) File the Free Application for Federal Student Aid (FAFSA).
- 3) List Alice Lloyd College as one of your school choices so the information will be transmitted electronically to ALC.
- 4) Copies of parents' and students' tax returns or statements of nontaxable income are requested for any Pell eligible student.
- 5) Priority date for filing the FAFSA is February 1st.

No student can be awarded financial aid unless the Free Application for Federal Student Aid (FAFSA) has been filed. Forms are available from high school counselors and the Alice Lloyd College Admissions

Office and Financial Aid Office.

After the FAFSA has been processed, the Financial Aid Director will notify students with a Financial Assistance Award indicating the financial aid for which they are eligible. The Financial Assistance Award is the actual notification of all monies received for student accounts.

All scholarship recipients and returning students must complete the FAFSA and file it in the Financial Aid Office by February 1st for the following year. Applicants should understand that failure to complete an application for financial aid by February 1st could have serious financial repercussions.

## **Awarding Financial Aid**

A financial plan is developed for each student based on individual need and/or achievement and leadership potential. The resulting program is a combination of the financial resources of the parents, the student, the College, and federal and state financial aid. Alice Lloyd College combines all forms of financial aid to provide the student with the best available financial aid package. It is assumed that students and their families will use their own resources to contribute what they can toward a college education.

Students are awarded financial aid based on need as determined by the FAFSA. Additional consideration is given for special circumstances. All students are considered for admission and financial aid under consistent terms. The College maintains strict confidentiality regarding the amount of aid awarded in individual cases; each award reflects the financial circumstances of the particular family. Alice Lloyd College makes all decisions regarding financial aid without discrimination on grounds of race, color, creed, religion, sex, national origin, age, handicaps or other factors which cannot lawfully be the basis of an admissions or financial aid decision.

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

Satisfactory Academic Progress (SAP) ensures students are able to complete their academic program in a timely manner while maintaining adequate academic standards. In an age of increasing accountability of the use of federal student aid funds (and other federal, state, and institutional funds), institutions and students must demonstrate financial aid funds are being used to assist students in completing their academic goals in the most efficient way.

Federal regulations mandate that all students maintain SAP toward

a degree in order to receive assistance through Title IV federal financial aid (including, but not limited to, the Pell Grant, Stafford Loan, Perkins Loan, Parent PLUS, Federal Work-study, Supplemental Educational Opportunity Grant, TEACH Grant,) and need-based state aid (such as the Kentucky Tuition Grant and Kentucky CAP Grant) programs. Students must meet the academic standards as outlined in the SAP policy. These standards are for financial aid purposes only and neither replace nor override academic policies outlined by Alice Lloyd College. The SAP policy applies to all undergraduate students.

All students will be reevaluated after the Fall 2012 semester to determine if they meet the new Federal requirements for SAP.

### ***Policy Components***

There are three components of SAP consisting of quantitative and qualitative measurements. Quantitative measurements evaluate the pace and progress by which a student is working toward the completion of his or her program. This is measured by establishing a required percentage of credit hours that must be passed when attempted and by a maximum time frame in which a student must complete the required coursework. The Qualitative measurement evaluates the quality (GPA and academic standing) of the student's academic work.

#### ***Quantitative Requirements***

##### **1. Maximum Time Frame**

All students are expected to finish their program within a maximum time frame as determined by the college. All attempted credit hours are considered toward the maximum allowance, regardless of whether or not the student received financial aid.

*Undergraduate Students:* A student's total cumulative attempted hours may not exceed 192 hours (150% of the minimum 128 hours required to earn a bachelor's degree --  $128 \text{ hours} \times 150\% = 192 \text{ hours}$ ).

##### **2. Pace**

Undergraduate students must be on target to complete their academic program within the set time frame. To determine if a student is meeting this standard, total **cumulative earned** hours are compared to total **cumulative attempted** hours. The result must be 66.66% or greater, which means the student must complete and pass two-thirds of their cumulative attempted hours.

Examples:

Cumulative Earned Hours	Cumulative Attempted Hours	SAP Evaluation
12	24	$12/24=50\%$ Does <b>NOT</b> meet SAP
60	75	$60/75=80\%$ ; Does <b>MEET</b> SAP
60	99	$60/99=60.61\%$ Does <b>NOT</b> meet SAP

*Qualitative Requirements:*

3. GPA and Academic Standing

*Undergraduate Students:* Students must maintain at least a cumulative 2.0 official GPA and be in good standing, not dismissed nor suspended from their academic program, as determined by the Academic Dean's policies.

***Evaluation and Notification***

SAP will be reviewed at the end of each academic semester to determine if students meet the requirements. If the student fails to meet SAP after one semester, they will be placed on "Financial Aid Warning". The student will be eligible to receive aid for one semester. At the end of the warning semester, the student will be evaluated again. If the student regains SAP there is no further action, and the student will remain eligible for financial aid. Students who fail to regain SAP will be placed on "SAP Suspension" and be ineligible to receive financial aid until SAP is met.

Students who lose eligibility for federal, state, and institutional aid due to not meeting SAP requirements may:

- Earn the necessary GPA or semester hours to meet the minimum requirements while not receiving federal and state need-based financial aid, or
- Submit a SAP appeal.

Unless dismissed due to other circumstances, students denied federal, state, and institutional aid may continue to attend ALC using other aid sources or by funding their education themselves.

It is the student's responsibility to monitor his or her academic progress and to be aware of the requirements of his or her program and SAP standards.

### ***Appeal Process***

A student determined ineligible for financial aid for failure to meet the Alice Lloyd College Satisfactory Academic Progress standards has the right to make a written appeal to the Financial Aid Office if he or she can demonstrate:

- Failure to meet the minimum standard was caused by extreme or unusual circumstances beyond his or her control (natural disaster, family illness, etc. Third Party Documentation of circumstances described in the letter must be included with the written appeal). and;
- He or she has resolved the issue(s) that caused the deficit, and;
- issue(s) will not affect his or her performance in the future.

This letter should be sent to the Director of Student Financial Aid at 100 Purpose Road Pippa Passes, KY 41844. If an appeal is approved, the student will be placed on probation. His or her SAP will be evaluated the following semester he or she is enrolled to ensure the student is still meeting the appropriate requirements. If at that time the standards are not being met, a SAP hold will be placed back on the student's account and any federal aid and state grant aid in future semesters will be canceled.

### ***Limit of Appeals***

A student may appeal only twice during their academic career at ALC.

### ***Notification***

All notifications will be sent in two ways: a letter will be sent to the student's home address and an e-mail will be sent to the student's Alice Lloyd College e-mail address.

### ***Other SAP Information***

Additional information regarding grades, credits, academic policies and study abroad:

- *Earned Hours*: A, B, C, D, Pass and Transfer Hours accepted by Alice Lloyd College
- *Attempted Hours*: All earned hours, plus W, F, I, U (with exceptions listed below)
- *Accepted Transfer Credits*: Count as earned and attempted hours; are not factored into the student's GPA calculation
- *Repeat Courses*: Courses count as attempted hours each



time taken, regardless of whether federal financial aid is received. If the class is passed, it is also counted as earned hours. If a student is using any of his or her three repeat options offered through the Registrar's Office, the initial enrollment in the course (the class which is being replaced) will be included as attempted hours and excluded from earned hours if previously passed (which impacts pace), and it will be excluded in the GPA calculation

- *Incomplete and Withdrawal Grades:* Count as attempted hours; do not count as earned hours
- *Audited/Non-Credit Courses:* Excluded from all calculations and will not be considered when determining SAP status
- *Study Abroad:* Courses accepted by Alice Lloyd College will be used in determining SAP

## **FINANCIAL RESOURCES**

Various financial aid programs and options are provided for qualified students. Federal and state grants and loans, Alice Lloyd grants, scholarships, loans and student work funds are possible. The following information is provided to assist students in realizing the benefits and options available.

### **Appalachian Leaders College Scholarship**

Alice Lloyd College awards tuition guarantees for residents of 108 central Appalachian counties, regardless of income, who are eligible for admission. Students for this special service area will have their cost of education (tuition) met by a combination of grants, scholarships and participation in a required student work program. This scholarship is renewable for 10 semesters upon maintaining satisfactory progress toward completion of a degree.

#### ***Minimum Criteria for Appalachian Leadership College Scholarship***

- Resident in the 108-county service area.
- 2.25 high school GPA (in core curriculum classes).
- 17 composite ACT.
- 12 core curriculum credits (minimum).

### **Minority Grant**

In order to promote diversity at Alice Lloyd College and encourage attendance of minority students, Alice Lloyd College will award a limited

number of minority scholarships each year. To be eligible, students must meet the following criteria.

### ***Minimum Criteria for Minority Grants***

- Be a United States citizen and a resident of the 108-county service area.
- Complete a separate scholarship application and write an essay on “Why I would like to attend Alice Lloyd College on a Minority Scholarship.”
- Have a processed Free Application for Federal Student Aid (FAFSA) and be accepted for admission.
- Have financial need.
- Maintain a “C” average after the second year to be able to renew the scholarship

\*The application for the Minority Scholarship is available through the Admissions Office.

### **Pell Grants**

Students receiving Pell grants will have their Pell grants to help reduce room and board cost. The amount of Pell grant a student receives is related to the student’s or parents’ ability to pay, called Expected Family Contribution (EFC).

### **General Scholarships**

To help cover the cost of education which is guaranteed for students within the 108-county service area, the following scholarships have been established by alumni and friends of Alice Lloyd College. Students may be asked to write thank-you letters to the donors of these scholarships in order to express gratitude for assistance with their college educations.

George I. Alden Endowed  
Scholarship

Doll Blair Memorial Scholarship

Pauline Bowling Memorial Scholarship

Teamus Bowling Endowed Scholarship

George W. Butler Endowed Scholarship

John S. Carroll Endowed Scholarship

Gordon Edwin Caudill Endowed Scholarship

Charles F. Clark Endowed Scholarship

Willard H. Clatworthy Scholarship

In memory of Monroe and

Golda Maggard Wicker

Jerry C. Davis Endowed Scholarship

Kenneth Allen Endowed Scholarship

George and Hattie Bailey Endowed  
Scholarship

Richard P. Bowling Endowed  
Scholarship

June Buchanan Memorial  
Scholarship

Alfred And Shirley Caudill Endowed  
Scholarship

Edward R. Clark Scholarship

Hollie Conley Endowed Scholarship

Jesse and Margaret Dutra Endowed  
Scholarship

Homer and Ellen Ellison Scholarship

Samuel and Edna Enix Endowed  
 Scholarship  
 Grace Edith Farr Memorial Scholarship Fund  
 Frueauff Endowed Scholarship  
 Isaac and Imogene Fugate Endowed  
 Scholarship  
 W.R. Griffin Endowed Scholarship  
 Palmer L. Hall Living Endowment  
 Fund  
 Tempe Clay Hatcher Endowed Scholarship  
 William S. Hayes Endowed Scholarship  
 Richard E. and Carolyn V. Hilligoss  
 Endowed Scholarship  
 In memory of Mr. and Mrs.  
 Lawrence Schneider  
 Esther W. Hollowell Endowed Scholarship  
 Erna E. Jamieson Endowed  
 Ordell Ray Johnson Fund  
 Richard Jones Memorial Scholarship  
 Mary A.B. DuPont Laird Scholarship  
 Sarah Music Laven Memorial Purpose  
 Road Scholarship  
 John C.C. Mayo Scholarship  
 Loraine Burton McGuire Endowed  
 Scholarship  
 R. Birchell Moore Scholarship  
 Elizabeth E. Muller Scholarship  
 Frances and Russell Newton Endowed  
 Scholarship  
 Erma and Farley O'Brien Scholarship  
 Billie and Curtis Owens Endowed  
 Scholarship for Cordia High School  
 Students  
 Parsons Memorial Scholarship  
 Elizabeth Radford Scholarship  
 Reader's Digest Endowed Scholarship  
 Rebecca Reed Endowed Scholarship  
 Greg and Kristie Reynolds Endowed  
 Scholarship  
 Beatrix A. Rose Memorial Scholarship  
 Pearl and Jesse Savage Endowed  
 Scholarship  
 John G. Schwartz Endowed  
 Scholarship  
 Elsie Hurlburt Simonds and Katherine  
 Stevens Memorial Scholarship  
 Helen W. Simonds Scholarship  
 Charles V.L. Smith Memorial  
 Scholarship  
 Harold and Mary Snook Endowed  
 Scholarship

Fund  
 Mary Ann Fain Endowed Scholarship  
 First Commonwealth Bank Endowed  
 Scholarship  
 James and Virginia Goble Endowed  
 Scholarship  
 Ben Hall Endowed Scholarship  
 William M. Harlow Scholarship  
 Garnet Hartry Endowed Scholarship  
 Hathaway-Randall Memorial  
 Scholarship  
 Richard E. and Carolyn V. Hilligoss  
 Endowed Scholarship  
 In memory of Mr. and Mrs.  
 Frank M. Hilligoss  
 Lloyd F. and Dorothy B. Hunt  
 Scholarship  
 Ethel Hoover Jones Scholarship  
 Kentucky River Coal Endowed  
 Scholarship  
 J. Onis Leonard Endowed Scholarship  
 Raymond E. Mason, Jr. and  
 Margaret E. Mason Endowed  
 Scholarship  
 Moore, Harbison, Potter Scholarship  
 Ruth Schweyer Moran Scholarship  
 National Presbyterian Church  
 Women's Association  
 Scholarship  
 Dorothy M. Okert Scholarship  
 Owsley-Shrout Scholarship  
 Pleas B. Park and Jason K. Williams  
 Scholarship  
 Ruth S. Preston Scholarship  
 Milton M. Ratner Endowed  
 Scholarship  
 Edwin and Dorothy Coburn Reffett  
 Scholarship  
 Bill and Elaine Richards Endowed  
 Scholarship  
 Edna and Delmas Saunders Endowed  
 Scholarship  
 Harry and Martha Sheeley Scholarship  
 Sara Morrison Shelton Scholarship  
 Frances S. Shutt Endowed  
 Scholarship  
 Mike and Sheila Sloane Honor  
 Scholarship  
 William and Sarah Smith Endowed  
 Scholarship  
 William Stamler Scholarship

David and JoAnn Stuart Scholarship  
Ralph and Jewel Turner Endowed  
Scholarship  
Ella C. Vogt Endowed Scholarship  
Irene Whitaker Endowed Scholarship  
J. Keller and Bertha Whitaker Endowed  
Scholarship  
Bill Williams Family Endowed  
Scholarship

Loretta Preston Spears Thompson  
Endowed Scholarship  
Willis Vanover Endowed Scholarship  
Rilda S. Watson Endowed  
Scholarship  
Robert and Sharon Wilhelm Endowed  
Scholarship  
Mae S. Wood Scholarship

## **Other Specific Area Scholarships**

Avon Endowed Scholarship for Non-Traditional Females  
Donald John Bettinger Chemistry Scholarship  
George J. Eyrick, Jr. Memorial Scholarship in Pre-Engineering  
William R. Hearst Endowed Scholarship for Non-Traditional Females  
Andrea Hover Endowed Scholarship for Music/Instrumentalists  
Buena Howell Endowed Scholarship in Biology  
Gerald D. Peet Endowment Scholarship Fund for Future Doctors  
Rosemary H. Shiflet Endowed Work Scholarship  
Mildred and Eugene Wittick Endowed Scholarships for  
June Buchanan School Graduates

*The Martha and Iva Friedlein Emergency Student Loan Fund* is available to students who find themselves in an emergency financial situation while enrolled at Alice Lloyd College. These funds are loaned based on the students' good-faith intention to repay the funds as soon as possible so that future students will have access when needed. No interest will be applied and no deadline for repayment stated. Students must contact the Director of Financial Aid or the Director of Development to apply for emergency funds. Approval will be based on the specific need and availability of funds.

## **Caney/Berger Graduate/Professional Scholarships**

According to long-standing tradition, ALC supports a select number of students from our 108-county service area in their studies at graduate or professional schools upon completion of their programs at the College.

Students attending the University of Kentucky live in ALC-owned housing near the campus. Those at other graduate schools receive cash scholarships toward tuition if they qualify for a Caney/Berger Scholarship.

Caney/Berger Scholarships are offered on a competitive basis. Applicants must have high academic standards, be of strong character, show potential for leadership and commit themselves to service to the Appalachian region upon completion of their programs. Benefactors of

the College fund these scholarships. See the Dean of the College for information.

### **Alice Lloyd College Presidential Scholarships**

Alice Lloyd College has introduced a scholars' program that will provide academic scholarships for a select number of students from our 108 central Appalachian county service area who have a commitment to service in the Appalachian region. The Presidential Scholarship will cover the full cost of education while attending ALC, money toward books, and continued assistance throughout graduate and/or professional school. The amount of assistance while in graduate and/or professional school will vary depending on the course of study and the school of attendance.

In order to be evaluated for this scholarship, students must have completed the Admissions Process (this includes scholarship packet requirements, interview process, housing form and deposit, medical form and FAFSA).

### **Alice Lloyd College Distinguished Scholars Program**

Alice Lloyd College offers recipients of the Distinguished Scholarships Program guaranteed acceptance in the Caney/Berger Graduate/Professional Program. Students who are designated Distinguished Scholars must apply to the Caney/Berger Program during the final semester of enrollment at ALC and meet the entrance requirements of the Caney/Berger Program. The amount of assistance while in graduate and/or professional school will vary depending on the course of study and the school of attendance.

In order to be evaluated for this scholarship, students must have completed the Admissions Process (this includes scholarship packet requirements, interview process, housing form and deposit, medical form and FAFSA).

### ***Minimum Criteria for Alice Lloyd Distinguished/Presidential Scholarships***

- 3.50 high school GPA (in core curriculum classes)
- 27 composite ACT or 1820 composite on the New SAT.
- Exemplary character as evidenced by outstanding leadership and/or community service.

### **Special Alice Lloyd College Scholarships**

*The Matthew T. and Julia Green Scott Memorial Scholarships*

are provided by the late Julia Scott Vrooman in honor of her father and mother, and is available to students interested in further study at Wheaton College, Wheaton, Illinois.

The *John Carroll Scholarship* is awarded to needy students who attended high school in the 5th Congressional District of Kentucky. Students awarded this scholarship must show promise of graduating. This scholarship is a \$600 award and is a one-time award for incoming freshmen. This award can be used to cover expenses for books and fees.

### **Named Distinguished Scholarships**

The Bill McKenna Distinguished Scholarship #1

The Bill McKenna Distinguished Scholarship #2

The Hazel Cassell Sloan Distinguished Scholarship

### **Named Endowed Awards**

Each spring, outstanding students are honored during Alice Lloyd College's annual Academic Honors and Awards Program. During this required convocation, students are recognized before their peers for their exceptional academic performance and servant-leadership qualities. Awards range from certificates of recognition to generous cash awards. The following named awards include cash stipends for annual recipients.

Alice Lloyd College Campus Spirit Award

Alice Lloyd College Scholar-Athlete Award

Fred J. Becker Endowed Award in Business

H.N. and Frances C. Berger Foundation Awards

Donald John Bettinger Chemistry Scholarship Award

Walter William Bettinger Endowed Award in Music

Class of 1982 Student Teacher Award

Whitfield Cobb Endowed Award in Leadership 101

Whitfield Cobb Endowed Award in Statistics

Campus Community Award

Sponsored by the Hindman Lions Club

Harold M. Finley Endowed Scholarship Award

Katherine Anne Haigler Memorial Award

Shirley Bradley Haws Memorial Scholarship Award

Will and Edith Hayes Freshman Leadership Award

Jean H. Ingels Award in Business

Walter H. Isler Endowed Award in Engineering and Math

Cody Jacobs Memorial Scholarship Award  
for Maintenance Student Workers  
Melvin and Mae Kibler Award in Chemistry  
Knott County Retired Teachers Association Award for  
Student Teachers  
Dr. Larry M. Leslie Pre-Medicine Award  
Edward Madden Award for Outstanding Education Student  
The James V. Mongiardo Award in Speech  
Kossuth Mitchell Alpha Chi Scholarship Award  
Bobby Moore Endowed Award  
Fred L. Mullinax Leadership Award  
Rachel D. Mullinax Accounting Award  
Curtis and Billie Owens Literary Society Competition Awards  
Ruth S. Preston Scholarship  
Dr. Anthony and Kathy Stumbo Pre-Medicine Scholarship  
Award  
Joe and Irma Stepp Endowed Scholarship Award  
Algernon Sydney Sullivan Scholarship  
Mary Mildred Sullivan Award  
Barbara Thompson Most Improved Scholarship Award  
Robert C. Thacker Endowed Scholarship Award

## **Graduating Senior Awards**

The recipients of the H.N. and Frances C. Berger Awards for the Outstanding Male Student and Outstanding Female Student are chosen among the graduating seniors and are based on citizenship and academic qualifications.

## **College Student Work Program**

All students must sign an agreement to have their work study earnings applied to their account or they must stop by the Business Office to have this check applied toward their account. Failure to do so will result in an unpaid bill. Monthly statements from the Business Office will reflect the amount of student work dollars applied toward the account as well as all other forms of financial aid.

Student earnings, paid at minimum wage or higher, are applied toward individual accounts as work-program hours are completed; therefore, all student work earnings are not credited to the account until the end of each semester; an outstanding balance will show until then.

## Grants

**Federal Pell:** This program of student financial aid is based on financial need. The amount a student receives varies according to individual need and federal government appropriations. Need is based on an analysis of the information provided on the Free Application for Federal Student Aid (FAFSA). These grants are available to eligible students regardless of the college or university in which they enroll. Pell awards are applied to reduce room and board expenses.

Applications for the FAFSA are available from the College and high school guidance counselors. It is important for students and their parents to file the FAFSA as early as possible after January 1st. Students should list ALC as one of their school choices on their FAFSA if they are considering attending ALC.

**Federal Supplemental Education Opportunity Grants (FSEOG):** The College awards these grants to students who have extreme financial need and are designed to supplement the Pell Grant program. Maximum award: \$4,000.

**Kentucky Higher Education Assistance Authority (KHEAA) Grants:** The Commonwealth of Kentucky provides CAP Grants and Kentucky Tuition Grants. These grants are available through Kentucky Higher Education Assistance Authority to Kentucky students who demonstrate financial need and enroll full-time in degree programs at eligible Kentucky institutions.

Students who choose to attend accredited private colleges and universities in Kentucky may receive the tuition supplement through KHEAA Grants where need exists. Part-time CAP awards are available for those taking 6-11 semester hours. The amount fluctuates yearly. Students may apply for a State Grant by filing the FAFSA and listing Alice Lloyd College as one of their school choices. Applications should be submitted as early as possible after January 1st in order to ensure maximum assistance.

**Kentucky Education Excellence Scholarship (KEES):** These scholarships are for Kentucky students graduating from accredited Kentucky high schools after 1997. Scholarships are based on high school grade point averages and ACT scores. Scholarship checks are sent to schools approximately eight weeks after students have registered for classes and are applied toward the student's cost of education.

## Loans

**Federal Direct Loan:** This loan program is made possible by the Federal Government. The loans are available to students who may not qualify for other aid programs but who are in need of financial assistance.



There is a low interest rate on these loans and repayment is made in installments six months after leaving college.

**Federal Plus Direct Loan:** This loan program is made possible by the Federal Government. This loan can be used to help cover a student's cost of attendance while enrolled at ALC. There is a low interest rate on these loans and repayment is made in installments 60 to 90 days after the last disbursement is sent to the school.

## **Student Withdrawal from College**

The College regards the registration of a student as a binding financial agreement. For this reason, special procedures must be followed in the event a student withdraws from the College. A formal withdrawal petition needs to be circulated, establishing the date of withdrawal and the percent of liability owed to the College for tuition, room and board. Students who leave school before the end of the semester may owe the College money based on the refund policy, which is federally mandated. Students are no longer eligible for financial aid after withdrawing from Alice Lloyd College twice.

## **Refund Policy**

The College has established refund policies for recipients of student financial aid. First-time students receiving Title IV aid are refunded on a prorated basis for tuition, room, board and fees. Refunds are not granted after 60% of the semester has elapsed. The refunds are applied to the programs in the order listed:

- 1) Federal Direct Loans
- 2) Federal Plus Direct Loans
- 3) Federal Pell Grants
- 4) Federal SEOG Grants
- 5) other Federal Grants
- 6) KHEAA Grants
- 7) Bagby Loans
- 8) ALC Grants
- 9) Student.

Students cannot graduate nor have transcripts released if they are indebted to the College. Students receiving institutional aid are charged according to the percentage of the semester attended and refunded up to 12 weeks in the semester any overpayments made.

# Student Work Program

## **Opportunity to Work and Learn**

Work has been a central part of the Alice Lloyd College experience since the College's founding in 1923, when Alice Lloyd developed her own financial aid program that required all students to work. Students worked to provide needed services for the College community and also to provide the opportunity to pay for their education. Today, the Student Work Program is intended to be not only an earning experience but a learning experience as well. It is designed to teach students the meaning of responsible leadership, self-discipline, and self-reliance. It also enhances the total educational program through the teaching of skills, responsibilities, attitudes, and habits associated with work. Requiring students to work is truly a distinctive feature of Alice Lloyd College, and so committed is the College to the concept of student labor that successful completion of the work requirement is a graduation requirement. The program requires every full-time student to work a minimum of 160 hours per semester at an on-campus or off-campus job. These jobs are varied and all students are paid at the prevailing minimum wage rate. All on-campus jobs are necessary to the normal operations of the College and the off-campus jobs help provide needed services in the surrounding communities.

## **Operation of the Student Work Program**

The Program is supervised by the Director of the Student Work Program with the help of student Work Supervisors who are in charge of the 14 different departments. Together they are responsible for assigning, scheduling, and evaluating student work, weekly recording of hours and assessment of penalties for work rule violations.

A student's job will be determined prior to registration week. Work begins the first day of classes. However, some assignments will begin on Monday of registration week; in such cases, those involved will be notified. Jobs are assigned on the basis of class schedule (when a student is free to work), the student's preference and skills (a questionnaire helps determine skills and experience), departmental demands, and the availability of the various jobs remaining after the upperclassmen are given their jobs.

No student or group of students is exempt from any Work Program position at Alice Lloyd College. However, every effort will be made to place students in positions that enable them to fulfill their work program obligation to the College. Wherever possible, the College tries to provide experiences that help students to better qualify for careers after completion of their education. Please refer to the Student Work Program Handbook for rules and regulations.

## **Work Assignments**

The Student Work Program is divided into 14 departments that perform the following functions: 1) Campus Maintenance - repairs and general maintenance work on campus (cutting grass, raking leaves, landscaping, painting, etc.); 2) Library - check-out, shelving, sorting, and cataloging of books and periodicals; 3) Building Maintenance - general cleaning and upkeep of the main buildings on campus; 4) Men's Janitorial - cleaning of men's dormitories; 5) Women's Janitorial - cleaning of women's dormitories; 6) Kitchen/Dining Hall - assorted tasks ranging from food preparation to clean up; 7) Academic and Administrative Assistants - secretarial and other office assistance, and special service work such as "Christmas Pretties" (teacher education majors may be able to serve as teacher's aides at their assigned school during student teaching semester); 8) Resident Advisors - counseling and advising students about social interaction, and providing assistance with activities on dormitory floors and on campus; 9) Intramurals - providing equipment, and serving as officials and scorekeepers for intramural sports activities; 10) Classroom Janitorial - cleaning of all classroom facilities; 11) Gym Maintenance - cleaning of gym and athletic center, and preparation of facilities for basketball games and special events, including the Olympic size swimming pool; 12) Admissions Telecounselors - contact prospective students, discuss the ALC philosophy and encourage students to enroll; 13) Radio Station - Broadcast-related work, under the direction of WWJD-FM manager, to help station run smoothly; and 14) Guest Houses/Janitorial - Cleaning campus guest houses (two floors in "If" building, Miss June's guest house, and the President's guest house).

# Special Learning Opportunities

## **Technology Center**

The first floor of the McGaw Library and Learning Center includes the Bill and Hilda Baum Technology Center. The technology center consists of a walk-in computer laboratory for ALC students, which is open approximately 75 hours per week. The computer lab is used for scheduled classes where faculty members make use of the technology. The lab features state of the art computers, the latest software, laser printers for output, and all have Internet access. Lab hours are posted on the door and communicated to faculty and staff. A casual lounge is located between the computer lab and the Ralph Edwards Auditorium.

## **McGaw Library and Learning Center**

McGaw Library is located on the second floor of the McGaw Library and Learning Center in the center of campus. Alice Lloyd students have access to the book and audiovisual collections of McGaw Library and are served by an experienced staff of professional librarians. Students receive assistance in locating information needed for writing research papers and for other course assignments. Students also have access to extensive Interlibrary Loan Services through McGaw Library's participation in cooperative agreements with other libraries in the Appalachian region.

The library is served by an automated circulation system and an electronic catalog which students find easy to use. Extensive indexing of periodicals and the text of the journal articles are available both in the

library and from all computers on the College campus. The library staff provides instruction in the use of the Internet and the World Wide Web for searching reference databases such as JSTOR and EBSCO Host.

The book collections at McGaw Library are organized according to the Dewey Decimal classification system. Additions to the collection are made that best support the courses offered by the College. Students are encouraged to make purchase recommendations.

As part of its Appalachian emphasis, the Library houses an Appalachian Collection of approximately 3,000 volumes and administers the Photographic Archives and the Appalachian Oral History Project. In the Photographic Archives, old photographs of the Central Appalachian region are collected to preserve the visual history of the region. Over 3,000 pictures have already been collected. The Appalachian Oral History Project includes the participation of three other colleges in Kentucky, Virginia and North Carolina.

## **Voices of Appalachia**

Each year the College's choir, Voices of Appalachia, travels to communities throughout the United States.

Choir members quickly discover that audiences share their love of the Appalachian Mountains. Conveyed are the deep feelings that mountain people have of their beautiful green-forested mountains, their families, their joys and sorrows.

The tours are an invaluable educational experience. Students grow personally from living and working together as a group. They benefit from a sense of accomplishment and a joy in sharing with newfound friends.

Although few choir members have had formal musical training, critics frequently comment on the beautiful harmonies, fresh approach and strong enthusiasm. The unique style of the "Voices" is indigenous to the mountains and dates back to pre-Elizabethan times, as do many of their songs.

## **ALC Eagle Theatre**

ALC Eagle Theatre provides students with exciting opportunities to enrich their communication and public relations skills. Along with classes in Acting and Introduction to Theatre, each fall and spring Eagle Theatre presents a major production for which students may receive class credit.

The plays allow students to participate in the collaborative and creative processes of educational theatre. All aspects of theatre are emphasized to provide students with the opportunity to experience the

production process first-hand. Areas of emphasis include performance; costume, make-up, sound, set, and lighting design; scenic and properties construction; stage management; marketing and promotion; and educational outreach. Through production studies, students learn to draw on their unique intellectual, emotional, and physical abilities to fashion performances that communicate to a wide range of audiences. ALC students elevate creative problem solving to the level of art through the use of unconventional materials and inventive approaches.

Eagle Theatre has ties to various theatre organizations such as: the Kentucky Theatre Association; the Southeastern Theatre Conference; and the Kennedy Center/American College Theatre Festival, providing students the opportunity to watch and support other educational and professional theatre programs.

Eagle Theatre is now offering an opportunity for students to act and work in a small touring production. The ALC Alfred and Shirley Wampler Caudill Players will present short plays to groups on campus as well as at schools and organizations in the counties surrounding ALC. The Caudill Players are part of the work study program. See the director of the theatre program for more information.

## **Public Speaking at ALC**

From the Campus Crusaders, who represented Caney Creek Community Center on their fundraising tours of the United States, to the dozens of students who address convocation audiences today - there is a long and rich tradition of public speaking at Alice Lloyd College. Students begin their exposure to public speaking through the general education program and continue to present in many classes throughout their college tenure.

Public speaking prospects abound for interested students, including opportunities to introduce speakers, organize and present at student events and convocations, lead school groups and other guests on campus tours, host radio programs, and represent ALC student organizations at state, regional, and national conferences. Students may also participate each spring in the James V. Mongiardo Public Speaking Competition, one of the college's endowed awards.

## **International Enrichment/Semester in London Program**

The Semester in London Program provides students the opportunity to study in London for one semester. Participants complete a three-hour course in British Life and Culture and several additional credit hours in courses ranging from Shakespeare to Seminar in International Business.

There are additional international opportunities for ALC students such as the English Speaking Union Student Scholar Program. For further information regarding these programs, please check with the Dean of the College or the Director of the International Enrichment Program.

### **Washington Center Program**

The Washington Center Program offers opportunities to experience and explore the nation's Capitol. The goal of the program is to allow students to investigate issues of critical public policy importance. For further information, please check with the Dean of the College or the Director of Internship Programs.

### **Community Service and Continuing Education**

Alice Lloyd College has always maintained a strong commitment to community service. In serving this purpose, many cultural convocations and workshops are open to full participation by the larger community.

Many people benefit from ALC's continuing educational opportunities: the senior citizen who enjoys learning new and creative uses of leisure time; the housewife who wants to continue her education; and the employee who wants to pursue a degree for job advancement.

The community has access to all the Appalachian resources housed in the McGaw Library and Learning Resources Center. The resources may be used by high school Appalachian studies programs or for scholarly research.

# Student Life

## Character Education

From its inception, Alice Lloyd College has placed the highest value on educating the whole person. The name of the community, Pippa Passes, originated from an epic poem by Robert Browning called *Pippa Passes*. Pippa was a poor mill child who passed through the surrounding villages singing the lyrics that ultimately changed the troubled lives she encountered. This great work became a symbol for one of the purposes of this institution: “the influence of unconscious good upon the world.”

It was the genius of Alice Lloyd and co-founder June Buchanan to see that this spirit of learning prevailed both in and out of the classroom - forming the basis of character education. “The Christian Forum,” which required students to discuss ethical and moral issues, life’s purposes and goals, and Christian standards of conduct were all significant in the total educational experience. Leadership and service - defined as maturity, responsibility, and a positive attitude, all derived from a Christian ethic in a non-sectarian environment - were part of character building.

Today, this tradition remains as a central focus of Alice Lloyd College and is reflected in the leadership of its staff, student activities, Student Work Program, Caney Convocation Series, a special leadership course required of freshmen students, and high standards of conduct, dress and attitude.

Students and parents alike are reminded of the College’s philosophy during orientation sessions. It is hoped that students who have been exposed to the Alice Lloyd College experience will not only be intellectually equipped to continue their pursuit of learning, but also prepared as responsible citizens for a life of service.

## Student Conduct

Students are expected to conduct themselves both on and off campus as responsible members of a community and to demonstrate



courtesy and respect for others. Abusive behavior, offensive language, theft, sexual conduct inconsistent with the high standards of the College, or placing a fellow member of the community in jeopardy in any way will not be tolerated.

Consistent with the tradition and philosophy of Alice Lloyd College are high standards of conduct and attitude\*. The attitudes of members of this community are reflected in the manner of speaking, in consideration of others' property, in appropriate dress for the occasion at hand, in the quality of relationships and in excellence of work performed.

Students may be informed of regulations not printed in the handbook, which also apply.

The College also reserves the right to make decisions regarding the status of students with special emotional or physical health problems. Status decisions will be based on the following considerations: health and safety of the student involved; health and safety of others; ability of the student to function in academic, labor, and social situations; adequacy of medical care, services and facilities available on campus to respond to the student's needs; and the responsibility of the College and the amount of risk it can take in good conscience.

**\*The College reserves the right to suspend, exclude or eliminate, at any time, a student whose conduct or influence it regards as undesirable. In such cases, fees will not be refunded and the College will bear no liability for such disciplinary action. The Student Handbook specifies the standards of conduct and students are expected to inform themselves of such regulations.**

## **Student Written Complaints**

Generally complaints will fall within one of the five following areas: Student Work Program, Student Services, Academic Affairs, Institutional Advancement or Business Office. All written signed complaints should be directed to the appropriate Dean or Director of the Work Study Program, who will either address the complaint or channel it to the appropriate person(s) within 24 hours. If students do not know where to file a written complaint, they can contact the Student Life Office for directives.

## **Disciplinary Action**

**Discipline**, in its various forms, may be applied as one or more of the following:

**Expulsion:** exclusion from the College for an indefinite period of time.

**Suspension:** exclusion from the College for a definite period. The period of suspension will be determined by the appropriate Dean.

Students excluded from the campus through expulsion or suspension are expected to vacate the College premises within 24 hours after the discipline has been assigned (unless a plea for an appeal is registered) and may not return to the campus during the period of suspension or expulsion without permission from the appropriate Dean.

## **Disciplinary Appeals Process**

1. Any student who is charged with an infraction of any Alice Lloyd College regulation may appeal the decision in writing to the Dean who issued the disciplinary action within 24 hours after receiving the disciplinary decision.
2. The respective Dean shall make the initial inquiry to determine if, in his or her sole judgment, there are reasonable grounds for a hearing. If it is determined that there are grounds for a hearing to be held on the charges, the Dean may contact the Chair of the Disciplinary Committee\* to conduct the hearing.
3. A second and final written appeal may be directed to the President of the College who may or may not hear the appeal.

**\*The Disciplinary Committee is a standing committee composed of faculty, staff and student representation. Appointed by the Committee on Committees, the Disciplinary Committee may render an opinion to the respective Dean concerning the circumstances of a particular case. Only those persons who bring relevant testimony may be present at the hearing before the Disciplinary Committee. After relevant testimony has been presented to the Disciplinary Committee, the Chairman of the Disciplinary Committee will inform the respective Dean of the Committee's opinion.**

## **Motor Vehicle Regulations**

Students must register each automobile brought to the campus. Annual fee is \$60 for regular registration of primary vehicle. Upon registration, a sticker is issued to identify the motor vehicle and a parking place will be assigned. Failure to comply with the regulations published in the Student Handbook may result in a fine and/or towing of the student's automobile.

## **CLUBS AND ORGANIZATIONS**

Student organizations must be approved through the Office of Student Life. Organizational activities, particularly promotional entrepreneurial, or fund raising projects, must be cleared through the Office of Student Life. Salespersons are not permitted in the residence halls or other College facilities without expressed approval from the Dean of Students. Students are encouraged to participate in clubs of

their interest.

### **Allied Health Sciences Club**

The Allied Health Sciences Club is mainly a vehicle of information and a way of keeping in touch with others of similar interests in the health-oriented professions such as medicine, dentistry, pharmacy, medical technology, physical therapy, nursing, etc. Members learn of the various health professions through speakers and field trips and are made aware of workshops, summer opportunities, entrance exams, procedures and deadlines.

### **Baptist Collegiate Ministries (BCM)**

ALC has an active Baptist Collegiate Ministries (BCM) chapter that is open to all denominations. BCM is a Cooperative Program of the Kentucky Baptist Convention. Activities include weekly prayer sessions, dorm Bible studies, discipleship training, various mission projects, participation in creative ministry and musical ensemble ministry teams, as well as several state and national events. BCM is also a resource in providing campus wide social events. The BCM Campus Minister is available to mentor students in their spiritual development.

### **Better Gaming Guild**

The goal of this club is to provide gaming as an extracurricular activity and to promote a positive interest in the various types of games.

### **Chess Club**

The Chess Club is a unique organization. The members gather for an opportunity to match their skill and combat strategies against any opponent.

### **Circle K Club**

The Circle K Club involves college students in campus and community service while developing skills in leadership and citizenship. The club is sponsored by the Knott County Kiwanis Club and is open to any Alice Lloyd College student who is enrolled at least half-time.

### **Community Service Volunteers**

The purpose of this organization is to provide technical assistance for students regarding volunteerism, community service and service learning, and to develop, support and promote volunteerism and its rewards for students.

## **Eagle Theatre Club**

Eagle Theatre is the student organization responsible for producing ALC's fall and spring plays. Members work in various areas of emphasis including playwrighting; performance; costume, make-up, sound, set, and lighting design; scenic and properties construction; stage management; marketing and promotion; and educational outreach. Students audition for positions/roles each semester and are selected by the Director/Faculty Advisor. Eagle Theatre is now offering an opportunity for students to act and work in a small touring production. The ALC Alfred and Shirley Wampler Caudill Players will present short plays to groups on campus as well as at schools and organizations in the counties surrounding ALC. The Caudill Players are part of the work study program. See the director of the theatre program for more information.

## **Environmental Club**

The Caney Creek Environmental Council (CCEC) is a unique club on the ALC Campus as it is both a student organization and a community organization. Started in 2006, the goals of CCEC are to foster environmental awareness on campus and in the ALC community. Projects include recycling, campus and community clean-up, natural campus plantings and the restoration of the banks of Caney Creek as it flows through campus.

## **Hiking and Camping Club**

This is an open-ended group that meets to plan outings in various locations.

## **Impact Club**

The Impact Club involves college students in campus and community service while developing skills in leadership and citizenship. The club sponsors toy and food drives, programs for needy children and the elderly, and other community projects.

## **Infusion Club**

This club typically has a membership of ten to fifteen students of diverse racial and cultural heritage to provide learning opportunities for cultural diversity.

## **Kentucky Education Association - Student Program**

The KEA-SP is a professional organization for education majors. It

is affiliated with the Kentucky Education Association and the National Education Association. Its purpose is to foster development, commitment and service in the profession of education. It is required that all TEP students be KEA-SP members. KEA-SP membership is also required in order to complete field observation hours in Education 200.

### **Law Society**

The Law Society was established to support students contemplating a career in law or in paralegal services. However, the society is open to all students who feel that they can benefit from participation.

### **Lions Club**

Chartered in 2003, the Alice Lloyd Lions Club is part of a growing number of college Lions Clubs around the world. As a part of Lions Club International (the largest service organization in the world) college Lions Clubs seek to serve their fellow college students and communities through humanitarian efforts such as visual impairments, hearing impairments and other humanitarian endeavors.

### **Math/Science/Education Club**

The Math/Science/Education Club is for students in middle school and secondary mathematics and/or science education. The primary purpose of this club is to offer information related to mathematics and science teaching that will assist students in preparation for their careers.

### **The Billie and Curtis Owens Literary Society**

The Billie and Curtis Owens Literary Society is an organization open to all students with an interest in creative writing and literature. Students may meet to discuss the works of established authors and to share their own writing. Funding is available for participants to travel to poetry and fiction readings as well as to other cultural events. An eclectic approach to an appreciation of the literary arts will be encouraged.

### **Phi Beta Lambda (PBL), Omega Alpha Tau Chapter**

The purpose of the Omega Alpha Tau Chapter of Phi Beta Lambda is to provide additional opportunities for college students to develop skills in the area of administration and to promote a sense of civic and personal responsibility. The specific goals are as follows:

- 1) Develop competent, aggressive business leadership.
- 2) Strengthen the confidence of students in themselves and their work.

- 3) Create more interest and understanding of American business enterprise.
- 4) Develop character, prepare for useful citizenship and foster patriotism.
- 5) Encourage scholarship and promote school loyalty.

### **Photography Club**

The ALC Photography Club meets regularly to discuss the materials, techniques and history of film and digital photography. At the meetings, participants take part in critiques of submitted works. In addition to regular meetings, students have the opportunity to participate in field trips to near-by locations of photographic interest.

### **Resident Advisors (RA's)**

There are two Head RA's, three Assistant Head RA's and 22 RA's serving as student staff members in the dormitories. These students spend a week each fall in an intensive training program and continue in weekly seminars throughout the school year. They are in good academic and social standing which facilitates their role as student leaders. RA's are responsible for monitoring student behavior and when serving assigned weekend duties, planning activities for students remaining on campus.

### **Student Activities Board**

A Student Activities Board is chosen each year to assist the Director of Student Activities. The student members elect a Chair who will then lead the other members in such duties as: decorating, checking IDs at dances, planning special events, etc. The members of the Board will ask for suggestions from the student body and these suggestions will be brought to the attention of the Board.

### **Student Government Association (SGA)**

The Alice Lloyd College Student Government Association is a leading advocate for the student body. SGA is committed to being a voice for the students, allowing them to express concerns and ideas, while providing opportunities for involvement in campus activities and improving campus life. Members confer with the college administrative staff as representatives for the student body and make suggestions which will enhance student life. The governing body of the Student Government Association is the executive branch, which is elected each fall by the entire student body. The executive branch includes the

president, executive vice president, vice president for administration, vice president for campus involvement, vice president for student life and two class representatives for each of the four classes.

## **Student Outreach**

ALC students work with special circumstance children in local public schools.

## **Voices of Appalachia**

Choir members are selected each year by the director. The Voices of Appalachia perform frequently on campus and in the surrounding area. They also traditionally tour parts of the US during the spring.

## **WWJD-FM**

The ALC radio station, WWJD-FM, is an educational non-commercial radio station owned and operated by the College. It is assigned a frequency of 91.7 MHz and an effective radiated power of 7.3 kilowatts and licensed by the Federal Communications Commission (FCC). Its studios are located in the historic Eagle's Nest on the campus of Alice Lloyd College.

WWJD-FM features inspirational programming 24 hours every day as a public service to the community surrounding Pippa Passes, including the towns of Campton, Harlan, Hazard, Hindman, Pikeville, Prestonsburg, Salyersville, and Whitesburg.

A radio station manager is responsible for the operation of the station, including its management and public relations. The manager supervises students who are part of the Student Work Program as they perform various tasks in the station's operation. Call 606 368-6131 for further information about WWJD-FM.

## **HONOR SOCIETIES**

### **Alice Lloyd Scholastic Society**

The ALC Scholastic Society was founded to honor high scholastic achievement during the first two years of college.

### **Alpha Chi National Honor Society (AX)**

Alpha Chi is a national honor society. The Alice Lloyd College Chapter of Alpha Chi is known as the Kentucky Eta Chapter. The purpose of Alpha Chi, Kentucky Eta Chapter is to stimulate and recognize scholarship, sound character and service to the mountains; to foster the purpose

for which Alice Lloyd College was founded; to stimulate ambition for intellectual achievement; and to encourage a desire to serve Alice Lloyd College and the mountain people.

This campus-wide honor society affords proper recognition locally and nationally for qualified juniors and seniors who meet its high standards. Both active and honorary membership may be awarded by members of the society.

## **EXTRACURRICULAR OPPORTUNITIES**

### **Religious Life**

Although the College is non-sectarian, students are encouraged to attend the church of their choice in the area. The College has an active Baptist Collegiate Ministries chapter, which is open to students of all denominations. Activities include weekly prayer sessions, dorm Bible studies, discipleship training, various mission projects, participation on creative ministry and musical ensemble ministry teams, as well as several state and national events. BCM is also a resource in providing campus wide social events.

### **Special Emphasis Weeks**

Special emphasis weeks are sponsored by the appropriate department and include guest lectures, film presentations, radio and television programs and exhibits.

### **Student Publications**

#### ***The Campus Voice***

The Campus Voice is a weekly student newsletter which publicizes campus events, news items which impact the student body, sports events, student birthdays, and weekly cafeteria menus. Copies are distributed to students, faculty, and staff via email and college website.

#### ***The Talon Yearbook Staff***

A student staff is responsible for the publication of ALC's yearbook, the *Talon*. ALC students are able to apply each year for membership on the staff. Staff members are responsible for taking photographs, doing layouts and copy sheets, selling ads, etc.

### **Intercollegiate Athletics**

Alice Lloyd College is a member of the National Association of Intercollegiate Athletics (NAIA) and the Kentucky Intercollegiate Athletic



Conference (KIAC), and a dual member of the United States Collegiate Athletic Associations (USCAA). Student-athletes at Alice Lloyd College must be in compliance with all College and NAIA guidelines for eligibility.

Student-athletes must pass a minimum of 24 hours of coursework during their last two immediate terms of attendance, and must demonstrate progression toward a degree in accordance to College and NAIA regulations.

Currently, an entering freshman must be in compliance with at least two of the three following academic standards to be eligible during the first-year of college: a minimum 18 ACT composite; a minimum 2.0 GPA; and a top 50 percentile ranking in their graduating class.

Student-athletes must also be in good social standing with the College in order to participate in intercollegiate athletics. Student-athletes are expected to sign an agreement to comply with Alice Lloyd College's policy on alcohol and drug usage.

***Men's Varsity Basketball:*** Membership in the NAIA, KIAC and the USCAA provides eligibility for post-season tournaments and promotes interconference competition. Non-conference teams are also included in the schedule. Junior varsity competition is scheduled with junior varsity teams and junior college teams in the area.

***Women's Varsity Basketball*** Membership in the NAIA, KIAC and USCAA provides eligibility for post-season tournaments and promotes interconference competition. Non-conference teams are also included in the schedule.

***Baseball*** The baseball team plays an active conference and nonconference schedule. A spring trip south is usually included in the schedule. Junior varsity competition is scheduled with other junior varsity and junior college teams.

***Softball (Women's)*** Competition is scheduled among member KIAC teams and other non-conference opponents in the spring each year.

***Cross Country (Men's and Women's)*** The cross country teams participate in both conference and non-conference meets during the fall semester.

## **Intramural Sports**

A variety of intramural activities are offered at Alice Lloyd College. These include basketball, tennis, table tennis, volleyball, touch football, swimming and chess (and other table games). Other activities may be added during the school year. The Director of Intramural Activities publishes a handbook of information, regulations and schedules.

## **Club Sports**

Alice Lloyd College offers several sports on the club level. This will give our students the opportunity to participate in various activities without having to sacrifice as many hours away from their class work and work study. These sports will include women's volleyball, men and women's golf, and men and women's tennis. Cheerleading and dance teams will also be available for those interested.

## **Athletic Facilities**

The Grady Nutt Athletic Center (GNAC) was dedicated in October 1983. The complex includes a 1,500 seat gymnasium, an auxiliary gym, regulation collegiate swimming pool, athletic offices, dressing rooms, athletic laundry facilities and physical education classrooms.

Other athletic facilities include the following:

- . The Reeves Baseball Field
- . Lady Eagles Softball Fields
- . Three championship tennis courts - available for individual play.
- . Two racquetball courts - available on the second floor of the student center
- . A state-of-the-art fitness center - available on the third floor of the student center.
- . A baseball/softball practice facility.

## **City of Pippa Passes**

Since July 1, 1983, the city of Pippa Passes has been incorporated as a sixth-class city. As a municipality, Pippa Passes is empowered through its City Council to legislate laws and to provide for the welfare of its citizens. The Pippa Passes Police Department has jurisdiction within the city limits to enforce the laws of the community, state and nation. Students are liable under civil laws as well as the regulations established by the College while in the city of Pippa Passes.

## **Alumni Opportunities**

### **Alumni Association**

The Alumni Association of Alice Lloyd College is an organization comprised of former students whose general purpose is to promote the welfare and effectiveness of Alice Lloyd College, through:

- 1) strengthening the ties between former students of ALC and the College;
- 2) stimulating the interest and activity of the alumni of ALC;
- 3) preserving and furthering the mission of ALC; and
- 4) participating in further development of ALC.

All Alice Lloyd College alumni are encouraged to become involved with the activities of the Alumni Association. The Director of Alumni Relations serves as chief assistant to the Association and manages the affairs and daily operations of the Alumni Office.

# Student Services

## **Academic Advising**

Good planning is a key ingredient for academic success. In order to promote good planning, each student is assigned a Faculty Advisor. Students work closely with Faculty Advisors to develop a schedule of classes and activities that will best help in the achievement of academic goals. Faculty Advisors also assist students in choosing a major area of study and fulfilling the College's graduation requirements. Advisors are assigned by the Registrar on the basis of the student's academic and professional interests and intended major. A student who wishes to change his Faculty Advisor may obtain a Change of Academic Student Status form for this purpose from the Registrar.

## **Tutoring**

Tutoring is available to Alice Lloyd College students. Tutoring is done on a one-to-one basis by fellow students and faculty and in group sessions arranged by instructors and the Coordinator of Tutorial Services. Regular meetings with a counselor and tutoring are part of the special assistance required for students on academic probation.

## **Counseling**

The retention counselor provides personal, confidential counseling for students who have normal problems and provides referral to local mental health agencies for students with more serious issues.

## **Career Placement**

The Office of Career Services at Alice Lloyd College provides career and life planning services for students. The following services are provided: general testing (interest inventories), and occupational and vocational information and guidance. The Office of Career Services gives

assistance to all students in the areas of resume writing, employability skills, graduate study information, study skills, preparation of individual credentials, and interview opportunities.

## **Infirmary**

The campus infirmary, located in the Davis Student Center, is staffed by a registered nurse and is equipped to serve the routine medical needs of students. Hours are 8:30 a.m. - 1:00 p.m., Monday through Friday. Nearby medical facilities can be utilized for illnesses and emergencies of a more serious nature.

## **Jerry C. Davis Student Center**

Student workers under the supervision of the Director of Student Activities operate the Davis Student Center. The Student Activities Board plans a student activities calendar each semester. The Davis Student Center houses the cafeteria, six classrooms, seminar rooms, a fitness center, racquetball courts, the student affairs offices and a bookstore.

## **Dining Facilities**

The dining hall (Hunger Din), located on the first floor of the Davis Student Center, is open to all students, faculty and staff. Morning, noon, and evening meals are served daily, Monday through Friday. Brunch and an evening meal are served on Saturday and the noon meal is served on Sunday. Meal service is not provided when school is not in session. Appropriate dress in the dining hall is described in the Student Handbook.

## **Dormitory Facilities**

The College operates four dormitories for resident students: Berger-Auen Residence Hall, Carrick Hall, Howard Memorial Hall, and Lilly Memorial Hall.

Dormitories are supervised by a professional residence hall staff. In addition, a student Resident Advisor is housed on each floor of each residence. The Resident Advisors have been chosen for their leadership abilities and are available for counseling and assistance.

## **Dormitory Life**

Dormitory life is an integral part of the education and development of the total person. The opportunity to live away from home, gain personal maturity through responsibility, meet and share with new

people from different cultural and personal backgrounds, and take an active part in the governance and operation of a residence hall are but a few advantages found in dormitory life. The College requires that full-time students live in authorized campus housing with the exception of students commuting to ALC and living with immediate family members. All other housing arrangements must be approved by the Dean of Students before housing arrangements are made. Resident students are required to subscribe to the College Board Plan.

## **Identification Cards**

Full-time students are identified by resident or commuter classification and are issued an appropriate identification card at registration. Identification cards are used by students to obtain access to dormitories and classrooms and resident students will be asked to present ID cards in the Dining Room before receiving their meals and at social events. Replacement of student IDs will be at the expense of the students.

## **Police Department**

Alice Lloyd College provides law enforcement personnel to protect the well-being and property of faculty, staff and students. Officers are on duty twenty-four hours each day.

## **Summer Orientation**

Summer orientation is scheduled during the summer for new students and parents. Entering students will meet with advisors and become familiar with College regulations. Parents will meet with staff members of the College to gain information about college life.

## **Fall Orientation**

The purpose of Fall Orientation is to finalize the students' class schedules, provide opportunities to meet fellow students and faculty members, become acquainted with the guidelines and regulations of student life, and take placement tests. Fall Orientation also affords new students an opportunity to become acquainted with fellow classmates in the common venture of learning.

## **Freshman Transition Program (Bridge Program)**

ALC wants to assist new students in making a successful social

and academic adjustment from high school to college life. The campus community has designed a program, the Freshman Bridge Program, to facilitate this transition. The program utilizes volunteer faculty and staff to conduct interactive workshops on such topics as student success skills, time and money management, selecting a major, dealing with roommates, etc.

All freshmen and transfer students are required to successfully complete the program. Sessions will be conducted over the fall semester and attendance will be taken. Participants will receive one hour of institutional credit. Exceptions to the required enrollment for transfer students may be allowed if the students can show proof they have successfully completed a similar transition program with their previous college/university.

## **Leadership Education Program**

Alice Lloyd College pursues the idea of comprehensive leadership development for its students. Knowledge is one component that develops leaders; therefore, this program contains aspects of leadership philosophy, citizenship, and cultural development, which build upon a strong traditional liberal arts academic program. The institution attempts to infuse leadership education initiatives into all aspects of the educational experience including: formal classroom instruction, activities that help students learn to cope with cultures outside of Appalachia, group learning activities, involvement in service to others, opportunities to question their moral, ethical and religious position and activities that place them in leadership roles.

To accomplish this ideal, the Academic, Student Services and Community Life, and Work Programs have become intimately connected in pursuing the mission of preparing leaders to serve Appalachia through the following formal leadership development program.

### **Program Components**

- 1) Registration- Students must register for the program with the Leadership Program Coordinator.
- 2) Academic - Students must complete Leadership 101 and take the Bridge Program for academic credit.
- 3) Leadership Seminars - Students must attend four Leadership Seminars after registering for the program, which will be offered through the Convocation Program. Students will be required to provide proof of their attendance.
- 4) Leadership Workshops - Students must attend four Leadership Workshops. The topics that will be covered include: Planning and development of Goals and Objectives, Leadership and Motivational Styles, Experiential Exercise in Team Building, and Conflict Resolution.
- 5) Community Services - Students must complete 40 hours of community

service and provide appropriate documentation of their work. Community service includes volunteer activities that involve service to others as well as involvement in campus or community clubs and organizations.

- 6) Special Recognition - Students who complete all of the aforementioned requirements will receive the Alice Geddes Lloyd Servant Leader Award, which will be presented at the Honors Day Ceremony.



# Academic Policies

## Testing

**Entrance examinations:** All entering freshmen are required to submit American College Test (ACT) scores or Scholastic Aptitude (SAT) scores to the Admissions Office. A student who has been unable to take either of these tests must make arrangements to take one of them prior to enrollment. New students are given personality and career assessment inventories and the Learning and Study Strategies Inventory (LASSI). The LASSI is designed to gather information about learning and study practices and attitudes. The ACT English, Math, and Science Reasoning sub scores, as well as departmental placement exams, are used for placement in these areas. These scores, as well as the personality and career inventories and the LASSI, are used to help students, faculty and staff address the individual needs of ALC students.

**Exit examinations:** Students completing a degree in Biological Sciences Education (8-12), Elementary Education (P-5), English Education (8-12), Mathematics Education (8-12), Middle School Education (5-9), Physical Education (P-12), or Social Studies Education (8-12) must take all exams on the Praxis Series pertaining to their area(s) and also the appropriate Principles of Learning and Teaching Exam (PLT) before the last semester of enrollment. In addition to these standardized instruments, the College may administer other standardized tests, student surveys, or comprehensive examinations as required by major departments.

## Registration Procedures

During the orientation period, students complete these steps. Locations will be posted for reference.

- 1) Admissions: Verify eligibility to register.
- 2) Meet with Faculty Advisor to finalize course schedule.
- 3) Present schedule to the Registration Office.
- 4) Financial Aid: Verify award status.
- 5) Business Office: Pay term bill.
- 6) Student Services: Register vehicle; Photo; ID; Health Services.

- 7) Student Work Office: Verify labor position.
- 8) Pick up ID card and turn in registration card.

## Academic Load

A normal full-time student load at Alice Lloyd College is 14.5 to 18.5 semester hours. An average load is 16.5 semester hours each semester for 8 semesters (128 hours are needed for graduation). Students with a GPA of 3.0 or above may petition the Vice President for Academics/Dean of the College to register for more than 18 hours (an overload) to a maximum of 21 hours. Freshmen may not overload (more than 18.5 credit hours) during the freshman year.

## Dropping and Adding Courses

It is important that students be aware of the College's policies for changing course schedules and withdrawing from classes. Failure to follow proper procedures could result in a loss of academic credit and a grade of "F." After obtaining a Drop/Add card from the Registrar, the student must secure the signatures of the Faculty Advisor, instructor(s), Student Work Office, and if it is a general education course being dropped, also the Academic Dean, in that order. The completed card must be left with the Registrar.

**Adding Courses:** During each semester, students will be allowed to add a course to their original schedules up to the Last Day to Register date listed on the Academic Calendar.

**Dropping Courses:** Please note that requests to drop any general education course require the Academic Dean's signature. Students may withdraw from any class a total of two times. Students who withdraw from courses (but not from the College) will have one of the following notations on their permanent record, depending upon the time of withdrawal.

1st-4th Week	W*
5th-11th Week	WP* or WF*
After 11th Week	F

\*Not computed in the student's GPA.

## Student Classification

Different categories are used in the classification of students according to their current status and progress. Definitions of the most commonly used classifications are:

**Full-time student.** One who has been accepted by the Admissions Office as a degree candidate, and who is enrolled for 12 hours or more in a given semester. A resident student whose course load falls below 12 credit hours will be asked to move out of the dormitory.

**Special student.** One who has been accepted for college classes, but not as a degree candidate. A special student may apply to the Admissions Committee for degree candidacy at any time after 15 hours of credit have been successfully completed.

**Part-time student.** A degree candidate or a special student carrying fewer than 12 hours in a given semester.

**Caney Honors Achievement Program (CHAP).** June Buchanan School seniors enrolled in ALC coursework.

**Freshman.** A student who has fewer than 30 credit hours.

**Sophomore.** A student who has successfully completed a minimum of 30 credit hours.

**Junior.** A student who has successfully completed a minimum of 60 credit hours.

**Senior.** A student who has successfully completed a minimum of 90 credit hours.

**Honor student.** A student who has completed 15 or more semester hours in a given semester and has earned a 3.250-3.749 grade point average will be placed on the "Dean's List." A student who has completed 15 or more semester hours in a given semester and has earned a 3.750-3.999 grade point average will be placed on the "Dean's Distinguished List." A student who has completed 15 or more semester hours in a given semester and has earned a 4.00 GPA will be placed on the "President's List." (Exceptions to the number of credit hours are allowed during the semester a student is student teaching when 12 hours constitute a normal full-time load.)

**Student in Good Standing.** A student who enters with and maintains a 2.00 GPA and meets the criteria for satisfactory progress.

**Probationary student.** Any time the cumulative GPA falls below 2.00 or the term GPA falls below 1.50 during enrollment, a student is placed on academic probation for the following semester. Under rare circumstances a probationary student may be continued on academic probation for an additional semester.

**Suspension (Academic).** Students are considered for academic suspension: 1) if their cumulative GPA is not at least 2.00 by the end of the probationary semester, 2) if their semester grades for a given semester fall below a 1.25; or 3) if they are not considered to be making reasonable progress toward the completion of a degree.

**Satisfactory Progress Criteria for Academics.** All students must show evidence that they are making reasonable progress toward the completion of a degree. In addition to the requirements for receiving financial aid, students must declare a major by the end of the sophomore year, must be accepted into a bachelor's degree program after the fifth semester, and must maintain appropriate grades and meet other requirements for their major.

## Evaluation of Student Performance

Student achievement in each course is reflected by the following letter grades:

**A (Outstanding)** - A high degree of excellence in the comprehension and interpretation of the work of the course; an indication of thoroughness, skill, initiative and originality in the application of knowledge gained.

**B (Very Good)** - Achievement above average in quality and quantity; indicated accuracy of knowledge, sustained and effective use of material in the course and independence in work.

**C (Satisfactory)** - A basic, average grade; indicates that the student has met the essential requirements of the course in quality and quantity.

**D (Passing)** - Passing, but below average; achievement inferior to the average in quality or quantity or both, yet sufficient to receive credit. A student may repeat a course in which he/she receives a "D" or "F." The course may be repeated only once with the student receiving the higher of the two grades.

**F (Failure)** - Failure to meet the minimum requirements of the course.

### **W, WP, WF (Withdrawal, Withdrawal Passing, Withdrawal Failing)**

- These grades are explained in the section concerning dropping and adding classes. These grades are not computed in a student's GPA.

**I (Incomplete)** - Temporary notation used only when course requirements have not been completed due to extenuating circumstances. For each grade of Incomplete, the instructor must submit to the Vice President for Academics/ Dean of the College an Academic Standing Petition which specifies the work to be done to make up the Incomplete, what method is to be used to determine the final grade, and any additional pertinent information. The Registrar will not accept incomplete grades without an Academic Petition submitted to and approved by the Vice President for Academics/Dean of the College. An incomplete grade must be made up within the first 30 days of the next regularly scheduled term. Failure to make up the incomplete within the required period of time will result in a failing grade.

**P (Pass)** - Students taking courses that assign Pass/Fail rather than letter grades will receive a grade of P when they reach the necessary

level of proficiency in that course, or an F if they fail to do so.

### **Definition of a Credit Hour**

Alice Lloyd College defines a credit hour as one hour of classroom or direct faculty instruction and a minimum of two hours out of class student work each week for approximately fifteen weeks or the equivalent amount of work over a different amount of time, or at least an equivalent amount of work for other academic laboratory work, internships, practica, studio work, and other academic work.

### **Quality Points/Grade Point Average**

Alice Lloyd College utilizes a four-point system as a weighted accumulative of the grades received.

- A* is worth 4 quality points per credit hour.
- B* is worth 3 quality points per credit hour.
- C* is worth 2 quality points per credit hour.
- D* is worth 1 quality point per credit hour.
- F* merits neither quality points nor credit hours.

The Grade Point Average is a cumulative expression of the student's academic performance and is computed by dividing the total number of quality points by the total number of credit hours attempted. Withdrawal grades are not included in grade point computation except in the case of an "F" given when students withdraw from a course after the 11th week.

### **Auditing a Course**

Auditing of classes is permitted only with the permission of the instructor concerned. Students desiring to audit a class must secure the approval of the course instructor, the Faculty Advisor and the Vice President for Academics/Dean of the College, in that order.

### **Independent Study**

Students have an opportunity to supplement formal course offerings by taking Independent Study (INST) 390. **This option is not intended to replace any formal course offerings.** An independent study would be a study outside the curriculum, in which a student would pursue an area of special interest to him or her. The student should work out a program of study to be approved by the instructor who would approve the design of study, the process by which the study is carried out, and the means of assessment for credit for the study. In order to register for Independent

Study (Inst 390), a student must use an Academic Standing Petition to secure the permission of the instructor, the Faculty Advisor, and the Vice President for Academics/Academic Dean, in that order. If there are questions about the appropriateness or feasibility of such proposed arrangements, faculty advisors and intended instructors should discuss their concerns with the Vice President for Academics/Academic Dean *prior* to encouraging a student to approach the Academic Dean or to file a formal request. The approved study description must be attached to the Academic Standing Petition. A student may only request one course of Independent Study per semester and the student must be of senior standing.

### **Directed Study**

Under rare circumstances, a student may be permitted to complete a course within the curriculum without attending class, by meeting with the instructor at a time agreed upon by student and instructor for discussion and direction. Students completing a course under this arrangement must meet all the requirements delineated in the syllabus normally used for the course. An Academic Standing Petition should be filed with a syllabus attached. A student may only request one course of Directed Study per semester and the student must be of junior or senior standing.

### **Appeal of Final Grade**

If there is a disagreement regarding a final grade, every attempt should be made to resolve it first through discussion between the student and the faculty member, then between the student and the division chair. If the disagreement is not resolved in this manner, the student may submit a formal appeal in writing to the Vice President for Academics/Dean of the College, who may appoint a committee of three faculty to investigate and provide recommendations on the merits of the appeal, before a final decision is rendered by the Vice President for Academics. Formal appeals must be made within thirty days after receipt of the final grade.

### **Plagiarism Policy**

The faculty of ALC has adopted the following policy concerning plagiarism: "Plagiarism is the act of using another person's ideas or expressions in your writing without acknowledging the source . . . In short, to plagiarize is to give the impression that you have written or thought something that you have in fact borrowed from someone else."

"Plagiarism often carries severe penalties, ranging from failure in a course to suspension or expulsion from school."

“The most blatant form of plagiarism is to repeat as your own someone else’s sentences, more or less verbatim.”

“Other forms of plagiarism include repeating someone else’s particularly apt phrase without appropriate acknowledgement, paraphrasing another person’s argument as your own, and presenting another’s line of thinking as though it is your own. . .”

**Source:** Gibaldi, Joseph. *MLA Handbook for Writers of Research Papers*. 3rd ed. New York: Modern Language Association of America, 1988.

## **Academic Standing Petition**

Academic Standing Petitions are provided to instructors and students for academic circumstances requiring the approval of the Vice President for Academics/Dean of the College and may be obtained from the Registrar. Students requesting permission to audit a course, register for an independent or directed study, or carry an overload should complete an Academic Standing Petition. Instructors may use the same form when requesting permission to change a student’s grade or to give a grade of Incomplete.

## **Class Attendance Policy**

Students and faculty should realize that one of the most vital aspects of a college experience is attendance and punctuality in the classroom and that the value of this experience cannot be exclusively measured by testing procedures alone. Should the occasion arise in which a faculty member is unavoidably detained for a class, students must wait a minimum of 15 minutes before leaving. If students find it necessary to miss a class, it is their responsibility to arrange with the instructor to make up all work missed. Instructors must devise their own attendance policies, have them approved by the Dean of the College, include them in the course syllabi, and explain them to students. Continuation in class for a student who misses more than 20% of class time during any one semester, whether excused or unexcused, may be possible only after consultation with the faculty member involved and Dean of the College.

## **Student Withdrawal from College**

The College regards the registration of a student as a contractual agreement. For this reason, special procedures must be followed in the event a student withdraws from the College. Students withdrawing should personally circulate a withdrawal form, obtained from the Director of Student Development. If the student cannot appear in person or if the withdrawal occurs when classes are not in session, the Vice President for Student and Community Life/Dean of Students should be notified

by letter. Formal withdrawal protects the privilege of re-enrollment or of transfer credit to another college. Failure to follow withdrawal procedures during any session results in an “F” grade in all courses being taken. Such grade entries include the notation “Improper withdrawal.”

Policies concerning a withdrawing student’s financial obligations can be found in the Financial Aid section of this catalog.

Students who withdraw from the College will have one of the following notations on their permanent record, depending on the time of the withdrawal.

1st-4th Week    W\*

After 4th Week   WP\* or WF\*

\*Not computed in the student’s GPA.

## **STUDENTS’ RIGHT TO KNOW**

### **NOTIFICATION OF STUDENTS’ RIGHTS UNDER THE FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT**

The Family Educational Rights and Privacy Act (“FERPA”) affords Alice Lloyd College (“ALC”) students certain rights with respect to their education records. They are:

- 1) **The right to inspect and review the student’s education records within 45 days of the day ALC receives a request for access.** Students should submit to the Registrar, Dean, head of the academic department, or other appropriate official, written requests that identify the record(s) they wish to inspect. The ALC official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the ALC official to whom the request was submitted does not maintain the records, that official shall advise the student of the correct official to whom the request should be addressed.
- 2) **The right to request the amendment of the student’s education records that the student believes are inaccurate or misleading.** Students may ask ALC to amend a record that they believe is inaccurate or misleading. They should write the College officials responsible for the record, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If ALC decides not to amend the record as requested by the student, ALC will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.



- 3) **The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.** One exception that permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by ALC in an administrative, supervisory, academic or research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom ALC has contracted (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, ALC discloses education records without consent to officials of another school, upon request, in which a student seeks or intends to enroll.
- 4) **The right to request that ALC not release directory information.** ALC may release without the student's prior consent that information which ALC has designated as "directory information." ALC has designated the following information as directory information: The student's name, address, e-mail address, telephone listing, date and place of birth, current class schedules, ALC ID number, classification, part-time/full-time status, photograph, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous educational agency or institution attended. A student has the right to prohibit disclosure of any or all directory information. To do this, the student must identify in writing which type of directory information he or she forbids from disclosure. The written notification must be delivered to the Registrar's Office by the last date of late registration each semester.
- 5) **The right to file a complaint with the U.S. Department of Education concerning alleged failure by ALC to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is: Family Policy Compliance Office, U.S. Dept. of Education, 400 Maryland Ave., SW, Washington, DC 20202-4605.**

# Academic Program Requirements

## **Bachelor Degrees**

### **General Information and Requirements**

Alice Lloyd College offers two bachelor degrees:

Bachelor of Arts  
Bachelor of Science.

Majors under the Bachelor of Arts degree:

Accounting and Business Administration  
Business Administration  
Elementary Education Grades P-5  
English  
English Education Grades 8-12  
History  
Liberal Arts  
Middle School Education Grades 5-9  
Physical Education Grades P-12  
Social Studies Education Grades 8-12  
Sociology  
Sports & Fitness Programs Management.

Majors under the Bachelor of Science degree:

Biology  
Biological Sciences Education Grades 8-12  
Dual Degree in Nursing Program

Kinesiology  
Mathematics Education Grades 8-12.

The following sections outline the basic requirements for all four year degrees, the general education requirements, and the criteria for admission to the Teacher Education Program and to student teaching, the criteria for admission to the Business Administration Program, and the specific curriculum requirements for each degree.

## **Requirements for All Bachelor Degrees**

In order to receive a bachelor degree from Alice Lloyd College, a student must meet the following criteria:

- 1) Achievement of at least a "C" grade in each course in the department of the major, minor, professional education, related studies and in collateral requirements. (Additional requirements for each major are specified.)
- 2) Completion of a minimum of 128 semester hours. (30 of the last 36 semester hours must be taken in residence at ALC.)
- 3) Completion of at least 25 percent of semester credit hours at ALC.
- 4) Satisfactory completion of curriculum, Student Work Program hours, convocation attendance, and institutional and departmental assessment requirements.
- 5) Completion of at least one-half of the courses in a major area at Alice Lloyd College.
- 6) Any tentative graduate must have all official off-campus transcripts, CLEP scores, etc., for transfer credit, in the Registrar's Office no later than two weeks prior to graduation.
- 7) Participation in Baccalaureate and Commencement exercises.

## **General Education Requirement**

Alice Lloyd College has established the General Education Requirement (54 semester hours minimum) to ensure that students acquire a mastery of basic communication skills as well as a background in the variety of disciplines necessary for a sound Liberal Arts Education. The General Education Requirement consists of the Institutional Requirements and a distribution of courses to be chosen from each of three academic divisions: Humanities, Social Science, and

Natural Science and Mathematics. Candidates for bachelor degrees from Alice Lloyd College must meet the General Education Requirement according to the following general guidelines. Students should check the degree requirements of a given major to determine whether for that major additional courses and/or specific courses are needed to fulfill the requirements.

***Institutional Requirements/18 hours (Minimum “C” grade required)***

- 1) Freshman Composition (Eng 101 and 102) 6 hours (To be completed during the first year of enrollment or immediately following the successful completion of Eng 100\*) At the conclusion of Eng 102, each student will be required to take the ALC English Competency Exam (serves as the final exam). The purpose of the exam is to ensure that each student has the fundamental writing skills necessary for competent academic performance on the college level. Students who have a failing grade in Eng 102 must repeat the exam upon repeating the course. Transfer students must pass the exam in order to receive credit for Eng 102.
- 2) Physical Education (PE 103) 3 hours (To be attempted during the first year of enrollment.)
- 3) Public Speaking (Comm 126) 3 hours
- 4) Leadership Education (LE 101) 3 hour (Foundations of Leadership Education should be completed before the end of the sophomore year.)
- 5) Introduction to Computer Information Systems (CIS 110) 3 hours  
\*ACT or SAT scores and departmental placement exams, are used to assess the proficiency of incoming students in the areas of reading, writing, basic mathematics and science. Students who score below a certain level on these tests will be assigned to English 100 and/or Math 100. Students enrolled in either of these courses will receive General Elective credit upon completion. Students placed in both of these courses will also be placed in FT 105. Students receiving a grade of “D” or “F” in Math 100 or Eng 100 will not be required to retake the course.

***Humanities Requirements/12 hours***

Three hours from the following: Art 102, 201, 202; Mus 101  
Three hours from the following: Eng 201, 202, 211, 212, 215, 216  
Six hours from the following if not chosen previously:  
Art 102, 201, 202; Comm 201; Eng 201, 202, 211, 212, 215, 216;  
Mus 101; Phil 105, 201; Rel 101, 102; Span 101, 102, 201, 202;  
Thea 161, 162.

***Social Science Requirements/12 hours***

Three hours from the following: Hist 101, 102, 203, 204  
Three hours from the following: Econ 209, 210; Pols 111, 112  
Three hours from the following: Psy 101; SSci 101; Soc 101, 102

Three hours from the following if not chosen previously:

Econ 209, 210; Hist 101, 102, 203, 204, 261; Pols 111, 112; Psy 101;  
SSci 101, 110; Soc 101, 102, 211.

**Natural Science and Mathematics Requirements/12 hours**

One course from the following:

Biol 101, Biol 111 (dependent upon major);

Four hours from the following: (Minimum "C" grade required in Math)  
(Math 110 will not count for Business majors.)

Math 110\*, 112\*, 113\*, 125\*

Four hours from the following:

Ast 101, Chem 101, 115; Phsc 105, 110;

Phys 101, 211, 231.

## **Criteria for Admission to the Business Administration or Accounting and Business Administration Programs**

Students desiring admission to the Business or Accounting Programs must:

- 1) Complete a *letter of application* for the Business or Accounting and Business Administration program that specifies the major the student intends to pursue.
- 2) Earn a minimum 2.00 cumulative grade point average (overall and in major courses).
- 3) Complete at least 45 semester hours of college work.
- 4) Complete the Pre-Business/Accounting and Business Administration Curriculum with a grade of "C" or better in each course. The Pre-Business/Accounting Curriculum includes the following courses: Acc 201, Acc 202, Bus 212, Bus 240, Bus 295, CIS 110, Comm 126, Econ 209, Econ 210, Eng 101, Eng 102, and Math 112, 113, 114 or 125.
- 5) Demonstrate proficiency in communication skills, including evidence of satisfactory written and oral competency.
- 6) Present recommendations attesting that the candidate possesses and has exhibited moral, social and ethical behavior appropriate for a graduate of Alice Lloyd College: two from members of the candidate's home community and a copy of the student's most recent student work evaluation.
- 7) Be interviewed and formally recommended by the Business Program Committee which will consist of the business faculty members.

## **The Teacher Education Program (TEP)**

The Teacher Education Program (TEP) at Alice Lloyd College is a demanding program designed to prepare teachers to acquire a broad range of knowledge in their subject areas and a firm background in the theory and philosophy of education and human development and learning. The academic course of study is supported by extensive experience in classroom observation and practice. The criteria for admission to the Teacher Education Program and to Student Teaching are outlined in the following sections. Please note that some current teacher education programs will be replaced by new certification programs in accordance with Education Professional Standards Board mandates. Questions regarding actual and projected changes should be discussed with Teacher Education personnel or the Vice President for Academics/Dean of the College.

### **Criteria for Admission to the Teacher Education Program (TEP)**

- 1) Complete an application for the Teacher Education Program.
- 2) Attain a cumulative 2.75 grade point average (4.00 scale) in all college academic work or 3.0 in the last 30 credit hours.
- 3) Complete Educ 200; Eng 101, Eng 102; Comm 126; Math 110 or 112 or 113 or 125; CIS 110, all with a grade of "C" or better; and a total of 75 percent of all General Education and Institutional course requirements. Present satisfactory record of preprofessional curricula experiences.
- 4) Demonstrate proficiency in communication, critical thinking, creativity, and collaboration.
- 5) Review Professional Code of Ethics for Kentucky School Certified Personnel.
- 6) Review character and fitness questionnaire.
- 7) Demonstrate understanding of professional dispositions of educators.
- 8) Present two satisfactory recommendations from home community (non-relatives) and two former college instructors. Must also receive a satisfactory recommendation from the Director of the Student Work Program, if applicable.
- 9) Exhibit moral, social, and ethical behavior commensurate with professional competency and evidence of no impairments that would preclude teaching success.
- 10) Submit a satisfactory criminal background check.
- 11) Submit a negative drug test.
- 12) Present satisfactory results on examinations as required by the TEP and the Education Professional Standards

Board. (Please refer to the Teacher Education Handbook for further details.)

- 13) Be interviewed and formally recommended by the Teacher Education Committee.
- 14) Must satisfy the following conditions:  
A passing score on the Praxis I (writing 174, reading 176, math 174; beginning September 1, 2014, CASE reading 156, writing 162, math 150)
- 15) Must also achieve satisfactory results on other tests or evaluations as requested by the Teacher Education Committee.
- 16) Students must be admitted to the teacher education program prior to the second semester of the junior year.

Students who are denied admission into the Teacher Education Program may submit a written request for a hearing before the Teacher Education Committee for special consideration.

The Teacher Education Committee will appraise each teacher candidate as deemed necessary by the Director of Teacher Education. The Committee may recommend dismissal from the Teacher Education Program at any time that a student's social, academic, personal, or professional conduct is found to be unsuitable for the teaching profession.

## **Criteria for Admission to Student Teaching**

Students will be admitted to student teaching after the following criteria has been evidenced, and approval by his/her Educational Advisor. Before the interview takes place the candidate must have:

- 1) Completed an application for admission to student teaching.
- 2) Attained a 2.75 grade point average for all college course work.
- 3) All other requirements for graduation must be met prior to student teaching.
- 4) Been admitted to the Teacher Education Program a minimum of one full semester before applying for admission to student teaching.
- 5) Submitted a working portfolio (by October 15/March 15 prior to student teaching) demonstrating proficiency in professional courses and fieldwork.
- 6) Displayed moral, ethical, and social behavior commensurate with competence.
- 7) Applied for admission to student teaching during the spring or fall semester.
- 8) Presented a valid physical examination, (including a current tuberculin test) which indicates no apparent limitations.

- 9) Submitted the summary fieldwork affidavit showing his/her completion of 200 clinical and field experiences hours. The specific grade level requirements vary from one certification program to another. It is the student's responsibility to see to it that his or her clinical and field experiences meet each requirement standard.
- 10) Presented satisfactory score on all Praxis II Exams required by the EPSB to meet state certification within their respective certification areas prior to the student teaching experience.
- 11) Received a satisfactory background check from the proper authorities (KSP/FBI) as required for public school employees.
- 12) Current membership in KEA-SP.

Students who do not meet established criteria for entrance into the Student Teaching Program, or are denied admission, may submit a written request for a hearing before the Teacher Education Committee for further consideration.

The Teacher Education Committee may recommend dismissal from the Student Teaching Program at any time a student's social, personal, academic, or professional conduct is found unsuitable for the teaching profession.

## **Curriculum Requirements for Academic Majors**

The following section outlines the specific course requirements for each academic major offered at Alice Lloyd College. Students should become familiar with the requirements for their individual programs and work with their advisors to ensure that all degree requirements will be met. A guide sheet for each major, available from the Faculty Advisor or the Registrar, is extremely helpful in academic planning. **The student has the ultimate responsibility for seeing that all academic requirements are being met.**

### **Bachelor of Science Biology**

The major in Biology provides students an excellent background in the biological sciences. The scope of the program and the variety of course offerings serve well students who wish to enter nursing, medicine, dentistry, veterinary medicine, forestry, industry, graduate studies, and research.



Students must earn at least a “C” grade in each course in the major field and collateral courses; the overall GPA must be at least a 2.00.

**General Education Requirements / 54 hours**

Institutional: 18 hours:

CIS 110, Comm 126, Eng 101, Eng 102, LE 101, PE 103.

Humanities: 12 hours

Social Science: 12 hours

Natural Science/Mathematics: 12 hours

**Biology Requirements / 36 hours**

Required: 24 hours: Biol 205, 206, 220, 305, 320, 413, 468;

Biology Electives: 12 hours to be chosen from:

Biol 207, 211, 212, 306, 310, 315, 326, 330, 331, 421, 422, 451, 460-479.

In addition, as many as six hours of upper-division course work not offered at Alice Lloyd College may be transferred from other institutions (for example, courses offered at summer field institutes and biological stations) with prior approval of the Division Chair and the Vice President for Academics/Dean of the College.

**Science and Mathematics Collateral Requirements / 19 hours**

Chem 115, 116, 225

Math Minimum of 4 hours

(excluding Math 100, 110, 112, 201, 202)

**Recommended Electives**

Chem 226, Math 250, Phys 211/212 or Phys 231/232

**General Electives / Sufficient to total 128 hours for graduation.**

(Students are encouraged to consider courses that can lead to a second major or a minor.)

**Suggested Course Sequence**

**Biology**

First Semester		Second Semester	
<b>Freshman Year</b>			
Eng 101	3	Comm 126	3
Chem 101	4	Eng 102	3
Math 113/125	4	Soc Sci Elect	3
Biol 111	4	Math 114/126	3
PE 103	3	CIS 110	3
		Biol 205	4
	18		19

**Sophomore Year**

Chem 115	5	Chem 116	5
LE 101	3	Biol 206	4
Biol 220	4	Nat Sci/Math Elects	<u>8</u>
Hum Elect	3		
Math 250	<u>3</u>		
	18		17

**Junior Year**

Biol 220	4	Biol 305	4
Phys 211	4	Soc Sci Elect	3
Biol 320	3	Phys 212	4
Chem 225	<u>5</u>	Biol Elects	<u>7-8</u>
	16		18-19

**Senior Year**

Hum Elect	6	Soc Sci Elect	3
Biol Elect	4	Biol Elect	4
Soc Sci Elect	3	Gen Elects	6
Biol 468	1	Biol 413	<u>4</u>
Gen Elect	<u>3</u>		
	17		17

**Bachelor of Science****Bachelor of Science****Biological Science Education Grades 8-12**

The major in Biological Science Education prepares students to teach the Core Content/Program of Studies for Biology in grades eight through twelve. In addition to the curriculum requirements outlined, students pursuing this degree must meet the criteria for admission to the Teacher Education Program, Student Teaching and the Kentucky and Alice Lloyd Teacher Standards. Upon completion of this program students must meet other specified Education Professional Standards Board requirements in order to secure certification.

Students in education must earn a 2.75 overall GPA in all course work in order to graduate. Note also that in each of the following areas a 2.75 overall GPA is required as well as no grade lower than "C": 1) education professional courses, 2) all subject matter and collateral courses.

***General Education Requirements / 54 hours***

Institutional: 18 hours:

CIS 110, Comm 126, Eng 101, Eng 102, LE 101, PE 103.

Humanities: 12 hours

Social Science: 12 hours

Natural Science/Mathematics: 12 hours

***Biology Requirements / 28-32 hours***

Required: 24 hours: Biol 205, 206, 220, 305, 306, 413

Biology Electives: 4 hours to be chosen from  
Biol 211, 212, 310, 315, 330, 451.

In addition, as many as six hours of upper-division course work not offered at Alice Lloyd College may be transferred from other institutions (for example, courses offered at summer field institutes and biological stations) with prior approval of the Division Chair and the Vice President for Academics/Dean of the College.

***Science and Mathematics Collateral Requirements* / 19 hours**

Chem 115, 116, 225

Math Minimum of 4 hours

(excluding Math 100, 110, 112, 201, 202)

***Professional Education Requirements* / 42 hours**

Educ 200, 309, 316, 320, 322, 330, 353, 370, 409, 412

***Professional Education Collateral Requirement* / 6 hours**

HLth 210; Educ 211

***For Those Students Wishing To Add Middle School Certification in Science:***

***Professional Education Requirements* / 3 hours**

Required: Educ 321

***Subject Matter Emphasis Requirements* / 30-31 hours**

Science - 30-31 hours

Required: 16 hours: Ast 101, Biol 111, 205, 206;

and 14-15 hours chosen from Option 1 or 2:

(1) Chem 115 and 116 with either Phys 211 or 231; or

(2) Chem 115, Phys 211 and 212 or Phys 231 and 232

***Recommended Electives***

Chem 226, Math 250, Phys 211/212 or Phys 231/232

***For Those Students Wishing To Add Learning/Behavior Disorder Certification:***

***Professional Education Requirements*/15 hours**

Educ 324, 325, 326, 327, 328.

***General Electives* / Sufficient to total 128 hours for graduation.**

(Students are encouraged to consider courses that can lead to a second major or a minor.)

## Suggested Course Sequence Biological Science Education Grades 8-12

First Semester		Second Semester	
<b>Freshman Year</b>			
Eng 101	3	Eng 102	3
PE103	3	Comm 126	3
Math 113/125	4	Math 114	3
Hum Elect	3	CIS 110	3
Biol 111	<u>4</u>	Biol 205	4
	17	Educ 200	<u>3</u>
			19
<b>Sophomore Year</b>			
Chem 115	5	Chem 116	5
Biol Elect	4	Hlth 210	3
Soc Sci Elect	3	Soc Sci Elect	3
Hum Elect	3	LE 101	3
Educ 211	<u>3</u>	Hum Elect	<u>3</u>
	18		17
<b>Junior Year</b>			
Chem 225	5	Biol 306	4
Educ 309	3	Educ 353	3
SSCI Elec	3	Educ 316	3
Hum Elect	3	Educ 322	3
Biol 206	4	Biol 305	4
Biol 220	<u>4</u>	Educ 370	<u>3</u>
	22		20
<b>Senior Year</b>			
Educ 330	3	Educ 412	<u>12</u>
Educ 320	3		
Educ 409	6		
Soc Sci Elect	3		
Biol 413	<u>4</u>		
	19		12

## Biology Minor

This minor is designed for those students with an interest in Biology who have not majored in Biology or Biological Science Education 8-12. A minimum grade of "C" in each course is required.

### **Biology** / 21 hours

Required: 12 hours: Biol 205, 206, 220, 413

Required Electives: 9-10 hours from the following: Biol 305, 306, 315, 320, 326, 330, 331, 421, 422, 460-479.

## **Chemistry Minor**

This minor is designed for those students with an interest in chemistry. A minimum grade of “C” in each course is required.

### ***Chemistry / 23-24 hours***

Required: 20 hours: Chem 115, 116, 225, 226

Required Electives: 4 hours: Chem/Biol 330; Chem/Biol 331, Chem 340.

## **Bachelor of Science Dual Degree in Nursing Program**

The Dual Degree in Nursing program is designed to prepare students for a professional degree in nursing. Student who complete the Dual Degree in Nursing major would spend three years at ALC to complete the 98 hour program before transferring to an accredited school of nursing to finish the B.S.N. degree. The student would transfer 30 hours of credit back to ALC to complete the Bachelor in Pre-Nursing Degree before completing the B.S.N. degree at another institution. Students in this program may not transfer more that 24 hours to ALC in addition to the 30 hours of credit transferred back to ALC once a student has completed the work at an accredited nursing school. A minimum grade of ‘C’ is required for all Dual Degree in Nursing core classes.

### ***General Education Requirements / 54 hours***

Institutional: 16 hours:

CIS 110, Comm 126, Eng 101, Eng 102, LE 101, PE 103.

Humanities: 12 hours

Social Science: 12 hours

Natural Science/Mathematics: 12 hours

### ***Pre-Nursing Core Requirements / 46 hours***

Required: Biol 111, 206, 306, 211, 212, Chem 115, 116,

Hlth 210, Math 250, Psy 101, Soc 101; Psy 301 or 320.

## Suggested Course Sequence Dual Degree in Nursing Program Major

First Semester		Second Semester	
<b>Freshman Year</b>			
Eng 101	3	Eng 102	3
PE 103	3	LE 101	3
Soc 101	3	Biol 111	4
CIS 110	3	Hlth 210	3
Math 110-125	<u>4</u>	Comm 126	<u>3</u>
	16		16
<b>Sophomore Year</b>			
Math 250	4	Psy 101	3
Chem 115	5	Chem 116	5
Biol 206	4	Biol 212	4
Biol 211	<u>4</u>	Soc Sci Elect	3
	17	Hum Elect	<u>3</u>
			18
<b>Junior Year</b>			
Biol 306	4	Soc Sci Elect	3
Psy 320	3	Hum Elect	3
Soc Sci Elect	3	Soc Sci Elect	3
Hum Elect	3	Nat Sci Elect	3
Hum Elect	<u>3</u>	Gen Elect	<u>3</u>
	15		18

## Bachelor of Science Kinesiology

The Kinesiology curriculum is focused on the art and science of movement, including its social, psychological, physiological and biomechanical aspects. The main purpose of the major is to teach students how to live active and healthy lives and to use that knowledge to provide leadership and be of service to others in educational, sports and clinical settings. The Kinesiology major also provides students with the background to pursue post graduate educational opportunities in areas such as physical therapy.

Students must earn at least a "C" grade in each course in the major field and collateral courses; the overall GPA must be at least 2.0.

### ***General Education Requirements / 55 hours***

Institutional: 18 hours:

CIS 110, Comm 126, Eng 101, Eng 102, LE 101, PE 103.

Humanities: 12 hours

Social Science: 12 hours

Natural Science/Mathematics: 13 hours

## Kinesiology Requirements/28 hours

Biol 207, 211, 212; Psy 330; PE 223, 301, 321, 351, 421.

Note: Students can substitute Health 220 for PE 223, or any other means of gaining Red Cross CPR certification and Red Cross First Aid Certification.

Volunteer Requirement: Documentation of 50 work or volunteer hours in a physical therapy setting is required for UK PT school. A minimum of 25 hours should be completed in **each of two different settings (acute hospital, outpatient clinic, rehabilitation hospital, pediatric setting, etc.)**. Although 50 is the required minimum, typical applicants average approximately 100-125 hours depending on year of application.

UK PT school also requires a GPA of 3.2.

Other PT schools will vary in their requirements. Be sure to check requirements regularly.

## Natural Science and Math Requirements and Co-requirements/17 hours

Chem 116; Phys 211, 212; Math 250.

## Recommended Electives

Biol 206, 315.

**General Electives**/Sufficient to total 128 hours for graduation.

## Suggested Course Sequence Kinesiology

First Semester		Second Semester	
<b>Freshman Year</b>			
Eng 101	3	Eng 102	3
Math 113	4	PE 103	3
CIS 110	3	Psy 101	3
Biol 111	4	Comm 126	3
Hum/SS	<u>3</u>	LE 101	3
		Hum/SS	<u>3</u>
	17		18

**Sophomore Year**

Chem 115	5	Chem 116	5
Biol 207	3	PE 223	2
Biol 206	4	Nat Sci Elect	<u>4</u>
Psy 330	3	Elective	3
Hum/SS	<u>3</u>	Hum/SS	<u>3</u>
	18		17

**Junior Year**

Phys 211	4	Phys 212	4
Math 250	4	PE 301	3
Biol 211	4	Biol 212	4
Hum/SS	<u>3</u>	Hum/SS	<u>6</u>
	15		17

**Senior Year**

PE 321	3	PE 351	3
Biol 315	4	PE 421	3
Hum/SS	3	Electives	<u>9</u>
Electives	<u>6</u>		
	16		15

**Bachelor of Science****Mathematics Education Grades 8-12**

The major in Mathematics Education prepares students to teach the Core Content/Program of Studies for Mathematics in grades eight through twelve. In addition to the curriculum requirements outlined, students pursuing this degree must meet the criteria for admission to the Teacher Education Program, Student Teaching, and the Kentucky and Alice Lloyd Teacher Standards. Upon completion of this program students must meet other specified Education Professional Standards Board requirements in order to secure certification.

Students in education must earn a 2.75 overall GPA in all course work in order to graduate. Note also that in each of the following areas a 2.75 overall GPA is required as well as no grade lower than "C": 1) education professional courses, 2) all subject matter and collateral courses.

***General Education Requirements / 54 hours***

Institutional: 18 hours:

CIS 110, Comm 126, Eng 101, Eng 102, LE 101, PE 103.

Humanities: 12 hours

Social Science: 12 hours

Natural Science/Mathematics: 12 hours

***Professional Education Requirements / 42 hours***

Educ 200, 309, 316, 320, 322, 330, 353, 370, 409, 412



**Professional Education Collateral Requirement** / 6 hours  
HLth 210; Educ 211

**Mathematics Requirements** / 38 hours  
Required: 8 hrs: Math 201, 202;

Choose 30 hours from the following:  
Math 113, 114, 125, 126, 225, 226, 227, 250, 315, 330, 460-469.

**For Those Students Wishing To Add Middle School Certification in Mathematics:**

**Professional Education Requirements** / 3 hours  
Required: Educ 321

**Subject Matter Emphasis Requirements** / 30 hours  
Mathematics - 30 hours  
Required: Math 112, 113, 114, 125, 201, 202, 250 and 330.

**For Those Students Wishing To Add Learning/Behavior Disorder Certification:**

**Professional Education Requirements**/15 hours  
Educ 324, 325, 326, 327, 328.

**General Electives** / Sufficient to total 128 hours for graduation.  
(Students are encouraged to consider courses that can lead to a second major or a minor.)

**Suggested Course Sequence  
Mathematics Education Grades 8-12**

First Semester		Second Semester	
<b>Freshman Year</b>			
Eng 101	3	Eng 102	3
PE 103	3	Comm 126	3
Math 113	4	Math 114	3
Hum Elect	3	CIS 110	3
Biol 101	4	Soc Sci Elect	3
	17	LE 101	3
			18

**Sophomore Year**

Math 201	4	Math 126	4
Math 125	4	HLth 210	3
Soc Sci Elect	3	Soc Sci Elect	3
Hum Elect	3	Math 202	4
Educ 211	3	Hum Elect	<u>3</u>
Educ 200	<u>3</u>		17
	20		

**Junior Year**

Chem 101-115	4-5	Math 227	3
Educ 309	3	Educ 353	3
Math 225	4	Educ 316	3
Hum Elect	3	Educ 322	3
Educ 370	<u>3</u>	Math 315	3
		Math 460	<u>1-4</u>
	17-18		16-19

**Senior Year**

Math 250	4	Educ 412	<u>12</u>
Educ 330	3		
Educ 320	3		
Educ 409	6		
Math 330	<u>3</u>		
	19		12

**Mathematics Minor**

This minor is designed for those students with an interest in mathematics. A minimum grade of “C” in each course is required.

***Mathematics* / 21 hours**

Required: Math 125, 126, and 330

Choose 10 hours from the following:

Math 225, 226, 227, 250, and 315.

**Pre-Professional Programs with Transfer Agreements in Engineering and Pharmacy**

Pre-Professional students are expected to check with the professional school they plan to attend in order to determine their requirements for entry into that school's program.

**Bachelor of Arts****Accounting and Business Administration**

The major in Accounting and Business Administration prepares students to proceed to the Certified Public Accountant's (CPA) examination and to pursue careers in public accounting, industrial accounting, governmental

accounting, or to proceed to graduate studies. Generally, the first two years of study consist primarily of pre-business/accounting courses and general education.

Students pursuing an Accounting and Business Administration degree will complete the Business core requirements along with 21 additional hours in Accounting. These 21 hours combined with the 6 hours required in the Business core will give students the 27 hours in accounting needed to sit for the CPA exam once they complete 150 college credit hours. Students must earn a “C” grade in each course in the major and collateral areas; students also must achieve an overall GPA of 2.00 as well as the minimum 2.00 in the major and collateral areas. Those majoring in Accounting and Business Administration may not double major in Business Administration.

***General Education Requirements / 54 hours***

Institutional: 16 hours:

CIS 110, Comm 126, Eng 101, Eng 102, LE 101, PE 103.

Humanities: 12 hours

Social Science: 12 hours

Natural Science/Mathematics: 12 hours

***Business Core Requirements / 33-34 hours***

Required: Acc 201, Acc 202, Bus 212, 240, 315, 320, 325, 350, 435, 450, Math 250 or Bus 295.

***Accounting Requirements / 18 hours***

Acc 301, 302, 303, 304, 305, 401

***Accounting Electives / 3 hours***

Choose 1 course from the following:

Acc 410, 460, 461-469, 470, 475, 488

***Collateral Requirements / 6 hours***

Econ 209, 210

## Suggested Course Sequence

### Accounting and Business Administration Major

First Semester		Second Semester	
<b>Freshman Year</b>			
Eng 101	3	Eng 102	3
PE 103	3	LE 101	3
A Phys Sci	4	Biol 101	4
CIS 110	3	Bus 212	3
Math 112, 113, or 125	<u>4</u>	Comm 126	<u>3</u>
	17		16
<b>Sophomore Year</b>			
Acc 201	3	Acc 202	3
Econ 209	3	Econ 210	3
Bus 295 or Math 250	3-4	Gen Elect	3
Bus 240	3	Hum Elect	3
Hum Elect	<u>3</u>	Soc Sci Elect	3
	15-16	Soc Sci Elect	<u>3</u>
			18
<b>Junior Year</b>			
Bus 315	3	Bus 350	3
Bus 325	3	Bus 435	3
Bus 320	3	Acc 302	3
Acc 301	3	Acc 303	3
Acc 305	<u>3</u>	Hum Elect	3
	15	Gen Elect	<u>3</u>
			18
<b>Senior Year</b>			
Acc 401	3	Bus 450	<u>3</u>
Acc 304	3	Acc Elect	3
Acc Elect	3	Gen Elect	3
Hum Elect	3	Gen Elect	3
Gen Elect	<u>3</u>	Gen Elect	<u>3</u>
	15		15

Students pursuing a bachelor's degree in Accounting may also choose an area of concentration which will consist of 12 hours of specialized coursework within a field of study. A student may choose one or more of the following 6 concentrations:

- A) Finance - 12 hours  
Bus 320, 421, 488, Ent 320
- B) Management - 12 hours  
Bus 315, 310, 465, 488
- C) Marketing - 12 hours  
Bus 325, 461, 425, Soc 303
- D) Leadership - 12 hours

Bus 465, 317, 466, LE 488  
E) Business Law - 12 hours  
Bus 350, 488, Ent 415, Pols 462  
F) Entrepreneurship - 12 hours  
Ent 305, 320, 330, 425

## **Accounting Minor**

This minor is open to all students regardless of their designated major. A minimum grade of "C" in each course is required plus the major program to which this minor is supplement.

### **Accounting / 21 hours**

Required: 15 hours: Acc 201, 202, 301, 302, 304;  
Choose six hours from Acc 303, 305, 401, 410, 460, 461-469,  
470, 475, 488.

\*Some 300/400 level courses may have prerequisites in addition to the minor requirements.

## **Bachelor of Arts**

### **Business Administration**

Alice Lloyd College's Business Program provides students with a basic understanding of the primary functional areas of business (accounting, finance, management, and marketing). The core component of the program is designed to provide a broad educational base through substantial general education and through a common body of business knowledge. The elective component gives students the flexibility to tailor their course of study. Generally, the first two years of study consist primarily of pre-business courses and general education. The following two years are oriented toward providing the student with a strong business background and an in-depth study of the business environment. The major in Business Administration prepares each student for employment in business or related fields, for graduate school, and/or for business-related research. The Business Program also offers minors in Accounting and Business Administration.

In order to graduate, students must earn a "C" grade in each course in the major and collateral areas; students also must achieve an overall GPA of 2.00 as well as the minimum 2.00 in the major and collateral areas. Those majoring in Business Administration may not double major in Accounting and Business Administration.

### **General Education Requirements / 54 hours**

Institutional: 18 hours:

CIS 110, Comm 126, Eng 101, Eng 102, LE 101, PE 103.

Humanities: 12 hours

Social Science: 12 hours (may include Econ 209 and 210 here)

Natural Science/Mathematics: 12 hours (excluding Math 110)

***Business Collateral Requirements*** / 6 hours

Econ 209, 210

***Business Administration Core Requirements*** / 33 hours

Acc 201, 202;

Bus 212, 240, 315, 320, 325, 350, 435, 450 and Bus 295 or  
Math 250.

***Business Administration Electives*** / 21 hours

Acc 301, 302, 303, 304, 305, 317, 401, 410, 460, 461-469, 470,  
475, 488;

Bus 310, 415, 421, 425, 445, 461, 462-464, 465, 466, 467-469,  
470, 475, 488;

Econ 330.

***Recommended Electives***

Math 113, 114, and 125.

***General Electives*** / Sufficient to total 128 hours for graduation.  
(Students are encouraged to consider courses that can lead to a  
second major or a minor.)

A student may choose one or more of the following 7 concentrations:

- A) Finance - 12 hours  
Bus 320, 421, 488, Ent 320
- B) Management - 12 hours  
Bus 315, 310, 465, 488
- C) Marketing - 12 hours  
Bus 325, 461, 425, Soc 303
- D) Leadership - 12 hours  
Bus 465, 317, 466, LE 488
- E) Business Law - 12 hours  
Bus 350, 488, Ent 415, Pols 462
- F) Entrepreneurship - 12 hours  
Ent 305, 320, 330, 425
- G) Accounting - 12 hours  
Acc 301, 302, 303, 304

## Career Planning Workshops

All Business Administration majors are required to attend three workshops in career planning, resume writing, and job interview techniques prior to graduation. Students may attend these workshops in any year after their freshman year, but must attend all three workshops in the same year.

### Suggested Course Sequence Business Administration Major

First Semester		Second Semester	
<b>Freshman Year</b>			
Eng 101	3	Eng 102	3
PE 103	3	LE 101	3
A Phys Sci	4	Biol 101	4
CIS 110	3	Bus 212	3
Math 112, 113 or 125*	<u>4</u>	Gen Elect	<u>3</u>
	17		16
<b>Sophomore Year</b>			
Acc 201	3	Acc 202	3
Econ 209	3	Econ 210	3
Bus 295 or Math 250	3	Hum Elect	3
Comm 126	3	Soc Sci Elect	3
Bus 240	3	Soc Sci Elect	<u>3</u>
Hum Elect	<u>3</u>		
	18		15
<b>Junior Year</b>			
Bus 315**	3	Bus 350	3
Bus 325**	3	Bus 435	3
Bus 320**	3	Bus Elect	3
Bus Elect	3	Bus Elect	3
Hum Elect	3	Gen Elect	<u>3</u>
Hum Elect	<u>3</u>		
	18		15
<b>Senior Year</b>			
Bus Elect	3	Bus 450	3
Bus Elect	3	Bus Elect	3
Gen Elect	3	Bus Elect	3
Gen Elect	3	Gen Elect	3
Gen Elect	<u>3</u>	Gen Elect	<u>3</u>
	15		15

Total Required: 128 Credit Hours

\* Math 112 or 113 is recommended because it is a prerequisite for Math 125, which is required for most graduate schools of business.

\*\* Bus 315, 320, and 325 must be taken in the fall semester of the junior year. Request to deviate from this policy must be approved by the Business Program Coordinator.

## **Business Administration Minor**

This minor is open to students from disciplines other than Business Administration. The elective portion of the Business Administration minor allows students to tailor the minor to fit their specific major. A minimum grade of "C" in each course is required plus the major program to which this minor is supplement.

### **Business/21 hours**

Required: Acc 201, 202; Bus 315, 320, 325; Econ 209 or 210;  
Choose one course from the following: Bus 212, 240, Bus 295  
or Math 250; any Acc 300\* or 400\* level course (excluding Acc 488); any Bus 300\* or 400\* level course (excluding Bus 450 and Bus 488).

## **Bachelor of Arts**

### **Elementary Education Grades P-5**

The major in Elementary Education prepares students to teach in grades P-5 or work in other capacities with the young child. In addition to the curriculum requirements listed below, students in this program must meet the requirements for admission to the Teacher Education Program and Student Teaching. Upon successful completion of this program students must meet other specified Education Professional Standards Board requirements in order to secure certification. Students in education must earn a 2.75 overall GPA in all course work in order to graduate. Note also that in each of the following areas a 2.75 overall GPA is required as well as no grade lower than "C": 1) professional educational and all collateral courses 2) subject matter.

### ***General Education Requirements / 54 hours***

Institutional: 18 hours:

CIS 110, Comm 126, Eng 101, Eng 102, LE 101, PE 103.

Humanities: 12 hours

Social Science: 12 hours

Natural Science/Mathematics: 12 hours

### **Professional Education Requirements/ 51 hours**

Educ 200, 305, 309, 310, 315, 321, 323, 343, 350, 360, 370, 409, 410

### **Professional Education Collateral Requirements/ 29 hours**

Art 340; Hist 261; Hlth 210; Math 201, 202; Mus 310; Psy 101; Educ 211



Choose 3 hours from Hist 203, 204.

***Subject Matter Emphasis*** / 21-24 hours (choose one option)

A) English/Communications - 21 hours

Required: Comm 126; Eng 101, 102

Choose 3 hours from Eng 302, 303, 304, 305;

Choose 3 hours from Thea 161, 162;

Choose 6 hours from Eng 201, 202, 211, 212, 215, 216

B) Fine Arts/Humanities - 21 hours

Required: Art 102; Mus 101; Thea 161 or 162;

Mus 310 or Art 340;

Choose 6 hours from Eng 201, 202, 211, 212, 215, and 216;

Choose 3 hours from any Eng 300 level or 400 level course  
(excluding Eng 315)

C) Mathematics - 23 hours

Required: Math 113, 114, 201, 202;

Choose 8 hours from Math 125, 126, 250, 330

D) Science - 24 hours

Required: Biol 101, Phsc 105;

Choose 8 hours from Biol 205, 206, 310;

Choose 8 hours from Ast 101, Chem 101, Phys 211

E) Social and Behavioral Studies - 24 hours

Required: Hist 203, 204, 261; Psy 101; Soc 101; SSci 110;

Choose 3 hours from Hist 310, Hist/Pols 311, 460, 464;

Choose 3 hours from Econ 209, 210, Pols 112.

***For Those Students Wishing To Add Middle School Certification  
In Their Elementary Emphasis:***

**Professional Education Requirements/ 12 hours**

Educ 320, 322, 330, 353

***Choose one area:***

***Subject Matter Emphasis Requirements*** / 30-31 hours

(Choose **One** Emphasis Areas from A, B, C, D)

A) English/Communications - 30 hours

Required: Educ 343; Eng 310, 311 or 312; 315;

Choose 6 hours from Eng 302, 303, 304, 305;

Choose 12 hours from Eng 201, 202, 211, 212, 215, 216, 415  
with at least 3 hours but no more than 6 hours from American  
Literature.

B) Mathematics - 30 hours

Required: Math 112, 113, 114, 125, 201, 202, 250, 330.

C) Science - 30-31 hours

Required: 16 hours: Ast 101, Biol 101, 205, 206;

and 14-15 hours chosen from Option 1 or 2:

(1) Chem 115 and 116 with either Phys 211 or 231; or

(2) Chem 115, Phys 211 or 212 and Phys 231 or 232.

D) Social Studies - 30 hours

Required: Econ 209; Hist 101, 102, 203, 204, 261; SSci 110;

Choose 3 hours from Hist 310, Hist/Pols 311, 460, 464;

Choose 3 hours from Pols 111, 112;

Choose 3 hours from Soc 101; SSci 310.

***For those Elementary Education P-5 students wishing to add middle school certification in an area other than their current elementary emphasis, see the Education Department.***

***For Those Students Wishing To Add Learning/Behavior Disorder Certification:***

**Professional Education Requirements/15 hours**

Educ 324, 325, 326, 327, 328.

***General Electives*** / Sufficient to total 128 hours for graduation.

(Students are encouraged to consider courses that can lead to a second major or a minor.)

## **Suggested Course Sequence Elementary Education (P-5)**

First Semester		Second Semester	
<b>Freshman Year</b>			
Eng 101	3	Eng 102	3
PE 103	3	SSCI Elect (Psy 101)	3
Biol 101	4	LE 101	3
Art 102	3	Math 110	4
Soc Sci Elect	3	Educ 200	3
CIS 110	<u>3</u>	Comm 126	<u>3</u>
	19		19
<b>Sophomore Year</b>			
Subj Mat Emph	3-4	Hum Elect	3
Art 340	3	Subj Mat Emph	3
Math 201	4	Hist 261	3
Subj Mat Emph	3-4	Math 202	4
A Phsc Sci	4	Subj Mat Emph	3

		Hlth 210	<u>3</u>
	17-19		19
<b>Junior Year</b>			
SSCI Elect (Educ 211)	3	Educ 315	3
Educ 343	3	Educ 323	3
Educ 321	3	Educ 360	3
Educ 310	3	Educ 309	3
Educ 370	3	Hum Elect	3
Mus 310	3	Hum Elect	<u>3</u>
Subj Mat Emph	<u>3-4</u>		18
	18-19		
<b>Senior Year</b>			
Subj Mat Emph	3-4	Educ 410	<u>12</u>
Art 340	3		
Educ 350	3		
Educ 305	3		
Educ 409	<u>6</u>		
	18-20		12

## Bachelor of Arts English

The major in English provides the student with knowledge of the human condition through a comprehensive reading of literature. This major enhances writing skills and provides preparation for graduate and professional school. Students must earn at least a "C" grade in each course in the major field and collateral courses; the overall GPA must be at least a 2.00.

### ***General Education Requirements / 54 hours***

Institutional: 18 hours:

CIS 110, Comm 126, Eng 101, Eng 102, LE 101, PE 103.

Humanities: 12 hours

Social Science: 12 hours

Natural Science/Mathematics: 12 hours

### ***Collateral Requirements / 9 hours***

Required: 3 hours: Soc 460 or 461.

Required: 6 hours in the same foreign language.

### ***English Requirements / 36 hours***

One course from Eng 211, 212;

One course from Eng 201, 202, 215, 216;

Required: Eng 310, 311, 312, 315, 415, 490;

Four courses from Eng 302, 303, 304, 305, 350, 405-409, 410-414, 416, 417, 418, 419, 451-469, 471-489.

**General Electives** / Sufficient to total 128 hours for graduation.  
 (Students are encouraged to consider courses that can lead to a second major or a minor.)

## Suggested Course Sequence English Major

First Semester    Second Semester

### Freshman Year

Eng 101	3	Eng 102	3
PE 103	3	LE 101	3
Biol 101	4	A Phsc Sci	4
Math 110, 112, 113	4	CIS 110	3
Foreign Lang	<u>3</u>	Foreign Lang	<u>3</u>
	17		16

### Sophomore Year

Eng 211/212	3	Eng 200 level	3
Soc Sci Elect	3	Soc Sci Elect	3
Hum Elect	3	Comm 126	3
Hum Elect	3	Hum Elect	3
Soc Sci Elect	3	Gen Elect	<u>3</u>
Gen Elect	<u>3</u>		18
	18		

### Junior Year

Hum Elect	3	Eng 300-400 level	3
Eng 311	3	Eng 312	3
Soc Sci Elect	3	Eng 315	3
Eng 300-400 level	3	Eng 310	3
Gen Elect	<u>3</u>	Gen Elect	<u>3</u>
	15		15

### Senior Year

Eng 300-400 level	3	Eng 490	3
Soc 460 or 461	3	Eng 300-400 level	3
Eng 415	3	Gen Elect	3
Gen Elect	3	Gen Elect	3
Gen Elect	<u>3</u>	Gen Elect	<u>3</u>
	15		15

## English Minor

This minor is open to all students regardless of their designated major. A minimum grade of "C" in each course is required, plus the major program to which this minor is supplement.

### **English** / 27 hours

Choose two courses from Eng 201, 202, 211, 212, 215, 216.

Choose one course from Eng 311, 312.

Choose four courses from Eng 302, 303, 304, 305, 315, 405-409, 410-414, 415, 416, 417, 418, 419, 451-469, 471-489.

Language Collateral Requirements/6 hours

Two courses in the same foreign language are required.

## **Bachelor of Arts**

### **English Education Grades 8-12**

The major in English Education prepares students to teach the Core Content/Program of Studies for English in grades eight through twelve. Students prepare in literature, language, grammar, and composition. In addition to the curriculum requirements outlined, students pursuing this degree must meet the criteria for admission to the Teacher Education Program, Student Teaching, and the Kentucky and Alice Lloyd Teacher Standards. Upon completion of this program, students must meet other specific Education Professional Standards Board requirements in order to secure certification.

Students in education must earn a 2.75 overall GPA in all course work in order to graduate. Note also that in each of the following areas a 2.75 overall GPA is required as well as no grade lower than "C": 1) education professional courses, 2) subject matter and all collateral courses.

#### ***General Education Requirements / 54 hours***

Institutional: 18 hours:

CIS 110, Comm 126, Eng 101, Eng 102, LE 101, PE 103.

Humanities: 12 hours

Social Science: 12 hours

Natural Science/Mathematics: 12 hours

#### ***Professional Education Requirements / 45 hours***

Educ 200, 309, 316, 320, 321, 322, 330, 353, 370, 409, 412

#### ***Professional Education Collateral Requirements / 6 hours***

Hlth 210; Educ 211

#### ***Humanities Collateral Requirements / 6 hours***

Two courses in the same foreign language

#### ***English Requirements / 33 hours***

One course chosen from: Eng 211, 212

One course chosen from: Eng 201, 202, 215, 216

Required: Eng 305, 310, 311, 312, 315, 415, 490  
 Two courses chosen from: Eng 302, 303, 304, 350, 405-409, 410-414, 416, 417, 418, 419, 451-469, 471-489.

***For Those Students Wishing To Add Middle School Certification in English:***

***Subject Matter Emphasis Requirements*** / 30 hours

English/Communications - 30 hours

Required: Educ 343, Eng 310, 311 or 312, 315;

Choose 6 hours from Eng 302, 303, 304, 305;

Choose 12 hours from Eng 201, 202, 211, 212, 215, 216, 415 with at least 3 hours but no more than 6 hours from American Literature.

***For Those Students Wishing To Add Learning/Behavior Disorder Certification:***

**Professional Education Requirements**/15 hours

Educ 324, 325, 326, 327, 328.

***General Electives*** / Sufficient to total 128 hours for graduation.

(Students are encouraged to consider courses that can lead to a second major or a minor.)

**Suggested Course Sequence  
 English Education (8-12) Major**

First Semester		Second Semester	
<b>Freshman Year</b>			
Eng 101	3	Eng 102	3
LE 101	3	PE 103	3
A Phsc Sci	4	Biol 101	4
Math 110, 112, 113	4	CIS 110	3
Hum Elect	<u>3</u>	Educ 200	3
	17	Hum Elect	<u>3</u>
			19
<b>Sophomore Year</b>			
Comm 126	3	Soc Sci Elect	3
Soc Sci Elect	3	Eng 200 level	3
Eng 211/212	3	Hum Elect	3
Hlth 210	3	Foreign Lang	3
Educ 211	3	Gen Elect	3
Foreign Lang	<u>3</u>	Soc Sci Elect	<u>3</u>
	18		18

**Junior Year**

Educ 309	3	Educ 353	3
Eng/3-400 level	3	Eng 315	3
Eng 311	3	Eng 312	3
Educ 321	3	Eng 490	3
Educ 305	3	Educ 316	3
Eng 3-400 level	<u>3</u>	Educ 322	3
	18	Educ 370	<u>3</u>
			21

**Senior Year**

Eng/3-400 level	3	Educ 412	<u>12</u>
Educ 330	3		
Educ 320	3		
Educ 409	6		
Eng 415	<u>3</u>		
	18		12

**Entrepreneurship Minor**

This minor will provide students with the tools needed to launch and manage a successful new business. The curriculum will give students the knowledge and skills they need to create and adjust their personal business concept, develop the concept into a feasible business venture, draft the business plan, launch the business, and manage the business. The curriculum will emphasize flexibility and innovation, and entrepreneurship will be approached as a way of thinking and acting that can be applied in multiple contexts such as new ventures and existing corporations.

The minor is available to business and non-business majors. A minor in entrepreneurship will be especially valuable to pre-med biology and pre-law students who intend to open their own practices in the future. Business majors who elect to take the minor can count the entrepreneurship coursework as business electives. Students must earn a "C" grade in each course in the major and collateral areas.

**Entrepreneurship Requirements/18 hours**

Bus 315, Ent 305, 320, 330, 415, 425

**Electives/3 hours**

Choose one class from the following:

Bus 310, 325, Soc 303

**Bachelor of Arts****History**

The major in History covers a broad spectrum of study including American, European and non-western cultures. Completion of this major

prepares students to seek admission to law school, graduate studies and governmental services.

Students must make at least a “C” grade in each course in the major field and collateral courses; the overall GPA must be at least a 2.00.

**General Education Requirements / 54 hours**

Institutional: 18 hours:

CIS 110, Comm 126, Eng 101, Eng 102, LE 101, PE 103.

Humanities: 12 hours

Social Science: 12 hours

Natural Science/Mathematics: 12 hours

**History Requirements / 36 hours**

Hist 101, 102, 203, 204, 321, 322, 488;

Choose 3 hours from Hist 310, Hist/Pols 311, 460, 461, 464;

Choose 9 hours from Hist 261, 331, 332, 333;

Choose 3 hours from the following if not chosen previously:

Hist 460-469.

**Social Science Collateral Requirements / 15 hours**

Required: Soc 102;

Choose four courses from the following:

Econ 209, 210; Pols 111, 112; Soc 101, 211; SSci 310.

**Other Collateral Requirements / 6 hours**

Two courses in the same foreign language

**General Electives / Sufficient to total 128 hours for graduation.**

(Students are encouraged to consider courses that can lead to a second major or a minor.)

**Suggested Course Sequence**

**History**

First Semester		Second Semester	
<b>Freshman Year</b>			
Eng 101	3	Eng 102	3
CIS 110	3	PE 103	3
Hist 101 or 203	3	Hist 102 or 204	3
Hum Elect	3	Biol 101	4
A Phsc Sci	4	Math 110, 112, 113	4
	16		17



**Sophomore Year**

LE 101	3	Foreign Lang	3
Hist 101 or 203	3	Hist 102 or 204	3
Comm 126	3	Gen Elect	3
Foreign Lang	3	Gen Elect	3
Hum Elect	3	Hum Elect	3
Gen Elect	<u>3</u>	Gen Elect	<u>3</u>
	18		18

**Junior Year**

Hist 310, 311, 460, 464	3	*Amer Hist Elect	3
Gen Elect	3	Soc 102	3
Hist 321	3	Hist 322	3
Soc Sci Collateral	3	Soc Sci Collateral	3
Soc Sci Collateral	<u>3</u>	Soc Sci Collateral	<u>3</u>
	15		15

**Senior Year**

*Amer Hist Elect	3	Hist 488	3
Hist 300-400 level	3	Gen Elect	3
Gen Elect	3	Gen Elect	3
Hum Elect	3	Gen Elect	3
Gen Elect	<u>3</u>	Gen Elect	<u>3</u>
	15		15

\*Amer Hist Elect to be chosen from Hist 331, 332, 333.

History majors are strongly encouraged to work closely with their advisors in the selection of appropriate electives.

**History Minor**

This minor is open to all students regardless of their designated major. A minimum of "C" grade in each course is required, plus the major program to which this minor is supplement.

***History* / 21 hours**

Required: Hist 101, 102, 203, 204;

Choose 3 hours from Hist 310, Hist/Pols 311, 460, 461, 464;

Choose two courses, if not chosen previously, from Hist 261, 310, Hist/Pols 311, 321, 322, 331, 332, 333, 460, 461-469, 488.

***General Electives*** / Sufficient to total 128 hours for graduation.

**Leadership Studies Minor**

This minor is designed for those students with an interest in leadership studies. A minimum grade of "C" in each course is required.

***Business Administration/Leadership Courses*/15 hours**

Required: LE 101, Bus 317, Bus 465, Bus 466, LE 488

***Collateral Requirements/6 hours***

Choose 6 hours from SSci 310, Soc 340, LE 470

(Soc 101 is recommended as a general elective or Social Science choice since it is a prerequisite to SSci 310 and Soc 340.)

## **Bachelor of Arts**

### **Liberal Arts**

The Liberal Arts major at Alice Lloyd College allows students to tailor a degree to suit their individual needs and interests. As graduating students seek jobs in a global economy, a self-tailored degree in liberal arts makes them attractive candidates in a multitude of careers in both the public and private sector. A Liberal Arts degree gives students a background in a wide range of disciplines, and requires that students recognize the interconnectedness of these disciplines in their larger understanding of the world. In addition to 54 hours of general education courses, students in this major complete a core of 39 hours, with at least 12 hours in each of the following areas: humanities, social science, and natural science. Students are also required to complete a three hour capstone course. Students must earn a "C" grade in each course in the major.

***General Education Requirements / 54 hours***

Institutional: 16 hours:

CIS 110, Comm 126, Eng 101, Eng 102, LE 101, PE 103.

Humanities: 12 hours

Social Science: 12 hours

Natural Science/Mathematics: 12 hours

***Core Requirements / 39 hours***

Humanities: Choose 12 hours from Art 305, 340, Eng 302, 304, 305, 310, 311, 312, 350, 400-409, 410-414, 415, 416, 417, 418, 419, 451-469, 471-489, Thea 460-463.

Natural Science: Choose 12 hours from Biol 205, 206, 207, 211, 212, 220, 305, 306, 310, 315, 320, 330, 331.

Social Science: Choose 12 hours from Econ 330, Hist 310, 311, 321, 322, 331, 332, 333, 460-469, Pols 301, 311, 460-469, Psy 301, 320, 330, SSci 301, 310, 410, Soc 301, 302, 303, 312, 340, 370, 371, 460-469.

Capstone /3 hours  
Choose one course from the following:  
Eng 490, Hist 488, Soc 489, Biol 413.

General Electives / Sufficient to total 128 hours for graduation.  
Students are encouraged to take courses that will best meet  
their individual career needs.

## **Bachelor of Arts**

### **Middle School Education Grades 5-9**

#### **Single or Double Emphasis**

The major in Middle School Education prepares students to teach the Core Content/Program of studies for grades five through nine. The student must select an academic emphasis in one or two of the following: English/Communications, Mathematics, Science, Social Studies. In addition to the curriculum requirements listed below, students must meet the criteria for admission to the Teacher Education Program, Student Teaching, and the Kentucky and Alice Lloyd Teacher Standards. Upon completion of this program, students must meet other specified Education Professional Standards Board requirements in order to secure certification.

Students in education must earn a 2.75 overall GPA in all course work in order to graduate. Note also that in each of the following areas a 2.75 overall GPA is required as well as no grade lower than "C": 1) professional education and collateral courses, 2) subject matter courses.

#### ***General Education Requirements / 54 hours***

Institutional: 18 hours:

CIS 110, Comm 126, Eng 101, Eng 102, LE 101, PE 103.

Humanities: 12 hours

Social Science: 12 hours

Natural Science/Mathematics: 12 hours

#### ***Professional Education Requirements / 42 hours***

Educ 200, 309, 320, 321, 322, 330, 353, 370, 409, 411

#### ***Professional Education Collateral Requirements / 9 hours***

Required: Hlth 210; Educ 211

Choose 3 hours from Hist 101, 102, 203, 204.

**Subject Matter Emphasis Requirements** / 30-31 hours  
(Choose **ONE OR TWO** Emphasis Areas from A, B, C, D)

A) English/Communications - 30 hours

Required: Educ 343; Eng 310, 315, and 311 or 312;

Choose 6 hours from Eng 302, 303, 304, 305;

Choose 12 hours from Eng 201, 202, 211, 212, 215, 216, 415  
with at least 3 hours but no more than 6 hours from American Literature.

B) Mathematics - 30 hours

Required: Math 112, 113, 114, 125, 201, 202, 250 and 330.

C) Science – 30-31 hours

Required: 16 hours: Ast 101, Biol 101, 205, 206;

and 14-15 hours chosen from Option 1 or 2:

(1) Chem 115 and 116 with either Phys 211 or 231; or

(2) Chem 115, and Phys 211 or 212 and or Phys 231 or 232.

D) Social Studies - 30 hours

Required: Econ 209; Hist 101, 102, 203, 204, 261; SSci 110;

Choose 3 hours from Hist 310, Hist/Pols 311, 460, 464;

Choose 3 hours from Pols 111, 112;

Choose 3 hours from Soc 101; SSci 310.

***For Those Students Wishing To Add Learning/Behavior Disorder Certification:***

**Professional Education Requirements/15 hours**

Educ 324, 325, 326, 327, 328.

**General Electives** / Sufficient to total 128 hours for graduation.

(Students are encouraged to consider courses that can lead to a second major or a minor.)

**Suggested Course Sequence**

**Middle School Education**

**Single or Double Emphasis (5-9)**

First Semester

Second Semester

**Freshman Year**

Eng 101	3	Eng 102	3
PE103	3	Educ 200	3
Biol 101	4	A Phys Sci	4
LE 101	3	Soc Sci Elect	3
Soc Sci Elect	3	Math 110, 112, 113	4
	16		17

**Sophomore Year**

Subj Mat Emph	3-4	Soc Sci Elect	3
Comm 126	3	Soc Sci Elect	3
CIS 110	3	Hum Elect	3
Gen Elect	6	Subj Mat Emph	3-4
Hum Elect	<u>3</u>	Hum Elect	<u>3</u>
	18-19		18-19

**Junior Year**

Educ 211	3	Educ 370	3
Educ 309	3	Educ 322	3
Educ 321	3	Educ 353	3
Educ 330	3	Subj Mat Emph	3-4
Subj Mat Emph	3-4	Subj Mat Emph	3-4
Subj Mat Emph	3-4	Subj Mat Emph	<u>3-4</u>
Hum Elect	<u>3</u>		18-21
	20-21		

**Senior Year**

SSCI Elec (Educ 211)	3	Educ 411	<u>12</u>
Educ 320	3		
Educ 409	6		
Gen Elect	3		
Gen Elect or			
Subj Mat Emph	3-4		
Gen Elect	<u>3</u>		
	18-19		12

\*depending on Subject Matter Emphasis

**Bachelor of Arts****Physical Education Grades P-12**

The major in Physical Education prepares the student to teach physical education in grades P-12, to coach and to become involved in a variety of physical education activities in the community. In addition to the curriculum requirements listed below, students in this program must meet the criteria for admission to the Teacher Education Program and be admitted to the program by the first semester of their Junior year. Upon completion of this program, students must meet other specified Education Professional Standards Board requirements in order to secure certification.

Students in education must earn a 2.75 overall GPA in all course work in order to graduate. The 2.75 GPA must also be maintained (no grade lower than a "C") in the following areas: 1) education professional courses, 2) physical education courses, and 3) collateral requirements.

**General Education Requirements / 53 hours**

Institutional: 18 hours:

CIS 110, Comm 126, Eng 101, Eng 102, LE 101, PE 103.

Humanities: 12 hours

Social Science: 12 hours

Natural Science/Mathematics: 11 hours

**Physical Education Requirements / 39 hours**

PE 201, 273, 274, 301, 311, 321, 351, 371, 375, 402, 405, 406, 421

**Professional Education Requirements / 39 hours**

Educ 200, 305, 309, 316, 320, 353, 370, 409, 413

**Professional Education Collateral Requirements / 19 hours**

Biol 211; Hlth 210, 220; Psy 101; Soc 101; Educ 211

**Recommended Electives**

Phys 211, Chem 115

**General Electives / Sufficient to total 128 hours for graduation.**

(Students are encouraged to consider courses that can lead to a second major or a minor.)

**Suggested Course Sequence  
Physical Education (P-12)**

First Semester		Second Semester	
<b>Freshman Year</b>			
Eng 101	3	Eng 102	3
PE 103	3	CIS 110	3
Comm 126	3	Biol 111	4
LE 101	3	SSCI Elect (Psy 101)	3
Math 110, 112, 113	4	PE 201	3
	16	Hum Elect	3
			19
<b>Sophomore Year</b>			
Biol 211	4	PE 274	3
Educ 200	3	Hlth 220	3
PE 273	3	SSCI Elect (Soc 101)	3
A Phys Sci	4	Hum Elect	6
Hlth 210	3	SSCI Elect	3
Educ 211	3		18
	20		

Note: To continue on with the PE and Educ courses, the student must be accepted into the Teacher Education Program by the beginning of the Junior year.

#### **Junior Year**

PE 301	3	PE 351	3
PE 311	3	PE 375	3
PE 321	3	PE 406	3
PE 371	3	PE 421	3
Educ 320	3	Educ 309	3
Educ 305	3	Educ 316	3
	18	Educ 353	<u>3</u>
			21

#### **Senior Year**

PE 402	3	Educ 413	<u>12</u>
PE 405	3		
Educ 370	3		
Educ 409	6		
Soc Sci Elect	<u>3</u>		
	18		12

## **Bachelor of Arts**

### **Social Studies Education Grades 8-12**

The major in Social Studies Education prepares the student to teach the Core Content/Program of Studies for all Social Studies areas in grades eight through twelve. In addition to the curriculum requirements outlined, students in this program must also meet criteria for admission to the Teacher Education Program, Student Teaching, and Kentucky and Alice Lloyd Teacher Standards. Upon completion of this program, students must meet other specific Education Professional Standards Board requirements in order to secure certification.

Students in education must earn a 2.75 overall GPA in all course work in order to graduate. Note also that in each of the following areas a 2.75 overall GPA is required as well as no grade lower than "C": (1) education professional courses, (2) subject matter and all collateral courses.

#### ***General Education Requirements / 54 hours***

Institutional: 18 hours:

CIS 110, Comm 126, Eng 101, Eng 102, LE 101, PE 103.

Humanities: 12 hours

Social Science: 12 hours

Natural Science/Mathematics: 12 hours

***Social Studies Requirements / 55 hours***

- A. History / 27 hours  
Required: Hist 101, 102, 203, 204, 331 or 468, 332 or 463, 333 or 467;  
Choose 3 hours from Hist 310, 460, 461, 464, Hist/Pols 311;  
Choose 3 hours from Hist 321, 322;
- B. Sociology / 6 hours  
Soc 101, Educ 211
- C. Political Science / 6 hours  
Pols 111, 112
- D. Economics / 6 hours  
Econ 209, 210
- E. Geography / 7 hours  
Soc 102, Geog 101
- F. Psychology / 3 hours  
Psy 101

***Professional Education Requirement / 42 hours***

Educ 200, 309, 316, 320, 322, 330, 353, 370, 409, 412

***Professional Education Collateral Requirements / 3 hours***  
Hlth 210

***For Those Students Wishing To Add Middle School Certification in Social Studies:***

***Professional Education Requirements /3 hours***

Required: Educ 321

***Subject Matter Emphasis Requirements / 30 hours***

Social Studies - 30 hours

Required: Econ 209; Hist 101, 102, 203, 204, 261; SSci 110;

Choose 3 hours from Hist 310, Hist/Pols 311, 460, 464;

Choose 3 hours from Pols 111, 112;

Choose 3 hours from Soc 101; SSci 310.

***For Those Students Wishing To Add Learning/Behavior Disorder Certification:***

***Professional Education Requirements/15 hours***

Educ 324, 325, 326, 327, 328.



**General Electives** / Sufficient to total 128 hours for graduation.  
(Students are encouraged to consider courses that can lead to a second major or a minor.)

## Suggested Course Sequence Social Studies Education (8-12)

First Semester		Second Semester	
<b>Freshman Year</b>			
Eng 101	3	Eng 102	3
CIS 110	3	PE103	3
Biol 101	4	Math 110, 112, 113	4
Hist 101	3	A Phys Sci	4
LE 101	3	Hist 102	3
	16		17
<b>Sophomore Year</b>			
Comm 126	3	Hum Elect	3
Educ 200	3	Soc 101	3
Hist 203	3	Hist 204	3
Hum Elect	3	Pols 112	3
Pols 111	3	Soc 102	3
Gen Elect	3	Hum Elect	3
	18		18
<b>Junior Year</b>			
Psy 101	3	Econ 210	3
Econ 209	3	Educ 322	3
Hum Elect	3	Educ 316	3
Hist Elect	3	Educ 370	3
Educ 211	3	Hist Elect	3
Hist Elect	3	Hlth 210	3
Educ 309	3	Educ 353	3
	21		21
<b>Senior Year</b>			
Hist Elect	3	Educ 412	12
Hist Elect	3		12
Educ 330	3		
Educ 320	3		
Educ 360	3		
Educ 409	6		
	18		

## Bachelor of Arts Sociology

The Sociology curriculum has three main purposes: (1) to aid students in understanding social structure and inequality as well as the roles of social forces and ideas in shaping contemporary society; (2) to provide a well-rounded education preparing the student for a wide range

of occupations, particularly those that work directly with people or with categories or groups of people; and (3) to provide a sound academic background for graduate study in sociology or for such professions as law or the ministry.

The Sociology major is designed to give students a strong background in research design and social theory as well as the tools for understanding the application of the discipline for contemporary social issues. Graduates of this major will be well prepared for professional school or graduate work in sociology, urban and regional planning, social work, and other programs. In addition, the sociology major instills critical thinking and analytical skills that are of value to a variety of careers and professions including economic development, social services, health care administration and support, Christian missions, and other occupations.

***General Education Requirements/54 hours***

Institutional: 18 hours:

CIS 110, Comm 126, Eng 101, Eng 102, LE 101, PE 103.

Humanities: 12 hours

Social Science: 12 hours

Natural Science/Mathematics: 12 hours

***Sociology Major Requirements/42 hours***

A. Sociology/33 hours

Required/15 hours: Soc 101, 370, 371, 461, 489

Choose 18 hours (if not previously chosen) from:

Soc 102, 203, 211, 301, 302, 303, 312, 340, 350, 360, 365,

Soc \_\_\_\_, Soc \_\_\_\_, 460-469;

B. Collateral/9 hours (if not previously chosen)

Choose 6 hours from SSci 101, Soc 102, 310, 410;

Political Science/3 hours

Choose from 300-400 level courses;

***General Electives/*** Sufficient to total 128 hours for graduation.

Students are encouraged to consider courses that can lead to a second major or a minor. An emphasis in History, including the history of nonwestern societies, is a strong choice for this major. English 304 (Technical Writing) would enhance the student's preparation for writing grant proposals, which are often necessary in the social science

professions. Literature courses and Philosophy courses broaden the mind and offer the student a wealth of understanding and/or tolerance for the human condition. When selecting an elective, however, the important first consideration is that the student seeks out an academic experience that he or she will enjoy.

## Suggested Course Sequence

### Sociology Major

First Semester		Second Semester	
Freshman Year			
Eng 101	3	Eng 102	3
CIS 110	3	LE 101	3
Math 110, 112, 113, 125	4	Biol 101	4
Soc 101	3	Hist Elect	3
PE 103	<u>3</u>	Soc Elect	<u>3</u>
	16		16
Sophomore Year			
Comm 126	3	A Phys Sci	4
Soc Elect	3	Psy 101	3
Soc Elect	3	Econ 210	3
Soc Elect	3	Soc Elect	3
Pols Elect	3	Gen Elect	<u>3</u>
Hum Elect	<u>3</u>		16
	18		
Junior Year			
Gen Elect	3	Gen Elect	3
Soc 370	3	Soc 371	3
SSci 310	3	Pols Elect	3
Hum Elect	3	Gen Elect	3
Soc Elect	3	Soc Elect	3
Hist Elect	<u>3</u>	Soc Elect	<u>3</u>
	18		18
Senior Year			
Soc 461	3	Soc 489	3
Hum Elect	3	SSci Elect	3
Soc Elect	3	Gen Elect	3
Gen Elect	3	Gen Elect	3
Gen Elect	<u>3</u>	Gen Elect	<u>3</u>
	15		15

### Sociology Minor

This minor is open to all students regardless of their designated major. A minimum of a "C" grade in each course is required. Soc 101, Introduction to Sociology, is prerequisite for all other courses. Courses carrying designations for multiple disciplines cannot be counted for more than one major or minor.

***Sociology / 21 hours***

Required: Soc 101;

Choose 9 hours from Soc 102, 203, 211, 340;

Choose 9 hours from Soc/SSci 301, 302, 303, 312, 350, 360, 365, 460, 461, SSci 310, Soc/SSci 489.

**Bachelor of Arts**

**Sports and Fitness Programs Management**

The major in Sports and Fitness Programs Management offers an interdisciplinary course of studies in Physical Education and Business to prepare students for professional positions in the creation and administration of programs in community recreation, community centers, state and city parks and recreation, resorts, camps, theme parks, tourist attractions, youth service organizations, corporate fitness programs and church programs. Many of these positions will require teaching ability in addition to management and leadership skills, and graduates may expect to lead and give instruction in games and sports in addition to administering programs and facilities. College graduates with skills to operate in recreational resources and facilities add to the physical and economic health of the region. Students must earn a "C" grade in each course in the major field in order to graduate; the overall GPA must be at least a 2.00.

***General Education Requirements / 54 hours***

Institutional: 18 hours:

CIS 110, Comm 126, Eng 101, Eng 102, LE 101, PE 103.

Humanities: 12 hours

Social Science: 12 hours

Natural Science/Mathematics: 12 hours

***Collateral Requirements / 6 hours***

Hlth 210, 220

***Sports & Fitness Programs Management Requirements/***

51 hours

Required: 33 hours:

PE 273, 274, 301, 311, 321, 351, 371, 375, 402, 405, 421;

Required: 6 hours:

Bus 240;

Choose 3 hours from the following: Bus 315, 317, 465.

Choose 12 hours of Psy 200 level or above or Soc 200 level or above (must have at least 3 hours in Psy and at least 3 hours in Soc).

**General Electives** / Sufficient to total 128 hours for graduation.  
(Students are encouraged to consider courses that can lead to a second major or a minor.)

## Suggested Course Sequence

### Sports and Fitness Programs Management

First Semester Second Semester

#### Freshman Year

PE 103	3	Hum Elect	3
Eng 101	3	Biol 101	4
Comm 126	3	CIS 110	3
Math 110 or 113	4	A Phys Sci	4
LE 101	<u>3</u>	Eng 102	<u>3</u>
	16		17

#### Sophomore Year

PE 273	3	Hum Elect	3
Soc Sci Elect	3	Soc Sci Elect	3
Hum Elect	3	PE 274	3
Hlth 210	3	Hlth 220	3
Bus 240	<u>3</u>	Soc Sci Elect	<u>3</u>
	16		15

#### Junior Year

PE 301	3	Soc Sci Elect	3
Soc/Psy Elect	3	Psy/Soc Elect	3
PE 311	3	PE 375	3
PE 321	3	PE 421	3
Soc/Psy Elect	3	PE 351	<u>3</u>
PE 371	<u>3</u>		15
	18		

#### Senior Year

PE 402	3	Soc/Psy Elect	3
PE 405	3	Hum Elect	3
Bus Elect	3	Gen Elect	3
Gen Elect	3	Gen Elect	3
Gen Elect	<u>3</u>	Gen Elect	<u>3</u>
	15		15

# Course Descriptions

## Accounting (Acc)

### ***201 Principles of Accounting I***

3 credit hours

An introduction to accounting concepts and principles involved in the preparation of financial reports for internal and external use. Prereq: Math 112, 113 or higher. (Fall)

### ***202 Principles of Accounting II***

3 credit hours

An introduction to the analysis and interpretation of accounting data and its use in management planning and control. Prereq: Acc 201. (Spring)

### ***301-302 Intermediate Accounting I-II***

3-3 credit hours

Detailed study of the theory of accounts and the techniques of accounting; balance sheet accounts and problems of recording, tracing and valuation; revenue recognition and income determination under the various theories of recognition. Prereq: Pre-Bus curriculum. (Fall-301; Spring-302)

### ***303 Cost Accounting***

3 credit hours

Concepts of cost in developing information for management use in the determination of income, the selections of activities or projects, and the measurement of performance. Prereq: Bus/Acc curriculum. (Spring)

### ***304 Income Taxation***

3 credit hours

Introduction to federal income tax law as it relates to planning to minimize income taxes for individuals, corporations, and partnerships. Includes preparation of individual tax returns utilizing such planning. Prereq: Pre-Bus curriculum. (Fall)

### ***305 Governmental and Nonprofit Accounting***

3 credit hours

A study of accounting and reporting principles, standards, and procedures applicable to governmental and other non-profit organizations. Prereq: Pre-Bus curriculum. (Fall, as needed)

**401 Auditing**

3 credit hours

A study of the practical application of accounting knowledge to the problems of auditing and a study of the installation, use and effect of systems, of internal control. Prereq: Acc 301, 302. (Fall)

**410 Advanced Accounting**

3 credit hours

A study of partnerships, business combinations, consolidated financial statements, fund accounting and other contemporary accounting issues. Prereq: Acc 301, 302. (Spring, as needed)

**460 Accounting Information Systems**

3 credit hours

Accounting information Systems is concerned with the way computerized information systems impact how accounting data is captured, processed, and communicated. The course introduces the student to the people, technology, procedures, and controls that are necessary to conduct internal and external e-business with an emphasis on the internal controls over such systems. Students will be introduced to computerized accounting packages and will utilize information to make decisions. Prereq: Pre-Bus curriculum. (Fall, as needed)

**461-469 Special Topics in Accounting**

3 credit hours

Elective courses may be offered as special topics in accounting on an occasional basis depending on the availability and interest of students and faculty. Prereq: Junior status. (As needed)

**470 Accounting Internship**

1-3 credit hours

Students are placed with cooperating institutions and are jointly supervised by a work supervisor and a faculty member. Specified academic and work requirements are stated in a learning work agreement. Prereq: Must be a full-time student, with a business administration major, the semester prior to the one in which the internship will be accomplished. Must have completed the Pre- Bus curriculum and have Junior or Senior status. (As needed)

**475 Accounting Independent Study**

1-3 credit hours

Students have an opportunity to supplement formal course offerings with Independent Study. This must be arranged with the Faculty Advisor and must be in compliance with the College requirements for Independent Study. Prereq: Junior or Senior status and consent of instructor. (As needed)

**488 Readings and Research in Accounting** 3 credit hours  
An intense study of the research process, which moves the student sequentially from a general topic, to formulating a thesis, to the final draft of a comprehensive research project. The instructor will guide the student through planning, organizing, researching and drafting an accounting related research report that sets forth a problem and offers a convincing solution. Students will make presentations on their readings and research throughout the semester culminating in a major formal presentation of their work. Prereq: Business Major with Senior status. (Fall)

## **Art**

**102 Art Appreciation** 3 credit hours  
Focus on major works of Western architecture, painting and sculpture. Purpose of course is to learn how to look at and discuss works of art. (Students are responsible for procuring their own project materials.) (Fall and Spring)

**105 Studio Practice** 3 credit hours  
An introductory course designed to develop personal creativity and skills in the spatial arts. Various techniques of painting and drawing are employed in helping the student establish a feeling for design and form. (Students are responsible for procuring their own project materials.) (Fall)

**115 Pottery** 3 credit hours  
Introduction to methods of hand building (slab, coil, pinch, and wheel throwing), glazing, and decorative techniques. (Additional fee required.) (Spring)

**201 Art History Survey I** 3 credit hours  
Primitive to Medieval Art  
Primitive, ancient and medieval art forms are surveyed. Emphasis on development of major styles. (Students are responsible for procuring their own project materials.) (Fall)

**202 Art History Survey II** 3 credit hours  
Renaissance to Modern Art  
Introduction to important Western architecture, painting, and sculpture from medieval times to the present. (Students are responsible for procuring their own project materials.) (Spring)



**225 Painting**

3 credit hours

The production of paintings in oil or acrylic with emphasis on developing individual techniques. Prereq: Art 105 or permission of instructor. (Students are responsible for procuring their own project materials.) (As needed)

**305 Advanced Studio**

3 credit hours

Painting, Drawing, Sculpture, Pottery, Art History, Photography Comprehensive development of the activities begun in 100 and 200 level art courses. May be repeated but only as a different course of study; for example, Advanced Studio/Painting, Advanced Studio/Pottery, etc. Prereq: Highest course number in chosen area as listed in catalog. (Students are responsible for procuring their own project materials.) (As needed)

**340 Art for Elementary Grades**

3 credit hours

A study of art principles and forms to be taught in the elementary grades (P-5). Students will be required to develop materials and strategies for teaching art as an integrated part of the elementary school curriculum. Prereq: Art 102 or permission of instructor. (Additional fee required and students are responsible for procuring some of their own project materials.) (Fall and Spring)

**Astronomy (Ast)****101 Introduction to Astronomy**

4 credit hours

This course provides an overview of astronomy for science and non-science majors. Topics covered include the foundations of astronomy (charting the heavens, the copernican revolution, light and matter, telescopes), our planetary system (the solar system, Earth and its Moon, the terrestrial planets, the jovian planets, moons, rings, and plutoids), the stars (the Sun, measuring the stars, the interstellar medium, stellar evolution, neutron stars and black holes), galaxies and the universe (the Milky Way Galaxy, normal and active galaxies, galaxies and dark matter, cosmology, life in the universe). Three lecture hours and two lab hours per week. Lab work will include tutorials, planetarium software, and telescope observation. (Fall)

**360 Earth and Universe**

4 credit hours

This course will explore the earth, moon, sun, solar system, Milky Way, and universe. It will cover the history of astronomy; the relationship between the earth and its astronomical neighbors; and

theories of the origin of the earth, moon, planets, stars, galaxies and universe. Lab activities will include observations of the sun and moon, the celestial sphere, star gazing, atomic spectra and telescope setup. Three lecture hours and two lab hours per week. Prereq: Chem 116 and Phys 212, or permission of instructor. (Fall and Spring)

## **Biology (Biol)**

### ***101 Environmental Biology***

4 credit hours

Students will learn about human impacts on the environment, and the impacts environmental modifications have on humans. This course will focus on the major issues of contemporary environmental science. The laboratory portion of the course will focus on the nature of science as a method of inquiry as it is applied to environmental science. Three hours lecture and two hours lab per week. This course fulfills the life science requirements for majors other than Biology, Biology Education 8-12 and Physical Education P-12 majors. (Fall and Spring)

### ***111 Principles of Biology***

4 credit hours

A study of the basic principles of living matter with emphasis on the cellular level. Topics of study include: the composition and properties of living matter; the cell as the structural and functional unit of life; transport systems; genetic mechanisms; energy requirements and dynamics; the concept of organism; and the diversity of living things. This course is for Biology, Biological Education 8-12, and Physical Education P-12 majors. Three lecture hours. Prereq: 21 on Science ACT subscore or successful completion of Chem 101 with a grade of "C" or better. (Fall and Spring)

### ***205 Botany***

4 credit hours

A study of plants as organisms. Topics of study include a survey of the plant kingdom, representative life cycles, and taxonomy; energy transformations, cellular respiration and photosynthesis; structure and function with emphasis on the vascular plants; economic and ecologic importance of plants. Three lecture hours and two laboratory hours. Prereq: Successful completion of Biol 111 plus either Chem 101 or Chem 115 with a grade of "C" or better. (Spring; Fall, as needed)

### ***206 Zoology***

4 credit hours

A study of animals as organisms. Topics will include a brief survey of the animal kingdom with representative life cycles and classification; the concept of species; a systematic approach to the

study of structure and function with emphasis on the invertebrates. Three lecture hours and two laboratory hours. Prereq: Biol. 111 with a minimum grade of "C" or permission of the instructor. (Fall)

### **207 Medical Terminology**

**3 credit hours**

The purpose of this course is to teach students to recognize the basic design and meaning of word-composition elements of medical and scientific terminology. Topics will start from the Latin and Greek alphabets, and will continue through the basic Latin and Greek word roots through medical terms and vocabulary of the organ systems of the human body. This course is offered for science majors, especially those interested in allied health and related fields of study. Prereq: Successful completion of Biol 111 with a grade of "C" or better or permission of the instructor. (As needed).

### **211-212 Human Anatomy and Physiology I-II**

**4-4 credit hours**

A study of normal structure and function of the human body as a basis for understanding of the disease process. The course includes an integrated study of the major body systems. The course is designed to meet the needs of students in pre-nursing, physical therapy, art, and physical education as well as an option for biology majors. Three lecture hours and two laboratory hours. Prereq: Successful completion of Biol 111 with a grade of "C" or better, or permission of instructor; Biol 212 has a prerequisite of successful completion of Biol 211 with a grade of "C" or better. (Fall-211; Spring-212)

### **220 Molecular Biology**

**4 credit hours**

An introduction to the basic concepts and techniques in molecular biology. Students will gain hands-on experience in proper use of equipment, as well as analysis of data. 3 lecture hours, 2 laboratory hours. Prereq: Biol 111, Chem 115 each with a "C" or better. (Fall)

### **305 Genetics**

**4 credit hours**

An introduction to the basic principles of heredity and variation in plants and animals, including classical, molecular, biochemical, and developmental and population genetics. The physical and chemical bases for heredity are stressed and applications of genetics to problems of medicine, agriculture, and evolution are examined. Three lecture hours and two laboratory hours. Prereq: Biol. 205, 206, 220 each with a minimum grade of "C" or permission of instructor. Math 250 recommended. (Spring)

**306 Microbiology**

4 credit hours

A study of the morphology, physiology, taxonomy, and ecology of microbes, fungi, and viruses, but with emphasis on the bacteria. Growth curves, principles and methods in immunology, and the role of microbes in medicine, industry, and agriculture will be considered. Laboratory methods of cultivation, examination, and identification of microbes, sterile technique, and media preparation will be included. Three lecture hours and two laboratory periods. Prereq: Biol 205 or Biol 206 each with a minimum grade of "C". Chem 225 is recommended. (As needed)

**310 Field Biology**

4 credit hours

The course is designed to provide for a knowledge and appreciation of the flora and fauna of the Souther Appalachian Highlands. The course is basically a field course comprised of field trips, field methods, and habitat and adaptation studies. Basic ecological principles will be studied and stressed. The class meets for two three-hour periods. Prereq: Biol 111 with a grade of "C" or better. (Fall, as needed)

**315 Advanced Physiology**

4 credit hours

An analysis of the structural and functional relationship of the vertebrate body at the cellular, tissue, organ, and system level, and their relationship to the maintenance, regulation, and perpetuation of the organism. Mammalian physiology will be emphasized. Prereq: Successful completion of Biol 206, 212, and Chem 116, each with a grade of "C" or higher. (Fall odd years)

**320 Cell Biology**

3 credit hours

The cell is the basic unit of life. This course covers biology at the cellular level with emphasis on the structure and function of eukaryotic cells. Special emphasis is placed on the structure, function and pathology of various cellular organelles, as well as signal transduction cascades. Prereq: Biol 111, 220, and Chem 116 each with a "C" or higher. Chem 225 is recommended. (Fall, even years)

**326 Immunology**

3 credit hours

A study of the components and protective mechanisms of the immune system. Prereq: Biol 212, Chem 226 each with a grade of "C" or higher or permission of instructor. Lecture only. (As needed)

**330 Biochemistry I (also Chem 330)**

4 credit hours

The chemistry of amino acids, proteins, lipids, carbohydrates, and nucleic acids is examined. Also included is a survey of cellular metabolic pathways and methods of energy production. Emphasis is placed on those pathways common to all life. Three lecture hours and a recitation per week. Prereq: Biol 111, Biol 205, Biol 206, and Chem 226 each with a grade of "C" or higher. (Fall)

**331 Biochemistry II**

3 credit hours

This course is a continuation of Biol 330. Emphasis is placed on those topics not fully covered in Biol 330 including cell membranes, fatty acid and lipid metabolism, the metabolism of nitrogen-containing molecules, and protein synthesis. Prereq: Biol 111, 205, 206, 330, and Chem 226 each with a grade of "C" or higher. (Spring)

**413 Ecology**

4 credit hours

Student will learn about the factors that control the distribution and abundance of populations. The focus will be on how organisms adapt to the environment. The laboratory will focus on field based analyses of diversity in local communities. Three lecture hours and a lab per week. This course is the capstone for the Biology Major. This course also provides a field experience for Biology and Biology Education majors. Prereq: Biol 205, 206, 305 each with a grade of "C" or higher, and senior standing in Biology or Biological Science Education 8-12; recommended Math 250. (Fall and Spring)

**421 Biology Research**

1-2 credit hours

The research will consist of a field, laboratory, or library research project on a topic of mutual interest to the student and instructor. A written report and an oral presentation of the results and conclusions will be required. The research may be continued a second semester for an additional 2 credits. Prereq: Permission of and prior arrangement with instructor. (As needed)

**422 Biological Literature**

1-2 credit hours

A survey of the biological literature in a field of study agreed upon by the student and the instructor. The course includes selected reading, both classical and current, and provides training in the methods, access, and use of scientific literature, the planning and conduct of research, and report writing. Prereq: Permission of and prior arrangement with instructor. (As needed)

**451 Vertebrate Histology**

4 credit hours

An elective laboratory course to be offered on an occasional basis depending on the interests of the students and availability of the faculty. This course is specifically an analysis of the structural and functional relationship of the vertebrate body at the cellular, tissue, organ levels and their relationships to the maintenance, regulation, and perpetuation of the organism. Histology of mammalian tissues will be emphasized. Three lecture hours and two hours laboratory. Prereq: successful completion of Biol 111, 211, 212 and Chem 116, each with a grade of "C" or higher. (Fall, alternate years, or as needed)

**460-479 Special Topics in Biology**

1-4 credit hours

Elective courses may be offered as special topics in the biological sciences on an occasional basis depending on the availability and interests of students and faculty. Prereq: Junior standing and permission of instructor. (As needed)

**468 Essential Concepts in Biology**

1 credit hour

This course serves as both an assessment of the ALC Biology program and as a subject matter review for graduating ALC Biology majors. The fundamental aspects of the five required biology major courses (Biol 111, 205, 206, 305, and 413) are reviewed. It is designed to measure the basic knowledge and understanding achieved by ALC students in Biology. The test results will enable the Science/Math Division to better assess and refine its curriculum, and to gauge the progress of students in comparison to similar programs at schools throughout the country. Student will be required to complete a series of review examinations and culminate with administration of the current Educational Testing Service Major Field Test in Biology. The subject matter is organized into four major areas: cell biology; molecular biology and genetics; organismal biology; and population biology, evolution, and ecology. Some of the questions within each of the major areas are designed to test examinees' analytical skills. A course fee of \$15.00 is charged. This course meets once each week. (Fall/Spring, as needed)

## **Business (Bus)**

### **212 Fundamentals of Information Systems** 3 credit hours

This course provides an introduction to systems and development concepts, information technology, and application software. It explains how information is used in organizations and how IT enables improvement in quality, timelines, and competitive advantage. Prereq: CIS 100. (Fall and Spring)

### **240 Business Communications** 3 credit hours

This course is designed to improve written and oral communication skills within the context of the business environment. Students will learn to prepare various business letters, reports, and other forms of written communications. Decision-making and problem-solving techniques are emphasized through an introduction to case study methods. Prereq: Eng 101 and 102. (Fall)

### **295 Business Statistics and Research Methods** 3 credit hours

This course examines statistical and research techniques used in business decision making. A study of basic statistical concepts is included. Topics addressed include linear regression, correlation, the normal distribution, Chi Square, statistical decision making, time series analysis, statistical quality control and non-parametric statistics. Students will apply statistical techniques through computer assisted research assignments. Prereq: Math 112, 113 or higher. (Fall)

### **310 Personnel Management** 3 credit hours

A study of employer-employee relationships in business and industry, including personnel policies and methods, selection, placement, training and promotion of employees, and recent trends in employment practices. Prereq: Pre-Bus curriculum; Bus 315; Junior standing or permission of the business program coordinator. (Spring even years)

### **315 Principles of Management** 3 credit hours

Detailed discussion of four stages of management: planning, organizing, directing and controlling. Emphasis on decision making and communication. Prereq: Pre-Bus curriculum or permission of instructor. (Fall)

**317 The Dynamics of Group and Team Leadership/3 credit hours**

Students will explore the theory and research findings needed to understand how to make groups effective and develop the skills required to apply that knowledge in practical situations. The dynamics of power, negotiation, conflict resolution, decision making, and the importance of diversity will be addressed. Upon completion of this course, students will be prepared to use leadership strategies for group communications and team building to attain organizational objectives. Prereq: Completion of the pre-business curriculum, Junior status. (Spring odd years)

**320 Financial Management 3 credit hours**

The procurement and management of wealth by privately owned profit-seeking enterprises. Prereq: Pre-Bus curriculum. (Fall)

**325 Principles of Marketing 3 credit hours**

Marketing functions, trade channels, price policies, expenses and profits of middlemen, and public policy with respect to marketing practices. Prereq: Pre-Bus curriculum or permission of instructor. (Fall)

**350 Business Law 3 credit hours**

A treatment of the fundamental principles of law relating to business. Emphasis is placed upon contracts, sales, bailments, negotiable instruments, agencies, property, bankruptcy, partnerships, and corporations. Prereq: Pre-Bus curriculum or permission of the instructor. (Spring)

**415 Decision-Making in Financial Institutions  
and Financial Markets 3 credit hours**

This course examines decision-making in financial institutions. It focuses on operating within financial markets from the perspectives of the investor and the financial manager of a financial institution. Topics include: security analysis, portfolio management, and the management of financial institutions (with an emphasis on commercial banks). Prereq: Bus 320. (As needed)

**421 Investments 3 credit hours**

An introduction to security analysis and portfolio management. Course includes an examination of financial markets, traditional and involving investment instruments, security valuation and selection,



and financial planning and portfolio development. Prereq: Bus 320. (As needed)

**425 Marketing Management**

3 credit hours

A course designed to provide the student with knowledge of the analytical process for managerial marketing decisions. The topics will include such problem areas as: product planning, distribution, pricing decisions and buying behavior. Prereq: Bus 325. (Spring odd years)

**435 Production/Operations Management**

3 credit hours

A study of the methods for planning, scheduling, operating and controlling the production process in both service and manufacturing environments. The behavioral aspects of productivity are considered, but the focus of the course is on productivity as it relates to production and operations management. Topics include productivity measurements, productivity ratios, forecasting, resource planning and allocation, facilities location and design, job design and measurement, production planning and scheduling, quality control and inventory systems. Students will learn to solve problems using operations research models, such as: PERT, queuing theory, linear programming applications and transportation cost optimization. Prereq: Pre-Bus curriculum. (Spring)

**445 E-Commerce**

3 credit hours

Examination of hardware, software, and organizational components of management's responsibility for such overseeing electronic commerce systems, and a study of the business information system environment that e-commerce can impact. Prereq: Senior status. (As needed)

**450 Business Policy**

3 credit hours

Strategy and policy formulation and implementation and their effects on the various levels of management. Integrates all functions of marketing, finance, accounting, production and considers the interpersonal aspects within the social, political, legal, economic, and ethical environments. This is the capstone course for the Business Administration major. Prereq: Bus 315, 320, 325, Senior status or permission of instructor. There is a course fee of \$25 to cover the cost of the major field exam. (Spring)

**461 Promotional Strategy**

3 credit hours

Promotional Strategy is a study of the promotion factor of marketing including: economic sociological and psychological basis of demand stimulation. Implications for advertising, sales, promotion and publicity in the formulation of an effective campaign are discussed. Prereq: Bus 325 and Junior status. (Spring even years)

**462-464, 467-469 Special Topics in Business**

3 credit hours

Some elective courses may be offered as special topics in business on an occasional basis depending on the availability and interests of students and faculty. Examples of special topics include International Business, Advertising Management, Commercial Bank Management, and Management Information Systems. Prereq: Pre-Bus curriculum and Junior or Senior status. (Spring odd years or as needed)

**466 Leadership Theory and Application**

3 credit hours

This course provides a survey of classic and emerging leadership theory with a focus on leadership thinking for the 21<sup>st</sup> century. Learners are expected to demonstrate an understanding of leadership theory and its applications in an organizational context. Learners will be given the opportunity to practice leadership by planning and leading a servant leadership project. The learning products will evidence mastery of classic and contemporary approaches to leadership. Prereq: Bus 325 and Junior status. (Spring odd years)

**466 Business Ethics and Social Responsibility**

3 credit hours

This course introduces basic ethical concepts, principles, and examples to enhance understanding and use of ethics in solving moral dilemmas. Students will learn to use the stakeholder and issues management method to solve moral dilemmas in the business environment. Prereq: Pre-business curriculum (Spring even years)

**470 Business Internship**

1-3 credit hours

Students are placed with cooperating institutions and are jointly supervised by a work supervisor and a faculty member. Specific academic and work requirements are stated in a learning-work agreement. Prereq: Full-time Business Administration major the semester prior to one in which internship is to be accomplished; Pre-Bus curriculum; Junior or Senior status. (As needed)

**475 Business Independent Study**

1-3 credit hours

Students have an opportunity to supplement formal course offerings with Independent Study. This must be arranged with Faculty Advisor and must be in compliance with the College's requirements for Independent Study. Prereq: Pre-Bus curriculum. (As needed)

**488 Readings and Research in Business**

3 credit hours

An intense study of the research process, which moves the student sequentially from a general topic, to formulating a thesis, to the final draft of a comprehensive research project. The instructor will guide the student through planning, organizing, researching and drafting an accounting-related research report that sets forth a problem and offers a convincing solution. Students will make presentations on their readings and research throughout the semester culminating in a major formal presentation of their work. Prereq: Business Major with Senior status. (Fall)

## **Chemistry (Chem)**

Enrollment in Chem 101 and 115 is determined by a placement test administered in August.

**101 Introduction to the Science of Chemistry**

4 credit hours

Intended for students who have not had high school chemistry or have a weak chemistry background but desire to pursue a program that requires chemistry. May also be used to fulfill the physical science general education requirement. Introduction to the philosophy of science measurements, chemical shorthand, dimensional analysis, stoichiometry, the chemical equation and some foundation theories of science. The laboratory is intended to develop observational and interpretive skills. Enrollment in Chem 101 is determined by a placement test administered only in August. Three hours lecture and two hours lab. (Fall and Spring)

**115 General Chemistry I**

5 credit hours

Intended for students who need chemistry as part of their preparation for a profession (chemist, medical laboratory scientist, physician, dentist, pharmacist, engineer, biologist, science teacher, etc.). Content chosen from basic areas of chemistry, including quantitative chemical equilibrium, to provide the foundation on which to build further study. The laboratory includes quantitative and qualitative analytical experiences. Three hours lecture and three hours lab.

Prereq: Satisfactory performance on the chemistry placement test (administered only in August), or successful completion of Chem 101 with a grade of "C" or better. (Fall)

**116 General Chemistry II** 5 credit hours  
A continuation of Chem 115. Prereq: Grade of "C" or better in Chem 115. Three hours lecture and three hours lab. (Spring)

**225 Organic Chemistry I** 5 credit hours  
A study of the chemistry of aliphatic and aromatic compounds including: reactions, reaction mechanisms, structure, synthesis, and properties. The laboratory includes discussion and experience with basic techniques of separation, identification and syntheses of representative compounds. Prereq: Chem 116. Three hours lecture and three hours lab. (Fall)

**226 Organic Chemistry II** 5 credit hours  
A continuation of Chem 225. Prereq: Grade of "C" or better in Chem 225. Three hours lecture and three hours lab. (Spring)

**330 Biochemistry (also Biol 330)** 4 credit hours  
The chemistry of amino acids, proteins, lipids, carbohydrates, and nucleic acids is examined. Also included is a survey of cellular metabolic pathways and methods of energy production. Emphasis is placed on those pathways common to all life. Three lecture hours and a recitation per week. Prereq: Biol 111, Biol 205, Biol 206, and Chem 226 or permission of instructor. (Fall)

**331 Biochemistry II** 3 credit hours  
This course is a continuation of Biol 330. Emphasis is placed on those topics not fully covered in Biol 330 including cell membranes, fatty acid and lipid metabolism, the metabolism of nitrogen-containing molecules, and protein synthesis. Prereq: Biol 111, 205, 206, 330, and Chem 226 each with a grade of "C" or higher. (Spring)

**340 Quantitative Analytical Chemistry** 4 credit hours  
An introduction to the principles and methods of chemical analysis, including method development, elementary statistics, separation methods, gravimetric and volumetric analysis and instrumental methods. The lab emphasizes the analysis of samples using analytical techniques. Computer simulation and analysis is used in

all feasible cases. Three hours lecture and three hours lab. Prereq: Chem 225. (Spring; as needed)

### **460-469 Special Topics in Chemistry**

3 credit hours

Elective courses may be offered as special topics in chemistry on an occasional basis depending on the availability and interests of students and faculty. Prereq: Junior standing and permission of instructor. (As needed)

## **Communications (Comm)**

### **126 Public Speaking**

3 credit hours

This course is designed to introduce students to the principles and practice of public speaking. Students will learn how to prepare and deliver both informative and persuasive speeches, with emphasis placed on experiential learning through student performance in the classroom. (Fall and Spring)

### **201 Mass Media and Society**

3 credit hours

This course is designed to provide a historical-critical introduction to mass communication. Mass communication will be treated primarily as a twentieth century phenomenon, with special emphasis placed on the American experience. As a broad on-going theme, the course will focus on the relationship between mass media and society in an attempt to develop awareness and understanding of mass media's impact on society and vice versa. (As needed)

## **Computer Information Systems (CIS)**

### **110 Introduction to Computer Information Systems**

3 credit hours

This developmental course is designed to provide needed minimum technological competencies for college level students in the areas of keyboarding, computer hardware, operating systems, and application software. Exposure to current technology will provide students with tools that can effectively promote learning and are considered "survival skills" within the technological framework of today's society. (Fall and Spring)

## **Cultural Events and Lecture Series**

### **100 Convocation**

.5 credit hour

"Caney Convocation," an integral part of the academic program,

offers students an opportunity to enrich their classroom experience through lectures, art exhibits, religious seminars, and fine arts performances. Students are required to attend a determined number of events each semester. At the beginning of each semester, a calendar is published and distributed to students along with the policies regarding attendance. The Convocation Committee establishes policy and administers this program. 1/2 institutional credit hour is awarded for successful completion of convocation requirements each semester. (Fall and Spring)

## **Economics (Econ)**

**209 Principles of Economics I** 3 credit hours  
Microeconomics. Basic economic principles and their application to business in modern economy. Demand, supply, pricing, resource allocation of various competitive conditions and income distribution. (Fall)

**210 Principles of Economics II** 3 credit hours  
Macroeconomics. Economic principles as they apply to U.S. economy. National income, employment, financial institutions, monetary and fiscal policy, and theory of economic growth. (Spring)

**330 Regional Economic Development** 3 credit hours  
A study of economic development and trends in the Appalachian Mountains. A major emphasis will be placed on the role of coal and its impact upon the regional and national economy. Prereq: Econ 209 or 210. (Fall)

## **Education (Educ)**

**200 Educational Foundations for Prospective Elementary, Middle, and Secondary Teachers** 3 credit hours  
This course provides an overview of education including the historical perspective of American education. Topics studied include the philosophy of education, the structure of education, the financing of education, socio-economic issues of education, the roles of contemporary teachers and the current status of education reform including the implications of KERA upon public education in Kentucky. Field experience hours are required. (Fall and Spring)

**211 Racial and Cultural Minorities** 3 credit hours  
Analysis of the relationships between racial/ethnic groups and

behavior. Sources and results of intergroup tension, prejudice and discrimination are examined. Prereq: Declared Education major. (Fall)

**305 *Psychology of the Young Child*** 3 credit hours

This course presents a study of the physical, cognitive, and psychosocial development of the child from birth through late childhood. The major factors that influence development are also examined: family, community, school, socio-economic status, culture, and ethnicity. Field experience hours are required. Prereq: Admission to TEP. (Fall)

**309 *Exceptional Education*** 3 credit hours

This is the basic foundational course for understanding exceptionality: physical, mental, and emotional disorders are examined, as well as the special needs of the gifted. Principles, procedures and materials for accommodating the needs of exceptional students in the general education classroom, as well as, special education service provisions, are examined. Field experience hours are required. Prereq: Admission to the TEP. (Spring)

**310 *Health, Nutrition and Physical Education for Elementary Grades*** 3 credit hours

This course is designed to introduce the elementary major to curriculum and practices in the areas of health and physical education. P-5 Practical Living Kentucky Core Academic Standards are addressed. Field experience hours are required. Prereq: Elementary Education (P-5) majors admitted to the TEP. (Fall)

**315 *Classroom Management in Elementary (P-5)*** 3 credit hours

This course is a study of classroom management techniques at the primary level (P-5), utilizing theories of student behavior, effective teacher behavior, effective classroom environments, and conferencing. Field experience hours are required. Prereq: Admission to TEP. (Spring)

**316 *Pedagogy for Secondary Schools*** 3 credit hours

An intermediate course for secondary school teacher candidates to explore and demonstrate classroom environment outcomes; class and unit lesson plans that include technology, diversity as related to the content area; creating appropriate assessments and rubrics;

analysis of assessment, and preparation of the working portfolio. Field experience hours are required. Prereq: Admission to TEP. (Spring)

**320 Adolescent Psychology** 3 credit hours

This course is an examination of the adolescent in view of modern research of mental, physical and emotional changes that occur. Interrelationships of development, adolescent interests, social consciousness, behavior and the major contexts of adolescent development are studied. Field experience hours are required. Prereq: Admission to TEP. (Fall)

**321 Foundations of Teaching Reading** 3 credit hours

A study of the philosophies, principles and strategies for teaching reading and language arts. Emphasis is placed on the foundations of reading development as well as all aspects of literacy development. Field experience hours are required. Prereq: Admission to TEP. (Fall)

**322 Content Area Reading** 3 credit hours

This is a basic course in methods and procedures for teaching reading and language arts in grades 5-12. The course is designed to address the various aspects of teaching reading in the content areas of the curriculum. Instructional strategies for fostering independence reading in content areas are emphasized. Field experience hours are required. Prereq: Educ 321; Admission to TEP or permission of the instructor. (Spring)

**323 Reading and Language Arts for Elementary Child**

3 credit hours

This course is an in-depth study of reading and language arts education for children at the primary level (P-5). Emphasis is placed on theory, techniques and procedures for reading and language arts with special students serving as a focal point. Areas of study include emergent literacy, comprehension, motivation, creativity, and lesson plan development. Field experience hours are required. Prereq: Educ 321; Admission to TEP or permission of the instructor. (Spring)

**324 Assessment in Exceptional Education** 3 credit hours

This is a course that teaches a comprehensive study of diagnostic and assessment procedures in Exceptional Education. The



course emphasizes tests and measures commonly used in Exceptional Education, formative and summative assessments, test administration, and the use of assessment data in instructional applications. Field experience hours are required. Prereq: Admission to the TEP and successful completion of Educ 309 with a 'C' or better. (Fall)

### ***325 Methods of Teaching Exceptional Children P-5***

3 credit hours

This course teaches best practice methods in the teaching of exceptional students from preschool through grade 5. The course emphasizes reading, writing and mathematics remedial instructional strategies, materials, and procedures common to the field. The methods include strategies applied in a pull out, tutoring, or push in setting. Field experience hours are required. Prereq: Admission to the TEP and successful completion of Educ 309 with a 'C' or better. (Spring)

### ***326 Methods of Teaching Exceptional Children 6-12***

3 credit hours

This course teaches best practice methods in the teaching of exceptional students from middle school through high school. The course emphasizes reading, writing and mathematics remedial instructional strategies, materials, and procedures common to the field. The methods include strategies applied in a pull out, tutoring, or push in setting. Field experience hours are required. Prereq: Admission to the TEP and successful completion of Educ 309 with a 'C' or better. (Spring)

### ***327 Processes, Programs and Procedures in Exceptional Education***

3 credit hours

This course teaches basic legal processes, common program models, and compliance procedures in all aspects of public school exceptional education. The course emphasizes the Child Find Process, Assessment Process (including RTI), IEP process, and Legal Due Process and procedures. In addition, the course looks at common legal precedents, federal and state compliance mandates and procedures, as well as collaboration required in today's Exceptional Education. Field experience hours are required. Prereq: Admission to the TEP and successful completion of Educ 309 with a 'C' or better. (Fall)

### **328 Behavior Management for Exceptional Students**

3 credit hours

This course teaches techniques and basic knowledge needed to manage behaviors of children with disabilities. The course emphasizes classroom management, collaboration around behavioral problems and management, behavioral theory and positive behavioral supports. The course also teaches how to construct a quality Functional Behavioral Analysis as well as a Positive Behavior Intervention Plan. Field experience hours are required. Prereq: Admission to the TEP and successful completion of Educ 309 with a 'C' or better. (Fall)

### **330 Methods and Materials in the Middle and Secondary School**

3 credit hours

This course is designed to acquaint prospective middle and secondary education teachers with materials, methods, and strategies for teaching and planning the middle or secondary curriculum. In addition to a study of the principles and techniques of teaching and classroom management, students are expected to select, develop, and demonstrate appropriate materials and strategies for teaching their content areas. Field experience hours are required. Prereq: Admission to TEP. (Fall)

### **343 Children's Literature**

3 credit hours

A survey of children's literature from oral tradition through contemporary times including different types of literature and media appropriate for elementary and middle school. Emphasis is on criteria for evaluation selection and use of books and materials as related to the developmental needs and interests of children. Field experience hours are required. Prereq: Admission to TEP. (Fall)

### **350 Science for the Elementary Teacher**

3 credit hours

This course examines specific concepts and instructional techniques appropriate for elementary children. Field experience hours are required. Prereq: Admission to TEP. (Fall)

### **353 Classroom Management in Middle and Secondary Schools**

3 credit hours

The course provides instruction for establishing a positive learning climate with the use of differentiated instructional strategies that

provide for diverse learners. Various research-based discipline models are addressed. Consideration is given to *at risk* students in rural schools. Field experience hours are required. Prereq: Admissions to TEP. (Spring)

**360 Social Studies for the Elementary Teacher** 3 credit hours

This course will explore the scope and sequence of understandings, attitudes and skills taught in an elementary social studies program, and will examine methodologies used in the elementary grades. Field experience hours are required. Prereq: Admission to TEP. (Spring)

**370 Computers and Multimedia for Teachers** 3 credit hours

The purpose of this course is to integrate electronic media into the school classroom. Each project is designed to forge electronic communication media with constructivist learning theory. Students will develop and construct useful electronic multimedia skills and abilities that are necessary in today's modern school classroom. Electronic digital equipment will be manipulated and structured into the instructional course of studies to enhance the teacher's classroom performance. Prereq: Admission to TEP. (Fall and Spring)

**380 Praxis II Workshop** no credit hours

This workshop provides students with information regarding the Praxis II series including registration information, preparation tips, test-taking skills, and study sessions. Prereq: Junior status and admission to the TEP. (Fall and Spring)

**409 Clinical Practicum** 6 credit hours

This course is to be taken the semester prior to student teaching. Teacher candidates will be assigned to a teacher in a local school to gain knowledge, skills, and professional dispositions to promote learning in all students. Teacher candidates will spend three hours, four days a week in the school setting and three hours, one day a week in a seminar. (Fall and Spring)

**410 Student Teaching and Seminar-Elementary (P-5)**

12 credit hours

Students will observe and teach under the direction of classroom cooperating teachers and a campus supervising instructor. Teaching experience will be divided between K-3 and 4-5. Student teachers will meet with their cooperating and campus supervisors on a regular basis to discuss their experiences. Regularly scheduled seminars

will be conducted during the semester. This is the capstone course for the Elementary Education (P-5) major. Prereq: Admission to Student Teaching. (Fall and Spring)

**411 Student Teaching and Seminar-Middle School (5-9)**

12 credit hours

Students will observe and teach under the direction of classroom cooperating teachers and a campus supervising instructor. Teaching experience will be students' areas of concentration. Student teachers will meet with their cooperating and campus supervisors on a regular basis to discuss their experiences. Regularly scheduled seminars will be conducted during the semester. This is the capstone course for the Middle School Education (5-9) major. Prereq: Admission to Student Teaching. (Fall and Spring)

**412 Student Teaching and Seminar (8-12)**

12 credit hours

Students will observe and teach under the direction of classroom cooperating teachers and a campus supervising instructor. Teaching experience will be provided in students' major subjects fields. Student teachers will meet with their cooperating and campus supervisors on a regular basis to discuss their experiences. Regularly scheduled seminars will be conducted during the semester. This is the capstone course for the Education major in the following areas: Biological Sciences (8-12), English (8-12), Mathematics (8-12) and Social Studies (8-12). Prereq: Admission to Student Teaching. (Fall and Spring)

**413 Student Teaching and Seminar- Physical Education (P-12)**

12 credit hours

Students will observe and teach under the direction of classroom cooperating teachers and a campus supervising instructor. Teaching experience will be divided between elementary and middle/high. Student teachers will meet with their cooperating and campus supervisor on a regular basis to discuss their experiences. Regularly scheduled seminars will be conducted during the semester. This is the capstone course for the Physical Education (P-12) major. Prereq: Admission to Student Teaching. (Fall and Spring)

**414 Student Teaching and Seminar Learning and Behavior Disorders Dual Certification (P-12)**

12 credit hours

Students will observe and teach under the direction of classroom cooperating teachers and a campus supervising instructor. Teaching

experience will be provided in students' major subject fields. Student teachers will meet with their cooperating and campus supervisors on a regular basis to discuss their experiences. Regularly scheduled seminars will be conducted during the semester. This is the capstone course for the Education major in the following areas: Learning and Behavior Disorders and one of the following: P-5, 5-9, Biological Sciences (8-12), English (8-12), Mathematics (8-12) and Social Studies (8-12). Prereq: Admission to Student Teaching. (Fall and Spring)

#### ***420 Diagnostic Assessment for Instructional Planning***

3 credit hours

This course will prepare students to administer and score various diagnostic instruments. Students will be able to utilize diagnostic assessments to assist in developing written educational profiles for individual students with school-related problems. Prereq: Educ 200, 309, and 305 or 320; Admission to TEP. (As needed)

#### ***421 Instructional Strategies for Exceptional Children***

3 credit hours

The major emphasis of this course is directed toward teaching the student to make the appropriate choice of instructional strategy for exceptional children. A variety of instructional strategies and remedial methods will assist the student in designing a classroom environment that encourages active participation, cognitive development, and lifelong learning. Prereq: Educ 200, 309; Admission to TEP. (As needed)

## **English (Eng)**

### ***100 Developmental Language Arts***

3 credit hours

For students who need to improve their language skills, in reading and writing, and their study skills before moving on to further work in composition. This course must be followed by Eng 101. See *Institutional Requirements* for additional information regarding this course. (Fall and Spring)

### ***101 Freshman Composition I***

3 credit hours

A course offering practice and development of skills in the basic types of the essay. (Fall and Spring)

**102 Freshman Composition II**

3 credit hours

A continuation of Eng 101, emphasizing literature, argumentation, and research. Prereq: Eng 101. Final credit in Eng 102 is contingent on passing the ALC English Competency Exam. This applies to transfer students also. (Fall and Spring)

**201 Survey of World Literature I**

3 credit hours

The literature of Western civilization, excluding Britain and America, with an emphasis on earlier works. Prereq: Completion of Eng 102 with a grade of "C" or higher. (Fall)

**202 Survey of World Literature II**

3 credit hours

The literature of non-Western civilizations, with an emphasis on major works. Prereq: Completion of Eng 102 with a grade of "C" or higher. (Spring)

**211 Survey of English Literature I**

3 credit hours

British literature from the Anglo-Saxon Period through Neoclassicism. Prereq: Completion of Eng 102 with a grade of "C" or higher. (Fall)

**212 Survey of English Literature II**

3 credit hours

British literature from the Romanticism to Postmodernism. Prereq: Completion of Eng 102 with a grade of "C" or higher. (Spring)

**215 Survey of American Literature I**

3 credit hours

American literature from the Colonial Period through 1850. Prereq: Completion of Eng 102 with a grade of "C" or higher. (Fall)

**216 Survey of American Literature II**

3 credit hours

American literature from 1850 through Postmodernism. Prereq: Completion of Eng 102 with a grade of "C" or higher. . (Spring)

**302 Creative Writing - Fiction**

3 credit hours

A study of the types, possibilities, and techniques of fiction writing. Prereq: Junior status or permission of instructor. (As needed)

**303 Creative Writing - Poetry**

3 credit hours

Intensive study of contemporary poetry writing with emphasis on publication. Prereq: Junior status or permission of instructor. (As needed)

**304 Technical Writing** 3 credit hours  
A study of the types of reports required in education, government, industry, medicine, and science. Assignments may include product and mechanism reports, memos, short reports, proposals, and analytical reports. Prereq: Junior status or permission of instructor. (Fall, odd years)

**305 Advanced Composition** 3 credit hours  
Practice in expository writing, with emphasis on effective style, sound structure, and mechanics. Additional emphasis on the composition of critical and creative papers. Introduction to advanced research methods. Assigned readings. Prereq: Junior status or permission of instructor. (Fall, even years)

**310 Literary Criticism** 3 credit hours  
An introduction to contemporary literary theory in application to fiction and poetry. Approaches may include deconstruction, gender criticism, new historicism, postmodernism, and psychoanalytic criticism. Prereq: Eng 102. (Spring)

**311 Shakespeare's Tragedies/Histories** 3 credit hours  
Selected tragedies and histories of Shakespeare. Prereq: Junior status or permission of instructor. (Fall)

**312 Shakespeare's Comedies/Romances** 3 credit hours  
Selected comedies and romances of Shakespeare. Prereq: Junior status or permission of instructor. (Spring)

**315 Linguistics** 3 credit hours  
An introduction to the study of language. Topics covered include phonology, morphology, syntax, semantics, dialects, and the history of the English language. Prereq: Junior status or permission of instructor. (Spring)

**350 Appalachian Literature** 3 credit hours  
Examination of the range and variety of Southern Appalachian literature with attention to cultural implications and artistic values. Prereq: Junior Status or permission of instructor. (As needed)

**Eng 400-409 Special Topics in Literature** 3 credit hours  
An intensive study in literary genres (poetry, drama, or prose) or

groupings (theme, period, or movement). Course content will vary each time the course is offered. Prereq: Junior status or permission of instructor. (As needed)

**Eng 410-414 Studies in Major Authors** 3 credit hours  
Intensive study of individual authors (excluding Shakespeare) or groups of authors. Course content will vary each time the course is offered. Prereq: Senior status or permission of instructor. (As needed)

**Eng 415 Nineteenth Century American Literature** 3 credit hours  
A study of the works of selected authors from the American Renaissance through Naturalism. Prereq: Junior status or permission of instructor. (Spring even years)

**Eng 416 Seventeenth & Eighteenth Century English Literature** 3 credit hours  
A study of selected writings from the British Renaissance through the Restoration and Eighteenth Century, excluding Shakespeare. Prereq: Junior status or permission of instructor. (As needed)

**Eng 417 Nineteenth Century English Literature** 3 credit hours  
A study of selected writings from the British Romantic Period through the Victorian Period. Prereq: Junior status or permission of instructor. (As needed)

**Eng 418 Twentieth Century English Literature** 3 credit hours  
A study of selected writings from the Modern and Postmodern

Periods in English literature. Prereq: Junior status or permission of instructor. (As needed)

**Eng 419 Twentieth Century American Literature** 3 credit hours  
A study of selected writings from the Modern and Postmodern Periods in American literature. Prereq: Junior status or permission of instructor. (As needed)

**Eng 451-469 Special Topics in Literature** 3 credit hours  
An intensive study in literary genres (poetry, drama, or prose) or groupings (theme, period, or movement). Course content will vary each time the course is offered. Prereq: Junior status or permission



of instructor. (As needed)

**Eng 471-489 Studies in Major Authors** 3 credit hours  
Intensive study of individual authors (excluding Shakespeare) or groups of authors. Course content will vary each time the course is offered. Prereq: Senior status or permission of instructor. (As needed)

**Eng 490 Senior Seminar in English** 3 credit hours  
Advanced reading in literature and criticism. Topics covered may include multiculturalism, stylistics, ecocriticism, colonial and postcolonial theory, and advanced grammar. Students are encouraged to take this course during the second semester of their junior year. This is the capstone course for English majors. Taught by all English department faculty. Prereq: English or English Education Major 8-12 and Junior standing. (Spring)

## **Entrepreneurship**

**305 New Venture Creation** 3 credit hours  
The course presents an introduction to entrepreneurship. Entrepreneur characteristics and their mindsets will be explored. Students will learn to recognize and create opportunities, develop and test a business concept, and perform industry analysis and risk assessment. Students will gain an understanding of what entrepreneurship is and how they can develop the entrepreneurial mindset to help them succeed in any career. Prereq: Pre-business curriculum or permission of instructor. (Fall)

**320 Entrepreneurial Finance** 3 credit hours  
Many new ventures and innovations fail because of inadequate financing. Even rapidly growing and seemingly successful ventures can fail due to poor financial planning. This course will introduce the theories, knowledge, accounting concepts, and financial tools an entrepreneur needs to start, build, and harvest a successful venture. How and where to obtain the financing needed to launch and develop the venture will be addressed along with how to interact with financial institutions and regulatory agencies to help the venture reach its full potential. Prereq: Pre-business curriculum or permission of the instructor. (Spring)

**330 Corporate Entrepreneurship and Innovation** 3 credit hours  
This course explores the concepts of change, innovation, and corporate venturing. Entrepreneurial behavior and the development and implementation of programs to encourage innovation are explored. How to successfully manage creativity and innovation in small and large organizations will be addressed. Prereq: Pre-business curriculum or permission of instructor. (Spring)

**415 Emerging Enterprise Law** 3 credit hours  
This course explores the legal and ethical issues associated with emerging enterprises, including new venture formation, choice of legal entity, financing, siting and leases, intellectual property, debt to-creditor relations, contracts and employment law. Prereq: Pre-business curriculum or permission of instructor. (Fall)

**425 Business Plan Development** 3 credit hours  
Student will study the basic components of a business plan and write a business plan that will be presented to the class. Students will also analyze existing entrepreneurial ventures using a case study learning approach. Prereq: Bus 315, Ent 320, and Senior Status. (Spring)

## **Freshman Transition Program (FT)**

**105 Becoming a Master Student** 3 credit hours  
Using the text/workbook *Becoming a Master Student*, this course is designed to provide students with the skills necessary to succeed in college: How to Study, Time Management, Critical Thinking, Understanding Ways of Learning, Health, and others. Input and mentoring from successful upper level students is an integral part of the course. Credit for this course will count toward graduation as an elective only and may not be used toward any major or for a general education elective. Required for students whose entering ACT scores result in their having to take two or more developmental courses. (Fall)

## **Geography (Geog)**

**101 Introduction to Physical Geography** 4 credit hours  
The earth environment from the standpoint of distribution of mankind and relationship of human to geographic environments. Climates, landscapes, and the interaction of nature and human processes are examined. (Fall)

## Health (Hlth)

### **210 Personal and Community Health**

3 credit hours

Human body function, good health habits, disease prevention, mental health, family life and community health problems. (Fall and Spring)

### **220 First Aid and Safety**

3 credit hours

Designed to help students understand accident prevention and meet day-to-day emergencies. CPR certification is given. (As needed)

## History (Hist)

### **101 History of World Civilization I**

3 credit hours

A history of Western and Non-Western civilizations from ancient times until the Reformation. Culture, society, and political and social institutions will merit special study. (Fall)

### **102 History of World Civilization II**

3 credit hours

A history of Civilization since the Renaissance. Ideas, economic systems, institutions, progress, and the development of modern man will be discussed. Recent developments in the Non-Western world will also receive attention. (Spring)

### **203 American History I**

3 credit hours

Early American history from the colonial period to the end of Reconstruction. Emphasis on political and economic development with attention to social and cultural growth. (Fall)

### **204 American History II**

3 credit hours

The United States from the end of Reconstruction to the present. The nation's response to rapid industrialization and urbanization, and the country's expanding role as a major world power. (Spring)

### **261 Kentucky History**

3 credit hours

The course surveys the history of the Commonwealth from the first 17th century accounts of a fabled land to the present. Particular emphasis is paid to early exploration and settlement, the Civil War in Kentucky, the growth of industrialism, political traditions and an examination of the state's seven principal regions. (Spring)

**310 Asian History**

3 credit hours

History of China, Japan, Korea, and Southeast Asia with special concentration on the last five centuries. Asia's uniqueness as well as its contacts with the West will be emphasized. Prereq: Hist 101, 102; or permission of the instructor; Junior status. (As needed)

**311 History and Politics of Sub-Saharan Africa (also Pols 311)**

3 credit hours

A history of the development of the social institutions, value systems and political organizations of Sub-Saharan Africa. The course will include discussion of Africa's ancient kingdoms, the impact of the Atlantic slave trade, and the development of colonial empires on the African continent. Prereq: Hist 101, 102; or permission of instructor; Junior status. (As needed)

**321 Early Modern Europe**

3 credit hours

History of Europe from the close of the Middle Ages to the eve of the French Revolution. The course will concentrate on the Renaissance, the Reformation and the rise of the great nation states of the seventeenth and eighteenth centuries. Prereq: Hist 101, 102; Junior status. (Fall)

**322 Europe Since 1789**

3 credit hours

Europe from the genesis of the French Revolution to the recent past. Trends in European culture, politics, economics, diplomacy and society will be featured. Prereq: Hist 101, 102; Junior status. (Spring)

**331 American Colonial and Revolutionary History** 3 credit hours

This course deals with important topics in American history from the voyage of Columbus to the ratification of the Constitution of 1787. The course emphasizes the development of England's American colonies, the independence movement and the successful establishment of the United States of America. Prereq: Hist 203, 204; Junior status. (Spring)

**332 Nineteenth Century America**

3 credit hours

This course explores important topics relating to the history of the United States during the period between ratification of the Constitution in 1787 and the beginning of the twentieth century. The

course will examine important political, social and economic areas of American development during the new nation period, the era of the Civil War and the Gilded Age. Prereq: Hist 203, 204; Junior status. (Spring even years)

**333 *Twentieth Century America***

3 credit hours

This course deals with important topics in the history of the United States during the period from the late-nineteenth century to the present. The course approaches American development in a broad manner calculated to heighten student awareness of America's place in an increasingly interrelated world. Prereq: Hist 203, 204; Junior status. (Fall)

**460-469 *Special Topics in History***

3 credit hours

This course will explore selected topics of historical importance. Potential topics include American Social History, History of Russia and the Soviet Union, History of the Middle East, Constitutional History of the United States, Appalachian History, History of Latin America and other topics as desired. Prereq: Junior status or permission of instructor. (As needed)

**488 *Senior Seminar***

3 credit hours

This course will allow students to improve their historical research and writing skills. Students will be expected to write a well-developed paper on a topic of their choosing. Students may choose either an American or a World History topic. Prereq: Senior status or permission of instructor. This is the capstone course for the History major. (Spring)

## **Independent Study (Inst)**

**390 *Independent Study***

1-3 credit hours

Students have an opportunity to supplement formal course offerings with Independent Study. This course is not intended to replace any formal course offerings. The student must use an Academic Standing Petition to secure permission of the instructor, the Faculty Advisor, and the Dean of the College in that order. A full course outline must be attached to the petition. A student may take no more than one course of Independent Study in any semester. (As needed)

## Leadership Education (LE)

### **101 Foundations of Leadership Education** 3 credit hours

Students will study the dynamics of leadership behavior and group process; learn techniques of group leadership; examine contemporary leadership theories; consider ethical foundations for leadership with particular attention to the moral dimensions of leadership; and examine the central features of critical thinking. This course will also provide students a fundamental foundation for understanding leadership, increase their capacity to sustain the demands of leadership, and further develop their ability to understand the relationship between leadership and authority. (Fall and Spring)

### **470 Leadership Internship** 3 credit hours

Students are placed with cooperating institutions and are jointly supervised by a work supervisor and a faculty member. Specific academic work requirements are stated in a learning-work agreement. Internship must have approval of faculty supervisor and Leadership Program Coordinator and adhere to institutional internship policies and procedures. Prereq: Leadership Minor and Junior or Senior status.

### **488 Readings and Research in Leadership** 3 credit hours

An intense study of the research process which moves the student sequentially from a general topic, to formulation of a thesis, to the final draft of a comprehensive research project. The instructor will guide the student through planning, organizing, researching, and drafting a business related (accounting related) (leadership related) research report that sets forth a problem and offers a convincing solution. Students will make presentations on their readings and research throughout the semester culminating in a major formal presentation of their work. Prereq: Leadership Minor with Senior status.

## Mathematics (Math)

### **100 Basic Math for College Students** 3 credit hours

This course stresses the fundamentals of mathematics and is designed to prepare the student for Math 110 and Math 112. Topics covered will include: whole numbers, decimals, rational numbers, radicals, measures of central tendency, integers, algebraic

expressions, and equations in one-variable. Prereq: Appropriate score on the math placement test. (Fall and Spring)

**110 Fundamentals of College Mathematics** 4 credit hours

This course is designed to be the terminal math course for non-science majors. Topics covered will include: review of basic math, set theory, logic, measurement systems, series, exponents, systems of equations, interest, geometry, graphing, probability and statistics, and applications. Prereq: Appropriate score on math placement test or a “C” or better in Math 100. (Fall and Spring)

**112 Intermediate Algebra** 4 credit hours

This course is designed to prepare the student for college algebra. It is a comprehensive course starting with pre-algebra material and extending through a second year algebra course. Topics covered with include: general math, order of operations, graphing, real numbers, exponents, polynomials, rational numbers, complex numbers, absolute value, equations, inequalities, quadratics, and variation and proportion. Prereq: Appropriate score on math placement test or a “C” or better in Math 100. (Fall and Spring)

**113 College Algebra** 4 credit hours

Topics include Equations and Inequalities, Functions and Graphs, Polynomial and Rational Functions, Exponential and Logarithmic Functions, Sequences and Series and the Binomial Theorem. This course is similar to high school Precalculus and assumes students have successfully completed two years of high school Algebra and one year of high school geometry. Prereq: Admission by entrance exam or completion of Math 112 (Intermediate Algebra) with a “C” or better. (Fall and Spring)

**114 Trigonometry** 3 credit hours

Topics include properties of trigonometric functions, trigonometric identities, applications to analytical geometry, vectors, polar coordinates, and complex numbers. Intended to prepare students for courses in calculus and physics. Prereq: Math 113 or permission of instructor. (Spring)

**125 Differential Calculus** 4 credit hours

Topics covered will include: limits, continuity, differentiation, applications of derivatives, curve sketching, antidifferentiation, and applications of the definite integral. Prereq: Recommended

minimum ACT Math score of 24, or successful completion of Math 114. (Fall)

**126 Integral Calculus**

4 credit hours

Topics covered will include: methods of integration, series, conic sections, polar coordinates, and applications to many fields. Prereq: Math 125. (Spring)

**201 Basic Concepts and Teaching of Elementary Math I**

4 credit hours

A study of the history of numbers, set theory, whole numbers, system of integers, and other bases. An emphasis will be placed on understanding these mathematical concepts and developing strategies for teaching them to elementary school students. Classroom teaching and observation will be required of all students. The lab experiences will include areas such as Introduction to NCTM Standards and Analysis of Documents. The introduction of strategies in the use of manipulatives and technology is to be incorporated into the lesson plan process. A field experience of 5 hours is required. Prereq: Math 110 or 113. (Cannot be used to fill Natural Science/Math area of the General Education Requirement.) Lecture, three credit hours; lab, one credit hour. (Fall)

**202 Basic Concepts and Teaching of Elementary Math II**

4 credit hours

A continuation of Math 201; additional topics include rational numbers, real numbers, topics in geometry, and elementary logic. An emphasis will be placed on understanding mathematical concepts and developing strategies for teaching such concepts. The lab experiences will utilize NCTM standards to discover relationships, generalities, and problem solving through the use of manipulatives and technology, which coincide with specific content with innovative strategies, reflected through a well-developed lesson plan. Analyze various learning theories and provide hands on exercises to evoke effective teaching practices through lesson plan design. A field experience of 5 hours is required. Prereq: Math 201. (Cannot be used to fill Natural Science/Math area of the General Education Requirement.) Lecture, three credit hours; lab, one credit hour. (Spring)

**225 Multivariable Calculus**

4 credit hours

Topics covered will include: vectors, graphing in space, surfaces, areas, volumes, cylindrical and spherical coordinates, functions of more than one variable, partial derivatives, multiple integration,



Green's Theorem, Stoke's Theorem, and Gauss's Divergence Theorem. Prereq: Math 126. (Fall)

**226 Differential Equations**

4 credit hours

Topics covered will include: first order equations, second order equations, linear equations of arbitrary order, series solutions, the Laplace Transform, systems of linear equations, numerical methods, and Fourier Series. Prereq: Math 225. (Spring, as needed)

**227 Linear Algebra**

3 credit hours

Systems of linear equations, matrices and matrix operations, determinants, vectors in the plane and space, linear combinations, linear independence, dot and cross products, groups, rings, fields and vector spaces, basis and dimension, orthonormal bases, linear transformations, eigenvalues and eigenvectors, and appropriate applications. Prereq: ACT score of 24 in Mathematics or completion of Math 114 with a grade of "C" or better. (Spring)

**250 Introduction to Probability and Statistical Inference**

4 credit hours

Probability in the social and nature sciences. Topics such as permutations, combinations, discrete sample spaces, mutually exclusive and independent events, conditional probability, random drawings, binomial distribution, Bayes' Theorem, central limit theorem, continuous probability distributions, sampling, estimation, hypothesis testing, linear regression and correlation analysis. Prereq: Math 110, 113, 114 or 125. (Fall, as needed)

**315 Topics in Algebra and Discrete Mathematics**

3 credit hours

This course is designed to survey topics in discrete mathematics, linear algebra, and abstract algebra. The following topics will be addressed: matrix algebra (Gauss reduction process, inverses, determinants), simple linear programming, symbolic logic, set theory, combinations, numbers to other bases, and number theory. Prereq: 12 hours of Mathematics (excluding Math 110 and 202). (Spring even years)

**330 Foundations of Geometry**

3 credit hours

Axiomatic development of Euclidean geometry. Prereq: Math 113 or ACT Math score of 24. (Spring)

**460-469 Special Topics in Mathematics** 1-4 credit hours  
Elective courses may be offered as special topics in Mathematics on an occasional basis depending on the availability and interests of students and faculty. Prereq: Junior standing and permission of instructor. (As needed)

## **Music (Mus)**

**101 Music Appreciation** 3 credit hours  
Study of the development of music from the Gothic period through the present. Includes introduction to composers of each period. Some time is spent on jazz and "pop" music. Emphasis is placed on listening skill. (Fall and Spring)

**110 Elements of Music** 3 credit hours  
For students interested in the more technical aspect of music. Includes beginning notation, sight singing, and other basic theory, including scales, intervals, triads, simple melody writing and harmonizations. (By arrangement)

**113-114, 213-214 Piano** 1 credit hour  
Instruction begins at the proficiency level of the student and includes keyboard technique, reading, scales, and chords. One half-hour lesson and five hours of practice per week. (By arrangement)

**125-126, 225-226 Voice** 1 credit hour  
Study of voice placement, breath support and interpretation. Introduction to standard voice literature. Prereq: membership in the College Choir by audition. (By arrangement)

**131-132, 231-232 College Band** 1 credit hour  
Fundamental instruction in brass, woodwind, and percussion instruments. Serves as a support organization for various College activities. (By arrangement)

**161-162, 261-262, 361-362, 461-462 Chorus** 1 credit hour  
"Voices of Appalachia." The choir specializes in choral arrangements of Appalachian and early American hymns and folk songs. Standard choral repertoire is also used. Prereq: (1) Permission of the Director and (2) audition that consists of matching pitches and basic vocalizations. Audition can be waived if recorded vocal media is submitted. (Fall and Spring)

**310 Music For Elementary Grades**

3 credit hours

A study of music and its application to the elementary grades (P- 5). Students will be required to develop plans for teaching music in the elementary grades and present them in actual classroom settings. Prereq: Declared Education Major. (Fall)

**Philosophy (Phil)****105 Introduction to Philosophy**

3 credit hours

Major areas of philosophy. Central questions asked by philosophers and some suggested answers. (Fall)

**201 Philosophy of Religion**

3 credit hours

This course is designed as an elementary investigation of the nature of religion with particular emphasis on the Western Judeo Christian tradition. Topics to be discussed include the elements of faith, the religious experience, grounds for belief in God, the dynamics of revelation and reason, the nature and destiny of man, the problem of good and evil, and religious language. (Spring)

**Physical Education (PE)****103 Sports and Physical Fitness**

3 credit hours

Techniques and skills of physical activities are introduced with objectives of developing and maintaining lifetime fitness. (Fall and Spring)

**118 Cardio Kickboxing**

1 credit hour

Cardio Kickboxing is an aerobic activity using kickboxing moves, such as jabs, kicks, knee-blocks, bob and weaves, etc. The kickboxing moves elevate the heart rate to improve cardiorespiratory conditioning, and to burn calories. (As needed)

**119 Aerobic Dance**

1 credit hour

Activity of aerobic dance led by a certified instructor with objectives of improving level of health-related fitness. (As needed)

**120 Advanced Aerobics and Body Sculpting**

1 credit hour

This course will include a 30 minute aerobic work-out, as well as a total-body toning and stretching segment. Free weights, weight machines and resistance tubing will be used in the toning and sculpting segment, as well as gravity-resistant exercises. (As needed)

**121 Advanced Body Sculpting and Weight Training** 1 credit hour  
This course will include total-body shaping and muscle-toning exercises using resistance tubing, free weights, weight machines, and exercises incorporating gravity resistance. (As needed)

**122 Stretch and Flexibility Physical Education** 1 credit hour  
This class will take you from head to toe, stretching your muscles and increasing your flexibility. Flexibility is one of the components of fitness that is often not emphasized, but is equally important as strength and endurance for a balanced and fit body. (As needed)

**124 Beginning Yoga** 1 credit hour  
This class will involve several beginning Yoga poses that will help to create strength, flexibility, endurance, and balance for the participant. (As needed)

**128 Beginning Swimming** 1 credit hour  
Instruction in basic swimming and water survival techniques. This course is designed for non-swimmers. (Fall)

**129 Intermediate Swimming** 1 credit hour  
Instruction in the fundamentals of standard strokes and basic diving and water safety skills. Prereq: PE 128 or swimming competency. (Fall)

**130 Cross-Fit Cardio** 1 credit hour  
Cross-Fit Cardio consists of a warm-up, a high-intensity cardio workout, and end-of-class stretching. The high-intensity cardio workout will include squats, sprinting, bodyweight exercises, etc. in various combinations every week. (As needed)

**201 Historical and Philosophical Foundations of Physical Education** 3 credit hours  
An historical study of the development of sport and physical education. A contrast of philosophies and how they affected this development is presented. Students are required to examine the three basic philosophical questions and develop a personal philosophy of physical education. Prereq: declared Physical Education major or permission of instructor. (Spring)

**222 Advanced Swimming** 2 credit hours  
Instruction in the refinement and structure of the five major swimming

strokes: Australian Crawl, Breast Stroke, Elementary Back Stroke, Competition Back Stroke and the Side Stroke. This course is designed for the Sports and Fitness Programs Management major. (Fall)

**223 Lifeguard Training** 2 credit hours  
Instruction in Lifeguard skills, CPR, AED, and First Aid Training, leading to American Red Cross Advanced Life Guard Training Certification. (Fall)

**228 Advanced Yoga** 1 credit hour  
Advanced Yoga will include more advanced poses than beginning yoga, challenging the students' balance, strength, and flexibility.

**273 Team Sport Skills** 3 credit hours  
This course is designed to assist students in the acquisition of skills and rules of selected team sports. Prereq: declared Physical Education major or permission of instructor. (Fall)

**274 Individual Sport Skills** 3 credit hours  
This course is designed to assist students in the acquisition of skills and rules of selected individual sports. Prereq: declared Physical Education major or permission of instructor. (Spring)

**301 Structural Biomechanics** 3 credit hours  
A study of anatomical and mechanical phenomena, which underlie human motion. Prereq: Math 110 or higher, Biol 211, Phsc 105 or Phys 211 and Junior status; declared Physical Education major or permission of instructor. (Fall)

**311 Measurement and Evaluation in Physical Education** 3 credit hours  
An analysis of statistical techniques, tests, and other forms of measurement used in assessment and evaluation in physical education. Opportunities are provided for administering, scoring, and interpreting tests. Prereq: Math 110 or higher. Prereq: declared Physical Education major or permission of instructor. (Fall)

**321 Physiology of Exercise** 3 credit hours  
A study of human biological functions and their physiological responses to stress. Prereq: Math 110 or higher, Biol 211. Prereq: declared Physical Education major or permission of instructor. (Fall)

**351 Motor Development and Motor Learning** 3 credit hours

This course is designed to present neutral, physiological, perceptual, and cognitive changes that occur over the lifespan of an individual. Emphasis is placed on forming hierarchies that enable assessment and prescription. Prereq: PE 301, Educ 305, 320; declared Physical Education major or permission of instructor. (Spring)

**371 Methods and Materials for Elementary Physical Education**

3 credit hours

An introduction to curriculum, approaches, and content appropriate for elementary children. Opportunities are provided for field experience with the June Buchanan School. Field experience, 25 hours. Prereq: Admission to the Teacher Education Program and Junior status; declared Physical Education major or permission of instructor. (Fall)

**375 Methods and Materials for Secondary Physical Education**

3 credit hours

An introduction to curriculum, approaches, and content appropriate for secondary students. Field experience of 20 hours is required at the secondary level. Prereq: Senior status; PE 273, 274; must be declared Physical Education P-12 or Sports and Fitness Programs Management major, with PE majors admitted to the TEP, or permission of instructor. (Spring)

**390 Independent Study**

1-3 credit hours

This course will offer physical education majors an opportunity to do direct and concentrated study in an area of physical education not pursued in the regular course offerings. Prereq: Junior status and permission of instructor. (As needed)

**402 Prevention and Care of Injuries**

3 credit hours

This course is a study of the treatment and prevention of specific sport injuries resulting from activities in the home, recreation, intramural and extramural and extramural settings. It will cover the identification of injuries, proper treatment after they occur, and preventative measures. Students learn how to create a safe environment for individuals. Cramer and American Red Cross techniques will be covered. Prereq: Sophomore, Junior, Senior status and Physical Education, Sports and Fitness Programs Management, or Kinesiology major. (Spring)

**405 Psychology of Sport**

3 credit hours

An overview of behavioral science in physical activity. The role and effects of physical activity in modern society is discussed along with appreciation, enjoyment, and improvement of individual performance. Prereq: Psy 101, Soc 101 and Senior status; declared Physical Education major or permission of instructor. (Fall)

**406 Sociology of Sport**

3 credit hours

Sociology of sport is the study of social theories, aspects and interactions of people and how they relate to sport and activity. Religion, education, politics, economics, family, violence, gender, social mobility, the media and other aspects of life are all involved in sport whether they be good or bad. Prereq: declared Physical Education major or permission of instructor. (Spring)

**421 Principles of Physical Fitness**

3 credit hours

In addition to participation in a fitness program, program design and exercise prescription will be discussed. This course can prepare a student for ACSM certification. Prereq: PE 301, PE 321; declared Physical Education major or permission of instructor. (Spring)

**440-450 Special Topics**

3 credit hours

Occasionally, when there is a need and opportunity, a course may be offered on a topic that can be beneficial to the physical educator.

Prereq: Senior status or permission of instructor. (As needed)

**Physical Science (Phsc)****105 Survey of Physical Sciences**

4 credit hours

Laboratory course in physics and the earth sciences. Intended primarily for non-science majors. Three lecture hours and two lab hours. Prereq: minimum ACT Mathematics score of 19 or "C" or better in Math 110. (Fall and Spring)

**110 Science of Energy and Environmental Problems**

4 credit hours

This course applies the fundamentals of physics, chemistry, mathematics, meteorology, climatology and geology to understanding fundamental energy and environmental problems facing mankind today. Basic physical science is focused on current controversies that should

concern an education person. An emphasis will be placed on gathering information from current resources and explaining that information to a lay audience. Topics covered may include acid rain, climate change, automobile emissions, and conventional and alternate energy sources. Three lecture hours and two lab hours per week. Prereq: ACT Math sub-score of 17 or Math 100. (Fall and Spring)

## **Physics (Phys)**

### **101 Conceptual Physics**

4 credit hours

Laboratory course in Conceptual Physics. Topics covered will include: mechanics, sound, electricity and magnetism, light and modern physics. Intended primarily for non-science majors. Three lecture hours and two lab hours. (Spring)

### **211 General Physics I**

4 credit hours

The mechanics of solids, liquids, gases and heat. Intended primarily for non-physics, non-mathematics, non-engineering science majors. Three lecture hours and three lab hours. Prereq: Math 113. (Fall)

### **212 General Physics II**

4 credit hours

Sound, magnetism electricity, and light, with some introductory work in modern physics. Three lecture hours and three lab hours. Prereq: Phys 211. (Spring)

### **231 General Physics with Calculus I**

5 credit hours

Mechanics, heat, wave motion and oscillatory motion. Intended for students majoring in chemistry, engineering, mathematics and physics. Three lecture hours, three lab hours and one recitation hour. Prereq: Math 125. (Fall)

### **232 General Physics with Calculus II**

5 credit hours

Continuation of Physics 231. Sound, electricity and magnetism, light and introduction to modern physics. Three lecture hours, three lab hours, and one recitation hour. Prereq: Phys 231. (Spring)

### **331 Modern Physics**

3 credit hours

Special relativity, quantum mechanics, atoms and molecular structure, solid state and nuclear physics including radiation physics. Three lecture hours. Prereq: Phys 212 or 232. (Fall)

### **351 Classical Mechanics**

3 credit hours



Vector analysis, statics and dynamics of particles and rigid bodies, oscillations, Lagrangian and Hamiltonian formulations. Prereq: Phys 212 or 232; Math 126 recommended. (Spring)

**401 Experimental Physics I** 1 credit hour  
Selected experiments in mechanics, electricity and magnetism. Prereq: Phys 212 or 232. (Fall, as needed)

**402 Experimental Physics II** 1 credit hour  
Selected experiments in optics, atomic and nuclear physics including radiation detection. Prereq: Phys 212 or 232. (Spring, as needed)

**460-469 Special Topics in Physics** 1-4 credit hours  
Elective courses may be offered as special topics in physics on an occasional basis depending on the availability and interests of students and faculty. Prereq: Junior standing and permission of instructor. (As needed)

## **Political Science (Pols)**

**111 Introduction to Political Science** 3 credit hours  
Students will explore the origin and impact of contemporary and past political ideologies on today's political environment. A study of political theory and politics and investigation of theory and practice of government. (Fall)

**112 Introduction to American Government** 3 credit hours  
The study of constitutional development, party systems, public opinion and political participation, interest groups, and structure/functions of the three branches of the United States government. (Spring)

**212 State and Local Government** 3 credit hours  
A study of the nature, organization, powers, and functions of American state and local governments. Prereq: Pols 112. (Fall)

**301 International Relations** 3 credit hours  
A survey of the formal relations among sovereign states in the international community. Emphasis will be placed on the role of diplomacy, the factors of power, the procedures for the settlement of disputes, the various modes of conflict resolution and economic and cultural exchanges. Prereq: Pols 111 or 112. (Spring odd years)

**311 History and Politics of Sub-Saharan Africa (also Hist 311)**

3 credit hours

A history of the development of the social institutions, value systems and political organizations of Sub-Saharan Africa. The course will include discussion of Africa's ancient kingdoms, the impact of the Atlantic slave trade, and the development of colonial empires on the African continent. Prereq: Hist 101, 102; Pols 111; or permission of instructor; Junior status. (As needed)

**460-469 Special Topics in Political Science**

3 credit hours

This series of three-hour courses explores various topics of importance in the field of political science. Potential topics include American Civil Liberties and Civil Rights, American Constitutional Law, Environmental Policy, US Public Policy, American Foreign Policy, Latin American Politics, American Urban Government, the US Presidency, State and Local Government in the US, and other topics as desired. Prereq: Junior status. (As needed)

## **Psychology (Psy)**

**101 Introduction to Psychology**

3 credit hours

The scientific study of human behavior with emphasis on learning, perception, and motivation. A basic course for further work in psychology and related fields. (Fall and Spring)

**301 Survey of Human Development Theory**

(also Soc 301, Psy 301)

3 credit hours

The course provides an interdisciplinary overview of the major theories and stages of human growth and development from prenatal through geriatric stages. The major factors that influence human development will be examined, such as: family, community, education, socioeconomic status, culture and ethnicity. Other topics include: Cognitive, physical, psychological and spiritual milestones in development; as well as theories about human intelligence and its assessment. Prereq: Soc 101 or SSci 101; Soc 203. (As needed)

**320 Adolescent Psychology (also Educ 320)**

3 credit hours

This course is an examination of the adolescent in view of modern research of mental, physical and emotional changes that occur. Interrelationships of development, adolescent interests, social consciousness, behavior and the major contexts of adolescent development are studied. Prereq:

Psy 101 or permission of instructor. (Fall even years)

### **330 Abnormal Psychology**

3 credit hours

A study of the major mental disorders as classified by the American Psychiatric Association. Emphasis is on symptoms, diagnostic criteria, and treatment of the disorders. Prereq: Psy 101 or permission of instructor. (Fall odd years)

### **365 Sociology of Mental Health and Illness**

(also Soc 365) 3 credit hours

This course presents a sociological perspective to the study of mental health and illness. The sociological perspective emphasizes what we “know” to be mental health and illness is socially constructed, which varies by place (i.e., country) , group (i.e., status position) and time (i.e., historically). As such, we attempt to answer three fundamental questions throughout this course: First, what is mental illness? That is, how mental illness is defined and experienced. Second, how do social factors influence the definition of and prevalence of mental illness? Finally, how should society prevent and respond to mental illness? That is, how does society react to those thought to be mentally ill and how is treatment structured. This course examines the sociological theories and research used to answer these three questions. Prereq: Soc 101 or Psy 101. (As needed)

## **Religion (Rel)**

### **101 Old Testament Survey**

3 credit hours

The study of the beginning and development of the Hebrew scriptures. Each book of the Old Testament will be surveyed briefly in terms of historical and literary background, and basic content. (Fall)

### **102 New Testament Survey**

3 credit hours

The course examines the basic content of the New Testament in terms of His historical and literary background, as well as the cultural context from which the New Testament arose. (Spring)

## **Social Science (SSci)**

### **101 Introduction to Social Science**

(also Soc 301, Psy 301)

3 credit hours

This course provides students with a broad introduction to the interdisciplinary Social Sciences major, while laying the foundation for

critical analysis of social science issues within larger historical and global contexts. The student will study the roles of the different social science disciplines in understanding social reality, addressing social issues, and enhancing human welfare. (As needed)

**301 Survey of Human Development Theory** 3 credit hours

The course provides an interdisciplinary overview of the major theories and stages of human growth and development from prenatal through geriatric stages. The major factors that influence human development will be examined, such as: family, community, education, socioeconomic status, culture and ethnicity. Other topics include: Cognitive, physical, psychological and spiritual milestones in development; as well as theories about human intelligence and its assessment. Prereq: Soc 101 or SSci 101; Soc 203. (As needed)

**310 World Cultures** 3 credit hours

Introduction to the scientific study of human culture with examination of the historical and evolutionary foundations of culture. Attention will be given to the Comparative study of cultures, with the generalizations concerning social organization, language, arts, and religion. Prereq: Soc 101 or SSci 101; Soc 102. (As needed)

**410 Contemporary Social Theory** 3 credit hours

This course is a comprehensive study of the life and work of contemporary social theorists. The theorist may be from any of the social sciences, i.e. Sociology, Anthropology, Political Science, Psychology, Economics, or Geography. Different theorists/disciplines may be selected each semester the course is offered. The course will be held seminar style, with student presentations and discussions of primary and secondary resources. Prereq: Soc 101 or SSci 101; Junior or Senior status. (As needed)

**460-469 Special Topics in Social Science** 3 credit hours

Selected Topics in Social Science. Prereq: Junior status or permission of instructor. (As needed)

**489 Senior Seminar (also Soc 489)** 3 credit hours

This course deals with social science methodology, theory, research and writing. This capstone course for the Social Science major requires a lengthy research paper, and an oral presentation based on the paper. There is a course fee of \$25 to cover the cost of the major field exam. Prereq: Junior or Senior status. (Spring)

## **Sociology (Soc)**

### ***101 Introduction to Sociology***

3 credit hours

A study of basic concepts, including culture, subcultures, society, countercultures, social roles, stratification, socialization process, social institutions and social changes. Also an analysis of group behavior, deviancy, and social control. (Fall and Spring)

### ***102 Contemporary Social Problems***

3 credit hours

The major social problems confronting society today are examined and studied. Some of these are urbanization, poverty, population, mental illness, race and ethnicity, family unit, crime and delinquency. (As needed)

### ***203 Sociology of the Family***

3 credit hours

A study of mate selection, marriage and its alternatives, the phenomenon of love, current attitudes toward sexual behavior prior to and after marriage, parenthood, financial adjustments, divorce, widowhood, and remarriage. Also the family in cross-culture and historical perspective as a social institution and the impact of economic/social conditions on family values, functions, and roles. Prereq: Soc 101. (As needed)

### ***211 Racial and Cultural Minorities***

3 credit hours

Analysis of the relationships between racial/ethnic groups and behavior. Sources and results of intergroup tension, prejudice and discrimination are examined. Prereq: Soc 101 or SSci 101; Soc 102. (As needed)

### ***301 Survey of Human Development Theory***

(also SSci 301, Psy 301) 3 credit hours

The course provides an interdisciplinary overview of the major theories and stages of human growth and development from prenatal through geriatric stages. The major factors that influence human development will be examined, such as: family, community, education, socioeconomic status, culture and ethnicity. Other topics include: Cognitive, physical, psychological and spiritual milestones in development; as well as theories about human intelligence and its assessment. Prereq: Soc 101 or SSci 101; Soc 203. (As needed)

### ***302 Environmental Sociology***

3 credit hours

This course is a comprehensive exploration of the relationship

between human society, biological ecosystems and the physical environment. It will focus on social and environmental change, state policy and regulation, environmental constraints on communities, natural resources, population growth, community mobilization and social movements, and inequalities in environmental risk, degradation, and justice. Prereq: Soc 101 or SSci 101; Junior or Senior status. (As needed)

### **303 Population and Society**

3 credit hours

This course provides an analysis of population structure and dynamics as influenced by cultural, political, economic, and environmental factors. This course focuses attention to the social determinants of population problems, while exploring their consequences and policy implications for individuals, their societies, and the world. Prereq: Soc 101 or SSci 101; Junior or Senior status. (As needed)

### **312 Sociology of Religion**

3 credit hours

A sociological examination of comparative religions; the role of religion in social cohesion and conflict, continuity and change. Prereq: Soc 101 or SSci 101; Junior or Senior status. (As needed)

### **340 Sociology of Community**

3 credit hours

This course provides an overview and analysis of community development, community leadership models and perspectives, and the importance of community diversity and connections. A study of the people of Appalachian communities, including the typical family unit, education, government, religion and employment will be included with discussion of how this subculture relates to the dominant culture of the US in terms of the general course content. Prereq: Soc 101 or SSci 101; Junior or Senior status. (As needed)

### **350 Deviant Behavior**

3 credit hours

This course will analyze the relationship between social structure, social control and patterns of social deviance. It will stress the social, cultural and historical context in which deviance occurs and is interpreted. It will survey and critique current social theories in light of empirical research and application of the theories to selected problem areas. Prereq: Soc 101 or SSci 101, Junior or Senior status. (As needed)

**360 Social Stratification**

3 credit hours

This course explores the economic, political, and social basis of stratification and inequality in the U.S. today. Attention is given to the origins and nature of social classes as well as other social divisions such as occupation, sex, ethnicity, wealth and power. Prereq: Soc 101 or SSci 101, Junior or Senior status. (As needed)

**365 Sociology of Mental Health and Illness**

(also Psy 365) 3 credit hours

This course presents a sociological perspective to the study of mental health and illness. The sociological perspective emphasizes what we “know” to be mental health and illness is socially constructed, which varies by place (i.e., country) , group (i.e., status position) and time (i.e., historically). As such, we attempt to answer three fundamental questions throughout this course: First, what is mental illness? That is, how mental illness is defined and experienced. Second, how do social factors influence the definition of and prevalence of mental illness? Finally, how should society prevent and respond to mental illness? That is, how does society react to those thought to be mentally ill and how is treatment structured. This course examines the sociological theories and research used to answer these three questions. Recommended for pre-medical students. Prereq: Soc 101 or Psy 101. (As needed)

**370 Introduction to Social Research**

3 credit hours

The course will introduce core concepts of social research. The requirements for both qualitative and quantitative research as well as mixed methodologies will be taught. Students will also be introduced to elementary statistical analysis. Prereq: Soc 101; Soc 460 or Soc 461; Junior or Senior status or permission of the instructor. (Fall)

**371 Statistical Analysis for Social Research**

3 credit hours

Using SPSS as the analytical software, students will learn to use descriptive statistics such as frequencies and probability, variance and standard deviations, as well as inferential statistics common to the social sciences. Prereq: Soc 101; Soc 370; Junior or Senior status or permission of the instructor. (Spring)

**460 Contemporary Social Theory**

3 credit hours

This course is designed to examine how social theory leads to the development of sociological knowledge. We will investigate how contemporary theorists (since the mid-20th century)

conceptualize and analyze social issues and change, especially as they relate to major theoretical paradigms including the structural functionalist, critical, symbolic interactionist, phenomenological/ethnomethodological, and postmodern perspectives of the discipline. Prereq: Soc 101 or SSci 101; Junior or Senior status. (As needed)

**461 Classical Social Theory** 3 credit hours

An intensive study of the lives and works of selected classical sociologists. Readings include a historical analysis of late 19th and early 20th century social theory and primary text selections from the work of major theorists of the period. The course will be held seminar style, with student presentations and discussions of primary resources. Prereq: Junior or Senior status, English, Sociology or Social Science major. (As needed)

**460-469 Special Topics in Sociology** 3 credit hours

Selected Topics in Sociology. Prereq: Soc 101; Junior status or permission of instructor. (As needed)

**Soc 470 Internship in Sociology** 3 credit hours

The internship Program in Sociology is intended to provide students with an applied experience relevant to their coursework and career prospects. Students in good standing while attaining the status of Junior or Senior, majoring in Sociology are eligible to enroll. Prerequisite: Soc 101 and permission of the instructor. (Fall and Spring)

**489 Senior Seminar (also SSci 489)** 3 credit hours

This course deals with social science methodology, theory, research and writing. This capstone course for the Social Science major requires a lengthy research paper, and an oral presentation based on the paper. Prereq: Soc 370, 371, Soc 461, Junior or Senior status. There is a course fee of \$25 to cover the cost of the major field exam. (Spring)

## **Spanish (Span)**

**101-102 Beginning Spanish I-II** 3-3 credit hours

This sequence seeks to present learning experiences wherein the student may develop a fundamental knowledge of Spanish. By means of an audio-lingual approach, listening and speaking are stressed while reading and writing are utilized to reinforce the spoken word. (Fall-101; Spring-102)



**201-202 Intermediate Spanish I-II**

3-3 credit hours

Although more emphasis in these courses is placed upon the student's development of reading and writing Spanish, refinement skills in speaking and understanding Spanish is pursued. Prereq: Span 102 or permission of instructor. (Fall-201; Spring-202)

**Theatre (Thea)****161 Introduction to Theatre**

3 credit hours

Investigation of theatre as art and as occupation, with emphasis on the connection between theatre and society. Analysis of artistic and design staff, scripts, and performances. (Fall)

**162 Acting**

3 credit hours

Introduction to the fundamentals of realistic acting, focusing on relaxation, pursuit of goals, and critical analysis. Participation in improvisational and scripted performance required. Prereq: Thea 161 or permission of instructor. (Spring)

**460-463 Special Topics in Theatre**

1-3 credit hours

Intensive study of performance or stagecraft through work on a major production. The study is designed to help students develop a broad understanding of theatre production with a specific area of application. Integrates study of a specific script from a liberal arts perspective, with actualized production. Students may propose course of study for 1-3 hours of academic credit. Maximum 6 hours allowed. Prereq: Permission of instructor. Permission granted after audition or interview. (Spring)

# Alice Lloyd College

## Board of Trustees

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Secretary and Treasurer

Robert M. Duncan  
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Janice L. Knopp  
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Kevin Smith  
Joe A. Stepp  
Henry Webb

## Administration

President of the College  
Executive Vice President  
Vice President for Academics/  
Dean of the College  
Vice President for Financial Affairs  
Dean of Student & Community Life  
Director Development  
Dean of Women  
Registrar  
Director of Admissions  
Director of Alumni Relations  
Director of Career Services  
Director of Financial Aid  
Director of Foundations  
and Corporate Giving  
Director of Housing  
Director of Human Resources  
and Risk Management  
Director of Management Information  
Systems & Telecommunications  
Director of Marketing and  
Communications  
Director of McGaw Library and  
Learning Center  
Director of Physical Plant  
Director of Security/Chief of Police  
Director of Student Work Program  
Athletics Director  
Assistant to the President  
Assistant to the President  
Business Office Manager  
Chief Engineer

Stepp, Joe Alan  
Stepp, James O.

Crum, Claude L.  
Johnson, David R.  
Cornett, Scott  
Sparkman, Margo  
Stumbo, Christine  
Thornsberry, Thelmarie  
Phipps, Angela  
Grender, Teresa  
Johnson, Janet  
Stewart, Jacqueline

Fraley, Priscilla  
Mills, John

Clark, Douglas

Stewart, Matthew

Combs, Tiffany

Busroe, Andrew  
Gibson, Ryan  
Gooslin, David  
Ratliff, Kerry  
Stepp, Gary  
Reed, James  
Turpin, Ben  
Watts, Arlene  
Huff, Menefee

## Faculty

**Paul Beasley (2004)** Professor of History. B.A., Georgetown College, 1957; M.A., University of Kentucky, 1964; Ph.D., University of Kentucky, 1968.

**Charlene Bentley (1987)** Assistant Professor of Psychology and English/Retention Counselor. A.A., Alice Lloyd College, 1974; B.A., University of Kentucky, 1978; M.A., Morehead State University, 1987; Additional graduate work, Morehead State University.

**Norman Bishop (2012)** Assistant Professor of Education/Division Head in Education. B.A., University of Wyoming, 1969; M.A., University of Wyoming, 1974; A.B.D., Northern Arizona University.

**Vicki Crooks (2014)** Assistant Professor of Speech and Theater. B.S., Oregon Institute of Technology, 2001; M.S., Portland State University, 2006; M.S., Portland State University, 2006; Ph.D., Ohio University, 2014.

**Rodger Cunningham (2001)** Professor of English. B.A., Marshall University, 1968; M.A., Indiana University, 1972; Ph.D., Indiana University, 1980.

**Patrick Greene (2009)** Assistant Professor of Mathematics and Physics. B.A., University of California Santa Cruz, 1994; M.S., University of Hawaii, 1997; Ph.D., University of Toronto, 2002.

**Sigrid Greene (2009)** Assistant Professor of Physics. B.A., M.A. University of Osnabrueck, 1996; Ph.D., University of Hawaii, 2003.

**Billy Haigler (2000)** Associate Professor of Biology and Chemistry. B.S., University of Texas at Austin, 1975; B.A., University of Texas at Austin, 1978; Ph.D. University of Texas at Austin, 1986.

**Robert Hamilton (2010)** Professor of Biology. B.S., University of Guelph, 1986; Ph.D., Ohio University, 1991.

**James R. Hammond (2010)** Instructor of Physical Education. B.S., Alice Lloyd College, 1996; M.A., Morehead State University, 2007.

**Tomeika Hutton (2004)** Assistant Professor of CIS. B.B.A., University of Kentucky, 2001. MBA University of Phoenix, Morehead State University, 2011.

**Denise Jacobs (1987)** Assistant Professor of Business/Chair of Social Science & Business Division. B.A., Alice Lloyd College, 1986; M.B.A., Morehead State University, 1987; Additional graduate work, Morehead State University.

**Devorah Kennedy (2013)** Assistant Professor of Education. B.A., Goucher College 1979; M.S., University of Wisconsin - Madison (2001); Ph. D. , University of Wisconsin - Madison (2008).

**Buford L. (Mac) McWright (2014)** Associate Professor of Education. B.A., Louisiana State University, 1976; M.E., M.S., Texas A&M, 1998; Ed.D., Texas A&M, 1999.

**Marsha Neace (2004)** Assistant Professor of Mathematics. B.S., Georgetown College, 1989; M.A., Georgetown College, 1997; Additional graduate work, Converse College, Georgetown College, University of Kentucky, University of Virginia.

**Marvin Pippert (2012)** Professor of Sociology. B.S., James Madison University, 1977; M.S., Virginia Tech, 1979; Ph.D., Virginia Tech, 1985.

**Lenore Pollard (1995)** Professor of Business Administration. B.A., Alice Lloyd College, 1992; M.B.A., Eastern Kentucky University, 1993; D.M., University of Phoenix, 2006

**Janelle Pryor (2007)** Professor of Biology. B.S., Muskingum College, 1984; M.S., Ohio University, 1986; Ph.D., Ohio University, 1993; Ph.D., University of Mississippi Medical Center, 2010.

**Rachel Ramey (2014)** Instructor of Entrepreneurship. B.A., Alice Lloyd College, 2008; M.B.A., Eastern Kentucky University, 2010.

**Leszek Rzepecki (2000)** Professor of Mathematics. M.A., University of Warsaw, 1985; Ph. D., University of South Carolina, 1995.

**Cynthia L. Salmons (2008)** Assistant Professor of English. B.A., Alice Lloyd College, 1998; M.A., Marshall University, 2001; A.B.D., University of Kentucky; Ph.D., University of Kentucky, 2014.

**Jerry Wayne Slone (2001)** Associate Professor of Business. A.A., Alice Lloyd College, 1978; B.S., University of Kentucky, 1980; M.B.A., University of Kentucky, 1981; Certified Public Accountant, 1985; Juris Doctorate, University of Louisville, 1989; Ed.D., University of the Cumberlands, 2014.

**Rhonda Smith-Daugherty (2004)** Associate Professor of History. B.A. Western Kentucky University, 1990; M.A., Western Kentucky University, 1992; Ph.D., University of Kentucky, 1999.

**Keri Stevenson (2008)** Instructor of English. B.A., Transylvania University, 2001; M.A., University of Kentucky, 2003; A.B.D., University of Kentucky.

**Cloys Thornsberry (2001)** Assistant Professor of Education. A.A. Alice Lloyd College, 1953; B.A., University of Kentucky, 1963; M.A., Morehead State University, 1975; Elementary Principalship/Supervision, Morehead State University, 1976; Rank 1, Morehead State University, 1979.

**Gerald Walford (1990)** Professor of Physical Education. B.S., University of North Dakota, 1961; M.S., Ithaca College, 1965; Ph. D., University of Maryland, 1988.

**Charles T. Walter (2014)** Assistant Professor of Sociology. B.S.S., Ohio University, 2000; M.A., West Virginia University, 2004; Ph.D., Virginia Polytechnic Institute & State University, 2012.

**Michael Ware (1992)** Assistant Professor of Art. B.A., Millersville University, 1974; Art Education Certificate, 1975-2009; M.A., Morehead State University, 1987; Additional graduate work, Morehead State University.

**Paul Yeary (2000)** Professor of Chemistry/Chair of Natural Science & Mathematics Division. B.S., Alice Lloyd College, 1986; Ph. D., University of Kentucky, 1993.

## **Staff**

Adams, Nicholas  
Amburgey, Jarrod B.  
Amburgey, Leisha  
Amburgey, Pauline  
Ashley, Amy  
Bailey, Renee  
Bentley, Wanetta  
Bevins, Rebekah  
Caudill, Earl  
Combs, Jordan  
Cook, Shelia  
Duff, Margaret  
Eastland, Linda  
Faine, Kathy  
Dotson, Dana  
Galloway, Jeannie  
Gayheart, Brandon  
Gayheart, David R.  
Gayheart, Mary Lou  
Greer, Lana  
Hall, Beatrice  
Hall, Kandi  
Hall, Lisa  
Hall, Lynni  
Hall, Shonda  
Hall, Tammi  
Hatfield, David  
Hicks, Janice  
Holbrook, Deborah  
Jacobs, Billy  
Miller, Mindy B.  
Reesor, Scott  
Scarberry, Eddie  
Slone, Dewayne  
Slone, Diamond  
Slone, Ronald  
Slone, Tabitha  
Smith, Craig  
Smith, Donnie  
Sparkman, Albert

Sparkman, Jackie  
Sparkman, Natina  
Stepp, Irma  
Stumbo, Franklin  
Thomas, Mindy  
Thornsbeary, Jennifer  
Turner, Mary  
Watts, Gary  
Watts, Jolene  
Watts, Larry  
Watts, Sherry  
Wilkes, Jonathan  
Wilson, Daniel

## **The June Buchanan School**

### **Dean**

Clark, Amanda L.

### **Faculty and Staff**

Bentley, Kate  
Cook, Robin  
Dalton, Casey  
Fugate, Jacqueline  
Gibson, Natalie  
Gregory, Sharon  
Hall, Cynthia  
Hammond, Heather  
Hayes, Brandon  
Henderson, Grace  
Kunkel, Tamara  
Lykins, Diana  
Marlowe, Emma  
Mullins, Judith  
Reynolds, Tara  
Slone, Darlene  
Sturgill, Paul

# Academic Calendar

## ACADEMIC CALENDAR 2014-2015

### Fall Semester 2014 - Term I

June 21.....	Fall 2014 Summer Orientation
August 11-15 .....	Faculty Orientation and Planning
August 17 .....	New Students Arrive
August 18-19 .....	Student Orientation and Registration
August 20 .....	First Day of Classes
August 27.....	Last Day to Register and Drop/Add
September 1.....	Labor Day (No Classes)
September 9.....	Opening Convocation
October 8.....	Mid-Term Grades Due
October 11.....	Appalachia Day/Homecoming
October 16-17.....	Fall Break (No Classes)
October 24-25.....	Fall Board Meeting
November 12-18.....	Preregistration for Spring Semester
November 26-28 .....	Thanksgiving Recess
December 5.....	Last Day of Classes
December 8-12.....	Final Exams Week
December 12.....	Semester Ends
December 15 - January 5.....	Christmas/New Year's Recess

### Spring Semester 2015 - Term II

January 5.....	Faculty and Staff Opening Day
January 5-6.....	Registration
January 7.....	First Day of Classes
January 14.....	Last Day to Register and Drop/Add
January 20.....	Opening Convocation
February 27.....	Mid-Term Grades Due
March 9-13.....	Spring Break
April 3.....	Easter Break-Good Friday (No Classes)
April 6-10.....	Preregistration for Fall Semester
April 14.....	Academic Honors Day
April 24-25 .....	Spring Board Meeting (Tentative)
April 24.....	Last Day of Classes
April 27-30.....	Final Exams Week
May 2.....	Baccalaureate and Commencement



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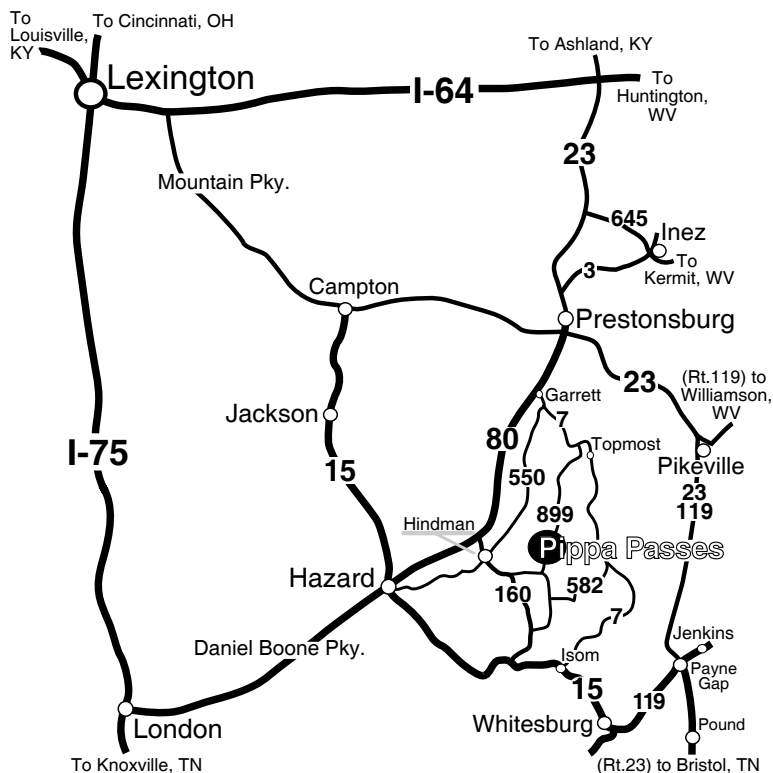
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# Map to Campus

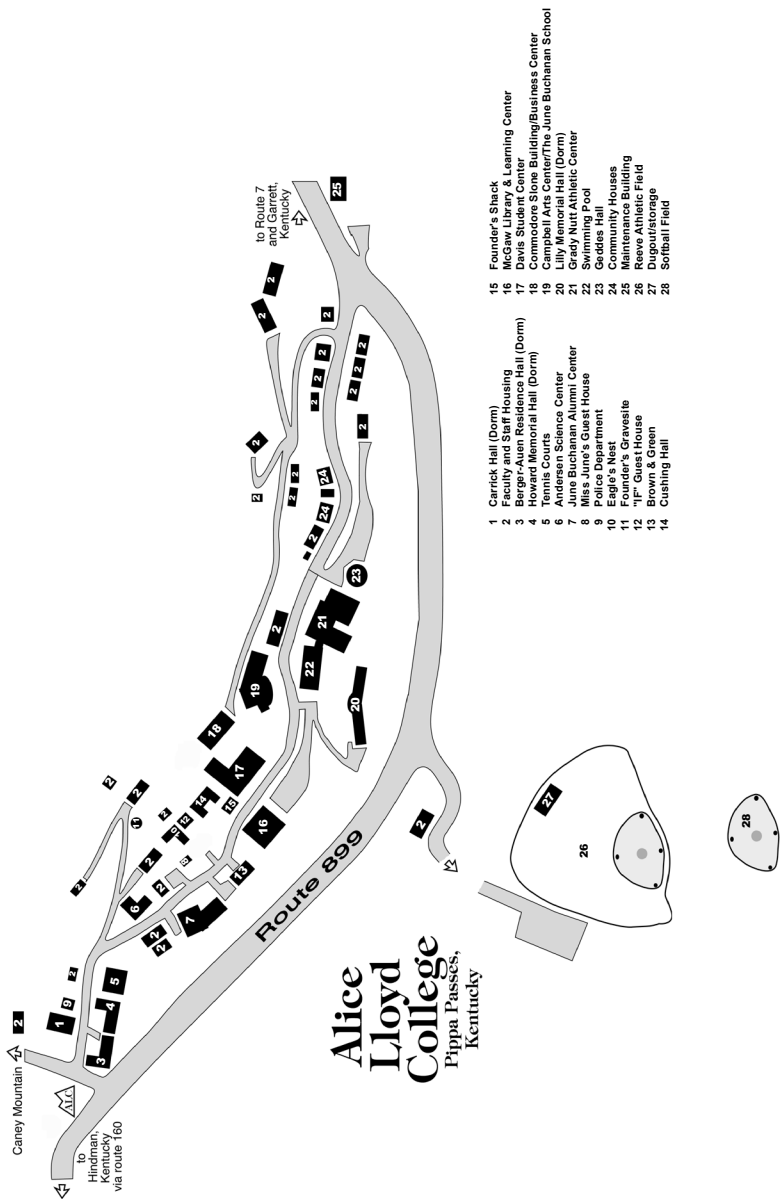


Distances to

Huntington	100 Mi.
Lexington	140 Mi.
Cincinnati	245 Mi.
Prestonsburg	35 Mi.
Hazard	30 Mi.
Whitesburg	30 Mi.
Tri-Cities	160 Mi.

**Alice  
Lloyd  
College**  
**Pippa Passes, Ky.**

# Map of Campus



# Notes

# Notes