ACCT - ADC

ACCOUNTING (ACCT)

120. Business Accounting 3 Hours
This course serves business majors who desire a basic understanding of the effects of financial transactions and financial reporting. An emphasis is on "transaction analysis" and the practical business implications of accounting. **Prerequisite:** MATH 070 or Proficiency.

203. Fundamentals of Accounting I 3 Hours
A study of accounting principles and procedures, including original data collection, transaction analysis, journalizing, posting, summarizing and preparing financial statements.

204. Fundamentals of Accounting II 3 Hours
Continued study of accounting principles and procedures as related to financial statements, with emphasis placed on the analysis and interpretation of these statements. Included is an introduction to managerial accounting, including budgets, long-range capital planning and cost systems. **Prerequisite:** ACCT 203.

303. Intermediate Accounting I 3 Hours
A review of financial statements followed by a detailed study of the theory and accounting principles. Included in the course is a study of cash, temporary investments, receivables, inventories, plant assets and current liabilities. **Prerequisite:** ACCT 204.

304. Intermediate Accounting II 3 Hours
A continuation of intermediate accounting, including long-term investments, bonds, taxes, leases, capital formation, retained earnings and statement of cash flows. **Prerequisite:** ACCT 303.

310. Advanced Financial Accounting 3 Hours
A study of accounting principles as applied to organizational structures; mergers and consolidations, partnerships and governmental units (fund accounting). **Prerequisite:** ACCT 304.

311. Managerial Accounting 3 Hours
Study of the preparation, analysis and use of routine and special reports underlying management decisions. Includes financial statement analysis, measurements of risk and return, budgetary control and cost analysis. **Prerequisite:** ACCT 204.

312. Federal Income Taxation 3 Hours
A study of federal tax accounting for individuals. Includes study of effective decisions on timing of income, expenses and capital investment. The structure of the Internal Revenue Code, regulations and court decisions in the framework of the evaluation of the federal tax system are examined. **Prerequisite:** ACCT 204.

327. Accounting Information Systems 3 Hours
A study of fundamental accounting systems. Emphasis is placed on document flow and transaction cycles, internal controls, and the analysis, design and development of accounting systems to support management decision-making processes. Theory will be combined with experience using a commercial software package. **Prerequisites:** ACCT 204, CAPP 130.

412. Auditing 3 Hours
A study of the principles and procedures underlying the verification of financial statements as made by independent public accountants. Emphasis is placed on professional ethics. AICPA pronouncements and preparation for the uniform CPA examination. **Prerequisite:** ACCT 304.

413. Independent Study in Accounting 1-3 Hours
An opportunity for independent study or research or completion of a special project in accounting.

427. Internship in Accounting 1-4 Hours
Field experience in a selected area of interest, including on-the-job exposure and completion of a significant project.

ADDITIONS (ADC)

301. Principles of Addiction 3 Hours
This course is designed to help students gain an understanding of the addiction treatment modalities from both a historical perspective as well as the newest evidence based strategies. This course provides an overview of the biological, psychological, social and spiritual dimensions of substance abuse and dependency. Addictive behaviors are presented as part of a continuum of mental and emotional disorders. Models and theories of addictive behavior that the human service professional needs to understand when
treating clients with addictive and co-occurring disorders are reviewed.

320. Motivational Interviewing and Cognitive Behavioral Therapy
3 Hours
This is a specialized option that presents theoretical and practical explorations of the causes of and treatments for addictions and substance abuse. Participation in this course will allow students to learn how to assess and intervene with client systems affected by substance use, abuse, and various behavioral addictions, drawing from a range of theories for understanding and models of intervention. This course builds on the strengths and ecosystems perspectives by using “Motivational Interviewing” and the “Transtheoretical Model of Addictions” as meta-frames throughout the course.

330. Theories of Addiction Treatment
3 Hours
This course is designed to help students gain an understanding of the addiction treatment modalities from both a historical perspective as well as from the newest evidence based strategies.

401. Assessment, Treatment Planning and Outcomes
3 Hours
The focus of this course is on basic psychological assessment. Basic skills include “behavioral observation”; clinical (and diagnostic) interviewing with the use of a biopsychosocial instrument.

Students will have the opportunity to practice interviewing skills, writing a biopsychosocial evaluation with the final part of the course to develop a treatment plan and outcomes. **Prerequisites:** BSS 320, BSS 371

**APPLIED POLITICS (APOL)**

110. Introduction to Applied Politics
3 Hours
This course will provide students with the road map to the Applied Politics major. The foundation of the course will be on the necessity of ethical leadership. It will survey the history and function of American political parties and major interest groups. It will give an overview of various components of political campaigns. (These will include topics such as how and why voters make political decisions, campaign organizations and finance, role of the media, campaign message, tactics and strategies, etc.) The course will also use resources such as Strengths Finder and Myers-Briggs to assist students in finding best vocational fit. Regular guests will include elected officeholders, party officials, and campaign professionals.

250. Field Experience in Applied Politics I
3 Hours
The course will combine two-hour weekly class meetings and a minimum of 30 hours of field work. Principle focus of the fieldwork will be on students gaining experience at the most basic level of a political organization. We believe this to be essential for a fundamental understanding of how to run an effective campaign. Class meetings will consist of lectures, topical reading assignments, and discussion. Content will vary according to the specific fieldwork assignments of students enrolled in the course. The course is recommended for students in the second semester of their freshman year or during their sophomore year. **Prerequisite:** Must be an Applied Politics major or have approval of the instructor.

320. Political Campaigns and Elections
3 Hours
An advanced study of the complex and changing dynamics of electoral politics. Among the topics covered are the recruitment and selection of candidates, the fundamentals of campaign organization and finance, the psychology of how and why voters make political decisions, the changing impact of old and new media, the development of a dynamic campaign message, the basics of tactics and strategies, and the varying roles of political parties and interest groups. Regular guests will include elected officeholders, party officials, and campaign professionals. Students will complete a research project and draft a Personal Statement on Campaign Ethics. **Prerequisite:** APOL110 or have approval of the instructor.

350. Field Experience in Applied Politics II
3 Hours
The course will be a combination of two-hour weekly class meetings and a minimum of 30 hours of field work. The principle focus of the fieldwork will be on students gaining experience organizing
an event, preparing a proposal or study, and/or leading a group of volunteers. Class meetings will consist of lectures, topical reading assignments, and student discussion. Content will vary according to the specific fieldwork assignments of students enrolled in the course. As a requirement of the course, students will prepare a proposal for APOL450 Practicum in Applied Politics. This course is recommended for students in the second semester of their sophomore or during their junior year.

Prerequisite: Must be an Applied Politics major or have approval of the instructor.

450. Practicum in Applied Politics
3-9 Hours
The principle focus of the practicum will be on students exercising a significant level of responsibility for the success of an organization engaged in the political process. Requires a minimum of 30 hours of extramural experience per credit hour. Recommended for students in the second semester of their junior year or during their senior year. Students enrolled in APOL 450 will participate in weekly one-hour class meetings. May be repeated for credit.

Prerequisite: Must be an Applied Politics major or have approval of the instructor.

ART NON-TRADITIONAL PROGRAMS (AART)

111. Drawing 1
3 Hours
Students will learn the fundamentals of artistic drawing, especially focusing on perspective and spatial analysis. A variety of media will be covered including graphite, charcoal, conté, pen and ink.

261. Ceramics 1
3 Hours
Students will learn the various techniques, tools and objectives of working in the ceramics medium, focusing on the creation of ceramic pieces as artworks. A variety of formal techniques and applications will be explored.

262. Painting 1
3 Hours
Students will learn the fundamentals of studio painting using oil paint as a medium, focusing on the creation of aesthetically sound images. A variety of formal techniques and applications will be explored.

264. Digital Photography 1
3 Hours
Students will learn the basics of digital photography and its output possibilities. Students will learn the many functions of digital cameras, how to shoot high quality digital photographs, and how to begin rendering digital photographs in Photoshop.

VISUAL ARTS (ART)

111. Introduction to Drawing
3 Hours
Students will learn the fundamentals of artistic drawing, a practice essential to all forms of visual art, through the mastery of various drawing media including, pencil, charcoal, conté, pen and ink. Emphasis is placed on perspective and spatial conceptuality as it applies to projects and the history of drawing.

112. Fundamentals of Two Dimensional Design
3 Hours
Students gain knowledge of the principles of composition through technical application. Strong emphasis is placed on technique and the ability to distinguish various elements in their artistic context with an emphasis on layout and its relationship to the larger visual sphere.

113. Art History I: Prehistory to the Gothic
3 Hours
A general survey of the history of the visual world progressing from its earliest conceptions to initial architectural structures and ending with the spiritual emphasis in the Byzantine Period. (May be taken out of sequence)

114. Art History II: Gothic to Contemporary Art
3 Hours
A general survey of the visual world, progressing from the rebirth of art in the Gothic Period to the contemporary proliferation of visuality. Focus is placed on spirituality in the act of creation of visual works. (May be taken out of sequence)

160. Fundamentals of Three Dimensional Design
3 Hours
An introduction to the various aspects of creating works of art in three dimensions. Students develop a basic understanding of materials, tools and techniques. Technical proficiency is gained in junctions, modeling, form and texture while the history of three-dimensional media is explored.

208 Color Theory
3 Hours
This course examines the practice and
theory of using colors within a composition with an emphasis on emotional capabilities and aestheticism. A strong emphasis is placed on technique and the radical history of the use of color in art. **Prerequisite:** ART 112 for majors and minors.

210. **Drawing II**  3 Hours  
An advanced experience with drawing, students enhance their drawing capacities through the full practice of analyzing form and mass in a variety of different drawing media. Includes some work from a live model. A theoretical and historical component is included to provide students with proper situation of technique. **Prerequisite:** ART 111.

260. **Sculpture I**  3 Hours  
A second experience in the practice of the creation of three-dimensional works of art. Ample studio work includes the manipulation of materials such as wood, plaster, metal and alternative materials. A secondary emphasis is placed on the history of sculptural techniques. **Prerequisite:** ART 160 for majors and minors.

261. **Ceramics I**  3 Hours  
An introduction to the various techniques, tools, and objectives of working in the ceramics medium. The approach will be to look at the material as a tool to visually communicate ideas through hand building techniques rather than a utilitarian devise. **Prerequisite:** ART 160 for Majors/Minors

262. **Painting I**  3 Hours  
Students learn the fundamental techniques of studio painting using a variety of techniques and materials. Each project contains a strong theoretical and historical component. **Prerequisites:** ART 111 and ART 112 for Majors/Minors

264. **Digital Photography I**  3 Hours  
An introduction to the basic applications of digital photography and its various output possibilities. A history of the evolution of the photographic process culminating in digital technology is explored. Students learn the intricacies of working in Photoshop as well as output. **Prerequisite:** ART 112 for Majors/Minors

265. **Design I: Process**  3 Hours  
Students will be introduced to the methods and processes of design. Various class projects will provide opportunities for students to learn to create goals, research, generate ideas, critique and refine. Students will gain experience with Adobe InDesign, Adobe Photoshop and Adobe Illustrator as they create logos, posters, and page layouts.

267. **Web Design**  3 Hours  
Students will examine how designing for the web is both alike and different from print. Principles of good user experience will be explored as students learn the process of designing for the web. Students will also learn basics of HTML/CSS code as means of more deeply understanding web design. Upon completion, students will be able to design a website ready for code, as well as code and implement a simple website. **Prerequisite:** ART 265 for Design Majors/Minors

303. **Methods in Art Therapy**  3 Hours  
The seminar class for Pre-Art Therapy majors covering the techniques, methods and practices of the art therapist. Observations take place out of class and in directly applicable situations. This course must be taken in the spring of junior year, prior to senior internship. **Prerequisite:** Acceptance into the Pre-Art Therapy degree program.

304. **Methods in Arts Administration**  3 Hours  
A methodological seminar covering a wide range of issues within the realm of Arts Administration. Students will have the opportunity to develop relationships with various businesses employing art administrators as well as learn the specific finite details of the field. **Prerequisite:** Must be a Business Administration, Visual Arts, or Art Administration major in good standing.

312. **Art Education in the Elementary School**  2 Hours  
A study of the artistic growth and developmental stages of children in relation to creative expression. Students will study theory and developmentally appropriate practice for teaching art in the elementary classroom and experiment with visual art materials. Fieldwork required.

317. **Art Education in the Secondary School**  3 Hours  
A study of the vicissitudes of artistic development in regards to high school art students who may or may not be contemplating a future in the visual
arts. Projects and topics include: teaching portfolio preparation, implementing new technology in the arts, and teaching art with a multidisciplinary approach. Lecture and lab. Prerequisites: Art Education or Education major in good standing and either ART 113 or ART 114)

352. Special Topics in Art 3 Hours
Visual Arts and Art History study beyond the curriculum of the existing visual arts courses. This may include seminars jointly taught with other departments or schools. Topics will be determined by the professor. The course may be repeated. A studio fee may be required.

360. Sculpture II: Form and Shape 3 Hours
A second level course in sculptural techniques and mediums concentrating specifically upon the aesthetics of form and shape in three dimensions. Prerequisite: ART 260.

361. Ceramics II 3 Hours
Ceramics II will focus on learning how to throw forms on the potter’s wheel. The course will establish wheel throwing as an alternative technique to make forms. Students will make both utilitarian forms and think about how wheel throwing could also be used in sculpture. Prerequisite: ART 261

362. Painting II 3 Hours
A continued exploration of the painting medium with specific instruction in oil painting techniques. The survey of techniques will be applied to landscape and portraiture. Prerequisite: ART 262

364. Digital Photography II 3 Hours
This secondary course for the digital photographer concerns itself with addressing the issues involved in lighting techniques and effects during the taking of the digital photograph as well as subsequent rendering in a digital application. A secondary emphasis is placed on color composition. Prerequisite: ART 264 for Majors/Minors

365. Design II: Context 3 Hours
Students will develop an awareness of how culture, demographics, and history affects the style of their work and the design decisions they make. The content of the projects will give students an opportunity to learn more about important designers and their work, as well as different periods in design history. Students will also examine how demographics and culture affect their design decisions. Prerequisite: ART 265

367. Web Design II 3 Hours
Dynamic web sites using Dreamweaver, Fireworks, and Flash software will be created. Students will determine audience, consider the image and information needed to convey the message, and create a professional quality web site. Cascading style sheets (CSS) will be used to make efficient changes to web pages as students edit, update, test, debug, and caption web pages to create unified, well-organized sites with effective navigation. Problem-solving skills will be practiced and refined through the development of advanced interactive graphic and media design skills. Prerequisite: ART 267.

405. Internship 3 Hours
This class involves working as an intern in Graphic Design, Arts Administration or Pre Art Therapy. Students meet with their intern advisor once a week to discuss issues and knowledge gained through this work experience. (must be completed to fulfill the Arts Administration, Pre Art Therapy, or Visual Arts: concentration Graphic Design degrees)

406. Internship 3 Hours
Second semester internship in student’s specified field. Internship from fall may be continued throughout the Spring semester for credit. Some students may, with permission, intern on campus. (must be completed to fulfill the Graphic Design concentration) Prerequisite: ART 405.

450. Independent Study: Special Topics in Art History 1-3 Hours
Any area of art historical study may be chosen. Research paper and art museum visits are required. Weekly sessions are arranged with the professor to discuss ongoing research. Prerequisite: Permission from instructor.

451. Independent Study: Studio Art/Visual Communications 1-3 Hours
An option for the student who is majoring in the combined Studio Art/Visual communication articulation program with IVY Tech.
460. Sculpture III: Negative Space and Junctions 3 Hours
Students focus and develop critical skills in their work by enhancing technical skills with specific regards to emphasizing the readability and impact of negative spaces as well as specific form/shape junctions and methods in interlocking materials. Prerequisite: ART 360.

461. Ceramics III 3 Hours
Students will choose a path to pursue in a more independent manner. They will use acquired knowledge of the wheel or hand building techniques to start to build a more cohesive body of work from their own unique approach to clay as a medium. Prerequisite: ART 361

462. Painting III 3 Hours
Students in Painting III will begin to place the figure within a compositional environment. They also will start to develop a personal voice through the medium of paint. Prerequisite: ART 362

464. Digital Photography III 3 Hours
Students focus and develop a critical awareness of both practical and creative advanced Photoshop layering technique in the secondary processes of digital photography. Students will also explore specific conceptual fine art photography ideas and techniques. Lecture component. Prerequisite: ART 364

465. Design III: Execution 3 Hours
This course brings students' knowledge of process and context together in large scale projects that closely resemble the real-world. Full identity packages and branding will be developed. Students will learn how to carry out a single brand across different mediums and demographics. Prerequisite: ART 365

467. Web Design III 3 Hours
Web design technologies and database management systems (DBMS) available today will be created, assessed, and analyzed with a focus on the marriage of Dreamweaver, PHP, and MySQL. This course focuses on how these technologies can assist the designer in creating dynamically rich content for the web. The emphasis is on aesthetically pleasing web applications that create user-centric experiences (e.g., user login and site management, maintaining state, user preference storage). Topics include database design, relational tables, database connections, database queries, web-host database synchronization, and an introduction to content management systems (CMS). The course re-enforces language specific syntax, form management, information architecture, HTML, CSS, JavaScript, asset management, design considerations, remote hosting, and live publishing (FTP). Prerequisite: ART 367.

480. Sculpture IV: Transfiguration and Repetition 3 Hours
Students complete a body of works in a chosen sculptural medium engaging in the theoretical implications and historical connotations of transfiguration as artistic device. Prerequisite: ART 460.

481. Ceramics IV: Presentation, Multiplicity and Repetition 3 Hours
Continued emphasis on ceramic techniques and specific individual stylistic developments. Curriculum aims for students to become critically aware of how multiplication and repetition of forms and motifs affect the final presentation of their work. Prerequisite: ART 461.

482. Painting IV: Dichotomies and Affinities 3 Hours
Students push their paintings into the realm of the theoretical and begin to explore dichotomous elements within their individual paintings and also within their suites of work. Students engage with major historical and theoretical works on art to develop a deeper level of conscious awareness in regards to their own works. Prerequisite: ART 462.

484. Digital Photography IV: Conceptual Imaging 3 Hours
Students develop multiple bodies of images using specific conceptual idea and techniques. This course explores the most abstract depths of the photographic practice as fine art. Prerequisite: ART 464.

485. Graphic Design IV: Full Programatics 3 Hours
Students complete two projects in the course of a semester, one individual and one group project. Each project is concerned with creating the entirety of a graphics package for specific clients with unique concerns. Prerequisite: ART 465.

487. Web Design IV 3 Hours
This course prepares students for the real world experiences web designers often encounter in the field of interactive
media. Students will continue their exploration of interactive web design and choose a final project direction that furthers understanding of interactive web media. These topics include designing for and implementing Content Management Systems, designing and production for mobile computing platform uses, cross platform compatibility and concepts of information architecture, and designing with an emphasis on market needs for multimedia. Prerequisite: ART 467.

497. Senior Thesis I 1 Hour
All Studio Art and Design majors must complete this course and pass to graduate. This is part one of the senior year capstone. Students will begin working on their senior thesis, both the studio work and written component. Lectures and discussions cover numerous facets of entering the professional sphere. Students begin portfolio preparation; develop a resume, design application including letters and packaging, artist statement, etc. The first semester culminates in the Senior Thesis Review, which must be passed for acceptance into the Senior Thesis Show. (Fall of senior year only)

498. Senior Thesis II 1 Hour
This is the capstone course for senior Studio Art and Design majors. This course focuses on the writing of the Senior Thesis, finalizing a digital portfolio and completion of the Senior Thesis Show. (Spring of senior year only)

AMERICAN SIGN LANGUAGE (ASL)

101. ASL I 4 Hours
Introduces ASL and the Deaf Community; focuses on frequently used signs through a functional-notional approach and discusses cultural features of the Deaf Community. Out-of-class visits to d/Deaf community events are required. Two-hour lab required weekly. Lab: ASL 101L.

111. ASL II 4 Hours
Emphasizes further development of receptive and expressive skills. Advanced beginning ASL interpersonal communication skills will be continued through a functional-notional approach. Out-of-class visits to d/Deaf community events are required. Two-hour lab required weekly. Lab: ASL 111L.

201. ASL III 4 Hours
Increases vocabulary building; videotapes students’ presentations; designates readings pertinent to Deaf people and their culture. Out-of-class visits to d/Deaf community events are required. Two-hour lab required weekly. Lab: ASL 201L. Prerequisite: ASL 111, ASL 111L.

204. English Idioms & ASL Equivalents 4 Hours
Studies and applies ASL idiomatic expressions and colloquialisms; compares and applies frequently used English idioms to ASL. Prerequisite: ASL 111.

208. American Deaf Culture 3 Hours
Covers the status of Deaf people as both a linguistic and cultural minority group. Topics include: cultural models, linguistic descriptions of ASL, educational and bilingual issues, literature and the arts, political and social issues.

211. ASL IV 4 Hours
Furthers intermediate-level study of ASL with an emphasis on conversation. Out-of-class visits to d/Deaf community events are required. Two-hour lab required weekly. Lab: ASL 211L. Prerequisites: ASL 201, ASL 201L.

260. Independent Study 1-4 Hours
For American Sign Language major only. A study of a new topic or approach to American Sign Language relative to the student’s interest. Taken by permission of faculty only.

311. ASL Rhetoric and Socio-linguistic Competence 4 Hours
This is an advanced language development course. Students examine, identify, and apply rhetoric in ASL, gender and language variation in ASL, developing higher levels of social-linguistic competence in ASL use. Concurrent: INT 302.

360. Seminar Topics 1-2 Hours
Each seminar focuses on a different topic selected to gain knowledge and expansion in ASL and/or Interpreting skills.

BUSINESS ADMINISTRATION (BADM)

121. Introduction to Business 3 Hours
An overview of the dynamic world of business, its functions and management
tools. This survey course introduces students to the context of business and contemporary issues and explores the implications of viewing business as a calling and/or vocation.

122. **Business Ethics** 3 Hours
Acquaints beginning students with basic moral and ethical issues involved in running a business, and including the role of business within the society. Classical ethical systems are introduced with major focus on biblical perspectives for ethical decision making.

125. **Introduction to Management** 3 Hours
An introduction to management as a basic process applicable in various business and non-business complexities. Emphasis will be placed on the major managerial functions of planning, organizing, leading (actuating) and controlling.

220. **Business Finance** 3 Hours
This course provides an introduction to the theory, the methods, and the concerns of business finance. Main topics include: goals and functions of business finance, financial analysis and planning, working capital management, capital budgeting process, and long-term financing. **Prerequisite:** MATH 070 or Proficiency, ACCT 120

221. **Business Law** 3 Hours
A study of the principles of contract, agency, sales, employment, insurance, property, partnerships, corporations and bankruptcy. Attention is given to the rights and liabilities in commercial transactions.

222. **Business Communication** 3 Hours
A practical application of the principles and psychological aspects of communication theory as related to the business setting. Emphasis is on written, oral and electronic modes of effective and efficient conveyance and processing of business data for decision making and implementation. **Prerequisite:** ENGL 101.

223. **Human Relations in Business** 3 Hours
A study of how people interact and work together. Includes an examination of why values, attitudes and behaviors can cause relationship problems and how these problems can be prevented or overcome.

224. **Principles of Supervision** 3 Hours
A study of the supervisor's job emphasizing the development of skills required for being an effective first-level leader.

300. **Quantitative Analysis for Business** 3 Hours
The emphasis of this course is using statistics in business decision making. Students will examine the use of descriptive statistics, sampling, estimation, and hypothesis testing. The use of computer applications (Excel) in statistical analysis will be explored in this course. **Prerequisite:** College level Math.

320. **Organizational Development and Change** 3 Hours
A study of organizational development and change with the purpose to achieve enhanced productivity, quality, and increased satisfaction among internal and external stakeholders. Emphasis is on organizational structure and design, individual and group dynamics within the organization, decision-making, change, and conflict.

321. **Principles of Management** 3 Hours
This course is a study of principles and techniques of management for all fields of business and is founded on the four major managerial functions: planning, organizing, leading and controlling. Focusing on Christian business leadership, topics include: employee motivation, problem solving, strategic management, and ethical decision making.

322. **Principles of Marketing** 3 Hours
A study of methods of marketing and processes involved in the flow of goods from producer to consumer. Topics may include the marketing mix, research and segmentation, recent developments, and ethical issues.

326. **Sales & Selling** 3 Hours
A study of the principles of sales and selling. Includes both consumer and business to business approaches, management of sales departments and the role of sales in an overall marketing plan. **Prerequisite:** BADM 322.

327. **Introduction to Advertising** 3 Hours
This course studies cost-effective strategies in advertising. Topics include demographics and research, manipulation, media-packaging and promotional ethics. Skills are developed in direct marketing including mediations, print and media copywriting and design. (Identical to COMM 276.)
BADM

334. Human Resource Management 3 Hours
An introduction to the management of human resources including employment law, theories and methods of selection, training, performance appraisal, compensation and employer/employee relations.

335. Seminar in Business 1-3 Hours
A variety of business topics will be analyzed and discussed in this course. The specific topics included may change over time depending on current events, student needs and professor preferences. May be repeated for credit with permission of instructor.

341. International Business 3 Hours
A survey of issues, models, constructs and relationships in international commerce. Addresses the role of multinational enterprises, socio-economic forces, and technology on global, multi-local and domestic organizations. Aspects of personal and organizational services are also addressed.

343. Entrepreneurship 3 Hours
This course covers concepts and practice of entrepreneurship. Students will visit with experienced entrepreneurs and learn the practices of entrepreneurship. Students will be challenged to consider entrepreneurial opportunities within their personal purview and then practice developing a business plan of their own. Prerequisites: ACCT204, BADM322.

344. Organizational Behavior 3 Hours
This course is a study of the behavioral processes that occur in work settings. Topics include personality, Stress, motivation, goal setting, learning theory, group behavior, power and control, leadership, decision making, organizational structure, change and development. Prerequisite: BADM321.

427. Internship in Business Administration 1-4 Hours
Field experience in a selected area of interest, including on-the-job exposure and completion of a significant project. Prerequisite: Permission of instructor.

428. Leadership 3 Hours
This course will present contemporary theories of leadership and will provide students with the foundation and skills to be effective in a variety of settings. Through assigned readings and feedback from a leadership style assessment, they will examine ways to build productive relationships with individuals and teams to increase organizational effectiveness.

429. Independent Study in Business Administration 1-3 Hours
An opportunity for directed study or research in some area of interest or problem in business administration. May be repeated for credit.

430. Cross-Cultural Experience of Business 3 Hours
A field-based (rather than classroom based) study and experience that addresses business behaviors and conditions. Participants will prepare for, participate in and critically evaluate a living/learning time in a culture and/or geography not previously experienced. While specific contexts will vary, all students will deliver and defend a comprehensive assessment of their cross-cultural business experience.

434. International Marketing & Management Strategies 3 Hours
An advanced course applying principles of marketing and management in the international context. Topics will include international market research, marketing communications, segmentation techniques and related cultural differences, assessment of market value, product modifications, distribution issues and management strategies. Prerequisites: BADM 322, BADM 341.

436. Exploring E-Commerce and Internet Marketing 3 Hours
A course designed to promote successful e-commerce. Students learn how e-commerce fits into the marketing mix. Course activities include analyzing market trends and case studies, and discussing strategies for attracting the online customer. Students will learn how to measure results and compare them to overall marketing objectives. Prerequisites: BADM 322.

450. Business Policy 3 Hours
A senior capstone course designed to integrate the major business functions into a management decision-making process. Includes an in-depth look at business ethics, strategic planning and policy formation. Prerequisites: BADM 321, BADM 322, ECON 332.
Christian Ethics in Business – Capstone 3 Hours
Christian ethics in the business environment are discussed. Contemporary issues and case studies are used for analysis. As a method of summative evaluation, the course integrates learning from the other courses in the business major and there is an application of that learning to a final project.

BIBLICAL STUDIES (BIBL)

201. Biblical Interpretation 3 Hours
An introduction to methods of Bible study and to the principles of biblical interpretation. The inductive method is emphasized.

211. Old Testament I 3 Hours
The course emphasizes Genesis, Exodus, Joshua and 1-2 Kings. The important themes of creation, election, the exodus, conquest of Canaan and exile are studied. These themes are also traced to the New Testament.

212. Old Testament II 3 Hours
A close examination of the major themes and important Psalms (e.g., messianic Psalms), along with a study of the practical wisdom found in Proverbs, Ecclesiastes, Job and Song of Songs. Adult only.

213. Old Testament III 3 Hours
A study of the major themes in Isaiah: The Suffering Servant, New Heaven and New Earth, Restoration of Israel, The People of God, etc. Other prophets are surveyed, some are highlighted: Daniel, Ezekiel, Jeremiah, Amos, Hosea, Haggai and Malachi.

214. Old Testament Book Study 2 Hours
The textual examination and application of inductive principles of Bible study are applied to the Old Testament book(s) under consideration. Various books will be studied by the determination of the division and the course instructor. May be repeated once when a different book (or books) is (are) offered.

215. Old Testament Literature 3 Hours
An introduction to the literature, theological themes, historical background, geography and significance of the Old Testament.

216. New Testament Literature 3 Hours
A study of the literature, historical background, geography and significance of the books of the New Testament.

221. New Testament I 3 Hours
This course is an introduction to the four Gospels and the person of Jesus Christ. It includes a historical survey of Gospels’ interpretation (source, form, redaction criticism) as well as more recent approaches such as narrative criticism. Moreover, this course aims at providing a framework for how to interpret the Gospels properly and consequently how to apply insights from Jesus (his personal example, teaching and theology) in one’s life and ministry.

222. New Testament II 3 Hours
This course investigates the Book of Acts and the Pauline Epistles in chronological sequence in an effort to understand the missionary efforts of the Early Church. Critical matters of authorship, dating and interpretive methodology are covered. Attention is given to understanding the issues confronting the early church (e.g., Jew/gentile relationship, Law/Grace, Society/Evangelization) and the theology of Paul with a view to fruitful application today.

223. New Testament III 3 Hours
This course is a detailed investigation of the General Epistles (Hebrews through Jude) and the Book of Revelation. Critical matters of authorship, dating and interpretive methodology are treated. Careful consideration is given to understanding the theology of these books and their appropriate application for today’s church.

224. New Testament Book Study 2 Hours
The textual examination and application of inductive principles of Bible study are applied to the New Testament book(s) under consideration. Various books will be studied by the determination of the division and the course instructor. May be repeated once when a different book (or books) is (are) offered.

225. Travels in Biblical Lands 3 Hours
This course is an exciting opportunity to study Scriptures through teaching, discussion, and physical interaction with the land and people of Israel and Jordan. This high-paced, physically-demanding experience has the goal of providing a life-changing understanding of Scripture in its historical, cultural, and geographical contexts. Students can expect to return from this intensely-challenging experience with renewed vision and excitement for the study of
God’s Word and for living as faithful disciples of Christ. BIBL225 may be substituted for BIBL215 Old Testament Literature.

This course is designed to study the book of Acts from a church planting and missiological perspective. Included in this perspective will be a focused inquiry into the workings of the Holy Spirit in the New Testament church.

250. Biblical Archaeology 3 Hours
This course is an introduction to the discipline of biblical archaeology for the Old Testament, Intertestamental and New Testament Eras. Students survey the history and methods of archaeology and focus on major archaeological artifacts and texts that have illuminated our understanding of the Bible and the biblical world.

320. Biblical Theology 3 Hours
This course ties the great theological themes of the Bible together and demonstrates proper methodology for doing Biblical theology. The unity, authority and inspiration of scripture is studied and the foundation for Christian ethics and a Christian worldview is established. **Prerequisite:** Permission of instructor.

327. Disciplemaking Structures in Ministry 3 Hours
This course examines the educational and theological processes of ministry and their intersection with spiritual formation in the lives of participants. The course will focus on the curriculum and practical theology of ministry structures (leadership, group dynamics, trips and special events) common to local ministries. The course will help ministry leaders think intentionally about the spiritual formation and development of students involved in youth ministry programs.

330. Intertestamental History & Literature 3 Hours
This course will survey the historical and spiritual developments that took place between the time of the prophet Malachi and New Testament era, with the purpose of acquiring a greater understanding of the Bible and the message of Jesus. Students will read and discuss texts from the Apocrypha, the pseudepigrapha and the Dead Sea Scrolls, in addition to secondary readings on political and social developments during the 400 years between the Old and New Testaments.

350. Israel: The People and The Land 3 Hours
This course studies the history of God’s interaction with his people and the land he promised to them. Particular attention is given to Israel’s unique position and calling among the nations and God’s plans for Israel and the nations. The sweep of Israel’s history is covered from Genesis to the end of the Old Testament era (ca. 400 B.C.). A brief overview of Israel’s history from 400 B.C. to the present concludes the course.

450. Studies in Biblical Lands 4 Hours
A comprehensive study course including the history, geography, archeology and cultures of some portions of the biblical lands. The program of study includes classroom lectures, on-site field exploration and first hand exposure to the geography and culture.

460. Independent Study in Biblical Studies 1-4 Hours
A course designed to study a particular period, author, topic or other area of particular interest to the student. For major and minor. May be repeated for credit. Permission required from instructor.

470. Contemporary Critical Issues in Biblical Studies 2 Hours
A capstone course that draws contemporary critical issues in Bible, Biblical Theology and hermeneutics together. Each year a current significant critical issue(s) will be examined in a seminar format. **Prerequisites:** Senior status or consent of instructor.

**BIOLOGY (BIOL)**

Unless noted, all four-credit science classes consist of three hours of lecture and a three-hour lab each week.

114. Survey of Human Biology 3 Hours
A one-term survey of human anatomy and physiology, especially for non-science majors. The major functioning systems of the body are reviewed with integration of physiological aspects with anatomy. No lab. (This course does not meet lab-based general studies requirements.)
115. Human Biology  4 Hours
This is a one-semester course in human anatomy and physiology prepared especially for sociology, psychology, education and general studies majors. The major functioning organ systems of the body are reviewed with full integration of physiological aspects with anatomy. Those wishing to major in Biology or the medical fields should not take this class. Three hours of lecture and three hours of lab per week. Lab: BIOL 115L

125. General Biology I  4 Hours
An introduction to modern biology covering basic principles of biology, including the unity of life, basic molecular and cell biology, biochemical pathways, genetics, evolution, and biological classification. Required introductory course for all majors in life sciences. Three lectures and one lab per week. Lab: BIOL125L Prerequisite: Permission of Instructor

126. General Biology II  4 Hours
This course is a continuation of BIOL 125. Emphasis is placed on organisms, biodiversity, plant and animal systems, reproduction, development, and other related topics. Upon completion, students should be able to demonstrate comprehension of life at the organismal level. Lab: BIOL126L Prerequisite: BIOL125

214. Human Anatomy & Physiology I  4 Hours
This is the first semester of a two-semester course. This first part provides a general introduction to the human body. The chemical, cellular, tissue and organ structure and function of the human body is followed by a more detailed exploration of the integumentary, osseous, muscular and nervous systems. Lab: BIOL 214L. Recommended: A course in Chemistry before this class.

215. Human Anatomy & Physiology II  4 Hours
This course is the second of a two-part series which provides an introduction to the anatomy and physiology of the human body. A detailed introduction to the endocrine, cardiovascular, respiratory, digestive, nervous, urinary and reproductive systems are given. Lab: BIOL 215L Prerequisite: BIOL 214

308. Molecular Cell Biology  3 Hours
A study of cellular structure and function at the molecular level, with emphasis on enzymes and nucleic acids. Topics will include membrane-bound organelles in the eukaryotic cell, cell motility, signal transduction, regulation of the cell cycle and the development of cancer. Prerequisite: CHEM 164 and BIOL 125.

309. Genetics  4 Hours
A study of the principles of heredity, with emphasis on the chromosomal theory of inheritance, the mapping and analysis of genomes, transcription and translation at the molecular level and gene regulation in both prokaryotes and eukaryotes. Laboratory work will involve techniques associated with recombinant DNA technology. Lab: BIOL 309L. Prerequisite: BIOL 125.

312. Microbiology  4 Hours
A study of the fundamental principles of the morphology and physiology of microorganisms. Microbes that cause infectious disease will be highlighted and the human response to microbes will be addressed. Laboratory exercises will involve sterile techniques, staining methods for identification and the use of antimicrobial agents for microbial control. Lab: BIOL 312L. Prerequisite: A college course in biology and chemistry.

313. Ecology  4 Hours
A general study of the relationship of living organisms to environment, and the structural and functional properties of nature. Topics covered include population and community ecology, ecosystem management, biodiversity, competition and predation. Lab: BIOL 313L Prerequisites: BIOL 126.

337. Vertebrate Physiology  4 Hours
This course provides coverage of the physiology of the major body systems. Includes in-depth coverage of the cardiovascular, respiratory, gastrointestinal, immune, endocrine, nervous, and reproductive systems. Three lecture hours and one lab per week. Lab: BIOL 337L Prerequisites: BIOL 126

399. Internship in Biology  1-4 Hours
Field experience in a selected area of interest, including on-the-job experience and practical training. Prerequisite: Permission of instructor.
413. Independent Study in Biology  1-2 Hours
An opportunity to engage in independent study and research. A paper is required as evidence of accomplishment. May be repeated for credit.  
Prerequisite: Permission of instructor.

460. Biochemistry  4 Hours
See description for CHEM 460.  
Lab: BIOL 460L  
Prerequisites: BIOL 125, CHEM 261  Suggested: CHEM 262

480. Molecular Laboratory Research Experience  4 Hours
A faculty-mentored research experience for upper-level science majors. Students will be exposed to a laboratory research environment and gain experience in molecular biology and biochemistry scientific inquiry and discovery. Foundational principles of the chemistries used will be presented. Students will be responsible for performing experiments, use of a laboratory notebook, data collection and analysis, preparation of a research report, a scientific presentation and management of scientific publications. Integrated lab and lecture; one lecture and two labs per week. Students will be expected to work additional hours outside scheduled lab time as needed to complete their assignments. Additional lab fees required.  
Lab: BIOL 480L  
Prerequisites: BIOL 309, BIOL 308 or BIOL 460, and permission of instructor.

278. Introduction to the Human Services Professions  3 Hours
A study of the human service profession with emphasis on the history, philosophy, ethics, knowledge and skills of the practitioner in various settings. Course materials and field trips link theory and practice.

279. Introduction to Research  3 Hours
Introduces students to how hypotheses are objectively tested in the social sciences; and particularly in the evaluation of programs within agencies. This will include program evaluation design, data collection and interpretation of results. Discusses basic terminology in research and program evaluation and prepares student for the advanced Research and Program Evaluation in the Human Services Professions (BSS 420) course.  
Prerequisite: MATH 109

280. Introduction to Counseling Theories  3 Hours
The history, philosophy, and organization of counseling theories both as an academic discipline and their use in the helping profession are explored. This course emphasizes understanding of several counseling theories ranging from Freud to Rogers to Ellis to Glasser in the context of modern counseling setting.  
Prerequisite: BSS 371

281. Professional Identity, Function & Ethics  1 Hour
This course addresses counselor professional identity formation, ethical and legal issues related to the practice of human services, and components of sound ethical decision making. Students will explore development of their own personal professional identity formation. Within this course students will be introduced to the human services profession and given opportunity to examine current ethical and legal issues related to the practice of human services.

320. Casework Methods and Writing in the Human Services Profession  3 Hours
Introduction to the methods used in casework management including assessment of client needs, goal development, design of action plan or intervention, implementation of intervention and assessment of outcomes. Course will also include the importance of utilizing community resources and brokerage of services with other agencies. Proficiency in writing real time case notes, case files and supervisory reports, and legal/court reports will be emphasized. Grant writing for service agencies will also be discussed.

371. Interviewing and People-Helping Skills  3 Hours
A skills acquisition course where the student achieves a minimal competency level in observation and evaluation, including listening, problem identification, goal setting and use of problem-solving strategies. The ethical guidelines related to the use of these skills will also be discussed. Supervised practice includes extensive use of role playing, skill performance feedback and modeling.  
Prerequisites: BSS 278, BSS 279
375. Crisis Intervention 3 Hours
An overview of crisis theory and the development of knowledge and skills to assist persons experiencing crises. Attention is given to topics such as death, divorce, suicide, homicide, physical or sexual abuse and other situational crises.

380. Group Facilitation in the Human Services Profession 3 Hours
A study of techniques and practices used by human services practitioners in the group settings. Includes the process of the preparation, selection and facilitation of groups; group dynamics; and the observation and evaluation of group function. Prerequisites: BSS 371, BSS 278, BSS 280

410. Administration of Human Services Agencies 3 Hours
An overview of administration, management, and supervision of human services agencies. Laws, policy, legislation and ethics affecting human services agencies and practitioners will also be emphasized. Advanced grant writing may also be included. Prerequisite: BSS 278, BSS 280

420. Research and Program Evaluation in the Human Services Professions 3 Hours
An overview of research methodology, research literature and program evaluation. Emphasis will be placed on reading and writing a literature review as well as developing and writing program outcomes and evaluation plans. Prerequisites: BSS 278, BSS 279

498. Internship in Human Services 1-6 Hours
A human services internship or cooperative education experience within selected business, educational and social service settings. Other off-campus learning experiences may also be arranged in a metropolitan or cross-cultural setting. The human services internship experience is designed as a special opportunity for students to enhance their learning in an area of interest in the field of human services. This requires that the student have some background classes in the area in which s/he is trying to experience and learn. To accomplish this goal, students need to intentionally create and plan an experience that will help them to better understand their field. Requires advanced application and approval of instructor. May be repeated up to a total of six hours.

BIOLETECHNOLOGY (BT)

210. Introduction to Biotechnology 1 Hour
A career in biotechnology is the main theme of this course. Following a brief introduction to molecular biology, the course focuses on career choices including pharmaceutical, molecular diagnostics, clinical medicine and bio-manufacturing. A special emphasis will be on opportunities for employment in Indiana Life Sciences companies.

220. Fundamentals of Biotechnology Methods I 4 Hours
This is the gateway course to the other laboratory courses in the program teaching basic laboratory skills, methods and techniques. Laboratory orientation, volumetric measurements, gravimeter measurements and molecular biology, along with skill-building exercises are the main themes of the early portion of this course. Concurrent prerequisite: BT 220L

225 Laboratory Math for Biotechnology 1 Hour
Basic Math skills are required for success in diverse areas of laboratory methods. In order to decrease the disruption in laboratory instruction that occurs every time a new math application arises, the program requires all students complete this one-credit introductory course in laboratory-based applications. Prerequisite: BT 220

230 Quality Assurance for Biosciences 1 Hour
This course provides a review of current quality assurance principles and applications. Emphasis is placed on Federal Drug Administration (FDA) regulations and quality control for the biotechnology, biopharmaceutical, and biomedical device industries.

235. Bioinformatics 2 Hours
Provides introduction to current topics in bioinformatics and computational biology. Includes methods for accessing and interpreting biological data from government and research institutions’ data bases.

240. Biotechnology in Medicine 2 Hours
This course is designed to gain under-
standing of the applications of biotechnology to medicine. Students will gain awareness of biotechnology careers in the areas of nanotechnology and translational medicine. Basic technologies used in medical application, including nanotechnology, and translational medicine techniques will be introduced.

**310. Molecular Biotechnology Methods II**  
**4 Hours**

This laboratory course emphasizes observation and data collection and analysis. The main theme is isolating and working with nucleic acids. Students will grow and maintain bacteria, use recombinant technologies and make all buffers and media used in the experiments. **Prerequisites:** BT 225, BT 220, **Concurrent requisite:** BT 310L

**320. Biotechnology Instrumentation Methods III**  
**3 Hours**

Students will be introduced to key laboratory techniques routinely used in molecular biology to conduct experiments of scientific inquiry in fields of molecular biotechnology and clinical diagnostics. **Prerequisite:** BT 310, **Concurrent requisite:** BT 320L

**325. Cell Culture Techniques**  
**4 Hours**

A study of cell culture techniques, the laboratory emphasizes the principles and practices of initiation, cultivation, maintenance, and the preservation of cell lines including applications such as cytotoxicity assay development and analysis. **Prerequisite:** BT 310

**410. Biomanufacturing**  
**4 Hours**

This is a foundation course for the field, introducing basic documentation and standard operating procedures which are commonly used in accordance with GMP bio-pharmaceutical manufacturing.

**420. Molecular Diagnostics**  
**4 Hours**

Advanced molecular biology in standard and automated clinical chemistry assays Technical competency in assay optimization, instrument operation and data analysis for advanced instrumentation is stressed.

**430. Internship- Molecular Diagnostics**  
**6 Hours**

This is an experience external to the college for a qualified student in a specialized field involving a written agreement between the educational institution and an industry partner (IP). The experience is external to the College, where the student is mentored and supervised by a workplace employee. May be paid or unpaid.

**431. Internship – Genomics**  
**6 Hours**

This is an experience external to the college for a qualified student in a specialized field involving a written agreement between the educational institution and an industry partner (IP). The experience is external to the College, where the student is mentored and supervised by a workplace employee. May be paid or unpaid.

**432. Internship - Biomanufacturing**  
**6 Hours**

This is an experience external to the college for a qualified student in a specialized field involving a written agreement between the educational institution and an industry partner (IP). The experience is external to the College, where the student is mentored and supervised by a workplace employee. May be paid or unpaid.

**433. Internship- AgroTechnology**  
**6 Hours**

This is an experience external to the college for a qualified student in a specialized field involving a written agreement between the educational institution and an industry partner (IP). The experience is external to the College, where the student is mentored and supervised by a workplace employee. May be paid or unpaid.

**COMPUTER APPLICATIONS (CAPP)**

**130. Computer Applications**  
**3 Hours**

Provides skill development using computer-based end user software to solve real-world problems. Course provides a solid working knowledge of word processing, presentation graphics, spreadsheets, and basic database management skills.

**CHEMISTRY (CHEM)**

**150. Introduction to General, Organic & Biochemistry**  
**4 Hours**

A survey of general, organic and biological chemistry designed for students in the nursing and related health professions. Three lectures and one three-hour laboratory each week. **Lab:** CHEM 150L **Prerequisite:** High
school chemistry or adequate algebra skill or permission of instructor.

163. **General Chemistry I** 4 Hours
    An introduction to fundamental concepts and tools of chemistry, to include atomic structure, stoichiometry, mechanical behavior of bulk matter thermodynamics and chemical bonding. This course is designed for science and engineering majors. Lecture and laboratory.
    **Lab: CHEM 163L**

164. **General Chemistry II** 4 Hours
    A continuation of the introduction to fundamental concepts and tools of chemistry, to include equilibrium, kinetics, thermodynamics and electrochemistry. This course is designed for science and engineering majors. Lecture and laboratory.
    **Lab: CHEM 164L  Prerequisite: CHEM 163.**

261. **Organic Chemistry I** 4 Hours
    A systematic study of the chemistry of carbon and compounds and their derivatives. Three lectures and one three-hour laboratory period each week. **Lab: CHEM 261L  Prerequisite: CHEM 164.**

262. **Organic Chemistry II** 4 Hours
    A continuation of Organic Chemistry I, with some emphasis given to the place of organic compounds in living organisms. Three lectures and one three-hour laboratory period each week. **Lab: CHEM 262L  Prerequisite: CHEM 261.**

280. **Analytical Chemistry** 4 Hours
    A blend of the traditional quantitative analysis and instrumental analysis. Subjects covered include the treatment of analytical data, gravimetry, spectrophotometry, titrimetry, oxidation-reduction procedures of analysis, chromatography and others. Three lectures and one three-hour laboratory per week. **Lab: CHEM 280L  Prerequisite: CHEM 164.**

399. **Internship in Chemistry** 1-4 Hours
    Field experience in a selected area of interest, including on-the-job experience and practical training. May be repeated for credit up to nine hours. **Prerequisite: Permission of instructor.**

460. **Biochemistry** 4 Hours
    An introduction to the major groups of biochemical molecules, the catabolic processes which derive energy from them and the anabolic processes which produce them. Special attention is given to basic metabolic cycles and pathways (glycolysis, the TCA cycle, electron transport and oxidation phosphorylation) and to carbohydrate, lipid, protein and nucleic acid biosynthesis. These processes are related to cells and cellular substructure. Three lectures and one three-hour laboratory period each week. **Lab: CHEM 460L  Prerequisites: BIOL 125, CHEM 261  Suggested: CHEM 262.**

461. **Physical Chemistry I** 4 Hours
    A study of the fundamental laws of chemistry, emphasizing a more mathematical and thorough approach than prior courses. Topics of study include gas laws, thermodynamics, phase equilibria and kinetic theory. Three lectures and one three-hour laboratory each week. **Lab: CHEM 461L  Prerequisites: CHEM 164, PHYS 122, MATH 132.**

465. **Independent Study in Chemistry** 1-4 Hours
    An opportunity for a chemistry major to engage in independent study and research. A research paper is required as evidence of accomplishment. May be repeated for credit.

**CHINESE (CHI)**

161. **Elementary Chinese I** 3 Hours
    No prerequisites.

162. **Elementary Chinese II** 3 Hours
    Prerequisite of Chinese I or permission of instructor. A basic course that focuses on daily conversational Chinese; including pronunciation, idioms and phrases. Written instruction will center on a basic knowledge of pinyin, the essentials of grammar and the start of learning Chinese characters. For beginning students and those with less than two units of high school Chinese. **Prerequisite: CHI 161.**

271. **Independent Study in Chinese** 1-3 Hours
    May be repeated.

**COLLEGE STUDIES (COL)**

066. **English as a Foreign Language** 2 Hours
    The purpose of this course is to prepare
international students to demonstrate a proficiency in the skills of the English language, including reading, writing, listening and speaking. The course will focus on the reading and comprehension of a variety of written texts. Students will also develop their skills in written and oral expression. (Required for international students whose scores on the reading test fall below the satisfactory level.) Credit hours do not count toward graduation.

300. Prior Learning Assessment 1 Hour
This course is designed to teach the student how to prepare and present non-collegiate prior-learning experiences for academic credit at Bethel College. It includes the actual preparation, evaluation and revision of materials supporting a petition for credit in a particular discipline area. Assignments and classroom presentations and activities sharpen critical thinking and written communication skills. Available to adult students only.

COMMUNICATION AND MEDIA ARTS (COMM)

105. Foundations of Communication 3 Hours
Students will gain introductory and basic working knowledge in many of the disciplines of Communication represented at Bethel College, including Communication Theory, Intercultural, Interpersonal, Journalism, Mass Communication, and Public Relations.

171. Speech Communication 3 Hours
This course develops critical speaking and listening skills. Students will be expected to invent and arrange collegiate-level, dialogical messages appropriate for a specific audience, support the messages with suitable informative or persuasive reasoning, present the messages articulately and engage other messages with comprehensive and critical listening skills.

205. Media Lab 3 Hours
This course gives students hands on experience in news writing, radio, photojournalism and graphic design. Students will write news stories for the school's online newspaper and radio station; they will do their own radio shows for the school's online radio station; they will learn graphic design elements for the school's yearbook and they will learn how to use a more complex video camera.

251. Introduction to Public Relations 3 Hours
The history of public relations, its development into an industry and theoretical basis supporting the field. The student examines the process, including research, planning and evaluation: the various publics; and aspects of the practice of public relations in various settings.

252. Public Relations Writing & Production 3 Hours
This course develops skills and techniques that cover several closely associated areas such as writing for public relations, copy dissemination, media use, and media network design. These techniques range across internal and external media, print, electronic and audiovisual media. Prerequisite: COMM 251.

253. Bethel Prime Time 3 Hours
Students in this course put together their own TV news program. They will learn the terminology and basics of TV news while also getting hands-on experience producing their own video stories.

272. Introduction to Interpersonal Communication 3 Hours
Principles of effective communication in dyads (two persons) and small groups. The course focuses on developing skills of effective communication, valuing others in a Christlike way by establishing and maintaining a positive communication climate and managing conflict in a positive manner.

275. Advanced Media Reporting 3 Hours
Development and enhancement of the skills necessary for reporting in the broadcast field, including television, radio and online video reporting. Students learn the basic requirements of each medium by reporting on a variety of situations, including live reporting for both TV and radio. Prerequisite: JRNL 211.

276. Introduction to Advertising 3 Hours
Cost-effective strategies in advertising, including studies in demographics, manipulation, media-packaging and promotional ethics. Skills are developed in direct-mailing, telephone campaigns, mediathons, print and media copywriting and design. Identical to BADM 424.
278. Radio & TV Announcing  3 Hours
Development of an acceptable but individual style of announcing. Skills include announcing news, commercials, weather, continuity and music.

308. Advanced Public Speaking  3 Hours
The study of advanced public speaking and rhetoric to include effective argumentation, debate, sermon preparation, oral interpretation of texts, and group presentations in academic and occupational settings. Prerequisite: COMM 171.

345. Social Media  3 Hours
Upon completion of this course students will understand the impact of social media on our culture, and they will learn how to use it effectively for relationships, personal marketing, public relations, journalism, and business. Students will also learn how to develop social media strategies for different businesses and organizations. They will learn the value of social media and the drawbacks.

352. Intercultural Communication  3 Hours
This course explores issues related to the intercultural communication process and considers the important role of context (social, cultural and historical) in intercultural interactions. This course examines the complex relationship between cultures and communication from various theoretical perspectives. Special emphasis will be given to assessing and managing cross-cultural conflict and cross-cultural ministry applications.

371. Mass Media & Society: Secular & Christian Perspectives  3 Hours
History and development of the major mass media into today’s communication industries and media support systems. Consideration also is given to the impact and consequence of mass communication on society from Christian and secular viewpoints, and the responsibilities and influences of Christians in media professions.

375. Persuasion  3 Hours
The study of the processes of attitude change and the characteristics of persuasive messages and sources. Topics include ethics, theories of persuasion, and techniques of persuasion, including print, speech and persuasive campaigns.

380. Radio & TV History & Theory  3 Hours
Introduction to the electronic broadcast media. This study examines the use and management of radio energy, broadcasting’s origin and growth, economics, social control and influence.

385. Special Topics in Rhetoric  3 Hours
Topics will vary from year to year, and may include such titles as Rhetoric of Racial Reconciliation, Rhetoric of Gender, Rhetoric of Redemptive Violence, Visual Rhetoric, and major rhetoricians or rhetorical perspectives. May be repeated for credit.

386. Fieldwork in Communication  1-3 Hours
Appropriate pre-professional experience with a local organization in communication field to be completed by student’s junior year. Under faculty supervision, each student will observe and work on-site, log tasks performed, collect appropriate artifacts and write a fieldwork paper. Fieldwork students must work 35-40 hours per credit hour. Repeatable up to 3 hours.

387. Communication/PR Research  3 Hours
This course focuses on practical approaches to research in public relations campaigns. Topics explored include survey techniques, questionnaire development, interviewing techniques, attitude measurement, copy testing, audience analysis, computer database searches, evaluation of external research and data interpretation. Students will select, create and use different research techniques to case study problems and will analyze results.

440. Media Ethics  3 Hours
This course is designed to teach the student the theoretical approaches that underlie ethical principles and situations in the following media: advertising, print and broadcast journalism, film, photojournalism, public relations, television and the World Wide Web. Students will learn how to apply ethical decision-making strategies to actual and proposed cases, analyze cases from an ethical standpoint and develop ethical guidelines for personal and professional behavior. We will also explore how the media can better serve the public through ethical decision-making. Prerequisite: Permission of instructor.

445. Public Relations Strategy & Implementation  3 Hours
This course requires students to apply
research and problem-solving techniques to actual or simulated public relations problems. Students will research, plan, write, schedule, budget and evaluate case problems and will employ skills developed from previous coursework. Preparation and presentation of an actual public relations campaign will be the natural culmination of this course.

450. Portfolio Completion in Communication 2 Hours
Completion of a portfolio of samples of professional quality. The completed samples must represent both depth and breadth of experience and skill. Portfolios by communications majors must be approved by department faculty to complete graduation requirements of the communications major. Cross-listed with ENGL 450.

460. Communication Theory 3 Hours
An exploration of the process of theory building in the field of communication. The student will examine the ways in which theory is generated and a number of examples of theory building at work. Theory-building exercises will be employed in the class, including consideration of theories of communication from a Christian perspective.

474. Independent Study in Communication 1-3 Hours
Private study in areas of communication not specifically addressed in existing courses. Majors or minors in communication may select areas of interest for private study. Signed permission of the instructor, before registration, is required. May be repeated for credit. 
Prerequisite: Permission of instructor.

476. Internship in Communication 1-6 Hours
Supervised professional experience in chosen field at work site. Internships are appropriate for second semester juniors and seniors who are ready to receive and complete substantive assignments that apply learned skills. Faculty and practitioners work together to link learning objectives with assessed outcomes. Internship students must serve 35-40 hours per credit hour, keep an active journal, collect artifacts and make a presentation of what they have accomplished at the end of the semester. Repeatable up to 6 credit hours.

CRIMINAL JUSTICE (CRMJ)

101. Introduction to the American Criminal Justice System 3 Hours
Study of the agencies and processes involved in the United States Criminal Justice System: the police, the courts and corrections.

201. Juvenile Justice System 3 Hours
Study of the juvenile system including the theories of causation and prevention, functions and institutions and community agencies.

202. Law Enforcement 3 Hours
Study of the operations and history of law enforcement in the United States, including municipal, county, state and federal agencies.

203. Corrections 3 Hours
An introduction to the field of corrections and a survey of the philosophies and practices relevant to processing the convicted offender through the several methods developed to change the offender from a law violating person to a law conforming person.

301. Criminal Law 3 Hours
Introduction to criminal law, including the history and development of the law. Specific crimes against person, property and public order are discussed along with judicial issues and decision by the courts. Prerequisite: CRMJ 101.

302. Criminalistics 3 Hours
Study of physical, biological, medical and behavioral sciences to crime investigations and detection. Hair, fibers, blood stains, paints, weapons, polygraphs, prints and other evidence will be discussed. Evidence collection at crime scenes will be considered. Prerequisites: CRMJ 101, 202.

303. Criminal Justice Seminar 3 Hours
In-depth analysis of selected topics in criminal justice. May be repeated once.

304. Criminal Investigations 3 Hours
Theoretical and practical study of investigations of crime, including crime scene procedures, interviews, interrogations, surveillance techniques and testifying in court.

401. Law, Ethics & the American Legal System 3 Hours
An in-depth analysis of the ethical issues confronting the criminal justice system in America in order to develop a greater awareness of the moral and eth-
ical implications of conduct, to develop critical and analytical skills and to foster whole sight in addressing social and criminal justice issues. **Prerequisite:** CRMJ 101.

### 402. Criminal Court Process 3 Hours
A comprehensive study of the criminal court process, including topics of choosing a jury, rules of evidence, admissible statements and different roles of the characters in a courtroom. **Prerequisite:** CRMJ 101.

### 451. Independent Study 1-3 Hours
An opportunity for independent research and writing by advanced Criminal Justice majors. **Prerequisite:** Permission of instructor.

#### COMPUTER SCIENCE (CSC)

### 230. Networks 3 Hours
Introduction to design and performance evaluation of computer networks, including such topics as what protocols are, layered network architecture, internet protocol architecture, network applications, transport protocols, routing algorithms and protocols, internetworking, congestion control, and link layer protocols including Ethernet and wireless channels. **Prerequisite:** ITSC 121

### 310. Special Topics in Computer Science 3 Hours
A survey of specialized areas of current interest in computer science.

#### EARLY CHILDHOOD EDUCATION (ECED)

### 111. Introduction to Early Childhood Education 3 Hours
This course provides the student with an overview of the field of early childhood education. Included are a historic perspective, theories and philosophies, program models, the role of the teacher, parents and teachers as partners, creating a learning environment, understanding and guiding child behavior, evaluating for effectiveness and current issues and trends. Field experience required.

### 112. Nutrition, Health & Safety for Early Childhood 3 Hours
This course explores the requirements for providing food service in a licensed daycare facility. Included are food-relat-
ed behavior, dietary guidelines, meal planning and preparation, mealtime environment, sanitation and food safety guidelines and qualification and specification requirements for meeting state and Child and Adult Care Food Program (CACFP) requirements. Students will also learn to use health and safety methods that follow OSHA guidelines.

### 215. Understanding Special Needs Children 3 Hours
This course presents students with strategies for working with children who have special needs, including developmental delays, physical challenges, emotional needs and exceptional needs. Field experience required.

### 311. Emergent Literacy 3 Hours
This course explores children's early interactions with print (both reading and writing). The development of verbal and print language from birth to primary grades is discussed. Developmentally appropriate practices, as well as materials and activities that promote literacy awareness and growth are examined and constructed. This course includes 15 hours of fieldwork at the kindergarten level.

### 312. Early Childhood Student Teaching (A.A. degree) 3 Hours
This course offers an opportunity for A.A. degree candidates to gain practical hands-on experience in an early childhood classroom/center (consisting of 100 hours). The student plans appropriate activities and accepts major responsibility for guiding the children.

### 313. Child Care Administration 3 Hours
This course focuses on the administration of early childhood programs. Program planning, operational aspects and program services are main content areas. Field experience required.

### 315. Workshop in Early Childhood 1-4 Hours
A workshop dealing with an educational problem or issue in early childhood. Repeatable. **Prerequisite:** Permission of instructor.

### 316. Early Childhood Learning Environment 4 hours
This course discusses the physical surrounding for providing quality care for infants, toddlers, preschoolers, and kindergarteners in child care facilities. Students will learn about room arrange-
ment, play areas, equipment, toys, and health factors. Caregiving skills, organizational guidelines, and developmentally appropriate learning activities are discussed. Licensing requirements and current research for the age groups are studied. Students will examine materials and procedures for providing appropriate learning experiences, and prepare activities for each age group. Field experience required.

415. Content Methods 4 Hours
This course surveys methods of teaching social studies, math and science in early childhood settings. Developmentally appropriate practices will be examined and practiced. Concurrent: ECED416.

416. Methods Field Experience 0 Hours
This course is designed to provide students an opportunity to practice and apply skills learned in the Content Methods class. Students will participate fully in an early childhood classroom/center for 30 hours during the semester. Students will assist the head teacher, provide instruction, and engage in professional activities. Concurrent: ECED415.

420. Independent Study in Early Childhood 1-4 Hours
An opportunity for students to study an area of educational concern through stimulation of his/her own initiative by independent research. Repeatable.

425. Early Childhood Student Teaching (B.A. degree) 2-5 Hours
This capstone course requires B.A. candidates to complete an extended placement (175 hours) in an early childhood classroom/center. The student will plan appropriate activities and accept major responsibilities for guiding children in learning. Attendance at weekly seminars required. Prerequisite: Completion of all ECED coursework.

426. Early Childhood Student Teaching Seminar 0-1 Hours
Seminar designed for Early Childhood majors during their student teaching semester. Professional issues will be discussed, as well as resume development and job search procedures. Concurrent: ECED 312 or ECED 425.

**ECONOMICS (ECON)**

150. Introduction to Economics 3 Hours
This course provides an introduction to the field of Economics. Main topics include the Micro, Macro, and International Economy. Prerequisite: MATH 070 or Proficiency

229. Principles of Macroeconomics 3 Hours
An examination of the economy as a whole based on aggregates of price, output, and employment. Private and public finance, money and banking, and national income accounting and determination will be analyzed.

230. Principles of Microeconomics 3 Hours
An examination of how consumers and firms make decisions using scarce resources. The course covers markets, prices, consumer theory, production, costs, and industry structures.

233. Principles of Economics 3 Hours
A survey of the concepts, models and scope of the economics profession. This course gives attention to the study of micro and macro economic principles. Topics include supply and demand, consumer behavior, market structure, income determination, interest rates, inflation and unemployment.

239. Personal Finance 3 Hours
A practical study of the nature of managing one’s personal finances and resources, which includes budgeting, analyzing insurance needs, comparing investment opportunities, evaluating credit purchasing and reviewing basic tax considerations.

302. Economic Issues 3 Hours
Course examines important historical economic episodes in the history of the United States such as the Great Depression, the creation of the Federal Reserve Bank and the use of price controls in the 1970s. The course also examines contemporary economic issues such as poverty, health care, environment and education. Prerequisite: ECON 229 and ECON 230.

303. Economic Development 3 Hours
Course examines the forces contributing to and retarding economic progress in developing countries and evaluates various development strategies. The role of foreign trade, economic integration, foreign investment, multinational
corporations and technological transfers are examined. **Prerequisite:** ECON 229 and ECON 230.

### 304. Principles of Investments 3 Hours
Introduction to the analysis of the valuation of equity and debt securities given modern capital market theory. Course introduces fundamental and technical analysis of stock market investments. **Prerequisite:** ECON 229 and ECON 230.

### 329. Intermediate Macroeconomics 3 Hours
This course includes a theoretical treatment of income determination, unemployment, inflation and interest rates. Models of aggregate economic activity and policy are examined from several viewpoints. **Prerequisite:** ECON 229.

### 330. Intermediate Microeconomics 3 Hours
This course includes a theoretical analysis of consumer behavior, the determination of prices and the allocation of resources in a market economy. The economic behavior of individual consumer and the firm are examined. **Prerequisite:** ECON 230.

### 332. Management Finance 3 Hours
A study of principles and methods in acquiring and administering the funds (both debt and equity capital) of business enterprises. Financial analysis, return on investment and capital budgeting concepts are also covered. **Prerequisite:** ECON 229.

### 333. Seminar in Economics 3 Hours
A variety of economic topics are analyzed and discussed in this course. The seminar may focus on one aspect of the economics discipline or several related topics may be examined. **Prerequisite:** ECON 229 and ECON 230.

### 402. Internship in Economics & Finance 1-3 Hours
Field experience in a selected area of interest, including on-the-job exposure and completion of a significant project.

### 431. Money & Banking 3 Hours
A study of monetary theory and banking. Attention is given to commercial banking, the federal reserve system, foreign exchange, investment banking and interest rates. **Prerequisite:** ECON 229 and ECON 230.

### 432. Independent Study 1-3 Hours
An opportunity for directed study or research in some area of interest or problem in economics. May be repeated for credit. **Prerequisite:** Permission of instructor.

### EDUCATION (EDUC)

### 102. Foundations of Education 2 Hours
The study of selected historical and philosophical foundations of American education. Engages students in evaluating their potential for teaching. Also includes: Bethel’s teacher education program requirements, the supply and demand situation in teaching, the governance and financing of public education, the role of teacher unions and professional associations and selected issues in education. Field experiences at two levels are required: elementary, middle school/junior high or high school. **Prerequisite:** At least a 2.0 G.P.A.

### 105. College Success 1 Hour
This course is designed to facilitate a successful adjustment to the collegiate learning experience by introducing students to the social ethos and academic expectations of Bethel College. The course fosters an understanding of the social values and the development of academic skills necessary for success at Bethel. Required of all traditional students admitted on probation or placed on probation after their first semester.

### 204. Diversity in the Classroom 2 Hours
Provides an overview of students from diverse cultural, racial, economic and language groups as well as students with physical, psycho-social and intellectual exceptionalities. Understanding is broadened through school and community-based field experiences. Fifteen hours of field experience is required. **Lab:** EDUC 204L **Prerequisite:** EDUC 102.
205. Educational Pedagogy I 3 Hours
This course introduces students to theories and research concerning teaching and learning. Discussion of the following are included: theories of learning; theories of classroom management; learning styles; motivation; research on effective teaching and effective schools; assessment and evaluation technique; how to interpret test scores; and how to explain them to parents. Fifteen hours of field experience are included. Lab: EDUC 205L Prerequisite: EDUC 102.

305. Educational Pedagogy II 3 Hours
This course is designed to help students apply theory to the school classroom. Areas emphasized include planning for instruction, instructional strategies and evaluation and assessment of student learning. Classroom management strategies will also be addressed. Students will plan and implement lessons. The technology aspect of the course will include word processing, presentations, CAI, record keeping and use of the computer as an aid to instruction/learning. A variety of educational software and teacher utilities will be used. Fifteen hours of field experience are included. Lab: EDUC 305L Prerequisite: EDUC 205.

308. Teaching Exceptional Learners 2 Hours
This course prepares preservice teachers to modify instruction for learners with needs outside of mainstream instructional practice. Specifically, the needs of inclusion students, gifted learners and other students with special circumstances will be addressed. Application will be integrated with the methods coursework as students interact directly with the diverse learners found in their field placement classrooms. Students will learn procedures for adapting instruction, varying assessment procedures, designing appropriate interventions, altering equipment usage and managing IEPs and para-professionals.

406. Workshop in Education 1-4 Hours
A workshop dealing with an educational problem or issue. Repeatable. Prerequisite: Permission from instructor.

407. Independent Study 1-4 Hours
An opportunity for an elementary or secondary education student to study an area of educational concern through stimulation of his/her own initiative by independent research. Repeatable.

409. Practicum 1-2 Hours
This course is designed to give the student teaching experience usually in a laboratory setting. They will have the opportunity to apply techniques learned in the methods courses to practical situations. Permission of the divisional chairman is required. Repeatable. Prerequisite: Permission from instructor.

411. Senior Seminar in Education 2-3 Hours
Prerequisite: Admission to teacher education program. Repeatable. These seminars vary in content according to current trends and issues in education.

441. Professional Education Seminar 0-2 Hours
The professional seminar is taken during the student teaching semester. Strategies for success in student teaching and procedures for making the transition from student to professional are explored. The legal and ethical responsibilities of Christian educators in both public and private schools are addressed. In addition, philosophical and theoretical foundations of education are applied to the refinement of a personal philosophy of education encompassing a Christian worldview. Taken concurrently with student teaching.

455. Student Teaching I 6-12 Hours
A fulltime teaching experience in an elementary, middle or high school setting. The candidate works under the joint direction of a cooperating teacher and a college supervisor. The experience can be from 8-16 weeks in duration. Prerequisites: Completion of all professional education coursework and approval of the Education Department faculty. Concurrent: EDUC 441.

456. Student Teaching II 2-6 Hours
A fulltime teaching experience in an elementary, middle, or high school setting. The candidate works under the joint direction of a cooperating teacher and a college supervisor. This course provides a student teacher with a second placement in a different grade level or school setting than EDUC 455 or can be used for candidates seeking a special internship experience. It can be from 4-8 weeks in duration. Prerequisites: Completion of EDUC 455 or approval of the Education Faculty.
ELEMENTARY EDUCATION
(ELED)

221. Children’s Literature 3 Hours
A study of children’s literature for the elementary grades, considering the various types, with attention given to the reading and evaluation.

305. Teaching in the Primary Grades 3 Hours
In this course students explore the role of families, communities and schools in supporting learning through creativity and play, especially in the primary grades. The course includes investigation and design of appropriate methods and strategies for psychosocial interaction, including creation of classroom environments that provide for elementary students’ optimum development to learn with peers and adults. Fifteen hours of classroom observation/participation are required. Lab: ELED 305L Prerequisite: EDUC 102 or ECED 111.

308. Teaching Exceptional Learners K-6 2 Hours
This course prepares preservice teachers to modify instruction for learners with needs outside of mainstream instructional practice. Specifically, the needs of inclusion students, gifted learners and other students with special circumstances will be addressed. Application will be integrated with the methods coursework as students interact directly with the diverse learners found in their field placement classrooms. Students will learn procedures for adapting instruction, varying assessment procedures, designing appropriate interventions, altering equipment usage and managing IEPs and para-professionals. The course is an integral component of the Elementary Methods Block and includes an extensive field placement.

311. Emergent Literacy 3 hours
This course explores children’s early interactions with print (both reading and writing). The development of verbal and print language from birth to primary grades is discussed. Developmentally appropriate practices, as well as materials and activities that promote literacy awareness and growth are examined and constructed. This course includes 15 hours of fieldwork at the Kindergarten level.

411. Elementary Methods Experience 1 Hours
This course is designed to provide an opportunity to experience an elementary classroom. Students will fully participate in the school environment during the semester for approximately 150 hours. Students will assist the cooperating teacher, provide instruction, and engage in professional activities. Prerequisite: Admission to teacher education program. Concurrent: EDUC 408.

417. Method and Materials for Elementary School Art Educators 3 Hours
Methods and materials for teaching the Visual Arts in Elementary school are examined and practiced. Fieldwork is required. Lab: ELED 417L Prerequisites: Admission to the Teacher Education program.

418. Social Studies Methods 2 Hours
Surveys the curriculum, materials and methods for teaching social studies in the elementary school classroom. Field experience is required. Lab: ELED 418L Prerequisites: Admission to the Teacher Education program.

419. Science Methods 2 Hours
Surveys the curriculum, materials and methods for teaching science in the elementary school classroom. Field experience is required. Prerequisites: EDUC 305 and admission to the Teacher Education program.

421. Reading & Language Arts I 3 Hours
This course is for students preparing to teach Pre-K through grade six. Attention is given to emergent literacy, the how and why of teaching the communication skills and the organization of language arts including literature-based programs. Field experience is included. Lab: ELED 421L. Prerequisite: EDUC 205 and admission to the Teacher Education program.

425. Mathematics Methods 3 Hours
Methods and materials for teaching mathematics in the elementary classroom are examined. Field experience is required. Prerequisites: EDUC 305, MATH 281 & 282, and admission to teacher education program.

431. Reading & Language Arts II 3 Hours
This is a continuation of the Reading & Language Arts I Course. Attention is
given to reading theory, strategies for teaching word identification, comprehension, assessment and study skills, as well as issues in language arts instruction. **Prerequisite:** ELED 421.

### ENGLISH (ENGL)

#### 100. College English 3 Hours
This course strengthens college-level reading, writing, and thinking skills by focusing on the composition and analysis of essays with a variety of genres and purposes. The course will immerse students in the discourse expectations of college and professional life. Collaboration, inquiry, critical response, and writing as discipleship will be emphasized. Required for students who do not meet English proficiency standards (Below 17 for the ACT English and Reading sections, below 450 for the SAT Reading and Writing sections). Does not count toward general education requirements. A grade of C- or higher is required to pass the course.

**Prerequisite:** ELED 421.

#### 101. Written Communication II 3 Hours
This course is designed to develop critical skills in reading, writing and research, including expressive, informative and persuasive writing. A short research paper is required. A grade of “C-“ or higher is required to pass the course.

**Prerequisites:** ENGL 100 or proficiency.

#### 101R. Research Writing I 1 Hour
This course is designed for transfer students who need only a short research paper to receive credit for ENGL 101. The course will teach writing, research and MLA and APA documentation skills. A short research paper (minimum 1,200 words) is required. **Prerequisite:** Permission of instructor.

#### 102. Written Communication III 3 Hours
This course provides further practice in the process of writing, with emphasis on analysis and evaluation of written texts. A major research paper (2400 words) on a topic in the humanities is required. A minimum grade of “C-“ or higher is required to pass the course. **Prerequisite:** ENGL 101 (C- or higher).

#### 102R. Research Writing II 1 Hour
This course is designed for transfer students who need only a major research paper to receive credit for ENGL 102. The course will teach writing, research and MLA and APA documentation skills.

A major research paper (minimum 2,400 words) on a topic in the humanities is required. **Prerequisite:** Permission of registrar.

#### 104. College Writing for Adults 3 Hour
This course is a refresher course in writing for adult students. If selected, generally it should be taken prior to completing the written communications requirements in general studies, and/or before attempting an unstructured Prior Learning Assessment. The course will cover the writing process, grammar review, critical thinking skills, and conventions of college writing. This course does not replace either ENGL 101 or ENGL 102.

#### 150. Gateway to English Studies 2 Hours
This course introduces English and English Education majors to the broader field of English studies, including literature and literary research, literary theory, cultural studies, composition, professional writing, rhetoric, and English education. The course also introduces students to Bethel’s English faculty and to its programs, offerings, and opportunities in the discipline of English. The English major’s portfolio requirement is introduced. This course serves as the “gateway” to the English major at Bethel and should be taken in either the freshman or sophomore year.

#### 301. Standard English Grammar 3 Hours
The practice and theory of standard English grammar, as well as methods to learn and teach grammar, form the instructional content of this course.

#### 303. Creative Writing 3 Hours
Broad overview of the four creative writing genres: poetry, fiction, drama, and creative non-fiction. Students practice writing original creative works and publish an issue of the literary magazine, The Crossings. **Prerequisite:** ENGL 102.

#### 304. Introductory Linguistics 3 Hours
This course emphasizes language structure, including phonetics (the sounds of language), phonology (the sound systems of language), morpho-logy and lexicon (structured meanings in words) morphemes (units of meaning), syntax and semantics.

#### 371. Advanced Composition: Theory & Practice 3 Hours
This course emphasizes recent research
and theories about writing and researching writing, including research writing in the classroom. Research paper and other essays required. (Offered fall semester of odd-numbered years.)

401. History of the English Language 3 Hours
An outline history of the English language, tracing the origin of our language back to its earliest beginnings with its relation to the Indo-European family. Includes a technical study of etymology. Prerequisite: ENGL 102.

450. Portfolio Completion in English 1 Hour
Completion of a portfolio of samples of professional quality. The completed samples must represent both depth and breadth of experience and skill. Portfolios by English majors must be approved by department faculty to complete graduation requirements of the English major. Cross-listed with COMM 450. Prerequisite: Permission of instructor.

465. Writing Practicum 1-4 Hours
Students experience work internships in writing to expand their horizons, strengthen their experience and enhance their skills. May be repeated for up to a total of six credit hours. Prerequisite: Permission of instructor.

ENGINEERING (ENGR)

101. Introduction to Engineering 3 Hours
An introduction to the various engineering disciplines designed for entering Engineering Science majors. Two half-semester multidisciplinary projects are used to illustrate the application of engineering modeling, analysis and design principles to solve a variety of practical problems. The projects are intended to span areas of interest in all areas of engineering. The Engineering profession, Christian ethics and missional opportunities (local, national, and international), will be addressed. Lab: ENGR 101L

225. Statics 3 Hours
Equilibrium of coplanar and noncoplanar force systems, analysis of forces in rigid systems, friction, centroids and moments of inertia. Prerequisites: MATH 132, PHYS 121.

226. Dynamics 3 Hours
Motion of particles; relative motion; kinetics of rotation, translation and motion in a plane; impulse-momentum; work and energy. Prerequisites: MATH 132, PHYS 121.

327. Solid Mechanics 4 Hours
Study of tension, compression, shear, axially loaded members, torsion, shear forces and bending moments, stresses in beams, analysis of shear and strain, plane stress, deflection of beams and buckling. Lab: ENGR 327L Prerequisite: ENGR 225.

350 Internship in Engineering 1-4 Hours
Field experience in a selected area of interest, including on-the-job experience and practical training. May be repeated for up to nine hours. Prerequisite: Permission of instructor.

FINE ARTS (FA)

115. Introduction to World Music 3 Hours
This course focuses on selected musical traditions from around the world. The course is designed to help students (1) understand the importance of music as a human (and humanizing) activity, (2) appreciate the diversity of musical expressions and cultural values from around the world, (3) learn the distinctive qualities of different musics, and (4) enjoy all music more fully. No previous musical performance experience is required.

170. Perspectives in Fine Arts 3 Hours
A study of music, graphic arts, sculpture and architecture. The recognition, appreciation and enjoyment of the fine arts is the aim of the course. The relation of forms of expression to sociological and political influences is shown.

171. Survey of Music 3 Hours
A survey of western music, employing examples ranging from the Middle Ages up to the present day. A few technical matters will be presented but the primary work will be experiencing music, mostly in class, and reacting to it by means of written essays. Though designed for the musical novice, the course will also include material of interest to the experienced musician.

172. Survey of Art 3 Hours
This course provides exposure through slides, video and physical examples of artworks chronicking several notable art-
works and artists. Local professional artists will provide periodic guest lectures about their artwork. Though designed for the art novice, this course will also include material of interest to art majors, art minors and local area artists. This course is not meant to replace Art History I or II which are survey courses mandatory for art majors. It is, instead, an introduction to the world or visual art.

370. Fieldwork in Fine Arts 1-6 Hours
Internship experience in a career specialization. An opportunity to develop and demonstrate skills and work behaviors appropriate to a professional career choice. Instructor’s approval required. May be repeated.
Prerequisite: Permission of instructor.

FRENCH (FREN)

131. Elementary French I 3 Hours
132. Elementary French II 3 Hours
A beginning course consisting of pronunciation, grammar, composition, conversation and readings from graded texts. For beginning French students and those with less than two units of high school French.

231. Intermediate French I 3 Hours
232. Intermediate French II 3 Hours
This course aids in the understanding of more advanced French grammar, vocabulary and composition. It includes extensive reading in selected French texts.

271. Independent Study in French 1-3 Hours
May be repeated.

331. French Composition & Conversation 3 Hours
The goal of this course is to develop in the student a command of the language’s resources so that he/she may express himself/herself, whether orally or in writing, with a degree of accuracy, spontaneity and sophistication that marks a notable advance beyond the level attained in FREN 231 and 232. The time is to be equally divided between written composition and conversation.
Prerequisites: FREN 231 or 232.

333. Survey of French Literature II 3 Hours
A study of selected works by selected French authors of the Middle Ages, the Renaissance, the 17th and 18th centuries. The main emphasis will be on writers of the 17th century. Authors to be studied through their works are Villon, Rabelais, Montaigne, Corneille, Racine, Moliere, Pascal, LaFontaine, Voltaire and Rousseau. To be conducted primarily in French. Prerequisite: FREN 331.

GERMAN (GER)

141. Elementary German I 3 Hours
142. Elementary German II 3 Hours
A beginning course consisting of pronunciation, essentials of grammar, composition, conversation and readings from graded texts. For beginning German students and those with less than two units of high school German.
Prerequisites: GER 141.

271. Independent Study in German 1-3 Hours
May be repeated.

GREEK (GRK)

151. Elementary Greek I 3 Hours
152. Elementary Greek II 3 Hours
A beginning course consisting of pronunciation, essentials of grammar, composition and reading in the KOINE Greek.

251. Greek Exegesis 3 Hours
This course concentrates on vocabulary, grammar and translation in the Greek New Testament. Principles of exegesis are studied, with practice in selected passages.
Prerequisites: GRK 151, 152.
255. Independent Study in Greek
An opportunity to engage in independent study in KOINE or classical Greek.

351. Seminar in Biblical Greek
These seminars enable the student to continue to develop his/her biblical languages to encompass large sections or books or the Hebrew and Greek testaments. The emphasis continues to enable the student to acquire the languages as theological tools for exegesis of God’s word. Repeatable.

HEALTH CARE
MANAGEMENT (HCM)

310. Health Care Management
This course explores essential principles and techniques of quality improvement of patient care and the management of services in health care organizations. The importance of organizational assessment and quality improvement will be emphasized. Topics will address basic fundamentals of quality management, systems thinking and goal setting, conflict management, statistical research and data collection tools, medical errors and reporting, public perception and health care accountability.

320. Leadership in Healthcare
This course provides students with an overview of concepts and issues related to health care leadership. Students explore the skills and knowledge needed to be successful in a diverse health care environment. Topics include health care leadership, organizational design as it relates to the uniqueness of health care organizations, workplace diversity and leading health care professionals.

325. Health Care Informatics
This course introduces the current status of information systems in healthcare. Topics will include information architectures, administrative and clinical applications, information retrieval, decision support systems, security and confidentiality, information system cycles, the electronic health record, key health information systems and standards, and medical devices.

330. Medical Terminology and Usage
This course is a primer for students with little or no health care experience. Students will learn terminology associated with managed care, health care quality, government regulations, health care finance and insurance issues, legal issues, patient safety and accreditation.

335. Contemporary Issues in Health Care
This course takes the broad, complex topic of health care in the United States and presents it in a digestible format. Objective coverage of key topics includes cost, access, quality, financing, workforce, and public health. By blending current, factual data, basic principles, and multiple perspectives on controversial issues, the course provides a balanced approach to the core issues facing the health care industry.

410. Policy and Ethics in Health Care Management
Individuals in the health care industry face ever-changing legal policy and ethical trends in their environment. In order to manage these trends, practitioners will need to develop specific skills to help them evolve in their role as change agent. This course will provide the student with the skills necessary to mitigate liability through risk management principles, develop relationship management skills, apply an ethical decision-making framework, incorporate employment law procedures, and manage communication.

420. Insurance and Managed Care
This course introduces students to the basic fundamentals of health care insurance billing and procedures. Topics include terminology unique to the health insurance industry, the various forms of health insurance, as well as various processes for patient billing in health care settings.

430. Health Care Financial Management
Health Care Financial Management addresses the current financial environment in which health care organizations operate. There is an exploration of financial and accounting fundamentals and managerial accounting. Critical concepts in making sound financial decisions are presented with a focus on a cost-effective health care organization.
HEBREW (HEB)
151. Elementary Hebrew I 3 Hours
152. Elementary Hebrew II 3 Hours
A beginning course consisting of pronunciation, essentials of grammar, Semitic language structure and reading in biblical Hebrew. In the second semester, attention is given to grammar and extensive reading of selected biblical passages.

251. Hebrew Exegesis 3 Hours
This course concentrates on vocabulary, grammar and translation in the Hebrew Old Testament. Principles of exegesis are studied with practice in selected passages. Prerequisites: HEB 151, 152.

255. Independent Study in Hebrew 1-3 Hours
Opportunity to engage in independent study in biblical Hebrew. Enrollment by permission of instructor.

351. Seminar in Biblical Hebrew 1 Hour
These seminars enable the student to continue to develop his/her biblical languages to encompass large sections or books of the Hebrew and Greek testaments. The emphasis continues to enable the student to acquire the languages as theological tools for exegesis of God's Word. Repeatable.

HISTORY (HIST)
242. United States History I 3 Hours
A study of the history of the United States from the period of discovery through Reconstruction. Emphasis is placed on political, social and economic developments.

243. United States History II 3 Hours
A study of the history of the United States from Reconstruction to the pres-ent. Emphasis is placed on the political, social and economic developments.

246. Introduction to World Civilizations 3 Hours
A general introduction to the individuals, ideas and institutions that have helped shape the course of human history. Primarily designed for freshman and sophomore students. Recommend: ENGL 101 or permission of the instructor.

330. Themes in World History 3 Hours
The exploration of a specific theme in world history. Included among the possible themes are the history of science, the history of warfare, the history of medicine, the history of heresy and religious dissent and the history of modern revolutionary movements. May be repeated for credit.

333. Early Modern World 3 Hours
An examinations of the religious, political, economic and cultural transformations that led to the Western European dominations of the world by the mid-19th century. Attention will also be given to the continuities and changes in other regions of the world.

334. Modern World 3 Hours
A study of the religious, political, economic and cultural changes that characterize the shift from the era of European domination to the increasingly cosmopolitan contemporary world.

336. Ancient and Medieval World 3 Hours
A survey of world history from the emergence of the earliest civilizations to the “High Middle Ages.” Attention will be given to the major political, social, cultural, and religious developments in Asia, Africa, and Europe.

341. United States Foreign Relations 3 Hours
A study of the diplomatic relations of the United States, designed to acquaint the student with our present foreign policy.

345. American Religious History 3 Hours
A study of major movements, persons and themes in American religion: for example, Puritanism, the Great Awakening, church and state, voluntary associations and reform, religion and culture, Fundamentalism, etc.

347. Themes in American History 3 Hours
Course focuses on a specific theme in American history, such as African American history; women in American history; westward movement; Puritanism; immigration; urbanization; Alternative Healing Traditions, etc. Students are encouraged to help shape the topic.

353. History of Russia 3 Hours
A survey of the history of Russia from the Kiev period to the present, and an intensive study of the social, political and religious developments of the last decade.

439. Historical Methods 3 Hours
An introduction to the techniques, procedures, and skills of the working historian. After tracing developments in his-
tiorography, the philosophy of history, and recent methodological concerns, each student will pursue an individually designed research topic, culminating in a major paper. **Prerequisite:** Permission of instructor.

440. **Seminar in American History** 3 Hours
The seminar will be devoted to a particular period or topic of American history. Students will read and discuss texts that offer an introduction to the themes and concerns relevant to the period or topic, and conduct original research on a question chosen in consultation with the professor.

**Prerequisite:**

441. **Professional Internship in History** 1-3 Hours
Reserved for history majors. Students will work with a professional scholar in either an intramural or an extramural internship. In light of individual abilities and interests, the internship will offer experience in teaching, research, and/or working with historical collections. **Prerequisite:** 21 credit hours of history and permission of instructor.

444. **Independent Study** 1-3 Hours
A study of some period, topic or problem in history. For majors and minors. May be repeated for credit.

445. **Church History** 3 Hours
A study of the development of Christianity from the post-apostolic period to the present. Major themes in areas such as ecclesiology, Christology and theology are highlighted. **Prerequisite:** HIST 246

**HUMAN RESOURCES MANAGEMENT (HRM)**

310. **Training and Development** 3 Hours
This course is designed to provide an analysis of training management and employee development in the public and private organizational sector. Basics of training design and delivery, the assessment of training programs, and how organizational factors influence training efforts are examined. Methods of training delivery are surveyed such as e-learning, blended learning, learning management systems, and knowledge management systems and the use of these methodologies in delivery of training.

320. **Conflict Management** 3 Hours
This course is designed to provide an in-depth analysis of conflict and conflict resolution in the public and private organizational sectors. Elements of the course include an analysis of the current environment surrounding conflict resolution; the legal, ethical, and emotional issues that are common in disputes, and the format by which employment disputes are resolved.

330. **Performance Management** 3 Hours
This course is designed to provide an analysis of performance management and its role in the public and private organizational sectors. Elements of the course include performance theory, application of performance management systems, employee development, and job analysis.

410. **Labor Relations and Employment Law** 3 Hours
This course is designed to provide a review of key aspects of employment and labor legislation. Elements of the course include an analysis and application of state and federal employment laws and the role of the human resources professional to ensure organizational objectives are maintained within the parameters of modern collective bargaining and employment law.

420. **Employee Compensation and Benefits** 3 Hours
This course is designed to provide a review of best practices in compensation management and benefits administration in the public and private organizational sector. Elements of the course include an analysis and application of state and federal compensation and health care laws and the role of the human resources professional. Additional emphasis is placed on the input of collective bargaining in the development and administration of compensation and benefit systems.

430. **Human Resource Information Systems** 3 Hours
This course is designed to provide an analysis of Human Resource Information Systems (HRIS). Elements of the course include a survey of how HRIS functions with the public and private organizational sectors including best practices for achieving organizational objectives including methods toward improving organizational effectiveness through the use of technology.
HUMAN SERVICES (HS)

278  Introduction to the Human Services Professions  3 Hours
A study of the human service profession with emphasis on the history, philosophy, ethics, knowledge and skills of the practitioner in various settings. Course materials and field trips link theory and practice.

280  Group Facilitation in the Human Services Profession  3 Hours
A study of techniques and practices used by human services practitioners in the group settings. Includes the process of the preparation, selection and facilitation of groups; group dynamics; and the observation and evaluation of group function. **Prerequisite:** SOC Social Psychology and HS 278 Introduction to the Human Services Professions

320  Casework Methods and Writing in the Human Services Profession  3 Hours
Introduction to the methods used in casework management including assessment of client needs, goal development, design of action plan or intervention, implementation of intervention and assessment of outcomes. Course will also include the importance of utilizing community resources and brokerage of services with other agencies. Proficiency in writing real time case notes, case files and supervisory reports, and legal/court reports will be emphasized. Grant writing for service agencies will also be discussed. **Prerequisite:** HS 278 Introduction to the Human Services Professions

371  Interviewing and People-Helping Skills  3 Hours
A skills acquisition course where the student achieves a minimal competency level in observation and evaluation, including listening, problem identification, goal setting and use of problem-solving strategies. The ethical guidelines related to the use of these skills will also be discussed. Supervised practice includes extensive use of role playing, skill performance feedback and modeling.

374  Internship in Human Services  1-6 Hours
A human services internship or cooperative education experience within selected business, educational and social service settings. Other off-campus learning experiences may also be arranged in a metropolitan or cross-cultural setting. The human services internship experience is designed as a special opportunity for students to enhance their learning in an area of interest in the field of human services. This requires that the student have some background classes in the area in which s/he is trying to experience and learn. To accomplish this goal, students need to intentionally create and plan an experience that will help them to better understand their field. Requires advanced application and approval of instructor. May be repeated up to a total of six hours.

375  Crisis Intervention  3 Hours
An overview of crisis theory and the development of knowledge and skills to assist persons experiencing crises. Attention is given to topics such as death, divorce, suicide, homicide, physical or sexual abuse and other situation-al crises.

410  Administration of Human Services Agencies  3 Hours
An overview of administration, management, and supervision of human services agencies. Laws, policy, legislation and ethics affecting human services agencies and practitioners will also be emphasized. Advanced grant writing may also be included. **Prerequisite:** HS 320 Casework Methods and Writing in the Human Services Profession

420  Research and Program Evaluation in the Human Services Professions  3 Hours
An overview of research methodology, research literature and program evaluation. Emphasis will be placed on reading and writing a literature review as well as developing and writing program outcomes and evaluation plans. **Prerequisite:** HS 320 Casework Methods and Writing in the Human Services Profession

471  Independent Study in Human Services  1-3 Hours

HUMANITIES (HUM)

499.  Humanities Project  0-2 Hours
A 30-50 page written project on an interdisciplinary topic in the humanities. The project, along with its oral defense, serves as the capstone learning experience for all Humanities Majors. The course is conducted as an independent study.
study: the project and the oral defense are facilitated and evaluated by at least two representatives from the Committee on the Humanities. **Prerequisite:** Senior Humanities Majors only **Repeatable** up to 4 hours

### SIGN LANGUAGE

### INTERPRETING (INT)

#### 301. Interpreting I  4 Hours
The course introduces the interpreting process. The major skills sets include consecutive and simultaneous interpreting, application of DC-S, platform work, teaming, self-assessment, and peripheral logistics of the work. Lab required. **Lab:** INT 301L. **Concurrent:** INT 304. **Prerequisites:** ASL 204, ASL 208, ASL 211, and ASL 214. Testing competency or completion of coursework for A.A. degree in Deaf Studies with cumulative GPA of 2.5 and/or program director’s approval.

#### 302. Interpreting II  4 Hours
Takes the foundational skills from INT 311 and INT 301 and applies them to more advanced contexts and texts. Students increase their sign-to-voice skills as it relates to a variety of styles of English. Lab required. **Lab:** INT 302L. **Prerequisite:** Tested competency or completion of course work for A.A. degree in ASL, INT 301.

#### 304. Fundamentals of Interpreting  3 Hours
This discussion course examines a range of topics related to the profession of interpreting: its history, theories, and ethics. Students begin composing their philosophy of interpreting and the Demand-Control Schema, a tool for decision-making, is introduced. Required readings are texts included in the national R.I.D. written exam. **Concurrent:** INT 301.

#### 311. Linguistics of ASL  2 Hours
Investigates and justifies through linguistics the major grammar rules of American Sign Language. Studies specific aspects of phonology, morphology, syntax and semantics. **Prerequisites:** ASL 211, LANG 101.

#### 401. Interpreting III  4 Hours
The course is a study on more specialized contexts through self-guided modules. In addition students apply knowledge of logistics, professionalism, and ethics in mock situations. Further skill development on teaming, consumer assessment, self-assessment and work within the language continuum. Lab required. **Lab:** INT 401L. **Prerequisite:** INT 302.

#### 402. Interpreting IV  4 Hours
Continues work toward increased speed and accuracy in ASL/English interpreting. Out-of-class observation assignments of working interpreters will be required. Class offered first five weeks of semester. **Lab:** INT 402L. **Prerequisites:** INT 401, taken the written test for national certification from the Registry of Interpreters for the Deaf.

#### 417. Interpreter Ethics and Certification  2 Hours
The course helps prepare students for the written R.I.D. national exam and for the ethical portion of the R.I.D. performance exam. As a component of the class and a requirement for the program, students will take the written exam. **Prerequisite:** INT 302 or permission of the program director.

#### 418. Job Market Analysis in Interpreting  2 Hours
A research portfolio is required in this course. The portfolio requires the student to research the essential aspects of working in the field. In addition, students do two interviews: a mock employment interview and a portfolio interview; and they attend a state conference. **Prerequisites:** INT 302, INT 302L or permission of program director.

#### 450. Interpreting Practicum  8 Hours
This is the capstone course for the program. Students are placed with an agency or school for a 10 week, supervised experience during the spring semester. Students are placed off-campus and are responsible for their boarding during the placement. Placement is contingent on the student’s ability to meet the program and agency/school requirements. This might include additional fees for state exams and background checks. Practicum placement requires the student to have completed all courses in the bachelor program. All practicum placements must have the program director’s approval even if all academic requirements have been met.
### INTERNATIONAL STUDIES (IS)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>210</td>
<td>The Christian World Mission</td>
<td>3 Hours</td>
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<tr>
<td>235</td>
<td>Church in the New Testament – Book Study in Acts</td>
<td>3 Hours</td>
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<tr>
<td>304</td>
<td>Language Acquisition and Cultural Adaptation</td>
<td>3 Hours</td>
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<tr>
<td>333</td>
<td>World Religious Movements</td>
<td>3 Hours</td>
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<tr>
<td>334</td>
<td>New Religious Movements</td>
<td>3 Hours</td>
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<tr>
<td>350</td>
<td>International and Community Development</td>
<td>3 Hours</td>
</tr>
<tr>
<td>361</td>
<td>Issues in International Ministries</td>
<td>3 Hours</td>
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A study of the historical issues faced during each phase in the development of international ministries, including an analysis of the strategies and methodologies in vogue during that period.

### INFORMATION TECHNOLOGY MANAGEMENT (ITSC)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>121</td>
<td>Computer Programming I</td>
<td>3 Hours</td>
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<tr>
<td>122</td>
<td>Computer Programming II</td>
<td>3 Hours</td>
</tr>
<tr>
<td>210</td>
<td>Web Design</td>
<td>3 Hours</td>
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<tr>
<td>333</td>
<td>e-Commerce</td>
<td>3 Hours</td>
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### JOURNALISM (JRNL)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tr>
<td>211</td>
<td>Media Writing</td>
<td>3 Hours</td>
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An introduction to the principles and techniques of news writing for media. The course includes the basic princi-
amples of journalism, interviewing, and copy editing. Students are required to write news stories for different platforms and meet deadlines with proper AP style. **Prerequisite:** ENGL 101.

218. Photography  3 Hours
An introduction to the basic elements of journalistic photography, including camera operation, composition, developing and printing.

221. Advanced Media Writing  3 Hours
Writers in this course learn to develop ideas, strengthen interviewing skills, write to video, and hone powers of observation. Emphasis is placed on nonfiction writing for all media. This course introduces techniques and opportunities for writers to get more creative in their journalistic writing. It will also introduce techniques for investigative reporting and writing. **Prerequisite:** JRNL 211.

301. Editing  3 Hours
Revising or rewriting manuscripts to satisfy editorial needs according to the manuscript's purposes and intended audience. Specific attention is given to polishing and shaping, accuracy and readability. Some journalistic needs are also considered, such as copy fitting, type selection, writing heads and cutlines.

321. Advanced Features & Nonfiction Writing  3 Hours
This course builds on previously developed feature-writing skills and strengthens interviewing and research techniques. Assignments cover various advanced forms, including news features; profiles; columns; travel writing; critiques; editorials and opinion pieces; brights; reviews of literature, plays, movies and books; essays; biography; and autobiography. **Prerequisite:** JRNL 221.

414. Internship in Journalism  1-6 Hours
Supervised professional experience in chosen field at work site. Internships are appropriate for second semester juniors and seniors who are ready to receive and complete substantive assignments that apply learned skills. Faculty and practitioners work together to link learning objectives with assessed outcomes. Internship students must serve 35-40 hours per credit hour, keep an active journal, collect artifacts and make a presentation of what they have accomplished at the end of the semester. Repeatable up to 6 credit hours.

415. Independent Study in Journalism  1-3 Hours
For journalism majors and minors. A research project under the supervision of the journalism instructor that does not duplicate study in any other course. **Prerequisite:** Permission of instructor.

**KINESIOLOGY (KINE)**

Kinesiology Requirements: Students in the B.A. degree program are required to complete two semester hours of activity courses. Students in the A.A. degree program are required to complete one semester hour of activity courses. Not more than one course may be repeated for credit, unless an exception is made by request of a student’s physician.

**Activity Courses (Not applicable to Kinesiology majors or minors):**

100. Lifelong Physical Awareness 1/2 Hour
This course is designed to help students identify the essential physical and nutritional components of personal health maintenance. A variety of assessments will determine students' current physical health and eating habits, leading to discussion of possible lifestyle improvements. **Required of all students.**

105. Wellness  1 Hour
The purpose of this course is to introduce the basic concepts of wellness to each student. A variety of topics will be discussed including nutrition and weight management, exercise, dimensions of wellness, strength and flexibility, and stress reduction. Students will assess their own dimensions of wellness through self-surveys and other assessment tools.

111. Cheerleading  1/2 Hour
112. Volleyball  1/2 Hour
113. Bowling  1/2 Hour
114. Tennis  1/2 Hour
115. Golf  1/2 Hour
116. Basketball  1/2 Hour
117. On the Ball Training  1 Hour
This is an activity-based class that will include the use of stability and medicine ball activities to create greater core strength along with developing dynamic balance and coordination. The limita-
A student must complete a minimum of sixteen hours of participation in a hiking/trekking adventure.

166. **Introduction to Kinesiology** 3 Hours
A survey of the discipline of Kinesiology. This course is an analysis of the nature and importance of physical activity, knowledge base of the discipline, and careers in physical activity professions. The focus of the course will be on the integrative nature of the discipline and career opportunities. The historical and philosophical foundations of physical activity will be emphasized.

168. **Team Sports** 3 Hours
A study of sports and recreation activities with emphasis on mastery of performance skills, teaching methods and techniques, and designing of unit and lesson plans. Includes lab. Available as an elective only by approval of Kinesiology Department Head. **Prerequisite:** Kinesiology majors only or by permission of instructor.

169. **Conditioning & Individual Sports** 3 Hours
A continuation of the study of sports and recreation activities with emphasis on mastery of performance skills, teaching methods and techniques and designing of unit and lesson plans. Includes lab. Available as an elective only by permission of Kinesiology Department Head. **Prerequisite:** Kinesiology majors only or by permission of instructor.

250. **Rhythmic Activities** 1 Hour
A study of basic rhythmic activities for children beginning with rhythmic games, basic steps, culminating with folk and square dance. Emphasis on performance mastery and techniques for teaching children.

251. **Introduction to Gymnastics** 1 Hour
A study of the basic skills of gymnastics with emphasis on mastery of performance and techniques for spotting and teaching.

252. **Fitness/Wellness** 1 Hour
Establishment of “lifespan” fitness behavior will be stressed. A variety of fitness and wellness topics will be discussed including nutrition and weight management, aerobic exercise, six dimensions of wellness, cardiovascular dynamics and stress reduction. **Co-requisite:** KINE 117, KINE 124, KINE 128, or KINE 135.
253. **Elementary Health & PE Methods** 2 Hours
Healthy lifestyle instruction of the elementary school child. Meets practical needs of the teacher of elementary school children. Emphasis on perceptual and motor development, exercise, appropriate diet, safety, teaching methods and integrative school curriculum. Field experience included.

262. **Life Guard** 2 Hours
Theory and practice of advanced swimming, and coping with emergencies in and around water activities. Course demands good swimmers in top physical condition. Must be certified in or enrolled in CPR and Standard First Aid. Lab fee includes books.

263. **Water Safety Instructor** 2 Hours
A course taught by the American Red Cross. Leads to WSI certification. Course demands good swimming techniques and being in good physical condition. Includes required Introduction or Instructor Candidate Training Certification. Must pass pre-test qualifications before start of course. 
**Prerequisite:** KINE 262 or a valid Senior Lifesaving Certificate. Lab fee includes books.

268. **Introduction to Health** 3 Hours
The study of community and school health programs, services and environments. Discusses the need for coordination and cooperation between these various programs. Includes drug education, AIDS and other communicable diseases education, and wellness issues and programs.

269. **Athletic Training** 3 Hours
A study of the causes, prevention and care of athletic injuries.

281. **Substance Abuse** 2 Hours
A study of the use, misuse and abuse of drugs in our society. Topics include the historical roots of substance abuse, classification of drugs, legal and moral issues of drug use, substance abuse education, intervention programs and addiction treatment programs.

282. **Applied Nutrition** 3 Hours
This course is a study of the essential nutrients, their relationship to one another, and their functions within the human body. These facts will be viewed from the perspective of an individual’s diet at all ages, people’s food habits, effect on athletic performance, and disease prevention. Various forms of literature relating to health and nutrition will be analyzed.

349. **Motor Behavior** 3 Hours
Studies the physical and mental processes in motor skill acquisition. Examines the factors which enhance or detract from physical performance.

350. **Psychosocial Dimension of Kinesiology** 3 Hours
Psychosocial Dimension of Kinesiology studies sport as a social phenomenon and the psychological and mental factors that affect and are affected by participation in sport and exercise.

351. **Developmental Differences in Physical Education** 3 Hours
A study of the developmental disabilities of school age children and the motor development patterns of the various handicapping conditions. Includes an introduction to Public Law 94-142 and mainstreaming as it affects the teaching of developmentally delayed students in physical education classes.

355. **Exercise Training Techniques and Programming** 3 Hours
This course is designed to provide the student with a working knowledge of proper lifting and spotting techniques, an understanding of the various modes of exercise and strength training, basic program design and implementation for special populations, and weight training for performance. Students will be taught to design and individualize a strength training program.

357. **Analysis of Coaching Cheerleading** 2 Hours
A study of the techniques of the basic and advanced skills and routines of the various events in cheerleading. Safety, spotting techniques, fundamentals, conditioning, equipment and techniques of coaching are included. (Offered on demand).

358. **Coaching of Gymnastics** 2 Hours
A study of the techniques of the basic and advanced skills and routines of the various events in both men’s and women’s gymnastics. Rules, safety, spotting techniques, fundamentals, scheduling, conditioning, care and choice of equipment and techniques of coaching are included. (Offered on demand.)
359. **Analysis of Coaching Individual Sports** 2 Hours
Skills and strategies of the sports of badminton, bowling, golf and tennis. Rules, fundamentals, scheduling, conditioning, scouting, equipment and techniques of coaching are included. (Offered on demand.)

360. **Analysis of Coaching Baseball** 2 Hours
This course includes theory and fundamentals of playing each position. Offensive and defensive situations, along with building and maintaining a baseball field are also presented.

361. **Analysis of Coaching Basketball** 2 Hours
A study of individual fundamentals, along with offensive and defensive team play. Conditioning, scheduling, care of equipment, philosophy and public relations are also presented.

362. **Analysis of Coaching Soccer** 2 Hours
A study of fundamentals, techniques, defensive and offensive play, formations, equipment, theory and modern trends.

363. **Analysis of Coaching Softball** 2 Hours
This course includes theory and fundamentals of playing each position. Offensive and defensive situations, along with building and maintaining a softball field are also presented.

364. **Analysis of Coaching Track** 2 Hours
Coaching methods of track and field activities are discussed with demonstrations of technique and proper form for each. Further study is made in the purchasing and care of equipment, scheduling, and management of track and field meets.

365. **Analysis of Coaching Volleyball** 2 Hours
A study of offensive and defensive play with emphasis on modern trends. Rules, fundamentals, scheduling, conditioning, scouting, care and choice of equipment and techniques of coaching are included.

366. **Administration & Organization of Physical Education & Recreation** 3 Hours
The basic principles of administration and organization of physical education, athletic relationships, care and purchase of equipment, finances, public relations, facility planning and management, and supervision.

367. **Assessment in Human Performance** 3 Hours
An introduction to evaluation in kinesiology. Emphasis will be placed on sports skills tests and measurement of physical fitness and motor abilities. Some emphasis will be on written tests appropriate to physical education.

368. **Physiology of Exercise** 3 Hours
Physiological principles based on the adjustment of the human body during exercise are studied, with emphasis placed on neuro-muscular activity, circulation, respiration, metabolism, fatigue and physical fitness. **Prerequisite:** BIOL 115 or BIOL 214.

369. **Kinesiology** 3 Hours
An analysis of human movement based on anatomic and mechanical principles. Emphasis is given to the application of these principles to the understanding of athletic performance. **Prerequisite:** BIOL 115 or BIOL 214.

370. **Practicum in Kinesiology** 1-4 Hours
An opportunity for the student to apply athletic or physical education principles in practical experience situations under the supervision of a college-approved organization. (Only open to kinesiology majors or minors.) **Prerequisite:** Permission from instructor.

371. **Internship in Kinesiology** 1-9 Hours
This course is designed to give Kinesiology majors experience in the field of kinesiology. Students will work with and under the supervision of an area kinesiology professional to complete 40 hours of internship experience for each credit hour in which they are enrolled for the semester. This course is open to junior and/or senior students enrolled in one of the majors in the department of kinesiology. May be repeated.

372. **Independent Study in Kinesiology** 1-4 Hours
This course is designed to give physical education students an opportunity to
study an area of physical education utilizing the research methods. (Only open to Kinesiology majors.) Repeatable. **Prerequisite:** Junior standing.

470. **Internship in Sport Management** 1-9 Hours
This course is designed to give Sport Management majors experience in the field of sport management. Students will work with and under the supervision of an area sport management professional to complete 40 hours of internship experience for each credit hour in which they are enrolled for the semester. This course is open to junior and/or senior students enrolled in the sport management program. May be repeated.

**LANGUAGE (LANG)**

101. **Introduction to the Study of Language** 3 Hours
This course emphasizes language structure, including phonetics (the sounds of language), phonology (the sound systems of language), morphology and lexicon (structured meanings in words) morphemes (units of meaning), syntax and semantics.

201. **Introduction to Phonetics** 3 Hours
Introduction to the nature of speech sounds. Topics include: physiological aspects of speech production, use of the International Phonetic Alphabet (IPA) as a descriptive tool, and instrumental analysis of speech sounds. Examples are drawn from both English and various world languages. **Prerequisite:** LANG101

204. **Language and Culture** 3 Hours
This course extends the discussion of the interaction between language and culture (sociolinguistics) from LANG 101/ENGL 304. Course topics include: multilingual speech communities, language variation among users, language variation according to usage, and world-dialects of English. **Prerequisites:** LANG 101 or ENGL 304

299. **Special Topics in Foreign Language** 1-4 Hours
Foreign language study not covered by an existing foreign language course. May include advanced study in languages already in the Bethel catalog or study of languages not currently in the Bethel catalog. Topics to be determined by the professor. May be repeated. May be counted toward the General Education requirement for foreign language. Depending on the topic specified, it may count toward a Liberal Studies concentration in a given language.

335. **Theories and Practice of Second Language Acquisition** 3 Hours
Historical and Current theories of second language acquisition and assessment are discussed, observed, and practiced. **Prerequisites:** LANG101 or ENGL304

336. **Methods in Teaching English to Speakers of Other Languages** 3 Hours
An overview of various methods used to teach English to non-native speakers of all ages. Topics include: commonly used methods and techniques, principles of ESL/EFL pedagogy, connections between theory and classroom practice, and the roles of teachers and learners. **Prerequisite:** LANG335

401. **Special Topics in TESOL** 3 Hours
This course examines issues related to Second Language Acquisition and/or TESOL Methods in more detail, with a particular emphasis on examining current trends in the literature. A specific title identifying the primary emphasis of the course will be listed with the course schedule. **Prerequisite:** LANG 336

402. **Special Topics in Linguistics** 3 Hours
This course extends the discussion of a specific subfield of linguistics addressed in LANG 101 or ENGL 304. Topics may include: phonetics, phonology, syntax, morphology, semantics, historical linguistics, language acquisition, artificial languages, and linguistic field methods. **Prerequisites:** LANG 101 or ENGL 304

431. **TESOL Teaching Experience** 3-9 Hours
This course involves practical application of SLA and TESOL principles in a natural teaching environment. The student will log 5 observation and 10 teaching hours per credit hour registered, be observed and evaluated by a TESOL professional, and complete a teaching portfolio. May be repeated up to 12 credits.

**LITERATURE (LIT)**

227. **Western Literature** 3 Hours
Reading and discussion of select great books of the western world, such as
Homer’s Odyssey, Dante’s Divine Comedy, Austen’s Emma, and Twain’s Huck Finn. A collection of essays and other writing responding to the literature is required. **Prerequisite:** ENGL 102.

251. **Global Literature**  3 Hours
Reading and discussion of modern classics from the non-western world, such as Achebe’s Things Fall Apart, Endo’s Silence, and Marquez’s One Hundred Years of Solitude. A collection of essays and other writing responding to literature is required. **Prerequisite:** ENGL 102.

325. **Shakespeare**  3 Hours
This course considers the dramatic works of Shakespeare in the context of the Elizabethan-Jacobean theater. Emphasis is given to teaching these works through student performance as promoted by the Folger Summer Workshops. Students will read selected plays, act out scenes, learn dramatic conventions, complete a research project, view videos and attend a stage production. **Prerequisite:** ENGL 102.

326. **Literature in the British Isles**  3 Hours
Study on location in England, Scotland, Ireland and/or Wales. Permission of the instructor required prior to travel.

330. **Topics in Global Literature**  3 Hours
Topics rotate from semester to semester. In-depth study of themes, topics, periods, movements, and/or major figures in Non-Western literature. Research paper, essays, and creative writing required. May be repeated for credit. **Prerequisite:** ENGL 102.

335. **Topics in Western Literature**  3 Hours
Topics rotate from semester to semester. In-depth study of themes, topics, periods, movements, and/or figures in Western literature. Research paper, essays, and creative writing required. May be repeated for credit. **Prerequisite:** ENGL 102.

340. **Literary Genres**  3 Hours
An in-depth exploration of a specific literary genre—its history, conventions, and exemplars. Students will read representative works and compose their own manuscripts within the genre. Genre topics will rotate semester to semester. Topics may include lyric poetry, short story, novel, film, young adult fiction, creative non-fiction, confessional literature, mythopoeia, science fiction/fantasy, etc. May be repeated for credit. **Prerequisite:** ENGL 102.

372. **Literary Criticism & Theory**  3 Hours
This course introduces students to major terms and theories of criticism, especially contemporary methodologies, such as structuralism, post-structuralism, New Historicism, feminism, deconstructionism and other critical approaches. Research paper and other essays required. **Prerequisites:** ENGL 102.

421. **Seminar in Literature**  3 Hours
Course content will be rotated semester to semester based on student interest, but the seminar approach is the mode of instruction. Major research project and seminar presentation required. **Prerequisite:** ENGL 102.

424. **Independent Study in Literature**  1-3 Hours
**Prerequisite:** Permission of instructor.

### MATHEMATICS (MATH)

**070. Pre-Algebra**  3 Hours
A review of the basic arithmetic operations, numeration systems, fractions, decimals and percents, problem solving, variable expressions a polynomials, and equations and graphing. (Required for all students who do not meet the minimum SAT/ACT math requirement: 450 for Math SAT; 17 for Math ACT). Credit hours do not count toward graduation.

**106. Elementary Algebra**  3 Hours
A study of real numbers, linear equations, systems of linear equations, linear inequalities, quadric equations, exponents and polynomials, factoring, rational expressions, radicals and rational exponents, and graphing. Does not count toward General Education requirements.

**107. Algebraic Modeling with Trigonometry**  3 Hours
Applications from business, chemistry, physics, and biology which involve solving linear and quadratic equations, systems of equations, variation, trigonometry of acute angles, law of sines and cosines, vectors, and exponential and logarithmic equations. **Prerequisites:** MATH 070 or Proficiency.

**109. Excursions in Math**  3 Hours
A General Education math course designed to foster development of problem-solving skills, quantitative literacy (particularly in the use of data), and effective communication in writing and speaking on mathematical subjects.
Topics of the course may include probability and statistics, geometry, voting theory, graph theory, and notions of infinity. **Prerequisites:** MATH 070 or Math Proficiency.

110. **Introductory Seminar in Mathematics**  
1 Hour  
A topical seminar course for freshman mathematics and mathematics education majors. An overview of mathematics and its various branches, as well as the integration of the Christian faith with mathematics, are discussed.

111. **Basic Probability & Statistics** 3 Hours  
A general studies course in statistics covering such subjects as averages, variability, standard scores, normal curves, correlation, linear regression, probability, sampling, hypothesis testing and chi-square. **Prerequisite:** MATH 070 or proficiency.

113. **Principles of Epidemiology** 3 Hours  
This course is an entry level course in applied epidemiology especially designed for healthcare workers. The course is a foundational component in the study of Public and International Health and is a prerequisite for entrance into graduate studies in the fields of public health and medicine. As a mathematics course, it will teach the application of mathematical processes involved in tracking biostatistics throughout a population. **Prerequisite:** MATH 107 or proficiency.

122. **Precalculus & Trigonometry** 3 Hours  
Trigonometric functions and identities; laws of sine and cosine; analytical geometry; in-depth study of functions; and introduction to the concept of a limit. **Prerequisite:** MATH 107 or Demonstrated competency.

124. **Applied Calculus** 3 Hours  
One semester of differential and integral calculus with emphasis on graphical, numerical and descriptive techniques, and problem solving. Topics will include algebraic, exponential and logarithmic functions, graphing, modeling systems of equations and inequalities, and applied differential and integral calculus. Applications to economics, life sciences, physical sciences, and other areas of student interest are emphasized via student projects and presentations. **Prerequisites:** MATH 107 or Demonstrated competency.

131. **Calculus I** 4 hours  
The first course in a two-course sequence on single-variable calculus. Topics include: limits; continuity; the concept of the derivative; differentiation of algebraic and transcendental functions; applications of differentiation; antidifferentiation; Riemann integration; the Fundamental Theorem of Calculus; and introductory integration techniques. Three hours of lecture and three hours of recitation per week. **Lab:** MATH 131L  
**Prerequisite:** MATH 122 or permission of instructor.

132. **Calculus II** 4 hours  
A continuation of MATH 131. Topics include: techniques of integration; applications of integration; infinite sequences; infinite series, including tests for series convergence; power series; Taylor series; introductory polar coordinates; first-order differential equations and initial-value problems, including graphical and numerical methods, and analytical solutions of separable and linear equations. Three hours of and three hours of recitation per week. **Lab:** MATH 132L  
**Prerequisite:** MATH 131

210. **Discrete Mathematics** 3 Hours  
This course introduces the student to discrete variables and their various applications. Selected topics may include: counting systems; cardinality; combinatorics; discrete and continuous variables; graph theory; decision theory; recursion; and cryptography. **Prerequisites:** MATH 124 or MATH 131

221. **Number Theory and History of Mathematics** 3 Hours  
Survey of the historical development of mathematics from antiquity through the early twentieth century, with special emphasis on classic mathematical gems from geometry and number theory. Particular focus will be given to the women of mathematics. Mathematical topics will include: prime factorization and the distribution of primes; congruences and residue class arithmetic; quadratic residues and Gauss reciprocity; primality testing and pseudoprimes with applications to cryptography. **Prerequisite:** MATH 132

231. **Calculus III** 4 Hours  
A multivariable calculus course. Topics include: vectors and their properties in two and three dimensions; multivariable functions, including recognition of sur-
faces, limits and continuity, partial differentiation, optimization, multiple integrals, polar, cylindrical and spherical coordinates, vector fields, line and surface integrals, Green’s, Stokes’ and the Divergence Theorems. Three hours of lecture and three hours of recitation per week. Lab: MATH 231L Prerequisite: MATH 132

242. Linear Algebra and Differential Equations 4 Hours
An introductory course in linear algebra and ordinary differential equations. Topics include: systems of equations, matrix algebra, determinants, vector spaces, linear transformations, eigenvalues and eigenvectors, first order differential equations and applications, second and higher order linear equations, Laplace transforms, series solutions and numerical methods, and systems of linear equations. Three hours of lecture and three hours of recitation per week. Lab: MATH 242L Prerequisite: MATH 132

252. Probability and Statistics 3 Hours
A calculus-based introductory course in probability and statistics. Topics include: combinatorics, probability, discrete and continuous distributions, statistical inference, point and interval estimation, and hypothesis testing. Prerequisite: MATH 231

281. Mathematics for Teachers I 3 Hours
This course is the first in a two-part course sequence designed to review elementary and prerequisite math content in preparation for ELED 425. Topics covered include: numbers and the decimal system, fractions, arithmetic operations and their application to fractions, decimals and negative numbers. Emphasis will be placed on conceptual understanding, as well as the creation of a learning community which will promote critical thinking and collaborative problem-solving skills. Prerequisite: MATH 070 or Proficiency; must be enrolled in an Education program or obtain permission of instructor

282. Mathematics for Teachers II 3 Hours
A continuation of the content from MATH 281. Topics covered include: geometry, geometry of motion and change, measurement, area and volume. Appropriate technological applications will be integrated in the course. This course along with MATH 281 is intended to prepare students to pass the math portion of the Praxis I exam. Prerequisite: MATH 281.

286. Applied Mathematics for Business 3 Hours
One semester of differential and integral calculus emphasizing graphical, numerical and descriptive techniques along with business modeling and problem solving. Topics will include algebraic, exponential and logarithmic functions, graphing, modeling systems of equations and inequalities, and applied differential and integral calculus. Applications to business, finance, and economics are emphasized via student projects and presentations. Prerequisites: MATH 107 or Demonstrated competency

293. Mathematical Theory and Proof 2-3 Hours
This course provides an introduction to mathematical discovery, conjecture, proof, and writing. The techniques covered are foundational to higher-level mathematics. Additional selected topics include: elementary number theory, relations, functions, and cardinality. Co-Requisite: MATH 131

329. Special Topics in Mathematics 3 Hours
Topics will include special areas of mathematics not included in the regular course offerings. Content will vary based on the needs and interests of qualified students. The course may be repeated for credit with the permission of the instructor, up to a total of 6 hours. Prerequisite: MATH 293 and permission of instructor.

331. Modern Geometry 3 Hours
A course on Euclidean and non-Euclidean geometries. Topics include: axiomatic systems (and their philosophical implications), historical development of Euclidean and non-Euclidean geometries, and fractals. Prerequisite: MATH 293

341. Abstract Algebra 3 Hours
An introductory course in the theory of groups, rings, and fields. Topics include: groups, subgroups, permutation groups, factor groups, homomorphisms and isomorphisms; rings, integral domains, and ideals; fields and their extensions; and applications to number theory, solving polynomial equations and geometry. Prerequisites: MATH 293, MATH 242
361. **Real Analysis** 3 Hours
A rigorous treatment of the real number system. Topics include: sequences, series, limits, continuity, uniform continuity, uniform convergence, differentiation, Riemann integration, and power series. Advanced topics may include metric spaces. **Prerequisites:** MATH 132, MATH 293

395. **Undergraduate Research Experience** 1-6 Hours
Supervised experience in undergraduate research. The experience may take place at an REU or on campus with a professor, and should culminate in a written summary of the progress or results. May be repeated for credit up to a total of six hours. **Prerequisite:** Permission of instructor.

396. **Internship** 1-6 Hours
Field experience in a selected area of interest related to mathematics, including on-the-job experience and practical training. May be repeated for credit up to a total of six hours. **Prerequisite:** Permission of instructor.

402. **Mathematics Exam Preparation** 1-3 Hours
An opportunity for a mathematics or mathematics education major to engage in assisted review in preparation for secondary math teacher certification exams, actuarial exams, the math subject area GRE, and/or other similar exams. May be repeated for credit up to a total of three hours. **Prerequisite:** MATH 293

481. **Independent Study in Mathematics** 1-4 Hours
An opportunity for a mathematics major to engage in independent study or research. May be repeated for credit.

**MENTAL HEALTH (MH)**

301. **Principles of Mental Health** 3 Hours
This course explores the foundations and contextual dimensions of mental health counseling. Course material will include theoretical underpinnings of mental health counseling, the counselor’s role in diagnosis and intervention selection, and the contemporary trends in mental health counseling.

401. **Assessment, Treatment Planning and Outcomes** 3 Hours
The focus of this course is on basic psychological assessment. Basic skills include “behavioral observation”; clinical (and diagnostic) interviewing with the use of a biopsychosocial instrument. Students will have the opportunity to practice interviewing skills, writing a biopsychosocial evaluation with the final part of the course to develop a treatment plan and outcomes. **Prerequisites:** BSS 320, BSS 371

**MARRIAGE & FAMILY (MF)**

301. **Family Systems and Family Development** 3 Hours
The course offers a study of the family as a system, family life cycle stages, tasks, and difficulties that families may experience as they move through their developmental stages. Concepts and principles applicable to helping people within a systems perspective will also be discussed.

401. **Public Policy and the Family** 3 Hours
This course is a general survey of government programs and policies that affect families. Family policy will be placed within the broader historical context of American social policy. Major family issues that are currently being debated will be examined including what the issues are and why are certain groups and individuals on one side or the other on important policy questions.

**MINISTRY (MIN)**

101. **Introduction to Ministry** 1 Hour
A study of the concept of ministry as a calling and a profession. Gifts for and offices of ministry will be studied. The student will begin developing a theology of ministry.

201. **Spiritual Formation Experience** 0 Hours
An individually-tailored experience in spiritual formation designed to foster growth in Christlikeness through the development of a disciplined approach to the spiritual life. Students can meet this requirement each semester by involvement in some type of spiritually formative experience as designated by course syllabus. This course is pass/fail. It does not carry any credit, but failure to complete the necessary four semesters will prevent graduation.

210. **The Christian World Mission** 3 Hours
The biblical basis and history of mission-
<table>
<thead>
<tr>
<th>Course Number</th>
<th>Course Title</th>
<th>Credits</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>220</td>
<td>Life and Work of the Minister</td>
<td>3 Hours</td>
<td>A consideration of ministerial calling and the manner in which the call &quot;regulates&quot; every aspect of the minister’s life. The course will include such items as time management, various pastoral activities, family and community relations, continuing education, denominational involvement, personal health (spiritual and physical), and personal growth over the life of the minister.</td>
</tr>
<tr>
<td>310</td>
<td>Evangelism &amp; Discipleship</td>
<td>3 Hours</td>
<td>A study of the methods of evangelism and follow-up, including discipleship training and supervision.</td>
</tr>
<tr>
<td>313</td>
<td>Practical Skills in Worship Leading</td>
<td>3 Hours</td>
<td>This course should be viewed as a journey into the experiences, resources and techniques of worship leading. Among other topics, it will include an exploration of the following themes: biblical and historical foundations of worship, the worship leader, the worship team, resources, planning and technology.</td>
</tr>
<tr>
<td>320</td>
<td>Fundamentals of Christian Leadership</td>
<td>3 Hours</td>
<td>An introduction to the administrative/pastoral functions of ministerial leadership. This includes an investigation into basic biblical models of leadership. The course seeks to examine and relate current theory to a biblical model of pastoral ministry. Provides the theoretical background for any of the divisional internships.</td>
</tr>
<tr>
<td>327</td>
<td>Educational Strategies in Ministry</td>
<td>3 Hours</td>
<td>This course examines the educational, curricular, and theological processes of ministry and their intersection with spiritual formation in the lives of youth, children, and adults. The course will focus on the curriculum and practical theology of ministry strategies common to a wide range of Christian ministries. The course will help ministry leaders think, plan and lead intentionally in the spiritual formation and maturation of people involved in various ministry programs.</td>
</tr>
<tr>
<td>333</td>
<td>World Religious Movements</td>
<td>3 Hours</td>
<td>An analysis of the major religions of the world, including the most significant new religious movements. Definition and evaluation of cultism is included.</td>
</tr>
<tr>
<td>334</td>
<td>New Religious Movements</td>
<td>3 Hours</td>
<td>An analysis of the most significant new religions, sects, and cults of the world.</td>
</tr>
<tr>
<td>340</td>
<td>Theory &amp; Practice of Pastoral Care</td>
<td>3 Hours</td>
<td>A course which considers pastoral care to be the all-inclusive work of the pastor. A biblical model is developed with special emphasis upon pastoral counseling.</td>
</tr>
<tr>
<td>341</td>
<td>History &amp; Polity of the Missionary Church</td>
<td>1 Hour</td>
<td>A study of the origins, development and growth of the various traditions which have come to be called the Missionary Church.</td>
</tr>
<tr>
<td>345</td>
<td>The History and Practice of Worship: Theology and Music</td>
<td>3 Hours</td>
<td>A study of the history, theology, music, and practice of worship, with special emphasis upon enrichment of worship in the local church. Different traditions of music within the context of worship are explored and changing worship patterns are studied.</td>
</tr>
<tr>
<td>351</td>
<td>Multicultural Youth Ministry</td>
<td>3 Hours</td>
<td>Presents challenges of opportunities for experiencing various approaches to youth ministry in multicultural settings. Explores attitudes toward adolescence from various cultural perspectives. Emphasizes historical, theological and cultural development of Christian mission as it relates to adolescents. Prerequisite: YMN 181.</td>
</tr>
<tr>
<td>361</td>
<td>Issues in International Ministries</td>
<td>3 Hours</td>
<td>A study of the historical issues faced during each phase in the development of international ministries, including an analysis of the strategies and methodologies in vogue during that period.</td>
</tr>
<tr>
<td>365</td>
<td>Homiletics I</td>
<td>3 Hours</td>
<td>An introduction to the basic principles of public speaking, with an emphasis on the delivery of sermons and homilies in the public arena. A study of the types and structure of sermons, exegesis as a basis for exposition, the proper use of argument and illustration and methods of delivery. Includes a laboratory experience in preparation and delivery of sermons.</td>
</tr>
</tbody>
</table>
| 427           | Church Management and Administration                                                                   | 3 Hours | This course is designed to equip students with the knowledge and skills...
they will need to effectively manage local church ministry and administrative operations with the goal of enabling the local church to fulfill her mission and realize her vision.

429. Christian Ministry and the Seasons of Life  3 Hours
A brief survey of the four main developmental stages of persons – children, youth, adults, and seniors – followed by an introduction to the various needs (spiritual-mental-social-physical) of parishioners in the four main phases of their lives – with consideration of differing ministerial styles to meet those needs. This course features a significant amount of lab work in conjunction with the pastoral internship.

446. Internship in Ministry  1-4 Hours
An on-the-job approach to the work of the ministry. The application of selected materials to the development of the church is made with the help of the mentor pastor and the college supervisor. Critical analyses are made by the pastor, district superintendent, college supervisor and fellow students involved in the same program. (One semester minimum, or one entire summer. May be repeated for a maximum 8 hours with approval of advisor and professor.)
Prerequisite: Junior or senior standing.

447. Internship in International Ministries  1-4 Hours
A study on a foreign mission field, observing the work of foreign missionary personnel and national workers. The course includes a brief study of the history, culture and missionary activity of the country prior to the field experience and a report of the student’s daily activities during the field experience.

448. Internship in Christian Ministry  2-6 Hours
This is a broad-based internship designed to give a student full exposure to the various ministries of a local church while being immersed full-time at the internship site for a summer and the following fall. The internship will be part of the academic registration for the summer and fall semester during which the internship is completed. This internship will be completed at the end of year three and the beginning of year four of the Master of Christian Ministries program.

460. Independent Study  1-4 Hours
A study of a topic or approach to ministry relative to the student’s interest. Permission from instructor required.

461. Special Topics in Christian Ministry  1-3 Hours
An opportunity to study issues, trends, topics, or content in youth ministry that may not be covered in other courses. Developed and offered on demand.

MUSIC DEPARTMENT
(MUAP)
Credit is based on the following formula:
1 credit hour . . . . . . .12-14 half-hour lessons
2 credit hours . . . . . .12-14 one-hour lessons
Materials are chosen by the teacher to meet the needs of individual students. Repertoire guidelines are available in the Music Office. Student progress is determined through lessons and at juries at the end of each semester. Contact the Music Office to schedule lesson times.

131. Class Voice 1  1 Hour
Voice training for elective students who have not had prior private vocal study at the college level. The students will explore basic vocal techniques and principles for healthy singing. Practical exercises and suitable literature will be used to introduce tone production, artistic sensibilities and musical understanding in a class setting. Students are required to practice outside of class. Offered on demand.
Prerequisite: MUAP 131

132. Class Voice 2  1 Hour
Continued voice training for elective students building upon the basic vocal skills and principles introduced in Class Voice 1. Additional exercises and literature appropriate for this level will be introduced. Students are required to practice outside of class. Offered on demand.
Prerequisite: MUAP 132

133. Class Voice 3  1 Hour
Continued voice training for elective students that can also serve as a preparation for private vocal study. Students will demonstrate specific studied and practiced exercises and perform literature. Students are required to practice outside of class. Offered on demand.
Prerequisite: MUAP 132

141-144. Class Piano  1 Hour
For students who wish to learn basic piano skills or advance their beginning
skills. The first two levels (141,142) serve as prerequisites for further study in elective piano (lessons). (141–Beginning level 1; 142–Beginning level 2; 143–Intermediate level 1; 144–Intermediate level 2).

145. Elective Voice 1 Hour
Private voice lessons for students who are interested in further development of their skills. Grading will be on a pass/no pass basis. Does not count toward a music major or minor. May be repeated for credit. **Prerequisite:** MUAP 131

146. Elective Piano 1 Hour
Private piano lessons for students who are interested in further development of their skills. Grading will be on a pass/no pass basis. Does not count toward a music major or minor. May be repeated for credit. **Prerequisite:** MUAP 141 and MUAP 142.

147. Elective Instrument 1 Hour (Indicate Specific Instrument)
Private instrument lessons for students who are interested in further development of their skills. Grading will be on a pass/no pass basis. Does not count toward a music major or minor. Please specify the instrument for which you are registering. May be repeated for credit.

151. Piano Lessons 1-2 Hours
For first- and second-year piano majors and minors and others who choose to receive a letter grade. May be repeated for credit.

170. Opera Workshop 0-1 Hour
Students are introduced to basic acting techniques and stage terminology that will aid the singing-actor in dramatic presentation on the lyric theatre stage; character study through improvisation, observation and analysis plays an important role. Special emphasis is given to the interpretation of music and the use of the singing voice as a critical part of character development. Application of these skills to scenes taken from standard lyric theater repertoire provides performance opportunities. Students must be currently enrolled in private voice study. **Prerequisites:** 2 semesters of MUAP 145, 171 or permission of the instructor.

171. Voice Lessons 1-2 Hours
For first and second-year voice majors and minors and others who choose to receive a letter grade. The final exam requires a jury (performance) in front of the voice faculty. May be repeated for credit.

180. Performance Class 0 Hours
Various aspects of performance are studied and experienced through class recital performances, lectures, panel discussions and presentations. Campus concert/recital attendance is required. Some classes are used for recital hearings, evaluations and related topics as announced.

181. Orchestral Instrument Lessons 1-2 Hours
For first- and second-year instrumental majors and minors and others who wish to receive a letter grade. Please specify the instrument for which you are registering. May be repeated for credit.

246 Special Topics in Music 0-2 hours
Selected topics in music will offer opportunities for study in a variety of areas of interest intended to enhance knowledge and skill in an area of specialization. Pedagogical, historical, theoretical and/or performance aspects of music will be presented by expert faculty. Performance oriented topics may require a specified practice component. Some topics will require permission of the instructor due to skills needed. May be repeated for credit. Applied music fee required.

250. Accompanying 1 Hour
Practical and musical aspects of piano accompanying for intermediate and advanced piano students. Hymn playing, accompanying of instrumental and vocal soloists and choral accompanying will all be considered. Offered as a Private Tutorial

284. Recital 1 Hour
This recital consists of a minimum of 20 minutes of music reflecting at least four required hours of private lessons. The student will receive extra rehearsal, coaching and planning time. Permission of Music Department Chair required.

351. Piano Lessons (Upper Division) 1-2 Hours
For upper division piano majors and minors. May be repeated for credit. **Prerequisite:** Four semesters of MUAP 151 and permission of music faculty.

371. Voice Lessons (Upper Division) 1-2 Hours
For upper division voice majors and minors. May be repeated for credit. **Prerequisite:** Four semesters of MUAP 171 and permission of music faculty.
380. Junior Recital 1 Hour
Required for performance majors (one credit hour). This recital consists of a minimum of 30 minutes of music. The student will receive extra rehearsal, coaching and planning time.

381. Orchestral Instrument Lessons (Upper Division) 1-2 Hours
For upper division instrumental majors and minors. Please specify the instrument for which you are registering. 
Prerequisite: Four semesters of MUAP 181 and permission of music faculty.

480. Senior Recital 1 Hour
Required for all music performance majors. This recital consists of a minimum of 45 minutes of music; for music education majors who elect to do this a minimum of 30 minutes of music is required. The student will receive extra rehearsal, coaching and planning time.

MUSIC EDUCATION & METHODS (MUED)

210. Music Technology for Educators 1 Hour
A survey and evaluation of MIDI devices and music computer software for sequencing, composing, teaching, recording and notating music. Additionally, students will examine instructional software for music teaching, WEB publishing and productivity.

231. String Instruments 1 Hour
A comprehensive approach to the performance and pedagogy of string instruments for the music education major. Major topics include technique, acoustical principles, basic maintenance, teaching methods and instructional materials. Public school observation/teaching experiences required.

232. Woodwind Instruments 1 Hour
A comprehensive approach to the performance and pedagogy of woodwind instruments for the music education major. Major topics include technique, acoustical principles, basic maintenance, teaching methods and instructional materials. Public school observation/teaching experiences required.

233. Brass Instruments 1 Hour
A comprehensive approach to the performance and pedagogy of brass instruments for the music education major. Major topics include technique, acoustical principles, basic maintenance, teaching methods and instructional materials. Public school observation/teaching experiences required.

234. Percussion Instruments 1 Hour
A comprehensive approach to the performance and pedagogy of percussion instruments for the music education major. Major topics include technique, basic maintenance, teaching methods and instructional materials. Public school observation/teaching experiences required.

237. Church Music Ministry & Literature 3 Hours
Practical experiences, lectures, demonstrations and appropriate literature will be presented in music areas related to the church. A broad selection of topics will be presented to prepare students for basics in church music programs.
Prerequisite: MUED 333.

239. Vocal Diction I 1 Hour
A study of pronunciation in Italian and German vocal literature employing the International Phonetic Alphabet.

240. Marching Band Techniques 1 Hour
Principles and practices for the organization and administration of the high school marching band program. Topics include show construction, field maneuvers, rehearsal techniques, music selection, marching percussion and charting techniques. Students will be assigned to high marching program for observation and teaching experiences. Concurrent: SCED 440, SCED 439.

241. Vocal Diction II 1 Hour
A study of pronunciation in French and English vocal literature employing the International Phonetic Alphabet. 
Prerequisite: MUAP 171

333. Basic Conducting 2 Hours
An introduction to conducting which deals with beat, patterns, cueing, releases and basic baton techniques. 
Prerequisite: MUTH 122.

343. Advanced Conducting 2 Hours
A continuation of MUED 333 with an emphasis on conducting technique, literature and rehearsal methods for choral and instrumental ensembles. 
Prerequisite: MUED 333.

344. Music for Elementary Teachers 2 Hours
A study of music fundamentals and
MUED - MUEN

classroom methods designed for elementary teachers.

345. Methods & Materials for Teaching Early Childhood Music 2 Hours
Principles, methods and materials for teaching music in the preschool and early elementary school (grades K-2). Includes the development of the child’s musical growth through singing, listening, rhythmic and creative activities; a survey of available teaching/learning materials; and development of playing and skills. Concurrent: MUED 346.

346. Teaching Practicum in Early Childhood Music 0 Hours
Public school observation/teaching experiences. Must be taken with MUED 345.
(Grading will be on a p/np basis. In the event of a np grade, practicum may be retaken with permission of instructor.) Concurrent: MUED 345

347. Methods & Materials for Teaching Middle Childhood Music 2 Hours
Principles, methods and materials for teaching music in the upper elementary school (grades 3-5). Emphasis is on planning, implementing and evaluating an eclectic curriculum based on the influences of Dalcroze, Orff and Kodaly. Includes the development of the child’s musical growth through singing, listening, playing instruments, reading, improvising and composing; a survey of available teaching/learning materials; and development of students’ musical concepts. Concurrent: MUED 348.

348. Teaching Practicum in Middle Childhood Music 0 Hours
Public school observation/teaching experiences. Must be taken with MUED 347.
(Grading will be on a p/np basis. In the event of a np grade, practicum may be retaken with permission of instructor.) Concurrent: MUED 347

349. Piano Pedagogy 3 Hours
Concepts, practices and issues in teaching piano students from beginning students through intermediate level students. Philosophy of piano education, age variables, graded skills, private lesson and class methods, piano technique, music reading fluency, aural skills, materials, appropriately graded piano literature and business details are included. Offered as a Private Tutorial

350. Vocal Pedagogy 2 Hours
This course is designed to study the physiology of the vocal mechanism and teach the development of breath management and vocal resonance. This course will also survey methods and materials used in teaching singing including diagnosis and resolutions to vocal problems through observation of private voice teaching, recital preparation and discussions on dramatic expression in singing. Prerequisite: MUAP 171.

351. Instrumental Pedagogy 2 Hours
The course, tailored for each woodwind, brass, and stringed instrument, includes in-depth studies of materials, methods, repertoire, and teaching techniques for private and group instruction. Supervised teaching experiences are required of each student. Offered as private tutorial.

352. Preparing to Teach Music 1-2 Hours
This course will offer opportunities for study in a variety of areas of interest intended to enhance knowledge and skills in music teaching. Expert faculty will present pedagogical, administrative, and performance aspects of music teaching and learning.

357. Internship in Church Music 3 Hours
An internship in a church music position intended as a capstone experience. Opportunities will be provided to develop and demonstrate skills and work behaviors appropriate for church music settings. Specific tasks and expectations will be assigned by a supervisor in conjunction with the music department chair. May be repeated for credit.

MUSIC ENSEMBLES (MUEN)

191. Jazz Ensemble 0-1 Hour
The Jazz Ensemble performs music from the broad spectrum of jazz composition, including: Swing, Bebop, Latin and Fusion styles. Rehearses once per week. Membership is by audition during the registration period.

289. Chamber Orchestra 0-2 Hours
The Chamber Orchestra studies and performs traditional and contemporary literature in a variety of idioms and styles. Concerts are performed off and on campus. Skill development, professional habits and ethics, appropriate playing styles, knowledge of repertoire, competence and artistry are part of the
experience. Rehearsal outside of class is expected. Membership is open to all students who have prior experience playing a string instrument and reading music.

290. Concert Choir 0-2 Hours
Musical skills and artistry are developed as the Concert Choir prepares choral literature from all periods for performance on campus, in the community and on tour. Membership is by audition during the registration period. Rehearses three times per week.

291. Brass Ensemble 0-1 Hour
The Brass Ensemble performs music from all periods and emphasizes sound, musicality and individual skills. Performances include Bethel campus and community events. (Offered on demand.)

295. Wind Ensemble 0-2 Hours
The Wind Ensemble performs a broad base of literature with an emphasis on ensemble sound and individual technique. Rehearses one and one-half hours per week.

296. Vocal Ensemble: The Collegians 0-1 Hours
The Collegians is a Broadway review show choir that performs on campus and in the community.

296.B. Vocal Ensemble: Voices of Triumph 0-1 Hours
Voices of Triumph sings a cappella music in concert and for community, church and campus events. Audition required.

297. Instrumental Ensemble 0-1 Hour
Jazz Combo, Flute Ensemble, String Quartet, and other instrumental ensembles (as instruments are available). These ensembles perform in chapel, on campus and in the community.

298. Women’s Chorale 0-2 Hours
Musical skill and artistry are developed as the Women’s Chorale prepares literature especially written or arranged for ladies’ voices. Membership is by audition during the registration period. Rehearses two times per week.

299. Percussion Ensemble 0-1 Hours
The Percussion Ensemble performs music that reflects the great diversity of percussion instruments. These include traditional concert percussion, ethnic music, mallet instruments and hand-drumming. Rehearses once per week.

MUSIC LITERATURE & HISTORY (MULH)

243. Music of the Middle Ages & Renaissance 3 Hours
A study of the development of music in the Middle Ages and Renaissance. Prerequisite: MUTH 122.

244. Music of the Baroque & Classical Periods 3 Hours
A study of the development of western music in the Baroque and Classical periods (1600-1825). Prerequisite: MUTH 122

341. The History and Practice of Worship: Theology and Music 3 Hours
A study of the history, theology, music, and practice of worship, with special emphasis upon enrichment of worship in the local church. Different traditions of music within the context of worship are explored and changing worship patterns are studied.

343. Music of the Romantic Era 2 Hours
A study of the development of western music during the Romantic era (1825-1910). Prerequisite: MUTH 122.

344. Music of the Twentieth and Twenty-First Century 2 Hours
A study of the development of western music during the twentieth century. Prerequisite: MULH 343

345. Vocal Literature 2 Hours
A study of music literature for voice in French, German, Italian, English and American. To include songs and arias written before 1760 and art songs from the Classical period to the 20th Century. Prerequisite: MUAP 171.

346. Piano Literature 2 Hours
A study of advanced piano works of important composers from the Baroque to the present periods. Consideration is given to stylistic, musical and technical elements. Offered as a private tutorial.

448. Independent Study in Music 1-3 Hours
An opportunity for research and study in the field of music. Only open to music majors and minors. May be repeated for credit. Prerequisite: Permission from instructor.
MUSIC THEORY (MUTH)

121. Elements of Music 3 Hours
Introductory study of music theory and the raw materials and terminology within music. Intended primarily as an orientation course for music majors and minors; open to others.

122. Music Theory I 3 Hours
Elementary harmony. Review of notation of pitch, duration, intervals, scales and key signatures. Introduction of triads, seventh chords, part-writing, figured bass, cadences, non-harmonic tones and chord inversions. Basic keyboard harmony. Music majors must take this concurrently with MUTH 123. Prerequisite: MUTH 121.

123. Sight-Singing/Ear-Training I 2 Hours
Development of aural skills through melodic, harmonic and rhythmic studies. Covers intervals, scales, triads, simple harmonics, progressions and melodies. Music majors must take this concurrently with MUTH 122. Prerequisite: MUTH 121.

221. Music Theory II 3 Hours
Intermediate harmony. Study of diatonic seventh chords, part-writing, secondary chords and modulation. Introduction to simple formal structures. Includes keyboard harmony. To be taken concurrently with MUTH 222. Prerequisite: MUTH 122.

222. Sight-Singing/Ear-Training II 1 Hour
Continuation of Sight-Singing/Ear-Training I. Introduction of more complex melodies and rhythms. Two-voice, melodic and four-part dictation. Music majors must take this concurrently with MUTH 221. Prerequisite: MUTH 123.

223. Music Theory III 3 Hours
Advanced theory. Study of extended tertian sonorities and chromatic harmony. Introduction to composition. Includes keyboard harmony, sight-singing and ear-training. Prerequisite: MUTH 221.

321. Form & Analysis 2 Hours
Introduction of analytical method and development of analytical skills through study of typical musical forms of the 18th and 19th centuries. Prerequisite: MUTH 223.

322. Orchestration 2 Hours
Introduction to the instruments of the orchestra and band, study of orchestration techniques and scoring for small instrumental ensembles and orchestra.

Offered as a private tutorial. Prerequisite: MUTH 221.

323. Choral Arranging 2 Hours
Study of styles and techniques used in arranging for various types of vocal ensembles offered as a private tutorial. Prerequisite: MUTH 221.

324. Special Studies in Theory 2 Hours
Advanced and detailed independent studies in music theory. To be arranged with instructor. For upper-class majors. Requires written permission of instructor and private tutorial fee. May be repeated for credit.

325. Music Composition I 1-2 Hours
Private study. Introduction to techniques of composition. Emphasis on composition of works for piano, voice or chamber ensembles. Requires private lesson fee. (Offered on demand.) Prerequisite: Permission of instructor.

425. Music Composition II 1-2 Hours
Private tutorial. Advanced studies in composition. Emphasis on composition of works for large instrumental ensembles. Requires private lesson fee. (Offered on demand.) Prerequisites: MUTH 223, 322 and written permission of instructor.

WORSHIP ARTS (MUWA)

210. Basic Media Production for Worship 3 Hours
An exploration of the use of technology in local church ministry, this course gives application for media production in worship, Christian education and church communication. This course examines the use of software and technology commonly used in church ministry events. Students will research the range of interactive media productions, live events, web design, and motion graphics used in contemporary and traditional forms of worship leadership.

215. Introduction to Worship Team 3 Hours
This course examines the pastoral theology, methods, and principles for leading a worship arts ministry in a local church. Though emphasis is given to contemporary forms of worship, students will learn principles for developing traditional, blended, and contemporary forms of corporate worship. The course includes principles for the development of a leadership team, the audition process, rehearsal techniques (for vari-
ous ensembles), organizational strategies, and spiritual leadership.

220. Worship Arts Technology 3 Hours
The course will cover the common problems that worship leaders face regarding application and the role of technology in a worship setting. This course provides an overview of the technologies, equipment, and tools that support worship arts programming. Students will learn specific techniques and practices through hands-on experience of how sound reinforcement, lighting systems, and related technology work. Students will learn how to research and assess sound and lighting equipment utilized in a range of worship settings, from intimate to large-scale worship settings.

450. Worship Arts Internship 2 Hours
This course consists of an internship experience of 8-10 hours per week in an approved professional setting. The course integrates the student’s prior academic learning into a field experience in a local church under the mentorship of vocational worship ministry staff member. The course includes practical leadership experiences, reflective journaling, and a culminating evaluation by the field supervisor.

NATURAL SCIENCE (NS)

110. Environmental Science 4 Hours
This class is a basic introduction to the biological world through the interdisciplinary focus of Environmental Science. Topics to be addressed are: ecosystem and community ecology and management, biodiversity, pollution, energy conservation, species conservation, nature reserves and population dynamics. 
Lab: NS 110L

113. Area Study: Natural History and Ecology 4 Hours
Investigation into the geology, climate, environmental resources, flora, fauna, ecology, and conservation and management of a particular geographic area or region. May be used to fulfill general education requirements. Requires 2-3 weeks of travel away from campus and additional fees. Lab: NS 113L Prerequisites: permission of the instructor.

200. Science & Faith Seminar 1 Hour
This seminar series is a special seminar for students and faculty to interact on a regular basis on issues of faith and science. Topics may vary from semester to semester; may be organized around particular themes, or be based on short-term assessment of the professional literature. May be repeated for credit up to four hours. Prerequisites: A lab science and THEO 110. Corequisite: PHIL 150 or PHIL 250.

201. Special Topics in the Natural Sciences 1-4 Hours
A study of a special topic in the sciences. Topics may vary from semester to semester and will pertain to scientific disciplines. They may be organized around particular themes, or be taught as seminars involving both faculty and students, or be based on short-term assessment of the professional literature. May be repeated for credit.

210. Understanding Nutritional Science 3 Hours
This course is designed to help students identify the essential nutritional components of personal and family health maintenance. It will cover the current dietary guidelines and discuss the factors and nutrients that contribute to energy balance and imbalance, and the importance of vitamins and minerals.

211. Nutrition ADN & BSN 3 Hours
A comprehensive study of the nutrients in food and how the body utilizes these to promote growth and wellness. Normal nutrition, nutrition throughout the life cycle and diet-oriented clinical nutrition units promote the student’s knowledge and understanding of appropriate food-related behaviors. This course is oriented to the nursing and health-related major. Prerequisite: BIOL 215.

220. Stress and Health 3 Hours
The study of stress and health will serve as a way to introduce non-science majors to human biology. Introductions to the major body systems will highlight the normal structures and functions of the human body. The course will include how different types of stress, including acute physiological crisis, chronic physical challenges, and psychological and social disruptions can impact each body system. A special focus will be on personal lifestyle changes that will enhance the students coping with their individual stressors.

250. Survey of Astronomy 3 Hours
A survey of the characteristics, composition and structure of the extraterrestrial
universe, with emphasis on the physical laws which govern its behavior. Current space projects are discussed. No lab (this course does not meet lab-based general studies requirements).

251. Astronomy  4 Hours
A study of the characteristics, composition and structure of the extraterrestrial universe, with emphasis on the physical laws which govern its behavior. Current space projects are discussed. Three lectures and several hours of laboratory and observations each week. Lab: NS 251L

291. Physical World  4 Hours
This course serves to acquaint primarily nonscientists with basic scientific principles governing our world, how new understanding is gained through the process of the scientific method, and several key contributions of outstanding scientists in the areas of motion, heat, sound, electricity, light, atoms, nuclei, chemistry, geology and of the entire universe. Basic algebra is assumed and some quantitative problem solving is included. Emphasis is placed on responsible use of physical resources and how our worldview is influenced by discoveries in physical science. Lab: NS 291L

333. Scientific Research Methods 3 Hours
This course will be a combination of three main themes: (1) technical and scientific writing; (2) introduction to research methods, journals and procedures; and (3) review of the recent scientific research in their major area of interest. The student will be expected to produce both written and oral research reports. Prerequisites: Two college-level science courses and ENGL 102.

NON-PROFIT MANAGEMENT (NPM)

310. Management Practices for a Non-profit  3 Hours
This course is designed to provide an analysis of the various perspectives on management and leadership in the non-profit sector. Elements of the course will include an examination of how nonprofit organizations work; organizational structures; ethical considerations and dilemmas; and legal requirements associated with the non-profit sector at the state and federal levels. Significant attention will be given to Board Development.

410. Marketing, Social Media and the Non-profit  3 Hours
This course is designed to provide an analysis of the underlying fundamental principles, concepts, and methods of strategic marketing as it is associated with the nonprofit sector. Also presented are strategies for leveraging Social Media opportunities including exposure to popular media for business and practical steps for implementing a successful Social Media communication marketing element within an overall strategic marketing plan.

415. Marketing and Fundraising  3 Hours
This course is designed to provide an analysis of the underlying fundamental principles, concepts, and methods of strategic marketing as it is associated with the non-profit sector. Foundational principles of fundraising and resource development will also be explored.

420. Volunteer Selection Training and Development  3 Hours
This course introduces training and development theories, research and practice for managing personnel and human resources for paid and volunteer staff in nonprofit settings. Elements of this course include examination of individual and group behaviors in nonprofit organizations, the motivational and personnel programs required by the organization, and the managerial strategies for effective human resources management.

430. Financial Management in Non-Profit  3 Hours
This course is designed to provide an analysis of budgeting and financial management in the non-profit sector. Elements examined by the student include underlying fundamental principles, concepts, and methods of strategic planning and financial management applicable to the non-profit sector and how they function and are interrelated.

440. Grant Writing  3 Hours
This course is designed to provide knowledge in the grant proposal process including proposal development and submission. Elements of this course will examine the differences of the private and public grant funding sectors and associated strategies in securing grant funding. Management of grant awards including project management, reporting obligations, and financial management strategies are examined.
NURSING (NUR)  

090. Strategies for Nursing Success 1 Hour  
This course is for pre-nursing or nursing majors to develop strategies for strengthening study skills and to identify positive coping mechanisms to balance personal and academic stressors. The course is required for students who meet certain criteria. Credit hour does not count toward graduation.

111. Nursing Fundamentals (ADN) 6 Hours  
This course emphasizes basic nursing concepts and incorporates the development of conceptual skills needed for therapeutic nursing interventions for culturally diverse individuals. Focus is placed on providing a solid foundation of technical and interpersonal skills. The nursing process is introduced including application to nursing care using clinical and laboratory settings. This course has 3 hours of class and 9 hours of clinical each week. Lab: NUR 111L  
Co-requisites: BIOL 214, PSYC 182, CHEM 150

112. Nursing I (ADN) 7 Hours  
This course focuses on the care of culturally diverse individuals with emphasis on stressors that may interrupt the physiological and psychosocial integrity of individuals. Concentration is placed on use of the nursing process in the care of individuals in acute medical-surgical and psychiatric/mental health settings. This course has 3 hours of class and 12 hours of clinical each week. Lab: NUR 112L  
Prerequisites: NUR 111, BIOL 214, PSYC 182. Co-requisites: BIOL 215

114. Transition to ADN Nursing (ADN) 6 Hours  
This course provides for the transition of the LPN to the ADN option. An overview of the nursing process and care of culturally diverse individuals is given. There is concentration on care of individuals with selected medical-surgical illnesses as well as clinical experience in psychiatric/mental health settings. The course has a total of 60 hours of classroom and 90 hours of clinical. Prerequisite: BIOL 215, PSYC 182, ENGL 101, CHEM 150, PSYC 288. NLN Challenge Exam I passed at 50 percentile or higher. Permission of instructor.

121. Medical Terminology 1 Hour  
This elective course introduces the student to basic medical terminology and provides a format for building a working knowledge of medical terms. This course has scheduled class and independent study assignments. The course is available to any Bethel student.

122. Math for Meds (ADN or BSN) 1 Hour  
This elective course introduces the mathematical principles of dosage and drug calculations needed for medication administration in nursing. This course has 2 hours of class for 7 weeks. The course is available to any Bethel student.

124. Nursing Perspectives (BSN) 1 Hour  
This course introduces the student to the profession of nursing. It encourages the student to evaluate personal life goals with reference to the responsibility of the professional nurse before committing themselves to the career of nursing. This course has 1 hour of class each week and is open to any Bethel student.

127. Spanish Medical Terminology 2 Hours  
This elective course is geared toward individuals working or majoring in health-related areas. The course focuses on the vocabulary needed for the workplace, the grammar to complete the basic skills sequence and task-based practical skills. This course has 2 hours of class each week. Prerequisite: Permission of instructor.

211. Nursing II (ADN) 7 Hours  
This course focuses on nursing care of culturally diverse individuals and families throughout the life cycle. Emphasis is placed on caring for the childbearing family and adults with medical-surgical illnesses. Students use knowledge of the nursing process and growth and development as a conceptual basis for nursing care. Clinical experiences are provided in acute care and community settings. This course has 3 hours of class and 12 hours of clinical each week. Lab: NUR 211L  
Prerequisites: NUR 112, BIOL 215, PSYC 288, ENGL 101, NUR 114 (for LPN to ADN), CHEM 150. Co-requisite: BIOL 312.

212. Nursing III (ADN) 8 Hours  
This course applies the nursing process in the care of culturally diverse, critically ill individuals, children and their families. Leadership and management concepts are incorporated in the care of multiple individuals. Clinical experiences are
provided in acute care and community-based settings. This course has 3 hours of class and an average of 15 hours of clinical each week. **Lab:** NUR 212L **Prerequisites:** NUR 211, NS 211, BIOL 312, NUR 241. **Concurrent:** NUR 228, NUR 229. **Co-requisite:** NUR 224, COMM 171, SOC 151.

220. **Health Assessment (BSN)** 3 Hours
This course develops the skills necessary to perform an adult health assessment. The interpretation of data and integration of biological, psychological and social concepts are included. This course has 3 hours of class each week. Practice (LPN students excluded) sessions are incorporated into class sessions. **Prerequisite:** NUR 231.

224. **Pharmacology (ADN or BSN)** 3 Hours
This course provides a systematic classification of drugs as the basis for the use of current and new pharmacotherapeutic agents. Content is organized according to systems and therapeutic use with focus on nursing implications and use of the nursing process. This course has 3 hours of class each week. **Prerequisites:** BIOL 215, CHEM 150, NUR 112, or NUR 231.

227. **Introduction to Community-based Care (BSN)** 1 Hour
This course introduces the student to the concepts pertinent to community-based health care. It provides the basis for student practice when caring for individuals and families across the life span outside the acute care setting. This course has 2 hours of class a week for 7 weeks. **Prerequisite:** NUR 231.

228. **Nursing Roles and Perspectives (ADN)** 2 Hours
This course focuses on the transition to the role of a provider of care and manager of care within the profession of nursing. The historical development of nursing as a profession is examined. Legal, ethical and moral issues affecting the nurse are explored within a Christian context. This course has 2 hours of class each week. **Prerequisite:** NUR 211. **Concurrent:** NUR 229, NUR 212

229. **Clinical Problem Solving** 1 Hour
This course involves application of critical thinking to clinical problem solving. Computer exercises enhance classroom presentation. This course has 1.5 hours of seminar each week. **Concurrent:** NUR 228, NUR 212

231. **Nursing Fundamentals (BSN)** 6 Hours
This course emphasizes basic nursing concepts and incorporates the development of conceptual skills needed for therapeutic nursing interventions for culturally diverse individuals. Focus is placed on providing a solid foundation of technical and interpersonal skills. The nursing process is introduced including application to nursing care using clinical and laboratory settings. This course has 3 hours of class and 9 hours of clinical each week. **Lab:** NUR 231L **Prerequisites:** Acceptance in Nursing program. PSYC 182, PSYC 288, CHEM 150, COMM 171, BIOL 215, ENGL 101. **Co-requisite:** NUR 124.

232. **Nursing of Individuals (BSN)** 8 Hours
This course places emphasis on medical-surgical nursing concepts and their application to clinical practice with culturally diverse individuals. Emphasis is placed on implementing the nursing process in the care of adults in acute care settings and nursing care of the elderly. This course has 4 hours of class and 12 hours of clinical each week. **Lab:** NUR 232L **Prerequisite:** NUR 231, BIOL 312.

241. **Nursing of the Older Adult (ADN)** 1 Hour
This course focuses on health promotion/protection concepts for older adults. This course has 2 hours of class for 7 weeks as scheduled. **Prerequisite:** NUR 112 or NUR 114. **Concurrent:** NUR 211.

294/494. **Independent Study** 1-3 Hours
This course provides an opportunity for independent exploration of literature and resources to further advance nursing knowledge in a specialized area. The student develops an independent study plan under the direction of a faculty member (TBA). NUR 294 may be taken by ADNs. NUR 494 may be taken by BSNs. Both may be repeated for up to 6 hours credit. **Prerequisite:** Permission of instructor.

300. **Nursing Informatics** 3 Hours
This course is designed to prepare students to use technological innovations to enhance safe patient/family centered care, evidenced based practice, quality improvement, and information management. This course is offered in 2 formats, online with 3 hours of class each.
week for the full semester for pre-licensure students, or for BSN-C students 4 hours of class each week for 7 weeks.

313. Nursing of Mental Health Issues in Families 4 Hours
This course focuses on the care of culturally diverse individuals and families throughout the life cycle. The nursing process is used to provide nursing care in psychiatric/mental health settings. This course has 3 hours of class a week and 15 hours of clinical each week for half of the semester. Lab: NUR 313L
Prerequisites: NS 211, SOC 151, NUR 220, NUR 224, NUR 227 and NUR 232.
Concurrent: NUR 322.

315. Nursing of Children & Their Families 4 Hours
This course focuses on the care of culturally diverse children and families. The nursing process is used to provide nursing care in child-health settings. This course has 3 hours of class a week and 15 hours of clinical each week for half of the semester. Lab: NUR 315L
Prerequisites: NS 211, SOC 151, NUR 220, NUR 224, NUR 227, NUR 232.
Concurrent: NUR 322.

316. Nursing of the Critically Ill & Their Families 4 Hours
This course focuses on the care of culturally diverse individuals and families experiencing life-threatening events. The nursing process is used to provide care for those experiencing critical illness and their families. This course has 3 hours of class a week and 15 hours of clinical each week for half of the semester. Lab: NUR 316L
Prerequisites: NUR 313, NUR 315.

317. Nursing of Maternal/Infant Families 4 Hours
This course focuses on the care of individuals and families experiencing life-changing events. The nursing process is used to provide care for childbearing families. This course has 3 hours of class a week and 15 hours of clinical each week for half of the semester. Lab: NUR 317L
Prerequisites: NUR 313, NUR 315.

322. Nursing Theory (BSN) 3 Hours
This course explores nursing conceptual models, nursing theories and nonnursing theories that may be applied to nursing practice. Nursing theories are compared to a Christian worldview. This course has 3 hours of class each week.
Prerequisites: NUR 220, NUR 224, NUR 227, NUR 232.

323. Nursing Issues (BSN) 3 Hours
This course explores historical, legal, ethical, moral, spiritual and current issues in nursing and the role of the professional nurse. This course has 3 hours of class each week. Prerequisites: NUR 322.

352. International Nursing Experience 3 Hours
This elective course provides students opportunities to study and practice nursing in an international setting. The length of time in the international setting will be approximately 10 days to 3 weeks. The experiences include some nursing activities usually in a public health setting, and will also provide additional cultural activities and field trips.
Prerequisites: RN or NUR 111 and NUR 112 or NUR 231 and NUR 232.

361. International Health Seminar 1-2 Hours
This elective course explores the area of international health in terms of important health issues, the economic, political and social factors influencing these issues, and the resources available to address these issues. Attention will be given to appropriate responses by the Christian community. This course has 5 class sessions of 3 hours each (one credit). Students may contract for a second hour of credit (TBA). This course is open to any Bethel student.

362. Women’s Health 3 Hours
This elective course provides a comprehensive overview of contemporary women’s health topics and a structure for informed personal decision making. This course is available online only and has 3 hours of class each week. This course is available to any Bethel student.

363. Spiritual Care & Health Care 3 Hours
This elective course explores the facets of spiritual care in today’s health care system. This course is available online only and has 3 hours of class each week. This course is open to any Bethel nursing student.

380. Health Assessment 3 Hours
This course refines and enhances skills necessary to perform a holistic health
assessment of the individual. It places emphasis on collection and interpretation of subjective and objective data. This course has four hours of class for seven weeks. Practice sessions are incorporated into class sessions. Co-requisite: NUR 381.

381. Role Transition in Professional Nursing 3 Hours
This course builds on previous education, explores professional practice and role transitions, and broadens the perspective of the registered nurse. This course has four hours of class for seven weeks. Prerequisite: Admission to the BSN-C program.

382. Frameworks for Nursing Practice 3 Hours
This course explores selected theoretical and conceptual frameworks from nursing and other disciplines that guide professional nursing practice. Frameworks are compared to a Christian worldview. This course has four hours of class for seven weeks. Co-requisite: NUR 381.

383. Contemporary Issues in Nursing 3 Hours
This course explores current issues and trends in the health care environment that impact professional nursing practice. This course has four hours of class for seven weeks. Co-requisite: NUR 381.

395. Evidenced-Based Nursing Practice 3 Hours
This course explores basic research concepts and processes as a basis for nursing practice and quality improvement. Students will critically analyze research to direct evidence-based practice, and will promote the dissemination of nursing knowledge to enhance patient/family centered care. This course has four hours of class for seven weeks. Co-requisite: NUR 381.

410. Ethics for Nursing Practice 3 Hours
This course explores codes, principles, and ethical theories that influence ethical decision making in professional nursing practice with special attention to a Christian worldview. The relationship of personal and professional values to ethical decision making is considered, with analysis of the nurse’s role in patient/family centered care and collaborative teamwork. Students will be guided to develop a personal ethical decision making model that encourages lifelong integrity and commitment to holistic care. This course has four hours of class for seven weeks. Co-requisite: NUR 381.

411. Nursing in the Community (BSN) 7 Hours
This course emphasizes community-based and population-focused approaches to health promotion. Concepts and theories of contemporary community health nursing are applied in a variety of community settings. This course has 3 hours of class and 160 hours of clinical in the semester. Lab: NUR 411L Prerequisites: NUR 323, NUR 425.

413. Nursing Management (BSN) 7 Hours
This course focuses on the acquisition and application of management skills and leadership qualities. It emphasizes assessment, decision making, collaboration and coordination in the management of care. Synthesis of previous learning is expected. This course has 3 hours of class and 160 hours of clinical in the semester. Lab: NUR 413L Prerequisite: NUR 411. Concurrent: NUR 426.

422a. Nursing Research I (BSN) 3 Hours
This course examines essential concepts, principles, theories and techniques used in the research process. The evaluation of current nursing research and its potential for use in clinical practice is a central focus. Students are assisted in the development of a realistic nursing research proposal. This course has 3 hours of class each week. Prerequisites: NUR 322, MATH 111, Computer Elective.

423a. Nursing Research II (BSN) 1 Hour
This course enables the student to coordinate research activities and implement the research proposal that was developed in Research I. Data collection, statistical analysis and presentation of findings are the major components of this course. (Hours TBA) Prerequisite: NUR 422a.

425. Nursing Care & Health Promotion of the Older Adult 2 Hours
This course focuses on the role of the nurse in health promotion, health protection and successful aging for the older adult. This course has 2 hours of class each week. Prerequisites: NUR 313, NUR 315.
426.  **Clinical Problem Solving**  
(BSN)  
1 Hour  
This course involves application of critical thinking to clinical problem solving. Computer exercises enhance classroom presentation. This course has 1.5 hours of seminar each week.  
**Concurrent:** NUR 413.

471.  **Nursing Leadership and Management**  
4 Hours  
This course focuses on the acquisition and application of leadership qualities and management skills synthesizing previous learning. It emphasizes teamwork and collaboration; knowledge of the health care environment; professionalism; and business skills. Implications of societal trends and health care decision making will be explored. This course has four hours of class for seven weeks and completion of a leadership project.  
**Co-requisite:** NUR 381.

485.  **Community and Population Based Nursing**  
4 Hours  
This course emphasizes community-based and population-centered approaches to health promotion and disease and injury prevention. Community health nursing and public health concepts are integrated to provide a theoretical framework for the provision of holistic population centered care. This course has four hours of class for seven weeks and completion of a community project.  
**Co-requisite:** NUR 381.

487.  **Global Health**  
3 Hours  
This course explores the area of global health in terms of the problems, trends, and challenges that cross national boundaries. It provides a broad overview of the complex (political, environmental, economic, and social) factors influencing these issues. The role of key organizations collaborating in addressing global health problems is examined. Attention is given to responses by the Christian community. Ethical concerns related to global health are addressed. This course has four hours of class for seven weeks.

494.  **Independent Study in Nursing**  
1-3 Hours  
See description under NUR 294/494. Permission from instructor.

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**ORGANIZATIONAL MANAGEMENT (ORGM)**

220.  **Communications**  
3 Hours  
This course covers:  
1. Basic grammar and writing skills.  
2. General concepts of small computer components and operation. The material presented covers computer composition (parts), how to use the Microsoft DOS operating system and how to use the Microsoft Windows menu program.  
3. Concepts that make for effective communication in personal and social relationships. The exercises will deal with verbal and nonverbal communication and constructive feedback.

300.  **Biblical Perspectives for Managers**  
3 Hours  
An overview of the historical, literary and religious dimensions of the Bible. Students examine biblical faith and the integration of faith, learning and living. Biblical models and styles of leadership are examined for the purpose of better understanding how faith may affect one’s leadership in the workplace environment.

320.  **Accounting for Managers**  
3-4 Hours  
An analysis of a series of concepts which are designed to help interpret and research financial statement information. Some of the concepts covered will include:  
1. Reinforcing basic accounting concepts.  
2. Introducing ratio, trend analysis and common sized financial statements.  
3. Reviewing the recording of transactions.  
4. Being familiar with the rules of recognizing revenue.  
5. Understanding inventory methods.  
6. Calculating depreciation, amortization and sale of capital assets.  
7. Accounting for liabilities.  

333.  **Managerial Finance**  
4 Hours  
An overview of financial tools available to the manager in decision making. Includes a study of income statements, balance sheets, cash flow budgets, changes in financial position and ratio analysis. Emphasis is on reading and understanding accounting and financial
documents rather than upon their preparation.

349. **Statistical Methods & Research** 3 Hours
   Problem analysis and evaluation techniques are presented. Students are shown methods of defining, researching, analyzing and evaluating a problem in their work or a vocational environment. Specific statistical information presented includes identifying and measuring objectives, collecting data, working with significance levels, analyzing variance and constructing questionnaires.

401. **Principles of Management & Supervision** 3 Hours
   An examination of motivational theory and its application to individual and group functioning in work and home situations. Leadership styles related to particular circumstances are analyzed. Negotiation is explored through readings and class practice, with an analysis of the effect on productivity.

403. **Business Ethics** 3 Hours
   Several major ethical theories are reviewed. Students are asked to examine personal values through readings and workplace analysis to formulate a management philosophy incorporating business ethics, government accountability, human rights and a responsible lifestyle in the contemporary world.

430. **Human Resources Administration** 3 Hours
   An exploration of the values and perceptions of selected groups affecting social and economic life through an analysis of policies and practices of recruitment, selection, training, development and compensation of employees. Special attention is given to federal legislation through a series of case studies and simulations.

433. **Managerial Economics** 4 Hours
   A study of principles of economics necessary to equip managers and supervisors for effective decision making and leadership. Special consideration is given to the effects of the internationalization of our economy. Specific economic concepts are applied to problem solving in the manager’s workplace.

435. **Problem Solving and Decision Science** 3 Hours
   This course covers various approaches to solving business problems from a managerial point of view. Various optimization techniques are surveyed with an emphasis on the why and how of these types of models as opposed to a detailed theoretical approach. Students develop optimization models which relate to the management of the organization.

452. **Group & Organizational Behavior** 3 Hours
   A study of group behavior and how group functioning affects organizational effectiveness. Emphasis is placed on decision making and resolving conflict in groups. Students develop strategies for efficient and productive group management and determine which tasks are handled by groups or individuals.

454. **Systems Management** 3 Hours
   Students examine the formal and informal functions of organizations and analyze an agency or organization based on a systems model. Students also analyze and solve organizational problems, using a step-by-step method.

**PHILOSOPHY (PHIL)**

110. **Christian Worldview** 1 Hour
   This seminar will examine the history, nature, and intellectual impact of worldviews, beginning with the German Enlightenment notion of a Weltanschauung on through more recent and varied attempts to articulate explicitly Christian worldviews. Students will reflect on how particular worldviews inform approaches to specific academic disciplines. How should Christians address the potential tensions between Christ and culture identified by H. Richard Niebuhr? How do worldviews influence professional, practical, and personal concerns as well as academic ones? May be repeated for credit up to 4 hours. **Prerequisite:** Permission of instructor.

150. **Logic & Critical Thinking** 2 Hours
   The course is a study of the laws of thought. Introductory concepts of formal logic will be presented such as truth tables, sentential logic, validity, soundness, and necessary and sufficient conditions. Work will be done both with the manipulation of logical symbols and with plain English arguments. Also, informal logical fallacies will be identified and evaluated.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>250</td>
<td>Introduction to Philosophy</td>
<td>3 Hours</td>
<td>A general introduction to the traditional problems of philosophy. Care will be taken to assess the various solutions which have been offered to the problems and to understand the import of such solutions for the Christian worldview. Students will be exposed to some of the classic texts in the history of philosophy.</td>
</tr>
<tr>
<td>262</td>
<td>Special Topics in Philosophy</td>
<td>3 Hours</td>
<td>A philosophical examination of people, movements, or other subjects. Topics will vary from year to year. May be repeated.</td>
</tr>
<tr>
<td>301</td>
<td>Symbolic Logic</td>
<td>3 Hours</td>
<td>An introduction to modern formal logics, including propositional and first order predicate logic. Attention will also be given to assumptions underlying different kinds of logical analysis.</td>
</tr>
<tr>
<td>310</td>
<td>Ancient &amp; Medieval Philosophy</td>
<td>3 Hours</td>
<td>A survey of philosophy from early Greece through the Renaissance, emphasizing the primary sources of Plato, Aristotle, Augustine and Aquinas.</td>
</tr>
<tr>
<td>311</td>
<td>Modern Philosophy</td>
<td>3 Hours</td>
<td>A survey of philosophy of the seventeenth and eighteenth centuries, concentrated on primary sources of Descartes, Spinoza, Leibniz, Locke, Berkeley, Hume and Kant.</td>
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<tr>
<td>312</td>
<td>Nineteenth &amp; Twentieth Century Philosophy</td>
<td>3 Hours</td>
<td>A survey of the philosophy of the nineteenth and twentieth centuries, concentrated on the primary sources of Hegel, Marx, Kierkagaard, Nietzsche and the two strands of twentieth century philosophy: continental and analytic philosophy.</td>
</tr>
<tr>
<td>313</td>
<td>Major Philosophers</td>
<td>3 Hours</td>
<td>A study in the thought and works of a single philosopher who has been highly influential in the history of philosophy. For example, Plato, Aristotle, Aquinas, Descartes, Kant, Heidegger. May be repeated for credit.</td>
</tr>
<tr>
<td>321</td>
<td>Ethics &amp; Value Theory</td>
<td>3 Hours</td>
<td>An examination of the primary ethical theories. Emphasis is placed on Christian ethics in a social context. Aesthetics and other value theory topics may also be included.</td>
</tr>
<tr>
<td>330</td>
<td>Theory of Knowledge</td>
<td>3 Hours</td>
<td>An examination of theories of knowledge. Questions addressed may include: What are the conditions for knowledge? What does it mean to be rational? How does the character of the knower influence knowledge claims? What are the limits of human reason? Are there different ways of knowing?</td>
</tr>
<tr>
<td>340</td>
<td>Christian Apologetics (cross-listed with THEO 340)</td>
<td>3 Hours</td>
<td>The course examines themes in Christian apologetics. Themes may include different apologetic writers, such as C. S. Lewis or Francis Schaeffer; or different apologetic topics, such as arguments for the existence of God or the historicity of scriptural accounts. Prerequisites: THEO 110, PHIL 250.</td>
</tr>
<tr>
<td>341</td>
<td>Metaphysics</td>
<td>3 Hours</td>
<td>An examination of traditional topics of metaphysics such as the mind-body problem, freedom and determinism, immortality, God, identity, universals, causation.</td>
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<tr>
<td>343</td>
<td>Philosophy of Science</td>
<td>3 Hours</td>
<td>Examines the nature of science from a philosophical perspective. Philosophy of science includes questions about the philosophically puzzling aspects of reality as described by scientific theories (e.g., the nature of space and time); but also, and more predominately, it probes into matters concerning the justification, objectivity and assumptions of the scientific enterprise.</td>
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<tr>
<td>344</td>
<td>Philosophy of Religion</td>
<td>3 Hours</td>
<td>A study of the nature of religion from a philosophical perspective. Philosophy of religion examines the meaning and justification of religious claims. Topics to explore may include: faith and reason, religious language, miracles, the nature of God, religious pluralism.</td>
</tr>
<tr>
<td>345</td>
<td>Philosophy of Mind</td>
<td>3 Hours</td>
<td>Examines the nature of the human mind from a philosophical perspective. While drawing from scientific advances about the function of the brain and from religious sources about the nature of human beings, the question of the human mind is essentially a philosophical one. Topics for study may include: the nature of consciousness, mind-body interaction, life after death.</td>
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<tr>
<td>350</td>
<td>Senior Colloquium</td>
<td>1 Hour</td>
<td>A seminar approach in which ethical insights are applied to a current problem or issue. Basic Christian perspectives are brought into play. Prerequisite: Senior standing and PHIL 250.</td>
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</tbody>
</table>
PHIL - PSYC

452. Senior Experience  1 Hour
A capstone seminar course in moral philosophy that focuses in part on the relations between virtues, vices and worldviews. Prerequisites: Senior standing.

460. Independent Study  1-4 Hours
A study of some period, topic or philosophical problem of the student's choice. May be repeated for credit. Permission from instructor required.

461. Seminar in Philosophy  3 Hours
Topics will vary from year to year, including: philosophy of science, philosophy of religion, major philosophers, major schools and time periods. May be repeated.

PHYSICS (PHYS)

121. General Physics I  4 Hours
A calculus based introductory physics course covering Newtonian mechanics, conservation laws, rigid bodies and extended systems. Lab: PHYS 121L Prerequisite: MATH 124 or MATH 131 (can be taken concurrently).

122. General Physics II  4 Hours
A calculus based introductory physics course covering thermal physics, waves and optics. Lab: PHYS 122L Prerequisite: MATH 124 or MATH 131 (can be taken concurrently).

222. General Physics III  4 Hours
A calculus based introductory physics course covering electrostatics, dc circuits, magnetism, induction, ac circuits. Lab: PHYS 222L Prerequisite: MATH 131, and PHYS 121 or PHYS 122

301. Quantum Physics  4 Hours
Topics include special theory of relativity, introduction to quantum theory, the equation, atoms, nuclei and solid state. Three lectures and one three-hour laboratory per week. Lab: PHYS 301L Prerequisites: MATH 132, PHYS 122.

310. Thermodynamics  3 Hours
Introducing basic concepts and fundamental laws of thermodynamics and some of their applications in engineering and chemistry. Topics of study include kinetic theory, basic concepts of thermodynamics, the first and second laws of thermodynamics, heat engines and refrigerators, thermodynamics potentials and phase transition. Prerequisites: MATH 132, PHYS 122.

399. Internship in Physics  1-4 Hours
Field experience in a selected area of interest, including on-the-job experience and practical training. Prerequisite: Permission of instructor.

421. Independent Study in Physics  1-4 Hours

PSYCHOLOGY (PSYC)

182. General Psychology  3 Hours
An introduction to psychological principles and concepts.

279. Group Facilitation in the Human Services Profession  3 Hours
A study of techniques and practices used by human services practitioners in the group settings. Includes the process of the preparation, selection and facilitation of groups; group dynamics; and the observation and evaluation of group function. Prerequisites: SOC 251 and SOC 278.

280. History & Systems of Psychology  3 Hours
An introduction to the history and systems of psychology. Emphasis is placed on the historical, philosophical and empirical foundations, as well as the present and future directions of the discipline. Career opportunities are also discussed. Prerequisite: PSYC 182.

284. Child Growth & Development  3 Hours
The physical, social, emotional, and cognitive development of the child from conception to adolescence is examined. Special attention is given to managing behavior, service learning, and the contemporary child's experience. Prerequisite: PSYC 182.

285. Adolescent Growth & Development  2 Hours
A study of the development of the adolescent and the young adult. Special attention will be given to physiological changes, intellectual development, the search for identity, relationships with parents, relationships with peers, problems of adolescence, career development and choosing a personal lifestyle. Prerequisite: PSYC 182.

287. School-Age Growth & Development  3 Hours
This course covers the physical, social, emotional and cognitive development of
school-age children and adolescents, focusing on ages 3 to 18. Developmental issues such as language, identity, achievement, gender, sexuality, career formation, relationships with parents, family and peers, and age-specific problems are studied. Special attention is given to developmental theories and their application to the educational setting and the role of the educator in the developmental process. Some discussion of prenatal and infant development and its impact on school-age children will also be included. **Prerequisite:** PSYC 182.

**288. Life Span Development 3 Hours**
A study of the basic principles and theories of human development with special emphasis given to the determinants of the human life span from the beginning of life through infancy, childhood, adolescence and adulthood to death and dying. Emphasis is placed on the transitional life processes as they occur at each stage, and attention is given to physical, intellectual, social and personality development in each stage of the life span. **Prerequisite:** PSYC 182.

**362. Special Topics in Psychology 1-3 Hours**
An opportunity to study issues, trends, topics, or content in psychology that may not be covered in other courses. Developed and offered on demand.

**371. Interviewing and People-Helping Skills 3 Hours**
A skills acquisition course where the student achieves a minimal competency level in observation and evaluation, including listening, problem identification, goal setting and use of problem solving strategies. The ethical guidelines related to the use of these skills will also be discussed. Supervised practice includes extensive use of role playing, skill performance feedback and modeling.

**374. Internship in Psychology 1-6 Hours**
A psychology internship or cooperative education experience within selected business, educational, and social services settings. Other off-campus learning experiences may also be arranged in a metropolitan or cross-cultural setting. The psychology internship experience is designed as a special opportunity for students to enhance their learning in an area of interest in the field of psychology. This requires that the student have some background classes in the area in which s/he is trying to experience and learn. To accomplish this goal, students need to intentionally create and plan an experience that will help them to better understand their field. Requires advanced application and approval of instructor. May be repeated up to a total of six hours.

**375. Crisis Intervention 3 Hours**
An overview of crisis theory and the development of knowledge and skills to assist persons experiencing crises. Attention is given to topics such as death, divorce, suicide, homicide, physical or sexual abuse and other situational crises.

**376. Research Methods I 3 Hour**
A study of the methods used by the social and behavioral sciences to obtain reliable data and build theory. Includes research design, survey and observational techniques, content analysis, case studies, data analysis and presentation, use of statistics and computers. Work includes submitting a satisfactory research design, which is to be carried out in PSYC 378. **Prerequisites:** MATH 111 and ENGL 102

**378. Research Methods II 1 Hour**
Continuation and completion of the research project begun in PSYC 376. **Prerequisite:** PSYC 376.

**385. Cognitive Psychology 3 Hours**
An introduction to a wide variety of topics in cognitive psychology including learning, attention, memory, perception, categorization, language, judgment, decision making, spatial awareness, attention, and problem solving. Emphasis is given to the understanding of key principles and concepts in cognitive research, and their subsequent application in daily life.

**386. Personality Theories 3 Hours**
A study of basic theoretical approaches to human personality. Major personality theorists are reviewed and their positions are compared, contrasted and synthesized. An attempt is made to evaluate theories and their relationship with the Christian faith. **Prerequisite:** PSYC 288, PSYC 284, PSYC 285, PSYC 287, or SOC 203

**387. Psychological Measurement 3 Hours**
An examination of psychological meas-
urement topics which includes basic concepts, historical developments, ethi-
cal and legal implications, diversity issues, reliability, validity, test construc-
tion, and the selection, administration, scoring, and interpretation of assessment instruments.

391. Biological Psychology 4 Hours
An introduction to the biological bases of behavior. Research methodology and findings will be emphasized that focus on genetic inheritance, the nervous system, endocrine system, underlying brain function and their relationship to specific forms of behavior. **Prerequisites:** BIOL 115, PSYC 182.

471. Independent Study in Psychology 1-3 Hours
An opportunity for independent research and writing by advanced Psychology majors. **Prerequisite:** Permission of instructor.

481. Abnormal Psychology 4 Hours
A study of various forms of abnormal human behavior in relation to their causative factors. Emphasis is placed upon the concern for methods of prevention and cure. **Prerequisite:** PSYC 386.

482. Senior Seminar in Psychology 1 Hour
A senior capstone course that focuses on the transition from student to professional. Topics include preparing for graduate school; financing graduate school and managing undergraduate school loans; understanding professional ethics; seeking employment and employers' expectations; resume writing and job interviewing; selecting career options; and understanding professional licensure requirements. Students will discuss various topics in relation to the Christian worldview. **Prerequisite:** Permission of instructor.

**SECONDARY EDUCATION (SCED)**

329. Adolescent Literature 3 Hours
This course covers primarily genres and themes in young adult literature applicable for middle and high school curriculum with some children's literature. Along with surveying contemporary literature and professional resources, lesson planning and reading theory will be discussed. **Prerequisites:** Admission to the Teacher Education Program.

331. Organization & Curriculum of the Jr. High/Middle School 2 Hours
This is a study of the curriculum development and organization of the junior high/middle school in terms of the needs and characteristics of the adolescent student. Emphasis will be placed on interdisciplinary curriculum.

431. Practicum/Methods 2-4 Hours
A minimum of four weeks is spent in a junior high/middle school including observing, teaching, participating in curricular learning situations and cocurricular activities. Specific methods of instruction in subject matter fields are also studied in the instructional phase of this course.

436. Specific Methods in Spanish 3 Hours
Methods and materials for teaching Spanish are examined and practiced. Field experience is required. **Prerequisite:** Admission to the Teacher Education Program.

437. Method and Materials for Middle and High School Art Educators 3 Hours
Methods and materials for teaching the Visual Arts in Middle School and High School are examined and practiced. Fieldwork is required. **Lab:** SCED 437L

439. Teaching Practicum in Instrumental Music Education 0 Hours
Public school observation/teaching experiences. **Must be taken with SCED 440.** (Grading will be on a p/np basis. In the event of a np grade, practicum may be retaken with permission of instructor.)

440. Materials & Methods for Teaching Instrumental Music 3 Hours
Procedures for teaching instrumental music in the public schools (grades 6-12), as well as philosophy and principles of instrumental music curriculum design. Emphasis on instrumental goals and objectives, recruitment, administration, public relations and pedagogy for instrumental ensemble instruction. **Must be taken with SCED 439; Teaching Practicum in Instrumental Music.**

441. Secondary Health & Physical Education Methods 3 Hours
Methods and materials for teaching physical education are examined and employed. Field experience is required. **Lab:** SCED
441L  Prerequisite: Admission to the Teacher Education Program.

442. Materials & Methods for Teaching Choral Music  3 Hours
Teaching methods and instructional materials for choral music in all grades, 6-12. Administration of the music program, recruitment and public relations are also studied. Must be taken concurrently with SCED 450.

443. Specific Methods in Science  2 Hours
Methods and materials for teaching Science are examined and practiced. Field experience is required. Lab: SCED 443L Prerequisite: Admission to the Teacher Education Program.

444. Specific Methods in Social Science  3 Hours
Methods and materials for teaching Social Science are examined and practiced. Field experience is required. Lab: SCED 444L Prerequisite: Admission to the Teacher Education Program.

445. Specific Methods in English  3 Hours
Methods and materials for teaching English are examined and practiced. Field experience is required. Lab: SCED 445L Prerequisite: Admission to the Teacher Education Program.

446. Specific Methods in Math  3 Hours
Methods and materials for teaching Math are examined and practiced. Field experience is required. Lab: SCED 446L Prerequisite: Admission to the Teacher Education Program.

448. Content Specific Literacy  3 Hours
The course will assist content area teachers in understanding and applying reading, writing, language, and visual skills to their specific subject material to enhance student learning. Content area strategies and assessments will be discussed. Lab: SCED 448L Prerequisites: EDUC 305 and admission to the teacher education program.

450. Teaching Practicum in Choral Music Education  0 Hours
Public school observation/teaching experiences. Must be taken with SCED 442. (Grading will be on a p/np basis. In the event of a np grade, practicum may be retaken with permission of instructor.)

SOCIOLoGY (SOC)

151. Principles of Sociology  3 Hours
An introduction to the basic concepts, perspectives and scope of the discipline of sociology.

201. Problems & Issues  3 Hours
This course explores major issues confronting contemporary American society. It seeks to achieve understanding of the complex nature of social tensions and to assist the student in clarifying his/her own positions. Topics may include abortion, teenage pregnancy, poverty, worker alienation, and education. Prerequisite: SOC 151.

202. Racial and Cultural Minorities  3 Hours
This course explores the cultures and experiences of various minority groups in the United States, the impact of prejudice and discrimination, and public policy issues. This course aims to facilitate students' growth toward intercultural competence. Prerequisite: SOC 151.

203. Sociology/Psychology of Aging  3 Hours
A study of changing individual needs and major events that affect adults in their later years. Learning, attitudes and emotional implications are considered. Attention is also given to the social resources available to help meet these needs. A useful course for students who intend to work with the elderly as either professionals or volunteers. Prerequisite: SOC 151, PSYC 182.

251. Social Psychology  3 Hours
A general introduction to the sub-discipline of social psychology. Emphasis is on the impact of early and later socialization in the forming and modifying of beliefs, values, attitudes and on the various contexts for interpersonal behavior.

252. Marriage & Family  3 Hours
A study of dating, courtship, engagement, marriage, roles, parenthood, divorce, and changing definitions of family. Biblical, historical, and sociological perspectives are used, while emphasizing practical applications.

257. Human Sexuality  3 Hours
An integrative approach which treats psychosocial, biomedical, spiritual, ethical and legal dimensions of human sexuality within the context of scientific research and a Christian worldview. The course utilizes various instructional and learning techniques toward assisting students to understand and clarify their own values, attitudes and behaviors as healthy sexual persons and developing
wholesome sexual relationships within a Judeo-Christian ethic.

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<tr>
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<th>Credits</th>
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<tbody>
<tr>
<td>278</td>
<td>Introduction to Human Services</td>
<td>3 Hours</td>
<td>A study of the human service profession with emphasis on the history, philosophy, ethics, knowledge and skills of the practitioner in various settings. Course materials and field trips link theory and practice.</td>
</tr>
<tr>
<td>301</td>
<td>Sociology of Religion</td>
<td>3 Hours</td>
<td>An overview of the social dimensions of human religious experience, including both classical theories and contemporary research. Topics may include the sacred, religiosity, conversion, organizational structure, secularization, social class, civil religion, and televangelism. Prerequisite: SOC 151.</td>
</tr>
<tr>
<td>305</td>
<td>Parenting</td>
<td>3 Hours</td>
<td>Parenting is an examination of parent-child interaction throughout the life cycle within American culture. A Christian perspective is stressed.</td>
</tr>
<tr>
<td>330</td>
<td>Special Topics in Sociology</td>
<td>1-3 Hours</td>
<td>A course offered on a special theme indicated by course title. The course may be taken for credit more than once as long as different topics are selected. Prerequisite: SOC 151.</td>
</tr>
<tr>
<td>356</td>
<td>Cultural Anthropology</td>
<td>3 Hours</td>
<td>A study of the beliefs, practices and major institutions of selected groups around the world, with attention to how the physical and social environment has helped shape the history and culture. The impact of cross-cultural contact, planned change and missionary effort is considered.</td>
</tr>
<tr>
<td>439</td>
<td>Western Social Thought</td>
<td>3 Hours</td>
<td>An overview of social thought from Antiquity to the present, including such thinkers as Plato, St. Paul, Augustine, Luther, Machiavelli, Hegel, Marx, Freud and Mead. The student will become familiar with a large number of thinkers, their historical context, and their relationships both to one another and to basic questions of human society. Students interested in sociology, history, theology and philosophy will find this course a useful integration of these disciplines. Prerequisite: HIST 246.</td>
</tr>
<tr>
<td>440</td>
<td>Social Theory</td>
<td>3 Hours</td>
<td>An overview and critical review of sociological theorists who serve as the basis for sociological research. Focusing on the last 150 years, the course includes the works of Marx, Weber, Durkheim and Simmel, as well as many schools of thought, including Functionalism, neo-Marxism, Symbolic Interactionism, Phenomenology, Ethnomethodology, Exchange Theory, Feminist Theory, Structuralism and Post-Structuralism. Besides becoming acquainted with each of these approaches, the student will also become aware of the strengths and weaknesses of each.</td>
</tr>
<tr>
<td>451</td>
<td>Independent Study in Sociology</td>
<td>1-3 Hours</td>
<td>Selection of an applied problem or theoretical inquiry in the discipline. Individual effort is stressed. Extensive reading culminates in a paper or personal research report. Prerequisite: Permission from instructor.</td>
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**SPANISH (SPAN)**

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<tbody>
<tr>
<td>161</td>
<td>Elementary Spanish I</td>
<td>3 Hours</td>
<td>A beginning course consisting of pronunciation, essentials of grammar, composition, conversation and readings from graded texts. For beginning Spanish students and those with less than two units of high school Spanish.</td>
</tr>
<tr>
<td>162</td>
<td>Elementary Spanish II</td>
<td>3 Hours</td>
<td>The continuation of study in elementary Spanish including pronunciation, essentials of grammar, composition, conversation and readings from graded texts. For continuing Spanish students who have either completed Elementary Spanish I or who have had three or more units of high school Spanish.</td>
</tr>
<tr>
<td>163</td>
<td>International Spanish Experience</td>
<td>1-9 Hours</td>
<td>This course combines intensive study of the Spanish language, with total immersion in Spanish culture. Students with no previous knowledge of Spanish emphasize conversation and the acquisition of a working vocabulary in Spanish. Those with some knowledge of Spanish emphasize grammar, conversation and composition in Spanish. Advanced students emphasize sentence structure and patterns, in addition to grammar, conversation and composition in Spanish. May be repeated for credit.</td>
</tr>
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</table>
166. International Spanish Field Work 1-6 hours
This course is designed to give credit for the immersion experience in a Spanish-speaking country or culture on an approved, Bethel-sponsored semester, May, and/or Summer term program. Usually, the course takes the form of work at an internship or ministry site, although other formats may be approved by permission of the instructor of record. May be repeated for credit. **Prerequisite:** Permission of instructor.

261. Intermediate Spanish I 3 Hours
This course emphasizes advanced proficiency in the areas of oral production, comprehension and reading. It includes extensive practice in written composition and conversation as well as exposure to cultural texts from Spain and Latin America.

265. Textual Proficiency in Spanish 3 Hours
This course aids in the development of strategies for reading, comprehending, and analyzing literature, journalism, film, theatre, and any of the other examples of texts written in Spanish that students will encounter in Spanish-speaking cultures and in more advanced courses in the major or minor.

267 Beginning Conversational Spanish A beginning course consisting of pronunciation, essentials of grammar, composition, conversation and readings from graded texts. For beginning Spanish students and those with less than two units of high school Spanish. This course is focused on oral proficiency at an elementary level. **Prerequisite:** SPAN 261

271/471. Independent Study in Spanish 1-3 Hours
Coursework will vary by arrangement. **Prerequisite:** SPAN 261 or permission of instructor.

351. Civilizations & Cultures of Latin America 3 Hours
An intensive survey of Latin American culture, history, art, film and architecture conducted either on a Bethel-in-Latin America program or as a traditional class on campus. The class held during a Bethel-in-Latin America program will consist of museum tours, excursions to historical sites, visits to local restaurants and the viewing of current Latin American cinema. The traditional version of the class will explore these themes via film, television, visits to local ethnic restaurants, literature and other written materials. **Prerequisite:** SPAN 261 or permission of instructor.

352. Civilizations & Cultures of Spain 3 Hours
An intensive survey of Spanish culture, history, art, film and architecture conducted either on the Bethel-in-Spain program or as a traditional class on campus. The class held during the Bethel-in-Spain program will consist of museum tours, excursions to historical sites, visits to local restaurants and the viewing of current Latin American cinema. The traditional version of the class will explore these themes via film, television, visits to local ethnic restaurants, literature and other written materials.

360. Advanced Grammar & Composition 3 Hours
Intensive practice in the written language via discussion of short texts written in Spanish. The course will develop students’ ability to write gramatically and idiomatically effective prose in Spanish and will include instruction in style, genre and polemics. **Prerequisite:** SPAN 265 or permission of instructor.

361. Spanish Conversation 3 Hours
Intensive practice in the spoken language via discussion of written texts, art, films and contemporary issues and student presentations dealing with these elements. Topics are assigned for individual or group presentation and class-wide discussion.

362. Survey of Latin American Literature 3 Hours
Introduction to the principal authors and works of Spanish American literature from the pre-Columbian and colonial period to contemporary works and writers. Selected readings from representative authors such as Sor Juana Inés de la Cruz, Borges and Quiroga. **Prerequisite:** SPAN 265.

363. Survey of Spanish Literature 3 Hours
Introduction to the principal authors and works of Spanish literature from the “jarchas” and El Cid to contemporary works and writers. Selected readings from repre-
representative authors such as Cervantes, Azorín, Unamuno and García Lorca. Prerequisite: SPAN 265.

461. Seminar in Latin American Literature 3 Hours
A detailed study in depth of a genre, period or author of Spanish American literature. Prerequisite: SPAN 265.

462. Seminar in Spanish Literature 3 Hours
A detailed study of a genre, period or author of Spanish literature. Prerequisite: SPAN 265 or permission of instructor.

463. Seminar in Cine 3 Hours (Note: May be taught in English depending on enrollment from nonmajors). A detailed study of a genre, period, cinematographer, actor, director or producer of Spanish American and/or Spanish film. Prerequisite: SPAN 265 or ENGL 102 for nonmajors.

SPECIAL EDUCATION (SPED)

210. Foundations of Special Education: Theories, Laws and Processes 2 Hours
A survey of the history and definition of special education, theoretical orientation, and federal and state laws that define school regulations for individuals with exceptional learning needs. The course examines student disability categories and etiologies and their impact on and for student learning. In addition, cultural sensitivity and linguistic factors that impact academic success are included. Approaches for enhancing relationships with all stakeholders to effectively meet the needs of all P-12 special needs students are addressed.

310. Individualized Planning, Implementation & Delivery 3 Hours
This course extends the learning from EDUC308 and applies research on teacher effectiveness and accountability as it relates to individuals with mild disabilities. It includes instructional and behavioral strategies and assistive technologies that can be applied across the curriculum. The teacher’s role in facilitating transition to community, workplace, and post-secondary environments will be discussed. Knowledge and skills necessary for collaborative consultation and technical assistance will be investigated so that they may be used with staff, parents, and the community for the benefit of students.

410. Reading & Writing Difficulties: Assessment & Intervention 3 Hours
This course investigates the challenges that students with special needs encounter in learning to read and write. Candidates use formal and informal assessments for identifying students' abilities and apply instructional strategies to increase student literacy aptitude based upon the assessment results. The five components of Scientific Based Reading Researched (SBRR) provide the structure.

411. Practicum in Special Education 1 Hour
This field-based course provides the candidate with 30 hours of practical experience working with a licensed special education professional. Candidates complete this experience at a level that is different from their regular licensing level. It is completed concurrent with SPED410 Reading & Writing Difficulties: Assessment & Intervention.

420. Formal & Informal Assessment, Administration & Supervision 3 Hours
This course studies knowledge related to psycho-educational assessment applied to students with mild disabilities in P-12 classrooms. A variety of formal and informal testing are investigated, and experiences are provided for developing, administering, scoring, and interpreting academic and behavior assessment instruments in special education. The focus is on the use of assessment results for instructional and placement decisions. Writing and developing the Individualized Education Program (IEP) reports using existing and emerging technologies are included. Information surrounding the use of response to intervention (RTI) and universal design for learning (UDL) are applied.

SOCIAL SCIENCE (SS)

270. Area Study: Travel 1-3 Hours
A travel course that includes a study of one or more of the following: history, geography, culture, literature, politics or economics of a country outside the United States. The course includes reading and writing assignments; daily lectures; field trips to historical sites; use of
university and/or museum resources; and/or first-hand exposure to the people, geography and culture of the land. The Department of History and Contemporary Society must approve the course content, design and credit hours.

277. World Regional Geography 3 Hours
A study of the factors of the natural environment of each area of the world, including the United States. The relationship of these factors to the methods in which mankind meets their basic needs, and the problems arising from this interaction become the focal emphasis of the course. A wide background of information about contemporary world geography is developed.

280. State and Local Government 3 Hours
The purpose of this course is to survey the functions, processes, and organization of the various forms of local and state government in the U.S. The course will examine the activities of state government and will look at the responsibilities of local government at the city and county level. The State of Indiana, St. Joseph and Elkhart Counties, and the cities of South Bend, Elkhart, and Mishawaka will often serve as case studies.

301. Regional Geography: Subsaharan Africa 3 Hours
A study of the history, geography and cultures of Africa, south of the Sahara. Special attention is paid to present problems in the continent.

302. Regional Geography: Latin America 3 Hours
A study of the history, geography and culture of the countries in North America, South America, Central America and West Indies where Spanish, Portuguese and French are spoken. Attention is given to their social, economic and political institutions, religious and philosophical concepts, literature and the arts.

303. Regional Geography: Mid-East & North Africa 3 Hours
A study of the history, geography and cultures of North Africa and the Middle East. Special attention is paid to present problems in the area.

304. Regional Geography: Far East 3 Hours
A study of the history, geography and culture of the Far East, with major attention given to China and Japan. Special focus is on present problems in the area.

305. United States Government 3 Hours
A study of the government of the United States. Emphasis is on the Constitution, elections, the legislative process and other topics related to politics and the organization of competing interests. Attention will also be paid to current political problems.

374. Internship in Social Science 1-6 Hours
An internship or cooperative education experience within selected business, social service and law enforcement agencies. Other off-campus learning experiences may also be arranged in a metropolitan or cross-cultural setting. May be repeated up to a total of six hours. Permission from instructor required.

376. Research Methods 3 Hours
A first course in the methods of social science research including design, data collection, and analysis. Prerequisite: MATH 111, ENGL 102.

377. Seminar Topics 1-3 Hours
Each seminar focuses on a different topic selected for its contemporary relevance, such as aging, drug abuse, death and dying, bio-ethics, ecology, sex roles and delinquency treatment. Participants share in common reading, then develop a paper to be presented to other seminar members. Open to nonmajors.

380. Honors Seminar 1 Hour
Seminar on the interaction between faith and intellect. The precise topic may change from year to year, but in each offering, students will discuss readings on the integration of faith and learning and examine practical applications of this integration.

450. Assessment Portfolio 0-2 Hours
The primary focus of this course is on the satisfactory completion of the Assessment Portfolio (as described in The Department of History and Contemporary Society: Assessment of Student Outcomes). This is a required course for all majors within the department. P/NP.

471. Independent Study 1-3 Hours
An opportunity for independent research and writing by advanced social science majors. Permission from instructor required.
THEOLOGY (THEO)

110. Exploring the Christian Faith 3 Hours
This course is designed to acquaint the student with the Christian worldview. In so doing, students will learn about the Christian faith, its distinct theological terminology and its historic theological positions as they are set forth by the Scriptures and interpreted by evangelical Christianity. Further, more than a factual introduction to Christianity, this course both connects the redemptive message of Jesus Christ to contemporary life issues and encourages students to grow in their understanding of and relationship with Him.

310. Systematic Theology I 3 Hours
An historic-systematic theological study of the doctrines of God, christology, pneumatology, creation and man.

313. Systematic Theology II 3 Hours
An historic-systematic theological study of the doctrines of soteriology, including harmartiology, sanctification and eschatology.

340. Christian Apologetics (cross-listed with PHIL 340) 3 Hours
The course examines themes in Christian apologetics. Themes may include different apologetic methodologies, such as evidentialism or presuppositionalism; different apologetic writers, such as C. S. Lewis or Francis Schaeffer; or different apologetic topics, such as arguments for the existence of God or the historicity of Scriptural accounts.
Prerequisites: THEO 110, PHIL 250.

460. Independent Study 1-4 Hours
A study of some theological period, topic or problem of the student’s choice. May be repeated for credit. Permission from instructor required.

THEATRE (THTR)

110. Introduction to Theatre 3 Hours
A survey course that presents the art of the theatre. This includes, but is not limited to, the following topics: study and analysis of dramatic structure and the various genres of theatrical literature; identifying and classifying various staging theories and formats; the directors and the performers; the scenic, costume, lighting and sound designers and other crafts associated with technical theatre.

125. Introduction to Theatre Design 3 Hours
The principles and practices of theatre design are placed in the integrated role of providing visual interpretation for the enhancement of communication between performance and audience. The areas of scenery, costume and lighting design are explored through the process of lecture and discussion combined with student projects.

130. Acting 3 Hours
Students encounter the fundamentals of realistic acting through the study of Stanislavski’s approach to performance. In the process, they will be taught the necessary language and skills to operate in the acting world.

140. Basic Ballet Technique 2 Hours
The art of classical ballet will be introduced. The focus of this course will consist of basic technique (positions and steps with concern for body alignment, control, balance strength and musicality) and an understanding of classical ballet as a vessel for praise and worship.

170. Drama Production I 0-2 Hours
Experience in the technical/backstage/house aspects of theatre production work. The course may include participation in any of the backstage or house functions. Students taking one hour must work 40 hours a semester as assigned, or hold a key technical position for the rehearsal/performance of one show. Students taking two hours must work 80 hours per semester or hold key technical positions in the rehearsal/performance of two shows. Students taking 0 hours will accomplish specific tasks as assigned by the faculty. Student taking one or two credits must write an essay that delineates what they may have learned, and includes a self evaluation of their work. May be repeated for credit, but only three credits may count toward the theatre major requirements.

210. Special Topics in Theatre .5-3 Hours
Seven-week classes provide detailed study of specific skill areas and techniques commonly used and vital to further practice and study in theatre.

210A. Special Topics in Theatre: Performance
The study of performance techniques beyond those taught in acting classes.
210B. Special Topics in Theatre: Masterpieces
An in depth study of playwrights, genres, and literature of the theatre.

210C. Special Topics in Theatre: Design
The study of design techniques beyond those taught in design courses (scenery, lighting, costuming, or makeup).

210D. Special Topics in Theatre: Technical
The practice of technical skills beyond those taught in stagecraft or costume construction.

211. Stage Makeup 3 Hours
Students in this course will develop and practice skills in the design and application of stage makeup. Through rigorous practical experience, readings and lecture, students will embrace the basic principles of makeup for the stage. Prerequisite: THTR 125.

212. Playwrighting 3 Hours
Students in this course will learn the process of writing for performance through the analysis of existing scripts and the creation of new scripts. Through readings, exercises and the completion of a one-act play, students will be introduced to the playwriting process.

213. Stage Management 3 Hours
This course provides the guidelines, procedures and ethics established and practiced by professional stage managers. Students then put into practice these skills through class projects and in the development of a theoretical or practical prompt book.

223. The Stratford Experience 1 Hours
Students selected by the Stratford Festival Experience Committee to attend the one week long trip to Stratford Shakespeare Festival in Stratford Ontario Canada are eligible to enroll in this course for the semester immediately following the trip. During the trip students will be required to maintain a journal and engage in discussions of their experiences. During the semester students will meet as a group to discuss different aspects of the Stratford Experience. Students will write response papers based on discussions and journal notes. May be repeated for credit, but only three credits may count toward the theatre major requirements.

225. Kennedy Center American College Theatre Festival Experience 1 Hour
The Kennedy Center American College Theatre Festival is an annual regional festival that gives theatre students from the region, Ohio, Michigan, Illinois, Wisconsin, and Indiana an opportunity to exhibit their work and get responses from industry professionals, and attend workshops presented by these professionals. The student taking this class will actively participate in this festival, maintain a journal and write a reflection paper. The course will be taken in the semester when the student presents at KCACTF. May be repeated for credit, but only three credits may count toward the theatre major requirements.

234. Jazz and Tap Technique 3 Hours
An introduction to jazz and tap dance focused on the development of technique. Tap and jazz technique at the beginning levels emphasize sound, rhythm, movement, gesture, expression, body alignment, isolation of movement, rhythmic qualities, basic steps and dance terminology.

240. Stagecraft 2 Hours
The course offers an overview of the technical elements associated with scenery and lighting for the theatre. Practical experiences teach the safe use of the tools and techniques employed in the construction, rigging and moving of scenery and the hanging, focusing and maintenance of lighting fixtures.

241. Stage Craft Workshop 1 Hour
Practical experiences teach the safe use of the tools and techniques employed in the construction, rigging and moving of scenery.

245. Voice for the Stage 2 Hours
This course will teach students how to use their speaking voice to its fullest potential on stage and in life. Content areas include the physiology of the voice, breath support, articulation, pro-
jection and the connection between the emotions and the nonverbal aspects of the spoken word. The key outcome of this course is to equip students with the skills and will to correctly exercise their voice on a daily basis, resulting in a clear and natural articulation with appropriate emotional control.

270. Stage Performance 0-2 Hours
Credit for performing (acting, singing, or dancing) in a main stage production, a Studio Classics production, or other departmental productions with the approval of the department chair. May be repeated for credit, but only three credits may count toward the theatre major requirements. This is a pass/no pass course. Prerequisite: Audition/approval of the instructor/director.

280. Genesians Performance Ensemble 0-2 Hours
Credit for participating in the Bethel-based dramatic ensemble, Genesians. May be repeated for credit, but only three credits may count toward the theatre major requirements. Prerequisite: Audition/permission of instructor/director.

290. Theatre and Christian World View 1 Hour
Students will explore the place of theatre in the world from a Christian and biblical perspective. Students will explore the moral issues of the day as portrayed in theatre juxtaposed against a Christian world view. The students will be encouraged to begin to set their moral standards as theatre artists who work from and want to promote a Christian world view. The course culminates with a paper that will be the precursor to each student’s senior paper.

325. Theatre History I 3 Hours
The study of theatre arts from the beginning of recorded history up to 1660 (pre English Restoration). This course will explore the people, processes, productions and theories of the theatrical arts.

326. Theatre History II 3 Hours
The study of theatre arts from 1660 up to 1915. This course will explore the people, processes, productions and theories of the theatrical arts.

327. Theatre History III 3 Hours
The study of theatre arts from 1915 to today. This course will explore the people, processes, productions and theories of the theatrical arts. The foundations of the American musical will be more fully explored. The course includes a special emphasis on contemporary theatre and how Christians engage in and use theatre.

335. Costume Construction 3 Hours
Each student will have the opportunity to develop an understanding of the organization and management of costume personnel, workload, space and time, the tools used in costume technology, and the various techniques and processes used in costume technology.

340. Scene Design 3 Hours
The basic principles of scene design for both realistic and nonrealistic plays. Students examine not only the conventional box set, but also fragmentary scenery and the use of nonconventional materials in set construction. Prerequisite: THTR 125

345. Lighting Design 3 Hours
Basic principles of lighting design for both realistic and nonrealistic plays. Appropriate lighting designs for different types of plays are examined. Prerequisite: THTR 125

350. Sound Design 2 Hours
Basic principles of sound design for both realistic and nonrealistic plays. Students will learn the fundamentals of sound systems, recording and wireless microphones.

370. Drama Production II 0-3 Hours
Experience in advanced technical theatre work. Students will engage in stage management, design work, or other advanced technical theatre work as assigned by the faculty. The specifics of the work and the means of evaluation will be delineated in writing for individual students as appropriate to the project. May be repeated for credit, but only three credits may count toward the theatre major requirements.

440. Costume History & Design 3 Hours
The history of costume for the stage and the basic elements of costume design and construction. Prerequisite: THTR 125

451. Senior Seminar 2 Hours
Senior seminar has two components, a senior project and a senior paper. The senior project provides an opportunity for senior theatre majors to display their acquired theatre skills and understanding of the art of theatre through an act-
ing, directing, designing, management or other theatre experience/performance. Each student, with faculty approval, will engage in a practical project. The parameters of this project including its scope, dates and deadlines, the method of evaluation and every other pertinent aspect will be delineated in writing and need the approval of all the theatre faculty and staff who will be involved in the project. The senior paper students will delineate their understanding of the place of theatre within a Christian worldview. **Prerequisites:** Senior standing and Theatre Arts Major.

465. **Advanced Performance Workshop** 3 Hours
Students will build on the foundations of performance theory/practice laid in Acting and Directing. Scene study will include work as both an actor and a director. The course will culminate in a public performance of multiple long scenes and/or one act plays. May be repeated once for credit. **Prerequisites:** THTR130, THTR260 or permission of the instructor and theatre department chair.

474. **Independent Study in Theatre** 1-3 Hours
Offers private, advanced study in areas of theatre not available in existing courses. Open only to majors and minors and signed permission of the instructor is required before registration. May be repeated for credit.

**WRITING (WRIT)**

203. **Creative Writing** 3 Hours
See ENGL 303 for course description.

215. **The Writing Life** 3 Hours
This course introduces students to the writing life by exploring the lives and practices of writers, professional opportunities for freelance and professional writing, and writing as a Christian vocation. Guest presentations from writers will be a regular feature of the course. **Prerequisite:** ENGL102.

222/422. **Seminar in Writing** 3 Hours
The rotation of topics will provide detailed study of specific skills, techniques and industry standards vital to further development as a writer. Course content will vary; planned offerings include such topics as: novel writing techniques, advanced features and non-fiction, writing for children and young adults and professional writers’ conference. May be repeated at each level. **Prerequisite:** ENGL 102.

231. **Business & Technical Writing** 3 Hours
Business and technical writing is important to different fields and professions: managers, statisticians, engineers, scientists, medical and other professionals write reports, letters and manuals. This course teaches writers how to state problems, analyze audiences, appropriate formats, organize materials, select styles, design and edit business and technical writings.

251. **Independent Study in Writing** 1-3 Hours
Private study in areas of writing not addressed by other courses, or that advances previous efforts of the student. Possible project ideas include writing portions of a fiction or nonfiction book, developing a newsletter, writing a collection of sports articles, or undertaking an advanced editing project. **Prerequisite:** Permission from instructor.

275. **Broadcast Media Writing** 3 Hours
See COMM 275 for course description.

321. **Advanced Features & Nonfiction Writing** 3 Hours
This course builds on previously developed feature-writing skills and strengthens interviewing and research techniques. Assignments cover various advanced forms including: news features; profiles; columns; travel writing; critiques; editorials and opinion pieces; brights; reviews of literature, plays, movies and books; essays; biography; and autobiography. **Prerequisite:** JRNL 221.

340. **Literary Genres** 3 Hours
An in-depth exploration of a specific literary genre—its history, conventions, and exemplars. Students will read representative works and compose their own manuscripts within the genre. Genre topics will rotate semester to semester. Topics may include lyric poetry, short story, novel, film, young adult fiction, creative non-fiction, confessional literature, mythopoiesia, science fiction/fantasy, etc. May be repeated for credit. **Prerequisite:** ENGL102.
YOUTH MINISTRY & ADOLESCENT STUDIES (YMN)

181. Foundations in Youth Ministry/Adolescent Studies 3 Hours
An examination of the purposes, challenges, modes, varied agencies and methodologies as they interrelate with adolescence. The student will also explore the Biblical, educational and philosophical foundations of youth ministry, with assessment of personal gifts and personality in light of these foundations. Prerequisites: THEO 110.

222. Effective Teaching in Youth Ministry 3 Hours
This course covers the pedagogical issues related to effective youth ministry, combining theoretical and theological understandings of Christian education with practical experience in speaking and teaching. Particular emphasis is spent developing the skills necessary for effective teaching and leadership in various youth ministry settings.

295. Practicum in a Youth Ministry/Adolescent-specific Field I 2 Hours
Guided theory/practice in youth ministry or an adolescent-specific field experience; requires four to six hours per week of involvement in a supervised, disciplining youth ministry, plus regular class meetings. Prerequisites: YMN 181.

327. Educational Strategies in Ministry 3 Hours
This course examines the educational, curricular, and theological processes of ministry and their intersection with spiritual formation in the lives of youth, children, and adults. The course will focus on the curriculum and practical theology of ministry strategies common to a wide range of Christian ministries. The course will help ministry leaders think, plan and lead intentionally in the spiritual formation and maturation of people involved in various ministry programs.

335. Programming Structures in Ministry 3 Hours
This course is a study of the design, implementation and leadership of non-classroom ministries. Students will explore learning through experience and community and understand the role of group dynamics, group activities, problem-solving experiences, and cross-cultural experiences. Attention will be given to retreat and camp design, planning, curriculum, and legal and staffing issues. Students will develop biblical/theological rationale and cross-cultural sensitivity required for design and implementation. The focus is on wilderness and adventure as the means and the context for evangelism, discipleship, spiritual formation, leadership development, and mission in both local and global cross-cultural settings. Involves interactive games, retreats, camping, ropes course, and other incarnational ministry experiences.

351. Multicultural Youth Ministry 3 Hours
Presents challenges of opportunities for experiencing various approaches to youth ministry in multicultural settings. Explores attitudes toward adolescence from various cultural perspectives. Emphasizes historical, theological and cultural development of Christian mission as it relates to adolescents.

404. Leadership & Administration in Youth Ministry 3 Hours
Examination of philosophy and principles for programming: communication of vision, strategy, goals and objectives, leadership development and effective management of resources (finances and budgeting, staff relationships and promotional skills). Prerequisite: YMN 181.

411. Counseling Teenagers in Crisis 3 Hours
A review and application of various approaches to Christian counseling to issues that are adolescent-specific: identity formation, spiritual formation, family issues, human sexuality, pregnancy, abortion, abuse, delinquency, eating disorders, suicide and substance abuse.

455. Senior Seminar in Youth Ministry/Adolescent Studies 3 Hours
Final preparation for graduating students entering a position in youth ministry or an adolescent-specific career, including examination of contemporary problems and issues in adolescence as well as the students’ career readiness. Case studies will be used to address questions like, “At what point does
parental responsibility override a confidential youth/youth minister relationship?” or “How does the youth minister handle various discipline problems?”

460. Independent Study: Youth Ministry 1-3 Hours
Permission from instructor required.

461. Special Topics in Youth Ministry 1-3 Hours
An opportunity to study issues, trends, topics, or content in youth ministry that may not be covered in other courses. Developed and offered on demand.

485. Internship in Youth Ministry/Adolescent-specific Field 4 Hours
This course will provide guided theory and practice in youth ministry or an adolescent-specific field experience, with supervised responsibility for hands-on work (totaling 20+ hours/week) with adolescents. Permission from instructor required.