

2016-2017  
Undergraduate Catalog

# Point Park University

Pittsburgh, Pennsylvania



# The University Seal



Point Park University's seal retains several elements from the seal of Point Park College. These include the escutcheon with the inverted furca (fork) as its ensign. The inverted furca represents salvation flowing from above and embracing the world below. This furca also draws obvious attention to the Monongahela, Allegheny and Ohio Rivers and their confluence at Point Park, the triangular spot of land in downtown Pittsburgh that gave the University its name.

The three scrolls contained within the escutcheon articulate the goals of a Point Park University education express that a Point Park education stands for the benefit of knowledge, the community and careers.

This catalog is the official announcement of Point Park University (a tax-exempt, not-for-profit, educational institution) for the academic year 2016-2017. The University reserves the right to repeal, change, or amend the rules, regulations, and provisions contained in this catalog, and may withdraw or modify the programs and courses listed herein. Updates to the catalog will be posted on the University website. It is published by the Office of the Academic and Student Affairs.

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# Calendar 2016-2017

## Fall Semester 2016

Fall Term Begins	August 29
Labor Day, University Closed	September 5
Thanksgiving Break	November 21 – November 25
Last Regular Class Session	December 12
Final Examination Week	December 13 – December 16

## Spring Semester 2017

Spring Term Begins	January 9
Dr. Martin Luther King Jr. Day, No Classes	January 16
Spring Break	February 25– March 3
Last Regular Class Session	April 24
Final Examination Week	April 25– April 28
Commencement	April 29

## Summer Semester 2017

Summer Term Begins	May 8
Memorial Day, University Closed	May 29
Summer I Classes End	June 19
Summer II Classes Begin	June 20
Independence Day Break	July 4
Summer II & Summer 12 Classes End	August 1

# Point Park University

## Mission Statement

Point Park University educates students in a diverse urban environment and prepares graduates to apply knowledge to achieve their goals, advance their professions and serve their communities.

## Vision Statement

To be one of the most dynamic, private urban universities in America with an intense focus on student success through distinctive, innovative, and experiential learning.

## Values

- Promoting divergent thinking and problem solving
- Fostering a community of mutual respect and diversity
- Encouraging innovation
- Ensuring integrity and ethics
- Focusing on student needs
- Responding to our stakeholders
- Fostering good citizens

# ABOUT THE UNIVERSITY

Founded in 1960, Point Park is a dynamic, urban university with a strong liberal arts tradition. Located in Downtown Pittsburgh, Point Park enrolls more than 3,800 full- and part-time students. There are 79 bachelor's programs, 17 master's programs and two doctoral programs offered through the School of Arts and Sciences, School of Business, School of Communication and Conservatory of Performing Arts.

Since its founding, Point Park has been known for providing students with an innovative, disciplined education that brings real-world experience into the classroom. Many of the faculty members are professional practitioners. Classes are small by design, giving students more one-on-one time with professors. The University's unique urban location puts students in close proximity to internships, culture, entertainment, and employment opportunities.

As Downtown's only university, Point Park is committed to being an integral part of the success of the city and region. Its growth and development over the years reflects that: Established in 1933 as a business training college, Point Park became a junior college in 1960 and then a four-year undergraduate institution in 1966. It offered its first graduate degree in 1981 and achieved university status in 2003. In 2008, Point Park announced the Academic Village Initiative, a multiblock, living and learning hub that is redefining the student experience, campus life and the University's connection to Downtown Pittsburgh. The Academic Village Initiative includes new residence halls, a student center, the Village Park, streetscape enhancements and a new Pittsburgh Playhouse in Downtown.

## The Campus

Point Park University is located in one of America's most dynamic cities - Downtown Pittsburgh. The city consistently ranks among the top places to live, work, and visit, and the Pittsburgh region boasts dozens of billion-dollar global companies.

Point Park has actively participated in the city's rejuvenation. The campus, which includes Point Park University's Pittsburgh Playhouse in the Oakland section of the city, has expanded from five buildings to one of Downtown's largest footprints. The Academic Village Initiative has included such recent campus additions as the George Rowland White Performance Center, a Leadership in Energy and Environmental Design (LEED) Gold-certified building, loft-style residence halls, the Village Park, streetscape enhancements, a student center, and Lawrence Hall lobby renovations that include an art gallery. Point Park University's Pittsburgh Playhouse is a three-theater complex that serves as the educational arm for the Conservatory of Performing Arts. The Pittsburgh Playhouse offers outstanding dramatic, musical, children's theater and dance productions that entertain diverse audiences from throughout the region. These productions are created by The REP, Point Park's professional theater company, and the Conservatory Theatre Company, Conservatory Dance Company and Playhouse Jr., the three student companies. The newest building on campus, the Center for Media Innovation, includes broadcast and photo studios, a multimedia newsroom, and presentation and gallery space.

At Point Park, the city is truly our campus. Students can walk to cultural attractions such as the Pittsburgh Symphony Orchestra, the Pittsburgh Ballet Theatre, and the Pittsburgh Opera, as well as the latest concerts at Stage AE on the North Shore. Major sporting events held at PNC Park, Heinz Field and the CONSOL Energy Center are also close to campus. Just across the Monongahela River from the University is Station Square, a unique entertainment destination on the river. Other local attractions include the Pittsburgh Zoo & PPG Aquarium, the Duquesne and Monongahela inclines, the National Aviary, and the Phipps Conservatory and Botanical Gardens. Notable museums in the area include the Carnegie museums of art and natural history, the Carnegie Science Center, the Senator John Heinz History Center, and The Andy Warhol Museum.

# The Library

The Point Park University Library is located on the first floor and the lower level of the University Center, a turn of the twentieth century former bank building which also houses classrooms, a 200-seat auditorium, and production facilities for the Cinema Arts Department, as well as the TV broadcasting program for the School of Communication.

The Library has quiet study space, an instruction/computer lab, 2 technology smart group study rooms and a presentation practice & recording room on the lower level. There are computers, scanners and printers throughout the Library. Laptops and iPads are available for check out. The Library supports a wireless environment.

The Library houses books, DVDs, musical CDs, audiobooks, microfilm, newspapers, print journals and magazines to support Point Park University's programs. The Library provides access to thousands of full text articles and e-books through database subscriptions. Many of the databases are subject specific, providing scholarly resources in the fields of education, business, performing arts, journalism, psychology and criminal justice, as well as other Point Park University academic programs.

Special holdings within the Library include over 4,000 plays, musical scores, librettos, anthologies and monologues; a popular reading collection with new fiction and non-fiction titles; a Digital Arts reserve film collection and a children's literature and school curriculum collections.

A current Point Park University ID is required to borrow material from the Library. Students can access the Library's online databases off-campus by using their Point Park University e-mail log-in.

E-Z Borrow is an online service that permits Point Park University students, staff and faculty to search for and borrow books from over 50 participating academic libraries. Library staff provides research support through e-mail, phone, instant messenger, walk in and by appointment.

Additional information about Point Park University Library and its resources can be found at [www.pointpark.edu](http://www.pointpark.edu) by clicking on the Library link.

# The Student Center

The [Student Center](#) is open year-round, offering opportunities for fitness training, recreation, and individual and group programming. Free weights and Nautilus equipment is available, as well as [Fitness on Demand](#). Billiards, electronic darts, foosball, and table tennis are offered as leisure activities, in addition to a full-court gymnasium, and free bike rental. The Student Center also has four computer booths and two 60" televisions located on the second floor. Students are encouraged to take advantage of the fitness opportunities provided by the Student Center, which is open to all currently registered students free of charge. A valid Pioneer Card is required for entry to the facility. For more information, call the Student Center at 412-392-3853.

# GENERAL INFORMATION

## Annual Notification of Rights under FERPA

### (Family Educational Rights and Privacy Act)

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

- (1) The right to inspect and review the student's education records.

A student should submit to the Registrar, Financial Aid Director or other appropriate University official written requests that identify the record(s) the student wishes to inspect. The University official will make arrangements for access within 45 days of the University's receipt of the initial request and notify the student of the time and place where the records may be inspected. If the records are not maintained by the University official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.

- (2) The right to request an amendment of the student's education records that he/she believes are inaccurate or misleading. The student shall write the University official responsible for the record, clearly identify the part of the record the student wants to have changed, and specify why it is inaccurate or misleading.

If the University decides not to amend the record as requested by the student, the University will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

- (3) The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception that permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the University or acting in an administrative, supervisory, academic, research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom the University has contracted (such as an attorney, auditor, or collection agent); an administrator or faculty member from an institution with which Point Park University has an academic or clinical affiliation who has legitimate educational interest; a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility for the University.

Upon request, the University discloses education records without consent to officials of another school in which a student is, seeks, or intends to enroll.

Point Park University reserves the right to release directory information without prior written consent of a student unless notified in writing to the contrary. The following items are considered by Point Park University as Directory Information: student name, addresses (including electronic), telephone number(s), date and place of birth, field(s) or program(s), participation in officially recognized activities, photographs, enrollment status, dates of attendance, height, weight, degrees, awards and honors received, previous schools attended, and post completion placements, including employment and graduate school attendance.

- (4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the University to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC 20202-4605



# Credit Hour Policy

Point Park University complies with Federal (US DOE) and Middle States Commission of Higher Education (MSCHE) regulations regarding degree and credit hours. Point Park University undergraduate degrees require the satisfactory completion of a minimum of 120 semester credit hours, and at least 40 semester credit hours are in general education. All graduate degrees require at least 30 semester credit hours. Associates degrees require at least 60 semester credit hours.

Point Park operates on an academic year divided into two semesters (fall and spring) of approximately 15 weeks in length. Summer sessions, as well as some eight-week sessions offered throughout the year comply with the established University credit policy.

One semester credit is equivalent to one hour of faculty face-to-face instruction time per week for 15 weeks and a minimum of two hours of student preparation time outside of the classroom each week per credit hour. Different modes of instruction will meet instructional hour requirements by following the Equivalent Instructional Activity policy in this document.

The University also follows the U.S. Department of Education definition of credit hour “an amount of work represented in intended learning outcomes and verified by evidenced of student achievement.” The University established the following guidelines that are in concert with the U.S. DOE as well as MSCHE.: one hour of classroom or direct faculty instruction and a minimum of two hours out of class student work for approximately 15 weeks (or equivalency over different time periods).

Specifically, the University follows the established curricular credit regulations of the Pennsylvania Department of Education (PDE): 22 Pa. Code Chapter 31, 31.21-31.22. One semester credit is defined as 14 hours of classroom instruction. A three-credit semester based course would need to meet for 42 hours of classroom instruction throughout the semester. In addition, PDE requires that hours of classroom instruction cannot be calculated to include exams. Therefore, a typical semester course meets for 14 weeks (3 credits equals 42 hours of instruction) with a final exam in week 15 (2 hours).

PDE’s curricular credit policy allows for determining activities that are the equivalent of classroom instruction. Definitions of Point Park University’s formats and modalities of instruction appear below:

Lecture: One lecture, seminar, or discussion credit hour represents 1 hour per week of scheduled class/seminar time and 2 hours of student preparation time. Most lecture and seminar courses are awarded 3 credit hours.

<b>Lecture, Seminar, and Discussion: Classroom /Faculty Instructor and Outside Work</b>				
Semester credits	Minimum instructional time/week	Student preparation time/week	Total minimum instruction time/14 weeks	2 hour final exam in 15 <sup>th</sup> week
1 credit	1 hour	2 hours	14 hours	16 hours
2 credits	2 hours	3 hours	28 hours	30 hours
3 credits	3 hours	4 hours	42 hours	44 hours
4 credits	4 hours	5 hours	56 hours	58 hours

Laboratory: One laboratory credit hour represents 1-2 hours per week of scheduled supervised laboratory work and 2 hours of student preparation time.

<b>Laboratory: Classroom /Faculty Instructor and Outside Work</b>				
Semester credits	Minimum instructional time/week	Student preparation time/week	Total minimum instruction time/14 weeks	2 hour final exam in 15 <sup>th</sup> week
1 credit	1-2 hours	2 hours	14-28 hours	16-30 hours
2 credits	2-3 hours	3 hours	28-42 hours	30-44 hours

**Practicum:** A practicum provides students with the opportunity to practice and enhance skills that they have acquired in previous courses. One practicum hour is equivalent to approximately 3-4 hours of internally-supervised and unsupervised work per week for 15 weeks. A 3-credit practicum is at minimum 150 hours of internally-supervised and unsupervised work in 15 weeks.

**Education Practica:** (follows PDE guidelines)

- Student Teaching Practicum: Twelve credit hours of supervised student teaching, representing 3 lecture hours and 30 classroom hours each week for 15 weeks.
- Instructional Studies Practicum: Six credit hours of supervised instruction, representing 3 lecture hours and 18 classroom hours each week for 15 weeks.

**Studio:** One practice credit hour represents 3 hours per week of supervised and independent practice. (Dance students experience a minimum of one daily technique class of 90 minutes in length, as required by the National Association of Schools of Dance.)

Studio: Classroom /Faculty Instructor and Outside Work				
Semester credits	Minimum instructional time/ week	Student independent practice/week	Total minimum instruction time/14 weeks	2 hour final exam in 15 <sup>th</sup> week
1 credit	1-1.5 hours	1.5-2hrs	14-21 hours	16-23 hours
2 credits	2-3hours	3-4 hours	28-42 hours	30-44 hours
3 credits	3-4.5 hours	4.5-6 hours	42-63 hours	44-65 hours

**Internship:** Internships are determined by negotiation between the supervising faculty and the work supervisor at the cooperating site, both of whom must judge and certify different aspects of student's work and completion of agreed upon outcomes and assessment of those outcomes. The University requires a minimum of 50 hours of work for each credit hour. Three credits is equivalent to a minimum 150 hours of work.

**Experiential Learning:** Credit for experiential learning may be granted to individuals who submit evidence of learning equivalent to University level course objectives/learning outcomes. Considered evidence may include portfolios, summaries of learning experiences, letters from supervisors and/or other materials that clearly illustrate achievement of each course learning outcome. A student must have completed a minimum of six credits at Point Park before a faculty evaluation for experiential learning can be processed. Students may earn up to 18 undergraduate credits in experiential learning. These credits do NOT fulfill the University residency requirement.

**Independent Study:** Independent studies from 1-4 credits are offered if a comparable course is not available on campus or at another institution. Students must secure a faculty supervisor and obtain permission from a department chair before registering for an independent study. Students must illustrate achievement of the independent study course objectives/learning outcomes in order to receive credit. The student must interact with the faculty member on a regular and substantive basis to assure progress within the course.

**Online:** The University follows the definition of Distance Education/Distance Learning consistent with HEOA, PDE and Middle States standards and guidelines for all distance learning degree or certificate programs: online courses at Point Park will be delivered 100% online. Online courses satisfy the PDE guidelines for "equivalent instruction" outlined in PA Code 31.21: see Equivalent Instructional Activity (EIA) below.

**Hybrid:** Hybrid courses are a combination of face-to-face and distance learning methods. The University guidelines recommend that at least 40% and no more than 70% of instructional hours be delivered online. Hybrid courses must utilize the University's EIA policy (see below).

**Equivalent Instructional Activity (EIA):** EIAs must be part of the course design when the format for instructional meeting hours are less than the Pennsylvania Department of Education requirement of 42 hours plus 2 hours of final examination time.

All Equivalent Instructional Activities must be included on the syllabus and should indicate the expected number of hours of class meeting time provided through this alternative instructional methodology. The syllabus should also include a specific description of each EIA.

The Center for Teaching Excellence provides guidelines to faculty for the use in designing Equivalent Instructional Activities that meet the requirements of providing interaction with the student and the sharing of that interaction to the benefit of the entire class.

### **Guidance for Developing Equivalent Instructional Activities (established 2007, revised 2012)**

With the advent of distance learning, the Pennsylvania Department of Education (PDE) recognizes that alternative formats for instruction are possible and likely, and as such, has determined that “equivalent” instructional modes may substitute for what was traditionally face-to-face instruction.

Credit hour equivalencies must be stated for the amount of time that classes do not meet over the course of the term. Syllabi must include instruction mode equivalencies that are mapped to instructional objectives and learning outcomes. Homework is not equivalent to instructional time.

Instructional mode equivalencies include but are not limited to the following activities:

- Field work
- Telecommunication instruction (including the use or reliance upon Blackboard software): lectures, web-links, discussion boards, chat room, blogs, on-line quizzes/exams, video conference, email correspondence, conference calls, etc.
- Collaborative group assignments – synchronous and asynchronous
- Demonstrations/Observations – virtual or otherwise

Credit Hour Review: The Office of the University Registrar regularly audits scheduled course offerings to ensure compliance with credit hour requirements through its process for scheduling each semester. Faculty on the Curriculum Committee and Faculty Assembly review each new course and ensure that credit hours are in compliance before voting for approval of these new courses. The Office of Academic and Student Affairs reviews all new courses in order to ensure compliance with credit hours and course learning outcomes before awarding final approval of courses. Changes in curriculum are noted in the University Catalog (updated each July/August), website, and PointWeb (Student Registration Portal).

## **Diversity Statement**

As an institution of higher education, Point Park University recognizes its responsibility to create and maintain an environment that affirms the diversity of people and ideas. Point Park University embraces, supports and actively pursues a policy of inclusiveness that recognizes, values and reflects the diversity of the community we serve and the world in which we live.

To thrive as an academic institution, we believe we must foster a learning and working environment that encourages multiple perspectives and the open exchange of ideas in an unbiased and non-prejudicial way. Our commitment to diversity will make Point Park a welcoming place providing students, faculty, and staff with many opportunities to learn from each other.

To this end we strive to attract students, develop curriculum, diversify our faculty and staff, and offer support services. We are consciously guided by our quest to achieve broad inclusiveness and afford equal opportunity to all without regard to gender, race, ethnicity, national origin, religion, age, socioeconomic background, sexual orientation or physical ability.

Point Park University will vigorously pursue its diversity goals. As an institution, we are committed to accountability in our progress in making Point Park University a more diverse and inclusive community.

# Non-Discrimination, Equal Opportunity and Diversity Initiatives

This policy affirms Point Park University's commitment to nondiscrimination, equal opportunity and the pursuit of diversity. Point Park University does not discriminate on the basis of sex or gender or in a protected class which includes the following: race, ethnicity, religion, color, national origin, sex, age (40 years and over), ancestry, individuals with disabilities, veteran status, sexual orientation, height, weight, genetic information, marital status, gender identity, caregiver status or familial status, in the administration of any of its educational programs, activities or with respect to employment or admission to the University's educational programs and activities.

This policy is in accord with local, state and federal laws, including Title VI of the Civil Rights Act of 1964, Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act, Age Discrimination Act of 1975, the Pittsburgh Human Relations Act and Pittsburgh City Fair Practices Provisions. Inquiries regarding these regulations, policies or complaints of discrimination should be referred to the human resources officer, telephone number 412-392-3952. Inquiries regarding Title IX and the Title IX regulations should also be referred to the University's Title IX Coordinator or to the deputy Title IX Coordinators: The Vice Provost, the Vice President of Student Affairs and Dean of Students or the VP of Human Resources.

Find Point Park's [Title IX](#) information resources, including the Notice of Non-discrimination and Sexual Misconduct Policy.

# Regional and Professional Accreditation and Approval

Point Park University is accredited by the Middle States Commission on Higher Education, 3624 Market Street, Philadelphia, Pa. 19104, 267-284-5000. Point Park University is also approved by the Pennsylvania Department of Education, 333 Market Street, Harrisburg, Pa. 17126-0333, 717-783-6788.

The Business programs in the following degrees are accredited by the International Assembly of Collegiate Business Education, P.O. Box 25217, Overland Park, KS, 66225, 913-631-3009.

- Master of Business Administration degree
- Bachelor of Science post-baccalaureate degrees in Accounting, Business Management, Human Resource Management
- Bachelor of Science in Accounting, Business Management, Business, Economics and Finance, Human Resource Management, Information Technology and Management (accelerated and Saturday-only program), Sports, Arts and Entertainment Management

The programs in the School of Arts & Sciences leading to the Bachelor of Arts and the Bachelor of Sciences in Early Childhood Education, Elementary, and Secondary Education, as well as the programs leading to the Master of Arts in Curriculum and Instruction and the Master of Arts in Educational Administration, are approved by the Pennsylvania Department of Education, 333 Market Street, Harrisburg, PA 17126-0333, 717-783-6788.

The Doctorate of Education in Leadership and Administration is an approved program by the Pennsylvania Department of Education. Point Park University's Department of Education is able to recommend candidates for the Pennsylvania State Certificate for School Principal (K-12) or Superintendent Letter of Eligibility to those students who meet all of the state's requirements.

Programs in the Conservatory leading to the Bachelor of Arts and Bachelor of Fine Arts in Dance, and to the Bachelor of Arts and Post-Baccalaureate Bachelor of Arts in Dance Pedagogy, are accredited by the National Association of Schools of Dance, 11250 Roger Bacon Drive, Suite 21, Reston, VA 20190, 703-437-0700.

The programs leading to the Bachelor of Science degree with majors in Civil, Electrical and Mechanical Engineering Technology are accredited by the Engineering Technology Accreditation Commission of ABET ([www.abet.org](http://www.abet.org)). 415 North Charles Street, Baltimore, MD 21201, 410-347-7700.

# ADMISSION

Point Park University welcomes undergraduate applications for full-time or part-time admission from students who wish to enter the University as freshmen or transfer students. Part-time students are those who intend to take fewer than 12 semester hours per semester.

International students may apply for admission to Point Park University as full-time freshmen, transfer or post-baccalaureate students. Full-time attendance for international students in F-1 non-immigrant visa status is required by the United States Immigration and Naturalization Service (INS). Point Park University admits students to each of the three terms during the academic year: Fall, Spring or Summer. The decision to admit a student is based upon a variety of factors and is described in the following sections.

The Financial Aid section of this catalog provides information on the extensive benefits available at Point Park University and outlines the procedures for applying for financial aid. Prospective students should contact the Financial Aid Office for specific information about obtaining assistance.

## Full-Time Studies

The Office of Admission is open 8:30 a.m. to 4:30 p.m. Monday, Thursday and Friday, 8:30 a.m. to 6:00 p.m. on Tuesday and Wednesday, and 9:00 a.m. to 12:00 p.m. on selected Saturdays throughout the year. An applicant wishing to reach the Office of Admission after hours may leave a voice-mail message at (412) 392-3430. An Admission representative will respond as soon as possible.

All students who are interested in attending Point Park University are invited to visit the University. Parents and friends are encouraged to join students for visits, which include a personal tour of the University and a meeting between an Admission counselor and the student. Meetings with the Financial Aid Office, with a department representative, or classroom visits can be arranged. Appointments for visits can be made by contacting the Office of Admission approximately one week in advance.

Admitted students to Point Park University are required to participate in Pioneer Experience. Specific details about this orientation program will be sent to all students who have submitted their admission deposit prior to the term of entry.

## Freshmen Students

Students interested in entering Point Park University as freshmen are considered for admission from three perspectives. First, academic abilities of applicants are evaluated on the basis of secondary school performance, the types of courses taken; the grades earned and class rank. Second, standardized national tests, such as the SAT and the American College Test (ACT), provide a means of predicting academic success at Point Park University. The third area is an evaluation of personal qualities and achievements which includes participation in extra-curricular activities, community involvement and the recommendation of guidance counselors, teachers and others who know the applicant well.

*All applications for Admission are reviewed for an admission decision.* No applicant is automatically denied admission. Point Park does not offer early decision to its freshmen applicants. The average Point Park freshman applicant has an unweighted cumulative 3.20 academic G.P.A. in college preparatory classes, a SAT score of *approximately* 1550, or an ACT composite of 22. (Note: Average SAT scores are based off of the previous SAT test and new testing averages will be available in 2017.) **Admission requirements** for freshmen applicants are:

- a cumulative 2.50 academic weighted G.P.A. on a 4.0 scale in a recommended college preparatory program
- an SAT score of 950 weighted
- an ACT composite of 18

### **A recommended college preparatory curriculum includes:**

- 4 years of English
- 3 years of math including Algebra I, Algebra II, and Geometry
- 3 years of history or social science
- 3 years of science to include 1 year of a laboratory science

### **Admission into the Smart Start Summer Program**

Freshmen applicants *not* meeting Admission requirements may be, upon review by the Admission committee, offered admission into our Smart Start Program. Visit the Center for Student Success (CSS) webpage for additional information.

### **Applying for Admission**

The documents required for a completed application include an application form, an official secondary school transcript and SAT or ACT test scores. The application fee is: paper - \$40; online - free. All freshmen admission candidates must have completed an academic program in secondary studies or, in the judgment of the Admission Committee, have achieved an equivalent competence prior to matriculation.

### **Early Admission**

A student with an exceptional academic record and a recommendation from high school officials and parents may apply for early admission at the end of the junior year. It is recommended that students interested in early admission take the SAT in March or May of their junior year in high school.

### **Admission with Transfer Credits**

Students who enter with freshman status may be eligible for admission with advanced standing. Credits may be granted for the Advanced Placement Examination Program of the College Board. High school students who are taking classes at a college or university may be eligible for transfer credits. Credits earned at other colleges and universities are evaluated in accordance with the Point Park University equivalency standards and applied to the program chosen by the student. The courses to be transferred must be equivalent in content and hours to those offered by Point Park University. The grades must be a "C" or above.

Beginning in Fall 2015, students who earn scores of 4 or 5 on the Advanced Placement English Language and Composition exam can complete both ENGL 101 and ENGL 201 with that score. Students completing the International Baccalaureate Program with an IB Diploma can also complete both the ENGL 101 requirement and ENGL 201. Students who earn a 4 or 5 on the English Literature and Composition exam will complete ENGL 120 and ENGL 255.

For more information about Advanced Standing, contact the Office of Admission.

### **Test Optional**

Point Park University offers test optional admission to students who will begin as full-time, first-year students for the fall semester of 2016. Please review the explanation and eligibility criteria below to determine if you would like to pursue this option.

### **What is Test Optional Admission?**

National research and empirical evidence has indicated that standardized tests are not always reliable predictors of academic success at the college level. Rather, a more holistic review is often more predictive based on a student's academic achievements in a rigorous college preparatory curriculum and his or her contributions to school and community through activities that demonstrate leadership potential and community engagement. Point Park University's adoption of a test optional policy in no way diminishes the careful attention to the evaluation of student credentials in the admission review process. To the contrary, this holistic review requires an even more thorough evaluation of a student's performance in all areas of high school performance and community contributions.

### Who Should Apply as a Test Optional Candidate?

The test optional admission choice is for students who do not believe that their standardized test scores accurately indicate their true potential or reflect their accomplishments. These students may feel that an evaluation of their college preparatory curriculum and consideration of their extracurricular accomplishments and leadership experiences will provide a more accurate, holistic indication of successful college work and persistence to graduation.

#### Requirements:

- a. Student must have achieved a weighted cumulative GPA of 3.0 (4.0 Scale) by the end of their junior year of high school in college preparatory course as recommended in the Undergraduate Catalog
  - b. Student must provide at least one letter of recommendation from a high school teacher, school counselor or administrator
  - c. Student must submit:
    - i. A graded paper from a high school class or project
- OR
- ii. A writing sample of 500 words or less on a topic of your choice
- OR
- iii. A writing sample of 500 words or less answering the following question:

**Describe a goal that you have set for yourself that you may or may not have yet achieved. Include examples that demonstrate your work ethic toward achieving this goal, how long you have been working towards this goal, and whether your efforts thus far have been successful.**

### Who is Not Eligible for Test Optional Admission?

Home schooled students are not eligible for test optional admission because the nature of the home school environment presents difficulties in determining curricular rigor and academic engagement. All home schooled students must still submit standardized test scores.

International students are still required to submit a completed admission application and standardized test scores as outlined on the admission pages for international students.



## Transfer Students

Point Park University accepts applications from students who have attended a regionally accredited two-year technical school, two-year community college or four-year institution of higher education. Since most transfer students will be eligible for credit transfer, it is strongly recommended that students submit their completed applications as early as possible prior to the beginning of the academic term in which they are interested. Admission decisions are made shortly after a candidate's application is completed. Transfer applicants who have a Grade Point Average (G.P.A.) of 2.00 or above are normally considered eligible for admission. An interview with an admission officer may be required prior to a final decision.

### Credit for College Level Courses

Credit for college-level courses or workshops may be granted to students who have successfully completed courses or workshops for college credit and who submit for consideration an official transcript of the academic credits earned. Eligible students include those who have completed such courses while attending secondary school as well as transfer students from an accredited two-year technical school, junior or community college, and four-year institution of higher education. Credits earned at other colleges or universities are evaluated in accordance with the Point Park University equivalency standards and applied to the program chosen by the student. The courses to be transferred must be equivalent in content and hours to those offered by Point Park University. The grades must be "C" or above.

Credit may also be granted for the College-Level Examination Program (CLEP), Advanced Placement Examinations for Point Park University courses, Armed Services courses, Defense Activity for Non-Traditional Education Support (DANTES) and Experiential Learning.

Applicants desiring additional information about credit for college level courses may contact the director of transfer articulation.

## Veterans

All Point Park University programs of study for credit are approved for veterans' benefits.

### Applying for Admission

Veterans should submit the application for admission with the application fee (paper - \$40; online - free), and have educational records from high school and any other educational institution attended sent to the Office of Admission. An interview with an admission counselor is recommended for all applicants and will be required if it is determined that a veteran has not met the regular admission requirements.

### Military Deployment Policy for Point Park University

Point Park University has established a policy to assist military personnel who may be called to active duty during an academic semester. The purpose of this policy is to provide guidelines regarding grading, withdrawals, and tuition and fees. The student must notify the Office of the University Registrar in writing of the activation order. The Military Leave of Absence Request should be completed. The form is located in the [Office of the University Registrar](#). The student will remain on the program guide for his or her degree upon return unless the degree program has significantly changed and the student's adviser and/or department chair recommends that the student move to an updated program guide.

The student can select from the following three options:

1. Grading
  - A. A student can receive the grade he or she has earned to date in the enrolled class provided that more than 75 percent of the class meetings have expired, and both the faculty and student agree upon this option. The appropriate credits for the course and grade will be assigned in the official grading period at the end of the semester. A student selecting this option will not be refunded any tuition or fees.
  - B. A student can ask for an Incomplete (I grade) at the end of the course if both the faculty and student agree upon this option. The student and faculty will need to discuss the completion requirements for the course. A student selecting the incomplete grade option will have one year

after return from active duty to contact the University to make arrangements to complete the course requirements and thus remove the I grade.\* If the incomplete is not satisfied by this time, the grade will be converted to an “F” or other grade agreed upon by the faculty member and student when the incomplete grade request was made. The student selecting this option will not be refunded any tuition or fees.

\*Any student who has received an Incomplete (I) grade, and whose course has been discontinued, or if the faculty member is no longer with the University, should contact the department chair to arrange for completion of the course.

C. Withdrawals

A student can elect to withdraw from one or all courses with a “W” grade at any time during the semester in which military activation occurs by informing the University Registrar. If the student selects this option, his/her tuition and fees will be refunded or credited in full, without credits awarded for this term. Students need to be aware that choosing this option may result in the need to return funds to the University.

2. Residence Hall and other fees:

Students who are in a residence hall at Point Park University may at any time during the semester of military activation be released from their contract for room and board. These and other fees will be refunded for the unused portion of the contract on a pro rata basis.

## Leave of Absence & Re-Admission

A student must fill out a Leave of Absence form if the student is a) full-time or part-time and will miss one semester or b) online and will miss two consecutive eight-week sessions. Failure to do so will require the student to go through readmission in the Office of Admission and to follow the program of study in effect during the term of return.

A student must have a cumulative G.P.A. of 2.0 or above to apply for a leave of absence. A student granted a leave of absence may return and maintain the same degree requirements that the student was following during the student’s last term of attendance at the University. Any university financial aid will be maintained. There is no guarantee about State or Federal financial aid. Please see the Office of Financial Aid.

Former students re-applying for admission to the University are subject to the same fees and evaluation processes as first-time applicants. Re-admitted students will continue their studies under the provisions of the graduation requirements in effect when they return to the University. If the desired degree’s program has substantially changed, the student may be moved to new degree requirements.

## Acceptance of Offer of Admission

All applicants admitted as full-time students are required to pay a tuition deposit of \$350 to reserve a place in the academic program of their choice. This fee is credited to tuition charges incurred in the first semester. Non-refundable deposits for fall are due May 1 and spring deposits are due December 1.

# Part-Time Studies

The Office of Admission handles applications from part-time students and is open 8:30 a.m. to 4:30 p.m. on Monday, Thursday and Friday, 8:30 a.m. to 6:00 p.m. Tuesday and Wednesday, and 9:00 a.m. to 12:00 p.m. on selected Saturdays throughout the year. An applicant wishing to reach the Office of Admission after hours may leave a voice-mail message at (412) 392-3430 or e-mail [enroll@pointpark.edu](mailto:enroll@pointpark.edu). An admission representative will respond as soon as possible.

Undergraduate students enrolled in fewer than 12 credits per semester are part-time students. A large percentage of the student population at Point Park University traditionally has been part-time students, many of whom are working adults completing their degrees while attending to employment and family responsibilities. Part-time students have access to online, day and evening classes and to all University facilities and services. Many programs of study can be completed on a part-time basis. For specific information, please contact the Office of Admission.

Applicants wishing to enter Point Park University as undergraduate part-time students must submit a completed admission application with the appropriate documentation. The \$20 application fee is waived if the application is submitted online. Part-time applicants are exempt from the full-time requirement of submitting SAT or ACT scores; however, all applicants using the General Equivalency Diploma (G.E.D.) test as a basis for admission must submit a record of their test scores.

The University reserves the right to require an interview or supplementary materials for any applicant (degree or non-degree) and to use these as a means for making an admission decision.

## Criteria for Admission

Part-time students may enter the University either as degree candidates or as non-degree students.

1. Degree admission requires a satisfactory transcript from either a high school or post-secondary institution. Students who have a Grade Point Average of 2.00 or above are normally considered eligible for admission. In order to serve as the basis for admission, transcripts from post-secondary institutions must include a minimum of 12 earned credits or six months of training.
2. Non-degree admission, primarily for students who seek university credits but who are not formally declaring a major, requires a copy of a relevant diploma (high school or post-secondary) or a document of similar standing. Any other waiver of documentation requires the consent of the Office of Admission. Credits earned while on non-degree status may apply toward the chosen degree program. Non-degree students may establish eligibility for degree status in one of two ways: a) complete 15 credits with an average grade of "C" or above, or b) submit the appropriate transcript.
3. Special summer students (those in good standing at other institutions who wish to attend any summer session at Point Park University) qualify for non-degree admission.
4. With the exception of the summer academic sessions, international students on F-1 student visas may not attend on a part-time basis.

## Acceptance of Offer of Admission

All applicants admitted as part-time students are required to pay a tuition deposit of \$50.00 to reserve a place in the academic program of their choice. This fee is credited to charges incurred in the first semester. Deposits are non-refundable.

## Calendar of Studies

The University operates under a calendar consisting of two 14-week terms: the Fall term beginning in late August and the Spring term beginning in January. In addition to the two semester terms, there are various configurations for the Summer term, including six-week and 12-week sessions. The University also offers special format courses for the convenience of part-time students. Thus, part-time students taking a variety of courses in all terms can expect to earn as many as 20-30 credits in a year. Totally online programs are offered in 8 week sessions with 6 start points throughout the year.

## Scheduling Options

The University schedules classes in a variety of formats, including on-line classes, hybrid classes, early morning classes, regular day classes, lunch-hour classes, late afternoon classes, early and late evening classes and a variety of Saturday classes. Part-time students are therefore able to schedule several classes per term by attending only one or two times per week.

## Online Programs

The Graduate Admissions Office facilitates online program admission. Office hours are 8:30 a.m. to 4:30 p.m. Monday, Thursday and Friday, 8:30 a.m. to 6:00 p.m. on Tuesday and Wednesday, and 9:00 a.m. to noon on select Saturdays throughout the year. An applicant wishing to learn more about online programs should visit <http://online.pointpark.edu> or call 888-495-4144.

## International Student Services and Enrollment

Students who are not citizens of or do not hold permanent residency in the U.S. are required to apply to Point Park University to study under a U.S. government visa.

International or permanent resident applicants whose primary language is not English may demonstrate English language proficiency by submitting a score from either the Test of English as a Foreign Language (TOEFL) or the International English Language Testing System (IELTS) necessary for admission and scholarship. A TOEFL score of 500 or better (61 on the Internet-based test) or a test band of 6.0 on the IELTS are required for undergraduate consideration. Students may also show proficiency with a SAT Verbal score of 420 or ACT English score of 15 or higher. Students should request test scores be sent directly to Point Park University; Institution Code 2676 (TOEFL or SAT), 3530 (ACT). Test scores sent directly to Point Park University must be dated within one year of application date. Students may also prove English proficiency with official transcripts showing two on-ground university-level English Composition courses (level 100 or higher) from a U.S. institution with final grades of "B" or higher. A GPA of 2.5/4.0 is required for freshman admission; 2.0/4.0 for transfer consideration. If applicants fall below the given requirements, the Office of International Students and Enrollment will work with individuals in order to create an alternative education path to ensure success.

International applicants whose primary language is English must submit a score from the SAT/ACT in order to be considered for admission and scholarship with Point Park University. Minimum scores of 18 ACT or 950 SAT are necessary along with all other application components.

## English as a Second Language Program

International students who are admissible to Point Park University but who have not satisfied the University's English language proficiency requirements may attend the ELS (English Language Services) Center located on campus.

Students who attend the ELS Language Center's Intensive Program and complete Level 112 (or present the minimum required TOEFL score) fulfill Point Park University's English requirement in lieu of the TOEFL. Students in ELS Levels 109 and above, with the approval of ELS and the University, may be permitted to enroll in one or two undergraduate courses of the University which commence after 4:00 p.m. or on Saturday. For more information on the ELS Language Center, please call (412) 392-3802 or e-mail [pit@els.edu](mailto:pit@els.edu). You may visit the [ELS Language Center's](#) website.

## Criteria for Admission

Point Park University reviews each application according to its merits and with sensitivity to the cultural and education background of the applicant. The criteria take into consideration the differences that exist between educational systems throughout the world. The International Student Services and Enrollment (ISSE) examines each application on an individual basis.

Certain criteria, however, must be met by all degree applicants. Applicants must be graduates of secondary or post-secondary level accredited institutions. In assessing each applicant's transcript, attention also is given to demonstrated success in such subjects as the sciences and arts, mathematics, social sciences, global studies, the arts and humanity courses.

International students interested in the University's degree programs who are entering as transfer or post-baccalaureate students are evaluated primarily upon their academic success and potential as determined by their post-secondary school transcripts. Students who transfer from other United States colleges or universities must have obtained a minimum 2.00 grade point average (on a 4.00 scale) to be considered for admission.

## Application Procedures

International or permanent resident students who wish to apply for admission to Point Park University as degree candidates should obtain the International Application Form online or contact the office directly. The application must be submitted with the following support documents:

- All secondary and post-secondary academic records (with accompanying English translation). Originals or certified copies are required.
- SAT/ACT or TOEFL/IELTS test scores
- Verification of finances. An original bank statement showing appropriate funds certified within the past 30 days. (Required for I-20 generation)
- Student Health Record (Required for enrollment)

For additional information on the international application procedures, please visit the [ISSE](#) webpage.

## Transfer Credit Evaluation

Point Park University will award credits for candidates completing Higher Level (HL) courses in International Baccalaureate programs. Only scores of 5 or higher will be considered with a maximum of 8 credits eligible for transfer.

International Students who have completed post-secondary education either in the United States or abroad may be eligible for credit transfer to Point Park University. International students wishing to receive credits from institutions abroad should submit their original transcripts and description (or syllabus) of the post-secondary courses. The International Office reviews the documents and makes recommendations for the number of credits that can be transferred. The Registrar's Office makes the final determination and approves all transfer credits. After the review process, the students will receive a Transfer Credit Evaluation (TCE) of their program which will indicate the number of transfer credits accepted by the University.

## **Notification of Admission Decision**

The International Student Services and Enrollment reviews all completed applications for admission. Students will be notified of the admission decision via e-mail (if available) immediately after a review of the completed application has taken place. Students residing outside the United States will receive the decision by air mail and, where feasible, by special delivery or express mail.

Students who have been admitted to Point Park University will receive a formal letter of acceptance and the Certificate of Eligibility Form I-20. The I-20 will be necessary to obtain the F-1 student visa from the United States Embassy or Consulate in the student's country.

Upon receipt of the letter of acceptance, the students must submit the non-refundable University deposit of \$350 (U. S. currency) that guarantees a place in the University and is credited to the student's first term tuition charges. An additional deposit of \$400 is also required if the students wish to reside on campus.

# UNIVERSITY CHARGES

The University reserves the right to modify charges if necessary. The charges listed below are effective for the 2016-2017 academic year.

## Undergraduate Tuition and Fees 2016-2017

Expenses may be computed on the following basis for each term. COPA refers to the Conservatory of Performing Arts.

### Tuition

Full-time tuition (12 - 18 credits per semester) (BCAS) .....	\$13,890
Full-time tuition (12 - 18 credits per semester) (COPA).....	17,700
Additional credits over 18, per credit (BCAS).....	788
Additional credits over 18, per credit (COPA).....	1004
University fee (full-time students), per semester .....	280
Technology Fee (full-time students), per semester .....	160
Activity Fee (full-time students), per semester.....	185
Part-time and accelerated tuition per credit (BCAS).....	788
Part-time tuition per credit (COPA) .....	1004
University fee (part-time and accelerated students, per credit) .....	44
Technology Fee (part-time and accelerated students, per credit) .....	6

### Double Majors:

Students that are completing a major in a Conservatory program and also are completing a second major in a program in the School of Arts and Sciences, Communication, or Business will be charged the tuition rate for all credits taken at the Conservatory program rate. The Conservatory rate would apply to all credits including overload credits.

### Fully Online Undergraduate Programs Tuition and Fees

Tuition per credit.....	\$412
Technology fee per credit .....	5

### University Fees

Full-time Students (undergraduate - 12 or more credits), per semester.....	\$280
Part-time and Accelerated Students, per credit.....	44
Fully Online Programs.....	None

The University fee covers expansion of University facilities, services performed by the library, the identification card and other student services. Students enrolled concurrently in undergraduate and graduate classes at Point Park University will be charged the per credit hour rate for each respective course.

### Activity Fees

Full-time Students (undergraduate - 12 or more credits), per semester .....	\$185
Part-time, Accelerated and Fully Online Students .....	None

The Activity Fee of \$185 per full-time undergraduate student is paid each term in addition to tuition and other fees. The income is applied to various student activities and services including the operation of the Student Center.

## Specialized Instructional Fees

Some courses at the University require specialized instruction over and above the usual classroom presentations. Courses in this category may include independent study classes, private voice and private piano lessons, and any classes that include field trips and/or other activities that create ongoing costs to the University.

For courses in programs of this nature a Specialized Instructional Fee is charged in addition to the cost of the actual credits involved. These fees are based on the proportionately higher cost of offering the course, not on any specific activity included in any given semester. Therefore, these fees are not refundable in whole or in part except in cases of withdrawal from the course before the end of the third week of classes during the Fall and Spring terms or at the end of the first week of classes during the Summer sessions.

Specialized Instructional Fees are published each term with the schedule of classes.

## Tuition and Fees Refund Policy

Refunds to students are computed on the basis of the official date of withdrawal certified by the Office of the University Registrar. It is the responsibility of the student to notify the Office of the University Registrar in writing on the day of withdrawal and inquire with the Office of Student Accounts about a refund. Refunds of tuition will not be made to students who are suspended or dismissed. Withdrawing or dropping courses may affect a student's financial aid awards; therefore, students should meet with the Office of Financial Aid when considering a drop or withdrawal.

Tuition and fees are refunded as follows. Please note that fees are not refunded after the seventh calendar day of the semester.

<b><u>Fall and Spring 15-week Courses</u></b>	<b>Refund</b>
1-7 calendar days, inclusive –all fees .....	100%
8-14 calendar days, Tuition Only.....	50%
More than 14 calendar days .....	None
<b><u>Fall and Spring Courses less than 15 weeks</u></b> .....	<b>Refund</b>
1-7 calendar days, inclusive –all fees .....	100%
More than 7 calendar days .....	None
<b><u>Summer Sessions (Six- and Twelve-week Terms)</u></b>	
1-7 calendar days, inclusive .....	100%
More than 7 calendar days .....	None
<b><u>Fully Online Programs</u></b>	
Final day of Schedule Change period, inclusive –all fees .....	100%

The advanced tuition deposit of \$350 is non-refundable.

## Room and Board Costs Per Semester

Housing for each semester:

### **Residence Halls—Lawrence Hall and Thayer Hall**

Single Room (per semester) .....	\$3,770
Double Room (per semester).....	\$2,550
Triple Room (per semester) .....	\$2,320

### **Suites—Conestoga and Pioneer Suites:**

Fall or Spring Semester .....	\$3,970
Summer Semester .....	\$3,210



### **Boulevard Apartments**

4 Beds (per semester) .....	\$4,310
6 Beds (per semester) .....	\$4,210
14 Meal Flex Plan with \$200 Flex Dollars (per semester) .....	\$2,870
10 Meal Flex Plan with \$275 Flex Dollars (per semester) .....	\$2,680
75 Block Plan with \$200 Flex Dollars (per semester) .....	\$910
50 Block Plan with \$200 Flex Dollars (per semester) .....	\$700
30 Block Plan with \$200 Flex Dollars (per semester) .....	\$530
Flex Dollars (per semester).....	\$400

### **Apartment and Commuter Meal Plan:**

75 Block Plan with \$200 Flex Dollars (per semester) .....	\$910
50 Block Plan with \$200 Flex Dollars (per semester) .....	\$700
30 Block Plan with \$200 Flex Dollars (per semester) .....	\$530
Flex Dollars (per semester).....	\$400

Single rooms are available on a limited basis. Priority is given to students with junior or senior status. The \$400 housing deposit, submitted with the Housing contract, is placed in escrow for the length of time the student lives in the residence halls. Full refund of the deposit is granted upon a student's termination of residence provided that there have been no damages and there is not a balance on the student's account.

### **Room and Board Refund Policy**

Unless the student cancels the Housing and Food Service Contract prior to the published cancellation date, only \$150 of the housing deposit will be refunded. The deposit will be applied to any outstanding student account balance.

Any student who voluntarily moves out of the residence halls after taking occupancy of the room and prior to the end of the term, will be subject to the following refund schedule:

- First calendar week: 90%
- Second calendar week: 75%
- Third calendar week: 50%
- Fourth calendar week: no refund

### **Miscellaneous Fees**

Advance Deposit for New Full-time Students - Undergraduate.....	\$350
Pioneer Experience Freshman Orientation Fee .....	\$100
Audit - Undergraduate (BCAS): .....	\$394 per credit* (50% of per credit charge)
Audit - Undergraduate (COPA): .....	\$502 per credit* (50% of per credit charge)
Audit - Graduate .....	\$440.50 per credit* (50% of per credit charge)
Credit by Examination .....	\$75 per test plus \$100 per credit
Credit for Experiential Learning .....	\$75 per evaluation plus \$100 per credit
Independent Study Specialized Instruction Fee .....	\$50 per credit
Private voice/piano fee .....	\$585

Miscellaneous late fees may be charged by the Office of the University Registrar and by the Office of Student Accounts. These charges are listed in course books.

**\*Plus any Specialized Instructional Fees**

# Payment Schedule

All University charges including tuition, fees, room and board, are due prior to the first day of the semester. Tuition due dates are posted on the University's website. If registration occurs after the tuition due date, payment is due immediately.

The University accepts multiple payment methods. Check or money order payments can be mailed or made in-person in the Office of Student Accounts. Payments can also be made online with a MasterCard, Discover Card, Visa Card, American Express or eCheck. A 2.55% processing fee is added to all credit card transactions. There is no charge for eCheck transactions. The University will accept cash payment in-person only. A secure payment drop box is located outside of the Office of Student Accounts for check and money order payments made after business hours. All checks returned from the bank will be assessed a \$25 service charge in addition to the amount of the check.

Students must receive a financial clearance each semester. The Office of Student Accounts will assess a monthly late fee to any student account that is not paid in full or accounts that have not made official payment arrangements by the tuition due date.

Point Park University offers several payment plan options for students. Students who do not have sufficient financial aid or who are not eligible for financial aid can select to participate in a payment plan with the University. Students must sign up for a payment plan on or before the tuition due date. For more detailed information on the payment plans students are encouraged to view the University website or visit the Office of Student Accounts.

Employer reimbursed students may defer payment of charges by enrolling in the University Employer Reimbursement program. The deferred amount is limited to the amount reimbursed by the student's employer. Students must submit the Employer Reimbursed Tuition Agreement, the deferment fee, and confirmation of employer benefits to participate. For more detailed information on the Employer Reimbursement program students are encouraged to view the University website or visit the Office of Student Accounts.

## Financial Registration Terms and Conditions

All students who register for courses at Point Park University must agree to the financial registration terms and conditions. Students will agree to the terms and conditions upon signing into PointWeb. The terms and conditions are available for print on the University's website and on PointWeb.

# FINANCIAL AID

The Office of Financial Aid is open 8:30 a.m. to 4:30 p.m. Monday, Thursday and Friday; Tuesday and Wednesday, 8:30 a.m. to 6:00 p.m. and 9:00 a.m. to 1:00 p.m. on selected Saturdays throughout the year. Please see [Saturday Schedule](#).

## Financial Aid: Full-Time Students

To make it possible for full-time students to take advantage of the educational opportunities at Point Park University, the Office of Financial Aid coordinates a variety of merit and need-based financial assistance programs. Scholarships, grants, loans, and employment are available from a variety of federal, state and institutional sources.

The steps outlined below explain how to apply for all forms of financial aid:

- 1. Be admitted Point Park University.**
- 2. Complete the Free Application for Federal Student Aid (FAFSA).** Completing this form will enable students to be considered for all federally funded Title IV programs, including the Federal Pell Grant Program, the Federal Direct Stafford Loan Program, financial aid from Point Park University sources, and, for Commonwealth of Pennsylvania residents, the Pennsylvania State Grant Program. The FAFSA is available online at [www.fafsa.gov](http://www.fafsa.gov). The student should list Point Park University on the FAFSA, with the Title IV Code of 003357.

The federal government randomly selects some student applications for verification. Those students will be required to submit a copy of the federal tax transcript. If needed, a copy of the student's tax transcript may be requested directly from the Internal Revenue Service ([www.irs.gov](http://www.irs.gov)). The student and parent should retain copies of any financial information used to complete the FAFSA in the event that they are requested by our office.

## **Determining the Financial Aid Award**

All financial aid awards are made in compliance with federal, state and institutional policies.

Financial aid awards for full-time students at Point Park University are determined on the basis of academic achievement, artistic or athletic talent and/or financial need. Point Park University develops a financial aid budget that takes into consideration direct costs (tuition, fees, room/board) and indirect costs (supplies, travel, and personal expenses).

The Expected Family Contribution (EFC) is determined through a standard called Federal Methodology, which measures a family's ability to pay for higher education. The FAFSA is used to collect data needed to perform the needs analysis calculations. To determine a student's financial aid eligibility, the University subtracts the student's EFC from his/her budget and awards funds available through federal, state and institutional aid programs. The University may not be able to meet full financial need as determined by the FAFSA.

All recipients of Federal Funds are subject to the Return of Title IV funds policy if they totally withdraw from all classes.

## **Scholarships and Awards**

### **Scholarships and Awards for School of Arts and Sciences, School of Business and School of Communication Freshmen**

Scholarships below are applicable to both domestic (U.S. Citizens and eligible non-citizens) and international students. They are considered to be merit aid and offset the cost of tuition and fees only. Point Park University awards academic merit scholarships to students with qualifying GPA and standardized test scores or who qualify under the test optional admission criteria. The awards are:

- Presidential Scholarship -
- Vice Presidential Scholarship
- Trustee Scholarship
- Founders Scholarship -
- Point Park Opportunity Grant -

### **Scholarships and Awards for School of Arts and Sciences, School of Business and School of Communication Transfer Students**

Scholarships below are applicable to both domestic (U.S. Citizens and eligible non-citizens) and international students. They are considered to be merit aid and offset the cost of tuition and fees only. In order to retain the scholarship each year, the student must meet the Satisfactory Academic Progress guidelines.

#### **Transfer Presidential**

The Transfer Presidential Scholarship is awarded annually (Fall and Spring semesters) for full-time transfer students who have a 3.5 GPA or higher.

#### **Transfer Trustee**

The Transfer Trustee Scholarship is awarded annually (Fall and Spring semesters) for full-time transfer students who have a 3.0-3.49 GPA.

**Transfer Award**

The Transfer Award is awarded annually (Fall and Spring semesters) for full-time transfer students who have a 2.5-2.99 GPA or higher.

**Point Park Opportunity Grant**

The Point Park Opportunity Grant is awarded for \$5,000 annually (Fall and Spring Semesters) for full-time transfer students who have a 2.0 - 2.49 GPA

**Phi Theta Kappa Award**

The Transfer Award is awarded for \$1,500 annually (Fall and Spring semesters) for full-time transfer students who transfer in from a community college, are members of Phi Theta Kappa and have a 2.5 GPA or higher. Eligible students are notified of the award at the time of admission. Merit aid is to be used to offset the cost of tuition and fees only.

## Scholarships and Awards for Conservatory Freshmen and Transfers

Students majoring in Dance, Theatre Arts, Animation & Visual Effects, Cinema Production and Digital Arts, and Screenwriting must be admitted both academically and artistically. Total maximum of the Artistic Achievement Award and the Dean's Academic Scholarship will not exceed \$25,000 annually. Merit aid is to be used to offset the cost of tuition and fees only.

All of the scholarships below are applicable to both domestic (U.S. Citizens and eligible non-citizens) and international students. They are considered to be merit aid and offset the cost of tuition and fees only.

**Artistic Achievement Award**

The Artistic Achievement Award is awarded for \$3,000 - \$25,000 annually (Fall and Spring semesters) to full-time freshman who have demonstrated a high caliber of artistic ability through the audition process and/or personal interview.

To remain eligible for the Artistic Achievement Award, students must maintain a 3.0 grade point average and continue to enroll as a traditional full-time undergraduate student in the Conservatory of Performing Arts at Point Park University. These awards are merit aid and to be used to offset the cost of tuition and fees only.

**Dean's Academic Scholarship  
For Conservatory Freshmen**

The Dean's Academic Scholarship is awarded for \$5,000 annually (Fall and Spring semesters) to full-time freshman who meet the following criteria:

- A 3.5 high school grade point average on a 4.0 scale
- A combined total of 1200 on the reading/writing and math sections of the SAT or
- A composite score of 26 on the ACT

To remain eligible for the Dean's Academic Scholarship, students must maintain a 3.0 grade point average and continue to enroll as a traditional full-time undergraduate student in the Conservatory of Performing Arts at Point Park University. Merit aid is to be used to offset the cost of tuition and fees only.

**For Conservatory Transfers**

Full-time transfer students who have attained a 3.5 GPA are eligible for \$5,000 per year (Fall and Spring semesters). To remain eligible for the Dean's Academic Scholarship, students must maintain a 3.0 grade point average and continue to enroll as a traditional full-time undergraduate student at Point Park University. Merit aid is to be used to offset the cost of tuition and fees only.

## **Additional Awards**

### **Athletic Scholarships**

Point Park University offers athletic scholarships for competition in men's and women's basketball, men's and women's cross country, men's baseball, men's and women's golf, men's and women's soccer, women's softball, men's and women's track and field, the cheer and dance team, and women's volleyball. Contact the Athletic Department for more information.

### **Loti C. Falk Dance Scholarship**

The Conservatory of Performing Arts awards the Loti C. Falk Dance Scholarship annually to an outstanding dance student selected by the Dance faculty. Contact the COPA Dance Department chair for more information and application materials.

### **William K. Leech Educational Grant**

This annual award is presented to a Performing Arts major who is pursuing a career in children's theater. It is named in honor of the late Mr. William K. Leech, founder and longtime producer/director/writer for the Playhouse Jr. The award is presented at the Conservatory of Performing Arts annual spring banquet. Contact the COPA Office for more information.

### **Vincent J. LaBarbera Scholarship**

This scholarship honors the memory of a longtime faculty member and chair of the Department of Journalism and Mass Communication. Applicants must have completed at least one semester of undergraduate work in the Journalism and Mass Communication major and have earned a cumulative Point Park University G.P.A. of 3.3 or higher. This scholarship is awarded each April. Contact the School of Communication for more information and application materials.

### **John V. Hopkins Scholarship**

This competition is held in the spring of each year and is open to full-time students who will be juniors or seniors in the upcoming fall semester. All entrants must have a cumulative Point Park University G.P.A. of 3.5 or above and must write an original essay of 1,000 to 2,000 words on a given topic. These essays must be original and prepared especially for this competition. Contact the Office of the Provost or more information and application materials.

### **Non-Traditional Student Scholarship**

This competition is held in the spring of each year and is open to both part-time and full-time students who are at least 25 years old, pursuing their first university degree, and have little or no previous university experience. All entrants must have a cumulative Point Park University G.P.A. of 3.0 or above and complete a 500-word essay on a specific question. The value of this award is equivalent to the cost of three undergraduate academic credits. Contact the Office of the Provost or more information and application materials.

### **Eberly Scholarship**

The Eberly family, through its generosity, has established the Eberly Foundation Scholarship Fund at Point Park University. Students from Fayette County are eligible to receive the Eberly Scholarship. Superior academic achievement, good moral character, and financial need are all considered in the awarding of this scholarship. Contact the Office of Financial Aid for more information and application materials.

### **Myron Cope Scholarship**

The Myron Cope Scholarship is available to junior and senior students with a 3.0 QPA who are interested in sports journalism and broadcasting. Students should submit a resume, detailing journalistic experiences to date, and then write an essay of up to 750 words on Mr. Cope's contributions and influence on sports journalism and sports coverage in Western Pennsylvania and beyond.

### **MARC USA Scholar Award**

The MARC USA Scholar Award is for a junior or senior committed to advertising, marketing communication and/or public relations careers following graduation. Eligible students must have a 3.0 QPA and complete and application form, submit a resume and write a 500-word essay on why they are pursuing such careers.

### **Margy Snyder Broadcast Award**

The Margy Snyder Broadcast Scholarship is available to a junior or senior student with a minimum 3.0 QPA. Students must complete an application form, write a one-page essay about what influenced them to major in broadcasting and submit a resume, three broadcast work samples and two references.

### **Pittsburgh Post-Gazette Scholarship and Internship**

The Pittsburgh Post-Gazette Scholarship and Internship is a scholarship and internship for juniors and seniors interested in reporting, layout and design, photography or website work. Students must have a 3.0 QPA and have completed the practicum or be registered to complete it next academic year. Students must submit a portfolio with at least five work samples. Internship can be scheduled summer, fall or spring semesters.

### **William G. Schmid Jr. Scholarship**

The William G. Schmid Jr. Scholarship is an award for sophomore, junior or senior JMC majors who will either double major or minor in any of the social sciences (History, political science, criminal justice, economics, etc.) Eligible students must have a 3.0 QPA and write a letter to the Schmid Scholarship Committee explaining their goals as a journalist and how the minor or double major will further their studies and career.

### **Bernard/Thomas Scholarship**

The Bernard/Thomas Scholarship award is given to a student who has been active and taken a leadership role in the student media or worked for the Innocence Institute of Point Park University.

Changing your major may affect the amount of financial aid offered.

## **Grants**

### **Point Park University Grant**

Point Park University Grants are awarded on the basis of demonstrated financial need. The amount of the award is based on the level of the student's financial need and the availability of funds. All students who complete a Free Application for Federal Student Aid (FAFSA) will be considered for this funding.

### **Federal Pell Grant**

The Federal Pell Grant Program provides assistance to students who demonstrate financial need according to economic criteria and program requirements established by the federal government. To be eligible students must enroll in a degree or approved certificate/diploma program and be matriculated for their first bachelor's degree. There is a limit to the amount of Federal Pell Grant Funding you can receive during your education. You will be notified by the Department of Education if you are at your lifetime eligibility limit.

### **Federal Supplemental Educational Opportunity Grant (FSEOG)**

This program is funded by the U.S. Department of Education and administered by Point Park University to provide assistance to students with exceptional financial need. Students with high need who qualify for a Federal Pell Grant are considered for this grant.

### **Pennsylvania State Grant Program\***

The Pennsylvania State Grant is a resource available to Pennsylvania state residents who are enrolled at least a half-time (6 credits per semester). Eligibility is based on income information and dependency status as reported on a student's Free Application for Federal Student Aid (FAFSA) and reviewed by the Pennsylvania Higher Education Assistance Agency (PHEAA).

\*Students who are not residents of Pennsylvania may be eligible for similar grants from their own state agencies. Among the states currently offering grants that may be used by students attending Point Park University are Connecticut, Delaware, Maryland, Massachusetts, Michigan, Ohio, Rhode Island, Vermont, West Virginia, and Maine. To arrange for such state grants, students should contact their appropriate state agency.

## **Student Employment**

Students attending Point Park University in a degree program may be eligible for student employment up to a maximum of 20 hours per week while in school. Many students take advantage of these employment opportunities, recognizing the personal and professional benefits that come from working.

### **Federal Work Study Program (FWSP)**

The federal government and Point Park University subsidize the FWSP. Eligible students may be employed during the academic year according to the guidelines established for this program.

The Financial Aid Office determines award amounts based on demonstrated need. Students interested in the program are encouraged to contact the Financial Aid Office for more information and program requirements.

### **Point Park University General Work**

The University may have a very limited number of general part-time work positions available to students for employment within the institution. Students should contact the Office of Human Resources for more information and application materials.

## **Student Loans**

Student loan programs make it possible for individuals to borrow funds to help cover a portion of their educational expenses. These loans, which offer long-term repayment and low-interest rates, enable students to postpone the cost of education until after graduation.

### **Federal Perkins Loan Program**

Federal Perkins Loans are typically given to the neediest students. These loans are repaid beginning nine months after recipients graduate, withdraw or drop below 6 credits per semester. Repayment may be extended over a ten-year period, with an annual interest rate of 5 percent.

### **Federal Direct Loans**

The federal government has maximum loan limits available to students on an annual and aggregate (lifetime) basis for undergraduate education. Students may borrow up to \$5,500 per year as freshman, \$6,500 per year as sophomores, and \$7,500 per year as juniors and seniors. The maximum lifetime borrowing limit as a dependent undergraduate student is \$31,000. There are separate maximums for subsidized and unsubsidized loans. Subsidized loans are based on financial need and the federal government pays the interest while the student is in school. Unsubsidized loans accrue interest while the student is in school and during the six month grace period. Students may pay the interest and principal or defer both on unsubsidized loans while enrolled in school. Repayment of principal and interest for both types of loans begins six months after the student graduates, withdraws or drops below 6 credits per term.

Independent students, graduate/professional students, and some dependent undergraduate students for whom it is documented that their parent(s) cannot obtain a Federal PLUS Loan, are eligible to receive additional unsubsidized loans on an annual and aggregate basis.

### **Federal Parent Loan for Undergraduate Students (FPLUS)**

The FPLUS loan enables parents of dependent undergraduate students to borrow up to the full amount of a Point Park University education minus other aid. The annual interest rate is variable and determined on July 1 of each year. A credit check is performed to determine eligibility.

### **Private Loans**

A student may choose any lender when borrowing a private student loan. It is crucial though that you select a lender and a loan that best suits your academic and financial needs, since there may be differences in interest rates, fees, credit evaluation, academic progress requirements, repayment terms and borrower benefits.

The list of lenders is available through a variety of websites. **This summary information is intended only as a guide for comparison purposes.** Many other options exist for supplemental borrowing. You are **NOT** required to use any of the loans or lenders listed on this guide.

- [ELMSelect](http://www.elmselect.com) <http://www.elmselect.com>
- [Pennsylvania Private Student Loan Marketplace](http://pennsylvania.privateloanmarketplace.com/) <http://pennsylvania.privateloanmarketplace.com/>
- [Pennsylvania Student Choice](http://pennsylvania.studentchoice.org/) <http://pennsylvania.studentchoice.org/>

## **Student Lending Code Of Conduct**

Point Park University is committed to providing students and their families with the best information and processing alternatives available regarding student borrowing. In support of this and in an effort to rule out any perceived or actual conflict of interest between Point Park University officers, employees or agents and education loan lenders, Point Park University has adopted the [Lender Code of Conduct](#).

## **Financial Aid Programs: Part-Time Students**

Point Park University administers a generous and comprehensive program of financial aid for part-time students. The University also participates in tuition reimbursement programs available from many of the region's corporations.

All recipients of federal funds are subject to the Return of the Title IV Funds policy if they totally withdraw from all classes.

### **Federal Pell Grant**

The Federal Pell Grant Program provides assistance to students who demonstrate financial need as a result of completing the FAFSA. To be eligible, students must enroll in a degree or approved certificate program and have not already earned a bachelor's degree. There is a limit to the amount of Federal Pell Grant funding you can receive during your education. You will be notified by the Department of Education if you are at your lifetime eligibility limit. Awards vary based on the student's enrollment status (full-time, three-quarter time, half-time or less than half-time).

### **Federal Supplemental Educational Opportunity Grant (FSEOG)**

This program is funded by the U.S. Department of Education and administered by Point Park University to provide assistance to students with exceptional financial need. Students with high need who qualify for a Federal Pell Grant are considered for this grant.

### **Federal Direct Loans**

Students may apply for Federal Direct Subsidized and Unsubsidized Loans.



### **Federal Perkins Loan**

Federal Perkins Loans are made possible through a combination of resources: funds from the U.S. Department of Education, Point Park University, and repayment from previous borrowers. Federal Perkins Loans are typically given to the neediest students. These loans are repaid beginning nine months after recipients graduate, withdraw or drop below 6 credits per semester. Repayment may be extended over a ten-year period, with an annual interest rate of 5 percent.

### **Pennsylvania State Grant Program**

The PHEAA grant is a resource available to Pennsylvania state residents who are enrolled at least a half-time (six credits per semester). Eligibility is based on income information, dependency status and direct cost of attendance at Point Park University.

### **Point Park University Part-Time Grant**

Point Park University offers grants to part-time students who show financial need beyond that which can be covered by other forms of aid assistance. The amount of the grant is determined based on the student's financial need and enrollment status. Part-time students taking 6-8 credits may receive up to \$500 per semester; 12+ credits may receive up to \$1000 per semester. These grants are available in fall, spring and summer terms.

All students seeking Point Park University funding must complete the Free Application for Financial Aid (FAFSA) form at [www.fafsa.gov](http://www.fafsa.gov).

### **Alumni Grant**

The Alumni Grant provides a discount on undergraduate and graduate courses taken at Point Park University by eligible students. The discount applies to tuition only. It is the responsibility of the student to apply for this discount prior to starting coursework at the University. For eligibility requirements and for more information, please contact the Office of Graduate Admissions. Merit aid is to be used to offset the cost of tuition and fees only.

### **Community College Grant**

Point Park University has established a transfer student program for students from:

- Community College of Allegheny County
- Community College of Beaver County
- Butler County Community College
- Westmoreland County Community College

The Community College Grant is available to students who have earned an associate degree or 60 transferrable credits and want to continue their education at Point Park University. Eligible transfer students admitted to Point Park on a part-time basis will receive \$90 per credit until the completion of 60 credits. Students receiving the Community College Grant may also be eligible for other merit-based and need based financial aid. Student who receive corporate reimbursement are not eligible for the Community College Grant. Merit aid is to be used to offset the cost of tuition and fees only.

### **Non-Traditional Student Scholarship**

This competition is held in the spring of each year and is open to both part-time and full-time students who are at least 25 years old, pursuing their first college degree, and have little or no previous college experience. All entrants must have a cumulative Point Park University G.P.A. of 3.0 or above and complete a 500-word essay on a specific question. The value of this award is the equivalent to the cost of three credits of tuition. Contact the Office of the Provost for more information and application materials. Merit aid is to be used to offset the cost of tuition and fees only.

### **Corporate Tuition Reimbursement**

Employees of companies belonging to the Pittsburgh Downtown Partnership should check with their Human Resource Office regarding special discounts available to Pittsburgh Downtown Partnership companies.

Employees of the City of Pittsburgh receive a 20% discount of their tuition at Point Park University for on ground courses only. Please submit a letter confirming your employment to the Student Accounts Office to receive the discount.

Corporate sponsored students may defer payment of charges by completing the appropriate semester Employer reimbursed Tuition Agreement form. Students must submit the form, the application fee, and the letter from employer to participate. Employer Reimbursed Tuition Agreement forms are available on the University web site and in the Student Accounts Office.

### **Federal Direct Loans**

Part-time students at Point Park University who take a minimum of six credits per semester may apply for a Federal Direct Loan. Loan limits, terms and conditions are the same as for full-time students.

## **Financial Assistance: International Student Scholarships**

Point Park University offers scholarships to international students based on academic merit for study in one of its degree programs. The scholarships and awards are offered for four years of undergraduate study, provided the student continues to meet the original criteria stated in the award, adheres to the guidelines set forth by the student's visa stipulations, and meets standards of academic progress toward completion of degree. International students are not eligible for federal and state grants, but education fees can be subsidized through employment authorized through the U.S. government and the Office of International Student Services and Enrollment.

### **Scholarships and Awards for School of Arts and Sciences, School of Business and School of Communication Freshmen**

International students who take the SAT or ACT exams are eligible for the same scholarships as domestic students. Please see that section of the catalog for additional details regarding GPA and SAT and/or ACT requirements.

**The scholarships listed below are for students who do not take the SAT or ACT tests.**

#### **International Ambassador**

The International Ambassador is awarded for \$12,000 annually (Fall and Spring semesters) to full-time freshman who meet the following criteria:

- A 3.0 high school grade point average in a college preparatory curriculum (based on a 4.0 scale)
- Minimum TOEFL/IELTS score of 550/7.0

To remain eligible for the International Ambassador award, students must maintain a 3.0 grade point average and continue to enroll as a traditional full-time undergraduate student at Point Park University. Merit aid is to be used to offset the cost of tuition and fees only.

#### **International Fellow**

The International Fellow is awarded for \$10,000 annually (Fall and Spring semesters) to full-time freshman who meet the following criteria:

- A 3.0 high school grade point average in a college preparatory curriculum (based on a 4.0 scale)
- Minimum TOEFL/IELTS score of 525/6.0

To remain eligible for the International Fellow award, students must maintain a 3.0 grade point average and continue to enroll as a traditional full-time undergraduate student at Point Park University. Merit aid is to be used to offset the cost of tuition and fees only.

## Scholarships and Awards for School of Arts and Sciences, School of Business and School of Communication Transfers

International students who transfer into Point Park University are eligible for the same scholarship awards as domestic students.

## Scholarships and Awards for Conservatory Freshmen and Transfers

Students majoring in Dance, Theatre Arts, Animation & Visual Effects, Cinema Production and Digital Arts, and Screenwriting must be admitted both academically and artistically. Total maximum of the Artistic Achievement Award and the Dean's Academic Scholarship will not exceed \$25,000 annually. Merit aid is to be used to offset the cost of tuition and fees only.

International students who take the SAT or ACT exams are eligible for the same scholarships as domestic students. Please see that section of the catalog for additional details regarding GPA and SAT and/or ACT requirements.

### Employment

The United States Citizenship and Immigration Services (USCIS) allows all students, except ELS students, an opportunity to pursue the equivalency of 12 months of full-time, off-campus employment through Optional Practical Training (OPT) before or after completion of studies. OPT is helpful for gaining work experience in one's particular field of study. Students also may enroll in Curricular Practical Training (CPT) after one year of full-time studies with prior approval from the academic department and the ISSE Office. CPT is work that is both related to the student's academic field and is an integral part of the curriculum.

The USCIS has established policies on employment for international students. **These regulations prohibit international students from working off-campus without prior approval from the USCIS.** However, students who have already completed one year of academic study, and who are experiencing severe financial hardship due to conditions that occurred after their arrival in the United States are allowed to request permission to work from the USCIS.

## Satisfactory Academic Progress for Financial Aid Eligibility

The U.S. Department of Education mandates that all students receiving financial aid funding must maintain "Satisfactory Academic Progress" (SAP) to ensure timely degree completion. This policy applies to both federal and institutional awards. Some state grant programs, including Pennsylvania, have different guidelines for measuring progress. There are three criteria that must be met for a student to achieve Satisfactory Academic Progress. They are:

1. Maximum Timeframe to Complete the Program
2. Successful Completion of Credits
3. Minimum GPA Requirement

At Point Park University, Satisfactory Academic Progress is measured at the end of each semester. The semesters include fall, spring and summer.

## Undergraduate Students

To maintain Satisfactory Academic Progress at Point Park University, any full-time or part-time undergraduate student must meet the following requirements:

### Pace

To meet financial aid satisfactory academic progress, any full-time or part-time undergraduate student must successfully complete a certain percentage of courses that have been attempted. Students who fail to pass this percentage while receiving financial aid will not be able to make pace toward completion of a degree. This chart includes courses attempted at Point Park or any other college or university.

If you have attempted:	you must have earned at least:
1 - 29 credits	60% of the total credits attempted
30 - 59 credits	67% of the total credits attempted
60 - 89 credits	67% of the total credits attempted
90 or more credits	67% of the total credits attempted

Successful completion of credits will consist of grades received of A, B, C, D, or P. Any student who receives a grade of F, I, W, NP, N or NG is considered to have NOT successfully completed the credits, but counts as attempted credits. A student is not permitted to receive federal and institutional aid if a course has been attempted more than three times.

### Credits Earned & GPA Requirement

Full-time and part-time students must achieve the following grade point averages (GPA) to maintain financial aid satisfactory academic progress.

Class	Credits	Minimum GPA
Freshman	1 - 29 credits earned	1.80
Sophomore	30 - 59 credits earned	2.0
Junior	60 - 89 credits earned	2.0
Senior	90+ credits earned	2.0

### Maximum Timeframe to Complete

Eligibility for Financial Aid is regulated by the U. S. Department of Education for a limited period of time. The US Department of Education requires students to complete their program within 150% of the normal time it would take to earn a degree. For instance, a bachelor's degree takes 4 years (or approximately 120 credits) to complete, but it may take some students longer to earn their degree. The maximum length of time and/or attempted credits for a full-time student would be 6 years (4 x 150%) or 180 credits (120 x 150%). Part-time students would be calculated accordingly. All credits from another institution are considered attempted credits and count toward the 180 maximum. In order to keep pace for 4-year completion, it is recommended that all full-time students complete 30 credits per academic year.

### Financial Aid Warning

Students who do not meet these minimum academic standards will be placed on financial aid warning. Students can receive financial aid while on financial aid warning, but must achieve the minimum standards prior to the completion of the next term.

## **Financial Aid Suspension**

If a student does not meet the minimum academic standards at the end of the following term, the student will be placed on financial aid suspension. Students cannot receive any financial aid, including federal, state and institutional aid while on financial aid suspension. This will require a student to enroll for courses at his own cost if the student remains in good academic standing according to the Academic guidelines. However, an appeals process to regain financial aid eligibility is available to students who have legitimate and extenuating circumstances, such as serious illness or injury or death of a family member.

## **Financial Aid Appeals**

Financial aid suspension can be appealed to the Financial Aid Appeals Committee. Appeal forms can be obtained by calling or visiting the Financial Aid Office. In addition to the Appeal form, a student must also submit an academic plan which must demonstrate a plan for academic success. The student must meet with a member of the Center for Student Success to construct the academic plan, which outlines future courses and grades to return to Satisfactory Academic Progress. If the appeal and the academic plan are approved, the student will be placed on financial aid probation for the number of terms that he or she successfully meets the academic plan or comes off of probation. If the student does not meet SAP by the end of his academic plan, financial aid will be terminated.

## **Financial Aid Termination**

If a student does not meet the specifications of the academic plan that was approved by the Appeals Committee, his/her aid will be terminated. Aid will only be reinstated at Point Park University if the student regains eligibility by attaining the required GPA and credits earned. Any courses, for which the student enrolls while the aid is terminated, must be paid for by the student. Alternative loans are available through private lenders or payment plans are available through Student Accounts.

## **Renewal of Financial Aid**

Annual renewal of financial aid requires that returning students file the FAFSA and any other required documentation. Renewal application materials are sent in electronic format each fall semester for the next academic year.

# STUDENT AFFAIRS

The mission of the Office of Student Affairs is to meet the multifaceted, co-curricular and non-academic needs of Point Park University students. Covering a broad spectrum of support programs, activities and organizations, the Office of Student Affairs provides services which address the social, health, learning, recreational, spiritual and cultural needs of students. These services comprise an integral part of college life and are available to all Point Park students.

## Athletics

Point Park University currently offers 17 varsity sports that compete on the intercollegiate level. Men's sports include baseball, basketball, cross country, golf, indoor track and field, outdoor track and field, and soccer. Women's sports include basketball, cross country, golf, soccer, softball, indoor track and field, outdoor track and field, and volleyball. Co-ed sports include competitive cheer and dance.

The Point Park Department of Athletics is committed to achieving high standards both athletically and academically. Not only do the Pioneers work hard to represent their school on the field of play, they are also strong academic performers, as evidenced by Point Park's selections to the NAIA Scholar-Athlete teams.

The Pioneers have a national affiliation with the National Association of Intercollegiate Athletics (NAIA) and are a member of the River States Conference, formerly known as the Kentucky Intercollegiate Athletic Conference (KIAC). Through its Champions of Character initiative, the NAIA promotes the five core values of respect, responsibility, integrity, servant leadership, and sportsmanship.

Scholarships are available to Point Park student athletes; eligibility requirements set forth by the NAIA must be met. For example, student athletes must remain full-time students during their competitive career. Students who wish to participate on a varsity sports team should contact the head coach of the sport of interest by phone or email. Contact information for coaches can be found on the website. Tryouts are permitted to assess athletic ability.

Point Park students are admitted free to every regular season Pioneer sporting event! Point Park student body support is vital to the success of The Pioneers as they represent their school on a very competitive and challenging level of play. For information about Point Park athletics phone 412-392-3844 or visit the [Athletics webpage](#).

## Co-Curricular Transcripts

Not all learning happens in the classroom. Many of the experiences students have outside the classroom will help to develop and shape them as an adult and young professional. The Co-Curricular Transcript (CCT) is how the University helps track and identify all of the experiences that influence a student's growth.

Throughout their time at Point Park University, students will track specific activities for their CCT. The Office of Student Engagement will verify the activities, and upon graduation the student can request a CCT in addition to the academic transcript. The CCT will be an official University document that can be used to build a resume and demonstrate to potential employers the experiences that make a well-rounded candidate for any position. **NOTE:** The CCT is only available to students who enrolled at the University in fall 2014 or later.

### Co-Curricular Transcript Categories

- Cultural Experiences
- Internships/Practicums/Field Experiences
- Community-Based Learning and Service
- Student Involvement and Leadership
- Honors and Awards
- Intellectual and Professional Development Experiences

For more information about Co-Curricular Transcripts, contact the Office of Student Engagement by phone at 412-392-3835, by email at [studentengagement@pointpark.edu](mailto:studentengagement@pointpark.edu), or visit the [CCT](#) web page and click on the Profile tab.

## Commuter Resources

The Office of Student Life serves as a resource to the commuter population of Point Park University living off campus, including traditional-age students, non-traditional or adult learners, and graduate students. Essentially, any student not living in a Point Park residence hall is considered a commuter student. Visit the [Commuter Resources](#) web pages for more information on transportation and parking, lockers, dining on campus (including meal plans for commuters), and a renter's guide. You will also find information on the Commuter Lounge located on the 4<sup>th</sup> floor of Lawrence Hall, which has a TV, vending machines, microwave, copy machine, free WiFi, and comfortable furniture for commuter students to hang out, relax, or study between classes.

## Housing and Occupancy Management

Housing and Occupancy Management is responsible for room selection, room assignments, and room changes, and is the liaison with Physical Plant for residence hall maintenance and repair issues. This office also oversees Move-In, Move-Out, and spring housing selection.

## Intramurals

Intramurals at Point Park University offer students a variety of intramural team activities, including flag football, dodge ball, volleyball, kickball, deck hockey, and basketball. Also, the department sponsors billiards, foosball, electronic darts table tennis, Wii games, Wallyball, and racquetball tournament at select times of the year.

Intramural activities are not meant to be highly competitive, but rather provide an opportunity for all students to participate in organized sports. The goal of the intramural program is to provide safe recreational activities to enhance the students' total educational experience and quality of life. Most of the activities are seasonal and vary from fall to spring semesters. The list of intramural programs and schedules can be found on the [intramural website](#). For more information, contact the Intramural Coordinator by phone at 412-392-8024.

## Pioneer Experience (New Student Orientation)

The Office of Student Engagement oversees the University's new student orientation program, The Pioneer Experience. This program is designed to help new students and their families discover all that Point Park University has to offer, make new friends, and get acclimated to their new environment. Pioneer Ambassadors assist students and family members throughout the one and two-day programs by facilitating sessions that provide a chance to meet peers, learn about campus services, and discover the range of opportunities Downtown Pittsburgh offers. For more information visit the [Pioneer Experience](#) web pages.

# Residential Living

One of the most exciting aspects of college life for many students is the opportunity to live in a residence hall. More than a place to eat and sleep, a residence hall at Point Park University means easy access to classes, dance studios, student lounges, the library, the Student Center and the excitement of living in Downtown Pittsburgh. The residence halls at Point Park University provide an excellent environment for study, relaxation and entertainment. Students who could live at home often decide to live in one of the University residence halls so they can enhance their total college experience. More than forty percent of the full-time students reside in campus housing, and a number of different types of residence hall accommodations are available:

## **David L. Lawrence Hall**

The former 21-story Sherwyn Hotel houses approximately 420 residents; the ninth through twentieth floors are residence hall floors. Rooms in Lawrence Hall are single, double, or triple occupancy. Each room is equipped with furniture, a private bathroom, cable TV/Ethernet ports, WiFi access, and wall-to-wall carpeting. Laundry facilities are located on the eighth floor. Telephone service is not provided. Lawrence Hall is a smoke-free building.

## **Clara Thayer Hall**

A 10-story traditional-style residence hall, Thayer Hall accommodates approximately 184 residents; the third through eighth floors are residence hall floors. Rooms in Thayer Hall are single, double, or triple occupancy with two community bathrooms on each floor. Each room is equipped with furniture, an individual heating/air conditioning unit, WiFi access, and cable TV/Ethernet ports. Telephone service is not provided. Please be aware that not all Thayer Hall rooms have overhead lighting; you will need to provide your own lighting for those rooms. Laundry facilities are located on each floor. Thayer Hall is a smoke-free building.

## **Conestoga and Pioneer Suites**

Conestoga and Pioneer Suites are suite-style housing. The floors are co-ed, but each suite is single gender. Each suite consists of two bedrooms, two bathrooms, a living room, and a kitchenette. Each bedroom has a loft bed, dresser, standing closet, desk, and chair for each resident. The living room is furnished with a couch, chair, coffee table, entertainment center, and a table with chairs. The kitchenette is supplied with a microwave, under-counter refrigerator and cabinets. Each suite has cable TV/Ethernet ports and WiFi access. Laundry facilities are located on each floor. Telephone service is not provided. Each suite is air-conditioned, and both Conestoga and Pioneer are smoke-free buildings.

## **Boulevard Apartments**

The Boulevard Apartments are our newest residences. There are four apartments per floor; two 2-bedroom and two 3-bedroom. The apartments are co-ed, but each bedroom is single gender. Each bedroom has its own bathroom. The living room is furnished with a couch, chair, coffee table, entertainment center, and a table with chairs. The kitchen is supplied with a full-size refrigerator, stove, and dishwasher. Each apartment has cable TV/Ethernet ports and WiFi access. Telephone service is not provided. Each apartment is air-conditioned, and the building is smoke-free. Laundry and trash facilities are located on each floor.



The residence halls at Point Park University are devoted to establishing positive living and learning communities for our residents. Each floor in the residence halls will develop its own set of community standards at its initial floor meeting through a community compact. The community compact will address issues such as quiet hours, guests, and general day-to-day activities on the floor. In addition to the community compact, each room in the residence halls will have a roommate agreement. The roommate agreement is a mutually agreed upon contract ratified by those who occupy any given room. Just as in the community compact, the roommate agreement will outline the living standards for that room.

Residential students have access to laundry facilities and lounges. Residents are expected to provide their own cell phone; telephone service is not available in individual rooms. All residence hall rooms are equipped with cable TV and data network access ports. Each room has one connection for cable TV and one data port per resident. Wi-Fi is also available throughout the residence halls. Students are expected to provide their own cables to connect their television to the cable TV port and their computers to the data port.

The residence halls are open during Thanksgiving and Spring breaks. Students who prefer to remain in the residence halls during these periods may do so. Students may not stay in Lawrence and Thayer Halls during the Winter break. Students living in the suites and apartments are permitted to remain during any and all semester breaks. There is no food service provided during Thanksgiving, Winter, or Spring breaks. Residents may leave their personal belongings in their rooms during vacation periods if they are returning to the same room. The University will take reasonable precautions during these periods, but will not be responsible for student losses. When students leave the residence halls for the summer break they must remove their personal property from the room. Point Park University does not provide storage.

Students residing in the residence halls are able to enter and leave the residence halls without restrictions 24 hours a day. The University maintains 24-hour security for the safety of the University residents. Resident students are required to show their Pioneer Card (student ID card) when requested by Public Safety. Resident students are permitted to have guests visit them in their rooms as long as roommates/suitemates do not object and are subject to the residence hall Guest Policy and the roommate agreement.

A variety of meal plans are available to students living in the residence halls. More information on meal plans and dining options can be found on the [Dining Services](#) web pages. Students who plan to reside in the University residence halls should complete the appropriate online [Housing & Meal Plan Contract](#). It is strongly recommended that contracts for residency be submitted as soon as possible to ensure accommodations.

For additional information on financial aid available to resident students, please refer to the Financial Aid section. Specific information regarding residence hall charges may be found in the section on University Charges.

## Residential Programming

Residence Life is responsible for the implementation of all residential education programs. With the leadership of Resident Educators, residential students have the opportunity to engage in their community through various programs and activities.

### **FREd Programming**

Freshman Residential Education Programming focuses on getting residential students acclimated to Point Park and the Pittsburgh community. Residents are given the opportunity to participate in various programs to learn about self-reflection, addressing conflict, communication, community engagement and much more.

### **SREd Programming**

Sophomore Residential Education Programming focuses on deepening the relationship our residential sophomores have with the Point Park community. Residents are given the opportunity to participate in programs that push them out of their comfort zone to explore new ideas and interests as well as establish new campus connections.

### J/SREd Programming

Junior/Senior Residential Education Programming is designed to aide our junior and senior residents as they prepare for their next steps. Residents are given the opportunity to participate in programs that focus on networking, critical thinking, and career development.

## Student Life

The Office of Student Life is responsible for creating for all students, including commuters and residents, an enhanced academic experience. The Office of Student Life consists of Housing and Occupancy Management, Residence Life, the Office of Student Activities, Involvement, and Leadership (SAIL), Commuter Resources, and Health and Counseling Services. Through the programs and involvement of the various offices and departments of Student Life, all students will obtain citizenship and conflict-resolution skills, and practice civil interaction, clarity of communication, and self-awareness. For more information contact the Office of Student Life by phone at 412-392-8026, by email at [studentlife@pointpark.edu](mailto:studentlife@pointpark.edu), or consult the [Office of Student Life](#) web pages.

## Student Activities, Involvement, and Leadership (SAIL)

The Office of Student Activities, Involvement, and Leadership (SAIL) is the campus headquarters for student activities and student organizations. The office performs a variety of functions that help maintain a dynamic and socially-interactive campus environment where students can gather and work together to create fun, exciting, and educational activities for the University community. Students can also obtain information about other events and activities in and around the City of Pittsburgh. SAIL lends valuable support to all recognized student organizations. The office also serves as a resource for students to develop their leadership skills as well as get involved in community service projects both on and off campus. In coordination with the United Student Government (USG), SAIL also serves as a resource for those wishing to get involved in student organizations on campus. For more information contact SAIL by phone at 412-392-4735, email at [sail@pointpark.edu](mailto:sail@pointpark.edu), or visit the [SAIL](#) web pages.

## Student Organizations

Student clubs and organizations at Point Park University are initiated and run by students. They provide students with co-curricular opportunities for social interaction, recreation, leadership training, and enhancement of academic interests. Students learn to organize and to work with others, pursue special interests, and make friends. Any student is welcome to start a club or organization. Two of the governing student organizations are the United Student Government (USG) which is the system of student governance and representation for the student body of Point Park University and approves all club and organizations, and Campus Activities Board (CAB) which is the official programming organization of the Office of Student Activities, Involvement, and Leadership (SAIL). Some of the other numerous student organizations include student media such as The Globe (weekly student newspaper), The Cavalcade (literary and creative magazine), The Pioneer (news magazine), WPPJ (campus radio station), and U-View (campus television station); academic organizations such as Honors Student Organization, SAEM Club, and Confluence Psychology Alliance; interest-based organizations such as All Things Horror and the Rugby Football Club; and service organizations such as Strong Women Strong Girls. For more information, contact SAIL by phone at 412-392-4735 or email at [sail@pointpark.edu](mailto:sail@pointpark.edu), or USG at [usg@pointpark.edu](mailto:usg@pointpark.edu), or visit the [Student Organizations](#) web pages.

## Student Media

A variety of student-run media at Point Park University provide campus and community news to students, faculty and staff. *The Pioneer*, a news and feature magazine, is a classroom and laboratory production of the School of Communication. *The Pioneer* has earned the prestigious All-American rating, as well as other awards presented by the Associated Collegiate Press. The campus newspaper, *The Globe*, is an independent, student-operated weekly open to all students and is funded through the University and Student Activity Fees. *The Globe* is published under the auspices of the Publications Board, which also oversees production of *The Cavalcade*, a student-edited literary magazine. *To the Point* is a bi-monthly magazine, open to all students, featuring stories on arts, entertainment, opinion, campus news, and photographs. Radio station WPPJ, supervised by the Broadcast Media Board, provides the University community with music, news, and sports. U-View is the student-operated television broadcasting network supported by the School of Communication. Interested students are able to gain valuable hands-on experience at both WPPJ and U-View through the operation of on-air and technical support services.

## United Student Government

The students of Point Park University have established a student governance system whose purpose is to act as the recognized communication channel among the students, faculty and administration of Point Park University; advocate for and act as a protective body representing the students at Point Park University; allocate funds for student organizations and clubs at Point Park University; and appoint student members on faculty and general standing committees and ad hoc committees, as appropriate. The United Student Government (USG) is composed of an executive branch and a legislative body. Governance is codified by a constitution and bylaws. All students vote in all executive and legislative elections, are eligible for election to President and Vice President and respective legislative positions, and may serve in appointed positions.

# STUDENT SUPPORT SERVICES

## Alumni Relations

Current students are the next generation of alumni leaders. The [Office of Alumni Relations](#) maintains connections with thousands of Point Park graduates who live in nearly every state and several countries and work in virtually every field and industry.

Students have many opportunities to be engaged with Point Park alumni. Alumni serve as volunteers and mentors, and assist students with internship and professional networking opportunities. During their time at Point Park University, students are able to interact with the Alumni Relations Office by attending sponsored events or becoming a member of the Green and Gold Society. This alumni community ensures that graduates maintain a lifelong relationship with each other and Point Park University.

## The Bookstore

The Bookstore carries Point Park University apparel and gift items, stationery supplies, leisure-reading books and magazines, snacks, and other miscellaneous items. The Bookstore also carries all required and recommended textbooks. Some titles are available as used textbooks. The Bookstore also offers several titles as a rentable option. In addition, the Bookstore buys back textbooks that have been adopted for use the next semester. Note: In order to search the online textbook listings, the semester, course department and number, and section number of each course are needed and can be found on the student's class schedule.

For more information about textbook pricing and book information, placing orders for the next semester, and Bookstore hours of operation, visit the [Bookstore](#) on the first floor of Lawrence Hall or call 412-392-3448.

## Career Development

The Career Development Center supports the individual career goals of students and alumni through educational and enrichment activities. The Career Development Center is a resource and education center and assists with all aspects of career exploration and the internship and job search process. Services offered include resume and cover letter review, career goals assessment and planning, interview and networking preparation, individual career counseling, career fairs and workshops, internship and job search assistance, and internship and full-time and part-time job postings. For more information, or an appointment contact the Career Development Center at 412-392-3950 or [careerdev@pointpark.edu](mailto:careerdev@pointpark.edu), or visit the [Career Development](#) website.

## Center for Student Success

The University's [Center for Student Success](#) is at the heart of a coordinated, campus-wide commitment to support all students, whether first-semester newcomers or graduating seniors, as they pursue a Point Park degree. Students may contact the Center for Student Success as a starting point for any type of academic question, and as a place where they can get the answers, assistance and encouragement to help them achieve academic excellence. The Center for Student Success may be reached by phone at 412-392-8002 or email at [studentsuccesscenter@pointpark.edu](mailto:studentsuccesscenter@pointpark.edu), or by visiting the office on the fifth floor of the West Penn Building.

**Academic advising and guidance:** Each Point Park undergraduate student who has declared a major is assigned to a faculty member within their field of study, who serves as an academic advisor each semester for course selections, minors, concentrations and other academic options.

For undecided students, Center for Success counselors provide academic advising until the student declares a major. The Center for Student Success also works with undecided students to help them explore majors that match their career and personal interests to find the best fit.

For all students, the Center for Student Success staff can help with topics including:

- Transitioning to college-level academics
- Learning to use PointWeb, Point Park's online student information hub
- Registering for classes
- Learning about Point Park student services and educational opportunities
- Changing a major
- Dropping or adding a class once the semester has started
- Applying for study abroad programs
- Improving study skills
- Learning to balance a heavy course load

## Computer and Technology Resources

The use of University-owned computer and technology resources by Point Park students, employees, and guests is intended for purposes relating to the mission of the University and the academic purposes for which the University exists. While the University respects the individual's rights and protection under the First Amendment, it expects all users of its resources to abide by good sense, University policy, and local, state and federal laws.

Under this policy, students have certain rights and responsibilities. Because the computer and technology-related resources at Point Park represent shared and finite resources, it is important for all users of such resources to remember that their actions can impact other's abilities to enjoy their rights. Activities that extraordinarily impair a Point Park user's ability to utilize the resources in the manner for which they are intended, or those that interfere with the operation of the University, will not be tolerated and appropriated action will be taken.

### Rights

#### Assignment of Accounts

All Point Park students are invited to utilize a level of technology resources appropriate to their needs. Currently enrolled students are entitled to internet access and an email account. Students are expected to use their University email address for all official and academic-related correspondence with instructors and other students. This is the only email address that is acceptable for course-related correspondence. In addition, students are expected to check their Point Park email address frequently for official University announcements and information, and as a result, will be held accountable for having received that information.

#### Removal of Accounts

Students who graduate or leave Point Park will have their accounts removed within thirty (30) days of their departure. It is the responsibility of the departing student to extract any files from his/her account prior to its removal.

#### Use of Resources

Any Point Park student may use the computers in the open labs at no charge; however, users of these facilities are asked to limit their usage to academic activities only. It is expected that users of Point Park computer and technology resources will do so in a manner that supports Point Park-related activities. Non-matriculated students and resident students who are under 18 will be required to have a parent's or guardian's permission to utilize the resources.

#### Safety

Users of Point Park computer and technology resources are entitled to use such facilities in a safe manner. The University will take all precautions to provide safe access, but cannot guarantee a user's safety. If a computer user feels as though s/he is in danger in a lab, or through electronic means such as email harassment or electronic stalking, s/he should report such incidents to the Department of Public Safety.

### **Access to Information**

Point Park University will not sensor access to information freely available on the internet. However, it is the responsibility of the computer user to abide by all federal, state, and local laws regarding access to information, including text, pictures, audio and video recordings, and other electronic data. Certain Point Park policies will also apply to access to the institutional data, and will be implemented in accordance with Family Education Rights and Privacy Act (FERPA) and its subsequent amendments.

### **Freedom of Expression**

Point Park reserves the right to review a computer user's individual home page for appropriate content. Content should reflect the mission, vision, and standards of the University. The information posted must not be represented as an official opinion or viewpoint of Point Park University. Computer users must abide by all federal, state, and local laws regarding posting of illegal or copyrighted information on their home pages or home directories.

### **Privacy**

Computer users must recognize that electronic messages and files are neither secure nor private communications. While Point Park will take reasonable measures to protect information that is transmitted electronically, it cannot guarantee that such information will remain private. As the owner of all University computer and technology resources, Point Park reserves its right to inspect, log, and/or archive data files stored on University owned computers and messages transmitted across its network. Such activities will not occur as a matter of course, may occur with cause if it is necessary to investigate a suspected breach of internal policy and external law. Authorized IT Center personnel may also inadvertently view or access data files or messages while performing system maintenance or management functions, but will maintain the confidentiality of the information. Point Park University reserves the right to search data stored on its servers should it be suspected that a user is violating a policy or guideline.

### **Official University Information**

Only those individuals who have been granted the right and responsibility to post information on the official Point Park website will be permitted to do so.

## **Responsibilities**

### **Accounts**

Each computer user is responsible for any activity that occurs from her/his account. Accounts are given to individuals, and are not permitted to be shared with friends, family members, classmates, co-workers, or any other individual or group.

### **Disclosure of Information**

Unless permitted by law, or requested by law enforcement officials, no information pertaining to anyone affiliated with Point Park will be disclosed for any reason.

## **Policy Violations**

Any Point Park student who improperly uses technology-related resources is subject to disciplinary measures, including, without limitation, revocation of network account. Activities deemed to be in violation of local, state or federal laws will be reported to the appropriate authorities.

Disciplinary processes already defined in the Undergraduate Catalog and Student Planner and Handbook will be followed where possible. Decisions pertaining to the revocation of a network account will be made based upon the severity of the infraction and the student's need for this account to perform his/her job or course studies.

## International Student Services & Enrollment (ISSE)

The mission of Point Park University's [Office of International Student Services and Enrollment](#) is to assist in the immigration, education, and cultural aspects of study in the U.S. for international students and to promote campus-wide international awareness by fostering an appreciation for diversity and by helping students understand their role and responsibilities as global citizens.

ISSE offers specialized services to international students from enrollment through graduation from Point Park University. The Office serves both graduate and undergraduate populations starting with global recruitment and continuing onward. Continuing programs include but are not limited to; credential evaluation, international student orientation, health services and insurance procedures, tuition management, advising in all appropriate areas of post-secondary education, government regulation policies and procedures, along with social, cultural, and educational programs to enhance the university experience of both the international and domestic student population alike. For more information, ISSE may be reached by phone at 412-392-4775, by email at [iss@pointpark.edu](mailto:iss@pointpark.edu), or visit the office in the 101 Wood Street Building.

## Public Safety

The [Department of Public Safety](#) is at work 24 hours a day, 7 days a week to provide a safe, secure living and learning environment for the University community. Police officers are on duty 365 days a year and provide immediate response to emergencies on campus. Procedures and additional responses to other emergencies are set forth in the Public Safety section of the University website, and any questions can be addressed at the University's Department of Public Safety. The department has received accreditation from the Pennsylvania Chiefs of Police Association.

The Point Park University Annual Campus Crime and Security Report includes statistics for the previous three years on reported crimes that occurred on the campus; in certain off-campus buildings, or property owned by, or controlled by, the University; and on public property within, or immediately adjacent to, and accessible from, the campus. The report also includes institutional policies concerning campus security, such as policies concerning alcohol and drug use, crime prevention, the reporting of crimes, sexual assault, and other matters. A copy of the report may be downloaded as a pdf from the University website or obtain a print copy by contacting the Department of Public Safety, Point Park University, 201 Wood Street, Pittsburgh, PA 15222. The University's emergency response plan can be reviewed and emergency-related questions can be addressed in the Department of Public Safety, located on the second floor of Frontier Hall.

## Student Health Center

A primary concern of Point Park University is the physical and mental health and well-being of its students. To ensure students' health needs are met, the University provides medical and counseling services to currently enrolled Point Park University students.

At Point Park, the Student Health Center provides care to all students, at no charge, that includes first aid intervention, illness and injury assessment, starter doses of over-the-counter medication, health screenings (i.e., blood pressure checks, height and weight measurements), and community health referrals. In addition, the Student Health Center provides health education resource materials and is responsible for maintaining student health and immunization records.

When arranged through the Student Health Center, students are eligible for office visits at no charge with the University-contracted physician. Costs for additional services, such as x-rays, laboratory testing, etc., are the responsibility of the student.

All students must have a completed Student Health Record, including complete immunization documentation, on file in the Student Health Center. Failure to submit proper immunization documentation may result in the student's inability to register for classes and live in on-campus housing.

The staff of the Student Health Center is bound by the medical ethics of confidentiality. Information provided will not be released to a third party, including parents, without the student's written authorization, unless legally required or permitted.

Student Health Center hours are Monday-Friday, 8:00 a.m. to 4:00 p.m. For more information, contact the [Student Health Center](#) at 412-392-3800.

## Counseling Services

Short-term confidential counseling services are available to students free of charge at University Counseling Services. The counselor will assist students with a number of personal and school-related problems such as stress, difficulty making adjustments, depression, anxiety, eating disorders, personal relationship concerns, relationship violence, drug and alcohol problems, and resolving conflicts with others. If additional counseling is needed, referral to outside resources will be made; the counselor will take into consideration a student's health insurance coverage. Cost of external treatment is the responsibility of the student. For more information, visit the [website](#), email [counseling@pointpark.edu](mailto:counseling@pointpark.edu) or to make an appointment call 412-392-3959 during office hours, Monday-Friday 8:00 a.m. to 4:00 p.m.

## Student Success Support

At Point Park University, the priority is to help students reach their goals. The University is here to support the student in his/her success and development on the path to degree completion, personal growth, and career readiness. While the number one person who can impact the student's success is the student, the University has many support services and resources available to help during the student's time at Point Park University.

The University's Success and Retention Support Team coordinates and provides intervention and ongoing support for all students. The Team strives to offer direction to those who have questions about their Pathways to Success or course sequencing, as well as intervention for those who are experiencing academic difficulty, personal distress, or are otherwise at risk academically or financially.

The FinishLine Early Alert System is a proactive communication and early intervention tool that allows University faculty and staff to submit information that may impact a student's progress, persistence, and success. Information and concerns submitted via early alerts allow student advisors and success and retention coordinators to reach out, offer support, and intervene with students in a timely fashion.

The objective of this program is to promote student success by:

- Providing students with timely support and referrals to appropriate campus services or resources.
- Actively engaging students in their learning experience and decision-making on their degree pathway.
- Helping students learn useful self-advocacy skills and how to navigate the resources available to them.
- Creating more purposeful communication and documentation between faculty, advisors, and support staff.

Examples of student concerns or issues include unsatisfactory academic progress (scoring poorly on tests or quizzes, poor quality or missing assignments, low mid-term progress reports, or insufficient completion of degree credit requirements) and/or exhibiting behaviors that may lead to academic difficulty (non-attendance, habitually dropping a course, or engaging in disruptive or otherwise troubling behavior).

**If a student would like assistance but does not know where to turn or have questions regarding the FinishLine Early Alert System, contact [retention@pointpark.edu](mailto:retention@pointpark.edu).** *Information submitted through alerts and interventions is a part of each student's education record, as defined by FERPA, and is confidentially maintained by the Office of Student Affairs.*

**Important Notice to Students:** Student success is directly tied to student effort, level of engagement, and ability to effectively communicate. Please check Point Park University email multiple times a day, every day. This communication format is the primary form of communication between the student and the University. Important timelines and directions from faculty or University offices, campus announcements, event publici-



ty, and outreach regarding academic, personal, or financial concerns will all be communicated primarily via Point Park University email address. Other communications may include Blackboard messaging, phone calls, or U.S. Mail. For assistance with password issues or setting up Point Park email on a mobile device(s), visit the Technology Help Desk located at 220 Thayer Hall, or call 412-392-3494. To update contact information with the University, visit the Office of the University Registrar on the 9<sup>th</sup> floor of Thayer Hall, or visit the [website](#).

# ACADEMIC POLICIES

## Graduation Requirements for Baccalaureate and Associate Degrees

Once a student is admitted to Point Park University, that student will need to understand and follow all academic policies and procedures in order to successfully complete a course of study. University officials such as faculty advisor and department chair can provide assistance, but it is ultimately the student's responsibility to be aware of policies relating to grading, academic process, withdrawal from courses, declaring or changing majors, and requirements for graduation. This chapter explains the general academic policies. The chapter, Academic Programs, discusses the particular degree programs, majors and general education requirements.

Point Park University awards undergraduate and graduate degrees to students through its Conservatory of Performing Arts, School of Arts and Sciences, School of Business, and School of Communication. Students must meet the minimum requirements for their particular degrees and programs of study as stated in this catalog.

The minimum cumulative and major grade point averages (G.P.A.) are set by the respective departments and may exceed that set by the University. All baccalaureate degrees require a minimum of 120 credit hours. The minimum cumulative and major grade point averages set by the University are 2.00.

Education students should consult with the University department of education for current information regarding the minimum standards required for certification.

### **Residency Requirements:**

All candidates for the baccalaureate degree must satisfy the final 30 hours rule which means that they must earn 30 credit hours in residence. They must also successfully complete no fewer than 12 hours (in four courses of at least three or more credit hours) in their major(s).

An individual can earn a second baccalaureate degree upon earning a minimum of 150 credits and the completion of all major requirements for two programs of study. This can be achieved in one of three ways: by completing the two programs at Point Park University simultaneously; after having been awarded a baccalaureate at Point Park University by completing a second program of study and additional credits to total at least 150 credit hours earned at Point Park University; after having been awarded a baccalaureate degree at another accredited college or university by completing a second program of study and at least 30 additional credit hours at Point Park University.

If a particular course is required in both degree programs, it cannot be credited as part of the 30 semester hour requirement for completion of the second degree.

Students pursuing the post-baccalaureate degree must meet the same residency and major(s) requirements as listed for the candidates for the baccalaureate degree.

All associate degrees require a minimum of 60 credit hours. Students pursuing associate degrees must complete the final 15 of the final 30 credits enrolled in Point Park University courses and complete at least 6 hours in their major(s).

Students must apply for graduation and degree conferral through the Office of the University Registrar. The University confers degrees completed during the academic year in December, May, and August. The University holds a formal commencement ceremony in April/May. All students who are completing degrees by the end of summer are invited to participate in commencement, although degrees are not conferred until all degree requirements have been met.

### **Major Status**

The University does not require entering first-year students to identify a preferred course of study at the time of registration, but students may declare a major upon admission and should do so by the end of the sophomore year.

During registration, academic advisors will guide entering students toward the core curriculum and ap-

appropriate major courses or requirements. Such guidance should ensure that students acquire certain fundamental skills while completing prerequisites for study in the major.

Each school assigns an academic advisor to all new majors. Academic advisors provide advice and guidance on such matters as concentrations, minors, certifications, change of major, career goals, and job preparation. A major may be declared or changed at any time with a form signed by the chair of the intended major.

Department chair may place on probation or exclude from majoring students who cannot meet or exceed a G.P.A. of 2.00 for all departmental requirements.

Some students elect to pursue double majors. They may obtain the appropriate forms from the Registrar or school offices and should submit them as soon as possible after the completion of the freshman year and no later than the end of the sophomore year. Students pursuing a double major must meet the complete requirements for both degrees prior to degree conferral. Only one diploma will be issued acknowledging both majors. A list of majors can be found under Academic Programs on page 68.

## The Minor

Minors can be used to enrich major fields of study, enhance learning, and improve credentials for employment. Those electing to pursue minors must coordinate this decision with their academic advisor. Declaration of a minor is a formal process and requires the filing of a form with the Registrar by the end of the sophomore year.

In most departments, requirements for the minor include 18 credits. No more than nine transfer credits may be applied toward the minor. Courses for the minor may not be taken under the Pass-No Credit or Audit option.

## Conservatory of Performing Arts

Cinema Studies  
Dance  
Musical Theatre Minor for Actors  
Musical Theatre Minor for Dancers  
Screenwriting  
Stage Management  
Technical Theatre/Design

Civil Engineering Technology  
Electrical Engineering  
Environmental Health  
Mathematics  
Mechanical Engineering Technology  
**Criminal Justice & Intelligence Studies**  
Criminal Justice  
Intelligence and National Security

## School of Arts and Sciences

### Education

Education  
Middle School English  
Middle School Mathematics  
Middle School Science  
Middle School Social Studies  
Special Education

### Humanities

Behavioral Science  
Global Cultural Studies

History  
French Studies  
Hispanic Studies  
Modern Languages  
Philosophy  
Political Science  
Psychology

### Literary Arts

English  
English/Creative Writing

### Natural Science & Engineering Technology

Biological Science  
Chemistry Minor

## School of Business

Accounting  
Business Management  
Economics  
Emergency Medical Services (EMS)  
Entrepreneurship  
Finance  
Fire Service Administration  
Human Resource Management  
Information Technology  
Marketing  
Nonprofit Management  
Public Administration

## School of Communication

Broadcast Production  
Broadcast Reporting  
Graphic Design  
Journalism  
Mass Communication  
Multimedia  
Photography  
Photojournalism  
Public Relations and Advertising

## Degree Requirements

Students are provided degree requirements outlining the requirements for graduation. Students pursue the major of their choice under the provisions of the degree requirements in effect at the time of their matriculation. Each program guide is specific to the student's major. It is imperative that students take all courses on their program guides. Failure to do so can delay graduation. Degree requirements are available via the website, PointWeb or from the department of their major.

Students who change their major will pursue their new major under the provisions of the degree requirements in effect during the academic year in which the change in major occurs. Likewise, students who declare a second major pursue the second major under the provisions of the degree requirements in effect for the academic year in which the second declaration occurs.

## Electronic Course Books

The [Office of the University Registrar](#) publishes course books online. Course books provide students with all of the information needed for registration and advising procedures for each term. The University reserves the right to make changes in the course books at any time.

## Academic Advisement

Each student has an academic advisor who is a faculty member in the department of the major area of study. Students must meet regularly with their advisors to prepare their academic programs and to discuss their academic progress. Changes of advisor occur at the discretion of the department chair. The Center for Student Success is also available to meet with students regarding their programs.

Students are responsible for familiarizing themselves with the requirements of their major programs, securing degree requirements, and selecting their courses accordingly. Students, not advisors, must complete and forward Registration and/or Schedule Change Request forms to the Office of the University Registrar.

## Academic Progress

The University awards credits for courses completed at Point Park with a letter grade of "D" or higher or Pass/No Credit courses with a "P." The course description specifies the number of credits for each course.

Part-time students take eleven or fewer credits a term; full-time students take twelve to eighteen. Students expecting to earn a bachelor's degree in the traditional span of four years should take fifteen to eighteen credits a semester.

Enrollment Status is determined by the following:

- 1 - 5 less than half time
- 6 - 8 semester hours is half-time
- 9 - 11 semester hours is three quarter time
- 12 - 18 semester hours is full-time
- 19 semester hours or more constitutes an overload; it requires special permission and students are charged additional per credit hour tuition.

Academic advisors must sign off on all overloads of 19-21 credits. The associate provost must sign off on all overloads of 22 credits or above.

Class standing is a function of credits earned:

Freshman	0-29 credits
Sophomore	30-59 credits
Junior	60-89 credits
Senior	90+ credits

## Grades and Grade Point Average

Faculty have primary responsibility for assigning grades, but they do not give them; rather, students must earn them. Grades represent a faculty member's impartial, professional evaluation of a student's work on a given assignment or in a given course.

At the outset of any course, the students taking it should receive a course syllabus including a clear statement of the course requirements and grading standards. Students who do not receive such a document should promptly ask their faculty member to provide it. In the unlikely event the faculty member does not comply, the requesting student has the responsibility to request the information from the appropriate department chair.

The department chair has the responsibility to assist the requesting student to obtain, in writing, a clear statement of the course requirements and grading standards.

### Incomplete Grade Requests

A student who does not complete a course by the end of the term may request and may be granted, at the faculty member's discretion, an "I" (Incomplete). The "I" in a given course must be completed within a period of time set by the *faculty member*. This time period may not exceed one year from the end of the semester in which the course was taken.

An Incomplete Grade Request Form detailing the conditions under which the "I" is permitted must be signed by both the student and the *faculty member*. If the agreed upon conditions are not fulfilled, the "I" grade will be changed to the grade stipulated in section V of the Incomplete Grade Request Form. If no grade is stipulated, the "I" will be changed to an "F." The student is responsible for contacting the *faculty member* and ensuring that all expectations in regard to removal of an "I" grade and the completion of a change of grade form are met. The *faculty member* will complete the change of grade form when all expectations are met.

### Pass/No Credit Option

The grade "P" (Passing) indicates that credits are earned and quality points are not computed. The grade "N" (No Credit) in a course taken under the Pass/No Credit option indicates that no credits are earned and quality points are not computed.

To encourage exploration and experimentation in academic areas in which a student may have limited familiarity, courses may be taken on a Pass/No Credit basis under the following conditions: "P" will be recorded for "A", "B", "C," and "D" grades and "N" will be recorded for an "F" grade. Neither the "P" nor the "N" will affect the G.P.A. Only general college electives may be taken on the Pass/No Credit option. Baccalaureate degree candidates may choose a maximum of eight Pass/No Credit courses, and associate degree candidates are limited to four such courses. Only one course during any term may be so elected. Courses taken under the Pass/No Credit option must be designated as such before the end of the Schedule Change period for each semester or summer session. In some instances, a course may be announced as one in which "P" and "N" will be the only grades. For example, departments may offer non-traditional courses that include travel, a practicum, field work or other components that may be difficult or impossible to evaluate through testing or other traditional means.

In any semester, a student may change his or her status to Pass/No Credit option until the end of the schedule change period, but a student may not change from a P/N to credit enrollment after the schedule change period.

### Auditing a Course

The grade "AU" (Audit) indicates that no credits have been given in a course. In any semester, a student may change his or her status to audit until the end of the add-drop period, but a student may not change from audit status to credit enrollment.

### Grades

All grade changes must be processed within one calendar year. Changes of the recorded grade will be considered under exceptional circumstances upon the recommendation of the faculty member, the approval of the department chair, and the Registrar. Changes of the recorded grade resulting from a student grievance must follow the established grievance procedure contained in this catalog.

Undergraduate student academic performance is measured by computation of the Grade Point Average (G.P.A.). In this system letter grades are given the following numerical (grade point) values:

A = 4.0	B- = 2.75	D = 1.0
A- = 3.75	C+ = 2.25	F = 0.0
B+ = 3.25	C = 2.0	
B = 3.0	C- = 1.75	

The G.P.A. is determined by multiplying the numerical (grade point) value earned in each course by the number of credits assigned to that particular course, summing the total Grade Points, and dividing by the total number of credits attempted.

The effect of an “F” grade on the G.P.A. can be removed only by successful repetition of the course at Point Park University. Should a student repeat a course in an effort to improve a grade, it will be the last earned grade, whether higher or lower, that is computed in the G.P.A. Each attempt to complete the course and grade earned will be listed on the student’s transcript as the official record of the student’s academic progress.

Students may not repeat a failed course at another institution for credit or receive CLEP or DANTES credit for that course.

## Grade Appeals

Students who believe a final grade in a given course represents an inaccurate evaluation of their work have the right to appeal. A student begins the appeals process by discussing the issue with the *faculty member* who assigned the grade. In doing so, the student should be prepared to demonstrate how the assigned grade fails to reflect the faculty member’s stated course requirements and grading standards.

If the discussion with the faculty member does not produce a mutually satisfactory resolution, the student’s next step in this procedure is to meet with the instructor’s department chair. The chair reviews the issue with the student. If at the end of that discussion the student wishes to file a formal appeal, the chair advises the student how to proceed.

Appeals must occur within four weeks of the start of the succeeding fall/spring semester and must be submitted to the department chair in writing. Written appeals will show the extent to which a disputed grade fails to correspond with the faculty member’s stated course requirements and grading standards. They must also indicate the date on which the student-to-faculty member grade discussion took place.

A department chair receiving a written appeal will appoint a department committee of three faculty members to sit on an *ad hoc* appeals committee. Department chairs unable to convene their committees within two weeks of receiving the student’s written appeal will notify the Associate Provost to that effect. When the committee does meet to consider the appeal, at least one of its members will have professional familiarity with the content of the subject course. Based on the committee’s deliberations, the department chair will either sustain the grade or ask the faculty member to change it.

The grade change outcome can result in the original grade being raised or lowered. Students who believe that the departmental process resulting in the dismissal of their appeal was flawed may petition the Associate Provost for reconsideration on these grounds. Students must submit in writing an evidentially-supported petition, and they must do so within one week of receiving the results of the departmental appeals review. The Associate Provost, within one week, will consider such materials carefully and either conclude the appeals process or convene a grievance committee.

If a grievance committee does convene, it will do so expeditiously, and the Associate Provost will serve as its chair. Grievance committees have three voting members: a student and two faculty members who sit on the academic standing subcommittee of the School. The purpose of a grievance committee is to determine whether a grade is both fair and reasonable, nothing more; thus, grievance committees limit their activities to making those determinations. Depending on the committee’s determination, the Associate Provost will accordingly either sustain the awarded grade or see that the grade is changed. The grade change outcome can result in the original grade being raised or lowered. The Associate Provost’s action ends the appeals process.

## Non-Transcripted Audit

Point Park University educates students in a diverse environment and prepares graduates to apply knowledge to achieve their goals, advance their professions and serve their communities.

Objectives:

1. To encourage continuing education to Point Park University alumni and community members.
2. To provide for current Point Park Students to explore other academic areas and/or brush-up on particular subjects.

Please Note:

- With the exception of CINE 302, Cinema Authors, under no circumstances may any course beginning with the prefix CINE be taken as a non-transcripted audit.
- Under no circumstances may any course beginning with the prefix DANC be taken as a non-transcripted audit.
- Any course beginning with THEA may be audited with the approval of the Instructor, Unit Head and the Chair.
- Under no circumstances may any Conservatory private instruction course be taken as a non-transcripted audit including, but not limited to: Private Voice, Private Piano and/or Private Pilates.

Guidelines:

- Any current Point Park University student, Point Park University alumnus, or community member may sit in on one course per semester if the faculty member has agreed to the audit, the individual meets the required prerequisites, and there is a seat available.
- There will be a \$50 fee per course.
- No credit will be granted, and there will be no transcript kept of this activity.
- There is no refund of the \$50 fee.
- The individual will be required to be prepared for the class so as to add to the discussion.
- No tests, papers, projects, etc. will be required.
- There will be a maximum of three non-students permitted in any one course.
- The status may change from a non-credit audit to a regular student at any time during the Schedule Change period by gaining acceptance to Point Park University, enrolling, and paying full tuition and fees.
- A Non-Transcripted Student Audit identification card will be issued. This permits the individual access to the classroom building and provides the privilege of attending the agreed upon course. No other privileges are granted, including, but not limited to: library use, Point Park University events, and discount tickets.

Procedures:

- An interested person should contact the Office of the University Registrar to be placed on a waiting list for a particular course. The Office of the University Registrar will check with the faculty member for permission to audit.
- The individual will be notified the day before classes begin whether or not a seat is available.
- The individual will go to the Office of Graduate Admissions to process his/her audit request, pay the business office the \$50 fee and begin attending the class.

## Academic Integrity

Academic dishonesty runs counter to the goals, ideals and mission of Point Park University and will not be tolerated. Students found guilty of plagiarism and/or other academic dishonesty may be dismissed from the University. Punishment for plagiarism or other academic dishonesty may include failure in an assignment, failure in a course, or expulsion from the University. The Office of the University Registrar will notify the student involved in the incident by letter and copy of the Academic Integrity Violation Form.

Any facts which are not common knowledge and not widely disseminated locally must be credited to the source from which they came. All phraseology purported to be original must be the student's. If at any time the student's language is identical with that of the source, the latter must be identified.

Besides plagiarism, other forms of academic dishonesty carrying the same penalties for the same reasons include, but are not limited to:

1. fabricating data, evidence, facts, including but not limited to laboratory results and journalistic interviews or observations;
2. obtaining prohibited assistance from another student, regardless of whether that other student is aware of it, by looking at another student's paper (in or out of class) during a quiz, exam, or during work on an assignment;
3. turning in the same work in two or more different courses, regardless of whether the two courses are taught by the same professor, in the same degree program, or even at the same institution, without explicit prior approval from both instructors, because students should not obtain credit twice for doing work once;
4. forging or altering documentation of an illness and/or absence that has been requested or required by an instructor.

In cases of marked disparity between in-class and out-of-class work, the student will receive a grade no higher than the average of that student's in-class work unless it can be demonstrated that the student received no improper assistance on the out-of-class work.

Note: The following general principles about plagiarism apply primarily to writing but may apply as well to other kinds of academic work in disciplines such as mathematics, science, technology, business, computer science, and performing arts. For specific conventions and ways of avoiding plagiarism in these disciplines, check with your instructor.

The faculty of Point Park University is committed to each student's intellectual development and welcomes every student into a community that values learning. Writing is a crucial aspect of that learning, and the faculty at Point Park University strives to help students become confident, ethical, proficient writers.

Plagiarism, however, destroys any hope of intellectual growth or progress in writing. Therefore, to help students, the following policies define plagiarism, spell out ways to avoid it altogether, and indicate sanctions for plagiarism.

#### I. Definition of Plagiarism

Plagiarism, according to Annette T. Rottenberg in *Elements of Argument*, is "The use of someone else's words or ideas without adequate acknowledgment—that is, presenting such words or ideas as your own... Deliberate plagiarism is nothing less than cheating and theft..."

#### II. Avoidance of Plagiarism

Document all sources of words, paraphrases, and ideas that derive from someone else's work. Acknowledge help you received in completing your work. Also: enclose in quotation marks words copied from a source and identify that source; identify a source which you have summarized or paraphrased; note the course of an idea you have taken from someone else's work; acknowledge sources in all formats, including web pages, television, sound recordings, as well as traditional hard copy.

Instructors and appropriate stylebooks provide information on correct documentation format in academic disciplines (generally the American Psychological Association stylebook in social sciences and some other programs; the *MLA Handbook for Writers of Research Papers*, by Joseph Gibaldi, in humanities and some other programs; or the *Chicago Manual of Style* by the University of Chicago Press). Instructors reserve the right to check the originality of students' writing by various means, including submission to electronic search engines.

#### III. Sanctions for Plagiarism

Punishment for plagiarism or other academic dishonesty may include failure in an assignment, failure in a course, or expulsion from the University. For more information on plagiarism, check with your instructor and the following website: Purdue University Online Writing Lab, <http://owl.english.purdue.edu>.

#### Works Cited:

- Gibaldi, Joseph. *MLA Handbook for Writers of Research Papers*. 6th ed. New York: Modern Language Society of American, 2003.
- Rottenberg, Annette T. *Elements of Argument: A Text and Reader*. 7th ed. New York: Bedford/St. Martin's, 2003.



A student may file an appeal of a sanction with the Provost and Dean of Faculty whose decision is final and ends the appeal process.

## **Institutional Review Board**

Research protocols involving human participants must be approved by the Point Park University Institutional Review Board. The Institutional Review Board, made up of faculty and administration is chaired by a tenured, full-time faculty member who reports to the Provost, reviews all research protocols involving human participants to determine if the research participants are placed at risk and if their rights and welfare are adequately protected. Guidelines and required forms for research protocols are available in the Office of the Provost.

## **Academic Probation and Dismissal**

*Probation status may affect financial aid eligibility. Students on continued probation should consult the Financial Aid Office.* Students admitted or placed on academic probation are subject to the following conditions:

### **Initial Probation**

Students are placed on initial probation when they fail to meet the minimum G.P.A. requirement for their academic class level, determined as follows:

Freshman (1-29 credits)	G.P.A. of 1.80
Sophomore (30-59 credits)	G.P.A. of 2.00
Junior (60-89 credits)	G.P.A. of 2.00
Senior (90+ credits)	G.P.A. of 2.00

### **Continued Probation**

Students remain on probation if they fail a second time to attain the minimum G.P.A. requirement for their academic level. Students may remain enrolled on continued probation for a third term only if their G.P.A. has shown a marked improvement.

### **Dismissal**

- a) Students who fail to earn the minimum required G.P.A. for the term during which they are on continuing probation are subject to dismissal.
- b) Students who fail to earn a cumulative G.P.A. of 1.00 for the term during which they are on initial probation are subject to dismissal.
- c) Students must maintain a cumulative G.P.A. of 2.00 in required courses in order to continue in a major. Some majors have higher minimums for remaining in the major, consult the requirements for your major in this catalog.
- d) The disregard of academic rules and regulations may subject a student to dismissal.

### **Appeal and Reinstatement**

A student who has been academically dismissed from Point Park University and wishes to appeal must submit a written petition to the Office of the University Registrar within 10 days of receiving official notification. The Registrar will forward the petition to the appropriate department and/or school. Regardless of extenuating circumstances, the appeal must include the student's personal assessment of factors that led to the dismissal and outline an academic plan of action that intends to address the low grades. Students who have been academically dismissed and readmitted to the University will return on continued probation.

## Course Additions and Withdrawals

The schedule for course changes, including withdrawal, is listed on the University web site and published by the Office of the University Registrar. Courses may be added or dropped from a student's academic schedule online within the add/drop period or by completing a Schedule Change form.

After the period specified, the faculty member has the option to give a grade of "W" or "F," up to and including the last day to withdraw. No withdrawals will be granted beyond the final day to withdraw. Schedule Change forms may be obtained from the Office of the University Registrar. Should a "W" or "F" be placed on a student's record, it remains a permanent part of that record.

International students must contact the University's International Student Office before initiating a course withdrawal.

Because current and future financial aid may be jeopardized by processing a "W" or "F," students are advised to consult the Office of Financial Aid prior to completing the transaction.

## Complete Withdrawal

Students wishing to withdraw from the University before or after the beginning of a term must use a Complete Withdrawal Form to drop or withdraw all classes and deliver the completed form to the Office of the University Registrar. To obtain a Complete Withdrawal form, visit the Center for Student Success. The date the Office of the University Registrar processes the completed form is the effective date of complete withdrawal.

To complete the form, you will need the following signatures or the form will not be processed:

- Center for Student Success
- Student Financial Services Center
- ISD Signature (applicable only for International Students)
- Registrar's Office Signature

All recipients of federal financial aid need to be aware that their financial aid package will be adjusted under the Return of Title IV funds policy if the student withdraws from all of his/her classes. Go to the Return of Title IV Funds policy for more information.

## Medical Exception Request

Students who experience a medical issue during an academic term of such a severity that they are unable to continue or keep up with their courses may consider requesting a Medical Exception for the academic term. A Medical Exception can impact a student's academic career in a number of ways, and students are encouraged to consider alternatives before applying for a Medical Exception. Students are strongly encouraged to meet with the Center for Student Success to discuss alternatives to the Medical Exception process, which may include requesting incomplete grades.

Students with a medical condition involving a short-term or long-term disability should also consider meeting with the Student Success Coordinator - Disability Services in the Center for Student Success. Call the office at 412-392-8077, email [mberwick@pointpark.edu](mailto:mberwick@pointpark.edu), or visit the office on the fifth floor of the West Penn Building.

International students should meet with the International Student Services and Enrollment (ISSE) staff to discuss how a Medical Exception will affect their visa status. Call the office at 412-392-4775, email [iss@pointpark.edu](mailto:iss@pointpark.edu) or visit the office on the first floor of the 101 Wood Street Building.

Except for short-term temporary issues, students must be actively attending classes in order to be permitted to live in the University residences. A student applying for a Medical Exception will be required to move out of the residence halls. Room and board charges may be able to be prorated based upon the date the student vacates the residence hall or last uses the meal plan, whichever date is later. For information on terminating a resident contract and moving out, contact the Office of Student Life by phone at 412-392-8026, email at [studentlife@pointpark.edu](mailto:studentlife@pointpark.edu), or visit the office on the first floor of Pioneer Hall.

### **Medical Exception Request Process**

A Medical Exception will be granted for a full academic term only; requests for a partial term or part of a student's course load will not be granted; thus, in order to request a Medical Exception the student will be required to withdraw from all classes for the applicable academic term. Only one Medical Exception for a total of one academic term will be granted per student.

Students must request a Medical Exception Request packet from the Office of Student Affairs. The request may be made in person by visiting the office at 705-706 Student Center or by phone at 412-392-3840 or email at [studentaffairs@pointpark.edu](mailto:studentaffairs@pointpark.edu). The packet will include all forms and instructions needed to submit the documents required to request a Medical Exception. As the policy, forms, and instructions, may change from time to time, the student must follow all instructions and submit all forms as directed at the time he/she receives the Medical Exception Request packet.

### **Medical Exception Request Form**

All students requesting a Medical Exception must complete the Medical Exception Request Form and attach verifiable, legible medical documentation that supports and substantiates the request. The type and amount of documentation to be supplied is at the discretion of the student and may include, but is not limited to, a letter from the student's medical provider, medical records, etc. The student bears the responsibility of submitting all supporting medical documentation for the Medical Exception Request. The Office of Student Affairs will not contact medical providers to obtain supporting medical documentation.

### **Complete Withdrawal Form**

If the student has not already completely withdrawn from all of his/her courses for the academic term, the student is required to complete the [Complete Withdrawal Form](#).

Students requesting a complete withdrawal and/or Medical Exception are required to contact the Offices of Financial Aid and Student Accounts to discuss how these will affect their student account and any financial aid they may have or expect to receive in the future. Please visit the [Total Withdrawal](#) webpage for additional information.

### **Leave of Absence Form**

If the student is eligible for a leave of absence, it is recommended s/he complete the Leave of Absence Form for any fall or spring semester they expect to be absent. If the student is unsure if he/she is eligible for a leave of absence, it is recommended that the student complete the form. Leaves of absence will be granted according to University policy. The Offices of Student Affairs, Student Accounts and the University Registrar will make the eligibility determination and will notify the student of the decision via U.S. Mail to the address on the form (this decision is not the Medical Exception Request decision). Note: It is not necessary or recommended to explain the medical circumstances on the leave of absence form.

### **Authorization to Release Information Form**

This form is optional. It permits the Office of Student Affairs to release information about the student to a person(s) of his/her choosing, such as a family member. If the student submits this form, only the information specifically authorized will be released, to the person(s) specified on the form.

Due to the sensitive nature of the information involved with a student's Medical Exception Request, without a completed and signed authorization form that includes specific instructions, the Office of Student Affairs will only discuss the general Medical Exception Request process with any person inquiring about a Medical Exception; specific questions regarding a student's Medical Exception Request will not be able to be answered.

This Authorization to Release Information Form cannot be used in lieu of submitting supporting medical documentation for the Medical Exception Request.

### **Deadline to Submit Medical Exception Request**

All documents related to a Medical Exception Request must be received in the Office of Student Affairs no later than fifteen (15) calendar days after the end of the academic term for which the Medical Exception is requested.

### **Submitting Medical Exception Request Documents**

All documents (Medical Exception Request Form, supporting documentation, Complete Withdrawal Form, Leave of Absence, Authorization to Release Information, etc.) must be submitted to the Office of Student Affairs, regardless of the instructions on the form. The Office of Student Affairs will distribute forms and information as required (see next section on Confidentiality of Medical Records).

Students are to submit all completed forms and supporting documentation to the Office of Student Affairs in person, by fax at 412-392-3855, email: [studentaffairs@pointpark.edu](mailto:studentaffairs@pointpark.edu) or U.S. mail:

Point Park University  
Office of Student Affairs  
201 Wood Street  
Pittsburgh, PA 15222

It is strongly recommended that students keep copies of all Medical Exception Request documents and proof of submission. The Office of Student Affairs will confirm the receipt of documents upon request.

### **Confidentiality of Medical Records**

The Office of Student Affairs understands and takes seriously the confidentiality of the student's medical information provided during the Medical Exception process. This information is shared only with a) University staff needed to consult with regarding the merits of the request, such as the University Nurse or University Counselor, or b) person(s) permitted per the Authorization to Release Information Form if submitted by the student. All Medical Exception Request Forms and supporting documentation will be housed solely within the Office of Student Affairs. University offices such as the Offices of the University Registrar, Student Accounts and Financial Aid will be notified of the decision to grant or deny a Medical Exception Request, but not the details of the request.

Please be advised that the Complete Withdrawal Form and Leave of Absence Form are distributed to the appropriate University offices. It is not necessary or recommended to explain the medical circumstances on the leave of absence form.

### **Medical Exception Request Decision**

A Medical Exception Request and supporting documentation will be reviewed by the Vice President of Student Affairs as soon possible after the Office of Student Affairs receives all documents related to the request. A decision will be sent to the student via U.S. Mail to the address provided on the Medical Exception Request Form.

### **Readmission to the University**

Readmitted students are responsible for meeting all academic requirements in effect at the time they are readmitted, not at the time they were originally admitted to the University. Students granted a Medical Exception may also be required to fulfill additional requirements as a condition of granting the Medical Exception, such as obtaining clearance from their medical provider.

## Attendance

The attendance policy for each course section is at the discretion of the instructor, and it is the instructor's responsibility to inform the student of the attendance policy in his or her syllabus. Instructors should not reduce a course grade for absences of less than 20% of the course contract hours caused by active participation in the following events:

- Scheduled varsity athletic competition
- Scheduled make-up season and post-season varsity athletic completion
- Classroom field trips approved by the Department Chair of the school sponsoring the field trip or Provost
- Sanctioned performing arts appearances at non-University facilities
- Specifically sanctioned events approved by the Provost
- Religious observances

### Student Responsibilities

Students are encouraged to adopt schedules that maximize their class participation. Those who miss classes are responsible for missed academic work and classroom instruction. They should coordinate with instructors to complete missed assignments and obtain classroom materials, notes, and instructions. Student athletes should inform their instructors of athletic completion participation.

### Notification of Extended and Serious Illness

Students who miss class for serious and extended illnesses may request the assistance of the Student Health and Counseling office in notifying their faculty members. The responsibility of arranging to make up missed assignments or to submit assignments late belongs to the student. Participation in certain University events and/or work related travel may, at the discretion of the faculty member, constitute an excused absence.

## Leave of Absence

A student must fill out a Leave of Absence form if the student is a) full-time or part-time and will miss one semester or b) online and will miss two consecutive eight-week sessions. Failure to do so will require the student to go through readmission in the Office of Admission and to follow the program of study in effect during the term of return.

A student must have a cumulative G.P.A. of 2.0 or above to apply for a leave of absence. A student granted a leave of absence may return and maintain the same degree requirements that the student was following during the student's last term of attendance at the University. Any university financial aid will be maintained. There is no guarantee about State or Federal financial aid. Please see the Office of Financial Aid.

## Transfer Credit Policy

The University may grant transfer credits from a regionally-accredited institutions. A minimum course grade of "C" (2.0) is required for consideration of transfer of course credit. Transfer courses must have comparable course learning outcomes to those at Point Park University. Transfer credits are designated with "PT" on the transcript and carry no quality points. Evaluation and acceptance of credits completed ten years or more prior to the transfer request is exceptional. The ultimate decision in such cases resides with the department chair.

Point Park University awards credit in semester hours. One credit is equivalent to 14 hours of class meeting time or equivalent instructional activities. The maximum number of credits the University will grant for work completed through any combination of two-year colleges or the first two years at a four-year college is 70 credits. The University may grant an additional 20 credits, bringing the total to 90, for courses completed at the 300 and 400 levels at four-year colleges and universities. All students must meet the University's final 30 hours residency requirement.

Students must submit official transcripts from each institution attended to the Office of Admission for a preliminary, unofficial evaluation. Transfer students may submit course descriptions and syllabi to assist in

the course evaluation process. Because preliminary evaluations proceed as the transcripts arrive, students should begin the transfer process as early as possible to provide accurate information during registration. Final evaluations of transfer credits are conducted by the Office of the University Registrar.

### **Statute of Limitations**

Students are expected to make steady and timely progress in their degree programs. In the absence of more stringent rules imposed for good cause by the schools and departments, students demonstrate steady and timely progress by completing all degree requirements within a time span of 10 years. These requirements include all for-credit experiences such as courses (whether taken at Point Park University or elsewhere), evaluations, examinations, internships, and performances.

If a student wishes to apply credits older than 10 years to his or her degree requirements, these credits will be evaluated by the appropriate department faculty. Faculty may accept or reject credits older than 10 years; their decision to accept or reject must be in writing and will become part of the student's permanent academic records. If the decision is to reject some or all of the older credits, the student's faculty advisor will help the student to develop a plan for completing his or her degree if such a plan is feasible.

Students may appeal the faculty's decision on older credits to the Provost, who has the final authority to accept or reject such credits.

### **Transfer Student Appeal Process**

Students should review their official transfer credit evaluation for accuracy. If any omissions or errors are discovered, then students have the right to appeal the evaluation. Those appeals can occur upon admission to Point Park or during their enrollment, following the steps outlined below.

1. Upon admission to the University and receipt of the Transfer Credit Evaluation, the student should complete the Transfer Credit Appeal Form and submit it to the Office of the University Registrar. Students may complete the form to appeal decisions on transfer credit evaluations, specifically for courses that have been rejected. The Office of the University Registrar will review and correct any errors and correct errors and/or omission if appropriate
  - a. Students are responsible for gathering and submitting supporting documentation such as prior syllabi and course descriptions. An incomplete form with insufficient documentation will result in denial of said request.
2. If the situation is not resolved to the satisfaction of the student, he/she may appeal in writing within 10 calendar days to the department chair. This document must explain why the decision at the informal level should be changed. If there is a resolution, the department chair will forward the decision to the Office of the University Registrar.
3. If the student is not satisfied with the department chair review, then within 10 calendar days, they may make a written final appeal to the Associate Provost.

### **Post-Matriculation Transfer Credit Policy**

Students currently enrolled at Point Park University who wish to earn credit for work completed at other institutions, a College Level Examination Program (CLEP), or Defense Activity for Non-Traditional Education Support (DANTES) during the summer or any other academic term (with the exception of full-time students who cross-register) must obtain permission from their academic chairperson prior to registering for the course(s). Courses must be taken at an accredited institution and must earn a grade of "C" or above. Students must request this permission by filing a *Request to Transfer Credits* form to be approved by the department chairperson and the Office of the University Registrar; therefore, credits will not be accepted for a course if a student has not obtained formal permission. International students who request to take courses at another institution must also receive permission from the International Student Services and Enrollment Office. *Students may not repeat failed Point Park University courses for credit at another institution or receive CLEP or DANTES credit for that course.*

### **Requests to Transfer Credits**

Point Park University maintains the following policies on requests to transfer credits post-matriculation:

1. The student must have a status of sophomore or higher when taking courses at another institution. The student must complete a CLEP and DANTES before the end of their sophomore term (59 credits).
2. The student must have a G.P.A. of 2.00 or higher.
3. No more than one course (3-4 credits) per semester and two courses (6-8 credits) during the summer may be taken.
4. No courses may be taken elsewhere that are offered through Point Park University in the requesting semester.
5. No more than a total of six courses from the time of matriculation to graduation will be permitted.
6. All fundamental\*, capstone and some thematic core courses must be taken in residence.
7. Restrictions for specific majors and minors may apply.
8. The student must adhere to the residency requirements.

\*COMM101, ENGL101, UNIV101-Fundamental Courses

### **Advanced Placement Examination (AP), International Baccalaureate Credits and Writing Requirements**

The University may grant credit for scores of three or higher on an AP examination offered by the College Entrance Examination Board (CEEB).

Beginning in Fall 2015, students who earn scores of 4 or 5 on the Advanced Placement English Language and Composition exam can complete both ENGL 101 and ENGL 201 with that score. Students completing the International Baccalaureate Program with an IB Diploma can also complete both the ENGL 101 requirement and ENGL 201. Students who earn a 4 or 5 on the English Literature and Composition exam will complete ENGL 120 and ENGL 255. In order to finish course work, students will be asked take ENGL101 upon enrolling in the first semester, though COMM 101 or ENGL101 may be taken in any order.

### **Armed Services**

Using the American Council on Education *Guide to the Evaluation of Educational Experiences in the Armed Services*, the University may grant credit for educational experiences in the armed services. In order to be considered for Advanced Standing Credit, students must submit appropriate documentation to both enrollment offices, preferably from the Army/American Council on Education Registry Transcript Service (AARTS) or DDT 214 or 295 forms.

### **University-Level Courses or Workshops**

Students who have successfully completed courses or workshops for college credit through in-service training may submit an official transcript for consideration. The University may grant credit based on the American Council on Education in the *National Guide to Educational Credit for Training Programs*.

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

CLEP enables those with education obtained in a non-traditional manner to become eligible for college credit. The University may grant credit for CLEP results at or above the level recommended by the University Entrance Examination Board. The Provost, in coordination with the appropriate department chairperson, determines course equivalencies for each examination. Students must complete a CLEP before the end of their sophomore term (59 credits). Students should be aware that a maximum total of sixty credits may be earned through a combination of CLEP and DANTES, and that credits obtained in this fashion do not satisfy the residency requirement. Students may not repeat failed Point Park University courses for credit at another institution or receive CLEP or DANTES credit for that course.

### **Credit by Examination**

The University may grant matriculated students credit by examination for any course offered at Point Park University for which a CLEP test is not available and for which testing is an appropriate method of evaluation, as determined at the discretion of the department offering the course. Students must sit for the exam prior to taking the sequence course; for example, a student seeking credit by exam for ACCT 101 would have to take that exam before taking ACCT 102. Application forms for these examinations are available from the department offering the course. The Registrar must receive recommendations for credit by examination at least one full term prior to graduation. Courses in different departments must be requested on separate forms. Credits obtained in this fashion do not satisfy the residency requirement.

### **Defense Activity for Non-Traditional Education Support (DANTES)**

The DANTES exam gives qualified military personnel the opportunity to obtain academic credit, gain admission to college, and receive professional certification on the basis of job experiences. This program is also available to civilian students at all American colleges and universities. The University may grant credit for the DANTES Subject Standardized Tests if the scores meet or exceed the level recommended by the American Council on Education. Students must complete a CLEP before the end of their sophomore term (59 credits). The University will grant no more than 30 credits for these exams. The Provost, in consultation with the appropriate department chairperson, determines course equivalencies for each examination. Students should be aware that a maximum total of sixty credits may be earned through a combination of CLEP and DANTES, and that credits obtained in this fashion do not satisfy the residency requirement. Students may not repeat failed Point Park University courses for credit at another institution or receive CLEP or DANTES credit for that course.

### **Experiential Learning**

The University may grant credit for experiential learning to students whose life or professional experiences encompass college-level learning. Before seeking such credit, a student must have completed a minimum of six credits at Point Park University. Application forms are available from the department concerned with the academic discipline at issue. A completed application includes a petition from the student, documentation from workplace supervisors, a portfolio or other evidence of acquired learning, and any other information deemed relevant by the respective department illustrating that the student has achieved the course objectives. This documentation will be maintained for five years in the respective department. The chair will review the petition and, in some cases, request further information before making his or her recommendation. Students must submit credit applications for different departments on separate forms.

The Registrar must receive recommendations for experiential learning credit at least one term prior to graduation. Under no circumstances will a student receive more than eighteen credits for experiential learning. Credits obtained in this fashion do not satisfy the residency requirement and may not be used to satisfy internship requirements.



# Recognition of Academic Achievement

Point Park students who achieve academic excellence are recognized by the University through a variety of honors and special awards.

## Graduation Honors

Honors upon baccalaureate graduation are awarded as follows:

G.P.A. of 3.50 to 3.69	<i>Cum Laude</i>
G.P.A. of 3.70 to 3.89	<i>Magna Cum Laude</i>
G.P.A. of 3.90 to 4.0	<i>Summa Cum Laude</i>

## Outstanding Senior Awards

The Alumni Association Outstanding Graduate Award is given to a senior in recognition of scholastic achievement, commitment to the community, a strong work ethic and service to Point Park University.

## Departmental Academic Excellence Awards

Each of the University's academic departments, based on departmental criteria, identifies its most distinguished undergraduate and graduate student. The Provost will formally recognize each of the distinguished graduates.

## Dean's List

The Dean's List acknowledges superior academic performance of full-time students successfully completing twelve or more credits during the fall and spring semesters. To appear on the Dean's List a student must have earned a Term Grade Point Average (T.G.P.A.) of 3.50 or better and no grade less than a "C." Part-Time students become eligible for Dean's List recognition upon the completion of 12 credits at Point Park University. Part-time students must maintain a cumulative G.P.A. of 3.50 or higher and earn no grade lower than "C" in either the fall and spring semesters. The Dean's List notation appears on the student's transcript.

## Alpha Chi

Alpha Chi is a national honor scholarship society that promotes academic excellence and exemplary character among undergraduate college and university students and honors those achieving such distinction. Point Park University's Pennsylvania Eta Chapter was chartered in 1982. An invitation to join Alpha Chi is extended to those junior and senior students who meet Alpha Chi's membership criteria:

- (1) good reputation and character
- (2) junior standing (minimum of 60 credits earned at the undergraduate level)
- (3) one academic year of study and a minimum of 24 credits completed at Point Park University
- (4) ranking in the top 10 percent of class (junior or senior).

Student files are reviewed early each spring semester, and an induction ceremony is held after invitations have been extended and accepted.

## Pi Lambda Theta

Founded in 1910, Pi Lambda Theta is an international honor society and professional association in education that honors excellence and fosters leadership skills and intellectual values. Membership is open to students and professionals who have met specific academic requirements.

# Placements

Admitted students may be required to take placement exam(s). For the most updated placement exam information, please refer to the Academic Policies section of the Point Park University web site.

## English Placement

Based on their high school transcripts, SAT scores and evaluation of their academic preparation, full-time students may be required to take an English Placement Examination during orientation and may be subsequently placed in an appropriate entry-level English course.

During their first year on campus, students must successfully complete ENGL 101. Those entering Point Park University on the basis of transfer agreements with other institutions receive full academic credit for any comparable writing course, as do those presenting adequate scores on AP examinations. The University expects its graduates to have the ability to communicate effectively. That expectation represents this institution's sustained commitment to the teaching of writing and its firm adherence to established standards.

## Modern Language Placement

Modern Language faculty make the determination on course placement for students continuing post-secondary study of a modern language. Course placement for transfer students corresponds to the competency level implied by the credits transferred. Students wishing merely to demonstrate proficiency in a modern language may do so through CLEP or the Advanced Placement Examination of the CEEB.

# Registration

Registration is critically important. It is the recurring process through which students gain entry to the classes they wish to attend. Only students officially registered for a given section of a course may attend class, earn a grade, and receive credit for their work.

Using the applicable available course listing on PointWeb and the University website, currently enrolled students must register for the next term during a specified registration period. Students can register for classes with their student ID using the online registration system within PointWeb. To obtain the best selection of courses, students are encouraged not to wait until the start of the semester to register as classes can fill up quickly. Be advised that in order to proceed with the registration process, students must be cleared of academic, financial, and non-financial requisites. Full-time freshmen entering students register with the assistance of the Center for Student Success, while entering part-time students register through the Office of Graduate Admissions. Continuing students register with their school adviser. Registration is the responsibility of the student. To discharge that responsibility with confidence, students should use the pre-registration period to meet with their academic advisors. In those meetings, students can confirm the appropriateness and efficacy of their planned course of study. Academic advisors must sign off on all overloads of 19-21 credits. The associate provost must sign off on all overloads of 22 credits or above. Students on probation who want to register for more than 12 credits (full-time) or 6 credits (part-time) must have the written approval of the appropriate school department chair.

By completing the online registration process, a student is agreeing to pay all charges on the tuition and fee account when due. The student also acknowledges that failure to make a required payment by the stated deadline can result in late payment charges, inability to register for a future term, and/or withholding of a transcript and/or diploma. Further, this debt would be considered an educational loan. By completing this registration "under seal" the student is aware that collection activities may continue for up to 20 years. In event of collection procedures or a suit to collect unpaid balances on the student's account, the student will be charged all of the University's costs for collections, including legal fees, not to exceed 50% of the entire outstanding balances. The Registrar may assess fees, payable in advance, for both late registration and late schedule changes. Registration and schedule changes become official only when officially approved by the Office of the University Registrar.

## **Cross-Registration**

Point Park University participates in the protocol of [cross-registration](#) subscribed to by the [Pittsburgh Council of Higher Education](#) (PCHE), which gives students access to courses offered at Carlow University, Carnegie Mellon University, Chatham University, the Community College of Allegheny County (all campuses), Duquesne University, La Roche College, Pittsburgh Theological Seminary, Robert Morris University, and the University of Pittsburgh.

Full-time students who are registered for twelve or more credits may cross-register for one course a semester at the host institution. Cross-registration is available during the fall and spring terms only. Before cross-registering, students must secure the written approval of their departmental advisor, the Registrar, and the school department chair. Transcripts will reflect grades and credits earned in consequence of any cross-registration.

## **Transcripts**

Transcripts will not be released to any person or agency without proper signed authorization from the student or graduate. All transcript requests will be electronically processed and expedited through the National Student Clearinghouse. Transcripts will be sent to the student or requested third party electronically. A student or graduate may track an electronic transcript request from the NSC by email, text message or by logging in to the [NSC service website](#).

Transcripts can be ordered at a cost of \$7.50 using any major credit/debit card. A transcript request will not be honored if there is a financial obligation on the student's Point Park University account. The student will be notified by email in this instance.

Individuals may request a free unofficial transcript by completing a Transcript Request Form. Only unofficial transcripts will be processed by the Office of the University Registrar. Unofficial transcript requests will be processed in three to five working days. Persons wishing to pick up an unofficial transcript must give the Registrar 24 hour notice.

## **Reserve Officers Training Corps (ROTC) Program**

### **Duquesne University - Army ROTC**

The Army ROTC Program is open on a voluntary basis to all students at Point Park University through a cross-registration agreement with Duquesne University. It is an elective course structured to give the student a variety of practical experiences in leading and managing people and resources while learning about the military profession and the role it plays in our system of government. Interested students can choose to pursue a commission as a Second Lieutenant in the United States Army, Army National Guard, or Army Reserve. Courses are taken in conjunction with a student's required or normal course of study leading to a degree.

In addition, Two, Three, and Four year Scholarships are available to qualified students. Sophomores and Juniors may also choose to attend Leaders Training Course (LTC) at Fort Knox, KY during the summer for four weeks in order to synchronize Army ROTC with their academic timeline. Students may earn academic credit for attending LTC and are paid a stipend for their attendance. Army ROTC scholarships provide full and complete tuition payment, \$600/semester for books and fees, and \$300-\$500 monthly stipend during the academic year. Students who have prior enlisted service in any military branch may also seek advanced standing in ROTC en route to earning a commission. Scholarships and/or tuition assistance is also available for students who have served in the Armed Services previously or are currently serving in the National Guard or Reserve. Call (412) 807-1060 or via e-mail at [Conrad.c.slyder.mil@mail.mil](mailto:Conrad.c.slyder.mil@mail.mil).

### **University of Pittsburgh - Air Force ROTC (AFROTC)**

The AFROTC program is open to all full-time Point Park University students through a cross-registration agreement with the University of Pittsburgh. The AFROTC offers both a two- and a four-year program leading to a commission as a Second Lieutenant in the United States Air Force. As an Air Force officer, the individual will serve as a pilot, navigator, missile launch officer, engineer, computer scientist or other type of specialist. Students enrolled in the AFROTC devote a limited number of hours each week to the program with time remaining for the normal academic, social and athletic activities offered by the University. The AFROTC program is open to all full-time students who are U.S. citizens or are eligible for citizenship. In addition to the academic portion of the curriculum, each student attends one hour per week of Leadership Laboratory. The theory of leadership and management is given practical application in the Leadership Laboratory; it is a cadet-centered activity. For additional information contact the Air Force ROTC Office, University of Pittsburgh, Room 2917, Cathedral of Learning, 4200 Fifth Avenue, Pittsburgh, Pa. 15260. Telephone: (412) 624-6396/6397.

## **ACADEMIC PROGRAMS**

Point Park University offers the Bachelor of Arts, the Bachelor of Science, the Bachelor of Fine Arts, the Associate in Arts and the Associate in Science degrees. While some of the programs of study are those traditionally found in colleges of liberal arts and sciences, others reflect the cultural, business and industrial needs of the community. Emphasizing career preparation within a broad educational context, these programs enhance the prospects of graduates seeking professional positions in today's highly competitive job market.

The University also offers multiple graduate programs. For a catalog or further information on the graduate programs, call the Graduate Admissions Office at (412) 392-3808.

## **Degrees and Academic Majors**

### **CONSERVATORY OF PERFORMING ARTS**

#### **Department of Dance**

- B.A. - Dance
- B.A. - Dance Pedagogy
- B.F.A. - Dance

#### **Cinema Arts Department**

- B.A. - Animation & Visual Effects
- B.F.A. - Animation & Visual Effects
- B.A. - Cinema Production
- B.F.A. - Cinema Production
- B.A. - Screenwriting
- B.F.A. - Screenwriting

#### **Department of Theatre**

- B.A. - Theatre Arts: Performance and Practices
- B.F.A. - Acting
- B.F.A. - Musical Theatre
- B.F.A. - Theatre Production: Stage Management
- B.F.A. - Theatre Production: Technical Design and Management
- B.F.A. - Theatre Production: Design

## SCHOOL OF ARTS AND SCIENCES

### Department of Education

- A.A. - Early Childhood Education
- B.A. - Instructional Studies
- B.A. - Pre-Kindergarten – Grade 4
- B.A. - Pre-Kindergarten – Grade 4 and Special Education (Pre-K – Grade 8)
- B.A. - 4<sup>th</sup> – 8<sup>th</sup> Grade, English Concentration
- B.A. - 4<sup>th</sup> – 8<sup>th</sup> Grade, English Concentration and Special Education (Pre-K – Grade 8)
- B.A. - 4<sup>th</sup> – 8<sup>th</sup> Grade, Mathematics Concentration
- B.A. - 4<sup>th</sup> – 8<sup>th</sup> Grade, Mathematics Concentration and Special Education (Pre-K – Grade 8)
- B.A. - 4<sup>th</sup> – 8<sup>th</sup> Grade, Science Concentration
- B.A. - 4<sup>th</sup> – 8<sup>th</sup> Grade, Science Concentration and Special Education (Pre-K – Grade 8)
- B.A. - 4<sup>th</sup> – 8<sup>th</sup> Grade, Social Studies Concentration
- B.A. - 4<sup>th</sup> – 8<sup>th</sup> Grade, Social Studies Concentration and Special Education (Pre-K – Grade 8)
- B.S. - Biological Sciences/Secondary Education
- B.S. - Biological Sciences/Secondary Education and Special Education (Grades 7 – 12)
- B.A. - Citizenship/Secondary Education
- B.A. - Citizenship/Secondary Education and Special Education (Grades 7 – 12)
- B.A. - English/Secondary Education
- B.A. - English/Secondary Education and Special Education (Grades 7 -12)
- B.S. - Mathematics/Secondary Education
- B.S. - Mathematics/Secondary Education and Special Education (Grades 7 – 12)
- B.A. - Social Studies/Secondary Education
- B.A. - Social Studies /Secondary Education and Special Education (Grades 7 – 12)

### Department of Humanities and Human Sciences

- B.A. - Behavioral Sciences
- B.A. - Global Cultural Studies
- B.A. - History
- B.A. - Interdisciplinary Designed Major
- B.A. - Legal Studies
- B.A., B.S. - Liberal Studies with an Elected Area of Concentration
- B.A., B.S. - Liberal Studies - Capstone
- B.A. - Political Science
- B.A. - Psychology

### Department of Literary Arts

- B.A. - English
- B.A. - English/Creative Writing

### Department of Natural Sciences and Engineering Technology

- A.S. - Allied Health
- B.S. - Biological Sciences
- B.S. - Biotechnology
- A.S., B.S. - Civil Engineering Technology
- B.S. - Electrical Engineering
- A.S., B.S. - Electrical Engineering Technology
- A.S., B.S. - Mechanical Engineering Technology
- B.S. - Pre-Medical and Pre-Professional Studies

B.S. - Specialized Professional Studies: Funeral Service  
B.A., B.S. - Specialized Professional Studies: Funeral Service - Capstone

### **Department of Criminal Justice and Intelligence Studies**

B.S. - Criminal Justice  
B.S./M.S. - Dual Criminal Justice Program  
B.S. - Forensic Science  
B.S. - Intelligence and National Security  
Certificate - Intelligence and National Security

## **SCHOOL OF BUSINESS**

B.S. - Accounting  
B.S. - Business Management  
B.S. - Business - Accelerated (*This program is no longer accepting applicants*)  
B.S. - Economics and Finance  
B.S. - Human Resource Management  
B.S. - Information Technology  
B.S. - Information Technology and Management - Accelerated (*This program is no longer accepting applicants*)  
B.A. - Organizational Leadership  
B.S. - Public Administration  
B.S. - Sports, Arts & Entertainment Management  
Certificate - Emergency Medical Services Administration  
Certificate - Fire Service Administration  
Certificate - Human Resource Management  
Certificate - Public Administration

## **SCHOOL OF COMMUNICATION**

B.A. - Broadcast Production and Management  
B.A. - Broadcasting Reporting  
B.A. - Environmental Journalism  
B.A. - Journalism  
B.A. - Mass Communication  
B.A. - Multimedia  
B.A. - Photojournalism  
B.F.A. - Photography  
B.A. - Public Relations and Advertising

# Pre-Professional Preparation

## Law School Preparation – Department of Humanities and Human Sciences

Preparation for the study of law requires a broad educational background with concentration in a major that will develop the essential analytic and expository skills. Most students will find that a liberal course of study (such as Political Science, Global Cultural Studies, or English) provides an excellent preparation for the study of law. Students preparing for law school are advised to choose a major area of study early in their college programs and to consult with their advisor in the Department of Humanities and Human Sciences.

## Health-Related Areas - Department of Natural Sciences and Engineering Technology

Students may prepare for medicine, dentistry or other health-related professions by acquiring a broadly based background in the liberal arts and sciences while concentrating in the natural sciences. Admission to a professional school is generally based on a student's college record, the recommendation of faculty members, scores attained in the required aptitude test, and an interview with an appropriate Admission representative from the selected professional school. Those students preparing for the health-related professions should consult with an advisor in the Department of Natural Sciences and Engineering Technology before registering for the sophomore year.

# Special Programs, Options and Courses

## Point Park University Composition Program

Excellent written communication and reading skills are vital for success both in higher education and in the real-world workplace. The Composition Program at Point Park University offers courses that introduce students to the practices and approaches necessary for effective writing in academic contexts and in future careers. In order to achieve their goals, advance their professions, and serve their communities in accordance with the Point Park University Mission, all students are required to:

- read, understand, and analyze college-level texts.
- communicate in writing that is focused, organized, and appropriate for their audience and purpose.
- use sources purposefully and responsibly.
- respond intelligently to the range of traditional and digital forms of communication they will encounter as students, as members of a business or professional community, and as citizens.
- recognize and apply the conventions of edited written English.

In the interest of these goals, Point Park students must successfully complete the Core Fundamentals course, ENGL 101: College Composition. ENGL 101 prepares students to develop persuasive arguments and to write effectively using sources. ENGL 101's focus on argument makes it a good foundation for other Writing Intensive courses. Students should plan to take ENGL 101 in the Fall, Spring, or Summer of their freshman year.\* For students who plan to take additional Writing Intensive coursework, the Composition Program regularly offers ENGL 201: Advanced Composition, a theme-based WI course that invites students to develop their writing skills by engaging in close reading and textual analysis. Students can check the University coursebook for Writing Intensive courses housed in other departments and programs on campus. For students who would like additional support, guided work time, and feedback on their writing, The Composition Program offers a one-credit Writing Studio. This one-hour workshop can be taken in conjunction with ENGL 101: College Composition or any WI-designated course.

\*Please check with your advisor and consult your Degree Requirements. Some majors require that ENGL 101 be taken in a specific semester or sequence of coursework.

### *More about ENGL 101: College Composition*

The Core Curriculum has been designed to provide each student with the opportunity to function as a problem solver, an effective researcher, and an excellent communicator. As a Fundamentals course in the Core, ENGL 101 stresses analytical reading; thesis development; collaboration and revision; and research and writing from sources. It is a prerequisite to all Writing Intensive classes. ENGL 101 is also offered in a Fundamentals-Intensive format with a Writing Lab component for students who need additional preparation for college-level writing. Placement recommendations may require students to take ENGL 101 in conjunction with an additional credit of lab or studio instruction. Students who earn F or NP grades in ENGL 101 will be required to re-take the course in conjunction with the one-credit Writing Studio course. Sections of Honors ENGL 101 are available for qualified students in Point Park's Honors Program.

Successful completion of ENGL 101 is essential for further Writing Intensive coursework and provides a foundation for effective written communication at the university and beyond. In ENGL 101, students will:

- engage in process-oriented approaches to writing, think collaboratively about writing, and provide constructive peer feedback.
- consider audience and purpose for each rhetorical situation, with attention to the development of argument and appropriate support.
- locate, evaluate, and integrate primary and secondary sources in order to situate ideas in conversation with other authors and texts.
- follow conventions for proper source documentation and correct grammar, spelling, and mechanics.
- analyze arguments from a variety of sources.

Humanities and Human Sciences and Literary Arts majors must earn a grade of "C" or above in ENGL 101.

After completion of ENGL 101, additional Writing Intensive coursework offers students the opportunity to focus on writing within a specific discipline or area of interest and to write for varied contexts, media, and purposes. Learning conventions within a particular discipline or field enables students to meet the expectations of specialists in Point Park classes, graduate school, or in future professions. Writing Intensive classes build on what students learn in ENGL 101 by asking them to:

- conduct research using discipline-appropriate methods.
- format, structure, and design documents according to disciplinary conventions.
- cite sources in a range of documentation styles (APA, MLA, etc.).

In some cases, students with Advanced Placement (AP) or International Baccalaureate (IB) credit may be exempted from ENGL 101. Some majors may require WI coursework. Please consult your degree requirements sheet.

## **Honors Program**

### **Mission Statement**

The mission of the Honors Program at Point Park University is to enhance the academic experiences of qualified students who desire a challenge, take responsibility for learning and seek intellectual growth. This motivated community of learners has opportunities beyond the classroom to develop students to their fullest potential through additional academic endeavors, community/university service projects, colloquia, presentation of academic work at national and regional conferences, and leadership activities. Honors students will be expected to participate in Honors Program activities on and off campus because the program serves as a catalyst for innovative development and permits students to experience creative academic endeavors across the university and beyond the Western Pennsylvania region.

### **Goals**

The goals of the Honors Program are to enhance students' educational experiences, prepare them for graduate study or careers after graduation, and to develop bright, motivated students. Honors students should continually challenge their intellectual limits, working creatively and seriously to reach their highest potentials as scholars and leaders.



### **The Honors Student**

Honors students challenge themselves by participating in the program, which goes above and beyond traditional classroom instruction and encourages them to become involved and active members of our university community. Honors students will demonstrate initiative and experience a depth of study beyond the conventional expectations of university students through a learning process that encourages participation, creativity, and imagination.

### **Requirements**

Honors students must enroll in and finish a minimum of 18 hours of courses with honors designation, including core classes, independent study courses, upper-level courses or contract courses. At least two courses must be at the 300 or 400 level. Classes can be adapted as honors courses with instructor permission, completion of a contract and approval from the honors program director. Any course at the 200, 300 or 400 level is eligible. Depending on the major and students' graduate study goals or career objectives, three of those credits may be earned by completing a senior thesis, project or internship. The student must complete all coursework with a 3.0 overall G.P.A. and all honors coursework with a cumulative G.P.A. of 3.5. Students who complete the Honors Program requirements will receive a special certificate and recognition upon their graduation.

### **Application**

Any student who desires a challenge may participate in the Honors Program. Students who receive Presidential Scholarships are automatically accepted into the Honors Program, as are students who have earned a 3.5 or higher Q.P.A. in high school or other colleges and scored 1700 or higher on the SAT or a combined 25 ACT score. Other students can apply either upon admission to Point Park or during their enrollment.

Applications are available from the Honors Program office, 405 Lawrence Hall, or visit the website at [www.pointpark.edu/Academics/AcademicSupport/HonorsProgram](http://www.pointpark.edu/Academics/AcademicSupport/HonorsProgram). For more information or to have an application mailed, please contact the Honors Program office at [honorsprogram@pointpark.edu](mailto:honorsprogram@pointpark.edu) or 412-392-8192.

### **Study Abroad Program**

The Study Abroad Program at Point Park University is an opportunity for students, not a requirement for their degree program. Students are responsible for all paperwork associated with the study abroad program and all documents necessary for traveling abroad. Students also assume all responsibilities and risks associated with study abroad opportunities. Point Park University offers the following four study abroad opportunities:

- Regent's College, London
- American University of Rome
- University of Salford, Manchester
- CSDMA (dance conservatory), Madrid\*

This list is subject to change; for the most current list of programs, consult the website.

\*The CSDMA is only open to dance majors at this time.

Occasional trips to Europe are arranged by Point Park University faculty, in which students can participate for University credit. These trips are typically identified as three-credit courses, with the travel usually occurring over the summer. In the past, destinations have included Greece, Hungary, England, Scotland, France, Canada, Ireland, Italy, and the Czech Republic.

In addition, other schools and study abroad organizations sponsor programs in which Point Park University students can participate. With these types of programs, students are responsible for researching options and working with the program directly to meet all deadlines and requirements, as well as arranging financing. Students are also responsible for meeting Point Park requirements, which may be found in the Study Abroad portal of OrgSync. The Office of Student Engagement has a limited amount of non-university program information available, and students are welcome to visit the office to browse at their leisure.

Students wishing to participate in the Point Park Study Abroad Program must meet certain participation requirements. A student must be in good standing academically and financially, have a satisfactory student conduct record, and have no other outstanding obligations at the University in order to participate in the program. A minimum GPA of 2.5 is required; some programs require a higher GPA.

Information meetings are generally held in September and February each year; students planning to study abroad in the spring semester should attend the September meeting; students planning to study abroad during the summer or fall semester should attend the February meeting. The deadline in which to apply for the spring semester is normally on or before October 1; for the summer and fall semesters, it is normally on or before March 1.

For more information about Point Park University's Study Abroad program, visit the [Study Abroad](#) web pages.

## Capstone Programs

Capstone programs are for students who have earned an associate degree and intend to complete a baccalaureate degree. The University offers capstone programs in funeral service and liberal studies.

## The Individually-Designed Major

Recognizing that students with a special talent or interest may require more freedom in arranging a program than the established curriculum allows, the University provides the Individually-designed major. The chair of the department most closely related to the student's area of interest and faculty members from the disciplines involved design the curriculum.

An Individually-designed major is considered a privilege to be granted to students with a minimum G.P.A. of 3.00. Normally, the program will require 48 credits of course work in at least two interrelated disciplines. A maximum of 18 of these credits may be taken through cross-registration and a maximum of nine credits may be taken on an independent study basis. To initiate the program, a student must present a written proposal and consult with the chair of the department most closely related to the student's areas of interest before the end of the sophomore year.

## Post-Baccalaureate Programs

Students who already hold a baccalaureate degree from an accredited institution and who meet the requirements for admission to Point Park University may pursue a second baccalaureate degree in accounting, biotechnology, business management, human resource management, information technology, journalism and mass communication, and liberal studies. An associate degree in Engineering Technology is also available to students with baccalaureate degrees. All other baccalaureate degrees require students to complete the full curricular program.

The University also offers post-baccalaureate Bachelor of Arts programs leading to state certification in pre-kindergarten to grade 4, grades through 8 and secondary education. Participants in these programs must already hold a baccalaureate degree from an accredited institution and must meet admission requirements of the Department of Education in addition to the requirements for admission to Point Park University.

Students should see the chair or an academic advisor of the Department of Education for admission requirements before registering for classes.

## **Associate Degrees**

The associate degree programs offered by the University permit students to continue to baccalaureate degree programs in the same major discipline without loss of credits. The requirements for the various associate degree programs offered are listed under the department headings.

## **Certificate Programs**

The University offers certificate programs in intelligence and national security, early education/child care, K-12 principal, public administration (online), human resource management (online), fire service administration, and EMS administration. Students must declare the certificate program as their objective upon admission to the University. Prerequisites and other requirements for those programs must be completed within four years. Application for graduation must be made in the Office of the University Registrar during the student's final term at the University.

## **Programs Leading to State Certification in Education**

Undergraduate and post-baccalaureate and graduate programs leading to state certification in early childhood and elementary education are offered by the Department of Education. Other programs leading to certification in Secondary Education are provided by the Departments of Humanities and Human Sciences, Journalism and Mass Communication, and Natural Sciences and Engineering Technology. All of these programs include course requirements that satisfy the standards set by the Pennsylvania Department of Education. Upon graduation from Point Park University, with the Department of Education's recommendation and successful completion of the teacher-certification examinations, students become eligible for the Instructional I Certificate issued by the Commonwealth of Pennsylvania. Students are required to take their teacher certification examinations before beginning the student teaching assignment.

## **The Concentration or Focus**

A concentration or focus at Point Park University refers to a special grouping of courses that provides expertise in a specific sub-field of a major discipline. For example, majors in theatre arts may focus on acting, musical theatre, stage management, or technical theatre/design. Students should consult with their academic advisors about the selection of a concentration or focus.

## **Internships**

In order to enrich and complement classroom instruction at Point Park University, sophomores, juniors and seniors are encouraged to pursue internship opportunities in both for-profit and non-profit organizations. Internships are coordinated by each respective academic department. Responsibility for the accreditation of internships is the sole province of the academic departments. Credits obtained through experiential learning may not be used to satisfy internship requirements.

## **Special Topics Courses**

To make available experimental or non-traditional studies or to use the talents of a particular professor, departments periodically offer courses in special topics. These courses are designated with 295, 395, or 495 course numbers.

## **Independent Study**

Students with special needs may request to undertake an independent study of one to six credits if a comparable course is not available on campus or through another institution of higher education. When that occurs, students must secure a faculty supervisor for their independent study and obtain permission from the department chair and the associate provost. The standard numerical course designators for independent study courses are 296, 396, and 496.

# Core Curriculum Requirements

## Freshmen Core Curriculum Outcomes

Students must complete 42 credits of general education courses, known as the Core Curriculum, in order to graduate. The philosophical foundation that supports the implementation of the Core Curriculum stems directly from the Point Park University Mission Statement. The purpose of the Mission and the Core is to educate students in a diverse urban environment and prepare them to apply knowledge to achieve their goals, advance their professions, and serve their communities. Therefore, the Core Curriculum offers each Point Park student the opportunity to be prepared to function as an independent learner, to work and live in a society characterized by diversity and change, and to communicate correctly and effectively. The Core Curriculum addresses the purpose, mission, and intended outcomes of Point Park University.

Beginning in the fall of 2014 all first-time, full-time freshmen will begin a new core curriculum. These freshmen will complete the following three fundamentals courses in their first year: UNIV 101: City-University Life, ENGL 101: College Composition, and COMM 101: Oral Communication and Presentation. Students will complete core requirements by taking courses to improve skills in the following areas: communication, information literacy, problem solving, global/cultural literacy and creativity/aesthetics.

### Thematic Core Requirements

42 credits

Explore the World - (Choice 1) - 3 credits

Explore the World - (Choice 2) - 3 credits

Investigate Science - 3 credits

Investigate Mathematics - 3 credits

Interpret Creative Works - 3 credits

Understand People - (Choice 1) - 3 credits

Understand People - (Choice 2) - 3 credits

Succeed in Business - 3 credits

Appreciate & Apply the Arts - 3 credits

Discover Technology - 3 credits

Capstone - 3 credits

## Transfer Students Core Curriculum Outcomes

The philosophical foundation that supports the implementation of the Core Curriculum stems directly from the Point Park University Mission Statement: *Point Park University educates students in a diverse urban environment and prepares graduates to apply knowledge to achieve their goals, advance their professions and serve their communities.* Accordingly, the Core Curriculum has been designed to provide each student with opportunity to function as a problem solver, an effective researcher, and excellent communicator.

The Core Curriculum allows students to integrate knowledge and insights from diverse fields, such as computer and information literacy, literature, mathematics, natural and social sciences, mass communication, and the arts. All core courses emphasize the development of critical thinking and written and oral communication skills. The core courses are designed to work together, regardless of the order in which they are taken. The Core Curriculum emphasizes interactive learning: students are encouraged to venture opinions, to think independently, and to seek creative solutions to intellectual, moral, and practical challenges. Thus, the Core Curriculum serves not only to promote understanding among an increasingly diverse student body, but also prepares students to participate responsibly in our highly technical, democratic society.

# GRADUATE DEGREE PROGRAMS

Information on all programs is available in the Point Park University *Graduate Catalog*, which can be obtained from the Graduate Admissions Office located on the first floor of Thayer Hall or by visiting the [Graduate Admissions Office](#) website. For a catalog or information, call the office at (412) 392-3808. Point Park University welcomes applications for admission to the following graduate programs:

- Doctorate of Education in Leadership and Administration
- Doctorate of Philosophy in Community Engagement
- Doctorate of Psychology in Clinical-Community Psychology (enrolling for fall 2017)
- Master of Arts in Adult Learning and Training (online only)
- Master of Arts in Clinical-Community Psychology
- Master of Arts in Communication Technology
- Master of Arts in Curriculum and Instruction
- Master of Arts in Educational Administration
- Master of Arts in Intelligence and Global Security
- Master of Arts in Media Communication
- Master of Arts in Media Communication and Master of Business Administration (concurrent degrees)
- Master of Arts in Leadership
- Master of Business Administration
- Master of Business Administration in Global Management and Administration
- Master of Education in Secondary Education Leading to PA Certification in Grades 7-12
- Master of Education in Special Education Leading to PA Certification in Pre K - Grade 8
- Master of Education in Special Education Leading to PA Certification in Grades 7-12
- Master of Fine Arts in Writing for the Screen and Stage
- Master of Science in Clinical Community Psychology
- Master of Science in Criminal Justice Administration
- Master of Science in Engineering Management
- Master of Science in Environmental Studies
- Master of Science in Health Care Administration and Management (online only)

# ACADEMIC PROGRAMS

Point Park University offers the Bachelor of Arts, the Bachelor of Science, the Bachelor of Fine Arts, the Associate in Arts and the Associate in Science degrees. While some of the programs of study are those traditionally found in colleges of liberal arts and sciences, others reflect the cultural, business and industrial needs of the community. Emphasizing career preparation within a broad educational context, these programs enhance the prospects of graduates seeking professional positions in today's highly competitive job market.

The University also offers several graduate programs. For a catalog or further information on the graduate programs, call the Graduate Admissions Office at (412) 392-3808.

## Conservatory of Performing Arts Programs

### Department of Dance

- B.A. - Dance (with concentrations in Ballet, Jazz or Modern Dance)
- B.A. - Dance Pedagogy (with concentrations in Ballet, Jazz or Modern Dance)
- B.F.A. - Dance (with concentrations in Ballet, Jazz or Modern Dance)

### Cinema Arts Department

- B.A. - Animation & Visual Effects
- B.F.A. - Animation & Visual Effects
- B.A. - Cinema Production (with concentrations in Cinematography, Directing, Editing, Producing or Sound)
- B.F.A. - Cinema Production
- B.A. - Screenwriting
- B.F.A. - Screenwriting

### Department of Theatre

- B.A. - Theatre Arts: Performance and Practices
- B.F.A. - Acting
- B.F.A. - Musical Theatre
- B.F.A. - Theatre Production: Design
- B.F.A. - Theatre Production: Stage Management
- B.F.A. - Theatre Production: Technical Design and Management

The Conservatory of Performing Arts is comprised of professional artists/teachers dedicated to a conservatory approach to training. They believe the path that leads from student to professional, from apprentice to artist is one of education, example, discipline and experience. The Conservatory is committed to the development of craft, the engagement of imagination and the cultivation of tools that enable students to become the protagonists in their lives.

The Department of Theatre Arts offers concentrations in Acting, Musical Theatre, Stage Management and Technical Theatre/Design. The Department of Dance offers concentrations in Ballet, Jazz, Modern Dance and Dance Pedagogy. The Cinema Arts Department offers six programs including Animation & Visual Effects; Cinema Production with concentrations in Cinematography, Directing, Editing, Producing or Sound; and Screenwriting.

The Conservatory offers both the Bachelor of Arts and the Bachelor of Fine Arts degrees. The programs offered by the Conservatory combine specialized professional education and a full range of arts training within the framework of the liberal arts and sciences. The Department directs its efforts toward perfecting the professional abilities of its students while emphasizing those aspects of the curriculum related to human values, social responsibility and scholarship. The faculty endeavors to develop an appreciation and an awareness of what the arts world expects of its practitioners.

**Students must give full-time focus to academic studies and professional classes.** Regular attendance is required at lecture and laboratory sessions that are held in the University dance, theatre and art facilities, and the photographic, film and video laboratories. Students in Theatre and Dance must participate in productions that are performed for the academic community and the public. Continuing professional development is required of all majors since the University curriculum and the performance programs are designed to develop the students' potentials to the highest level. The Bachelor of Fine Arts program is open only to those students who, in the opinion of the faculty, possess the level of maturity, discipline and ambition required to complete this intensive program. Students may apply or audition at the end of their sophomore year.

Other candidates who wish to pursue a more diversified program should complete the requirements for the Bachelor of Arts program in Dance or Theatre Arts.

**The faculty reserves the right at any time to recommend a change of focus or major for students who do not respond to the professional expectations of the program. All programs maintain conservatory intensity within a liberal arts context. *Please note: Non-compliance with policies of the program may result in dismissal from the program.***

## Dance

**Professors:** Doug Bentz, B.A.; Jay Kirk, M.F.A.; Susan Stowe, B.F.A.

**Associate Professors:** Rubén Graciani (Chair), M.F.A.; Kiesha Lalama, M.F.A.; Judith Leifer-Bentz; Garfield Lemonijs, M.F.A.

**Assistant Professors:** Mark Burrell, B.F.A.; Jason McDole, B.F.A.

**Visiting Artists:** Colleen Hooper, Ph.D.

The University confers either the Bachelor of Arts or the Bachelor of Fine Arts degree upon graduates of the Dance program. All students who apply for entrance into the Dance program are required to audition for artistic acceptance. Accepted students take a prescribed core curriculum during the freshman year. Incoming students, who, in the judgment of the faculty, possess the level of maturity, discipline and ambition required of a more intensive program will be designated as BFA candidates and will be reassessed at the end of the freshman year. Bachelor of Arts candidates who wish to be considered for the Bachelor of Fine Arts degree must complete an application and submit it to the Chair before February 1 of their sophomore year. In the

case of transfer students, the application must be made by February 1 of their second term at Point Park University. All other students in the dance program are candidates for the Bachelor of Arts degree.

The Dance program at Point Park University is professionally oriented, and all students accepted into the program should expect a level of training and discipline that reflects this emphasis. Many elements contribute to the success of a professional in the area of dance. Included in these elements are good physical health, intelligence, talent, dedication and a willingness to work long hours to achieve success. Students' grades in dance courses reflect the faculty's evaluation of these important elements. All of these items are an integral part of the Point Park University Dance program, and all students are expected to participate fully in the program in order to achieve these goals.

During the entire period students are pursuing a degree in Dance at Point Park University, they are continually evaluated as potential dance professionals. During their years of dance training at Point Park University, should a student fail to respond fully to the program, the faculty reserves the right to make one or more of the following recommendations: a) change in dance concentration, b) placement on departmental academic probation, c) transfer to a new academic major with a Dance minor, or d) transfer to a new academic major.

### **Bachelor of Arts Degree with a Major in Dance\***

The department requires 120 credits with three dance concentrations in Ballet, Jazz or Modern. By carefully choosing from the available elective courses and consulting with the appropriate department chair and/or academic advisors, students may pursue a double major or one or more minors.

#### **Program Objectives:**

- Demonstrate competency of technical skill in their chosen area of concentration.
- Collaborate effectively in the artistic environment, including concise and respectful communication with fellow collaborators and swift and innovative problem solving.
- Identify and communicate (both orally and in written form) and assimilate important events in the history of dance.
- Communicate creatively, analytically, and critically (in oral, written and physical forms) about movement and dance.
- Demonstrate a holistic comprehension of dance technique and its intimate interconnectedness to health, wellness and nutrition.

#### **Core Requirements**

**42 credits**

#### **Department Major Requirements**

**24 credits**

DANC 109 Elements of Production for Dancers - 2 credits

DANC 115 Music Fundamentals for Dancers - 2 credits

DANC 130 Production/Rehearsal/Performance I - 1 credit

DANC 131 Production/Rehearsal/Performance II - 1 credit

DANC 150 Body Alignment - 1 credit

DANC 165 Nutrition for Dancers - 1 credit

DANC 180 Dance Improvisation - 1 credit

DANC 203 Kinesiology - 3 credits

DANC 280 Dance Composition I - 2 credits

DANC 323 History of Dance I - 3 credits

DANC 324 History of Dance II - 3 credits

DANC 355 Aesthetics of Dance - 1 credit



DANC 365 Dance Pedagogy I - 2 credits  
DANC 403 Professional Seminar - 1 credit

**Choose a Concentration in Ballet, Jazz or Modern:**

**36 credits**

**Ballet**

BAL 111 Ballet I - 3 credits  
BAL 121 Ballet II - 3 credits  
BAL 131 Point I - 1 credit OR  
    BAL 151 Male Technique I - 1 credit  
BAL 141 Point II - 1 credit OR  
    BAL 161 Male Technique II - 1 credit  
BAL 171 Pas de Deux I - 1 credit  
BAL 181 Pas de Deux II - 1 credit  
BAL 211 Ballet III - 3 credits  
BAL 221 Ballet IV - 3 credits  
BAL 231 Point III - 1 credit OR  
    BAL 251 Male Technique III - 1 credit  
BAL 241 Point IV - 1 credit OR  
    BAL 261 Male Technique IV - 1 credit  
BAL 291 Ballet Repertoire I - 1 credit  
BAL 311 Ballet V - 3 credits  
BAL 321 Ballet VI - 3 credits  
DANC 107 Character Dance I - 1 credit  
JAZ 101 Supplemental Jazz I - 1 credit  
JAZ 102 Supplemental Jazz II - 1 credit  
JAZ 201 Supplemental Jazz III - 1 credit  
MOD 101 Supplemental Modern I - 1 credit  
MOD 102 Supplemental Modern II - 1 credit  
MOD 201 Supplemental Modern III - 1 credit

**Choose four (4) of the following:**

DANC 105 Tap Dance I - 1 credit  
DANC 106 Cultural Dance Forms - 1 credit  
DANC 205 Intermediate Tap - 1 credit  
DANC 230 Production/Rehearsal/Performance III - 1 credit  
DANC 231 Production/Rehearsal/Performance IV - 1 credit  
DANC 270 Yoga - 1 credit  
DANC 281 Dance Composition II - 2 credits  
DANC 380 Composition III - 2 credits  
JAZ 202 Supplemental Jazz IV - 1 credit  
MOD 202 Supplemental Modern IV - 1 credit

**Jazz**

JAZ 111 Jazz I - 3 credits  
JAZ 121 Jazz II - 3 credits  
JAZ 211 Jazz III - 3 credits  
JAZ 221 Jazz IV - 3 credits

JAZ 311 Jazz V - 3 credits  
JAZ 321 Jazz VI - 3 credits  
BAL 101 Supplemental Ballet I - 1 credit  
BAL 102 Supplemental Ballet II - 1 credit  
BAL 201 Supplemental Ballet III - 1 credit  
MOD 101 Supplemental Modern I - 1 credit  
MOD 102 Supplemental Modern II - 1 credit  
MOD 201 Supplemental Modern III - 1 credit  
DANC 236 Contemporary Partnering I 1 credit  
DANC 237 Contemporary Partnering II - 1 credit

**Choose eight (8) of the following:**

DANC 106 Cultural Dance Forms - 1 credit  
DANC 107 Character Dance I - 1 credit  
DANC 205 Intermediate Tap - 1 credit  
DANC 230 Production/Rehearsal/Performance III - 1 credit  
DANC 231 Production/Rehearsal/Performance IV - 1 credit  
DANC 270 Yoga - 1 credit  
DANC 281 Dance Composition II - 2 credits  
DANC 380 Composition III - 2 credits  
BAL 202 Supplemental Ballet IV - 1 credit  
MOD 202 Supplemental Modern IV - 1 credit

**Modern**

MOD 111 Modern I - 3 credits  
MOD 121 Modern II - 3 credits  
MOD 211 Modern III - 3 credits  
MOD 221 Modern IV - 3 credits  
MOD 311 Modern V - 3 credits  
MOD 321 Modern VI - 3 credits  
BAL 101 Supplemental Ballet I - 1 credit  
BAL 102 Supplemental Ballet II - 1 credit  
BAL 201 Supplemental Ballet III - 1 credit  
JAZ 101 Supplemental Jazz I - 1 credit  
JAZ 102 Supplemental Jazz II - 1 credit  
JAZ 201 Supplemental Jazz III - 1 credit  
DANC 106 Cultural Dance Forms - 1 credit Choice One  
DANC 106 Cultural Dance Forms - 1 credit Choice Two  
DANC 236 Contemporary Partnering I  
DANC 237 Contemporary Partnering II - 2-3 credits

**Choose eight (8) of the following:**

DANC 105 Tap Dance I - 1 credit  
DANC 107 Character Dance I - 1 credit  
DANC 205 Intermediate Tap - 1 credit  
DANC 230 Production/Rehearsal/Performance III - 1 credit  
DANC 231 Production/Rehearsal/Performance IV - 1 credit

DANC 270 Yoga - 1 credit  
 DANC 281 Dance Composition II - 2 credits  
 DANC 380 Composition III - 2 credits  
 BAL 202 Supplemental Ballet IV - 1 credit  
 JAZ 202 Supplemental Jazz IV - 1 credit

**General Electives (not in DANC, BAL, JAZ or MOD)** 18 credits  
**Minimum credits for B.A. degree** 120 credits

### **Bachelor of Fine Arts Degree with a Major in Dance\***

The Conservatory requires 130-134 credits with concentrations in Ballet, Jazz or Modern. This program is restricted to those who are, in the opinion of the faculty, qualified to pursue professional careers as dancers. Acceptance into the Bachelor of Fine Arts program is dependent upon the prerequisite Grade Point Average (G.P.A.) and the approval of the Dance faculty.

#### **Program Objectives:**

- Exemplify the craft and artistry of a working professional in their chosen field of study.
- Collaborate effectively in the artistic environment, including concise and respectful communication with fellow collaborators and swift and innovative problem solving.
- Identify and communicate (both orally and in written form) and assimilate important events in the history of dance.
- Communicate creatively, analytically, and critically (in oral, written and physical forms) about movement and dance.
- Demonstrate a holistic comprehension of dance technique and its intimate interconnectedness to health, wellness and nutrition.

**Core Requirements** 42 credits

**Department Major Requirements** 45 credits

BAL 111 Ballet I - 3 credits  
 BAL 121 Ballet II - 3 credits  
 DANC 109 Elements of Production for Dancers - 2 credits  
 DANC 115 Music Fundamentals for Dancers - 2 credits  
 DANC 130 Production/Rehearsal/Performance I - 1 credits  
 DANC 131 Production/Rehearsal/Performance II - 1 credits  
 DANC163 Somatic Preparation - 1 credit  
 DANC 180 Dance Improvisation - 1 credit  
 DANC 203 Kinesiology - 3 credits  
 DANC 230 Production/Rehearsal/Performance III - 1 credit  
 DANC 231 Production/Rehearsal/Performance IV - 1 credit  
 DANC 280 Dance Composition I - 2 credits  
 DANC 281 Dance Composition II - 2 credits  
 DANC 323 History of Dance I - 3 credits  
 DANC 324 History of Dance II - 3 credits  
 DANC 365 Dance Pedagogy I - 2 credits  
 DANC 380 Composition III - 2 credits  
 JAZ 111 Jazz I - 3 credits

JAZ 121 Jazz II - 3 credits  
MOD 111 Modern I - 3 credits  
MOD 121 Modern II - 3 credits

**Choose a Concentration in Ballet, Jazz, or Modern:**

**Ballet**

**47 credits**

BAL 171 Pas de Deux I - 1 credit  
BAL 181 Pas de Deux II - 1 credit  
BAL 211 Ballet III - 3 credits  
BAL 221 Ballet IV - 3 credits  
BAL 271 Pas de Deux III  
BAL 291 Ballet Repertoire I - 1 credit  
BAL 311 Ballet V - 3 credits  
BAL 321 Ballet VI - 3 credits  
BAL 411 Ballet VII - 3 credits  
BAL 421 Ballet VIII - 3 credits  
BAL elective - 1 credit  
DANC 107 Character Dance I - 1 credit  
DANC 165 Nutrition for Dancers - 1 credit  
JAZ 201 Supplemental Jazz III - 1 credit  
JAZ 202 Supplemental Jazz IV - 2 credits  
JAZ 301 Supplemental Jazz V - 1 credit  
JAZ 302 Supplemental Jazz VI - 2 credits  
JAZ 401 Supplemental Jazz VII - 1 credit  
JAZ 402 Supplemental Jazz VIII - 2 credits  
MOD 201 Supplemental Modern III - 1 credit  
MOD 202 Supplemental Modern IV - 2 credits  
MOD 301 Supplemental Modern V - 1 credit  
MOD 302 Supplemental Modern VI - 2 credits  
MOD 401 Supplemental Modern VII - 1 credit  
MOD 402 Supplemental Modern VIII - 2 credits

*Women Only:*

BAL 131 Point I - 1 credit  
BAL 141 Point II - 1 credit  
BAL 231 Point III - 1 credit  
BAL 241 Point IV - 1 credit

*Men Only:*

BAL 151 Male Technique I - 1 credit  
BAL 161 Male Technique II - 1 credit  
BAL 251 Male Technique III - 1 credit  
BAL 261 Male Technique IV - 1 credit

**Jazz**

**43 credits (women); 44 credits (men)**

BAL 171 Pas de Deux I - 1 credit (Men Only)  
BAL 201 Supplemental Ballet III - 1 credit  
BAL 202 Supplemental Ballet IV - 2 credits  
BAL 301 Supplemental Ballet V - 1 credit  
BAL 302 Supplemental Ballet VI - 2 credits  
BAL 401 Supplemental Ballet VII - 1 credit  
BAL 402 Supplemental Ballet VIII - 2 credits  
DANC 105 Tap Dance I - 1 credit OR

DANC 205 Intermediate Tap - 1 credit  
 DANC 305 Tap Dance III - 1 credit  
 DANC 236 Contemporary Partnering I - 1 credit  
 DANC 237 Contemporary Partnering II - 1 credit  
 JAZ 211 Jazz III - 3 credits  
 JAZ 221 Jazz IV - 3 credits  
 JAZ 311 Jazz V - 3 credits  
 JAZ 321 Jazz VI - 3 credits  
 JAZ 411 Jazz VII - 3 credits  
 JAZ 421 Jazz VIII - 3 credits  
 MOD 201 Supplemental Modern III - 1 credit  
 MOD 202 Supplemental Modern IV - 2 credits  
 MOD 301 Supplemental Modern V - 1 credit  
 MOD 302 Supplemental Modern VI - 2 credits  
 MOD 401 Supplemental Modern VII - 1 credit  
 MOD 402 Supplemental Modern VIII - 2 credits  
 MUS elective in Singing for Dancers - 1 credit  
 THEA 111 Introduction to Acting - 3 credits

**Modern**

**43 credits**

BAL 171 Pas de Deux I - 1 credit (Men Only)  
 BAL 201 Supplemental Ballet III - 1 credit  
 BAL 202 Supplemental Ballet IV - 2 credits  
 BAL 301 Supplemental Ballet V - 1 credit  
 BAL 302 Supplemental Ballet VI - 2 credits  
 BAL 401 Supplemental Ballet VII - 1 credit  
 BAL 402 Supplemental Ballet VIII - 2 credits  
 DANC 181 Contact Improvisation I - 1 credit  
 DANC 236 Contemporary Partnering I - 1 credit  
 DANC 237 Contemporary Partnering II - 1 credit  
 DANC 238 Contemporary Dance Styles - 3 credits  
 JAZ 201 Supplemental Jazz III - 1 credit  
 JAZ 202 Supplemental Jazz IV - 2 credits  
 JAZ 301 Supplemental Jazz V - 1 credit  
 JAZ 302 Supplemental Jazz VI - 2 credits  
 JAZ 401 Supplemental Jazz VII - 1 credit  
 JAZ 402 Supplemental Jazz VIII - 2 credits  
 MOD 211 Modern III - 3 credits  
 MOD 221 Modern IV - 3 credits  
 MOD 311 Modern V - 3 credits  
 MOD 321 Modern VI - 3 credits  
 MOD 411 Modern VII - 3 credits  
 MOD 421 Modern VIII - 3 credits  
 MOD 291 Modern Dance Repertory I - 1 credit

**Cultural Dance Forms Options: Men Choose 2 credits; Women Choose 3 credits**

DANC 105 Tap Dance I - 1-3 credits

DANC 106 Cultural Dance Forms - 1-3 credits

DANC 108 Dunham Technique I - 1 credit

**Minimum credits for B.F.A. degree**

**130-134 credits**

## **Dance Pedagogy**

The Conservatory of Performing Arts offers a Bachelor of Arts degree in Dance Pedagogy. The Bachelor of Arts degree provides an integrated dance and pedagogy approach for students who wish to focus on teaching rather than performance. Students wishing to pursue a B.A. in Dance Pedagogy must audition for artistic acceptance, enter the Conservatory as a Dance Major, and may then apply at any time following their freshman year.

The degree is based on the premise that in order to become a teacher of the arts, a person must be uniquely suited by personality, training and desire. Because the arts teacher requires the most thorough education, the curriculum of this program consists of philosophical and academic foundations along with psychological and educational components.

## **Bachelor of Arts Degree with a Major in Dance Pedagogy**

### **Program Objectives:**

- Demonstrate competency of technical skill in their chosen area of concentration.
- Collaborate effectively in the artistic environment, including concise and respectful communication with fellow collaborators and swift and innovative problem solving.
- Identify and communicate (both orally and in written form) and assimilate important events in the history of dance.
- Communicate creatively, analytically, and critically (in oral, written and physical forms) about movement and dance.
- Demonstrate a holistic comprehension of dance technique and its intimate interconnectedness to health, wellness and nutrition.
- Develop combinations in their chosen area of concentration utilizing the fundamentals of dance training including correct alignment, kinetic organization, weight shifts, core strength and balance.

### **Core Requirements**

**42 credits**

### **Education Requirements**

**9 credits**

EDUC 150 Introduction to the Teaching Profession - 3 credits

EDUC 222 Assessment and Adaptation - 3 credits

EDUC 228 Educational Psychology - 3 credits

### **Psychology Requirements**

**9 credits**

PSYC 309 The Child Five to Fourteen - 3 credits

PSYC 317 Psychology of Adolescence - 3 credits

PSYC 418 Psychology of Adult Development - 3 credits

### **Department Major Requirements**

**38 credits**

BAL 111 Ballet I - 3 credits

BAL 121 Ballet II - 3 credits

DANC 109 Elements of Production for Dancers - 2 credits  
DANC 115 Music Fundamentals for Dancers - 2 credits  
DANC 123 Analysis of Dance Techniques I -1 credit  
DANC 130 Production/Rehearsal/Performance I - 1 credit  
DANC 131 Production/Rehearsal/Performance II - 1 credit  
DANC 203 Kinesiology - 3 credits  
DANC 280 Dance Composition I - 2 credits  
DANC 323 History of Dance I - 3 credits  
DANC 324 History of Dance II - 3 credits  
DANC 365 Dance Pedagogy I - 2 credits  
DANC 366 Dance Pedagogy II - 2 credits  
DANC 367 Practicum - 4 credits  
JAZ 111 Jazz I - 3 credits  
MOD 111 Modern I - 3 credits

**Choose two of the following:**

DANC 105 Tap Dance I - 1 credit  
DANC 106 Cultural Dance Forms - 1 credit  
DANC 107 Character Dance - 1 credit  
DANC 108 Dunham Technique - 1 credit

**Choose a Concentration in Ballet, Jazz or Modern**

**15 credits**

**Ballet**

BAL 211 Ballet III - 3 credits  
BAL 221 Ballet IV - 3 credits  
BAL 311 Ballet V - 3 credits  
BAL 321 Ballet VI - 3 credits  
BAL 411 Ballet VII - 3 credits

**Jazz**

JAZ 121 Jazz II - 3 credits  
JAZ 211 Jazz III - 3 credits  
JAZ 221 Jazz IV - 3 credits  
JAZ 311 Jazz V - 3 credits  
JAZ 321 Jazz VI - 3 credits

**Modern**

MOD 121 Modern II - 3 credits  
MOD 211 Modern III - 3 credits  
MOD 221 Modern IV - 3 credits  
MOD 311 Modern V - 3 credits  
MOD 321 Modern VI - 3 credits

**General Electives**

**6 credits**

**Minimum credits for B.A. degree**

**121 credits**

## Cinema Arts

**Professors:** Fredrick Johnson, M.F.A.

**Associate Professors:** Andrew Halasz, M.F.A.; Pahl Hluchan, M.F.A.

**Assistant Professors:** Laura Boyd, M.F.A.; Steven Cuden, M.F.A.; Cara Friez, M.F.A.; Matthew Pelfrey, M.F.A.; Jonathan Trueblood, M.F.A.

**Artists in Residence:** Elise D’Haene, Ph.D. (Visiting); Richard Hawkins, B.A.

**Senior Teaching Artist:** John Rice, B.A.

Cinema Arts is an innovative media production program within the Conservatory of Performing Arts of Point Park University. Dedicated to a conservatory approach to training, the Cinema Arts program emphasizes professional, practical and liberal arts education, both in theory and execution. Exploring the integration of media and the arts in our society and the impact of technology on our culture, the curriculum is designed to provide practical, professional training in animation and visual effects, cinema production and screenwriting while developing a sound foundation in the arts and humanities. Theory, cinema history and aesthetics are taught as an integral part of developing communication and production skills.

The mission of the department is to educate, train, and artistically equip students with the skills necessary to compete in the commercial media industry. The Cinema Arts Department offers a four-year, 120-credit Bachelor of Arts degree in Cinema Production with concentrations in cinematography, directing, editing or producing; as well as a Bachelor of Arts degree in Screenwriting, and a Bachelor of Arts degree in Animation & Visual Effects. In addition, the Cinema Arts Department offers a four-year 126-credit Bachelor of Fine Arts degree in Animation & Visual Effects, a 128-credit Bachelor of Fine Arts degree in Screenwriting, and a 129-credit Bachelor of Fine Arts degree in Cinema Production. An application and interview are required to enter each of the degree programs. All applicants must be approved by either the Chair of the Cinema Arts Program or by the Director of Academic Administration in the Conservatory of Performing Arts. Enrollment is limited to only those students accepted into the degree program. Students transferring from other institutions should be prepared to spend potentially up to three years to complete a program and should take this into consideration before submitting their applications for admission. At the end of the academic year, the Cinema Faculty will review the academic performances of each student. In the event of unsatisfactory academic performance, the faculty reserves the right to make one of the following recommendations: a change in department major, placement on academic probation, or transfer to a new academic major outside the Cinema Arts Department.

### Bachelor of Arts Degree with a Major in Animation & Visual Effects

#### Program Objectives

- Demonstrate an understanding of aesthetic foundational principles of design, visual perception, time and motion, and apply them effectively in creative work.
- Demonstrate increasing technical and creative proficiency in the skills and craft of animation or visual effects.
- Articulate, demonstrate and contribute in a collaborative artistic environment.
- Communicate story effectively through picture and sound
- Analyze and think critically about animation and visual effects projects.



**Core Requirements** 42 credits

**Department Major Requirements** 48 credits

ART 213 Introduction to Drawing - 3 credits OR

ART 320 Figure Drawing - 3 credits

CINE 101 Introduction to Cinema - 3 credits

CINE 105 Introduction to Screenwriting - 3 credits

CINE 150 Production I - 6 credits

CINE 348 The Cinema and Digital Arts Professional - 3 credits

DIGI 101 Fundamentals of Design for Animation - 3 credits

DIGI 102 Digital Tools and Techniques - 3 credits

DIGI 210 Fundamentals of Motion Graphics and Visual Effects - 3 credits

DIGI 220 Fundamentals of Animation - 3 credits

DIGI 225 Sound for Animation and Visual Effects - 3 credits

DIGI 250 Animation and Visual Effects Project I - 3 credits

DIGI 310 Intermediate Visual Effects - 3 credits

DIGI 320 Intermediate Animation - 3 credits

DIGI 350 Animation and Visual Effect Project II - 3 credits

DIGI 356 Classical Animation - 3 credits

**Department Electives** 15 credits

**Choose five courses. A minimum of six credits must be taken at the 400 level**

ART 213 Introduction to Drawing - 3 credits OR

ART 320 Figure Drawing - 3 credits

CINE 205 Narrative Structure - 3 credits

CINE 210 Visual Structure - 3 credits

CINE 305 Intermediate Screenwriting - 3 credits

CINE 309 Advanced Narrative Structure - 3 credits

CINE 310 Intermediate Directing - 3 credits

CINE 320 Intermediate Editing - 3 credits

CINE 340 Intermediate Cinematography - 3 credits

DIGI 330 Theory of Game Design - 3 credits

DIGI 340 Concept Art - 3 credits

DIGI 345 Comics and Storyboarding - 3 credits

DIGI 353 Illustrating for Electronic Media - 3 credits

DIGI 354 Project in Stop Motion - 3 credits

DIGI 355 Designing for Commercial Media Platforms - 3 credits

DIGI 365 Web Media Development - 3 credits

DIGI 370 The Digital Arts Professional - 3 credits

DIGI 410 Advanced Visual Effects - 3 credits

DIGI 420 Advanced Computer Animation - 3 credits

DIGI 450 Senior Thesis - 3 credits

DIGI 451 Senior Thesis Project, Part I - 3 credits

DIGI 452 Senior Thesis Project, Part II - 3 credits

DIGI 495 Special Topics in Digital Arts - 3 credits

DIGI 498 Internship - 3 credits

DIGI 499 Independent Study - 3 credits

<b>General Electives</b>	<b>15 credits</b>
<b>Minimum credits for B.A. degree</b>	<b>120 credits</b>

\*For the Animation & Visual Effects major, grades of a “D” or “F” are not considered acceptable in the following courses: DIGI 102, DIGI 210, DIGI 220, DIGI 250 and DIGI 350. Students who earn a “D” or “F” in any of these courses will be required to retake the course and earn an acceptable grade before they are permitted to enroll in any new Digital Arts, Screenwriting or Cinema courses.

## **Bachelor of Fine Arts Degree with a Major in Animation & Visual Effects**

### **Program Objectives**

- Demonstrate an understanding of aesthetic foundational principles of design, visual perception, time and motion, and apply them effectively in creative work.
- Demonstrate professional, technical and creative proficiency in the skills and craft of animation or visual effects.
- Articulate, demonstrate and contribute in a collaborative artistic environment.
- Analyze and think critically about animation and visual effects projects.
- Communicate story effectively through picture and sound
- Identify and communication (in oral and written form) significant events and innovators from cinema, animation, visual effects and aft history.
- Synthesize techniques and principles from a range of related arts disciplines.

<b>Core Requirements</b>	<b>42 credits</b>
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<b>Department Major Requirements</b>	<b>57 credits</b>
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ART 213 Introduction to Drawing - 3 credits  
 ART 320 Figure Drawing - 3 credits  
 CINE 101 Introduction to Cinema - 3 credits  
 CINE 102 History of American Cinema - 3 credits  
 CINE 105 Introduction to Screenwriting - 3 credits  
 CINE 110 History of International Cinema - 3 credits  
 CINE 150 Production I - 6 credits  
 CINE 348 The Cinema and Digital Arts Professional - 3 credits  
 DIGI 101 Design Fundamentals for Digital Media - 3 credits  
 DIGI 102 Digital Tools and Techniques - 3 credits  
 DIGI 210 Fundamentals of Motion Graphics and Visual Effects - 3 credits  
 DIGI 220 Fundamentals of Animation - 3 credits  
 DIGI 225 Sound for Animation and Visual Effects - 3 credits  
 DIGI 250 Digital Arts Project I - 3 credits  
 DIGI 310 Intermediate Visual Effects - 3 credits  
 DIGI 320 Intermediate Animation - 3 credits  
 DIGI 350 Digital Arts Project II - 3 credits  
 DIGI 356 Classical Animation - 3 credits  
 DIGI 451 Senior Thesis Project Part I - 3 credits  
 DIGI 452 Senior Thesis Project Part II - 3 credits

**Department Electives (choose a minimum of 2 courses)**

**6 credits**

DIGI 330 Theory of Game Design - 3 credits  
DIGI 340 Concept Art - 3 credits  
DIGI 345 Comics and Storyboarding - 3 credits  
DIGI 353 Illustrating for Electronic Media - 3 credits  
DIGI 354 Project in Stop Motion - 3 credits  
DIGI 355 Designing for Commercial Media Platforms - 3 credits  
DIGI 365 Web Media Development - 3 credits  
DIGI 370 The Digital Arts Professional - 3 credits  
DIGI 410 Advanced Visual Effects - 3 credits  
DIGI 420 Advanced Computer Animation - 3 credits  
DIGI 495 Special Topics in Digital Arts - 3 credits  
DIGI 498 Internship - 3 credits  
DIGI 499 Independent Study - 3 credits

**Arts/Discipline Electives (choose a minimum of 2 courses)**

**6 credits**

ART 210 Introduction to Architecture - 3 credits  
ART 212 Graphic Design - 3 credits  
ART 313 Advanced Drawing - 3 credits  
CINE 205 Narrative Structure of Cinema - 3 credits  
CINE 210 Visual Structure of Cinema - 3 credits  
CINE 305 Intermediate Screenwriting - 3 credits  
CINE 300+ level course - 3 credits  
CINE 495 Special Topics - 3 credits  
ENGL 365 Creative Nonfiction Workshop - 3 credits  
ENGL 366 Fiction Workshop - 3 credits  
ENGL 367 Poetry Workshop - 3 credits  
JOUR 206 Introduction to Advertising and PR - 3 credits  
MUS 101 Music Appreciation - 3 credits  
PHOT 204 Black and White Photography I - 3 credits  
PHOT 205 Introduction to Digital Photography - 3 credits  
PHOT 316 Advertising Photography - 3 credits  
SAEM 101 Introduction to the Sports, Arts, and Entertainment (SAE) Business - 3 credits  
SAEM 202 SAE Marketing and Promotion - 3 credits  
THEA 111 Introduction to Acting I - 3 credits OR  
THEA 112 Introduction to Acting II - 3 credits

**General Electives**

**9 credits**

**Minimum credits for B.A. degree**

**126 credits**

\*For the Animation & Visual Effects major, grades of a “D” or “F” are not considered acceptable in the following courses: DIGI 102, DIGI 210, DIGI 220, DIGI 250 and DIGI 350. Students who earn a “D” or “F” in any of these courses will be required to retake the course and earn an acceptable grade before they are permitted to enroll in any new Digital Arts, Screenwriting or Cinema courses.

## Bachelor of Arts Degree with a Major in Cinema Production

### Program Objectives:

- Demonstrate the foundational skills and craft of a working professional in media production.
- Demonstrate increasing skills and craft in a range of disciplines of media production.
- Utilize the skills and craft of media production to tell a story and communicate meaning.
- Articulate, demonstrate and contribute in a collaborative artistic environment.
- Identify and communicate (orally and in written form) the characteristics and distinctions of historically significant cinematic works and artists.
- Think analytically and critically about visual media from a technical, aesthetic and a narrative perspective.

### Core Requirements

42 credits

### Department Major Requirements

39-42 credits

CINE 101 Introduction to Cinema - 3 credits

CINE 102 History of American Cinema - 3 credits

CINE 105 Introduction to Screenwriting - 3 credits

CINE 110 History of International Cinema - 3 credits

CINE 150 Production I - 6 credits

CINE 205 Narrative Structure of Cinema - 3 credits

CINE 210 Visual Analysis - 3 credits

CINE 250 Production II - 6 credits

CINE 301 Cinema Studies - Various Topics OR

CINE 302 Cinema Authors - Various Topics - 3 credits

CINE 348 The Cinema and Digital Arts Professional - 3 credits

### Choose one course for an advanced production requirement:

CINE 350 Production III - 6 credits

CINE354 Alternative Forms Workshop: Various Topics - 3 credits

CINE 445 Documentary Production Workshop - 3 credits

### Department Major Electives

12-15 credits

#### Choose two of the following courses:

CINE 305 Intermediate Screenwriting - 3 credits

CINE 306 Story Analysis - 3 credits

CINE 310 Intermediate Directing - 3 credits

CINE 315 Intermediate Producing - 3 credits

CINE 320 Intermediate Editing - 3 credits

CINE 325 Intermediate Digital Tools - 3 credits

CINE 330 Intermediate Sound - 3 credits

CINE 340 Intermediate Cinematography - 3 credits

CINE 345 Fundamentals of Documentary - 3 credits

**Choose one of the following courses:**

- CINE401 Cinema Studies-Advanced Seminar - 3 credits
- CINE 405 Advanced Screenwriting - 3 credits
- CINE 406 Rewriting the Feature Screenplay - 3 credits
- CINE 410 Advanced Directing - 3 credits
- CINE 415 Advanced Producing - 3 credits
- CINE 420 Advanced Editing - 3 credits
- CINE 425 Advanced Digital Tools - 3 credits
- CINE 430 Advanced Sound - 3 credits
- CINE 440 Advanced Cinematography - 3 credits

**Choose one to two (3-6 credits) of the following courses:**

- CINE 300+ Level in Cinema Production
- CINE 300+ Level in Screenwriting
- CINE 398 Production Crew - 1 credit (may be taken up to three times)
- CINE 495 Special Topics - 3 credits
- CINE 498 Internship - 3 credits
- CINE 499 Independent Study - 3 credits
- DIGI 100+ Level in Animation/VFX

**General Electives**

**24 credits**

**Minimum credits for B.A. degree**

**120 credits**

\*For the Cinema Production major, grades of a “D” or “F” are not considered acceptable in the following courses: CINE 150, CINE 250 and CINE 350. Students who earn a “D” or “F” in any of these courses will be required to retake the course and earn an acceptable grade before they are permitted to enroll in any new Cinema or Screenwriting courses.

## **Bachelor of Fine Arts Degree with a Major in Cinema Production**

**Program Objectives:**

- Demonstrate the foundational skills and craft of a working professional in media production.
- Demonstrate professional proficiency in one of the disciplines of media production.
- Utilize the skills and craft of a working professional in media production to tell a story and communicate meaning.
- Articulate, demonstrate and contribute in a collaborative artistic environment.
- Demonstrate an understanding of the foundational techniques of a range of art forms related to cinema production.
- Think analytically and critically about visual media from a technical, aesthetic and a narrative perspective.
- Identify and communicate (in oral and written form) the characteristic and distinctions of historically significant cinematic works and artists.

**Core Requirements**

**42 credits**

**Department Major Requirements**

**51 credits**

CINE 101 Introduction to Cinema - 3 credits  
CINE 102 History of American Cinema - 3 credits  
CINE 105 Introduction to Screenwriting - 3 credits  
CINE 110 History of International Cinema - 3 credits  
CINE 150 Production I - 6 credits  
CINE 205 Narrative Structure of Cinema - 3 credits  
CINE 210 Visual Analysis - 3 credits  
CINE 250 Production II - 6 credits  
CINE 301 Cinema Studies - Various Topics  
CINE 348 The Cinema and Digital Arts Professional - 3 credits  
CINE 350 Production III - 6 credits  
CINE 451 Production Iva - 3 credits  
CINE 452 Production Ivb - 3 credits  
CINE 498 Internship - 3 credits

**Department Major Electives**

**15 credits**

**(A minimum of six credits must be taken at the 400 level)**

CINE 300+ Level in Screenwriting  
CINE 305 Intermediate Screenwriting - 3 credits  
CINE 310 Intermediate Directing - 3 credits  
CINE 315 Intermediate Producing - 3 credits  
CINE 320 Intermediate Editing - 3 credits  
CINE 325 Intermediate Digital Tools - 3 credits  
CINE 330 Intermediate Sound - 3 credits  
CINE 340 Intermediate Cinematography - 3 credits  
CINE 345 Fundamentals of Documentary - 3 credits  
CINE 354 Alternative Forms Workshop: Various Topics - 3 credits  
CINE 398 Production Crew - 1 credit (may be taken up to three times)  
CINE401 Cinema Studies-Advanced Seminar - 3 credits  
CINE 405 Advanced Screenwriting - 3 credits  
CINE 410 Advanced Directing - 3 credits  
CINE 415 Advanced Producing - 3 credits  
CINE 420 Advanced Editing - 3 credits  
CINE 425 Advanced Digital Tools - 3 credits  
CINE 430 Advanced Sound - 3 credits  
CINE 440 Advanced Cinematography - 3 credits  
CINE 445 Documentary Production Workshop - 3 credits  
CINE 495 Special Topics - 3 credits  
CINE 499 Independent Study - 3 credits

**Arts/Discipline Electives (choose a minimum of 3 courses)**

**9 credits**

ART 210 Introduction to Architecture - 3 credits  
ART 212 Graphic Design - 3 credits  
ART 320 Figure Drawing - 3 credits  
DIGI 100-300 Level Course - 3 credits

ENGL 365 Creative Nonfiction Workshop - 3 credits  
 ENGL 366 Fiction Workshop - 3 credits  
 ENGL 367 Poetry Workshop - 3 credits  
 JOUR 206 Introduction to Advertising and PR - 3 credits  
 MUS 101 Music Appreciation - 3 credits  
 PHOT 204 Black and White Photography I - 3 credits  
 PHOT 205 Introduction to Digital Photography - 3 credits  
 PHOT 316 Advertising Photography - 3 credits  
 SAEM 101 Introduction to the Sports, Arts, and Entertainment (SAE) Business - 3 credits  
 SAEM 201 Event Management - 3 credit  
 SAEM 202 SAE Marketing and Promotion - 3 credits  
 THEA 111 Introduction to Acting I - 3 credits OR  
     THEA 112 Introduction to Acting II - 3 credits

<b>General Electives</b>	<b>12 credits</b>
<b>Minimum credits for B.A. degree</b>	<b>129 credits</b>

\*For the Cinema Production major, grades of a “D” or “F” are not considered acceptable in the following courses: CINE 150, CINE 250 and CINE 350. Students who earn a “D” or “F” in any of these courses will be required to retake the course and earn an acceptable grade before they are permitted to enroll in any new Cinema or Screenwriting courses.

## **Bachelor of Arts Degree with a Major in Screenwriting**

### **Program Objectives**

- Foundation Skills - demonstrate the essential skills and craft of a professional screenwriter in a multitude of media production environments.
- Skills within Discipline - demonstrate advanced skills and craft in one or more of the following: writing for television dramas, situation comedies, feature films, documentary & non-fiction films, adaptations, shorts, and content for the internet.
- Collaboration - articulate, demonstrate, contribute and produce written work for the screen and stage in a collaborative artistic, workshop environment.
- Historical Context - identify and communicate (orally and in written form) the characteristics and distinctions of historically significant cinematic and stage works, including movements, filmmakers, playwrights and screenwriters.
- Critical and Analytical Thought - think analytically and critically about written and visual media from a technical, commercial and narrative perspective.

<b>Core Requirements</b>	<b>42 credits</b>
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<b>Department Major Requirements</b>	<b>60 credits</b>
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CINE 101 Introduction to Cinema - 3 credits  
 CINE 102 History of American Cinema - 3 credits  
 CINE 105 Introduction to Screenwriting - 3 credits  
 CINE 110 History of International Cinema - 3 credits  
 CINE 150 Production I - 6 credits

CINE 205 Narrative Structure of Cinema - 3 credits  
 CINE 208 Classical and Modern Drama - 3 credits  
 CINE 305 Intermediate Screenwriting - 3 credits  
 CINE 306 Story Analysis - 3 credits  
 CINE 326 Acting and Directing for Writers - 3 credits  
 CINE 348 The Cinema and Digital Arts Professional - 3 credits  
 CINE 405 Advanced Screenwriting - 3 credits  
 CINE406 Advanced Screenwriting II - 3 credits  
 CINE 416 Rewriting the Script - 3 credits

**Choose four courses:**

CINE 301 Cinema Studies - Various Topics - 3 credits  
 CINE 302 Cinema Authors - Various Topics - 3 credits  
 CINE 308 History of Television - 3 credits  
 CINE 309 Advanced Narrative Structure - 3 credits  
 CINE 350 Production III: Screen writing - 3 credits  
 CINE 361 Writing for Theatre - 3 credits  
 CINE 362 Writing the Situation Comedy - 3 credits  
 CINE 363 Writing the Hour Drama - 3 credits  
 CINE 364 Writing for Multimedia - 3 credits  
 CINE 365 Writing the Adaptation - 3 credits  
 CINE 367 Writing for Video Games - 3 credits  
 CINE 368 Writing for Television Animation - 3 credits  
 CINE 495 Special Topics - 3 credits  
 CINE 498 Internship - 3 credits  
 CINE 499- Independent Study - 3 credits

**General Electives**

**18 credits**

**Minimum credits for B.A. degree**

**120 credits**

\*For the Screenwriting major, grades of a “D” or “F” are not considered acceptable in the following courses: CINE 105, CINE 205, CINE 305 and CINE 405. Students who earn a “D” or “F” in any of these courses will be required to retake the course and earn an acceptable grade before they are permitted to enroll in any new Screenwriting or Cinema courses.



## Bachelor of Fine Arts Degree with a Major in Screenwriting

### Program Objectives

- Demonstrate the advanced skills and craft of a professional screenwriter in a multitude of media production environments.
- Demonstrate professional skills in three or more of the following: writing for television drama, situation comedies, feature films, documentary & non-fiction films, adaptations, shorts, and content for the internet, etc.
- Articulate, demonstrate, contribute and produce written work for the screen and stage in a collaborative artistic, workshop environment.
- Identify and communicate (orally and in written form) the characteristics and distinctions of historically significant cinematic and stage works, including movements, filmmakers, playwrights and screenwriters.
- Think analytically and critically about written and visual media from a technical, commercial and narrative perspective.
- Create and present a professional level collection of work that is recognized by a panel of faculty and industry professionals.

### Core Requirements

42 credits

### Department Major Requirements

75 credits

- CINE 101 Introduction to Cinema - 3 credits
  - CINE 102 History of American Cinema - 3 credits
  - CINE 105 Introduction to Screenwriting - 3 credits
  - CINE 110 History of International Cinema - 3 credits
  - CINE 150 Production I - 6 credits
  - CINE 205 Narrative Structure of Cinema - 3 credits
  - CINE 208 Classical and Modern Drama - 3 credits
  - CINE 305 Intermediate Screenwriting - 3 credits
  - CINE 306 Story Analysis - 3 credits
  - CINE 311 The Writer's Life - 3 credits
  - CINE 326 Acting and Directing for Writers - 3 credits
  - CINE 348 The Cinema and Digital Arts Professional - 3 credits
  - CINE 405 Advanced Screenwriting - 3 credits
  - CINE406 Advanced Screenwriting II - 3 credits
  - CINE 416 Rewriting the Script - 3 credits
  - CINE 453 Senior Thesis I - 3 credits
  - CINE 454 Senior Thesis II - 3 credits
- Choose seven courses:**
- CINE 301 Cinema Studies - Various Topics - 3 credits
  - CINE 302 Cinema Authors - Various Topics - 3 credits
  - CINE 308 History of Television - 3 credits
  - CINE 309 Advanced Narrative Structure - 3 credits
  - CINE 350 Production III: Screen writing - 3 credits
  - CINE 361 Writing for Theatre - 3 credits
  - CINE 362 Writing the Situation Comedy - 3 credits

CINE 363 Writing the Hour Drama - 3 credits  
 CINE 364 Writing for Multimedia - 3 credits  
 CINE 365 Writing the Adaptation - 3 credits  
 CINE 367 Writing for Video Games - 3 credits  
 CINE 368 Writing for Television Animation - 3 credits  
 CINE 495 Special Topics - 3 credits  
 CINE 498 Internship - 3 credits  
 CINE 499- Independent Study - 3 credits

**General Electives**

**9 credits**

**Minimum credits for B.F.A. degree**

**126 credits**

\*For the Screenwriting major, grades of a “D” or “F” are not considered acceptable in the following courses: CINE 105, CINE 205, CINE 305 and CINE 405. Students who earn a “D” or “F” in any of these courses will be required to retake the course and earn an acceptable grade before they are permitted to enroll in any new Screenwriting or Cinema courses.

**Fine Arts**

The Conservatory of Performing Arts offers a selection of courses in the Fine Arts beginning with an introduction to visual arts and continuing with the historical study of Western Art from ancient times through the modern period. Opportunities for the study of Graphic Design, Drawing and other special topics are available. These courses serve not only those students majoring in the arts, but also those interested in aesthetics, style, materials, media and especially art as a reflection of the times.

**Music**

The Conservatory of Performing Arts offers a selection of courses in applied and theoretical music. These courses help performing arts majors learn the practical music skills often required in their professional careers and provide the entire college community with a broader choice of humanities electives. Students who elect to take private voice or piano for credit must arrange for a preliminary interview and/or audition.

Those students particularly interested in the study of music should fulfill the prerequisites and complete the 18-credit minor in Music.

**Theatre Arts**

**Professors:** John Amplas, B.F.A.; Richard Keitel, M.F.A.; John Shepard, M.F.A

**Associate Professors:** Jack Allison, M.A.; Zeva Barzell-Canali, M.F.A.; Aaron Bollinger, M.F.A.; Rochelle Klein, M.M.; Stephanie Mayer-Staley, M.F.A.; Sheila McKenna, M.F.A.; Robin Walsh, M.F.A.; Philip Winters, M.F.A.

**Assistant Professors:** Tracey Chessum, Ph.D.; John McManus, B.A.; Samuel Muñoz, M.F.A.

**Master Teaching Artists:** Jane Howell, M.M.

**Teaching Artists:** Sandra Greciano, B.F.A.

The University confers either the Bachelor of Arts or the Bachelor of Fine Arts degree upon graduates of the Theatre Arts program. All students who apply for entrance into the Theatre Arts program are required to audition, and those accepted take a prescribed curriculum during the freshman year. The Bachelor of Fine Arts degree is awarded only to students enrolled in the Technical Theatre/Design or Stage Management pro-

gram. Performance students will be accepted directly onto a Bachelor of Fine Arts degree beginning in the fall of 2015. Currently, performance students who wish to be considered for a Bachelor of Fine Arts degree must apply and audition for the faculty during February of their sophomore year. Transfer students with advanced sophomore standing may apply and audition at the end of their first semester. All other students in the Theatre Arts program qualify for the Bachelor of Arts program if faculty evaluation and other academic criteria are acceptable.

During the entire period students are pursuing the Theatre Arts program at Point Park University, they are evaluated continually as potential theatre professionals. Should a student fail to respond fully to the program, the faculty reserves the right to make one or more of the following recommendations: (a) change in theatre concentration, (b) placement on departmental academic probation, or (c) transfer to a new academic major.

\* All sequential courses must be taken in order with strict adherence to prerequisites observed.

### **Outside Employment/Casting Policies**

During the freshman year, students will fulfill their production requirement (THEA 140, 141) by working at the Pittsburgh Playhouse of Point Park University in order to learn the operations of the theatre and to provide crew support for all productions. Freshmen must be available for crew during all production class times throughout the term.

All students may seek outside employment/casting opportunities when such opportunities do not conflict with classes, departmental rehearsals, performances or production class requirements. All outside employment must be approved by the Department Chair. Exceptions may be granted for extraordinary circumstances. A student seeking an exception must follow procedures as described in the Outside Employment policies in the theatre student handbook prior to making any commitments, and secure permission from the Department Chair.

### **Departmental Casting Policies**

In order to be cast in a Rep, Conservatory Theatre Company, Playhouse Jr. or One Act show, the following courses must be successfully completed:

**Acting:** THEA 101, 102, 104, 105, 113 OR

**BOTH** MUS 111 AND MUS 112; THEA 114, 115, 140 and 141

**Musical Theatre:** THEA 101, 102 104, 105, 122, 123, 134, 135, 136, 137, 140, 141; DANC 121, 122; MUS 111 and 112.

\* Exceptions will be determined on a case-by-case basis by the Department Chair in consultation with theatre faculty.

#### **Please note:**

- Freshmen are not eligible for casting in the academic year, either in the program, or through outside employment and university clubs.
- Students on departmental probation are ineligible for casting.
- All Production classes must be taken in numerical sequence.
- The theatre program conducts auditions at a professional level. As in the profession, an audition does not guarantee a role.
- Students receiving scholarships must audition for all Conservatory Theatre Company and Playhouse Jr. productions, and accept offered roles.

## **Bachelor of Arts in Theatre Arts: Performance and Practices**

The Bachelor of Arts in Theatre Arts: Performance and Practices cultivates the multiple talents and interests of creative students seeking to self-design a program that immerses them in theatre making, with opportunities for collaborations with other Conservatory arts programs. In the tradition of liberal arts education, this program allows you the flexibility and autonomy to study, experience, and integrate a variety of theatrical disciplines and related fields. After two years of study in performance techniques, you may choose from various areas of emphasis within the Conservatory of Performing Arts to continue your course of study: Directing, Playwriting, Design, Technical Production, and Stage Management. Additionally, you have options to pursue a minor, double major, study abroad and/or complete your degree in three years.

### **Program Objectives**

**Upon completion of this program, a student will be able to:**

- Demonstrate competence in acting, musical theatre, and production.
- Recognize the range of opportunities for careers in theatre and related areas; develop a personal career plan that promotes independent artistic and intellectual development.
- Place theatre in historical, cultural, and stylistic contexts through written and oral analysis and critique of theatrical works; demonstrate competence and global awareness in areas beyond theatre performance.
- Effectively communicate complex theatrical ideas, concepts, and requirements to professionals and laypersons; demonstrate teamwork in theatre production.
- Acquire a working knowledge of technological systems, equipment, and emerging trends applicable to area(s) of specialization.
- Demonstrate competence in an area other than performance, including major related fields like directing, playwriting, business, or media and technology for the performing arts (through a progressive sequence of related courses) or in another discipline (through a minor or double major).

### **Core Requirements**

**42 credits**

#### **Required Courses in the Thematic Core for Theatre Majors**

THEA 225 History of Theatre I - Explore the World  
THEA 226 History of Theatre II - Explore the World  
THEA 470 - Senior Capstone

### **Department Major Requirements**

**38 credits**

THEA 101 Acting Level I - 2 credits  
THEA 102 Acting Level II - 2 credits  
THEA 104 Voice and Speech I (Semester I) - 2 credits  
THEA 105 Voice and Speech I - 2 credits  
THEA 109 Elements of Stagecraft I - 2 credits  
THEA 113 Singing for Actors - 2 credits  
THEA 114 Stage Movement I - 2 credits  
THEA 115 Stage Movement II - 2 credits  
THEA 118 Stage Make-up - 1 credit  
THEA 140 Production I - 2 credits  
THEA 141 Production II - 2 credits  
THEA 205 Acting Level II (Semester II) - 2 credits  
THEA 206 Acting Level II - 2 credits  
THEA 207 Stage Movement III - 2 credits

THEA 208 Stage Movement IV - 2 credits  
THEA 213 Voice & Speech III -2 credits  
THEA 214 Voice & Speech IV -2 credits  
THEA 250 Script Analysis - 2 credits  
THEA 403 Theatre Professional Seminar - 3 credits

**Recommended Concentrations below or see listing for Minors :**

**Business of Theatre (15 credits)**

AMGT 216 Development for the Arts - 3 credits  
AMGT 455 Arts Management Internship I- 6 credits  
SAEM 351 Performing Arts Management - 3 credits  
SAEM 352 Business of Live Entertainment- 3 credits

**Directing (15 credits)**

THEA 106 Introduction to Stage Management - 3 credits  
THEA 210 Fundamentals of Directing I- 3 credits  
THEA 211 Fundamentals of Directing II - 3 credits  
THEA 307 Advanced Directing - Fundamentals of Directing III - 3 credits  
THEA 308 Advanced Directing - Fundamentals of Directing IV - 3 credits

**Stage Management (14 credits)**

PROD 100 Production Practicum I - 2 credits  
PROD 132 Stage Management I- 3 credits  
PROD 227 Lighting I - 3 credits  
PROD 333 Advanced Stage Management & AEA Contract- 3 credits  
PROD 440 Production Management - 3 credits

**Technical Design (12-13 credits)**

PROD 100 Production Practicum I - 2 credits  
PROD 124 Fundamentals of Design and Drawing- 3 credits

**Choose One (1) from the following: (2 credits)**

PROD 113 Stage Operations - 2 credits  
PROD 126 Costume Construction- 2 credits  
PROD 343 Electricity for the Theatre - 2 credits

**Choose One (1) from the following: (2-3 credits)**

PROD 226 Scene Design I - 3 credits  
PROD 227 Lighting I - 3 credits  
PROD 228 Costume Design I - 2 credits

**Choose One (1) from the following: (3 credits)**

PROD 326 Scene Design II - 3 credits  
PROD 327 Lighting II - 3 credits  
PROD 328 Costume Design II- 3 credits

**Technical Production (11-13 credits)**

PROD 100 Technical Practicum I - 2 credits  
PROD 140 Theatre Safety - 2 credits  
PROD 142 Drafting and CAD - 3 credits

**Choose Two (2) from the following: (4-6 credits)**

- PROD 126 Costume Construction - 2 credits
- PROD 213 Carpentry for the Theatre - 2 credits
- PROD 226 Scene Design I- 3 credits
- PROD 229 Audio Design - 3 credits
- PROD 245 Properties I - 2 credits
- PROD 313 Technical Design - 2 credits
- PROD 343 Electricity for the Theatre - 2 credits

**Self-Directed (9-12 credits)**

**General Electives**

**17-31 credits**

**Minimum credits for B.A. degree**

**120 credits**

**Bachelor of Fine Arts Degree with a Major in Acting**

The Bachelor of Fine Arts in Acting immerses you in both a program and a city endowed with a rich, vibrant theatre culture. Distinguished, artistically active faculty provide you with an eight semester rigorous training program designed to prepare you for a career in the professional theatre.

Technique courses in Acting, Voice, Speech and Movement are complemented by courses including theatre history, improvisation, text analysis, singing and professional preparation, with possible electives such as acting for the camera, directing and playwriting.

Students experience a steady synthesis of training and practice in our production program through our Conservatory Theatre Company, Playhouse Jr. our on-campus Equity Theatre company “The Rep”, and in student films with our Cinema department.

Through collaboration with visiting artists in the classroom and production, and a senior showcase in New York, we provide opportunities to ensure a strong foundation for your professional career in acting.

From inception to graduation, the BFA acting program emphasizes your unique talents and teaches you how to cultivate and apply techniques that best develop you as a person and actor.

**Program Objectives: Upon completion of this program, a student will be able to:**

- Demonstrate proficiency in performance as an actor, with fundamental, conceptual understanding of the expressive possibilities of theatre.
- Demonstrate repertory principles, with knowledge and interpretative skills sufficient to work both in collaborative and individual roles in theatre.
- Comprehend business aspects of Theatre training and develop the tools to showcase skills and competencies, including audition techniques and a personal career plan.
- Understand, appreciate and be conversant with theatre history, styles and significant theatrical works and artists.
- Display comprehension and interpersonal skills sufficient to work in both collaborative and individual roles in matters of theatrical interpretation with clear understanding of the collaborative processes of text and performance.

**Core Requirements**

**42 credits**

**Required Courses in the Thematic Core for Theatre Majors**

THEA 225 History of Theatre I - Explore the World

THEA 226 History of Theatre II - Explore the World  
THEA 400 Senior Showcase - Capstone

**Department Major Requirements**

**82 credits**

THEA 101 Acting Level I -2 credits  
THEA 102 Acting Level II -2 credits  
THEA 104 Voice & Speech I -2 credits  
THEA 105 Voice & Speech II -2 credits  
THEA 109 Elements of Stagecraft I -2 credits  
THEA 113 Singing for Actors -2 credits  
THEA 114 Stage Movement I -2 credits  
THEA 115 Stage Movement II -2 credits  
THEA 118 Stage Makeup -1 credit  
THEA 140 Production I -2 credits  
THEA 141 Production II -2 credits  
THEA 205 Acting III -2 credits  
THEA 206 Acting IV -2 credits  
THEA 207 Stage Movement III -2 credits  
THEA 208 Stage Movement IV -2 credits  
THEA 213 Voice & Speech III -2 credits  
THEA 214 Voice & Speech IV -2 credits  
THEA 223 Studio I -2 credits  
THEA 224 Studio II -2 credits  
THEA 250 Script Analysis -2 credits  
THEA 270 Improvisation for the Actor -3 credits  
THEA 301 Acting V -2 credits  
THEA 302 Acting VI -2 credits  
THEA 304 Voice & Speech V -2 credits  
THEA 305 Voice & Speech VI -2 credits  
THEA 309 Acting for the Camera -3 credits  
THEA 311 Stage Movement V -2 credits  
THEA 312 Stage Movement VI -2 credits  
THEA 323 Studio III -2 credits  
THEA 324 Studio IV -2 credits  
THEA 325 Modern Drama I -3 credits  
THEA 326 Modern Drama II -3 credits  
THEA 403 Professional Seminar - 3 credits  
THEA 411 Stage Movement VII -2 credits  
THEA 412 Stage Movement VIII -2 credits  
THEA 413 Voice & Speech VII -2 credits  
THEA 414 Voice & Speech VIII -2 credits  
THEA 415 Acting VII -2 credits  
THEA 416 Acting VIII -2 credits

**General Electives**

**5 credits**

**Minimum credits for B.F.A degree in Acting**

**129 credits**

## Bachelor of Fine Arts Degree with a Major in Musical Theatre

### Program Objectives:

Upon completion of this program, a student will be able to:

- Demonstrate a professional competency as an actor-singer with requisite technical skills including acting, voice production, and dance and exhibit the ability to perform various styles with continued growth and artistry.
- Display competence and knowledge of the musical theatre repertoire as well as significant development in vocal technique and vocal performance with the achievement of basic musical skills including sight-singing, musicianship, music theory and piano.
- Identify the business aspects and possibilities of the theatrical performer and develop the repertoire and techniques for auditions; launch a personal career plan to showcase skills and competencies.
- Establish a fundamental understanding of world theatre history and an awareness of theatre in historical, cultural, and stylistic context and achieve the ability to analyze text, lyrics, and music and apply this knowledge in theory and practice.
- Display comprehension and interpersonal skills sufficient to work in both collaborative and individual roles in matters of theatrical interpretation with a conceptual understanding of the collaborative processes of text and performance.

### Core Requirements

42 credits

#### Required Courses in the Thematic Core for Theatre Majors

THEA 225 History of Theatre I - Explore the World

THEA 226 History of Theatre II - Explore the World

THEA 400 Senior Showcase - Capstone

### Musical Theatre

69 credits

MUS 111 Private Voice I - 1 credit

MUS 112 Private Voice II - 1 credit

MUS 123 Music Theory/Piano/Sightsinging Part I - 2 credits

MUS 124 Music Theory/Piano/Sightsinging Part II - 2 credits

MUS 211 Private Voice III - 1 credit

MUS 212 Private Voice IV - 1 credit

MUS 311 Private Voice V - 1 credit

MUS 312 Private Voice VI - 1 credit

MUS 411 Private Voice VII - 1 credit

MUS 412 Private Voice VIII - 1 credit

THEA 101 Acting Level I -2 credits

THEA 102 Acting Level II -2 credits

THEA 104 Voice & Speech I -2 credits

THEA 105 Voice & Speech II -2 credits

THEA 109 Stagecraft -2 credits

THEA 118 Stage Makeup -1 credit

THEA 137 Foundations of Musical Theatre - 1 credit

THEA 138 Musical Theatre History - 2 credit

THEA 140 Production I -2 credits

THEA 141 Production II -2 credits



THEA 205 Acting III -2 credits  
 THEA 206 Acting IV -2 credits  
 THEA 213 Voice & Speech III -2 credits  
 THEA 214 Voice & Speech IV -2 credits  
 THEA 223 Ensemble Singing: Applied Musicianship I -2 credits  
 THEA 224 Ensemble Singing: Applied Musicianship II -2 credits  
 THEA 237 Musical Theatre Techniques I - 2 credits  
 THEA 238 Musical Theatre Techniques II - 2 credits  
 THEA 301 Acting V -2 credits  
 THEA 304 Voice & Speech V -2 credits  
 THEA 321 Repertoire - 2 credits  
 THEA 322 Junior Musical Theatre Lab - 4 credits  
 THEA 337 Musical Theatre Techniques III - 2 credits  
 THEA 338 Musical Theatre Techniques IV - 2 credits  
 THEA 403 Professional Seminar - 3 credits  
 THEA 409 Advanced Topics in Musical Theatre - 2 credits  
 THEA 437 and 438 Musical Theatre Techniques V and VI - 4 credits

**Dance Technique Requirements** **14 credits**  
 DANC 105 Tap Dance I - 1 credit  
 BAL 111 Ballet I - 3 credits  
 BAL 121 Ballet II - 3 credits  
 BAL, DANC, JAZ, MOD electives

**General Electives** **6 credits**  
**Minimum credits for B.F.A degree in Musical Theatre** **131 credits**

### **Bachelor of Fine Arts Degree with a Major in Theatre Production\***

The Bachelor of Fine Arts in Theatre Production provides you a breadth of understanding, encourages independent thought, and offers high quality of practice in a demanding environment to advance professional competence in Stage Management, Technical Theatre and Design. Housed within the Conservatory of Performing Arts, our program is a powerhouse of creativity and opportunity that enables you to gain practical experience beginning your first semester and to build a first-rate portfolio. Twenty shows in five venues are supported by faculty, staff, master teachers and directors who are all professional artists, technicians and stage managers.

#### **Program Objectives:**

**Upon completion of this program, a student will be able to:**

- Demonstrate the essential production foundation skills of a working professional in Theatre Production, with specific and advanced skill and craft in one discipline of Theatre Production.
- Comprehend business aspects of Theatre training; develop a personal career plan and the tools to showcase skills and competencies.
- Understand world theatre history, styles, and significant theatrical works and artist as a whole; recognize the role of Theatre Production therein.
- Contribute to a collaborative artistic environment through articulate and clear oral and written communication skills.

- Enlist and create innovative systems to support and promote artistic vision of Theatre, and as means to complement Theatre traditions and practices.

**Core Requirements**

**42 credits**

**Required Courses in the Thematic Core for Theatre Majors**

THEA 225 History of Theatre I - Explore the World

THEA 226 History of Theatre II - Explore the World

**Department Major Requirements**

**62 credits**

PROD 100 Technical Practicum I -2 credits

PROD 101 Technical Practicum II -2 credits

PROD 113 Stage Operations -2 credits

PROD 124 Design Fundamentals & Drawing -3 credits

PROD 126 Costume Construction -2 credits

PROD 132 Stage Management I -3 credits

PROD 140 Theatre Safety -2 credits

PROD 142 Drafting and CAD -3 credits

PROD 145 Script Analysis -2 credits

PROD 200 Technical Practicum III -2 credits

PROD 201 Technical Practicum IV -2 credits

PROD 213 Carpentry for the Theatre -2 credits

PROD 224 Scene Painting -2 credits

PROD 226 Scene Design I -3 credits

PROD 227 Lighting Design I -3 credits

PROD 228 Costume Design I -3 credits

PROD 229 Audio Design -2 credits

PROD 243 The Acting/Directing Process -3 credits

PROD 245 Properties I -2 credits

PROD 300 Technical Practicum V -2 credits

PROD 301 Technical Practicum VI -2 credits

PROD 326 Scene Design II -3 credits

PROD 327 Lighting Design II -3 credits

PROD 328 Costume Design II -3 credits

PROD 343 Electricity of the Theatre -2 credits

PROD 400 Senior Project I -2 credits

**Technical Design and Management**

**25 credits**

PROD 212 Computer Applications for Managers -3 credits

PROD 313 Technical Design -2 credits

PROD 440 Production Management -3 credits

PROD 450 Professional Preparation for Design Tech -3 credits

**Choose one courses from the following:**

PROD 346 Theatre Architecture and Décor - 3 credits

PROD 348 Costume History - 3 credits

**Choose two courses from the following:**

- PROD 413 Technical Management -3 credits
- PROD 426 Scene Design III -3 credits
- PROD 427 Lighting Design III -3 credits
- PROD 428 Costume Design III -3 credits

**Choose three courses from the following:**

- PROD 361 Advanced CAD -2 credits
- PROD 362 Metalworking -2 credits
- PROD 363 Automation -2 credits
- PROD 371 Advanced Costume Construction -2 credits
- PROD 373 Costume Crafts -2 credits
- PROD 382 Properties II -2 credits
- PROD 391 Audio Engineering -2 credits
- PROD 392 Video Production -2 credits
- PROD 393 Vectorworks -2 credits

**Minimum credits for B.F.A degree in Theatre Production  
with Concentration in Technical Design and Management**

**129 credits**

**Design**

**27 credits**

- PROD 222 Computer Applications for Designers -3 credits
- PROD 313 Technical Design -2 credits
- PROD 346 Theatre Architecture and Décor - 3 credits
- PROD 348 Costume History - 3 credits
- PROD 450 Professional Preparation for Design Tech -3 credits

**Choose two courses from the following:**

- PROD 413 Technical Management -3 credits
- PROD 426 Scene Design III -3 credits
- PROD 427 Lighting Design III -3 credits
- PROD 428 Costume Design III -3 credits

**Choose one course from the following:**

- PROD 363 Automation -2 credits
- PROD 373 Costume Crafts -2 credits
- PROD 393 Vectorworks -2 credits

**Choose one course from the following:**

- PROD 362 Metalworking -2 credits
- PROD 372 Makeup for Production -2 credits
- PROD 382 Properties II -2 credits
- PROD 392 Video Production -2 credits

**Choose two courses from the following:**

- PROD 323 Advanced Drawing -2 credits
- PROD 361 Advanced CAD -2 credits

PROD 371 Advance Costume Construction -2 credits  
PROD 391 Audio Engineering -2 credits

**Minimum credits for B.F.A degree in Theatre Production  
with Concentration in Design**

**131 credits**

**Stage Management**

**20 credits**

PROD 212 Computer Applications for Managers -3 credits  
PROD 333 Advanced Stage Management & AEA Contract -3 credits  
PROD 382 Properties II -2 credits  
PROD 383 Stage Movement for Stage Managers -2 credits  
PROD 440 Production Management -3 credits  
PROD 451 Professional Preparation for Stage Managers -3 credits

**Choose one courses from the following:**

PROD 346 Theatre Architecture and Décor - 3 credits  
PROD 348 Costume History - 3 credits

**Choose one course from the following:**

PROD 363 Automation -2 credits  
PROD 372 Makeup for Production -2 credits  
PROD 381 Reading Music -2 credits  
PROD 391 Audio Engineering -2 credits  
PROD 392 Video Production -2 credits

**Minimum credits for B.F.A degree in Theatre Production  
with Concentration in Stage Management**

**124 credits**

## **Minors in Conservatory of Performing Arts**

### **Cinema Studies Minor (18 credits)**

**Prerequisites:** Minor is open to students from all departments, EXCEPT Cinema & Digital Arts

#### **Required Courses (9)**

CINE 101 Introduction to Cinema Techniques - 3 credits

CINE 102 History of American Cinema - 3 credits

CINE 110 History of International Cinema - 3 credits

#### **Electives (9)**

CINE 301 Cinema Studies\* - 3 credits

(This course covers various topics, which can include: Five International Masters, Five American Masters, Cinema of the 1970's, Cinema of the 1990's, French New Wave, The Comedy, Shakespeare on Film, and additional courses)

CINE 302 Cinema Authors\* - 3 credits

(This course covers various filmmakers, which can include: The Coen Brothers, Martin Scorsese, Woody Allen, Stanley Kubrick, Steven Spielberg, and additional courses)

CINE 395 or 495 Special Topics - 3 credits

(Upon instructor approval)

CINE 499 Independent Study - 3 credits

(Upon instructor approval)

#### **Other Requirements**

- A grade of 'C' (2.0) or better is required in all courses used to satisfy the minor
- At least 12 hours must be earned at Point Park University within the department
- No credit by exam may be given
- Internship credit cannot be used toward the minor

\* Students cannot choose more than two courses of either CINE 301 or CINE 302

### **Dance Minor (23 credits)**

**Prerequisites:** (12 credits)

Artistic Audition and

DANC 111 Jazz Dance I - 3 credits

DANC 118 Jazz Dance II - 3 credits

DANC 121 Classical Ballet I - 3 credits

DANC 122 Classical Ballet II - 3 credits

#### **Two courses from: (2)**

DANC 105 Tap Dance I - 1 credit

DANC 106 Cultural Dance Forms - 1 credit

DANC 107 Character Dance I - 1 credit

DANC 108 Dunham Technique I - 1 credit

**One to three courses from: (3)**

DANC 115 Music Fundamentals for Dancers - 2 credits

DANC 116 Pas de Deux I - 1 credit

DANC 150 Body Alignment - 1 credit

DANC 236 Contemporary Partnering I - 1 credit

DANC 280 Dance Composition I - 2 credits

DANC 323 History of Dance I - 3 credits

**Choose one emphasis from: (6)**

**Ballet**

DANC 221 Classical Ballet III - 3 credits

DANC 222 Classical Ballet IV - 3 credits

**Modern**

DANC 119 Modern Dance II - 3 credits

DANC 218 Modern Dance IV - 3 credits

**Jazz**

DANC 112 Jazz Dance II - 3 credits

DANC 211 Jazz Dance III - 3 credits

**Applied Music Minor (18 credits)**

**Prerequisites:** Audition and exam by arrangement with Coordinator of Music Education.

**Required**

MUS 101 Music Appreciation - 3 credits

MUS 206 Music Theory - 3 credits

MUS 113 Private Piano I - 1 credit (Pre: MUS 106, DANC 115, or audition)

MUS 114 Private Piano II - 1 credit (Pre: MUS 113)

MUS 201 Point Park University Singers - 3 credits (1 credit each course x 3 semesters)

MUS 220 Musicianship - 2 credits (Pre: audition)

**Two credits vocal study per placement:**

MUS 203 Voice Class I - 2 credits OR

MUS 204 Voice Class II - 2 credits (Pre: MUS 203 or permission) OR

MUS 111 Private Voice I - 1 credit (Pre: MUS 204 or audition) AND

MUS 112 Private Voice II - 1 credit (Pre: MUS 111)

**Three additional credits in applied music by selecting either Voice or Piano:**

**Voice Option:** (3 credits from the following, per placement)

MUS 204 Voice Class II - 2 credits (Pre: MUS 203 or permission)

MUS 111 Private Voice I - 1 credit (Pre: MUS 204 or audition)

MUS 112 Private Voice II - 1 credit (Pre: MUS 111)

MUS 211 Private Voice III - 1 credit (Pre: MUS 112)

MUS 212 Private Voice IV - 1 credit (Pre: MUS 211)

MUS 311 Private Voice V - 1 credit (Pre: MUS 212)

**Piano Option:** (*need all three courses*)

MUS 213 Private Piano III - 1 credit (Pre: MUS 114)

MUS 214 Private Piano IV - 1 credit (Pre: MUS 213)

MUS 313 Private Piano V - 1 credit (Pre: MUS 214)

### **Musical Theatre Minor for Actors (29 credits)**

**Prerequisites:** Audition, Sophomore Standing and THEA 101,102, 104, 105, and 113

#### **Required**

BAL 111 Classical Ballet I - 3 credits

BAL 121 Classical Ballet II - 3 credits

JAZ 111 Jazz Dance I - 3 credits

MUS 111 Private Voice I - 1 credit

MUS 112 Private Voice II - 1 credit

MUS 123 Music Theory/Piano/Sightsinging Part I - 2 credit

MUS 124 Music Theory/Piano/Sightsinging Part II - 2 credit

THEA 200 Principles of Acting for Musical Theatre I - 2 credit

THEA 201 Principles of Acting for Musical Theatre II - 2 credit

### **Musical Theatre Minor for Dancers (30 credits)**

**Prerequisite:** Audition, Freshman Standing (second semester) and DANC 121, DANC 122, DANC 111, MUS 203 Voice Class - 3 credits

#### **Required**

DANC 112 Jazz Dance II - 3 credits

MUS 111 Private Voice I - 1 credit

MUS 112 Private Voice II - 1 credit

THEA 237 Musical Theatre Techniques Level II - 2 credits

THEA 238 Musical Theatre Techniques Level II - 2 credits

THEA 122 Piano/Theory Fundamentals I - 1 credit

THEA 123 Piano/Theory Fundamentals II - 1 credit

THEA 134 Sightsinging Fundamentals I - 1 credit

THEA 135 Sightsinging Fundamentals II - 1 credit

#### **Choose six credits from:**

THEA 101 Acting Level I - 3 credits AND

THEA 102 Acting Level I - 3 credits OR

THEA 111 Introduction to Acting I - 3 credits AND

THEA 112 Introduction to Acting II - 3 credits

### **Screenwriting Minor (18 credits)**

CINE 105 Introduction to Screenwriting - 3 credits

CINE 205 Narrative Structure - 3 credits

CINE 305 Intermediate Screenwriting - 3 credits

**Choose three from:**

CINE 306 Story Analysis - 3 credits  
CINE 308 History of Television - 3 credits  
CINE 326 Acting and Directing for Writers - 3 credits  
CINE 361 Writing for Theatre - 3 credits  
CINE 362 Writing for Situational Comedy - 3 credits  
CINE 363 Writing for One Hour Drama - 3 credits  
CINE 364 Writing for Multimedia - 3 credits  
CINE 365 Writing for Adaptation - 3 credits  
CINE 367 Writing for Video Games - 3 credits  
CINE 368 Writing for TV Animation - 3 credits  
CINE 405 Advanced Screenwriting - 3 credits  
CINE 406 Advanced Screenwriting II - 3 credits  
CINE395 or 495 Special Topics (upon instructor approval) - 3 credits  
CINE 499 Independent Study (upon instructor approval) - 3 credits

**Other Requirements**

- A grade of 'C' (2.0) or better is required in all courses used to satisfy the minor
- At least 12 hours must be earned at Point Park University within the department
- No credit by exam may be given
- Internship credit cannot be used toward the minor

**Stage Management Minor (24 credits)**

**Prerequisites:** Interview with the Coordinator of Theatre Production  
PROD 100-101 Two Practicum Courses as (ASM or SM) - 4 credits  
PROD 113 Stage Operations - 2 credits  
PROD 124 Fundamentals of Design and Drawing- 3 credits  
PROD 132 Stage Management I- 3 credits  
PROD 142 Drafting and CAD - 3 credits  
PROD 227 Lighting I - 3 credits  
PROD 333 Advanced Stage Management & AEA Contract- 3 credits

**Choose one from:**

THEA 101 Introduction to Costume Design - 3 credits  
PROD 243 The Acting/Directing Process -3 credits

**Technical Theatre/Design Minor (20-24 credits)**

PROD 100 Technical Practicum I - 2 credits  
PROD 101 Technical Practicum II - 2 credits  
PROD 113 Stage Operations - 2 credits  
PROD 124 Fundamentals of Design and Drawing- 3 credits  
PROD 132 Stage Management I- 3 credits

**Choose two from:**

PROD 142 Drafting and CAD - 3 credits  
PROD 224 Scene Painting -2 credits



PROD 226 Scene Design I - 3 credits  
PROD 227 Lighting I - 3 credits  
PROD 228 Costume Design I - 3 credits  
PROD 229 Audio Design -2 credits  
PROD 245 Properties I -2 credits

**Choose one from:**

PROD 313 Technical Design -2 credits  
PROD 326 Scene Design II -3 credits  
PROD 327 Lighting Design II -3 credits  
PROD 328 Costume Design II -3 credits

**Choose one from:**

PROD 126 Costume Construction -2 credits  
PROD 213 Carpentry for the Theatre -2 credits  
PROD 343 Electricity of the Theatre -2 credits  
PROD 440 Production Management -3 credits

## **Graduate Studies**

The Department of Cinema Arts offers a graduate degree in a Master of Fine Arts in Writing for the Screen and Stage. For a graduate catalog or information, visit the website or please call [Graduate and Adult Enrollment Office](#) at (412) 392-3808.

# School of Arts and Sciences

Point Park University's School of Arts and Sciences is comprised of five academic departments: Education (EDUC), Humanities and Human Sciences (HHS), Literary Arts (ENGL), Natural Sciences and Engineering Technology (NSET), and Criminal Justice & Intelligence Studies (CJIS).

## Department of Education

- B.A. - Pre-Kindergarten - Grade 4
- B.A. - Pre Kindergarten - Grade 4 and Special Education (Pre-K - Grade 8)
- Post-Baccalaureate B.A. - Pre-Kindergarten - Grade 4
- B.A. - 4th - 8th Grade, English Concentration
- B.A. - 4th - 8th Grade, English Concentration & Special Education (Pre- K - Grade 8)
- Post-Baccalaureate B.A. - 4<sup>th</sup> - 8<sup>th</sup> Grade, English Concentration
- B.A. - 4th - 8th Grade, Mathematics Concentration
- B.A. - 4th - 8th Grade, Mathematics Concentration & Special Education (Pre- K - Grade 8)
- Post-Baccalaureate B.A. - 4<sup>th</sup> - 8<sup>th</sup> Grade, Mathematics Concentration
- B.A. - 4th - 8th Grade, Science Concentration
- B.A. - 4th - 8th Grade, Science Concentration & Special Education (Pre- K - Grade 8)
- Post-Baccalaureate B.A. - 4<sup>th</sup> - 8<sup>th</sup> Grade, Science Concentration
- B.A. - 4th - 8th Grade, Social Studies Concentration
- B.A. - 4th - 8th Grade, Social Studies Concentration & Special Education (Pre- K - Grade 8)
- Post-Baccalaureate B.A. - 4<sup>th</sup> - 8<sup>th</sup> Grade, Social Studies Concentration
- B.S. - Biological Sciences /Secondary Education
- B.S. - Biological Sciences /Secondary Education & Special Education (Grades 7 - 12)
- Post-Baccalaureate B.S. - Biological Sciences /Secondary Education
- B.A. - Citizenship/Secondary Education
- B.A. - Citizenship/Secondary Education & Special Education (Grades 7 - 12)
- Post-Baccalaureate B.A. - Citizenship/Secondary Education
- B.A. - English/Secondary Education
- B.A. - English/Secondary Education & Special Education (Grades 7 - 12)
- Post-Baccalaureate B.A. - English/Secondary Education
- B.S. - Mathematics/Secondary Education
- B.S. - Mathematics/Secondary Education & Special Education (Grades 7 - 12)
- Post-Baccalaureate B.S. - Mathematics/Secondary Education
- B.A. - Social Studies / Secondary Education
- B.A. - Social Studies / Secondary Education & Special Education (Grades 7 - 12)
- Post-Baccalaureate B.A. - Social Studies / Secondary Education
- A.A. - Early Childhood Education
- B.A. - Instructional Studies

## Department of Humanities and Human Sciences

- B.A. - Behavioral Sciences
- B.A. - Global Cultural Studies
- B.A. - History
- B.A. /B.S. - Interdisciplinary Designed Major
- B.A. - Legal Studies
- B.A. /B.S. - Liberal Studies with an Elected Area of Concentration
- B.A. /B.S. - Liberal Studies - Capstone
- Post-Baccalaureate B.A. /B.S. - Liberal Studies
- B.A. - Political Science
- B.A. - Psychology

## Department of Literary Arts

- B.A. - English
- B.A. - English/Creative Writing

## Department of Natural Sciences and Engineering Technology

- B.S. - Pre-Medical and Pre-Professional Studies
- B.S. - Biological Sciences
- B.S. - Biotechnology
- Post-Baccalaureate B.S. - Biotechnology
- B.S. - Civil Engineering Technology
- A.S. - Civil Engineering Technology
- B.S. - Electrical Engineering
- B.S. - Electrical Engineering Technology
- A.S. - Electrical Engineering Technology
- B.S. - Mechanical Engineering Technology
- A.S. - Mechanical Engineering Technology
- Post-Baccalaureate B.S. - Engineering Technology
- A.S. - Allied Health
- B.A. - Specialized Professional Studies: Funeral Services - Capstone
- B.S. - Specialized Professional Studies: Funeral Services - Capstone

## Department of Criminal Justice and Intelligence Studies

- B.S. - Criminal Justice
- B.S. - Criminal Justice - Accelerated Format (*This program is no longer accepting applicants*)
- B.S./M.S. - Criminal Justice (5-Year program)
- B.S. - Intelligence and National Security
- Post-Baccalaureate B.S. - Intelligence and National Security
- Certificate Program in Intelligence and National Security
- B.S. - Forensic Science

## The Department of Education

**Professors:** Christal Chaney, Ph.D.; Darlene Marnich (Chair), Ph.D.; Vincenne Revilla Beltran, Ph.D.

**Associate Professors:** Stanley Denton, Ph.D.; Janice Glunk, Ed.D.; Richard Gutkind, Ph.D.

**Assistant Professors:** Virginia Chambers, Ph.D.; Eric Stennett, Ph.D. (Visiting); Matthew Vogel, Ph.D.; Arleen Wheat, Ph.D.

**Instructors:** Denise Beverina Moore, M.A.; Ronald Dufalla, Ph.D.; Elisabeth Ehrlich, Ph.D.

The mission of the Department of Education is to prepare students to assume their role as an instructional leader through coursework, evaluation and experiences relating to content knowledge, pedagogy, academic standards and professional competencies through a wide variety of field experiences, evaluations, exposure to educational materials and teaching strategies, technologies and assessment practices.

The Department's goal is to develop quality, innovative, holistic, humanistic programs in which students majoring in education can acquire knowledge of subject areas and specific pedagogical methodologies appropriate for teaching those subjects with a special emphasis on the interconnection among all subjects as well as facts, skills and attitudes.

From the very first education course that students take, classroom observations and presentations will be required. Professors will work with students to develop instructional projects that will best help each individual meet their PA teacher certification goal. The faculty and staff in the Education Department make it a point to forge relationships with students to better guide them through their chosen academic program.

### Application to the Education Department

After completing 48 credit hours, all students must apply for admission into teacher certification programs offered through the department of Education. Department admission requirements include the following: passing scores for all PDE approved Pre-Professional exams (Reading, Writing and Mathematics), documentation of at least 40 observation hours, an overall 3.0 G.P.A., successful completion of the following: six credits of university-level English/Literature, six credits of university-level mathematics, nine credits of EDUC or SPED courses (100 or 200 level) with a minimum of a 3.0 in those courses. In addition, students must have the following clearances: Criminal Record Check (Act 34) clearance, Child Abuse History (Act 151) clearance, FBI clearance. Prior to admission into the Department of Education, students are classified as "Education Undeclared" majors. Students can obtain an application for admission to the Department of Education from the Education Department office or the University website, [www.pointpark.edu](http://www.pointpark.edu), and reference the School of Arts and Sciences, Education Department.

Education majors are expected to plan for assignments in observation / exploration activities and field experiences, culminating with supervised student teaching in the final semester. All programs leading to PA teacher certification require completion of 40 hours of observation / exploration and 150 hours of field experiences prior to student teaching. Observation / Exploration and Field Experiences must be completed in a variety of settings, grade level types, teaching situations and activities that contribute significantly to the enrichment of the students' experiences. In order for an activity to be considered "field experience," there must be evidence of interaction with students. Examples of field experience activities include, but are not limited to, small group instruction, presentation of learning centers, tutoring, etc.

## **Application for Student Teaching**

All students applying for student teaching placements must be admitted to the Education Department prior to submitting their application. Before student teaching, all students must complete the “Application for Student Teaching Placement” form one year prior to student teaching and make an appointment to meet with the Student Teacher Advisor during the Student Teaching Registration period. When making application, students will request at most three student teaching sites (one Pittsburgh Public site and two suburban sites). Requested sites may not be more than 30 miles from Point Park University. Prerequisites for Student Teaching include the following: full acceptance into the Education Department, completion on Professional Certification exams required by Pennsylvania Department of Education teacher certification (Please see the Pennsylvania Department of Education website for a list of required exams for a specific certification area); overall 3.0 G.P.A.; completion and documentation of all coursework and observation / exploration and field experiences; current FBI criminal background check, current Act 34 and 151 clearances; Negative TB test (within one year); along with other requirements. Application and additional information are available from the Education Department. Student teaching placements are made by the Student Teacher Coordinator, who has the final decision on making these assignments.

## **Application for PA Certification**

In order to be eligible for teacher certification through the Pennsylvania Department of Education, the student must successfully complete all coursework of the program as well as maintain a minimum GPA of 3.0, pass the required professional exam(s), and demonstrate competence in student teaching. Once these standards have been met, the graduate is eligible to apply to the Pennsylvania Department of Education for their teaching certificate, then may be endorsed by the University . Point Park monitors the progress of teacher certification candidates through their performance in the following areas: content mastery; planning; classroom management; organization; monitoring student progress; leadership; sensitivity to students’ needs; problem analysis; strategic and tactical decision making; oral and written communication and presentation; professional standards and practice; and mastery of instructional technology.

### **All Education Department requirements are subject to changes in state and federal regulations.**

Students may complete programs towards certification in Pre-K through Grade 4; Grades 4 – 8: Academic concentrations in English, Mathematics, Science or Social Studies, or Secondary Education, including Biological Sciences, Citizenship, English, Mass Communications, or Mathematics. Also, students have the option to simultaneously complete all Pennsylvania Department of Education requirements for Special Education certification at the appropriate grade level (Pre-K through Grade 8 or Grades 7 through 12).

The Department offers two programs that fulfill community needs but do not lead to certification by the Commonwealth of Pennsylvania. The first, the Associate in Arts degree with a major in Early Childhood Education, prepares students to enter the profession as teacher’s aides, or work in Day Care settings. Most courses completed through the Associate in Arts degree are applicable to the Bachelor of Arts degree with a major in Education leading to PA certification in Pre-K through Grade 4. The second is the Bachelor of Arts with a major in Instructional Studies. This degree program has two academic concentrations: Early Childcare Administrator or Educational Leadership or the inclusion of a minor in the area of the student’s choice. Some opportunities for graduates of Instructional Studies include public school paraprofessional, private schools not requiring PDE certification, extended school programs, community centers, youth services agencies and profit and nonprofit organizations focused on children, youth and families.

## **Programs Leading to Certification**

Pre-Kindergarten through Grade 4;  
Pre-Kindergarten through Grade 4/Special Education Pre-K through Grade 8  
Grade 4 through Grade 8 with English Concentration  
Grade 4 through Grade 8 with English Concentration/Special Education Pre-K through Grade 8  
Grade 4 through Grade 8 with Mathematics Concentration  
Grade 4 through Grade 8 with Mathematics Concentration/Special Education Pre-K through Grade 8  
Grade 4 through Grade 8 with Science Concentration  
Grade 4 through Grade 8 with Science Concentration/ Special Education Pre-K through Grade 8  
Grade 4 through Grade 8 with Social Studies Concentration  
Grade 4 through Grade 8 with Social Studies Concentration/ Special Education Pre-K through Grade 8  
Biological Sciences / Secondary Education  
Biological Sciences / Special Education at the Secondary Level  
Citizenship / Secondary Education  
Citizenship / Special Education at the Secondary Level  
English / Secondary Education  
English / Special Education at the Secondary Level  
Mathematics / Secondary Education  
Mathematics / Special Education at the Secondary Level  
Social Studies / Secondary Education  
Social Studies / Secondary Education with Dual Certification in Special Education (7-12)

## **Dual Certification with Special Education: Pre-K Through Grade 8 Or Grades 7 Through 12**

The Special Education Pre-K through Grade 8 and the Special Education Grades 7 through 12 will be combined with either a Pre-K through Grade 4 certification, Grades 4 through 8 certification, or a secondary (Grades 7 through 12) certification. The purpose of this requirement from the Pennsylvania Department of Education is to ensure that the preparation program for Special Education teachers prepares candidates that are highly qualified in the subject areas delineated by No Child Left Behind Act of 2001 (NCLB) and Individuals with Disabilities Education Improvement Act of 2004 (IDEA), for which they are the teacher of record, and who are able to meet the needs of special education students. These dual certifications will allow the candidate to teach in a special education setting, or accept a teaching assignment in a regular classroom setting that matches their chosen certification grade and content band.

The program design will provide candidates with skills, knowledge, and competencies necessary to meet the needs of students with disabilities in multiple settings. Candidates will demonstrate knowledge and competence in the areas of academic, social, and emotional growth, and methods to use that knowledge to maximize a student's capabilities. All Special Education, dual certification programs have been designed to be accomplished in a four year period. Included are seven semesters of coursework and a final (eighth) semester for the student teaching practicum.

## Pre-Kindergarten through Grade 4

Point Park University's Department of Education strives to prepare tomorrow's Pre-K through Grade 4 teachers to serve and value a diverse group of young children and families. The curriculum has been developed to meet the needs of children through Grade 4. In order to meet these needs, as well as the Pennsylvania Department of Education's requirements for certification, this program focuses on: Child Development, Cognition and Learning; Subject Matter Content and Pedagogy; Assessment; Family and Community Collaboration Partnerships; Professionalism; and, Adaptations and Accommodations for Diverse Students in an Inclusive Setting and Meeting the Needs of English Language Learners.

## Bachelor of Arts Degree with a major in Education Leading to PA Certification Pre-K through Grade 4

### Program Objectives

1. Utilize a variety of instructional strategies.
2. Develop instructional plans and set goals based on the content to be taught/learned, knowledge of assigned students, and the instructional process.
3. Establish and maintain purposeful and equitable classroom environments.
4. Demonstrate integrity, ethical behavior and professional conduct as stated in the *Pennsylvania Code of Professional Practice and Conduct for Educators*.

### Core Requirements

42 credits

#### Required Courses in the Thematic Core for Education Majors

MATH 150 The Mathematical Experience - Investigate Mathematics

EDUC 252 Children's Literature - Become a Storyteller

EDUC 220 Family and Community Diversity - Understand People

EDUC 228 Educational Psychology - Understand People

EDUC 251 Arts and Music in Teaching - Appreciate and Apply the Arts

EDUC 101 Technological Literacy for Education for the 21<sup>st</sup> Century - Discover Technology

EDUC 432 Student Teaching Seminar - Capstone

### Department General Requirements

12 credits

#### Mathematics Requirement (3)

MATH 155 General Mathematics - 3 credits

#### Social Sciences Requirement (9)

HIST 382 History of Pennsylvania: Focus on Pittsburgh

POLS 102 American National Government - 3 credits

PSYC 209 The Child from Conception to Nine - 3 credits

**Education Department Requirements****66 credits**

EDUC 120 Building Family Partnerships - 3 credits  
EDUC 150 Introduction to the Teaching Profession - 3 credits  
EDUC 222 Assessment and Adaptation - 3 credits  
EDUC 250 Working with English Language Learners - 3 credits  
EDUC 302 Reading Methods I - 3 credits  
EDUC 303 Reading Methods II - 3 credits  
EDUC 305 Methods of Mathematics I - 3 credits  
EDUC 308 Teaching Social Studies -3 credits  
EDUC 310 Teaching Science and Health - 3 credits  
EDUC 315 Methods of Teaching Mathematics II -3 credits  
EDUC 330 Educational Theories and Practices - 3 credits  
EDUC 335 Program Development, Leadership and Organizational Change - 3 credits  
EDUC 401 Differentiated Reading for the Developing Child - 3 credits  
EDUC 411 Integrated Curriculum and Instruction - 3 credits  
EDUC 422 Data Driven Instruction -3 credits  
EDUC 425 Student Teaching Practicum - 12 credits  
SPED 180 Special Education and Inclusive Practices - 3 credits  
SPED 280 Positive Behavioral Interventions and Supports - 3 credits  
SPED 380 Differentiated Instructional Practices in the Inclusive Classroom - 3 credits

**Minimum credits for B.A. degree****120 credits****Bachelor of Arts Degree with a major in Education Leading to PA Certification Pre-K through Grade 4 and Special Education Pre-K through Grade 8****Program Objectives**

1. Utilize a variety of instructional strategies.
2. Develop instructional plans and set goals based on the content to be taught/learned, knowledge of assigned students, and the instructional process.
3. Establish and maintain purposeful and equitable classroom environments.
4. Demonstrate integrity, ethical behavior and professional conduct as stated in the *Pennsylvania Code of Professional Practice and Conduct for Educators*.

**Core Requirements****42 credits****Required Courses in the Thematic Core for Education Majors**

MATH 150 The Mathematical Experience - Investigate Mathematics  
EDUC 252 Children's Literature - Become a Storyteller  
EDUC 220 Family and Community Diversity - Understand People  
EDUC 228 Educational Psychology - Understand People  
EDUC 251 Arts and Music in Teaching - Appreciate and Apply the Arts  
EDUC 101 Technological Literacy for Education for the 21<sup>st</sup> Century - Discover Technology  
EDUC 432 Student Teaching Seminar - Capstone



<b>Department General Requirements</b>	<b>12 credits</b>
<b>Mathematics Requirements (3)</b>	
MATH 155 General Mathematics - 3 credits	
<b>Social Sciences Requirement (9)</b>	
HIST 382 History of Pennsylvania: Focus on Pittsburgh - 3 credits	
POLS 102 American National Government - 3 credits	
PSYC 209 The Child from Conception to Nine - 3 credits	
<b>Department Major Requirements</b>	<b>57 credits</b>
EDUC 120 Building Family Partnerships - 3 credits	
EDUC 150 Introduction to the Teaching Profession - 3 credits	
EDUC 222 Assessment and Adaptation - 3 credits	
EDUC 250 Working with English Language Learners - 3 credits	
EDUC 302 Reading Methods I - 3 credits	
EDUC 303 Reading Methods II - 3 credits	
EDUC 305 Methods of Mathematics I - 3 credits	
EDUC 308 Teaching Social Studies - 3 credits	
EDUC 310 Teaching Science and Health - 3 credits	
EDUC 315 Methods of Teaching Mathematics II - 3 credits	
EDUC 330 Educational Theories and Practices - 3 credits	
EDUC 335 Program Development, Leadership, and Organizational Change - 3 credits	
EDUC 401 Differentiated Reading for the Developing Child - 3 credits	
EDUC 411 Integrating Curriculum and Instruction - 3 credits	
EDUC 422 Data Driven Instruction - 3 credits	
EDUC 425 Student Teaching Practicum - 12 credits	
<b>Special Education Requirements</b>	<b>27 credits</b>
SPED 180 Special Education and Inclusive Practices - 3 credits	
SPED 220 Instructional/Assistive Technology - 3 credits	
SPED 280 Positive Behavioral Interventions and Supports - 3 credits	
SPED 281 High Incidence Disabilities/Autism Spectrum Disorders - 3 credits	
SPED 282 Low Incidence Disabilities - 3 credits	
SPED 380 Differentiated Instructional Practices in the Inclusive Classroom - 3 credits	
SPED 480 Professional Collaboration and Communication - 3 credits	
SPED 481 Intensive Reading/Writing/Mathematics for Special Education - 3 credits	
SPED 482 Effective Instructional Practice for Special Education - 3 credits	
<b>Minimum credits for B.A. degree</b>	<b>138 credits</b>

## Post-Baccalaureate Program Bachelor of Arts Degree with a major in Education Leading to PA Certification Pre-K through Grade 4

### Program Objectives

1. Utilize a variety of instructional strategies.
2. Develop instructional plans and set goals based on the content to be taught/learned, knowledge of assigned students, and the instructional process.
3. Establish and maintain purposeful and equitable classroom environments.
4. Demonstrate integrity, ethical behavior and professional conduct as stated in the *Pennsylvania Code of Professional Practice and Conduct for Educators*.

### Prerequisites to the Program

48 credits

#### Humanities and Human Sciences (9)

English Composition course - 3 credits

English Literature course - 3 credits

PSYC 209 The Child from Conception to Nine - 3 credits

#### Natural Sciences (6)

Two math courses - 6 credits

#### Social Sciences (3)

HIST 382 History of Pennsylvania: Focus on Pittsburgh - 3 credits

#### Education and Special Education (30)

EDUC 101 Technological Literacy for Education for the 21<sup>st</sup> Century - 3 credits

EDUC 120 Building Family Partnerships - 3 credits

EDUC 220 Family and Community Diversity - 3 credits

EDUC 222 Assessment and Adaptation - 3 credits

EDUC 228 Educational Psychology - 3 credits

EDUC 250 Working with English Language Learners - 3 credits

EDUC 251 Music and Arts in Teaching - 3 credits

EDUC 252 Children's Literature - 3 credits

SPED 180 Special Education and Inclusive Practices - 3 credits

SPED 280 Positive Behavioral Interventions and Supports - 3 credits

#### Department Major Requirements

51 credits

EDUC 302 Reading Methods I - 3 credits

EDUC 303 Reading Methods II - 3 credits

EDUC 305 Methods of Mathematics I - 3 credits

EDUC 308 Teaching Social Studies - 3 credits

EDUC 310 Teaching Science and Health - 3 credits

EDUC 315 Methods of Mathematics II - 3 credits

EDUC 330 Educational Theories and Practices - 3 credits

EDUC 335 Program Development, Leadership and Organizational Change - 3 credits

EDUC 401 Differentiated Reading for the Developing Child - 3 credits

EDUC 411 Integrating Curriculum and Instruction - 3 credits

EDUC 422 Data Driven Instruction - 3 credits

EDUC 425 Student Teaching Practicum - 12 credits

EDUC 432 Student Teaching Seminar - 3 credits

SPED 380 Differentiated Instructional Practices in the Inclusive Classroom - 3 credits

#### Minimum credits for B.A. degree

51 credits

## Grades 4 Through 8

Point Park University's Department of Education strives to prepare tomorrow's Grades 4 through Grade 8 teachers. The curriculum has been developed to give each teacher candidate the choice of academic concentrations (English, Mathematics, Science or Social Studies). The candidate will choose their area of interest as their academic concentration (30 credits) and then round out their credentials with a minimum of 12 credits in each of the other academic areas. In providing this type of program, the candidate will be prepared to teach in either an elementary classroom (Grades 4 and up) or in a middle level classroom that focuses on their academic concentration. These programs address the broad set of issues, knowledge and competencies that are relevant to middle level teaching and learning. In order to meet these needs, as well as the Pennsylvania Department of Education's requirements for certification, this program focuses on: Mastery of Academic Standards and Content; Pedagogy; Assessment Anchors; and, Adaptations and Accommodations for Diverse Students in an Inclusive Setting and Meeting the Needs of English Language Learners.

### Bachelor of Arts Degree with a major in Education

#### Leading to PA Certification Grades 4 through 8 Academic Concentration: English

##### Program Objectives

1. Utilize a variety of instructional strategies.
2. Develop instructional plans and set goals based on the content to be taught/learned, knowledge of assigned students, and the instructional process.
3. Establish and maintain purposeful and equitable classroom environments.
4. Demonstrate integrity, ethical behavior and professional conduct as stated in the *Pennsylvania Code of Professional Practice and Conduct for Educators*.

##### Core Requirements

42 credits

##### Required Courses in the Thematic Core for Education Majors

POLS 205 World Geography - Explore the World

GCS 175 Introduction to Global Cultural Studies - Explore the World

NSET 110 Introduction to Natural Sciences I - Investigate Science

MATH 150 The Mathematical Experience - Investigate Math

ECON 202 Principles of Microeconomics - Succeed in Business

EDUC 252 Children's Literature - Become a Storyteller

EDUC 220 Family and Community Diversity - Understand People

EDUC 228 Educational Psychology - Understand People

EDUC 251 Arts and Music in Teaching - Appreciate and Apply the Arts

EDUC 101 Technological Literacy for Education for the 21<sup>st</sup> Century - Discover Technology

EDUC 432 Student Teaching Seminar - Capstone

##### Department General Requirements

48 credits

##### Human Sciences Requirement (3)

PSYC 309 The Child from Five to Fourteen - 3 credits

##### English/Language Arts Requirements (15)

EDUC 321 Literacy and Learning in Middle and Secondary Schools - 3 credits

ENGL 250, 251, 252, 253, 254, OR 255 - 3 credits

ENGL 300 Topics 1 - 3 credits  
ENGL 302 Linguistics - 3 credits  
ENGL 365, 366 OR 367 - 3 credits

**Mathematics Requirements (12)**

EDUC 315 Methods of Teaching Mathematics II -3 credits  
MATH 155 General Mathematics - 3 credits  
MATH 165 Basic Algebra - 3 credits  
MATH 175 Elementary Statistics - 3 credits

**Science Requirements (9)**

EDUC 310 Teaching Science and Health - 3 credits  
NSET 111 Introduction to Natural Sciences II - 3 credits  
NSET 120 Environmental Science - 3 credits OR  
ESCI 105 Fundamentals of Earth Sciences - 3 credits

**Social Studies Requirement (9)**

EDUC 308 Teaching Social Studies - 3 credits  
HIST 203 History of U.S. I - 3 credits  
POLS 102 American National Government - 3 credits

**Department Major Requirements**

**36 credits**

EDUC 150 Introduction to the Teaching Profession - 3 credits  
EDUC 222 Assessment and Adaptation - 3 credits  
EDUC 250 Working with English Language Learners - 3 credits  
EDUC 415 Teaching Middle and Secondary Education - 3 credits  
EDUC 422 Data Driven Instruction - 3 credits  
EDUC 425 Student Teaching Practicum - 12 credits  
SPED 180 Special Education and Inclusive Practices - 3 credits  
SPED 280 Positive Behavioral Interventions and Supports - 3 credits  
SPED 380 Differentiated Instructional Practices in the Inclusive Classroom - 3 credits

**Minimum credits for B.A. degree**

**126 credits**

**Bachelor of Arts Degree with a major in Education**

**Leading to PA Certification Grades 4 through 8 (English) and Special Education (Pre-K-8)**

**Program Objectives**

1. Utilize a variety of instructional strategies.
2. Develop instructional plans and set goals based on the content to be taught/learned, knowledge of assigned students, and the instructional process.
3. Establish and maintain purposeful and equitable classroom environments.
4. Demonstrate integrity, ethical behavior and professional conduct as stated in the *Pennsylvania Code of Professional Practice and Conduct for Educators*.

**Core Requirements****42 credits****Required Courses in the Thematic Core for Education Majors**

POLS 205 World Geography – Explore the World  
GCS 175 Introduction to Global Cultural Studies – Explore the World  
NSET 110 Introduction to Natural Sciences I – Investigate Science  
MATH 150 The Mathematical Experience – Investigate Math  
ECON 202 Principles of Microeconomics – Succeed in Business  
EDUC 252 Children’s Literature – Become a Storyteller  
EDUC 220 Family and Community Diversity – Understand People  
EDUC 228 Educational Psychology – Understand People  
EDUC 251 Arts and Music in Teaching – Appreciate and Apply the Arts  
EDUC 101 Technological Literacy for Education for the 21<sup>st</sup> Century – Discover Technology  
EDUC 432 Student Teaching Seminar - Capstone

**Department General Requirements****48 credits****Human Sciences Requirement (3)**

PSYC 309 The Child from Five to Fourteen - 3 credits

**English/Language Arts Requirements (15)**

EDUC 321 Literacy and Learning in Middle and Secondary Schools - 3 credits  
ENGL 250, 251, 252, 253, 254, OR 255 - 3 credits  
ENGL 300 Topics 1 - 3 credits  
ENGL 302 Linguistics - 3 credits  
ENGL 365, 366 OR 367 - 3 credits

**Mathematics Requirements (12)**

EDUC 315 Methods of Teaching Mathematics II -3 credits  
MATH 155 General Mathematics - 3 credits  
MATH 165 Basic Algebra - 3 credits  
MATH 175 Elementary Statistics - 3 credits

**Science Requirements (9)**

EDUC 310 Teaching Science and Health - 3 credits  
NSET 111 Introduction to Natural Sciences II - 3 credits  
NSET 120 Environmental Science - 3 credits OR  
ESCI 105 Fundamentals of Earth Sciences - 3 credits

**Social Studies Requirement (9)**

EDUC 308 Teaching Social Studies - 3 credits  
HIST 203 History of U.S. I - 3 credits  
POLS 102 American National Government - 3 credits

**Department Major Requirements****24 credits**

EDUC 222 Assessment and Adaptation - 3 credits  
EDUC 250 Working with English Language Learners - 3 credits  
EDUC 415 Teaching Middle and Secondary Education - 3 credits  
EDUC 422 Data Driven Instruction - 3 credits

EDUC 425 Student Teaching Practicum - 12 credits

**Special Education Requirements**

**24 credits**

SPED 180 Special Education and Inclusive Practices - 3 credits

SPED 220 Instructional/Assistive Technology - 3 credits

SPED 280 Positive Behavioral Interventions and Supports - 3 credits

SPED 281 High Incidence Disabilities/Autism Spectrum Disorders - 3 credits

SPED 282 Low Incidence Disabilities - 3 credits

SPED 380 Differentiated Instructional Practices in the Inclusive Classroom - 3 credits

SPED 481 Intensive Reading, Writing, and Mathematics for Special Education - 3 credits

SPED 482 Effective Instructional Practices for Special Education - 3 credits

**Minimum credits for B.A. degree**

**138 credits**

**Post-Baccalaureate Program Bachelor of Arts Degree with a major in Education  
Leading to PA Certification Grades 4 through 8 Academic Concentration: English**

**Program Objectives**

1. Utilize a variety of instructional strategies.
2. Develop instructional plans and set goals based on the content to be taught/learned, knowledge of assigned students, and the instructional process.
3. Establish and maintain purposeful and equitable classroom environments.
4. Demonstrate integrity, ethical behavior and professional conduct as stated in the *Pennsylvania Code of Professional Practice and Conduct for Educators*.

**Prerequisites to the Program**

**63 credits**

**English Requirements (18)**

EDUC 252 Children's Literature - 3 credits

ENGL 101 College Composition - 3 credits

ENGL 250, 251, 252, 253, 254, OR 255 - 3 credits

ENGL 300 Topics 1 - 3 credits

ENGL 302 Linguistics - 3 credits

ENGL 365, 366 OR 367 - 3 credits

**Human Sciences Requirement (3)**

PSYC 309 The Child from Five to Fourteen - 3 credits

**Journalism and Mass Communication (3)**

COMM 101 Oral Communication and Presentation - 3 credits

**Math Requirements (12)**

MATH 150 The Mathematical Experience - 3 credits

MATH 155 General Mathematics - 3 credits

MATH 165 Basic Algebra - 3 credits

MATH 175 Elementary Statistics - 3 credits

**Science Requirements (12)**

NSET 110 Introduction to Natural Sciences I - 3 credits  
 NSET 111 Introduction to Natural Sciences II - 3 credits  
 NSET 120 Environmental Science - 3 credits  
 ESCI 105 Fundamentals of Earth Sciences - 3 credits

**Social Studies Requirements (15)**

ECON 202 Principles of Microeconomics - 3 credits  
 GCS 175 Introduction to Global Cultural Studies - 3 credits  
 HIST 203 History of U.S. I - 3 credits  
 POLS 102 American National Government - 3 credits  
 POLS 205 World Geography - 3 credits

**Department Major Requirements****51 credits**

EDUC 101 Technological Literacy for Education for the 21<sup>st</sup> Century - 3 credits  
 EDUC 220 Family and Community Diversity - 3 credits  
 EDUC 228 Educational Psychology - 3 credits  
 EDUC 250 Working with English Language Learners - 3 credits  
 EDUC 308 Teaching Social Studies - 3 credits  
 EDUC 310 Teaching Science and Health - 3 credits  
 EDUC 315 Methods of Mathematics II - 3 credits  
 EDUC 321 Literacy and Learning in Middle and Secondary Schools - 3 credits  
 EDUC 422 Data Driven Instruction - 3 credits  
 EDUC 425 Student Teaching Practicum - 12 credits  
 EDUC 432 Student Teaching Seminar - 3 credits  
 SPED 180 Special Education and Inclusive Practices - 3 credits  
 SPED 280 Positive Behavioral Interventions and Supports - 3 credits  
 SPED 380 Differentiated Instructional Practices in the Inclusive Classroom - 3 credits

**Minimum credits for B.A. degree****51 credits****Bachelor of Arts Degree with a major in Education****Leading to PA Certification Grades 4 through 8 Academic Concentration: Mathematics****Program Objectives**

1. Utilize a variety of instructional strategies.
2. Develop instructional plans and set goals based on the content to be taught/learned, knowledge of assigned students, and the instructional process.
3. Establish and maintain purposeful and equitable classroom environments.
4. Demonstrate integrity, ethical behavior and professional conduct as stated in the *Pennsylvania Code of Professional Practice and Conduct for Educators*.

**Core Requirements****42 credits****Required Courses in the Thematic Core for Education Majors**

POLS 205 World Geography – Explore the World

GCS 175 Introduction to Global Cultural Studies - Explore the World  
NSET 110 Introduction to Natural Sciences I - Investigate Science  
MATH 150 The Mathematical Experience - Investigate Math  
ECON 202 Principles of Microeconomics - Succeed in Business  
EDUC 252 Children's Literature - Become a Storyteller  
EDUC 220 Family and Community Diversity - Understand People  
EDUC 228 Educational Psychology - Understand People  
EDUC 251 Arts and Music in Teaching - Appreciate and Apply the Arts  
EDUC 101 Technological Literacy for Education for the 21<sup>st</sup> Century - Discover Technology  
EDUC 432 Student Teaching Seminar - Capstone

**Department General Requirements**

**48 credits**

**Human Sciences Requirement (3)**

PSYC 309 The Child from Five to Fourteen - 3 credits

**English/Language Arts Requirements (6)**

EDUC 321 Literacy and Learning in Middle and Secondary Schools - 3 credits

ENGL 250, 251, 252, 253, 254, OR 255 - 3 credits

**Mathematics Requirements (21)**

EDUC 315 Methods of Mathematics II - 3 credits

MATH 155 General Mathematics - 3 credits

MATH 165 Basic Algebra - 3 credits

MATH 175 Elementary Statistics - 3 credits

MATH 180 College Algebra - 3 credits

MATH 185 Trigonometry - 2 credits

MATH 190 Calculus - 4 credits

**Science Requirements (9)**

EDUC 310 Teaching Science and Health - 3 credits

NSET 111 Introduction to Natural Sciences II - 3 credits

NSET 120 Environmental Science - 3 credits OR

ESCI 105 Fundamentals of Earth Sciences - 3 credits

**Social Studies Requirement (9)**

EDUC 308 Teaching Social Studies - 3 credits

HIST 203 History of U.S. I - 3 credits

POLS 102 American National Government - 3 credits

**Department Major Requirements**

**36 credits**

EDUC 150 Introduction to the Teaching Profession - 3 credits

EDUC 222 Assessment and Adaptation - 3 credits

EDUC 250 Working with English Language Learners - 3 credits

EDUC 415 Teaching Middle and Secondary Education - 3 credits

EDUC 422 Data Driven Instruction - 3 credits

EDUC 425 Student Teaching Practicum - 12 credits

SPED 180 Special Education and Inclusive Practices - 3 credits



SPED 280 Positive Behavioral Interventions and Supports - 3 credits  
SPED 380 Differentiated Instructional Practices in the Inclusive Classroom - 3 credits

**Minimum credits for B.A. degree**

**126 credits**

**Bachelor of Arts Degree with a major in Education  
Leading to PA Certification Grades 4 through 8 (Math) and Special Education (Pre-K-8)**

**Program Objectives**

1. Utilize a variety of instructional strategies.
2. Develop instructional plans and set goals based on the content to be taught/learned, knowledge of assigned students, and the instructional process.
3. Establish and maintain purposeful and equitable classroom environments.
4. Demonstrate integrity, ethical behavior and professional conduct as stated in the *Pennsylvania Code of Professional Practice and Conduct for Educators*.

**Required Courses in the Thematic Core for Education Majors**

POLS 205 World Geography – Explore the World  
GCS 175 Introduction to Global Cultural Studies – Explore the World  
NSET 110 Introduction to Natural Sciences I – Investigate Science  
MATH 150 The Mathematical Experience – Investigate Math  
ECON 202 Principles of Microeconomics – Succeed in Business  
EDUC 252 Children’s Literature – Become a Storyteller  
EDUC 220 Family and Community Diversity – Understand People  
EDUC 228 Educational Psychology – Understand People  
EDUC 251 Arts and Music in Teaching – Appreciate and Apply the Arts  
EDUC 101 Technological Literacy for Education for the 21<sup>st</sup> Century – Discover Technology  
EDUC 432 Student Teaching Seminar - Capstone

**Department General Requirements**

**48 credits**

**Human Sciences Requirement (3)**

PSYC 309 The Child from Five to Fourteen - 3 credits

**English/Language Arts Requirements (6)**

EDUC 321 Literacy and Learning in Middle and Secondary Schools - 3 credits  
ENGL 250, 251, 252, 253, 254, OR 255 - 3 credits

**Mathematics Requirements (12)**

EDUC 315 Methods of Teaching Mathematics II -3 credits  
MATH 155 General Mathematics - 3 credits  
MATH 165 Basic Algebra - 3 credits  
MATH 175 Elementary Statistics - 3 credits  
MATH 180 College Algebra - 3 credits  
MATH 185 Trigonometry - 2 credits  
MATH 190 Calculus - 4 credits

**Science Requirements (9)**

EDUC 310 Teaching Science and Health - 3 credits  
 NSET 111 Introduction to Natural Sciences II - 3 credits  
 NSET 120 Environmental Science - 3 credits OR  
 ESCI 105 Fundamentals of Earth Sciences - 3 credits

**Social Studies Requirement (9)**

EDUC 308 Teaching Social Studies - 3 credits  
 HIST 203 History of U.S. I - 3 credits  
 POLS 102 American National Government - 3 credits

**Department Major Requirements****24 credits**

EDUC 222 Assessment and Adaptation - 3 credits  
 EDUC 250 Working with English Language Learners - 3 credits  
 EDUC 415 Teaching Middle and Secondary Education - 3 credits  
 EDUC 422 Data Driven Instruction - 3 credits  
 EDUC 425 Student Teaching Practicum - 12 credits

**Special Education Requirements****24 credits**

SPED 180 Special Education and Inclusive Practices - 3 credits  
 SPED 220 Instructional/Assistive Technology - 3 credits  
 SPED 280 Positive Behavioral Interventions and Supports - 3 credits  
 SPED 281 High Incidence Disabilities/Autism Spectrum Disorders - 3 credits  
 SPED 282 Low Incidence Disabilities - 3 credits  
 SPED 380 Differentiated Instructional Practices in the Inclusive Classroom - 3 credits  
 SPED 481 Intensive Reading, Writing, and Mathematics for Special Education - 3 credits  
 SPED 482 Effective Instructional Practices for Special Education - 3 credits

**Minimum credits for B.A. degree****138 credits**

**Post-Baccalaureate Program Bachelor of Arts Degree with a major in Education  
 Leading to PA Certification Grades 4 through 8 Academic Concentration: Mathematics**

**Program Objectives**

1. Utilize a variety of instructional strategies.
2. Develop instructional plans and set goals based on the content to be taught/learned, knowledge of assigned students, and the instructional process.
3. Establish and maintain purposeful and equitable classroom environments.
4. Demonstrate integrity, ethical behavior and professional conduct as stated in the *Pennsylvania Code of Professional Practice and Conduct for Educators*.

**Prerequisites to the Program****63 credits****English Requirements (9)**

EDUC 252 Children's Literature - 3 credits  
 ENGL 101 College Composition - 3 credits  
 ENGL 250, 251, 252, 253, 254, OR 255 - 3 credits

**Human Sciences Requirement (3)**

PSYC 309 The Child from Five to Fourteen - 3 credits

**Journalism and Mass Communication (3)**

COMM 101 Oral Communication and Presentation - 3 credits

**Math Requirements (21)**

MATH 150 The Mathematical Experience - 3 credits

MATH 155 General Mathematics - 3 credits

MATH 165 Basic Algebra - 3 credits

MATH 175 Elementary Statistics - 3 credits

MATH 180 College Algebra - 3 credits

MATH185 Trigonometry - 2 credits

MATH 190 Calculus I - 4 credits

**Science Requirements (12)**

NSET 110 Introduction to Natural Sciences I - 3 credits

NSET 111 Introduction to Natural Sciences II - 3 credits

NSET 120 Environmental Science - 3 credits

ESCI 105 Fundamentals of Earth Sciences - 3 credits

**Social Studies Requirements (15)**

ECON 202 Principles of Microeconomics - 3 credits

GCS 175 Introduction to Global Cultural Studies - 3 credits

HIST 203 History of U.S. I - 3 credits

POLS 102 American National Government - 3 credits

POLS 205 World Geography - 3 credits

**Department Major Requirements**

**51 credits**

EDUC 101 Technological Literacy for Education for the 21<sup>st</sup> Century - 3 credits

EDUC 220 Family and Community Diversity - 3 credits

EDUC 228 Educational Psychology - 3 credits

EDUC 250 Working with English Language Learners - 3 credits

EDUC 308 Teaching Social Studies - 3 credits

EDUC 310 Teaching Science and Health - 3 credits

EDUC 315 Methods of Mathematics II - 3 credits

EDUC 321 Literacy and Learning in Middle and Secondary Schools - 3 credits

EDUC 422 Data Driven Instruction - 3 credits

EDUC 425 Student Teaching Practicum - 12 credits

EDUC 432 Student Teaching Seminar - 3 credits

SPED 180 Special Education and Inclusive Practices - 3 credits

SPED 280 Positive Behavioral Interventions and Supports - 3 credits

SPED 380 Differentiated Instructional Practices in the Inclusive Classroom - 3 credits

**Minimum credits for B.A. degree**

**51 credits**

**Bachelor of Arts Degree with a major in Education  
Leading to PA Certification Grades 4 through 8 Academic Concentration: Science**

**Program Objectives**

1. Utilize a variety of instructional strategies.
2. Develop instructional plans and set goals based on the content to be taught/learned, knowledge of assigned students, and the instructional process.
3. Establish and maintain purposeful and equitable classroom environments.
4. Demonstrate integrity, ethical behavior and professional conduct as stated in the *Pennsylvania Code of Professional Practice and Conduct for Educators*.

**Core Requirements**

**42 credits**

**Required Courses in the Thematic Core for Education Majors**

POLS 205 World Geography – Explore the World  
GCS 175 Introduction to Global Cultural Studies – Explore the World  
CHEM 101 General Chemistry I – Investigate Science  
MATH 150 The Mathematical Experience – Investigate Math  
ECON 202 Principles of Microeconomics – Succeed in Business  
EDUC 252 Children’s Literature – Become a Storyteller  
EDUC 220 Family and Community Diversity – Understand People  
EDUC 228 Educational Psychology – Understand People  
EDUC 251 Arts and Music in Teaching – Appreciate and Apply the Arts  
EDUC 101 Technological Literacy for Education for the 21<sup>st</sup> Century – Discover Technology  
EDUC 432 Student Teaching Seminar - Capstone

**Department General Requirements**

**48 credits**

**Human Sciences Requirement (3)**

PSYC 309 The Child from Five to Fourteen - 3 credits

**English/Language Arts Requirements (6)**

EDUC 321 Literacy and Learning in Middle and Secondary Schools - 3 credits  
ENGL 250, 251, 252, 253, 254, OR 255 - 3 credits

**Mathematics Requirements (12)**

EDUC 315 Methods of Teaching Mathematics II -3 credits  
MATH 155 General Mathematics - 3 credits  
MATH 165 Basic Algebra - 3 credits  
MATH 175 Elementary Statistics - 3 credits

**Science Requirements (18)**

BIOL 101 General Biology I - 3 credits  
BIOL 102 General Biology II - 3 credits  
BIOL 103 General Biology Laboratory I - 1 credit  
CHEM 103 General Chemistry Laboratory I - 1 credit  
EDUC 310 Teaching Science and Health - 3 credits  
NSET 120 Environmental Science - 3 credits OR

ESCI 105 Fundamentals of Earth Sciences - 3 credits  
PHYS 101 Physics I - 3 credits  
PHYS 103 Physics Laboratory I - 1 credit

**Social Studies Requirements (9)**

EDUC 308 Teaching Social Studies - 3 credits  
HIST 203 History of U.S. I - 3 credits  
POLS 102 American National Government - 3 credits

**Department Major Requirements**

**36 credits**

EDUC 150 Introduction to the Teaching Profession - 3 credits  
EDUC 222 Assessment and Adaptations - 3 credits  
EDUC 250 Working with English Language Learners - 3 credits  
EDUC 415 Teaching Middle and Secondary Education - 3 credits  
EDUC 422 Data Driven Instruction - 3 credits  
EDUC 425 Student Teaching Practicum - 12 credits  
SPED 180 Special Education and Inclusive Practices - 3 credits  
SPED 280 Positive Behavioral Interventions and Supports - 3 credits  
SPED 380 Differentiated Instructional Practices in the Inclusive Classroom - 3 credits

**Minimum credits for B.A. degree**

**126 credits**

**Bachelor of Arts Degree with a major in Education**

**Leading to PA Certification Grades 4 through 8 (Science) and Special Education (Pre-K-8)**

**Program Objectives**

1. Utilize a variety of instructional strategies.
2. Develop instructional plans and set goals based on the content to be taught/learned, knowledge of assigned students, and the instructional process.
3. Establish and maintain purposeful and equitable classroom environments.
4. Demonstrate integrity, ethical behavior and professional conduct as stated in the *Pennsylvania Code of Professional Practice and Conduct for Educators*.

**Core Requirements**

**42 credits**

**Required Courses in the Thematic Core for Education Majors**

POLS 205 World Geography – Explore the World  
GCS 175 Introduction to Global Cultural Studies – Explore the World  
CHEM 101 General Chemistry I – Investigate Science  
MATH 150 The Mathematical Experience – Investigate Math  
ECON 202 Principles of Microeconomics – Succeed in Business  
EDUC 252 Children’s Literature – Become a Storyteller  
EDUC 220 Family and Community Diversity – Understand People  
EDUC 228 Educational Psychology – Understand People  
EDUC 251 Arts and Music in Teaching – Appreciate and Apply the Arts  
EDUC 101 Technological Literacy for Education for the 21<sup>st</sup> Century – Discover Technology  
EDUC 432 Student Teaching Seminar - Capstone

**Department General Requirements** 48 credits

**Human Sciences Requirement (3)**

PSYC 309 The Child from Five to Fourteen - 3 credits

**English/Language Arts Requirements (6)**

EDUC 321 Literacy and Learning in Middle and Secondary Schools - 3 credits

ENGL 250, 251, 252, 253, 254, OR 255 - 3 credits

**Mathematics Requirements (12)**

EDUC 315 Methods of Teaching Mathematics II -3 credits

MATH 155 General Mathematics - 3 credits

MATH 165 Basic Algebra - 3 credits

MATH 175 Elementary Statistics - 3 credits

**Science Requirements (18)**

BIOL 101 General Biology I - 3 credits

BIOL 102 General Biology II - 3 credits

BIOL 103 General Biology Laboratory I - 1 credit

CHEM 103 General Chemistry Laboratory I - 1 credit

EDUC 310 Teaching Science and Health - 3 credits

NSET 120 Environmental Science - 3 credits OR

ESCI 105 Fundamentals of Earth Sciences - 3 credits

PHYS 101 Physics I - 3 credits

PHYS 103 Physics Laboratory I - 1 credit

**Social Studies Requirements (9)**

EDUC 308 Teaching Social Studies - 3 credits

HIST 203 History of U.S. I - 3 credits

POLS 102 American National Government - 3 credits

**Department Major Requirements** 24 credits

EDUC 222 Assessment and Adaptations - 3 credits

EDUC 250 Working with English Language Learners - 3 credits

EDUC 415 Teaching Middle and Secondary Education - 3 credits

EDUC 422 Data Driven Instruction - 3 credits

EDUC 425 Student Teaching Practicum - 12 credits

**Special Education Requirements** 24 credits

SPED 180 Special Education and Inclusive Practices - 3 credits

SPED 220 Instructional/Assistive Technology - 3 credits

SPED 280 Positive Behavioral Interventions and Supports- 3 credits

SPED 281 High Incidence Disabilities/Autism Spectrum Disorders - 3 credits

SPED 282 Low Incidence Disabilities - 3 credits

SPED 380 Differentiated Instructional Practices for the Inclusive Classroom - 3 credits

SPED 481 Intensive Reading, Writing, and Mathematics for Special Education - 3 credits

SPED 482 Effective Instructional Practice for Special Education - 3 credits

Minimum credits for B.A. degree

138 credits

**Post-Baccalaureate Program Bachelor Of Arts Degree with a major in Education  
Leading to PA Certification Grades 4 through 8 Academic Concentration: Science**

**Program Objectives**

1. Utilize a variety of instructional strategies.
2. Develop instructional plans and set goals based on the content to be taught/learned, knowledge of assigned students, and the instructional process.
3. Establish and maintain purposeful and equitable classroom environments.
4. Demonstrate integrity, ethical behavior and professional conduct as stated in the *Pennsylvania Code of Professional Practice and Conduct for Educators*.

**Prerequisites to the Program**

63 credits

**English Requirements (12)**

ENGL 101 College Composition - 3 credits

COMM 101 Oral Communication and Presentation - 3 credits

EDUC 252 Children's Literature - 3 credits

ENGL 250, 251, 252, 253, 254, OR 255 - 3 credits

**Human Sciences Requirement (3)**

PSYC 309 The Child from Five to Fourteen - 3 credits

**Math Requirements (14)**

MATH 150 The Mathematical Experience - 3 credits

MATH 155 General Mathematics - 3 credits

MATH 165 Basic Algebra - 3 credits

MATH 175 Elementary Statistics - 3 credits

**Science Requirements (18)**

BIOL 101 General Biology I - 3 credits

BIOL 102 General Biology II - 3 credits

BIOL 103 General Biology Laboratory I - 1 credit

CHEM 101 General Chemistry I - 3 credits

CHEM 103 General Chemistry Laboratory I - 1 credit

NSET 120 Environmental Science - 3 credits OR

ESCI 105 Fundamentals of Earth Sciences - 3 credits

PHYS 101 Physics I - 3 credits

PHYS 103 Physics Laboratory I - 1 credit

**Social Studies Requirements (12)**

ECON 202 Principles of Microeconomics - 3 credits

GCS 175 Introduction to Global Cultural Studies - 3 credits

HIST 203 History of U.S. I - 3 credits

POLS 102 American National Government - 3 credits

POLS 205 World Geography - 3 credits

**Department Major Requirements**

**51 credits**

EDUC 101 Technological Literacy for Education for the 21<sup>st</sup> Century - 3 credits

EDUC 220 Family and Community Diversity - 3 credits

EDUC 228 Educational Psychology - 3 credits

EDUC 250 Working with English Language Learners - 3 credits

EDUC 308 Teaching Social Studies - 3 credits

EDUC 310 Teaching Science and Health - 3 credits

EDUC 315 Methods of Mathematics II - 3 credits

EDUC 321 Literacy and Learning in Middle and Secondary Schools - 3 credits

EDUC 422 Data Driven Instruction - 3 credits

EDUC 425 Student Teaching Practicum - 12 credits

EDUC 432 Student Teaching Seminar - 3 credits

SPED 180 Special Education and Inclusive Practices - 3 credits

SPED 280 Positive Behavioral Interventions and Supports - 3 credits

SPED 380 Differentiated Instructional Practices in the Inclusive Classroom - 3 credits

**Minimum credits for B.A. degree**

**51 credits**

**Bachelor of Arts Degree with a major in Education**

**Leading to PA Certification Grades 4 through 8 Academic Concentration: Social Studies**

**Program Objectives**

1. Utilize a variety of instructional strategies.
2. Develop instructional plans and set goals based on the content to be taught/learned, knowledge of assigned students, and the instructional process.
3. Establish and maintain purposeful and equitable classroom environments.
4. Demonstrate integrity, ethical behavior and professional conduct as stated in the *Pennsylvania Code of Professional Practice and Conduct for Educators*.

**Core Requirements**

**42 credits**

**Required Courses in the Thematic Core for Education Majors**

POLS 205 World Geography – Explore the World

GCS 175 Introduction to Global Cultural Studies – Explore the World

NSET110 General Chemistry I – Investigate Science

MATH 150 The Mathematical Experience – Investigate Math

ECON 202 Principles of Microeconomics – Succeed in Business

EDUC 252 Children’s Literature – Become a Storyteller

EDUC 220 Family and Community Diversity – Understand People

EDUC 228 Educational Psychology – Understand People

EDUC 251 Arts and Music in Teaching – Appreciate and Apply the Arts

EDUC 101 Technological Literacy for Education for the 21<sup>st</sup> Century – Discover Technology

EDUC 432 Student Teaching Seminar - Capstone



**Department General Requirements** 48 credits

**Human Sciences Requirement (3)**

PSYC 309 The Child from Five to Fourteen - 3 credits

**English/Language Arts Requirements (6)**

EDUC 321 Literacy and Learning in Middle and Secondary Schools - 3 credits

ENGL 250, 251, 252, 253, 254, OR 255 - 3 credits

**Mathematics Requirements (12)**

EDUC 315 Methods of Teaching Mathematics II -3 credits

MATH 155 General Mathematics - 3 credits

MATH 165 Basic Algebra - 3 credits

MATH 175 Elementary Statistics - 3 credits

**Science Requirements (9)**

EDUC 310 Teaching Science and Health - 3 credits

NSET 111 Introduction to Natural Sciences II - 3 credits

NSET 120 Environmental Science - 3 credits OR

ESCI 105 Fundamentals of Earth Sciences - 3 credits

**Social Studies Requirements (18)**

EDUC 308 Teaching Social Studies - 3 credits

HIST 203 History of U.S. I - 3 credits

HIST 204 History of the U.S. II - 3 credits

HIST 382 History of Pennsylvania: Focus on Pittsburgh - 3 credits

POLS 102 American National Government - 3 credits

POLS 202 State and Local Government - 3 credits

**Department Major Requirements**

36 credits

EDUC 150 Introduction to the Teaching Profession - 3 credits

EDUC 222 Assessment and Adaptations - 3 credits

EDUC 250 Working with English Language Learners - 3 credits

EDUC 415 Teaching Middle and Secondary Education - 3 credits

EDUC 422 Data Driven Instruction - 3 credits

EDUC 425 Student Teaching Practicum - 12 credits

SPED 180 Special Education and Inclusive Practices - 3 credits

SPED 280 Positive Behavioral Interventions and Supports - 3 credits

SPED 380 Differentiated Instructional Practices in the Inclusive Classroom - 3 credits

**Minimum credits for B.A. degree**

126 credits

**Bachelor of Arts Degree with a major in Education  
Leading to PA Certification Grades 4 through 8 (Social Studies) and Special Education  
(Pre-K-8)**

**Program Objectives**

1. Utilize a variety of instructional strategies.
2. Develop instructional plans and set goals based on the content to be taught/learned, knowledge of assigned students, and the instructional process.
3. Establish and maintain purposeful and equitable classroom environments.
4. Demonstrate integrity, ethical behavior and professional conduct as stated in the *Pennsylvania Code of Professional Practice and Conduct for Educators*.

**Core Requirements**

**42 credits**

**Required Courses in the Thematic Core for Education Majors**

POLS 205 World Geography – Explore the World  
GCS 175 Introduction to Global Cultural Studies – Explore the World  
NSET110 General Chemistry I – Investigate Science  
MATH 150 The Mathematical Experience – Investigate Math  
ECON 202 Principles of Microeconomics – Succeed in Business  
EDUC 252 Children’s Literature – Become a Storyteller  
EDUC 220 Family and Community Diversity – Understand People  
EDUC 228 Educational Psychology – Understand People  
EDUC 251 Arts and Music in Teaching – Appreciate and Apply the Arts  
EDUC 101 Technological Literacy for Education for the 21<sup>st</sup> Century – Discover Technology  
EDUC 432 Student Teaching Seminar - Capstone

**Department General Requirements**

**48 credits**

**Human Sciences Requirement (3)**

PSYC 309 The Child from Five to Fourteen 3 credits

**English/Language Arts Requirements (6)**

EDUC 321 Literacy and Learning in Middle and Secondary Schools - 3 credits  
ENGL 250, 251, 252, 253, 254, OR 255 - 3 credits

**Mathematics Requirements (12)**

EDUC 315 Methods of Teaching Mathematics II -3 credits  
MATH 155 General Mathematics - 3 credits  
MATH 165 Basic Algebra - 3 credits  
MATH 175 Elementary Statistics - 3 credits

**Science Requirements (9)**

EDUC 310 Teaching Science and Health - 3 credits  
NSET 111 Introduction to Natural Sciences II - 3 credits  
NSET 120 Environmental Science - 3 credits OR  
ESCI 105 Fundamentals of Earth Sciences - 3 credits

**Social Studies Requirements (18)**

- EDUC 308 Teaching Social Studies - 3 credits
- HIST 203 History of U.S. I - 3 credits
- HIST 204 History of the U.S. II - 3 credits
- HIST 382 History of Pennsylvania: Focus on Pittsburgh - 3 credits
- POLS 102 American National Government - 3 credits
- POLS 202 State and Local Government - 3 credits

**Department Major Requirements**

**24 credits**

- EDUC 222 Assessment and Adaptations - 3 credits
- EDUC 250 Working with English Language Learners - 3 credits
- EDUC 415 Teaching Middle and Secondary Education - 3 credits
- EDUC 422 Data Driven Instruction - 3 credits
- EDUC 425 Student Teaching Practicum - 12 credits

**Special Education Requirements**

**24 credits**

- SPED 180 Special Education and Inclusive Practices - 3 credits
- SPED 220 Instructional/Assistive Technology - 3 credits
- SPED 280 Positive Behavioral Interventions and Supports- 3 credits
- SPED 281 High Incidence Disabilities/Autism Spectrum Disorders - 3 credits
- SPED 282 Low Incidence Disabilities - 3 credits
- SPED 380 Differentiated Instructional Practices for the Inclusive Classroom - 3 credits
- SPED 481 Intensive Reading, Writing, and Mathematics for Special Education - 3 credits
- SPED 482 Effective Instructional Practice for Special Education - 3 credits

**Minimum credits for B.A. degree**

**138 credits**

**Post-Baccalaureate Program Bachelor of Arts Degree with a major in Education  
Leading to PA Certification Grades 4 through 8 Academic Concentration: Social Studies**

**Program Objectives**

1. Utilize a variety of instructional strategies.
2. Develop instructional plans and set goals based on the content to be taught/learned, knowledge of assigned students, and the instructional process.
3. Establish and maintain purposeful and equitable classroom environments.
4. Demonstrate integrity, ethical behavior and professional conduct as stated in the *Pennsylvania Code of Professional Practice and Conduct for Educators*.

**Prerequisites to the Program**

**63 credits**

**English Requirements (12)**

- ENGL 101 College Composition - 3 credits
- COMM 101 Oral Communication and Presentation - 3 credits
- EDUC 252 Children's Literature - 3 credits
- ENGL 250, 251, 252, 253, 254, OR 255 - 3 credits
- EDUC 252

**Human Sciences Requirement (3)**

PSYC 309 The Child from Five to Fourteen - 3 credits

**Math Requirements (12)**

MATH 150 The Mathematical Experience - 3 credits

MATH 155 General Mathematics - 3 credits

MATH 165 Basic Algebra - 3 credits

MATH 175 Elementary Statistics - 3 credits

**Science Requirements (12)**

ESCI 105 Fundamentals of Earth Sciences - 3 credits

NSET 110 Introduction to Natural Sciences I - 3 credits

NSET 111 Introduction to Natural Sciences II - 3 credits

NSET 120 Environmental Science - 3 credits

**Social Studies Requirements (24)**

ECON 202 Principles of Microeconomics - 3 credits

GCS 175 Introduction to Global Cultural Studies - 3 credits

HIST 203 History of U.S. I - 3 credits

HIST 204 History of the U.S. II - 3 credits

HIST 382 History of Pennsylvania: Focus on Pittsburgh - 3 credits

POLS 102 American National Government - 3 credits

POLS 202 State and Local Government - 3 credits

POLS 205 World Geography - 3 credits

**Department Major Requirements**

**51 credits**

EDUC 101 Technological Literacy for Education for the 21<sup>st</sup> Century - 3 credits

EDUC 220 Family and Community Diversity - 3 credits

EDUC 228 Educational Psychology - 3 credits

EDUC 250 Working with English Language Learners - 3 credits

EDUC 308 Teaching Social Studies - 3 credits

EDUC 310 Teaching Science and Health - 3 credits

EDUC 315 Methods of Mathematics II - 3 credits

EDUC 321 Literacy and Learning in Middle and Secondary Schools - 3 credits

EDUC 422 Data Driven Instruction - 3 credits

EDUC 425 Student Teaching Practicum - 12 credits

EDUC 432 Student Teaching Seminar - 3 credits

SPED 180 Special Education and Inclusive Practices - 3 credits

SPED 280 Positive Behavioral Interventions and Supports - 3 credits

SPED 380 Differentiated Instructional Practices in the Inclusive Classroom - 3 credits

**Minimum credits for B.A. degree**

**51 credits**

## Secondary Education

### Biological Sciences; Citizenship; English; Mathematics; Social Studies

\*All Secondary Education Programs also available with Dual Certification in Special Education Grades 7 - 12

Point Park University provides preparation for and meets certification requirements in a number of Secondary Education areas through the following baccalaureate and post-baccalaureate programs: Biological Sciences/Secondary Education, Citizenship/Secondary Education, English/Secondary Education, Mathematics/Secondary Education, and Social Studies/Secondary Education. Upon completion of these programs, students receive the appropriate baccalaureate degrees. In addition, with a minimum G.P.A of 3.0 and successful completion of the required PRAXIS exams, and demonstrated competence in student teaching, students are eligible to apply for the Instructional I certificate issued for the major area of study by the Department of Education of the Commonwealth of Pennsylvania.

Emphasizing the role of the specialist in today's educational system, the programs leading to certification at the Secondary level, allow students to integrate particular academic disciplines with a comprehensive knowledge of appropriate teaching/learning strategies. These programs are available to undergraduates in two different formats, both of which lead to PA certification: the Bachelor of Arts degree program, and the Post-Baccalaureate degree program for those individuals who have already earned a baccalaureate degree. Each of these programs is designed for those individuals wishing to teach in a public school system.

Preparation for teachers in Secondary Education is a cooperative effort between the Department of Education and the Academic Departments in which the students plan to become certified. Each student will work with two advisors: one from the Education Department and one from the department of the academic content area. Through the dual advisor relationship, students are able to best understand the sequence of the academic courses as well as the information that is necessary to ensure that all state standards are met for Pennsylvania Department of Education certification. These advisors coordinate the work of their academic content and departments with the Education Department. All secondary education majors must have the approvals of both the academic advisor as well as the Education Department advisor in order to register each semester. It is also recommended, that the student meet on a regular basis with their Education Department advisor to review their progress toward meeting all state standards.

Post-baccalaureate programs are designed in each Secondary Education area for those individuals already possessing a baccalaureate degree in an academic content area (or one that is closely related) and wishing to change careers to become a secondary classroom teacher. Entry into each of these programs requires general prerequisites. Advanced Standing credit may be granted for prerequisites and other requirements, but a minimum of 30 credits - exclusive of prerequisites - must be completed in residence in order to be eligible for a degree from Point Park University. Students must successfully complete a minimum of 24 of the required credits of the program in residence at Point Park University in order to be eligible for certification. A maximum of 9 credits granted for Experiential Learning may be included as part of the requirements for the Post-Baccalaureate Certification in Secondary Education.

## Biological Sciences / Secondary Education

### Bachelor of Science Degree with a major in Biological Sciences / Secondary Education

#### Program Objectives

1. Utilize a variety of instructional strategies.
2. Develop instructional plans and set goals based on the content to be taught/learned, knowledge of assigned students, and the instructional process.
3. Establish and maintain purposeful and equitable classroom environments.

4. Demonstrate integrity, ethical behavior and professional conduct as stated in the *Pennsylvania Code of Professional Practice and Conduct for Educators*.

**Core Requirements** **42 credits**

**Required Courses in the Thematic Core for Education Majors**

CHEM 101 General Chemistry I - Investigate Science  
MATH 180 College Algebra - Investigate Mathematics  
EDUC 220 Family and Community Diversity - Understand People  
EDUC 228 Educational Psychology - Understand People  
EDUC 101 Technological Literacy for Education for the 21<sup>st</sup> Century - Discover Technology  
EDUC 432 Student Teaching Seminar - Capstone

**Department General Requirements** **16 credits**

BIOL 101 General Biology I - 3 credits  
BIOL 102 General Biology II - 3 credits  
BIOL 103 General Biology Laboratory I - 1 credit  
BIOL 104 General Biology Laboratory II - 1 credit  
CHEM 102 General Chemistry II - 3 credits  
CHEM 103 General Chemistry Laboratory I - 1 credit  
CHEM 104 General Chemistry Laboratory II - 1 credit  
MATH 175 Elementary Statistics - 3 credits

**Department Major Requirements** **30 credits**

BIOL 205 Botany - 3 credits  
BIOL 206 Zoology - 3 credits  
BIOL 211 Human Biology - 3 credits  
BIOL 216 Introductory Microbiology - 4 credits  
BIOL 222 Introduction to Genetics - 4 credits  
BIOL 235 Introduction to Ecology - 3 credits  
BIOL 341 Environmental Health - 3 credits  
CHEM 221 Organic Chemistry - 3 credits  
PHYS 101 Physics I - 3 credits  
PHYS 103 Physics Laboratory I - 1 credit

**Education Requirements** **39 credits**

EDUC 150 Introduction to the Teaching Profession - 3 credits  
EDUC 222 Assessment and Adaptation - 3 credits  
EDUC 250 Working with English Language Learners - 3 credits  
EDUC 321 Literacy and Learning in Middle and Secondary Schools - 3 credits  
EDUC 415 Teaching Middle and Secondary Education - 3 credits  
EDUC 422 Data Driven Instruction - 3 credits  
EDUC 425 Student Teacher Practicum - 12 credits  
SPED 180 Special Education and Inclusive Practices - 3 credits  
SPED 280 Positive Behavioral Interventions and Supports - 3 credits  
SPED 380 Differentiated Instructional Practices in the Inclusive Classroom - 3 credits

**Minimum credits for B.S. degree** **127 credits**

## **Bachelor of Science Degree with a major in Biological Sciences / Secondary Education and Special Education (Grades 7-12)**

### **Program Objectives**

1. Utilize a variety of instructional strategies.
2. Develop instructional plans and set goals based on the content to be taught/learned, knowledge of assigned students, and the instructional process.
3. Establish and maintain purposeful and equitable classroom environments.
4. Demonstrate integrity, ethical behavior and professional conduct as stated in the *Pennsylvania Code of Professional Practice and Conduct for Educators*.

### **Core Requirements**

**42 credits**

#### **Required Courses in the Thematic Core for Education Majors**

CHEM 101 General Chemistry I - Investigate Science  
MATH 180 College Algebra - Investigate Mathematics  
EDUC 220 Family and Community Diversity - Understand People  
EDUC 228 Educational Psychology - Understand People  
EDUC 101 Technological Literacy for Education for the 21<sup>st</sup> Century - Discover Technology  
EDUC 432 Student Teaching Seminar - Capstone

### **Department General Requirements**

**16 credits**

BIOL 101 General Biology I - 3 credits  
BIOL 102 General Biology II - 3 credits  
BIOL 103 General Biology Laboratory I - 1 credit  
BIOL 104 General Biology Laboratory II - 1 credit  
CHEM 102 General Chemistry II - 3 credits  
CHEM 103 General Chemistry Laboratory I - 1 credit  
CHEM 104 General Chemistry Laboratory II - 1 credit  
MATH 175 Elementary Statistics - 3 credits

### **Department Major Requirements**

**30 credits**

BIOL 205 Botany - 3 credits  
BIOL 206 Zoology - 3 credits  
BIOL 211 Human Biology - 3 credits  
BIOL 216 Introductory Microbiology - 4 credits  
BIOL 222 Introduction to Genetics - 4 credits  
BIOL 235 Introduction to Ecology - 3 credits  
BIOL 341 Environmental Health - 3 credits  
CHEM 221 Organic Chemistry - 3 credits  
PHYS 101 Physics I - 3 credits  
PHYS 103 Physics Laboratory I - 1 credit

### **Education Requirements**

**27 credits**

EDUC 222 Assessment and Adaptation - 3 credits  
EDUC 250 Working with English Language Learners - 3 credits

EDUC 321 Literacy and Learning in Middle and Secondary Schools - 3 credits  
EDUC 415 Teaching Middle and Secondary Education - 3 credits  
EDUC 422 Data Driven Instruction -3 credits  
EDUC 425 Student Teacher Practicum - 12 credits

**Special Education Requirements**

**27 credits**

SPED 180 Special Education and Inclusive Practices - 3 credits  
SPED 220 Instructional/Assistive Technology - 3 credits  
SPED 280 Positive Behavioral Interventions and Supports - 3 credits  
SPED 281 High Incidence Disabilities/Autism Spectrum Disorders - 3 credits  
SPED 282 Low Incidence Disabilities - 3 credits  
SPED 380 Differentiated Instructional Practices in the Inclusive Classroom - 3 credits  
SPED 381 Secondary Transitions - 3 credits  
SPED 480 Professional Collaboration and Communication - 3 credits  
SPED 481 Intensive Reading/Writing/Mathematics for Special Education - 3 credits

**Minimum credits for B.S. degree**

**142 credits**

**Post-Baccalaureate Program Leading to  
Bachelor of Science Degree with a major in Biological Sciences / Secondary Education**

**Program Objectives**

1. Utilize a variety of instructional strategies.
2. Develop instructional plans and set goals based on the content to be taught/learned, knowledge of assigned students, and the instructional process.
3. Establish and maintain purposeful and equitable classroom environments.
4. Demonstrate integrity, ethical behavior and professional conduct as stated in the *Pennsylvania Code of Professional Practice and Conduct for Educators*.

**Prerequisites to the Program**

**49 credits**

**Humanities and Human Sciences (6)**

ENGL 101 College Composition - 3 credits  
English Literature - 3 credits

**Natural Sciences (22)**

BIOL 101 General Biology I - 3 credits  
BIOL 102 General Biology II - 3 credits  
BIOL 103 General Biology Laboratory I - 1 credit  
BIOL 104 General Biology Laboratory II - 1 credit  
CHEM 101 General Chemistry I - 3 credits  
CHEM 102 General Chemistry II - 3 credits  
CHEM 103 General Chemistry Laboratory I - 1 credit  
CHEM 104 General Chemistry Laboratory II - 1 credit  
MATH 175 Elementary Statistics - 3 credits  
MATH 180 College Algebra - 3 credits



**Education and Special Education Requirements (21)**EDUC 101 Technological Literacy for Education for the 21<sup>st</sup> Century - 3 credits

EDUC 220 Family and Community Diversity - 3 credits

EDUC 222 Assessment and Adaptation - 3 credits

EDUC 228 Educational Psychology - 3 credits

EDUC 250 Working with English Language Learners - 3 credits

SPED 180 Special Education and Inclusive Practices - 3 credits

SPED 280 Positive Behavioral Interventions and Supports - 3 credits

**Department Major Requirements****27 credits**

BIOL 205 Botany - 3 credits

BIOL 206 Zoology - 3 credits

BIOL 211 Human Biology - 3 credits

BIOL 216 Introduction to Microbiology - 4 credits

BIOL 222 Introduction to Genetics - 4 credits

BIOL 341 Environmental Health - 3 credits

CHEM 221 Organic Chemistry - 3 credits

PHYS 101 Physics I - 3 credits

PHYS 103 Physics Laboratory I - 1 credit

**Education Requirements****27 credits**

EDUC 321 Literacy and Learning in Middle and Secondary Schools - 3 credits

EDUC 415 Teaching Middle and Secondary Education - 3 credits

EDUC 422 Data Driven Instruction - 3 credits

EDUC 425 Student Teaching Practicum - 12 credits

EDUC 432 Student Teaching Seminar - 3 credits

SPED 380 Differentiated Instructional Practices in the Inclusive Classroom - 3 credits

**Minimum credits for B.S. degree****54 credits****Citizenship / Secondary Education****Bachelor of Arts Degree with a major in Citizenship / Secondary Education****Program Objectives**

1. Utilize a variety of instructional strategies.
2. Develop instructional plans and set goals based on the content to be taught/learned, knowledge of assigned students, and the instructional process.
3. Establish and maintain purposeful and equitable classroom environments.
4. Demonstrate integrity, ethical behavior and professional conduct as stated in the *Pennsylvania Code of Professional Practice and Conduct for Educators*.

**Core Requirements****42 credits****Required Courses in the Thematic Core for Education Majors**

HIST 201 History of Western Civilization I – Explore the World

HIST 202 Western Civilization since the Sixteenth Century – Explore the World

MATH 150 The Mathematical Experience – Investigate Mathematics

ECON 202 Principles of Microeconomics – Succeed in Business  
EDUC 220 Family and Community Diversity – Understand People  
EDUC 228 Educational Psychology – Understand People  
EDUC 101 Technological Literacy for Education for the 21<sup>st</sup> Century – Discover Technology  
EDUC 432 Student Teaching Seminar - Capstone

**Department General Requirements** **9 credits**

**Social Sciences (6)**

POLS 102 American National Government - 3 credits  
POLS 250 Introduction to the Study of Government Systems - 3 credits

**Natural Sciences (3)**

MATH elective - 3 credits

**Department Major Requirements** **30 credits**

ECON 201 Principles of Macroeconomics - 3 credits  
ECON 421 International Economics - 3 credits  
HIST 203 History of the U.S. I - 3 credits  
HIST 204 History of the U.S. II - 3 credits  
HIST 382 History of Pennsylvania: Focus on Pittsburgh - 3 credits  
POLS 205 World Geography - 3 credits  
POLS 335 American Foreign Policy - 3 credits  
POLS 372 International Relations - 3 credits  
POLS 401 Political Thought and Theory - 3 credits  
POLS 402 Constitutional Law - 3 credits

**Education Requirements** **39 credits**

EDUC 150 Introduction to the Teaching Profession - 3 credits  
EDUC 222 Assessment and Adaptation - 3 credits  
EDUC 250 Working with English Language Learners - 3 credits  
EDUC 321 Literacy and Learning in Secondary School - 3 credits  
EDUC 415 Teaching Middle and Secondary Education - 3 credits  
EDUC 422 Data Driven Instruction - 3 credits  
EDUC 425 Student Teaching Practicum - 12 credits  
SPED 180 Special Education and Inclusive Practices - 3 credits  
SPED 280 Positive Behavioral Interventions and Supports - 3 credits  
SPED 380 Differentiated Instructional Practices in the Inclusive Classroom - 3 credits

**Minimum credits for B.A. degree** **120 credits**

## **Bachelor of Arts Degree with a major in Citizenship / Secondary Education and Special Education (Grades 7-12)**

### **Program Objectives**

1. Utilize a variety of instructional strategies.
2. Develop instructional plans and set goals based on the content to be taught/learned, knowledge of assigned students, and the instructional process.
3. Establish and maintain purposeful and equitable classroom environments.
4. Demonstrate integrity, ethical behavior and professional conduct as stated in the *Pennsylvania Code of Professional Practice and Conduct for Educators*.

### **Core Requirements**

**42 credits**

#### **Required Courses in the Thematic Core for Education Majors**

HIST 201 History of Western Civilization I - Explore the World

HIST 202 Western Civilization since the Sixteenth Century - Explore the World

MATH 150 The Mathematical Experience - Investigate Mathematics

ECON 202 Principles of Microeconomics - Succeed in Business

EDUC 220 Family and Community Diversity - Understand People

EDUC 228 Educational Psychology - Understand People

EDUC 101 Technological Literacy for Education for the 21<sup>st</sup> Century - Discover Technology

EDUC 432 Student Teaching Seminar - Capstone

### **Department General Requirements**

**9 credits**

#### **Social Sciences (6)**

POLS 102 American National Government - 3 credits

POLS 250 Introduction to the Study of Government Systems - 3 credits

#### **Natural Sciences (3)**

MATH 100+ level - 3 credits

### **Department Major Requirements**

**30 credits**

ECON 201 Principles of Macroeconomics - 3 credits

ECON 421 International Economics - 3 credits

HIST 203 History of the U.S. I - 3 credits

HIST 204 History of the U.S. II - 3 credits

HIST 382 History of Pennsylvania: Focus on Pittsburgh - 3 credits

POLS 205 World Geography - 3 credits

POLS 335 American Foreign Policy - 3 credits

POLS 372 International Relations - 3 credits

POLS 401 Political Thought and Theory - 3 credits

POLS 402 Constitutional Law - 3 credits

### **Education Requirements**

**30 credits**

EDUC 150 Introduction to the Teaching Profession - 3 credits

EDUC 222 Assessment and Adaptation - 3 credits

EDUC 250 Working with English Language Learners - 3 credits

EDUC 321 Literacy and Learning in Middle and Secondary Schools - 3 credits  
EDUC 415 Teaching Middle and Secondary Education - 3 credits  
EDUC 422 Data Driven Instruction - 3 credits  
EDUC 425 Student Teaching Practicum - 12 credits

**Special Education Requirements**

**27 credits**

SPED 180 Special Education and Inclusive Practices - 3 credits  
SPED 220 Instructional/Assistive Technology - 3 credits  
SPED 280 Positive Behavioral Interventions and Supports - 3 credits  
SPED 281 High Incidence Disabilities/Autism Spectrum Disorders - 3 credits  
SPED 282 Low Incidence Disabilities - 3 credits  
SPED 380 Differentiated Instructional Practices in the Inclusive Classroom - 3 credits  
SPED 381 Secondary Transitions - 3 credits  
SPED 480 Professional Collaboration and Communication - 3 credits  
SPED 481 Intensive Reading/Writing/Mathematics for Special Education - 3 credits

**Minimum credits for B.A. degree**

**138 credits**

**Post-Baccalaureate Program Leading to Bachelor of Arts Degree with a major in Citizenship / Secondary Education**

**Program Objectives**

1. Utilize a variety of instructional strategies.
2. Develop instructional plans and set goals based on the content to be taught/learned, knowledge of assigned students, and the instructional context.
3. Establish and maintain purposeful and equitable classroom environments.
4. Demonstrate integrity, ethical behavior and professional conduct as stated in the *Pennsylvania Code of Professional Practice and Conduct for Educators*.

**Prerequisites to the Program**

**48 credits**

**Humanities and Human Sciences (6)**

ENGL 101 College Composition - 3 credits  
English Literature Elective - 3 credits

**Natural Sciences (6)**

Mathematics Elective - 3 credits  
Mathematics Elective - 3 credits

**Social Sciences (15)**

HIST 201 Western Civilization I - 3 credits  
HIST 202 Western Civilization since the Sixteenth Century - 3 credits  
HIST 382 History of Pennsylvania: Focus on Pittsburgh - 3 credits  
POLS 102 American National Government - 3 credits  
POLS 250 Introduction to the Study of Government Systems - 3 credits

**Education and Special Education Requirements (21)**

EDUC 101 Technological Literacy for Education for the 21<sup>st</sup> Century - 3 credits  
 EDUC 220 Family and Community Diversity - 3 credits  
 EDUC 222 Assessment and Adaptation - 3 credits  
 EDUC 228 Educational Psychology - 3 credits  
 EDUC 250 Working with English Language Learners - 3 credits  
 SPED 180 Special Education and Inclusive Practices - 3 credits  
 SPED 280 Positive Behavioral Interventions and Supports - 3 credits

**Department Major Requirements****30 credits**

ECON 201 Introduction to Macroeconomics - 3 credits  
 ECON 202 Introduction to Microeconomics - 3 credits  
 ECON 421 International Economics - 3 credits  
 HIST 203 History of the U.S. I - 3 credits  
 HIST 204 History of the U.S. II - 3 credits  
 POLS 205 World Geography - 3 credits  
 POLS 335 American Foreign Policy - 3 credits  
 POLS 372 International Relations - 3 credits  
 POLS 401 Political Thought and Theory - 3 credits  
 POLS 402 Constitutional Law - 3 credits

**Education Requirements****27 credits**

EDUC 321 Literacy and Learning in Middle and Secondary Schools - 3 credits  
 EDUC 415 Teaching Middle and Secondary Education - 3 credits  
 EDUC 422 Data Driven Instruction - 3 credits  
 EDUC 425 Student Teaching Practicum - 12 credits  
 EDUC 432 Student Teaching Seminar - 3 credits  
 SPED 380 Differentiated Instructional Practices in the Inclusive Classroom - 3 credits

**Minimum credits for B.A. degree****57 credits****English / Secondary Education****Bachelor of Arts Degree with a major in English / Secondary Education****Program Objectives**

1. Utilize a variety of instructional strategies.
2. Develop instructional plans and set goals based on the content to be taught/learned, knowledge of assigned students, and the instructional process.
3. Establish and maintain purposeful and equitable classroom environments.
4. Demonstrate integrity, ethical behavior and professional conduct as stated in the *Pennsylvania Code of Professional Practice and Conduct for Educators*.

**Core Requirements****42 credits****Required Courses in the Thematic Core for Education Majors**

EDUC 252 Children's Literature – Become a Storyteller  
 EDUC 220 Family and Community Diversity – Understand People

EDUC 228 Educational Psychology – Understand People  
EDUC 101 Technological Literacy for Education for the 21<sup>st</sup> Century – Discover Technology  
EDUC 432 Student Teaching Seminar - Capstone

**Department General Requirements** 9 credits

**Humanities and Human Sciences (6)**

ENGL 250 or 251 World Literature I or II - 3 credits  
ENGL 252, 253, 254, 255 or Advanced Composition - 3 credits

**Natural Sciences (3)**

MATH elective - 3 credits

**Department Major Requirements** 30 credits

ENGL 300 level or above - 3 credits  
ENGL 300 level or above - 3 credits  
ENGL 302 Linguistics - 3 credits  
ENGL 365, 366 OR 367 - 3 credits  
ENGL 314 Shakespeare - 3 credits  
ENGL 325 American Literature Survey I - 3 credits  
ENGL 326 American Literature Survey II - 3 credits  
ENGL 338 Literary Criticism - 3 credits

**Choose two courses:**

ENGL 311 The English Novel - 3 credits  
ENGL 318 English Drama - 3 credits  
ENGL 323 British Literature I - 3 credits  
ENGL 324 British Literature II - 3 credits  
ENGL 360 Major British Authors - 3 credits

**Education Requirements** 39 credits

EDUC 150 Introduction to the Teaching Profession - 3 credits  
EDUC 222 Assessment and Adaptation - 3 credits  
EDUC 250 Working with English Language Learners - 3 credits  
EDUC 321 Literacy and Learning in Secondary School - 3 credits  
EDUC 415 Teaching Middle and Secondary Education - 3 credits  
EDUC 422 Data Driven Instruction - 3 credits  
EDUC 425 Student Teaching Practicum - 12 credits  
SPED 180 Special Education and Inclusive Practices - 3 credits  
SPED 280 Positive Behavioral Interventions and Supports - 3 credits  
SPED 380 Differentiated Instructional Practices in the Inclusive Classroom - 3 credits

**Minimum credits for B.A. degree** 120 credits

## **Bachelor of Arts Degree Leading to Dual Certification in English / Secondary Education and Special Education (Grades 7-12)**

### **Program Objectives**

1. Utilize a variety of instructional strategies.
2. Develop instructional plans and set goals based on the content to be taught/learned, knowledge of assigned students, and the instructional process.
3. Establish and maintain purposeful and equitable classroom environments.
4. Demonstrate integrity, ethical behavior and professional conduct as stated in the *Pennsylvania Code of Professional Practice and Conduct for Educators*.

### **Core Requirements**

**42 credits**

#### **Required Courses in the Thematic Core for Education Majors**

EDUC 252 Children's Literature - Become a Storyteller

EDUC 220 Family and Community Diversity - Understand People

EDUC 228 Educational Psychology - Understand People

EDUC 101 Technological Literacy for Education for the 21<sup>st</sup> Century - Discover Technology

EDUC 432 Student Teaching Seminar - Capstone

### **Department General Requirements**

**9 credits**

#### **Humanities and Human Sciences (6)**

ENGL 250 or 251 World Literature I or II - 3 credits

ENGL 252, 253, 254, 255 or Advanced Composition - 3 credits

#### **Natural Sciences (3)**

MATH elective - 3 credits

### **Department Major Requirements**

**30 credits**

ENGL 300 level or above - 3 credits

ENGL 300 level or above - 3 credits

ENGL 302 Linguistics - 3 credits

ENGL 365, 366 OR 367 - 3 credits

ENGL 314 Shakespeare - 3 credits

ENGL 325 American Literature Survey I - 3 credits

ENGL 326 American Literature Survey II - 3 credits

ENGL 338 Literary Criticism - 3 credits

#### **Choose two courses:**

ENGL 311 The English Novel - 3 credits

ENGL 318 English Drama - 3 credits

ENGL 323 British Literature I - 3 credits

ENGL 324 British Literature II - 3 credits

ENGL 360 Major British Authors - 3 credits

### **Education Requirements**

**30 credits**

EDUC 150 Introduction to the Teaching Profession - 3 credits

EDUC 222 Assessment and Adaptation - 3 credits  
EDUC 250 Working with English Language Learners - 3 credits  
EDUC 321 Literacy and Learning in Middle and Secondary Schools - 3 credits  
EDUC 415 Teaching Middle and Secondary Education - 3 credits  
EDUC 422 Data Driven Instruction - 3 credits  
EDUC 425 Student Teaching Practicum - 12 credits

**Special Education Requirements**

**27 credits**

SPED 180 Special Education and Inclusive Practices - 3 credits  
SPED 220 Instructional/Assistive Technology - 3 credits  
SPED 280 Positive Behavioral Interventions and Supports - 3 credits  
SPED 281 High Incidence Disabilities/Autism Spectrum Disorders - 3 credits  
SPED 282 Low Incidence Disabilities - 3 credits  
SPED 380 Differentiated Instructional Practices for the Inclusive Classroom - 3 credits  
SPED 381 Secondary Transitions - 3 credits  
SPED 480 Professional Collaboration and Communication - 3 credits  
SPED 481 Intensive Reading/Writing/Math – Special Education - 3 credits

**Minimum credits for B.A. degree**

**138 credits**

**Post-Baccalaureate Program Leading to Bachelor of Arts Degree with a major in English  
/ Secondary Education**

**Program Objectives**

1. Utilize a variety of instructional strategies.
2. Develop instructional plans and set goals based on the content to be taught/learned, knowledge of assigned students, and the instructional process.
3. Establish and maintain purposeful and equitable classroom environments.
4. Demonstrate integrity, ethical behavior and professional conduct as stated in the *Pennsylvania Code of Professional Practice and Conduct for Educators*.

**Prerequisites to the Program**

**18 credits**

**Humanities and Human Sciences (9)**

English Composition Elective - 3 credits  
English Literature Elective - 3 credits  
ENGL 250 or 251 World Literature I or II - 3 credits

**Journalism and Mass Communication (3)**

COMM 101 Oral Communication and Presentation - 3 credits

**Natural Sciences (6)**

Mathematics elective - 3 credits  
Mathematics elective - 3 credits



**Education and Special Education Requirements (24)**

EDUC 101 Technological Literacy for Education for the 21<sup>st</sup> Century - 3 credits  
EDUC 220 Family and Community Diversity - 3 credits  
EDUC 222 Assessment and Adaptation - 3 credits  
EDUC 228 Educational Psychology - 3 credits  
EDUC 250 Working with English Language Learners - 3 credits  
EDUC 252 Children's Literature - 3 credits  
SPED 180 Special Education and Inclusive Practices - 3 credits  
SPED 280 Positive Behavioral Interventions and Supports - 3 credits

**Department Major Requirements**

**24 credits**

ENGL 300 level or above - 3 credits  
ENGL 300 level or above - 3 credits  
ENGL 302 Linguistics - 3 credits  
ENGL 314 Shakespeare - 3 credits  
ENGL 325 American Literature I - 3 credits  
ENGL 326 American Literature II - 3 credits  
ENGL 338 Literary Criticism - 3 credits

**Choose two courses:**

ENGL 311 The English Novel - 3 credits  
ENGL 318 English Drama - 3 credits  
ENGL 323 British Literature I - 3 credits  
ENGL 324 British Literature II - 3 credits  
ENGL 360 Major British Authors - 3 credits

**Education Requirements**

**27 credits**

EDUC 321 Literacy and Learning in Middle and Secondary Schools - 3 credits  
EDUC 415 Teaching Middle and Secondary Education - 3 credits  
EDUC 422 Data Driven Instruction -3 credits  
EDUC 425 Student Teaching Practicum - 12 credits  
EDUC 432 Student Teaching Seminar - 3 credits  
SPED 380 Differentiated Instructional Practices in the Inclusive Classroom - 3 credits

**Minimum credits for B.A. degree**

**57 credits**

**Mathematics / Secondary Education**

**Bachelor of Science Degree with a major in Mathematics / Secondary Education**

**Program Objectives**

1. Utilize a variety of instructional strategies.
2. Develop instructional plans and set goals based on the content to be taught/learned, knowledge of assigned students, and the instructional process.
3. Establish and maintain purposeful and equitable classroom environments.
4. Demonstrate integrity, ethical behavior and professional conduct as stated in the *Pennsylvania Code of Professional Practice and Conduct for Educators*.

**Core Requirements** 42 credits

**Required Courses in the Thematic Core for Education Majors**

MATH 180 College Algebra - Investigate Mathematics

EDUC 220 Family and Community Diversity - Understand People

EDUC 228 Educational Psychology - Understand People

EDUC 101 Technological Literacy for Education for the 21<sup>st</sup> Century - Discover Technology

EDUC 432 Student Teaching Seminar - Capstone

**Department General Requirements** 3credits

**Natural Sciences (3)**

NSET 101 Introduction to Natural Sciences and Engineering Technology - 3 credits

**Department Major Requirements** 32 credits

MATH 175 Elementary Statistics - 3 credits

MATH 185 Trigonometry - 2 credits

MATH 190 Calculus I - 4 credits

MATH 210 Calculus II - 4 credits

MATH 220 Discrete Mathematics - 3 credits

MATH 230 Linear Algebra I - 3 credits

MATH 300 Calculus III - 4 credits

MATH 310 Differential Equations - 3 credits

MATH 340 Modern Applied Algebra - 3 credits

MATH 410 Geometry - 3 credits

**Education Requirements** 39 credits

EDUC 150 Introduction to the Teaching Profession - 3 credits

EDUC 222 Assessment and Adaptation - 3 credits

EDUC 250 Working with English Language Learners - 3 credits

EDUC 321 Literacy and Learning in Middle and Secondary Schools - 3 credits

EDUC 415 Methods of Teaching Secondary Education - 3 credits

EDUC 422 Data Driven Instruction -3 credits

EDUC 425 Student Teaching Practicum - 12 credits

SPED 180 Special Education and Inclusive Practices - 3 credits

SPED 280 Positive Behavioral Interventions and Supports - 3 credits

SPED 380 Differentiated Instructional Practices in the Inclusive Classroom - 3 credits

**General Electives** 6 credits

**Minimum credits for B.S. degree** 122 credits

## **Bachelor of Science Degree with a major in Mathematics / Secondary Education and Special Education (Grades 7-12)**

### **Program Objectives**

1. Utilize a variety of instructional strategies.
2. Develop instructional plans and set goals based on the content to be taught/learned, knowledge of assigned students, and the instructional process.
3. Establish and maintain purposeful and equitable classroom environments.
4. Demonstrate integrity, ethical behavior and professional conduct as stated in the *Pennsylvania Code of Professional Practice and Conduct for Educators*.

### **Core Requirements**

**36 credits**

#### **Required Courses in the Thematic Core for Education Majors**

MATH 180 College Algebra - Investigate Mathematics  
EDUC 220 Family and Community Diversity - Understand People  
EDUC 228 Educational Psychology - Understand People  
EDUC 101 Technological Literacy for Education for the 21<sup>st</sup> Century - Discover Technology  
EDUC 432 Student Teaching Seminar - Capstone

### **Department General Requirements**

**3 credits**

#### **Natural Sciences (3)**

NSET 101 Introduction to Natural Sciences and Engineering Technology - 3 credits

### **Department Major Requirements**

**32 credits**

MATH 175 Elementary Statistics - 3 credits  
MATH 185 Trigonometry - 2 credits  
MATH 190 Calculus I - 4 credits  
MATH 210 Calculus II - 4 credits  
MATH 220 Discrete Mathematics - 3 credits  
MATH 230 Linear Algebra I - 3 credits  
MATH 300 Calculus III - 4 credits  
MATH 310 Differential Equations - 3 credits  
MATH 340 Modern Applied Algebra - 3 credits  
MATH 410 Geometry - 3 credits

### **Education Requirements**

**30 credits**

EDUC 150 Introduction to the Teaching Profession - 3 credits  
EDUC 222 Assessment and Adaptation - 3 credits  
EDUC 250 Working with English Language Learners - 3 credits  
EDUC 321 Literacy and Learning in Middle and Secondary Schools - 3 credits  
EDUC 415 Teaching Middle and Secondary Education - 3 credits  
EDUC 422 Data Driven Instruction - 3 credits  
EDUC 425 Student Teaching Practicum - 12 credits

### **Special Education Requirements**

**27 credits**

SPED 180 Special Education and Inclusive Practices - 3 credits

SPED 220 Instructional/Assistive Technology - 3 credits  
SPED 280 Positive Behavioral Interventions and Supports - 3 credits  
SPED 281 High Incidence Disabilities/Autism Spectrum Disorders - 3 credits  
SPED 282 Low Incidence Disabilities - 3 credits  
SPED 380 Differentiated Instructional Practices for the Inclusive Classroom - 3 credits  
SPED 381 Secondary Transitions - 3 credits  
SPED 480 Professional Collaboration and Communication - 3 credits  
SPED 481 Intensive Reading/Writing/Math – Special Education - 3 credits

**Minimum credits for B.S. degree**

**134 credits**

### **Post-Baccalaureate Program Leading to Bachelor of Science Degree with a major in Mathematics / Secondary Education**

#### **Program Objectives**

1. Utilize a variety of instructional strategies.
2. Develop instructional plans and set goals based on the content to be taught/learned, knowledge of assigned students, and the instructional process.
3. Establish and maintain purposeful and equitable classroom environments.
4. Demonstrate integrity, ethical behavior and professional conduct as stated in the *Pennsylvania Code of Professional Practice and Conduct for Educators*.

#### **Prerequisites to the Program**

**30-31 credits**

##### **Humanities and Human Sciences (6)**

English Composition Elective - 3 credits

English Literature Elective - 3 credits

##### **Computer Science (3-4)**

Computer Programming Language CMPS 200+ level - 3-4 credits

##### **Education and Special Education Requirements (21)**

EDUC 101 Technological Literacy for Education for the 21<sup>st</sup> Century - 3 credits

EDUC 220 Family and Community Diversity - 3 credits

EDUC 222 Assessment and Adaptation - 3 credits

EDUC 228 Educational Psychology - 3 credits

EDUC 250 Working with English Language Learners - 3 credits

SPED 180 Special Education and Inclusive Practices - 3 credits

SPED 280 Positive Behavioral Interventions and Supports - 3 credits

##### **Department Major Requirements**

**32 credits**

MATH 175 Elementary Statistics - 3 credits

MATH 185 Trigonometry - 2 credits

MATH 190 Calculus I - 4 credits

MATH 210 Calculus II - 4 credits

MATH 220 Discrete Mathematics - 3 credits

MATH 230 Linear Algebra I - 3 credits

MATH 300 Calculus III - 4 credits  
MATH 310 Differential Equations - 3 credits  
MATH 340 Modern Applied Algebra - 3 credits  
MATH 410 Geometry - 3 credits

**Education Requirements**

**27 credits**

EDUC 321 Literacy and Learning in Middle and Secondary Schools - 3 credits  
EDUC 415 Teaching Middle and Secondary Education - 3 credits  
EDUC 422 Data Driven Instruction -3 credits  
EDUC 425 Student Teaching Practicum - 12 credits  
EDUC 432 Student Teaching Seminar - 3 credits  
SPED 380 Differentiated Instructional Practices in the Inclusive Classroom - 3 credits

**Minimum credits for B.S. degree**

**59 credits**

## **Social Studies / Secondary Education**

### **Bachelor of Arts Degree with a major in Social Studies / Secondary Education**

**Program Objectives**

5. Utilize a variety of instructional strategies.
6. Develop instructional plans and set goals based on the content to be taught/learned, knowledge of assigned students, and the instructional process.
7. Establish and maintain purposeful and equitable classroom environments.
8. Demonstrate integrity, ethical behavior and professional conduct as stated in the *Pennsylvania Code of Professional Practice and Conduct for Educators*.

**Core Requirements**

**42 credits**

**Required Courses in the Thematic Core for Education Majors**

HIST 201 History of Western Civilization I – Explore the World  
HIST 202 Western Civilization since the Sixteenth Century – Explore the World  
MATH 150 The Mathematical Experience – Investigate Mathematics  
ECON 202 Principles of Microeconomics – Succeed in Business  
EDUC 220 Family and Community Diversity – Understand People  
EDUC 228 Educational Psychology – Understand People  
EDUC 101 Technological Literacy for Education for the 21<sup>st</sup> Century – Discover Technology  
EDUC 432 Student Teaching Seminar - Capstone

**Department General Requirements**

**3 credits**

**Natural Sciences (3)**

MATH elective - 3 credits

**Department Major Requirements**

**36 credits**

ECON 201 Principles of Macroeconomics - 3 credits  
ECON 421 International Economics - 3 credits  
GCS 175 Introduction to Global Cultural Studies - 3 credits

GCS 225 Anthropology of Belief - 3 credits OR  
 GCS 310 Human Rights in Theory & Practice - 3 credits  
 HIST 203 History of the U.S. I - 3 credits  
 HIST 204 History of the U.S. II - 3 credits  
 HIST 382 History of Pennsylvania: Focus on Pittsburgh - 3 credits  
 POLS 102 American National Government - 3 credits  
 POLS 205 World Geography - 3 credits  
 POLS 335 American Foreign Policy - 3 credits OR  
 POLS 372 International Relations - 3 credits  
 POLS 402 Constitutional Law - 3 credits  
 PSYC 213 Social Psychology - 3 credits

**Education Requirements**

**39 credits**

EDUC 150 Introduction to the Teaching Profession - 3 credits  
 EDUC 222 Assessment and Adaptation - 3 credits  
 EDUC 250 Working with English Language Learners - 3 credits  
 EDUC 321 Literacy and Learning in Secondary School - 3 credits  
 EDUC 415 Teaching Middle and Secondary Education - 3 credits  
 EDUC 422 Data Driven Instruction - 3 credits  
 EDUC 425 Student Teaching Practicum - 12 credits  
 SPED 180 Special Education and Inclusive Practices - 3 credits  
 SPED 280 Positive Behavioral Interventions and Supports - 3 credits  
 SPED 380 Differentiated Instructional Practices in the Inclusive Classroom - 3 credits

**Minimum credits for B.A. degree**

**120 credits**

**Bachelor of Arts Degree with a major in  
 Social Studies / Secondary Education and Special Education (Grades 7-12)**

**Program Objectives**

5. Utilize a variety of instructional strategies.
6. Develop instructional plans and set goals based on the content to be taught/learned, knowledge of assigned students, and the instructional process.
7. Establish and maintain purposeful and equitable classroom environments.
8. Demonstrate integrity, ethical behavior and professional conduct as stated in the *Pennsylvania Code of Professional Practice and Conduct for Educators*.

**Core Requirements**

**42 credits**

**Required Courses in the Thematic Core for Education Majors**

HIST 201 History of Western Civilization I – Explore the World  
 HIST 202 Western Civilization since the Sixteenth Century – Explore the World  
 MATH 150 The Mathematical Experience – Investigate Mathematics  
 ECON 202 Principles of Microeconomics – Succeed in Business  
 EDUC 220 Family and Community Diversity – Understand People  
 EDUC 228 Educational Psychology – Understand People

EDUC 101 Technological Literacy for Education for the 21<sup>st</sup> Century - Discover Technology  
EDUC 432 Student Teaching Seminar - Capstone

**Department General Requirements** 3 credits  
**Natural Sciences (3)**  
MATH 100+ level - 3 credits

**Department Major Requirements** 36 credits  
ECON 201 Principles of Macroeconomics - 3 credits  
ECON 421 International Economics - 3 credits  
GCS 175 Introduction to Global Cultural Studies - 3 credits  
GCS 225 Anthropology of Belief - 3 credits OR  
GCS 310 Human Rights in Theory & Practice - 3 credits  
HIST 203 History of the U.S. I - 3 credits  
HIST 204 History of the U.S. II - 3 credits  
HIST 382 History of Pennsylvania: Focus on Pittsburgh - 3 credits  
POLS 102 American National Government - 3 credits  
POLS 205 World Geography - 3 credits  
POLS 335 American Foreign Policy - 3 credits OR  
POLS 372 International Relations - 3 credits  
POLS 402 Constitutional Law - 3 credits  
PSYC 213 Social Psychology - 3 credits

**Education Requirements** 30 credits  
EDUC 150 Introduction to the Teaching Profession - 3 credits  
EDUC 222 Assessment and Adaptation - 3 credits  
EDUC 250 Working with English Language Learners - 3 credits  
EDUC 321 Literacy and Learning in Middle and Secondary Schools - 3 credits  
EDUC 415 Teaching Middle and Secondary Education - 3 credits  
EDUC 422 Data Driven Instruction - 3 credits  
EDUC 425 Student Teaching Practicum - 12 credits

**Special Education Requirements** 27 credits  
SPED 180 Special Education and Inclusive Practices - 3 credits  
SPED 220 Instructional/Assistive Technology - 3 credits  
SPED 280 Positive Behavioral Interventions and Supports - 3 credits  
SPED 281 High Incidence Disabilities/Autism Spectrum Disorders - 3 credits  
SPED 282 Low Incidence Disabilities - 3 credits  
SPED 380 Differentiated Instructional Practices in the Inclusive Classroom - 3 credits  
SPED 381 Secondary Transitions - 3 credits  
SPED 480 Professional Collaboration and Communication - 3 credits  
SPED 481 Intensive Reading/Writing/Mathematics for Special Education - 3 credits

**Minimum credits for B.A. degree** 138 credits

## Post-Baccalaureate Program Leading to Bachelor of Arts Degree with a major in Social Studies / Secondary Education

### Program Objectives

5. Utilize a variety of instructional strategies.
6. Develop instructional plans and set goals based on the content to be taught/learned, knowledge of assigned students, and the instructional context.
7. Establish and maintain purposeful and equitable classroom environments.
8. Demonstrate integrity, ethical behavior and professional conduct as stated in the *Pennsylvania Code of Professional Practice and Conduct for Educators*.

### Prerequisites to the Program

54 credits

#### Humanities and Human Sciences (6)

ENGL 101 College Composition - 3 credits

English Literature Elective - 3 credits

#### Natural Sciences (6)

Mathematics Elective - 3 credits

Mathematics Elective - 3 credits

#### Social Sciences (21)

HIST 201 Western Civilization I - 3 credits

HIST 202 Western Civilization since the Sixteenth Century - 3 credits

HIST 382 History of Pennsylvania: Focus on Pittsburgh - 3 credits

POLS 102 American National Government - 3 credits

PSYC 213 Social Psychology - 3 credits

GCS 175 Introduction to Global Cultural Studies - 3 credits

GCS 225 Anthropology of Belief - 3 credits OR

GCS 310 Human Rights in Theory & Practice - 3 credits

#### Education and Special Education Requirements (21)

EDUC 101 Technological Literacy for Education for the 21<sup>st</sup> Century - 3 credits

EDUC 220 Family and Community Diversity - 3 credits

EDUC 222 Assessment and Adaptation - 3 credits

EDUC 228 Educational Psychology - 3 credits

EDUC 250 Working with English Language Learners - 3 credits

SPED 180 Special Education and Inclusive Practices - 3 credits

SPED 280 Positive Behavioral Interventions and Supports - 3 credits

#### Department Major Requirements

24 credits

ECON 201 Introduction to Macroeconomics - 3 credits

ECON 202 Introduction to Microeconomics - 3 credits

ECON 421 International Economics - 3 credits

HIST 203 History of the U.S. I - 3 credits

HIST 204 History of the U.S. II - 3 credits

POLS 205 World Geography - 3 credits



POLS 335 American Foreign Policy - 3 credits OR  
POLS 372 International Relations - 3 credits  
POLS 402 Constitutional Law - 3 credits

**Education Requirements**

**27 credits**

EDUC 321 Literacy and Learning in Middle and Secondary Schools - 3 credits  
EDUC 415 Teaching Middle and Secondary Education - 3 credits  
EDUC 422 Data Driven Instruction -3 credits  
EDUC 425 Student Teaching Practicum - 12 credits  
EDUC 432 Student Teaching Seminar - 3 credits  
SPED 380 Differentiated Instructional Practices in the Inclusive Classroom - 3 credits

**Minimum credits for B.A. degree**

**51 credits**

## **Early Childhood Education**

### **Associate of Arts Degree with a major in Early Childhood Education**

**Program Objectives**

1. Utilize a variety of instructional strategies.
2. Develop instructional plans and set goals based on the content to be taught/learned, knowledge of assigned students, and the instructional process.
3. Establish and maintain purposeful and equitable classroom environments.
4. Demonstrate integrity, ethical behavior and professional conduct as stated in the *Pennsylvania Code of Professional Practice and Conduct for Educators*.

**Core Requirements**

**42 credits**

**Department General Requirements**

**9 credits**

**Humanities and Human Sciences (6)**

POLS 102 American National Government -3 credits  
PSYC 209 The Child from Conception to Nine - 3 credits

**Natural Sciences (3)**

MATH 155 General Mathematics- 3 credits

**Department Major Requirements**

**27 credits**

EDUC 120 Building Family Partnerships - 3 credits  
EDUC 150 Introduction to Teaching Profession OR  
EDUC 220 Family and Community Diversity - 3 credits  
EDUC 222 Assessment and Adaptation - 3 credits  
EDUC 228 Educational Psychology - 3 credits  
EDUC 250 English Language Learning - 3 credits  
EDUC 251 Arts and Music in Teaching - 3 credits  
SPED 180 Special Education and Inclusive Practices - 3 credits  
SPED 280 Positive Behavioral Interventions and Supports - 3 credits

Minimum credits for A.A. degree

66 credits

## Instructional Studies

The program, leading to the Bachelor of Arts degree with a major in Instructional Studies, has been developed to meet the needs of those students who want in-depth knowledge related to the field of education, but who have chosen to not take the path leading to teaching certification. Depending upon the selection of the academic concentration, one would be well prepared to enter the job market in corporate training, work in non-profit institutions, work with children in various settings ranging from day care centers to paraprofessionals in school districts, to academic program support at non-profit institutions of learning, just to name a few.

The program has two academic concentrations: Child Care Administrator and Educational Leadership. Depending on the interest of the student, and future employment scenarios, the two available options provide a rich background for entering the chosen field.

## Bachelor of Arts Degree with a major in Instructional Studies

### Program Objectives

1. Utilize a variety of instructional strategies.
2. Develop instructional plans and set goals based on the content to be taught/learned, knowledge of assigned students, and the instructional process.
3. Establish and maintain purposeful and equitable classroom environments.
4. Demonstrate integrity, ethical behavior and professional conduct as stated in the *Pennsylvania Code of Professional Practice and Conduct for Educators*.

### Core Requirements

42 credits

### Department General Requirements

18 credits

History course - 3 credits

Math course - 3 credits

Political Science course - 3 credits

Psychology course - 3 credits

Sociology course - 3 credits

One additional course in HIST, MATH, POLS, PSYC or SOC - 3 credits

### Education Department Requirements

30 credits

EDUC 120 Building Family Partnerships - 3 credits

EDUC 150 Intro to Teaching Profession OR

EDUC 220 Family and Community Diversity - 3 credits

EDUC 222 Assessment and Adaptation - 3 credits

EDUC 228 Educational Psychology - 3 credits

EDUC 323 The Adolescent Learner - 3 credits

EDUC 450 Advanced Seminar: Instructional Studies - 6 credits

SPED 180 Special Education and Inclusive Practices - 3 credits

SPED 280 Positive Behavioral Interventions and Supports - 3 credits

### Concentration Requirement

18 credits

Choose one Concentration OR a Minor:

**Child Care Administrator:**

- ACCT 101 Introductory Accounting I OR  
    BMGT 101 Introduction to Business - 3 credits
- EDUC 250 English Language Learners - 3 credits
- EDUC 251 Arts and Music in Teaching - 3 credits
- EDUC 331 Early Childhood Administrator I - 3 credits
- EDUC 332 Early Childhood Administrator II - 3 credits
- EDUC 408 Early Childhood Assessment - 3 credits

**Educational Leadership:**

- BMGT 101 Introduction to Business - 3 credits
- BMGT 207 Human Resource Management - 3 credits
- CMLD 215 Intro to Community Leadership - 3 credits
- CMLD 405 Leading Non-Profit Organizations - 3 credits
- EDUC 445 Adult Learning Theory and Motivation - 3 credits
- EDUC 448 Training and Development - 3 credits

**Minor as Defined by the University**

<b>General Electives</b>	<b>12 credits</b>
<b>Minimum credits for B.A. degree</b>	<b>120 credits</b>

## **Minors in the Education Department**

The Minors for the Department of Education consist of a minimum of 18 credits. The following minors are available:

### **Middle School English Minor (18 credits)**

EDUC 321 Literacy and Learning in Middle and Secondary Schools - 3 credits  
EDUC 250 World Literature - 3 credits  
EDUC 251 World Literature - 3 credits  
ENGL 302 Linguistics OR  
    ENGL 335 History of the English Language - 3 credits  
ENGL 325 American Literature Survey I OR  
    ENGL 326 American Literature Survey II - 3 credits  
ENGL 338 Literary Criticism - 3 credits

### **Middle School Mathematics Minor (18 credits)**

EDUC 415 Teaching Middle and Secondary Education - 3 credits  
MATH 150 The Mathematical Experience - 3 credits  
MATH 155 General Mathematics - 3 credits  
MATH 165 Basic Algebra - 3 credits  
MATH 175 Elementary Statistics - 3 credits  
MATH 180 College Algebra - 3 credits

### **Middle School Social Studies Minor (18 credits)**

ECON 201 Macroeconomics OR  
    ECON 202 Microeconomics - 3 credits  
HIST 203 History of the U.S. I OR  
    HIST 204 History of the U.S. II - 3 credits  
HIST 378 U.S. History since World War I - 3 credits  
HIST 201 History of Western Civilization I - 3 credits  
HIST 202 Western Civilization since the Sixteenth Century - 3 credits  
POLS 102 American National Government - 3 credits

### **Middle School Science Minor (18 credits)**

BIOL 111 Introduction to Contemporary Biological Concepts II - 3 credits  
BIOL 211 Human Biology - 3 credits  
CHEM 101 General Chemistry I - 3 credits  
ESCI 105 Fundamentals of Earth Sciences - 3 credits  
NSET 110 Introduction to the Natural Sciences I - 3 credits  
NSET 111 Introduction to the Natural Sciences II - 3 credits

### **Education Minor (18 credits)**

Eighteen credits in Education or Special Education - 18 credits

### **Special Education Minor (18 credits)**

SPED 180 Special Education and Inclusive Practices - 3 credits

**Five Additional courses from the following:**

- EDUC 250 Working with English Language Learners - 3 credits
- SPED 220 Instructional/Assistive Technology - 3 credits
- SPED 280 Positive Behavioral Interventions and Supports - 3 credits
- SPED 281 High Incidence Disabilities/Autism Spectrum Disorders - 3 credits
- SPED 282 Low Incidence Disabilities - 3 credits
- SPED 380 Differentiated Instructional Practices in the Classroom - 3 credits
- SPED 381 Secondary Transition Processes and Procedures - 3 credits
- SPED 480 Professional Collaboration and Communication - 3 credits
- SPED 481 Intensive Reading, Writing, and Math Interventions - 3 credits
- SPED 482 Effective Instructional Practices and Delivery Methods for All Levels of Special Education - 3 credits

## **Graduate Studies**

The Department of Education currently offers six graduate degrees. The Department offers two Master of Arts degrees: a Master of Arts in Educational Administration, which includes K-12 Principal Certification; and a Master of Arts in Curriculum and Instruction, with options for K-12 Supervisory Certification, a concentration in Adult Learning, or a concentration in Teaching and Learning. The Department also offers additional degrees: a Master of Education in Secondary Education for those candidates who possess a Bachelor's degree in one of the content areas (or closely related field) and who desire secondary certification; and a Master of Education in Special Education (for those teachers who want to add on Special Education certification). The Master of Education in Special Education has two programs available: Pre-K through Grade 8 or Grades 7 through 12. Additionally, the Department offers an 18 credit online certificate in Adult Education and Administration. These programs are offered primarily on Saturdays and online and require the completion of a range of credits: 30 credits for the M.Ed. in Teaching and Leadership to 42 credits for the M.Ed. in Secondary Education.

For a graduate catalog or information, visit the website or please call [Graduate Admissions Office](#) at (412) 392-3808.

# The Department of Humanities and Human Sciences

**Professors:** Robert Fessler, Ph.D.; Nathan Firestone, J.D.; Bahman Homayoonfar, M.A.; Edward Meena, M.Ed., M.A.; Channa Newman, Ph.D.; Sharna Olfman, Ph.D.; William Purcell, Ph.D.

**Associate Professors:** Matthew Allen, Ph.D.; J. Dwight Hines, Ph.D.; Robert McNerney, Ph.D.; Brent Robins (Chair), Ph.D.; Robert Ross, Ph.D.; Jill Thomas, Ph.D.

**Assistant Professors:** Jehnie Reis, Ph.D.; Sarah Schulz, Ph.D.

The Department of Humanities and Human Sciences casts a wide net: students interested in writing, politics, psychology, law, history or behavioral sciences are drawn together to share, learn and inspire each other. These programs appeal to students who like to question, probe and challenge. A humanities degree prepares students for a career field or for an advanced degree.

All Humanities and Human Sciences students are required to achieve minimum proficiency in writing prior to completing their degree. This means that each student must receive a grade of a “C” or better in both ENGL 101. Students not meeting this requirement will be required to repeat the course to improve their grade. Supplemental instructional support through writing studio courses is available to all students.

## Behavioral Sciences

The program, leading to the Bachelor of Arts degree in Behavioral Sciences, provides broad insights into the behavior of human beings as individuals, as members of a specific social group and as citizens of a world society. The major requires 36 to 45 credits in Behavioral Science courses, 42 credits of core requirements, 27 credits of department general requirements, and 9 to 18 credits in general electives for a total of 123 credits.

For students majoring in Behavioral Sciences, the Department offers three concentrations that provide specialized training and preparation in distinct professional areas. The Social Work concentration is designed to provide preparation for students pursuing careers in social work. The Industrial Social Work concentration is more specific and prepares students for social work careers within industry. The Sociology concentration offers students the option of a more general academic program.

## Bachelor of Arts Degree with a major in Behavioral Sciences

### Program Objectives

1. Describe major theoretical perspectives in the behavioral sciences and apply them to the analysis of human behavior and social structures.
2. Critically evaluate the validity of competing theories and models of human behavior and social structures.
3. Gather data from interviewing and observing human subjects, analyze and interpret the data, and critically evaluate theories that provide valid insight into and understanding of the human condition.
4. Communicate effectively in a professional setting in both written and oral forms following standards and guidelines of the American Psychological Association.
5. Describe the role of society and culture in human behavior and social structures.

### Core Requirements

42 credits

### Required Courses in the Thematic Core

GCS 175 Introduction to Global Cultural Studies - Explore the World

SOC 150 Sociological Foundation - Understand People

## SOC 412 Seminar in Human Sciences - Capstone

### Department Major Requirements

60 credits

MATH 175 Elementary Statistics

PHIL 100 Intro to Philosophy OR any PHIL 200 + level

POLS 102 American National Government OR any POLS 200 + level

PSYC 203 Theories of Personality

PSYC 204 Social Psychology

PSYC 213 Abnormal Psychology

PSYC 304 Abusive Behavior

PSYC 306 Counseling Theories and Practices

SOC 105 Marriage and the Family OR

SOC 111 World Culture

SOC 202 Social Issues

SOC 221 Introduction to Social Work

SOC 326 Social Welfare Policy

SOC 352 Research Methodology in the Human Sciences

SOC Elective 200+

SOC Elective 300 +

**Language Sequence:** 9 credits (2 in spoken language, 1 additional MLNG course)

GCS 200 + OR

MLNG 200 +

### General Electives

18 credits

**Minimum credits for B.A. degree**

**120 credits**

## Global Cultural Studies

It has become a well-recognized truism that we now live in a global community. What's less appreciated, perhaps, is that it takes vastly more than technology and business skills to be an effective agent in that community. It takes global wisdom. It takes cultural capital. The B.A. in Global Cultural Studies serves as a progressive alternative to the more specialized programs currently en vogue in the academy. This new humanities-based, cross-disciplinary major provides its graduates with 1) an understanding of the complexities of the world in which we live, grounded in a familiarity with its historical, philosophical, political, social, cultural, aesthetic, and environmental elements; and 2) the critical thinking and communication skills needed to make agile, confident, and informed decisions.

The B.A. provides a deep and broad foundation for students hungry for knowledge in the traditional university disciplines but who also see the necessity of confronting the new global issues and realities. Graduates from the major will be well prepared for the emerging transnational careers. Majors in GCS will be encouraged to use their 18 elective credits for a minor in one of the following: Psychology; Environmental Health; Civil Engineering Technology; Public Administration; Business Management. Students also will be encouraged to spend a semester abroad.

## Bachelor of Arts Degree with a major in Global Cultural Studies

### Program Objectives

1. Articulate an understanding of critical perspectives on the intersection of global, national, and local processes.
2. Interpret the ways in which various political-economic and cultural processes contribute to inequality and social change.
3. Communicate a basic understanding of world history, culture, economics, and politics.
4. Demonstrate a proficiency in at least one foreign language (the foreign language requirement).
5. Exhibit a sense of responsibility and/or commitment to issues of social justice.

### Core Requirements

42 credits

#### Required Courses in the Thematic Core

GCS 425 Practicum OR GCS 426 Senior Thesis - Capstone

### Department General Requirements

24 credits

#### Humanities and Human Sciences (15)

PHIL 100 Intro to Philosophy OR any PHIL 200+ level - 3 credits

#### Select four of the following:

GCS/SOC 225 Anthropology of Belief - 3 credits

HIST 201 History of Western Civilization I - 3 credits

HIST 202 Western Civilization since the Sixteenth Century - 3 credits

POLS 205 World Geography - 3 credits

PSYC 227 Cross Cultural Psychology - 3 credits

#### Language Sequence (9)

Must include a minimum of three semesters in the same foreign language (courses in translation excluded) - 9 credits

### Department Major Requirements

33 credits

ENGL 414 Languages of the World - 3 credits

GCS 215 Modernity, Colonial and Capitalism - 3 credits

GCS/SOC 315 Modern World Systems - 3 credits

GCS/SOC 402 Wealthy White Males - 3 credits

#### Select five of the following courses: 15

GCS 230 Literature, Performing Arts and Politics: A Global View - 3 credits

GCS/SOC 310 Human Rights in Theory and Practice - 3 credits

GCS/POLS 320 Political Geography of the Middle East - 3 credits

GCS/SOC 335 Revolutions - 3 credits

GCS 340 Global Political Ecology - 3 credits

GCS 350 Civilizations and Their Discontents - 3 credits

GCS/PHIL 360 Marx and Marxism - 3 credits

GCS/SOC 390 Study Abroad Project I - 3 credits

GCS/SOC 415 Women: Historical and Global Perspectives - 3 credits



GCS/SOC 490 Study Abroad Project II - 3 credits  
GCS 295/395/495 Special Topics - 3 credits  
HIST 418 History of Money - 3 credits

**Select three of the following courses: 9**

MLNG/SOC 228 Eastern European Literature/Culture - 3 credits  
HIST/SOC 312 Regional Studies: Africa - 3 credits  
FREN/HIST 215 French Culture - 3 credits  
SPAN/HIST 216 Spanish Culture - 3 credits  
SOC/MLNG 260 Japanese Culture - 3 credits  
SOC/HIST 261 Regional Studies: India - 3 credits  
GCS/ENGL/MLNG 375 Popular Culture - 3 credits  
HIST/SOC 263 World History: Central and South America - 3 credits

<b>General Electives</b>	<b>21 credits</b>
<b>Minimum credits for B.A. degree</b>	<b>120 credits</b>

## History

To prepare students for careers as historians, curators, archivists, conservationists, librarians, information retrieval specialists, journalists and teachers, the department offers a major in History leading to the Bachelor of Arts degree. This program requires 39 credits in history and related disciplines with concentrations offered in three areas of study: United States History, World History and Economics/Political Science.

### Bachelor of Arts Degree with a major in History

#### Program Objectives

1. Identify and explain historical events that have impacted their generation.
2. Define, interpret, and explain the value of word-meaning in history.
3. Analyze the cause and effect of historical events.
4. Locate, analyze, evaluate and use primary and secondary sources.
5. Compose written analyses using appropriate research methodologies and standard written English.

<b>Core Requirements</b>	<b>42 credits</b>
<b>Required Courses in the Thematic Core</b>	
HIST 412 Seminar in History - Capstone	

<b>Department General Requirements</b>	<b>30 credits</b>
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#### Social Sciences

HIST 201 History of Western Civilization I - 3 credits  
HIST 202 Western Civilization since the Sixteenth Century - 3 credits  
POLS 205 World Geography - 3 credits  
Economics Elective - 3 credits  
Political Science Elective - 3 credits

**Mathematics/Logic**

PHIL 103 Introduction to Logic or Mathematics Elective - 3 credits

**Language Sequence**

Must include a minimum of a two course sequence in the same foreign language (courses in translation excluded) - 12 credits

**Department Major Requirements****30 credits****Group 1 - United States History (5 courses) 15 credits**

HIST 203 History of the United States I - 3 credits

HIST 204 History of the United States II - 3 credits

HIST 360 History of the 1960's - 3 credits

HIST 372 History of the American Revolution - 3 credits

HIST 373 Old South, Civil War and Reconstruction - 3 credits

HIST 378 The United States Since World War I - 3 credits

HIST 382 History of Pennsylvania: Focus on Pittsburgh - 3 credits

HIST 295, 395, 495 Special Topics in History - 3 credits

HIST 296, 396, 496 Special Topics in History - 3 credits

HIST 455 History Practicum -3 credits

POLS 335 American Foreign Policy - 3 credits

**Group 2 - World History (5 courses) 15 credits**

HIST 215 French Culture - 3 credits

HIST 216 Spanish Culture - 3 credits

HIST/SOC 263 World History: Central and South America - 3 credits

HIST 312 Regional Studies: Africa - 3 credits

HIST 322 Renaissance and Reformation - 3 credits

HIST 327 Twentieth Century Europe - 3 credits

HIST 334 History of England - 3 credits

HIST 337 Hitler and Nazism - 3 credits

HIST 352 History of Modern Russia - 3 credits

HIST 355 World War II - 3 credits

HIST 295, 395, 495 Special Topics in History - 3 credits

HIST 296, 396, 496 Special Topics in History - 3 credits

**In addition to the listed history subjects, numerous special topics courses are offered, including:**

Labor History

The Age of Exploration

The West: Myth and Reality

Technology and Society

Culture and History Medieval History

The Civil Rights Movement

Native American History

Europe in Transition

Renaissance and Reformation

(A maximum of nine credits listed as I - HIST 295, HIST 395, HIST 495 and/or

- HIST 296, HIST 396, HIST 496 may be taken to partially fulfill requirements of Groups 1 and 2.)

#### General Electives

18 credits

**Applied History Emphasis:** Courses in Anthropology, Archaeology, Architecture, Archival Collections, Art, Geography, Historic Preservation, Museum Studies

**Journalism Emphasis:** Courses in Economics, English, History, Journalism and Mass Communication, Political Science

**Pre-Law Emphasis:** Courses in Accounting, Business Management, English, Law, Political Science, History

Minimum credits for B.A. degree

120 credits

### Interdisciplinary Designed Major

The Interdisciplinary Designed Major is for advanced students who wish to combine two to three areas of concentration into a single degree program. Students must present an initial proposal and are admitted to the major upon approval of the Program Director. The Program Director will then advise and coordinate both courses and advisors from more than one discipline to facilitate the degree. At the conclusion of study, each Interdisciplinary Major will accomplish a senior thesis, project, or a term of service that contributes to their area concentrations. The resources of Point Park University, and its array of courses and interests, are all accessible to the Interdisciplinary Designed Major. The result is a degree which offers the unique advantage of a wide range of courses while working closely with individual advisors. Students are as well encouraged to take courses in neighboring Universities and abroad. This program is tailor made for advanced students who wish to explore beyond the boundaries of one traditional course of study, bringing concert and coherence into innovative intellectual life.

### Bachelor of Arts/Sciences Degree with an Interdisciplinary Designed Major

#### Program Objectives

1. Substantiate their designed curriculum by employing their fields of study in an individual project that constitutes substantial research, community service, professional engagement, or direct work which is the direct outcome of their chosen unique fields of concentration.
2. Synthesize at least two distinct disciplines into a perspective which addresses both traditional academic study and the acquisition of professional acumen in a unique form that has practical implications for either professional life or graduate study.
3. Demonstrate fluency and advanced ability in all programs they have studied, and to bring this ability into a third, synthetic, application that bears directly on their projected academic and professional goals.
4. Be grounded in a Cosmopolitan, Liberal Arts, Foundation to facilitate the spectrum that studying more than one discipline opens up on human inquiry, imagination and possibility.
5. Create a concrete presentation and demonstrable project that concert their study into an original undertaking with applied outcomes in the world at large.
6. Integrate a Liberal Arts Foundation with their chosen fields and demonstrate the applicability of their field to further development.

**Core Requirements** 42 credits

**Required Courses in the Thematic Core**

HUMA 496 Senior Seminar Thesis Project - Capstone

**Department General Requirements** 24 credits

**Humanities and Human Sciences (6)**

Any combination of:

PHIL 100+ level - 6 credits OR

Any combination of:

HIST 300+ level - 6 credits OR

HIST 201 History of Western Civilization I - 3 credits

HIST 202 Western Civilization since the Sixteenth Century - 3 credits

**Language Sequence**

Must include a minimum of a two course sequence in the same foreign language (courses in translation excluded) - 12 credits

**Approved Credit in the Liberal Arts may be substituted for Humanities and Human Sciences and/or Cultural Studies General Requirements.**

**Senior Seminar/Thesis Project and/or Community Service**

HUMA 495 - 3 credits

**Department Major Requirements** 54 credits

The Department requires combining 18 hours in two to three disciplines. Students must submit a proposal combining two to three disciplines, with 18 hours of coursework in each. Courses are normally on the 200 to 300 level. The major must receive the approval of the Director, who will coordinate advisors in each of the disciplines. After completion of the coursework, the major must complete a senior thesis, project, or community service as directed by the Department Director.

**Discipline 1 – 18 credits**

**Discipline 2 – 18 credits**

**Discipline 3 OR General Electives – 18 credits**

**Minimum credits for B.A. degree** 120 credits

## **Legal Studies**

The Legal Studies program is a four year program for traditional students as well as transfer students who bring to Point Park a wide range of credits. There is also a Capstone Program for students with an Associate's Degree. Legal Studies is a Pre-Professional degree oriented toward entry into Law School or legal professions. The program provides a solid cosmopolitan liberal arts background focused upon critical thinking, logical argumentation, the interpretation of complex issues as well as the fundamental principles that animate the life of a Democratic society. This Liberal Arts program seeks to promote depth, history, ethics, judgment, theories of justice, administrative complexity and social reality in preparing students to engage fully in the manner in which the law, and its institutions, underlie the strength of a Democratic society.

## Bachelor of Arts Degree with a major in Legal Studies

### Program Objectives

1. Demonstrate a firm grounding in the Liberal Arts and Social Sciences in general as the foundation and background for understanding Legal Studies in particular, as this engages the relationship of law to social, philosophical, political, scientific, and professional studies.
2. Articulate and demonstrate fluency in writing, expression, and research in order to present and support effectively ideas in both written and oral argument formats.
3. Formulate, research, defend and substantiate thesis positions and interpretation, and to express the relationship of interpretation and analysis to theory, tradition and practice. Show the ability to apply advanced critical thinking skills to analysis of the issues of law that are presented.
4. Develop familiarity with seminal cases in American constitutional law and those that illustrate the most basic areas of criminal and civil law such as contract, tort and property law.
5. Understand, demonstrate and apply different methods of legal interpretation including historic and sociological jurisprudence, textual analysis, precedent by the use of relevant case study as applied to practical as well as theoretical legal issues.
6. Understand, appreciate, and apply the political structure, procedure, social norms and mandates to the defense, justification for, and exercise of law to practical ends.
7. Understand, explain and apply specific structures and procedures of law on the federal level in the United States and specifically in the Commonwealth of Pennsylvania.
8. To situate chosen areas of expertise in Legal Studies to the greater context of Liberal and Humanistic studies, in terms of social order, values, fundamental human, as well as property rights, and the exercise thereof in a democratic society.

### Core Requirements

42 credits

### Department General Requirements

30 credits

#### Humanities and Human Sciences (18)

HIST 203 History of the United States I - 3 credits

PHIL 100 Introduction to Philosophy - 3 credits

PHIL 103 Introduction to Logic OR

PHIL 201 Critical Thinking - 3 credits

PHIL 240 Ethics in the Professions - 3 credits

POLS 102 American National Government - 3 credits

POLS 202 State and Local Government - 3 credits

### Language Sequence (12)

Must include a minimum of a two semester sequence in the same foreign language (courses in translation excluded). - 12 credits

### Department Major Requirements

30 credits

POLS 209 Law and Society - 3 credits

POLS 215 Introduction to Legal Studies - 3 credits

POLS 305 Trial Law and Procedure - 3 credits

POLS 308 Principles of Criminal Justice - 3 credits

POLS 402 Constitutional Law - 3 credits

POLS 408 International Law - 3 credits

**And any four of the following:**

BMGT 201 Business Law I - 3 credits

BMGT 202 Business Law II - 3 credits

JOUR 418 Communication Law and Regulation - 3 credits

PADM 210 Public Administration - 3 credits

PADM 311 Labor Management Relations in Government - 3 credits

PADM 312 Introduction to Administrative Law - 3 credits

PHIL 305 Philosophy of Law - 3 credits

POLS 295, POLS 395 or POLS 495 - 3 credits

**General Electives**

**18 credits**

**Minimum credits for B.A. degree**

**120 credits**

## **Liberal Studies**

The Liberal Studies Program offers a four year program, as well as a program designed for transfer students who have a wide range of credits. Both these options feature an “Elected Area of Concentration” designed by the student and the Director of Interdisciplinary Studies and Faculty Advisors. There is also a Capstone Program for Student’s with an Associate’s Degree and a Post Baccalaureate course of study for those whose career goals have been reached, but who wish to continue with their studies within a structured environment tailored to fulfill professional goals. The Capstone and Post Baccalaureate Programs offer options of a designed area of concentration, or a concentration in Public Administration, Information Sciences, or International Studies. All Programs lead to a Bachelor of Arts or Science degree grounded in the Liberal Arts applied to disciplined areas of concentration. These Programs have special appeal to those seeking a unique integrated approach to focused areas of concentration and expertise.

## **Bachelor of Arts or Science Degree**

### **with a major in Liberal Studies and an Elected Area of Concentration**

#### **Program Objectives**

1. Demonstrate a grounding in the Liberal Arts as the foundation for a unique course of studies based on empowering academic and professional fields in a holistic fashion that adds to the application and understanding of their studies.
2. Be competent in literacy skills and modes of expression used across the board in the Liberal Arts.
3. Demonstrate fluency in the Liberal Arts traditional curriculum as the integrated foundation that edifies areas of curricular concentration.
4. Demonstrate both proficiency and competence in their chosen areas of concentration, utilizing the skills demanded of the elected area of concentration in a fashion consistent with the Program Objectives of the area of Concentration chosen.
5. Identify, articulate and express literacy in the Liberal Arts at large, and fluency in their concentration, in a fashion that focuses their intellect and critical skills toward a disciplined. Graduates will be competent in Liberal Arts perspectives in general, and in their concentration in particular, and be able to identify and demonstrate the intersection and integration of the two.

<b>Core Requirements</b>	<b>42 credits</b>
<b>Department General Requirements</b>	<b>36 credits</b>

**Humanities and Human Sciences (30)**

- ENGL 252+ level - 3 credits
- ENGL 252+ level - 3 credits
- HIST course any level 201 - 3 credits
- HIST course any level - 3 credits
- PHIL 100 or 202+ level - 3 credits
- PHIL 216+ level - 3 credits
- PSYC 200+ level - 3 credits
- PSYC 200+ level - 3 credits
- SOC 111 OR SOC or GCS 200+ level - 3 credits
- SOC or GCS 200+ level - 3 credits

**Approved Transfer Credit in the Liberal Arts may be substituted for Department General Requirements.**

**Language Sequence (6)**

Must include a minimum of a two semester sequence in the same foreign language (courses in translation excluded). - 6 credits

**Area of Concentration Requirements** **24 credits**

The Program requires 24 Credit Hours in a discipline agreed upon after consultation with the Director of Interdisciplinary Studies and Appropriate Faculty Advisor. Four courses must be at 300+ level.

**Professional Options:**

**Applied Arts (24)**

Select eight courses of advisor approved Applied Arts and Integrated Arts courses. Four courses must be at the 300+ level.

**Information Technology (26)**

- CMPS 103 Introduction to Program Development with C/C++ - 4 credits
- CMPS 201 Information Networks - 3 credits
- CMPS elective - 3 credits
- Select four additional CMPS courses at the 300+ level

**International Studies (24)**

- POLS 207 Public Policy Issues - 3 credits
- POLS 335 American Foreign Policy - 3 credits
- POLS 372 International Relations - 3 credits
- POLS 408 International Law - 3 credits
- Select four additional POLS courses

**Public Administration (24)**

- PADM 210 Public Administration - 3 credits
- PADM 212 Administrative Behavior in the Public Service - 3 credits

PADM 301 Operational Methods for Public Management - 3 credits  
PADM 308 Theories of Public Organization - 3 credits  
Select four additional PADM courses; two courses must be 300+ level

**General Electives** 18 credits  
**Minimum credits for B.A./B.S. degree** 120 credits

### **Capstone Program Bachelor of Arts or Science Degree with a major in Liberal Studies**

#### **Program Objectives**

1. Demonstrate a grounding in the Liberal Arts as the foundation for a unique course of studies based on empowering academic and professional fields in a holistic fashion that adds to the application and understanding of their studies.
2. Be competent in literacy skills and modes of expression used across the board in the Liberal Arts.
3. Demonstrate fluency in the Liberal Arts traditional curriculum as the integrated foundation that edifies areas of curricular concentration.
4. Demonstrate both proficiency and competence in their chosen areas of concentration, utilizing the skills demanded of the elected area of concentration in a fashion consistent with the Program Objectives of the area of Concentration chosen.
5. Identify, articulate and express literacy in the Liberal Arts at large, and fluency in their concentration, in a fashion that focuses their intellect and critical skills toward a disciplined. Graduates will be competent in Liberal Arts perspectives in general, and in their concentration in particular, and be able to identify and demonstrate the intersection and integration of the two.

#### **Prerequisites to the Program** 18 credits

ENGL 101 College Composition I - 3 credits  
HIST 150 Introduction to the Study of History - 3 credits  
POLS 250 Introduction to the Study of Government Systems - 3 credits  
PSYC 150 Psychological Foundations - 3 credits  
SOC 150 Sociological Foundations - 3 credits

#### **Department General Requirements** 30 credits

##### **Information Technology (3)**

CMPS 111 Information Literacy - 3 credits

##### **Humanities (9)**

PHIL 100 Intro to Philosophy or any 200+ level Philosophy course - 3 credits  
ENGL 250, 251, 252, 253, 254, 255 - 3 credits  
ENGL 250, 251, 252, 253, 254, 255 - 3 credits OR  
Humanities elective (at 200+ level) - 3 credits

##### **Human Sciences (6)**

Human Sciences elective - 3 credits  
Human Sciences 200+ level elective - 3 credits



**Natural Sciences (6)**

Two Natural Sciences electives - 6 credits

(MATH 175 Elem. Statistics is required for Business Management and Computer Science Options)

**Social Sciences (6)**

POLS 102 American National Government - 3 credits

POLS 205 World Geography - 3 credits

**Department Major Requirements**

**24-26 credits**

**Choose one of the following:**

**Designed Option in a chosen discipline (24 credits)**

24 credits in chosen discipline, 12 in 300+ level courses

**Professional Options:**

**Applied Arts (24)**

Select eight courses of advisor approved Applied Arts and Integrated Arts courses. Four courses must be at the 300+ level.

**Information Technology Option (26 credits)**

CMPS 103 An Introduction to Program Development with C/C++ - 4 credits

CMPS 201 Information Networks - 3 credits

CMPS Elective - 3 credits

Four CMPS courses at the 300+ level - 16 credits

**International Studies Option (24 credits)**

POLS 207 Public Policy Issues - 3 credits

POLS 335 American Foreign Policy - 3 credits

POLS 372 International Relations - 3 credits

POLS 408 International Law - 3 credits

Four POLS courses - 12 credits

**Public Administration Option (24 credits)**

PADM 210 Public Administration - 3 credits

PADM 212 Administrative Behavior in Public Service - 3 credits

PADM 301 Operational Methods in Public Services - 3 credits

PADM 308 Theories Public Organization - 3 credits

Two PADM courses - 6 credits

Two PADM courses at the 300+ level - 6 credits

**Optional hours of General Electives to fulfill 120 hour degree requirement.**

**Associates Degree from Community or Junior College**

**60 credits**

**Minimum credits for B.A. or B.S. degree**

**120 credits**

## Post-Baccalaureate Program Bachelor of Arts or Science Degree with a major in Liberal Studies

### Program Objectives

1. Demonstrate a grounding in the Liberal Arts as the foundation for a unique course of studies based on empowering academic and professional fields in a holistic fashion that adds to the application and understanding of their studies.
2. Be competent in literacy skills and modes of expression used across the board in the Liberal Arts.
3. Demonstrate fluency in the Liberal Arts traditional curriculum as the integrated foundation that identifies areas of curricular concentration.
4. Demonstrate both proficiency and competence in their chosen areas of concentration, utilizing the skills demanded of the elected area of concentration in a fashion consistent with the Program Objectives of the area of Concentration chosen.
5. Identify, articulate and express literacy in the Liberal Arts at large, and fluency in their concentration, in a fashion that focuses their intellect and critical skills toward a discipline. Graduates will be competent in Liberal Arts perspectives in general, and in their concentration in particular, and be able to identify and demonstrate the intersection and integration of the two.

### Prerequisites to the Program

24 credits

CMPS 111 Information Literacy - 3 credits

ENGL 250 World Literature I - 3 credits

ENGL 251 World Literature II - 3 credits

HIST 150 Introduction to the Study of History - 3 credits

POLS 102 American National Government - 3 credits

POLS 250 Introduction to the Study of Government Systems - 3 credits

PSYC 150 Psychological Foundations - 3 credits

SOC 150 Sociological Foundations - 3 credits

### Department Major Requirements

24-26 credits

Choose one of the following:

#### Designed Option in a chosen discipline (24 credits)

24 credits in chosen discipline, 12 in 300+ level courses

#### Information Technology Option (26 credits)

CMPS 103 An Introduction to Program Development with C/C++ - 4 credits

CMPS 201 Information Networks - 3 credits

CMPS Elective - 3 credits

Four CMPS courses at the 300+ level - 16 credits

#### Public Administration Option (24 credits)

PADM 210 Public Administration - 3 credits

PADM 212 Administrative Behavior in Public Service - 3 credits

PADM 301 Operational Methods in Public Services - 3 credits

PADM 308 Theories Public Organization - 3 credits

Two PADM courses - 6 credits

Two PADM courses at the 300+ level - 6 credits

**International Studies Option (24 credits)**

- POLS 207 Public Policy Issues - 3 credits
- POLS 335 American Foreign Policy - 3 credits
- POLS 372 International Relations - 3 credits
- POLS 408 International Law - 3 credits
- Four POLS courses - 12 credits

**Minimum credits for B.A. or B.S. degree**

**24-26 credits**

## Political Science

To meet the needs of pre-law students and to prepare students for careers in government, journalism, business and education, the major in Political Science leading to the Bachelor of Arts degree requires 30 credits in Political Science with a concentration required in one of two areas of study: Government and Law or International Studies.

### Bachelor of Arts Degree with a major in Political Science

**Program Objectives**

1. Relate the evolution of a country's political system to general historical events in that country.
2. Relate a region's past and present political systems to the geographical characteristics of that region.
3. Analyze the American system of government using knowledge of significant events in its legislative, executive, and judicial history.
4. Analyze the systems of government in other countries and examine their relationships to the American system of government.
5. Read current literature in their profession, assimilate and integrate the ideas found in this literature, and communicate these ideas effectively in written and oral form with the aid of modern technology.

**Core Requirements**

**42 credits**

**Department General Requirements**

**24 credits**

**Language Sequence (12)**

Must include a minimum of a two course sequence in the same foreign language (courses in translation excluded) - 12 credits

**Mathematics/Logic (3)**

- PHIL 103 Introduction to Logic OR
- Mathematics elective - 3 credits

**Social Sciences (9)**

- HIST 201 History of Western Civilization I OR
- HIST 202 Western Civilization since the Sixteenth Century - 3 credits
- HIST 203 History of the U.S. I OR
- HIST 204 History of the U.S. II - 3 credits

POLS 102 American National Government - 3 credits

**Department Major Requirements**

30 credits

POLS 401 Political Thought and Theory - 3 credits

**Choose five courses:**

POLS 202 State and Local Government - 3 credits

POLS 207 Public Policy Issues - 3 credits

POLS 330 The American Presidency - 3 credits

POLS 335 American Foreign Policy - 3 credits

POLS 350 Nationalism - 3 credits

POLS 358 Governments and Politics of the Middle East - 3 credits

POLS 372 International Relations - 3 credits

POLS 376 Soviet Foreign Policy - 3 credits

**Choose a Concentration in Government and Law or International Studies:**

**Government and Law**

General Electives recommended in ACCT, CMPS, ENGL, and POLS

**Choose four courses:**

BMGT 201 Business Law I - 3 credits

BMGT 202 Business Law II - 3 credits

JOUR 418 Communications Law and Regulation - 3 credits

PADM 210 Public Administration - 3 credits

PADM 211 Public Personnel Management - 3 credits

PADM 214 Public Budgeting and Finance - 3 credits

PADM 301 Operational Methods for Public Management - 3 credits

PADM 303 Process of Public Administration - 3 credits

PADM 312 Introduction to Administrative Law - 3 credits

PADM 410 Advanced Seminar in Applied Public Management - 3 credits

PADM 411 Public Administration Internship - 3 credits

POLS 209 Law and Society - 3 credits

POLS 305 Trial Law and Procedure - 3 credits

POLS 308 Principles of Criminal Justice - 3 credits

POLS 402 Constitutional Law - 3 credits

POLS 408 International Law - 3 credits

**International Studies**

General Electives recommended in FREN, SPAN, and POLS

**Choose four courses:**

ECON 421 International Economics - 3 credits

HIST 215 French Culture - 3 credits

HIST 216 Spanish Culture - 3 credits

HIST/SOC 263 World History: Central and South America - 3 credits

HIST 264 World History: Asia - 3 credits

HIST 312 Regional Studies: Africa - 3 credits

HIST 327 Twentieth Century Europe - 3 credits

HIST 334 History of England - 3 credits

HIST 337 Hitler and Nazism - 3 credits  
HIST 352 History of Modern Russia - 3 credits  
POLS 205 World Geography - 3 credits  
POLS 408 International Law - 3 credits

**In addition to the listed Political Science subjects, many special topics courses are offered, including:**

The Third World  
Law and Morality  
Terrorism Gangs: A Global View  
Street Law  
Africa: Land In Crisis  
Medical Law  
Contemporary Public Policy  
Environmental Law

**General Electives** **24 credits**

**Government and Law Concentration:** Courses in Accounting, Computer Science, English, Political Science, and Public Administration

**International Studies Concentration:** Courses in French, History, Spanish, and Political Science

**Minimum credits for B.A. degree** **120 credits**

## Psychology

The program leading to the Bachelor of Arts degree in Psychology requires a minimum of 39 credits in Psychology, tailored to an individual student's needs, such as preparation for graduate school or for a vocation immediately following graduation. Students can receive specialized training in specific areas by electing to take one of three recommended course sequence: Clinical, Child Psychology, Community Psychology or Forensic Psychology. Students can also elect to take a more broadly based sequence of courses. During the junior or senior year, selected students are encouraged to participate in an Institutional Practicum, which requires one day a week of training and instruction at a local hospital or other mental health facility.

### Bachelor of Arts Degree with a major in Psychology

#### Program Objectives

1. Describe major theoretical perspectives in psychology and apply them to the analysis of human behavior.
2. Critically evaluate the validity of competing theories and models of human behavior.
3. Gather data from interviewing and observing human subjects, analyze and interpret the data, and generate theories that provide valid insight into and understanding of the human condition.
4. Communicate effectively in a professional setting in both written and oral forms following standards and guidelines of the American Psychological Association.

**Core Requirements** **42 credits**

#### Required Courses in the Thematic Core

PSYC 412 Senior Thesis – Capstone

**Department General Requirements** 24 credits

**Humanities and Human Sciences (6)**

PHIL 100 Introduction to Philosophy OR any PHIL 200+ level - 3 credits

**Choose one course:**

SOC 111 World Cultures - 3 credits

Sociology elective 200+ level - 3 credits

**Language Sequence (12)**

Must include a minimum of a two course sequence in the same foreign language (courses in translation excluded) - 12 credits

**Natural Sciences (3)**

MATH 175 Elementary Statistics - 3 credits

**Social Sciences (3)**

HIST 201 History of Western Civilization I OR

HIST 202 Western Civilization since the Sixteenth Century - 3 credits

**Department Major Requirements**

39 credits

**Required:**

PSYC 201 Critical Thinking in Psychology - 3 credits

PSYC 202 Story of Psychology in Perspective - 3 credits

PSYC 203 Theories of Personality - 3 credits

PSYC 204 Abnormal Psychology - 3 credits

PSYC 209 The Child from Conception to Nine - 3 credits

PSYC 352 Research Methodology in Human Sciences - 3 credits

PSYC 412 Senior Thesis - 3 credits

**Select 2 Courses: (6)**

PSYC 207 Children's Play: Psychological Aspects - 3 credits

PSYC 208 Learning and Motivation - 3 credits

PSYC 212 Perception - 3 credits

PSYC 213 Social Psychology - 3 credits

PSYC 214 Psychology of Emotion - 3 credits

PSYC 220 Hypnosis - 3 credits

PSYC 227 Cross-cultural Psychology - 3 credits

PSYC 231 Interpersonal Relationships - 3 credits

PSYC 251 Psychology of Gender - 3 credits

PSYC 252 Psychology of Sexual Behavior - 3 credits

PSYC 261 Non-verbal Expression - 3 credits

PSYC 262 Childhood: Sociocultural Issues - 3 credits

PSYC 263 Psychology of Parenting - 3 credits

**Select 4 Courses: (12)**

PSYC 304 Counseling Theories and Practice - 3 credits

PSYC 305 Counseling Practicum - 3 credits

PSYC 306 Abusive Behavior - 3 credits  
PSYC 309 The Child from Five to Fourteen - 3 credits  
PSYC 311 Managerial Psychology - 3 credits  
PSYC 312 Organizational Behavior - 3 credits  
PSYC 314 Psychological Tests and Measurements - 3 credits  
PSYC 316 Existential and Phenomenological Psychology - 3 credits  
PSYC 317 Psychology of Adolescence - 3 credits  
PSYC 319 Psychology of Consciousness - 3 credits  
PSYC 320 Criminal Psychopathology - 3 credits  
PSYC 321 Happiness, Well-being and Human Strengths - 3 credits  
PSYC 340 Children and the Law - 3 credits  
PSYC 350 Community Psychology - 3 credits  
PSYC 351 Clinical-Community Psychology - 3 credits  
PSYC 361 Forensic Psychology: Clinical Approach - 3 credits  
PSYC 365 Children's Mental Health - 3 credits  
PSYC 366 Child and Family Therapy - 3 credits  
PSYC 418 Psychology of Adult Development - 3 credits  
PSYC 455 Institutional Practicum I - 3 credits  
PSYC 456 Institutional Practicum II - 3 credits  
PSYC 295, 395, 495 Special Topics - 3 credits  
PSYC 296, 396, 496 Independent Study - 3 credits

**Recommended Courses for Concentrations in Psychology  
Clinical (12+6)**

**Choose Four:**

PSYC 304 Counseling Theories and Practices - 3 credits  
PSYC 305 Counseling Practicum - 3 credits  
PSYC 306 Abusive Behavior - 3 credits  
PSYC 314 Tests and Measurements - 3 credits  
PSYC 321 Happiness, Well-Being and Strengths - 3 credits  
PSYC 351 Clinical-Community Psychology - 3 credits  
PSYC 365 Children's Mental Health - 3 credits  
PSYC 366 Child and Family Therapy - 3 credits

**AND:**

PSYC 455 Institutional Practicum I - 3 credits  
PSYC 456 Institutional Practicum II - 3 credits

**Child Psychology (6+12)**

PSYC 309 The Child from Five to Fourteen - 3 credits  
PSYC 455 Institutional Practicum - 3 credits

**AND Choose Four:**

PSYC 207 Children's Play: Psychological Aspects - 3 credits  
PSYC 262 Childhood: Social Issues and Cross-cultural Perspectives - 3 credits  
PSYC 263 Parenting and Parenthood - 3 credits  
PSYC 317 Psychology of Adolescence - 3 credits  
PSYC 340 Children and the Law - 3 credits  
PSYC 361 Forensic Psychology: Clinical Approaches - 3 credits

PSYC 365 Children's Mental Health - 3 credits  
PSYC 366 Child and Family Therapy - 3 credits

**Community Psychology (15+3)**

PSYC 213 Social Psychology - 3 credits  
PSYC 321 Happiness, Well-Being and Strengths - 3 credits  
PSYC 350 Community Psychology - 3 credits  
PSYC 351 Clinical-Community Psychology - 3 credits  
PSYC 455 Institutional Practicum - 3 credits

**AND Choose One:**

PSYC 214 Psychology of Emotion - 3 credits  
PSYC 227 Cross-Cultural Psychology - 3 credits  
PSYC 231 Interpersonal Relationships - 3 credits  
PSYC 251 Psychology of Gender - 3 credits  
PSYC 252 Psychology of Sexual Behavior - 3 credits  
PSYC 312 Organizational Behavior - 3 credits

**Forensic Psychology (18)**

**Choose six:**

PSYC 245 Introduction to Forensic Psychology - 3 credits  
PSYC 320 Criminal Psychopathology - 3 credits  
PSYC 340 Children and the Law - 3 credits  
PSYC 350 Community Psychology - 3 credits  
PSYC 361 Forensic Psychology: Clinical Approaches - 3 credits  
PSYC 420 Advanced Forensic Psychology - 3 credits  
SOC 215 Sociology of Criminal Behavior - 3 credits

**General Electives**

**18 credits**

**Minimum credits for B.A. degree**

**120 credits**



## Minors in the Humanities and Human Sciences

The minors for the Department of Humanities and Human Sciences listed below are available to all students at Point Park University. The minor consists of a minimum of 18 credits.

### Behavioral Sciences Minor (18 credits)

**Prerequisites:**

SOC 150 Sociological Foundations - 3 credits

PSYC 150 Psychological Foundations - 3 credits

**Minor:**

SOC 202 Social Issues - 3 credits

PSYC 203 Theories of Personality - 3 credits

Four additional courses in Behavioral Sciences with emphasis on Sociology.

Recommended sequence for the four additional courses (as well as for History, Political Science, Social Sciences and Psychology majors interested in social work):

SOC 205 Social Inequality in America - 3 credits

SOC 308 American Ethnic Groups - 3 credits

SOC 309 Sociology of the African-American Experience - 3 credits

SOC 352 Research Methodology in Human Sciences - 3 credits

### Minor in French Studies (21 credits)

FREN 101 Elementary French I - 3 credits

FREN 102 Elementary French II - 3 credits OR

FREN 201 Intermediate French I - 3 credits

FREN 202 Intermediate French II - 3 credits

FREN 215 French Culture - 3 credits

MLNG 225 Representations of Minorities in World Literature - 3 credits

MLNG 220 French Literature in Translation - 3 credits

MLNG 295 Selected Topics MLNG - 3 credits

### Global Cultural Studies Minor (18 credits)

ENGL 375 American Popular Culture - 3 credits

MLNG 225 Representations of Minorities in World Literature - 3 credits

PSYC 227 Cross-cultural Psychology - 3 credits

**Three of the following:**

MLNG 295 Selected Topics MLNG - 3 credits

MLNG 228 Eastern European Literature and Culture - 3 credits

FREN 215 French Culture - 3 credits

SPAN 216 Spanish Culture - 3 credits

FREN 295 Selected Topics MLNG - 3 credits

### Minor in Hispanic Studies (21 credits)

SPAN 101 Elementary Spanish I - 3 credits

SPAN 102 Elementary Spanish II - 3 credits or

SPAN 201 Intermediate Spanish I - 3 credits

SPAN 202 Intermediate Spanish II - 3 credits  
SPAN 211 Introduction to the Cultures of the Caribbean - 3 credits  
MLNG 221 Spanish Literature in Translation - 3 credits  
MLNG 225 Representations of Minorities in World Literature - 3 credits  
MLNG 295 Selected Topics MLNG - 3 credits

### **History Minor (18 credits)**

Eighteen credits in History (200+ level) - 18 credits

### **Modern Languages Minor (18 credits)**

6 credits at the Elementary level (101 and 102 or equivalent) in the modern language  
6 credits at the Intermediate-level (201 and 202 or equivalent) in the modern language  
**AND**  
6 credits in modern language courses at the 200 level or above (culture courses)  
**OR**  
6 credits in 300+ language courses

### **Philosophy Minor (18 credits)**

#### **Prerequisite:**

PHIL 100 Introduction to Philosophy - 3 credits

#### **Minor:**

PHIL 103 Introduction to Logic - 3 credits **AND**  
Five additional courses in Philosophy - 15 credits

### **Political Science Minor (18 credits)**

Eighteen credits in Political Science (200+ level) - 18 credits

### **Psychology Minor (18 credits)**

#### **Prerequisite:**

PSYC 150 Psychological Foundations - 3 credits

#### **Minor:**

PSYC 203 Theories of Personality - 3 credits **AND**  
Five additional courses in Psychology

#### **Recommended sequences for the five additional courses:**

##### **Business Leadership:**

PSYC 210 Industrial Psychology - 3 credits  
PSYC 307 Leadership Training for the Business World - 3 credits  
PSYC 311 Managerial Psychology - 3 credits  
PSYC 312 Organizational Behavior - 3 credits  
SOC 210 Sociology of Work - 3 credits

##### **Child Development:**

PSYC 207 Children's Play: Psychological Aspects - 3 credits  
PSYC 209 The Child from Conception to Nine - 3 credits

PSYC 306 Abusive Behavior - 3 credits  
PSYC 309 The Child from Five to Fourteen - 3 credits  
PSYC 317 Psychology of Adolescence - 3 credits

**Counseling:**

PSYC 204 Abnormal Psychology - 3 credits  
PSYC 251 Psychology of Women - 3 credits  
PSYC 304 Counseling Theories and Practices - 3 credits  
PSYC 305 Counseling Practicum - 3 credits  
PSYC 314 Psychological Tests and Measurements - 3 credits

**Education Majors:**

PSYC 207 Children's Play: Psychological Aspects - 3 credits  
PSYC 208 Learning and Motivation - 3 credits  
PSYC 209 The Child from Conception to Nine - 3 credits  
PSYC 309 The Child from Five to Fourteen - 3 credits

**One course:**

SOC 205 Social Inequality in America - 3 credits OR  
SOC 308 American Ethnic Groups - 3 credits OR  
SOC 309 Sociology of the African-American Experience - 3 credits

## **Graduate Studies**

The Department of Humanities and Human Sciences offers a Master of Arts in Clinical-Community Psychology degree. For a graduate catalog or information, visit the website or please call [Graduate Admissions Office](#) at (412) 392-3808.

# The Department of Literary Arts

**Professors:** Amy Kim Bell, M.A.; Portia K. Weston, Ed.D.

**Associate Professors:** Karen Dwyer, Ph.D.; Sarah Perrier (Chair), Ph.D.

**Assistant Professors:** Barbara Barrow, Ph.D.; Christopher Girman, Ph.D.; Kirstin Hanley, Ph.D.; Jessica McCort, Ph.D.

Literary Arts offers two majors: English and Creative Writing. Both programs invite students to immerse themselves in the ingenuity, creativity, and vitality of language. Following programs that feature classics and contemporaries alike, students in both majors work closely with their faculty and their peers to hone their ability to read closely, speak clearly, engage with ideas, and interpret complex literary and creative works with precision, ingenuity, and sensitivity. Both majors will prepare students for broad-ranging professional opportunities upon graduation.

Students in both English and Creative Writing are required to demonstrate minimum proficiency (a grade of “C” or better) in English 101. In order to maintain good standing within their programs and graduate in a timely manner, students in both majors must also maintain a minimum of a 2.5 cumulative GPA in their Literary Arts courses.

## English

The program leading to a Bachelor of Arts degree with a major in English is directed toward two objectives: (a) the understanding of great literary works of the past and present in an effort to extend the student’s knowledge of human thought, emotion, and experience and (b) the development of those skills necessary to communicate effectively, persuasively, clearly, and concisely through both the written and spoken word. The major in English requires a total of 120 credits.

## Bachelor of Arts Degree with a major in English

### Program Objectives

1. Interpret and evaluate primary and secondary sources using a range of theoretical approaches that recognize the polysemous nature of text and the fluid nature of interpretation within idiosyncratic and/or conventional frames of reference such as those of class, culture, race, gender, education, religion, or power. (Theory/Interpretation)
2. Identify, describe, and outline major genres, traditions, themes, forms, and periods or movements in Anglophone literature as field of study and cultural product within the larger global contexts of literature and the arts from antiquity through the contemporary era. (Coverage)
3. Apply the principles of grammar, phonology, morphology, syntax, semantics, pragmatics, linguistic analysis, and the history and structure of the English language to demonstrate mastery of these principles in both written texts and analytical situations. (Language)
4. Write, using a process-based approach, documents that are clear, concise, consistent, convincing, and correct, and satisfy the demands of a range of purposes and styles including any of the following (individually or in combination): argument-based text; literary analysis; research-based text; poetry, fiction, or creative nonfiction; personal statements; and/or meta-cognitive self-analysis. (Writing)
5. Demonstrate, via a portfolio, their development as writers and critical thinkers working to master the English program’s essential content, skills, and values, including cross-cultural, technological, historical, and information literacy. (Synthesis)

**Core Requirements** 42 credits

**Required Courses in the Thematic Core**

ENGL 120 Introduction to Literary Studies

ENGL 420 Senior Seminar: Craft and Critique – Capstone

**Department Major Requirements** 57 credits

**Humanities Requirement (12)**

Students must complete 12 credits of coursework in Philosophy, Psychology, Sociology, Behavioral Science, History, Modern Languages, or Global Cultural Studies. 9 of the 12 credits must be taken at the 200-level (or higher). At least two different fields of study must be represented.

**Language Sequence (9)**

Must include a minimum of a two semester sequence in the same foreign language (courses in translation excluded) - 12 credits

ENGL 252, 253, 254 OR 255 - 3 credits

ENGL 260, 261, 262 OR 263 - 3 credits

ENGL 335 History of the English Language OR

ENGL 302 Linguistics - 3 credits

ENGL 338 Literary Criticism - 3 credits

**Choose eight courses: 5 of 6 themes must be represented. 3 credits may be at the 200-level.**

Theme 1: Surveys

ENGL 250 World Literature: Poetry, Drama, Epic - 3 credits

ENGL 251 World Literature: Novels - 3 credits

ENGL 252 Introduction to Prose - 3 credits

ENGL 253 Introduction to Poetry - 3 credits

ENGL 254 Introduction to the Short Story - 3 credits

ENGL 255 Theoretical Approaches to Literature - 3 credits

ENGL 260 British Literature I - 3 credits

ENGL 261 British Literature II - 3 credits

ENGL 262 American Literature I - 3 credits

ENGL 263 American Literature II - 3 credits

Theme 2: Topics

ENGL 300 Topics 1 3 credits

ENGL 301 Topics 2 3 credits

Theme 3: Authors

ENGL 305 Authors 1 - 3 credits

ENGL 306 Authors 2 - 3 credits

Theme 4: Language and Theory

ENGL 302 Linguistics - 3 credits

ENGL 315 Language and Theory 1 - 3 credits

ENGL 316 Language and Theory 2 - 3 credits

ENGL 335 History of the English Language - 3 credits

Theme 5: Historical Period and Traditions

ENGL 340 Periods and Traditions 1 - 3 credits

ENGL 341 Periods and Traditions 2 - 3 credits  
 ENGL 342 Periods and Traditions 3 - 3 credits  
 ENGL 343 Periods and Traditions 4 - 3 credits  
 ENGL 344 Periods and Traditions 5 - 3 credits  
 Theme 6: Creative Writing  
 ENGL 200 Creative Writing - 3 credits  
 ENGL 365 Creative Nonfiction Workshop 1 - 3 credits  
 ENGL 366 Fiction Workshop 1 - 3 credits  
 ENGL 367 Poetry Workshop 1 - 3 credits  
 ENGL 401 Advanced Nonfiction Workshop 2 - 3 credits  
 ENGL 402 Advanced Nonfiction Workshop 3 - 3 credits  
 ENGL 403 Advanced Fiction Workshop 2 - 3 credits  
 ENGL 404 Advanced Fiction Workshop 3 - 3 credits  
 ENGL 405 Advanced Poetry Workshop 2 - 3 credits  
 ENGL 406 Advanced Poetry Workshop 3 - 3 credits  
 ENGL 411 Creative Nonfiction Workshop 4 - 3 credits  
 ENGL 412 Fiction Workshop 4 - 3 credits  
 ENGL 413 Poetry Workshop 4 - 3 credits

**General Electives**

**21 credits**

**Minimum credits for B.A. degree**

**120 credits**

## **English/Creative Writing**

English/Creative Writing offers an opportunity for students with a passion for literature and the arts to develop their interest in writing through hands-on workshop classes and literary seminars.

Students pursuing the major in English/Creative Writing will complete a series of workshop courses intended to help them focus on practicing and refining their craft. Creative writing students will also take a slate of broad-ranging and diverse literature courses so that they may constantly be engaging the life of a literary text from the first draft's raw inspiration to the published work's ongoing vitality, apart from the author's vision or context.

## **Bachelor of Arts Degree with a major in English/Creative Writing**

### **Program Objective**

1. Assess the technique of literary texts, attending to both writerly and readerly concerns, in order to demonstrate an understanding of craft as an analytical subject. (Craft)
2. Identify major genres, traditions, themes, forms, and periods or movements in literature and the arts and reflect an understanding of those genres' conventions. (Genres)
3. Write and revise texts in at least two genres emphasizing the integrity of the workshop process, the necessity of revision and editing, and the ongoing vitality of the text outside of the author's original intention. (Write/Revise)
4. Examine, identify, and adopt aesthetic principles based on study of model texts, workshop texts, and their own writing and place their own work within a larger tradition. (Aesthetic Development)
5. Compose a portfolio of work demonstrating their development as writers and critical thinkers working to master the CW/ENGL program's essential skills and values, including craft and the recursive nature of the creative process. (Synthesis)

**Core Requirements** 42 credits

**Required Courses in the Thematic Core**

ENGL 200 Creative Writing

ENGL 420 Senior Seminar: Craft and Critique – Capstone

**Department Major Requirements** 57 credits

**Humanities Requirement (12)**

Students must complete 12 credits of coursework in Philosophy, Psychology, Sociology, Behavioral Science, History, Modern Languages, or Global Cultural Studies. 9 of the 12 credits must be taken at the 200-level (or higher). At least two different fields of study must be represented.

**Language Sequence (9)**

Must include a minimum of a two semester sequence in the same foreign language (courses in translation excluded) - 12 credits

ENGL 365 Creative Nonfiction Workshop 1 - 3 credits

ENGL 366 Fiction Workshop 1 - 3 credits

ENGL 367 Poetry Workshop 1 - 3 credits

**Choose eight courses: 5 of 6 themes must be represented. 3 credits may be at the 200-level.**

Theme 1: Surveys

ENGL 250 World Literature: Poetry, Drama, Epic - 3 credits

ENGL 251 World Literature: Novels - 3 credits

ENGL 252 The Art of Essay - 3 credits

ENGL 253 The Art of Poetry - 3 credits

ENGL 254 The Art of Short Story - 3 credits

ENGL 255 Theoretical Approaches to Literature - 3 credits

ENGL 260 British Literature I - 3 credits

ENGL 261 British Literature II - 3 credits

ENGL 262 American Literature I - 3 credits

ENGL 263 American Literature II - 3 credits

Theme 2: Topics

ENGL 300 Topics 1 - 3 credits

ENGL 301 Topics 2 - 3 credits

Theme 3: Authors

ENGL 305 Authors 1 - 3 credits

ENGL 306 Authors 2 - 3 credits

Theme 4: Language and Theory

ENGL 302 Linguistics - 3 credits

ENGL 315 Language and Theory 1 - 3 credits

ENGL 316 Language and Theory 2 - 3 credits

ENGL 335 History of the English Language - 3 credits

ENGL 338 Literary Criticism - 3 credits

Theme 5: Historical Period and Traditions

ENGL 340 Periods and Traditions 1 - 3 credits

ENGL 341 Periods and Traditions 2 - 3 credits  
ENGL 342 Periods and Traditions 3 - 3 credits  
ENGL 343 Periods and Traditions 4 - 3 credits  
ENGL 344 Periods and Traditions 5 - 3 credits  
Theme 6: Creative Writing  
ENGL 401 Advanced Nonfiction Workshop 2 - 3 credits  
ENGL 402 Advanced Nonfiction Workshop 3 - 3 credits  
ENGL 403 Advanced Fiction Workshop 2 - 3 credits  
ENGL 404 Advanced Fiction Workshop 3 - 3 credits  
ENGL 405 Advanced Poetry Workshop 2 - 3 credits  
ENGL 406 Advanced Poetry Workshop 3 - 3 credits  
ENGL 411 Creative Nonfiction Workshop 4 - 3 credits  
ENGL 412 Fiction Workshop 4 - 3 credits  
ENGL 413 Poetry Workshop 4 - 3 credits

**General Electives**

**21 credits**

**Minimum credits for B.A. degree**

**120 credits**

## **Minors in Literary Arts**

### **English Minor (18 credits)**

**Prerequisites:**

ENGL 101 College Composition - 3 credits

**Minor:**

ENGL 250 World Literature I - 3 credits

ENGL 251 World Literature II - 3 credits and four additional courses in English at the 200+ level - 12 credits

### **English/Creative Writing Minor (18 credits)**

**Literature Requirements**

Choose two courses:

ENGL 252 The Art of the Essay - 3 credits

ENGL 253 The Art of Poetry - 3 credits

ENGL 254 The Art of Short Story - 3 credits

ENGL 255 Approaches to the Study of Lit - 3 credits

Choose one course:

ENGL 308 Contemporary Literature - 3 credits

ENGL 324 British Literature Survey II - 3 credits

ENGL 326 American Literature Survey II - 3 credits



## Writing Requirements

Choose two courses:

ENGL 365 Creative Nonfiction Workshop 1 - 3 credits

ENGL 366 Fiction Workshop 1 - 3 credits

ENGL 367 Poetry Workshop 1 - 3 credits

Choose one course:

ENGL 401 Advanced Creative Nonfiction Workshop 2 - 3 credits

ENGL 402 Advanced Creative Nonfiction Workshop 3 - 3 credits

ENGL 403 Advanced Fiction Workshop 2 - 3 credits

ENGL 404 Advanced Fiction Workshop 3 - 3 credits

ENGL 405 Advanced Poetry Workshop 2 - 3 credits

ENGL 406 Advanced Poetry Workshop 3 - 3 credits

# The Department of Natural Sciences and Engineering Technology

**Professors:** Robert Draper, M.Sc., M.S.N.E.; Laura Frost, Ph.D.; Robert Garson, Ph.D.; Donald Keller, Ph.D.; Diane Krill, Ph.D.; John Kudlac, Ph.D.; Mark Marnich, Ed.D.

**Associate Professors:** Gregg Johnson (Chair), Ph.D.; Matthew Opdyke, Ph.D.; Matthew Pascal, Ph.D.; Daniel Reed, M.S.

**Assistant Professors:** Brendan Mullan, Ph.D.; Aram Parsa, Ph.D.; Yaser Roshan, Ph.D.

**Instructors:** Benjamin Carlucci, M.S., Anthony Gaglierd, B.A.

The Department of Natural Sciences and Engineering Technology has programs in the following areas of study: Pre-Medical and Pre-Professional Studies, Biological Sciences, Civil Engineering Technology, Electrical Engineering, Electrical Engineering Technology, Mechanical Engineering Technology, Health Services and Funeral Service. These programs leading to the Bachelor of Science degree provide the specialized education needed for a career along with a substantial general education to enable graduates to pursue advanced degrees and to relate their technical and scientific knowledge to humanistic, social and cultural activities. A close association between the technical and scientific disciplines within the department allows for a meaningful alliance between application and theory.

The programs leading to the Bachelor of Science degree with majors in Civil, Electrical and Mechanical Engineering Technology are accredited by the Engineering Technology Accreditation Commission of ABET ([www.abet.org](http://www.abet.org)).

All NSET students must complete the 100-level courses in the Department General Requirements and Major Requirements before registering for any 400-level courses in their major.

## Pre-Medical and Pre-Professional Studies

The program leading to the Bachelor of Science degree with a major in Pre-medical and Pre-professional Studies is intended for students interested in the health profession. Students who study and excel in this rigorous program will be well-situated to pursue graduate school, medical school, pharmacy school, dental school and other medically related professional post-graduate programs. Students receive a strong foundation in natural and physical sciences, targeted guidance including preparation for the MCAT/GRE and similar exams, and the opportunity to be a part of the University's LECOM affiliate program.

### Program Objectives

1. Achieve MCAT/DAT/ GRE or other standardized test scores that will allow them to gain entry into medical/professional/graduate school.
2. Demonstrate a clear and complete knowledge of the method and practice of science.
3. Access and critically evaluate information in the biological sciences.
4. Effectively communicate in written and oral formats.

## Bachelor of Science Degree with a major in Pre-Medical and Pre-Professional Studies

**Core Requirements**

**42 credits**

**Required Courses in the Thematic Core**

BIOL 449 Biology Seminar - Capstone  
CHEM 101 General Chemistry I - Investigate Science  
MATH 180 College Algebra - Investigate Mathematics

**Department General Requirements**

28 credits

BIOL 101 General Biology I - 3 credits  
BIOL 102 General Biology II - 3 credits  
BIOL 103 General Biology Laboratory I - 1 credit  
BIOL 104 General Biology Laboratory II - 1 credit  
CHEM 102 General Chemistry II - 3 credits  
CHEM 103 General Chemistry Laboratory I - 1 credit  
CHEM 104 General Chemistry Laboratory II - 1 credit  
MATH 175 Elementary Statistics - 3 credits  
MATH 190 Calculus I - 4 credits  
PHYS 101 Physics I - 3 credits  
PHYS 102 Physics II - 3 credits  
PHYS 103 Physics Laboratory I - 1 credit  
PHYS 104 Physics Laboratory II - 1 credit

**Department Major Requirements**

37 credits

BIOL 216 Introductory Microbiology - 4 credits  
BIOL 222 Introduction to Genetics - 4 credits  
BIOL 225 Anatomy and Physiology I - 4 credits  
BIOL 226 Anatomy and Physiology II - 4 credits  
BIOL/CHEM 320 Biochemistry - 3 credits  
BIOL 350 Molecular/Cellular Biology - 4 credits  
BIOL 365 Developmental Biology - 3 credits  
BIOL 420 Immunology - 3 credits  
CHEM 221 Organic Chemistry - 3 credits  
CHEM 222 Organic Chemistry/Biochemistry - 3 credits  
CHEM 223 Organic Chemistry Laboratory - 2 credits  
PRMP 455 MCAT Review I - 0 credits  
PRMP 456 MCAT Review II - 0 credits

**Department Electives**

12 credits

**Choose 4 courses from the following:**

BIOL 206 Zoology - 3 credits  
BIOL 210 Biological Evolution - 3 credits  
BIOL 211 Human Biology - 3 credits  
BIOL 243 Public Health - 3 credits  
BIOL 254 Elements of Nutrition - 3 credits  
BIOL 324 Human Genetics - 3 credits  
BIOL 341 Environmental Health - 3 credits  
BIOL 450 Virology - 3 credits  
BIOL 456 Advances in Nutrition - 3 credits  
BIOL 495 Research Project Design - 3 credits  
BTEC 300 Receptors, Signaling Pathways and Cellular Control Mechanisms - 3 credits

BTEC 310 Emerging Life Science Technologies - 3 credits  
BTEC 350 Genomics and Proteomics - 3 credits  
BTEC 450 Drug Discovery - 3 credits  
PSYC 203 Theories of Personality - 3 credits  
PSYC 204 Abnormal Psychology - 3 credits  
PSYC 245 Introduction to Forensic Psychology - 3 credits

**General Electives**

**12 credits**

**Minimum credits for B.S. degree**

**131 credits**

## **Biological Sciences**

The program leading to the Bachelor of Science degree with a major in Biological Sciences offers three concentrations, Molecular/Cellular Biology, Organismal Biology and Environmental Science. The program is designed to provide an introduction to the breadth of the field and allow students to focus study in one concentration. The concentrations promote deeper learning in the chosen area of study to prepare students for graduate or professional school or to embark upon a career path. The curriculum encourages students to participate in available internships with various agencies, including government and industry. A minor in a complementary area is highly recommended.

### **Program Objectives**

1. Recognize structure-function relationship in biological systems including membranes, nucleic acids, proteins, cells and organelles.
2. Relate the principles of cellular energetics.
3. Describe how mutation leads to evolution and species diversity.
4. Distinguish the processes involved in duplication, expression and inheritance of genetic material.
5. Compare and contrast major biological characteristics of prokaryotic and eukaryotic cells including:
  - a. Cell structures
  - b. Replication, inheritance/recombination, expression and regulation of gene expression
  - c. Relate methods of microbial control, including physical, chemical and chemotherapeutic
6. Evaluate, interpret and discuss scientific journal articles.
7. Plan, design and execute an experiment following the tenets of the scientific method.
8. Communicate effectively in both written and oral formats.
9. Demonstrate proficiency in the lab with the following:
  - a. Microscopy
  - b. Basic analysis of DNA and proteins
  - c. Field and environmental techniques
  - d. Lab safety
10. Characterize the roles of humans in and on the environment.

## **Bachelor of Science Degree with a major in Biological Sciences**

### **Core Requirements**

**42 credits**

#### **Required Courses in the Thematic Core**

CHEM 101 General Chemistry I - Investigate Science  
MATH 180 College Algebra - Investigate Mathematics

BIOL 449 Biology Seminar - Capstone

**Department General Requirements**

28 credits

BIOL 101 General Biology I - 3 credits  
BIOL 102 General Biology II - 3 credits  
BIOL 103 General Biology Laboratory I - 1 credit  
BIOL 104 General Biology Laboratory II - 1 credit  
CHEM 102 General Chemistry - 3 credits  
CHEM 103 General Chemistry Laboratory I - 1 credit  
CHEM 104 General Chemistry Laboratory II - 1 credit  
MATH 175 Elementary Statistics - 3 credits  
MATH 190 Calculus I - 4 credits  
PHYS 101 Physics I - 3 credits  
PHYS 102 Physics II - 3 credits  
PHYS 103 Physics Laboratory I - 1 credit  
PHYS 104 Physics Laboratory II - 1 credit

**Department Major Requirements**

26 credits

BIOL 205 Botany OR  
    BIOL 206 Zoology - 3 credits  
BIOL 210 Evolution OR  
    BIOL 235 Ecology - 3 credits  
BIOL 216 Introductory Microbiology - 4 credits  
BIOL 222 Introduction to Genetics - 4 credits  
BIOL 350 Molecular/Cellular Biology - 4 credits  
CHEM 221 Organic Chemistry - 3 credits  
CHEM 222 Organic Chemistry/Biochemistry - 3 credits  
CHEM 223 Organic Chemistry Laboratory - 2 credits

**Choose a Concentration**

12-14 credits

**Cellular /Molecular Concentration**

BIOL 320 Biochemistry - 3 credits  
BIOL 365 Developmental Biology - 3 credits  
BIOL 420 Immunology - 3 credits  
BTEC 300 Receptors, Signaling Pathways, and Cellular Control Mechanisms - 3 credits

**Organismal Concentration**

BIOL 206 Zoology - 3 credits  
BIOL 225 Anatomy and Physiology I - 4 credits  
BIOL 226 Anatomy and Physiology II - 4 credits  
BIOL 410 Comparative Vertebrate Anatomy - 3 credits

**Environmental Concentration**

BIOL 205 Botany - 3 credits  
BIOL 235 Introduction to Ecology - 3 credits  
BIOL 341 Environmental Health - 3 credits  
BIOL 443 Application in Environmental Science - 3 credits

### **Bioinformatics Concentration**

ET 204 Programming for Engineering Technology - 3credits

BTEC 300 Receptors, Signaling Pathways, and Cellular Control Mechanisms - 3 credits

BTEC 310 Bioinformatics - 3 credits

BTEC 450 Drug Discovery and Development - 3 credits

**Directed Electives**

**6 credits**

**General Electives**

**6 credits**

**Minimum credits for B.S. degree**

**120-122 credits**

## **Biotechnology (No longer accepting applications)**

The Biotechnology program prepares students at the baccalaureate level to work as scientists in applied fields like pharmaceutical, diagnostic, agricultural and environmental, to create new products. The rapid expansion of biotechnology requires students to develop broad-based skills and abilities in information technology, basic science, and mathematics along with specialized topics such as molecular biology, cellular control mechanisms, genomics and proteomics.

### **Program Objectives**

1. Gain an understanding and appreciation of the complexity of biological pathways that are fundamental to living organisms.
  - a. Identify signaling cascades that allow cells to respond appropriately to changes in their environment.
  - b. Understand the role of enzymes and how their structure is related to their function.
  - c. Learn how genes work and understand the concepts underlying gene technology.
  - d. Gain an understanding of the organization of the cell.
2. Gain hands on experience with key scientific principles through laboratory exercises.
  - a. Describe the significance of the experimental application and apply the information to the model tested.
  - b. Collect and track data through the course of an experiment, using accurate conversions and units.
  - c. Report laboratory results in a comprehensive summary of significance, methods, results, and conclusions.
  - d. Draw conclusions accurately based on the results of experimental data.
3. Learn to speak fluently in the scientific languages of Information Technology
  - a. Convert conceptual problems to a format that binary logic can be applied to solve.
  - b. Communicate the results of computer-based queries orally with the aid of computer-generated graphics.
  - c. Utilize software to analyze scientific data, generate statistics, and generate graphs.
  - d. Operate on biological information stored in databases to answer experimental questions.
4. Develop entrepreneurial skills that will promote the goals of a Biotechnology company/industry.
  - a. Identify needs that can be met with a Biotechnology solution.
  - b. Balance the cost of a project with the potential gain to be realized.
  - c. Develop communication skills that promote interaction with professionals from a wide variety of backgrounds, including engineers, computer science, business, in addition to scientists.
  - d. Establish goals and describe concrete steps for recording progress, documenting obstacles, and reporting the outcome.

## **Bachelor of Science Degree with a major in Biotechnology**

**Core Requirements**

**42 credits**

**Department General Requirements**

**25 credits**

BIOL 101 General Biology I - 3 credits

BIOL 102 General Biology II - 3 credits

BIOL 103 General Biology Laboratory I - 1 credit	
BIOL 104 General Biology Laboratory II - 1 credit	
CHEM 103 General Chemistry Laboratory I - 1 credit	
CHEM 104 General Chemistry Laboratory II - 1 credit	
MATH 175 Elementary Statistics - 3 credits	
MATH 190 Calculus I - 4 credits	
PHYS 101 Physics I - 3 credits	
PHYS 102 Physics II - 3 credits	
PHYS 103 Physics Laboratory I - 1 credit	
PHYS 104 Physics Laboratory II - 1 credit	
<b>Department Major Requirements</b>	<b>50 credits</b>
BIOL 211 Human Biology - 3 credits	
BIOL 216 Intro to Microbiology - 4 credits	
BIOL 222 Intro to Genetics - 4 credits	
BIOL 350 Molecular/Cellular Biology - 4 credits	
BMGT 101 Introduction to Business - 3 credits	
BTEC 300 Receptors, Signaling Pathways and Cellular Control Mechanisms - 3 credits	
BTEC 310 Emerging Life Science Technologies - 3 credits	
BTEC 350 Genomics and Proteomics - 3 credits	
BTEC 400 Modeling of Biological Systems - 3 credits	
BTEC 410 Biotechnology Laboratory I - 2 credits	
BTEC 420 Biotechnology Laboratory II - 3 credits	
BTEC 450 Drug Discovery and Development - 3 credits	
CHEM 221 Organic Chemistry - 3 credits	
CHEM 222 Organic/Biochemistry - 3 credits	
CHEM 223 Organic Chemistry Laboratory - 2 credits	
CMPS 322 Introduction to Programming - 4 credits	
<b>General Electives</b>	<b>6 credits</b>
<b>Minimum credits for B.S. degree</b>	<b>123 credits</b>

## Post-Baccalaureate Program in Biotechnology

The Department of Natural Sciences and Engineering Technology has available a post-baccalaureate program leading to a Bachelor of Science in Biotechnology. This program is for students with baccalaureate degrees who desire to earn a second degree in Biotechnology. Prerequisites for the post-baccalaureate programs in Biotechnology include Microbiology, Genetics, Organic Chemistry, Statistics and introductory computer skills. The program requirements consist of 31 credits and can be completed in five to six consecutive semesters.

### Post Baccalaureate Bachelor of Science Degree with a major in Biotechnology

<b>Prerequisites to the Program</b>	<b>20 credits</b>
BIOL 216 Introductory Microbiology - 4 credits	
BIOL 222 Introduction to Genetics - 4 credits	
CHEM 221 Organic Chemistry - 3 credits	

CHEM 222 Organic Chemistry/Biochemistry - 3 credits

CMPS 100 level course - 3 credits

MATH 175 Elementary Statistics - 3 credits

#### **Program Requirements**

**31 credits**

BMGT 101 Introduction to Business - 3 credits

BIOL 350 Biochemistry/Molecular Biology - 4 credits

BTEC 300 Receptors, Signaling Pathways and Cell Control Mechanisms - 3 credits

BTEC 310 Emerging Life Sciences Technology - 3 credits

BTEC 350 Genomics and Proteomics - 3 credits

BTEC 400 Modeling of Biological Systems - 3 credits

BTEC 410 Biotechnology Laboratory I - 2 credits

BTEC 420 Biotechnology Laboratory II - 3 credits

BTEC 450 Drug Discovery and Development - 3 credits

CMPS 322 Introduction to Programming - 4 credits

## **Electrical Engineering**

The program leading to the Bachelor of Science degree in Electrical Engineering prepares graduates for immediate employment throughout the engineering enterprise and for further study in a wide variety of analytical and creative fields including engineering, law, business, and technical communication.

The first three years of the program include a sequence of required electrical engineering courses as well as several mathematics and science courses that provide critical background for the major. All of these courses must be taken on the schedule recommended by the faculty in order for full-time students to finish the program within four academic years. The senior year in the program is devoted to the study of four technical electives and to the completion of a full-year capstone design experience.

The Bachelor of Science degree program in Electrical Engineering has been designed in full compliance with applicable criteria of the Engineering Accreditation Commission of ABET ([www.abet.org](http://www.abet.org)). The program is not yet accredited by ABET, but the faculty intend to pursue accreditation at the earliest possible time after graduates are produced. This accreditation, once granted, will be applied retroactively so that all graduates will hold a degree from an accredited program.

The program adheres to the principles and practices of outcomes-based education. Routine use of assessment and evaluation provide for a process of continuous improvement and responsiveness to all stakeholders. The operating statements of outcomes-based education are the program educational objectives and the student outcomes as described below.

### **Program Educational Objectives**

Program educational objectives are statements of the knowledge and skills that recent graduates of an educational program are expected to demonstrate in their personal and professional lives. The faculty in consultation with the program's industrial advisory committee have established the four objectives listed below for graduates of the Bachelor of Science degree program in Electrical Engineering. These objectives are reviewed regularly to ensure that they continue to express the core values of the program and the needs of the engineering profession.

1. Graduates will apply their knowledge and skills in service to their professions.
2. Graduates will communicate and collaborate effectively in both professional and social settings.



3. Graduates will improve their knowledge and skills through additional formal education, participation in learned societies, and pursuit of professional licensure.
4. Graduates will consider the legal, ethical, and social implications of their work.

### **Student Learning Outcomes**

Student outcomes are statements of the knowledge and skills that students in an educational program are expected to demonstrate by the time of graduation. The faculty have established the 12 outcomes listed below for students pursuing a Bachelor of Science degree program in Electrical Engineering. Students' success in achieving these outcomes is measured regularly using a variety of assessment tools such as in-class problems and surveys.

1. Students will analyze and design electrical systems, components and processes.
2. Students will test electrical systems, components and processes, analyze the resulting data, and make iterative improvements.
3. Students will develop computer hardware and software to support the analysis, design and operation of electrical systems, components, and processes.
4. Students will solve engineering problems by using standard formulas, graphs, tables, and software while recognizing the limitations of these techniques.
5. Students will solve engineering problems by applying principles of mathematics, science, and engineering.
6. Students will collaborate in laboratory and classroom settings to fulfill technical requirements in a timely manner.
7. Students will produce clear, precise, and effective technical documents and oral presentations.
8. Students will plan and manage technical projects.
9. Students will be prepared to grow professionally through independent learning, continuing education, and participation in technical societies.
10. Students will take the Fundamentals of Engineering examination as the first step toward professional licensure.
11. Students will be familiar with the laws and codes governing professional practice.
12. Students will understand their personal and professional roles in society.

### **Bachelor of Science Degree with a major in Electrical Engineering**

#### **Core Requirements**

**42 credits**

#### **Required Courses in the Thematic Core**

CHEM 101 General Chemistry I - Investigate Science

EGR 402 Engineering Design II - Capstone

MATH 190 Calculus I - Investigate Mathematics + 1 departmental credit

NSET 101 Introduction to the Natural Sciences and Engineering Technology - Discover Technology

#### **Department Major Requirements**

**89 credits**

CHEM 103 General Chemistry Laboratory I - 1 credit

EE 101 Circuit Analysis I - 3 credits

EE 102 Circuit Analysis II - 3 credits

EE 103 Circuit Analysis Laboratory I - 1 credit

EE 104 Circuit Analysis Laboratory II - 1 credit

EE 221 Electronics I - 4 credits

EE 222 Electronics II - 4 credits  
EE 331 Electrical Power I - 4 credits  
EE 332 Electrical Power II - 4 credits  
EE 351 Digital Electronics I - 3 credits  
EE 352 Microprocessors I - 3 credits  
EE 375 Signals and Systems - 4 credits  
EGR 401 Engineering Design I - 3 credits  
ET 204 Programming for Engineering Technology - 3 credits  
ET 405 Fundamentals of Engineering Examination I - 0 credits  
ET 406 Fundamentals of Engineering Examination II - 0 credits  
MATH 210 Calculus II - 4 credits  
MATH 230 Linear Algebra I - 3 credits  
MATH 300 Calculus III - 4 credits  
MATH 310 Differential Equations - 3 credits  
MATH 330 Mathematical Statistics - 3 credits  
MET 101 Statics - 3 credits  
MET 102 Dynamics - 3 credits  
PHYS 103 Physics Laboratory I - 1 credit  
PHYS 104 Physics Laboratory II - 1 credit  
PHYS 201 Fundamentals of Physics I - 3 credits  
PHYS 202 Fundamentals of Physics II - 3 credits

**Technical Electives (minimum of 16 credits from the following):**

EE 415 Electromagnetics - 4 credits  
EE 425 Power Electronics - 4 credits  
EE 435 Electrical Distribution Systems - 4 credits  
EE 445 Control Systems - 4 credits  
EE 455 Digital Electronics II - 4 credits  
EE 465 Communication Electronics - 4 credits  
EE 467 Digital Signal Processing - 4 credits

**Minimum credits for B.S. degree**

**131 credits**

## **Mechanical Engineering**

Using the terminology of ABET, program educational objectives are statements of knowledge and skills that recent graduates are expected to demonstrate. These objectives are developed by the internal and external constituencies of the program based on the needs of the graduates' employers, of the profession in general, and of society at large.

### **Program Educational Objectives**

1. Graduates will have the basic knowledge and fundamental concepts required by a practicing mechanical engineer.
2. Graduates will show competency in using modern tools for design and analysis.
3. Graduates will demonstrate strong problem solving skills.
4. Graduates will possess effective oral and written communication skills.
5. Graduates will be committed to lifelong learning and self-improvement.
6. Graduates will understand the role and responsibilities of a mechanical engineer in society.

Using the terminology of ABET, student outcomes are statements of knowledge and skills that students are expected to demonstrate by the time of graduation. These outcomes are derived from the program educational objectives but are more specific because they describe demonstrable abilities that can be observed and assessed by the faculty. As with the program educational objectives, the student outcomes are developed by the internal and external constituencies of the program.

### **Student Learning Outcomes**

1. Students will analyze and design structural systems
2. Students will analyze and design mechanical systems in motion
3. Students will analyze and design thermal systems and processes
4. Students will use engineering software in design and analysis and will create engineering software
5. Students will apply mathematics, physics, chemistry and material properties
6. Students will collaborate in classroom and laboratory settings
7. Students will produce effective documents and oral presentations
8. Students will plan and manage technical projects
9. Students will grow professionally through independent learning
10. Students will take the Fundamentals of Engineering examination as a first-step towards professional licensure
11. Students will have knowledge of professional laws and codes
12. Students will understand the personal and professional roles of an engineer in society

### **Bachelor of Science Degree with a major in Mechanical Engineering**

#### **Core Requirements**

**42 credits**

#### **Required Courses in the Thematic Core**

CHEM 101 General Chemistry I - Investigate Science

EGR 402 Engineering Design II - Capstone

NSET 101 Introduction to the Natural Sciences and Engineering Technology - Discover Technology

#### **Department Major Requirements**

**90 credits**

CHEM 102 General Chemistry II - 3 credits

CHEM 103 General Chemistry Laboratory I - 1 credit

CHEM 104 General Chemistry Laboratory II - 1 credit

EE 101 Circuit Analysis I - 3 credits

EE 102 Circuit Analysis II - 3 credits

EE 103 Circuit Analysis Laboratory I - 1 credit

EE 104 Circuit Analysis Laboratory II - 1 credit

EGR 401 Engineering Design I - 3 credits

ET 204 Programming for Engineering Technology - 3 credits

ET 405 Fundamentals of Engineering Examination I - 0 credits

ET 406 Fundamentals of Engineering Examination II - 0 credits

MATH 181 Pre-Calculus - 4 credits

MATH 190 Calculus I (Investigate Mathematics + 1 credit) - 1 credits

MATH 210 Calculus II - 4 credits

MATH 230 Linear Algebra I - 3 credits

MATH 300 Calculus III - 4 credits

MATH 310 Differential Equations - 3 credits  
 MATH 330 Mathematical Statistics - 3 credits  
 ME 101 Statics - 3 credits  
 ME 102 Dynamics - 3 credits  
 ME 212 Properties of Materials - 3 credits  
 ME 213 Strength of Materials - 3 credits  
 ME 215 Thermodynamics - 3 credits  
 ME 320 Kinematics of Machine Element - 4 credits  
 ME 331 Engineering Design Using Pro/ENGINEER - 3 credits  
 ME 405 Heat Transfer - 4 credits  
 ME 411 Fluid Mechanics - 3 credits  
 ME 416 Mechanical Vibrations - 3 credits  
 ME 421 Machine Design Theory and Project - 4 credits  
 ME 424 Finite Element Analysis - 3 credits  
 ME 425 FEA with ANSYS - 2 credits  
 PHYS 103 Physics Laboratory I - 1 credit  
 PHYS 104 Physics Laboratory II - 1 credit  
 PHYS 201 Fundamentals of Physics I - 3 credits  
 PHYS 202 Fundamentals of Physics II - 3 credits

**Minimum credits for B.S. degree**

**132 credits**

## **Engineering Technology**

The programs leading to the Bachelor of Science degree offer three majors: Civil, Electrical, and Mechanical Engineering Technology. These programs are designed to develop the knowledge and skills necessary to use, manage, and improve existing technologies.

All Engineering Technology majors study a common core curriculum of science, technology, and humanities courses. Advanced technical courses specific to the major are generally taken during the last three years of the program. Technical courses are offered sequentially by terms; hence, the failure to schedule them as offered may delay progress in fulfilling degree requirements.

During their senior year, Engineering Technology students will take the Fundamentals of Engineering examination, the first step toward registration as a Professional Engineer with the State Registration Board for Professional Engineers of the Commonwealth of Pennsylvania. Engineering Technology majors must maintain a 2.25 G.P.A. in their Department General Requirements and Department Major Requirements.

Associate in Science degrees are available in Civil, Electrical and Mechanical Engineering Technology and are transferable to their respective baccalaureate degree programs.

## **Civil Engineering Technology**

Upon graduation, a graduate of the B. S. Program in Civil Engineering Technology should be capable of successfully carrying out the duties of a Civil Engineering Technologist. The following program educational objectives list the abilities a successful Civil Engineering Technologist will possess within a few years after graduation.

### **Program Educational Objectives**

1. Graduates will apply their knowledge and skills in service to their professions.
2. Graduates will communicate and collaborate effectively in both professional and social settings.

3. Graduates will improve their knowledge and skills through additional formal education, participation in learned societies, and pursuit of professional licensure.
4. Graduates will consider the legal, ethical, and social implications of their work.

Graduates of the Bachelor of Science degree program in Civil Engineering Technology are well-prepared to undertake positions of technical and managerial responsibility in industry and government and to continue their education in graduate school. To ensure this high level of preparation, faculty in the program emphasize the need for students to acquire, practice, and demonstrate a core group of skills called outcomes.

### **Student Learning Outcomes**

1. Analyze and design components and systems from each of four civil engineering technology specialties using hand calculations or computer applications.
2. Conduct laboratory and field measurements, process the resulting data, and interpret and present the results.
3. Determine materials properties and apply those properties to civil engineering problem solution.
4. Solve engineering technology problems by using computational methods, analytical techniques, or software.
5. Solve engineering technology problems by applying principles of mathematics, science, and engineering.
6. Collaborate in laboratory and classroom settings to fulfill technical requirements in a timely manner.
7. Produce clear, precise, and effective technical documents and oral presentations.
8. Plan and manage technical projects.
9. Be prepared to grow professionally through independent learning, continuing education, and participation in technical societies.
10. Take the Fundamentals of Engineering examination as the first step toward professional licensure.
11. Be familiar with the law and codes governing professional practice.
12. Understand their personal and professional roles in society.

Every technical course, required or elective, has prerequisites that a student must satisfy before enrolling in the course. Therefore, students are encouraged to consult with their academic advisors frequently and to plan their programs of study carefully to ensure that they make steady and satisfactory progress toward completion of their degrees.

Students whose career goals do not require a B.S. degree can earn an Associate in Science degree with a major in Civil Engineering Technology. This degree prepares graduates to fulfill a broad range of duties involving the application and improvement of technology, but it does not lead to registration as a professional engineer.

### **Bachelor of Science Degree with a major in Civil Engineering Technology**

The program leading to the Bachelor of Science degree with a major in Civil Engineering Technology is accredited by the Engineering Technology Accreditation Commission of ABET ([www.abet.org](http://www.abet.org)).

#### **Core Requirements**

**42 credits**

#### **Required Courses in the Thematic Core**

CHEM 101 General Chemistry I – Investigate Science

ET 407 Professional Problems in Engineering Technology – Capstone

MATH 180 College Algebra – Investigate Mathematics

NSET 101 Introduction to the Natural Sciences and Engineering Technology – Discover Technology

<b>Department General Requirements</b>	<b>29 credits</b>
CHEM 102 General Chemistry II - 3 credit	
CHEM 103 General Chemistry Laboratory I - 1 credit	
CHEM 104 General Chemistry Laboratory II - 1 credit	
MATH 175 Elementary Statistics - 3 credits	
MATH 185 Trigonometry - 2 credits	
MATH 190 Calculus I - 4 credits	
MATH 210 Calculus II - 4 credits	
MATH 230 Linear Algebra I OR	
MATH 310 Differential Equations - 3 credits	
PHYS 103 Physics Laboratory I - 1 credit	
PHYS 104 Physics Laboratory II - 1 credit	
PHYS 201 Fundamentals of Physics I - 3 credits	
PHYS 202 Fundamentals of Physics II - 3 credits	

<b>Department Major Requirements</b>	<b>57 credits</b>
CET 101 Statics - 3 credits	
CET 205 Introduction to Surveying - 3 credits	
CET 206 Environmental Engineering Technology I - 3 credits	
CET 209 Engineering Geology - 3 credits	
CET 212 Properties of Materials - 3 credits	
CET 213 Strength of Materials - 3 credits	
CET 214 Strength of Materials Laboratory - 1 credit	
CET 309 Soil Mechanics - 3 credits	
CET 310 Structural Analysis - 3 credits	
CET 315 Structural Design I, - 3 credits	
CET 316 Structural Design II - 3 credits	
CET 317 Concrete Mix Design Laboratory - 1 credit	
CET 319 Soil Mechanics Laboratory - 1 credit	
CET 405 Software Tools for Civil Engineering Technologists - 2 credits	
CET 411 Fluid Mechanics - 3 credits	
CET 412 Fluid Mechanics Laboratory - 1 credit	
ET 405 Fundamentals of Engineering Examination I - 0 credits	
ET 406 Fundamentals of Engineering Examination II - 0 credits	
ETGR 205 Engineering Technology Graphics - 3 credits	
MET 102 Dynamics - 3 credits	

**Minimum credits for B.S. degree** **128 credits**

**Associate in Science Degree with a major in Civil Engineering Technology**

**Core Requirements** **18 credits**

<b>Department General Requirements</b>	<b>20 credits</b>
ET 204 Programming for Engineering Technology - 3 credits	
MATH 175 Elementary Statistics - 3 credits	
MATH 185 Trigonometry - 2 credits	

MATH 190 Calculus I - 4 credits

**Choose one sequence:**

CHEM 101 General Chemistry I - 3 credits

CHEM 102 General Chemistry II - 3 credits

CHEM 103 General Chemistry Laboratory I - 1 credit

CHEM 104 General Chemistry Laboratory II - 1 credit

**OR**

PHYS 101 Physics I - 3 credits

PHYS 102 Physics II - 3 credits

PHYS 103 Physics Laboratory I - 1 credit

PHYS 104 Physics Laboratory II - 1 credit

**Department Major Requirements**

**31 credits**

CET 101 Statics - 3 credits

CET 205 Introduction to Surveying - 3 credits

CET 209 Engineering Geology - 3 credits

CET 212 Properties of Materials - 3 credits

CET 213 Strength of Materials - 3 credits

CET 214 Strength of Materials Laboratory - 1 credit

CET 309 Soil Mechanics - 3 credits

CET 310 Structural Analysis - 3 credits

CET 319 Soil Mechanics Laboratory - 1 credit

ETGR 205 Engineering Technology Graphics - 3 credits

MET 102 Dynamics - 3 credits

Department Elective - 2 credits

**Minimum credits for A.S. degree**

**69 credits**

## Electrical Engineering Technology

Program educational objectives are statements of the knowledge and skills that recent graduates of an educational program are expected to demonstrate in their personal and professional lives. The faculty in consultation with the program's industrial advisory committee have established the four objectives listed below for graduates of the Bachelor of Science degree program in Electrical Engineering Technology. These objectives are reviewed regularly to ensure that they continue to express the core values of the program and the needs of the engineering profession.

### Program Educational Objectives

1. Graduates will apply their knowledge and skills in service to their professions.
2. Graduates will communicate and collaborate effectively in both professional and social settings.
3. Graduates will improve their knowledge and skills through additional formal education, participation in learned societies, and pursuit of professional licensure.
4. Graduates will consider the legal, ethical, and social implications of their work.

Student outcomes are statements of the knowledge and skills that students in an educational program are expected to demonstrate by the time of graduation. The faculty have established the 12 outcomes listed

below for students pursuing a Bachelor of Science degree program in Electrical Engineering Technology. (Students pursuing an Associate in Science degree are expected to achieve a subset of these outcomes.) Students' success in achieving these outcomes is measured regularly using a variety of assessment tools such as in-class problems and surveys.

### **Student Learning Outcomes**

1. Students will analyze and design electrical systems, components and processes.
2. Students will test electrical systems, components and processes, analyze the resulting data, and make iterative improvements.
3. Students will develop computer hardware and software to support the analysis, design and operation of electrical systems, components, and processes.
4. Students will solve engineering technology problems by using standard formulas, graphs, tables, and software while recognizing the limitations of these techniques.
5. Students will solve engineering technology problems by applying principles of mathematics, science, and engineering.
6. Students will collaborate in laboratory and classroom settings to fulfill technical requirements in a timely manner.
7. Students will produce clear, precise, and effective technical documents and oral presentations.
8. Students will plan and manage technical projects.
9. Students will be prepared to grow professionally through independent learning, continuing education, and participation in technical societies.
10. Students will understand the benefits of registration as a professional engineer and will take the Fundamentals of Engineering examination.
11. Students will be familiar with the laws and codes governing professional practice.
12. Students will understand their personal and professional roles in society.

Every technical course, required or elective, has prerequisites that a student must satisfy before enrolling in the course. Therefore, students are encouraged to consult with their academic advisors frequently and to plan their programs of study carefully to ensure that they make steady and satisfactory progress toward completion of their degrees. A typical enrollment sequence for full-time students is given below as an illustration of this planning process.

During their senior year, students in the Electrical Engineering Technology B.S. program are required to take the Fundamentals of Engineering examination, which is the first step toward registration as a professional engineer with the State Registration Board for Professional Engineers of the Commonwealth of Pennsylvania. This registration is highly regarded by government and industrial employers as positive evidence that a graduate possesses both the academic and experience qualifications needed to practice the profession of engineering.

Students whose career goals do not require a B.S. degree can earn an Associate in Science degree with a major in Electrical Engineering Technology. This degree prepares graduates to fulfill a broad range of duties involving the application and improvement of technology, but it does not lead to registration as a professional engineer.

Non-degree students can earn a credential in Digital Electronics Technology or Electrical Power Technology by satisfying 15 credits of prerequisites and studying 12 credits of specialized technical coursework. The credential programs are ideal for practicing professionals in science and technology who wish to expand their knowledge and skills and for students majoring in other disciplines who wish to explore an important and exciting area of electrical engineering technology.



Nearly all of the courses in the A.S. degree program and all four courses in each of the credential programs can be applied to a B.S. degree in Electrical Engineering Technology. Thus, students who decide to pursue an associate's degree or a credential retain the flexibility to continue their education through the attainment of a bachelor's degree should their professional needs change in the future.

### **Bachelor of Science Degree with a major in Electrical Engineering Technology**

The program leading to the Bachelor of Science degree with a major in Electrical Engineering Technology is accredited by the Engineering Technology Accreditation Commission of ABET ([www.abet.org](http://www.abet.org)).

#### **Core Requirements**

**42 credits**

##### **Required Courses in the Thematic Core**

CHEM 101 General Chemistry I - Investigate Science  
ET 407 Professional Problems in Engineering Technology - Capstone  
MATH 180 College Algebra - Investigate Mathematics  
NSET 101 Introduction to the Natural Sciences and Engineering Technology - Discover Technology

#### **Department General Requirements**

**29-30 credits**

CHEM 103 General Chemistry Laboratory I - 1 credit  
CHEM 104 General Chemistry Laboratory II - 1 credit  
MATH 185 Trigonometry - 2 credits  
MATH 190 Calculus I - 4 credits  
MATH 210 Calculus II - 4 credits  
MATH 230 Linear Algebra I - 3 credits  
MATH 310 Differential Equations - 3 credits  
MATH 300 Calculus III (4 cr.) OR  
MATH 330 Mathematical Statistics (3 cr.) - 3 or 4 credits  
PHYS 103 Physics Laboratory I - 1 credit  
PHYS 104 Physics Laboratory II - 1 credit  
PHYS 201 Fundamentals of Physics I - 3 credits  
PHYS 202 Fundamentals of Physics II - 3 credits

#### **Department Major Requirements**

**57 credits**

EET 102 Direct Current Circuits - 3 credits  
EET 103 Alternating Current Circuits - 3 credits  
EET 104 Direct Current Circuits Laboratory - 1 credit  
EET 105 Alternating Current Circuits Laboratory - 1 credit  
EET 200 Basic Electronics - 4 credits  
EET 201 Electronic Circuits - 4 credits  
EET 215 Digital Electronics I - 3 credits  
EET 216 Microprocessors I - 3 credits  
EET 327 Electrical Power Technology I - 3 credits  
EET 328 Electrical Power Technology II - 3 credits  
ET 204 Programming for Engineering Technology - 3 credits  
ET 405 Fundamentals of Engineering Examination I - 0 credits  
ET 406 Fundamentals of Engineering Examination II - 0 credits  
ETGR 205 Engineering Technology Graphics - 3 credits

MET 101 Statics - 3 credits  
MET 102 Dynamics - 3 credits

**Technical Electives (minimum of 14 credits from the following):**

EET 305 Communication Electronics - 4 credits  
EET 348 Control Systems I - 4 credits  
EET 401 Field Theory and Microwaves - 4 credits  
EET 415 Digital Electronics II - 3 credits  
EET 416 Microprocessors II - 3 credits  
EET 421 Electrical Power Systems - 3 credits  
EET 426 Commercial Electrical Design - 3 credits  
EET 448 Control Systems II - 4 credits  
EET 495 Special Topics in Electrical Engineering Technology III - 1-6 credits  
EET 496 Independent Study in Electrical Engineering Technology III - 1-6 credits

**Minimum credits for B.S. degree** **128 credits**

**Associate in Science Degree with a major in Electrical Engineering Technology**

**Core Requirements** **18 credits**

**Department General Requirements** **20 credits**

ET 204 Programming for Engineering Technology - 3 credits  
MATH 210 Calculus II - 3 credits  
MATH 185 Trigonometry - 2 credits  
MATH 190 Calculus I - 4 credits

**Choose one sequence:**

CHEM 101 General Chemistry I - 3 credits  
CHEM 102 General Chemistry II - 3 credits  
CHEM 103 General Chemistry Laboratory I - 1 credit  
CHEM 104 General Chemistry Laboratory II - 1 credit

**OR**

PHYS 101 Physics I - 3 credits  
PHYS 102 Physics II - 3 credits  
PHYS 103 Physics Laboratory I - 1 credit  
PHYS 104 Physics Laboratory II - 1 credit

**Department Major Requirements** **31 credits**

EET 102 Direct Current Circuits - 3 credits  
EET 103 Alternating Current Circuits - 3 credits  
EET 104 Direct Current Circuits Laboratory - 1 credit  
EET 105 Alternating Current Circuits Laboratory - 1 credit  
EET 200 Basic Electronics - 4 credits  
EET 201 Electronic Circuits - 4 credits  
ETGR 205 Engineering Technology Graphics - 3 credits  
MET 101 Statics - 3 credits

MET 102 Dynamics - 3 credits

**Technical Electives (any two of the following):**

EET 215 Digital Electronics I - 3 credits

EET 216 Microprocessors I - 3 credits

EET 327 Electrical Power Technology I - 3 credits

EET 328 Electrical Power Technology II - 3 credits

**Minimum credits for A.S. degree**

**69 credits**

## **Mechanical Engineering Technology**

Program educational objectives are statements of the knowledge and skills that recent graduates of an educational program are expected to demonstrate in their personal and professional lives. Point Park University faculty, in consultation with the program's industrial advisory committee, have established the 11 objectives listed below for graduates of the Bachelor of Science degree program in mechanical engineering technology.

### **Program Educational Objectives**

1. Employers rate our graduates as highly valued by virtue of their acquired excellent technical knowledge.
2. Employers rate our graduates as highly valued due to superior ability to apply knowledge.
3. Employers rate our graduates as highly valued by virtue of their broad and current skill set.
4. Employers rate our graduates as highly valued by the virtue of their ability to initiate improvements to existing practice and respond to changing circumstances.
5. Employers rate our graduates as highly valued by virtue of their ability to think creatively.
6. Employers rate highly the graduate's job performance as a team member when involved in collective problem solving activities and project work.
7. Graduates project confidence in their dealings with others by virtue of a broad liberal aspect of their education.
8. Graduates demonstrate attention to detail and a high regard for quality.
9. Graduates pursue a second degree and/or a higher degree.
10. Employers rate our graduates as highly valued by virtue of progress toward a license to legally certify their work and that of others within the company.
11. Graduates benefit from involvement in ASME by virtue of the social consciousness which the society promotes among engineers and technologists.

The curriculum outlined below endows the graduate with the knowledge and expertise that are required in order to function as a skillful, effective and ethical mechanical engineering technologist. Upon completion of the degree, graduates are able to use the most modern analytical tools. Graduates are highly valued by their employers and are well-equipped to fill leading technical and managerial positions.

The necessary high level of preparation is ensured by the graduate, while as a student, acquiring a set of core skills (outcomes). Progress towards student attainment of the outcomes is continually monitored by the program faculty.

### **Student Learning Outcomes**

1. Analyze and design structural systems.

2. Analyze and design mechanical systems in motion.
3. Analyze and design thermal systems and processes.
4. Use engineering software in design and analysis and create engineering software.
5. Apply mathematics, physics, chemistry, and material properties.
6. Collaborate in lab and classroom settings.
7. Produce effective documents and oral presentations.
8. Plan and manage technical projects.
9. Grow professionally through independent learning.
10. Take the Fundamentals of Engineering Examination as a first step towards licensure.
11. Know professional laws and codes.
12. Understand the personal and professional roles of an engineering technologist in society.

Every technical course, required or elective, has prerequisites that a student must satisfy before enrolling in the course. Therefore, students are encouraged to consult with their academic advisors frequently and to plan their programs of study carefully to ensure that they make steady and satisfactory progress toward completion of their degrees.

During their senior year, students in the Mechanical Engineering Technology B.S. program are required to take the Fundamentals of Engineering examination, which is the first step toward registration as a Professional Engineer with the State Registration Board for Professional Engineers of the Commonwealth of Pennsylvania. This registration is highly regarded by government and industrial employers as positive evidence that a graduate possesses both the academic and experience qualifications needed to practice the profession of engineering.

Students whose career goals do not require a B.S. degree can earn an Associate in Science Degree in the Mechanical Engineering Technology major. This degree is complete in itself and is highly regarded by employers. Because all of the courses are also a part of the B.S. degree in Mechanical Engineering Technology, the Associate Degree provides the perfect precursor to the more advanced degree for those who wish to extend their studies.

### **Bachelor of Science Degree with a major in Mechanical Engineering Technology**

The program leading to the Bachelor of Science degree with a major in Mechanical Engineering Technology is accredited by the Engineering Technology Accreditation Commission of ABET ([www.abet.org](http://www.abet.org))

**Core Requirements** **42 credits**

**Required Courses in the Thematic Core**

- CHEM 101 General Chemistry I - Investigate Science
- ET 407 Professional Problems in Engineering Technology - Capstone
- MATH 180 College Algebra - Investigate Mathematics
- NSET 101 Introduction to the Natural Sciences and Engineering Technology - Discover Technology

**Department General Requirements** **30 credits**

- CHEM 102 General Chemistry II - 3 credits
- CHEM 103 General Chemistry Laboratory I - 1 credit
- CHEM 104 General Chemistry Laboratory II - 1 credit
- ENGL 218 Technical Writing - 3 credits
- MATH 175 Elementary Statistics - 3 credits
- MATH 185 Trigonometry - 2 credits

MATH 190 Calculus I - 4 credits  
 MATH 210 Calculus II - 4 credits  
 MATH 230 Linear Algebra I OR  
     MATH 310 Differential Equations - 3 credits  
 PHYS 103 Physics Laboratory I - 1 credit  
 PHYS 104 Physics Laboratory II - 1 credit  
 PHYS 201 Fundamentals of Physics I - 3 credits  
 PHYS 202 Fundamentals of Physics II - 3 credits

**Department Major Requirements**

**60 credits**

EET 102 Direct Current Circuits - 3 credits  
 EET 103 Alternating Current Circuits - 3 credits  
 EET 104 Direct Current Circuits Laboratory - 1 credit  
 EET 105 Alternating Current Circuits Laboratory - 1 credit  
 ET 204 Programming for Engineering Technology - 3 credits  
 ET 405 Fundamentals of Engineering Examination I - 0 credits  
 ET 406 Fundamentals of Engineering Examination II - 0 credits  
 ETGR 205 Engineering Technology Graphics - 3 credits  
 MET 101 Statics - 3 credits  
 MET 102 Dynamics - 3 credits  
 MET 212 Properties of Materials - 3 credits  
 MET 213 Strength of Materials - 3 credits  
 MET 214 Strength of Materials Laboratory - 1 credit  
 MET 215 Thermodynamics - 3 credits  
 MET 320 Kinematics of Machine Elements - 4 credits  
 MET 331 Engineering Design Using Pro/ENGINEER® - 3 credits  
 MET 405 Heat Transfer - 4 credits  
 MET 411 Fluid Mechanics - 3 credits  
 MET 412 Fluid Mechanics Laboratory - 1 credit  
 MET 416 Mechanical Vibrations - 3 credits  
 MET 421 Machine Design: Theory and Project - 4 credit+s  
 MET 424 Finite Element Analysis (FEA) - 3 credits  
 MET 425 FEA with ANSYS® - 2 credits

**Minimum credits for B.S. degree**

**128 credits**

**Associate in Science Degree with a major in Mechanical Engineering Technology**

**Core Requirements**

**18 credits**

**Department General Requirements**

**20 credits**

ET 204 Programming for Engineering Technology - 3 credits  
 MATH 175 Elementary Statistics - 3 credits  
 MATH 185 Trigonometry - 2 credits  
 MATH 190 Calculus I - 4 credits

**Choose one sequence:**

CHEM 101 General Chemistry I - 3 credits  
CHEM 102 General Chemistry II - 3 credits  
CHEM 103 General Chemistry Laboratory I - 1 credit  
CHEM 104 General Chemistry Laboratory II - 1 credit

**OR**

PHYS 101 Physics I - 3 credits  
PHYS 102 Physics II - 3 credits  
PHYS 103 Physics Laboratory I - 1 credit  
PHYS 104 Physics Laboratory II - 1 credit

**Department Major Requirements**

**31 credits**

EET 102 Direct Current Circuits - 3 credits  
EET 103 Alternating Current Circuits - 3 credits  
ETGR 205 Engineering Technology Graphics - 3 credits  
MET 101 Statics - 3 credits  
MET 102 Dynamics - 3 credits  
MET 212 Properties of Materials - 3 credits  
MET 213 Strength of Materials - 3 credits  
MET 214 Strength of Materials Laboratory - 1 credit  
MET 215 Thermodynamics - 3 credits  
MET 320 Kinematics of Machine Elements - 4 credits  
Department Elective - 2 credits

**Minimum credits for A.S. degree**

**69 credits**

## **Post-Baccalaureate Programs in Engineering Technology**

The Department of Natural Sciences and Engineering Technology has available post-baccalaureate programs leading to the Associate in Science degree with majors in Civil, Electrical and Mechanical Engineering Technology. These programs require the 31 credits specified as Department Major Requirements listed under the Associate in Science for Civil, Electrical or Mechanical Engineering Technology.

These programs are for mature students with baccalaureate degrees who desire or need to complete a second degree in one of the available areas of Engineering Technology. Prerequisites to the programs include one semester of trigonometry, one semester of calculus and two semesters of either chemistry or physics. All credits in these programs are transferable to the respective baccalaureate programs. In select cases, an individually designed major in General Engineering Technology may be possible. For procedures to be followed, see "Special Programs, Options and Courses" in the Academic Programs section of this catalog.

## **Transfer Programs in Engineering Technology**

These programs are offered to graduates of community colleges and technical institutes who have received an Associate in Science or an Associate in Specialized Technology degree in areas related to Engineering Technology. Based on individual evaluations, as many as 70 credits may be applied to the Bachelor of Science degree program in Civil, Electrical or Mechanical Engineering Technology.

## Associate in Science Degree with a major in Allied Health

The program leading to the Associate in Science degree with a major in Allied Health was designed to meet the needs of those students who have earned one-year specialized certificates from various schools of allied health and who wish to continue their education in an associate degree program without substantial credit loss.

**Core Requirements** 21 credits

**Department Major Requirements** 14 credits

BIOL 101 General Biology I - 3 credits  
BIOL 102 General Biology II - 3 credits  
BIOL 103 General Biology Laboratory I - 1 credit  
BIOL 104 General Biology Laboratory II - 1 credit  
BIOL 211 Human Biology - 3 credits  
BIOL 243 Public Health OR  
BIOL 254 Elements of Human Nutrition - 3 credits

**Certificate from School of Allied Health** 30 credits

**Minimum credits for A.S. degree** 65 credits

## Specialized Professional Studies – Funeral Service

Point Park University in cooperation with the Pittsburgh Institute of Mortuary Science offers three programs in Specialized Professional Studies – Funeral Service; a Bachelor of Science degree requiring 3 years of study at Point Park and one year of study at the Pittsburgh Institute of Mortuary Science; and two capstone programs requiring one year of study at Point Park.

An Associate in Science degree for Specialized Professional Studies – Funeral Service is granted upon completion of the first two years of study at Point Park. Students seeking a Bachelor of Science degree can complete the third year of study at Point Park before or after completion of their mortuary science degree.

A “Founders Scholarship” awarded in honor of the three individuals who established the Pittsburgh Institute of Mortuary Science in 1939 is available each year to a qualifying member of the Point Park University graduating class in the Associate in Science degree program in Specialized Professional Studies – Funeral Service. The \$500 scholarship is applicable to the two terms of study at the Institute of Mortuary Science. This award, granted by the Institute, is based on scholarly achievement as well as participation in university and community activities.

The Capstone program leading to the Bachelor of Science degree with a major in Specialized Professional Studies – Funeral Service is intended for students who have a mortuary school degree and possess an Associate of Science degree in Specialized Professional Studies – Funeral Service from Point Park or the Associate in Specialized Business degree from the Pittsburgh Institute of Mortuary Science. The Capstone program leading to the Bachelor of Arts degree with a major in Specialized Professional Studies – Funeral Service is intended for students who possess a mortuary school degree and an associate degree in an area other than funeral services.

Students from mortuary schools other than the Pittsburgh Institute of Mortuary Science may enter the program but their previous studies will be evaluated on an individual basis and the number of transferable credits cannot exceed 90, and may be considerably less than 90. The completion of additional course work at Point Park University as designated by the Department will be required in such instances.

## **Bachelor of Science Degree with a major in Specialized Professional Studies – Funeral Service**

The Bachelor of Science degree for Specialized Professional Studies – Funeral Services is a traditional four-year Bachelor's Degree program that begins at Point Park University. After earning 60 credits at Point Park, students in this program attend the Pittsburgh Institute of Mortuary Science (PIMS) to earn 36 clinical credits which are transferred to Point Park. Proof of an Associate in Specialized Business degree from the Pittsburgh Institute of Mortuary Science is required before Point Park University will grant the Bachelor of Science degree.

Students in this 126-credit program must meet all criteria of the university core, major requirements, and PIMS credits. Students are encouraged to meet with their academic advisor to select the concentration which best meets their needs. Concentrations are available in Environmental Health and Business Administration.

### **Program Objectives**

1. Increase their breadth of knowledge in the psychological aspects for the funeral services industry.
  - a. Summarize the different personality types and to contrast the differences between them.
  - b. Differentiate between abnormal behavior patterns, classify them using the American Psychological Association classifications.
  - c. Discuss the stages of psychological development of children and adults and to relate these to funeral service counseling and client care.
2. Advance within the profession or proceed to graduate level education.
  - a. Increase their exposure to advanced topics in biology and environmental health suitable to advancement to positions as medical examiners or coroners, and for admission to medical school (Environmental concentration only).
  - b. Broaden their backgrounds in the business operation, sales and management sufficient for entry into MBA programs and for business ownership (Business Mgmt concentration only).
3. Communicate through oral and written means the relevant issues of practice within the funeral service industry.
  - a. Be able to locate, interpret, utilize and communicate results of research in solving environmental health problems (Environmental concentration only).
  - b. Prepare documents and presentations using Microsoft office applications.
  - c. Perform statistical and data processing and display using MS Excel and Math CAD.
  - d. Develop sales and marketing plans (Business Management concentration only).
4. Understand the role and responsibilities of Funeral Directors, Embalmers and Pre-Need Councilors within society.
  - a. Differentiate between ethical and unethical practices and appreciate the need for ethical and respectful behavior in the treatment of human remains and the services provided to loved ones at their time of need.
  - b. List the regulatory policies of local, state and federal governments and apply such policies to the safe operation of funeral preparations and services.
  - c. Develop plans for handling, storage, transportation of embalming chemicals and of human remains (Environmental concentration only).

### **Core Requirements**

**42 credits**

#### **Required Courses in the Thematic Core**

CHEM 101 General Chemistry I

NSET 101 Introduction to the Natural Sciences and Engineering Technology

PSYC 150 Psychological Foundations

### **Department Major Requirements**

**36 credits**

BIOL 101 General Biology I - 3 credits

BIOL 102 General Biology II - 3 credits

BIOL 103 General Biology Lab I - 1 credits



BIOL 104 General Biology Lab II - 1 credits  
 BIOL 211 Human Biology - 3 credits  
 BIOL 243 Public Health - 3 credits  
 CHEM 103 General Chemistry Lab I - 1 credit  
 BMGT 101 Intro to Business - 3 credits  
 ECON 201 Principles of Economics/Macro - 3 credits  
 PSYC 203 Theories of Personality - 3 credits  
 PSYC 204 Abnormal Psychology - 3 credits  
 PSYC 418 Adult Development - 3 credits  
 Two PSYC 200+ level courses - 6 credits

**Choose a concentration in Environmental Health or Business Administration** **12 credits**

**Environmental Health**

BIOL 334 Occupational Safety and Health - 3 credits  
 BIOL 341 Environmental Health - 3 credits  
 Two Biology electives (at the 200+ level) - 6 credits

**Business Administration**

BMGT 204 Salesmanship OR  
 BMGT 205 Principles of Marketing - 3 credits  
 BMGT 208 Principles of Management - 3 credits  
 Business electives - 6 credits  
 (e.g., ACCT 101 Elementary Accounting I ACCT 102 Elementary Accounting II BMGT 207 Human Resource Management or other courses in Business Management or Computer Sciences at the 200+ level)

**Transfer Credits from an Accredited School of Mortuary Science** **36 credits**  
**Minimum credits for B.S. degree** **126 credits**

**Capstone Program Bachelor of Science Degree  
 with a major in Specialized Professional Studies – Funeral Service**

The Capstone program leading to the Bachelor of Science degree for Specialized Professional Studies – Funeral Service requires successful completion of the Associate in Science for Specialized Professional Studies – Funeral Service and one year of mortuary school or the 96-credit Associate in Specialized Business degree from the Pittsburgh Institute of Mortuary Science. Capstone students from the Pittsburgh Institute of Mortuary Science may apply for admission to Point Park University upon the transfer of 60 pre-professional credits. Proof of an Associate in Specialized Business degree from the Pittsburgh Institute of Mortuary Science is required before Point Park University will grant the Bachelor of Science degree.

Students are requested to meet with their academic advisor to select the concentration which best meets their needs. Concentrations are available in Environmental Health and Business Administration.

Students who enter this program with the 96-credit Associate in Specialized Business degree from the Pittsburgh Institute of Mortuary Science must complete College Composition (ENGL 101) as a prerequisite. If these students begin in the Fall Semester, they will be able to complete their Bachelor of Science program in two regular semesters.

### Program Objectives

5. Increase their breadth of knowledge in the psychological aspects for the funeral services industry.
  - a. Summarize the different personality types and to contrast the differences between them.
  - b. Differentiate between abnormal behavior patterns, classify them using the American Psychological Association classifications.
  - c. Discuss the stages of psychological development of children and adults and to relate these to funeral service counseling and client care.
6. Advance within the profession or proceed to graduate level education.
  - a. Increase their exposure to advanced topics in biology and environmental health suitable to advancement to positions as medical examiners or coroners, and for admission to medical school (Environmental concentration only).
  - b. Broaden their backgrounds in the business operation, sales and management sufficient for entry into MBA programs and for business ownership (Business Mgmt concentration only).
7. Communicate through oral and written means the relevant issues of practice within the funeral service industry.
  - a. Be able to locate, interpret, utilize and communicate results of research in solving environmental health problems (Environmental concentration only).
  - b. Prepare documents and presentations using Microsoft office applications.
  - c. Perform statistical and data processing and display using MS Excel and Math CAD.
  - d. Develop sales and marketing plans (Business Management concentration only).
8. Understand the role and responsibilities of Funeral Directors, Embalmers and Pre-Need Councilors within society.
  - a. Differentiate between ethical and unethical practices and appreciate the need for ethical and respectful behavior in the treatment of human remains and the services provided to loved ones at their time of need.
  - b. List the regulatory policies of local, state and federal governments and apply such policies to the safe operation of funeral preparations and services.
  - c. Develop plans for handling, storage, transportation of embalming chemicals and of human remains (Environmental concentration only).

### Prerequisites to the Program

6 credits

ENGL 101 College Composition - 3 credits

MATH 100+ level course - 3 credits

### Department Major Requirements

30 credits

NSET 101 Introduction to the Natural Sciences and Engineering Technology - 3 credits

PSYC 203 Theories of Personality - 3 credits

PSYC 204 Abnormal Psychology - 3 credits

Two PSYC 200+ level courses - 6 credits

PSYC 300+ level course - 3 credits

### Choose a concentration in Environmental Health or Business Administration

#### Environmental Health

BIOL 334 Occupational Safety and Health - 3 credits

BIOL 341 Environmental Health - 3 credits

Biology electives (at the 200+ level) - 6 credits

#### Business Administration

BMGT 204 Salesmanship OR

BMGT 205 Principles of Marketing - 3 credits

BMGT 208 Principles of Management - 3 credits

Business electives - 6 credits

(e.g., ACCT 101 Elementary Accounting I ACCT 102 Elementary Accounting II BMGT 207 Human Resource Management or other courses in Business Management or Computer Sciences at the 200+ level)

**Minimum credits for B.S. degree**

**126 credits**

### **Capstone Program Bachelor of Arts Degree with a major in Specialized Professional Studies - Funeral Services**

This Capstone program leading to the Bachelor of Arts degree for Specialized Professional Studies-Funeral Service is available to students who have completed the Associate in Specialized Technology degree from the Pittsburgh Institute of Mortuary Science. These students must complete College Composition (ENGL 101) as a prerequisite. The program consists of 12 credits of department core requirements and 18 credits to be selected from four possible concentrations. Students are requested to meet with their academic advisor to select the concentration which best meets their needs. Credits transferred to the Pittsburgh Institute of Mortuary Science from other institutions will be considered for transfer to Point Park on a case-by-case basis. The completion of additional course work at Point Park University as designated by the Department will be required when less than 96 credits are transferable.

#### **Program Objectives**

1. Increase their breadth of knowledge in the psychological aspects for the funeral services industry.
  - a. Summarize the different personality types and to contrast the differences between them.
  - b. Differentiate between abnormal behavior patterns, classify them using the American Psychological Association classifications.
  - c. Discuss the stages of psychological development of children and adults and to relate these to funeral service counseling and client care.
2. Advance within the profession or proceed to graduate level education.
  - a. Increase their exposure to advanced topics in biology and environmental health suitable to advancement to positions as medical examiners or coroners, and for admission to medical school (Environmental concentration only).
  - b. Broaden their backgrounds in the business operation, sales and management sufficient for entry into MBA programs and for business ownership (Business Mgmt concentration only).
3. Communicate through oral and written means the relevant issues of practice within the funeral service industry.
  - a. Be able to locate, interpret, utilize and communicate results of research in solving environmental health problems (Environmental concentration only).
  - b. Prepare documents and presentations using Microsoft office applications.
  - c. Perform statistical and data processing and display using MS Excel and MathCAD.
  - d. Develop sales and marketing plans (Business Management concentration only).
4. Understand the role and responsibilities of Funeral Directors, Embalmers and Pre-Need Councilors within society.
  - a. Differentiate between ethical and unethical practices and appreciate the need for ethical and respectful behavior in the treatment of human remains and the services provided to loved ones at their time of need.
  - b. List the regulatory policies of local, state and federal governments and apply such policies to the safe operation of funeral preparations and services.
  - c. Develop plans for handling, storage, transportation of embalming chemicals and of human remains (Environmental concentration only).

<b>Prerequisites to the Program</b>	<b>6 credits</b>
ENGL 101 College Composition - 3 credits	
MATH 100+ level course - 3 credits	
<b>Department Major Requirements</b>	<b>12 credits</b>
BIOL 334 Occupational Safety and Health - 3 credits	
BMGT 221 Business Communication and Research - 3 credits	
POLS 330 The American Presidency - 3 credits	
PSYC 203 Theories of Personality - 3 credits	
<b>Degree Concentration Requirements</b>	<b>18 credits</b>

**Choose one concentration:**

**Conservatory of Performing Arts (Select 18 credits from the following):**

- MUS 101 Music Appreciation - 3 credits AND
- ART 100 Introduction to Visual Arts - 3 credits OR
  - COPA 250 The Arts and Human Experience I - 3 credits AND
  - COPA 251 The Arts and Human Experience II OR
  - CINE 302 Cinema Authors - 3 credits
- MUS 106 Piano Class - 1 credit
- MUS 203 Voice Class I - 2 credits
- THEA 109 Elements of Stagecraft I - 2 credits
- THEA 111 Introduction to Acting I - 3 credits
- THEA 112 Introduction to Acting II - 3 credits
- THEA 118 Stage Make-up - 1 credit

**Government and International Studies**

- ECON 202 Principles of Economics/Microeconomics - 3 credits
- POLS 207 Public Policy Issues OR
  - HIST 204 History of the United States II - 3 credits
- POLS 209 Law and Society - 3 credits
- POLS 402 Constitutional Law - 3 credits
- Two Political Science electives (at the 200+ level) - 6 credits

**Human Sciences**

- PSYC 204 Abnormal Psychology - 3 credits
- PSYC 304 Counseling Theories and Practice - 3 credits
- PSYC 305 Counseling Practicum - 3 credits
- SOC 221 Introduction to Social Work - 3 credits
- Choose two of the following:**
- PSYC 261 Non-verbal Expression - 3 credits
- PSYC 300+ level course - 3 credits
- SOC 111 World Cultures - 3 credits
- SOC 205 Social Inequities in America - 3 credits
- SOC 308 American Ethnic Groups - 3 credits
- SOC 309 Sociology of the African-American Experience - 3 credits

**Natural Sciences and Engineering Technology**

BIOL 211 Human Biology - 3 credits  
BIOL 243 Public Health - 3 credits  
BIOL 341 Environmental Health - 3 credits  
Three Biology and/or Chemistry electives (at the 200+ level) - 9 credits

**Associate in Specialized Technology (PIMS)**

**90 credits**

**Minimum credits for B.A. degree**

**120 credits**

## Minors in Natural Sciences and Engineering Technology

The minors in the Department of Natural Sciences and Engineering Technology listed below are available to all students at Point Park University. The minors consist of prerequisites plus a minimum of 18 credits.

### Biological Sciences Minor (18-22 credits)

BIOL 101 General Biology I - 3 credits  
BIOL 102 General Biology II - 3 credits  
Four Biology courses (at the 200+ level) - 12- 16 credits

### Chemistry Minor (18 credits)

CHEM 101 General Chemistry I - 3 credits  
CHEM 102 General Chemistry II - 3 credits  
Four Chemistry courses (at the 200+ level) - 12 credits.

### Civil Engineering Technology Minor (18-19 credits)

Six courses in Civil Engineering Technology (at the 200+ level) - 18-19 credits

### Electrical Engineering Technology Minor (18-23 credits)

Six courses in Electrical Engineering Technology (at the 200+ level) - 18-23 credits

### Environmental Health Minor (18 credits)

BIOL 101 General Biology I - 3 credits  
BIOL 211 Human Biology - 3 credits  
BIOL 243 Public Health - 3 credits  
BIOL 341 Environmental Health - 3 credits  
BIOL 445 Advances in Environmental Health - 3 credits  
BIOL 448 Radiation Health and Protection - 3 credits.

### Mathematics Minor (18-20 credits)

Prerequisite: MATH 190 Calculus I - 4 credits  
Minor: Six courses in Mathematics (at the 200+ level) - 18-20 credits.

### Mechanical Engineering Technology Minor (18-22 credits)

Six courses in Mechanical Engineering Technology (at the 200+ level) - 18-22 credits

## Graduate Studies

The Department of Natural Sciences and Engineering Technology offers two graduate degrees, a Master of Science in Engineering Management and a Master of Science in Environmental Studies. For a graduate catalog or information, visit the website or please call [Graduate Admissions Office](#) at (412) 392-3808.

# The Department of Criminal Justice & Intelligence Studies

**Professors:** Gregory Rogers, J.D.

**Associate Professors:** Trudy Avery, J.D.; Michael Botta (Chair), M.S.; Richard Linzer, J.D.

**Assistant Professors:** Edward Strimlan, M.D.; Mark Wintz, Ph.D.

**Instructors:** Sean Elliot Martin, Ph.D.; Andrew Richards, M.S.

Degree programs in criminal justice, law enforcement and intelligence and national security have garnered local and national attention as students are prepared for exciting careers in an ever-growing market. Programs integrate theory and practice, while incorporating experiential and collaborative components. Internships are available for those students seeking to enrich their academic programs through real-world experiences. Our faculty includes current practitioners and those with extensive backgrounds in the field.

## Programs in Criminal Justice

The program in Criminal Justice offers students a focused interdisciplinary exposure to all aspects of crime and criminal justice. Courses in the program deal with crime, violence and other forms of deviance and the responses to these problems by police, courts and corrections officials; contemporary criminal justice issues; and ethical concerns and research. The goals of the Criminal Justice Programs at Point Park University are to prepare students for careers in law enforcement, corrections, private security, and other related fields. Since the emphasis is upon history, sociology, law and the workings of government agencies, the programs provide students with an excellent background for further study in graduate school, as well as entry into law school. Students are encouraged to enroll in a one-semester practicum in a law enforcement agency as part of their studies.

## Bachelor of Science with a major in Criminal Justice

### Program Objectives

1. Speak and write effectively.
  - a. Differentiate between the types of question, interrogation or investigation.
  - b. Summarize the responses and compile the results of an interview, interrogation or investigation when providing testimony.
  - c. Generate written reports such as affidavits, and/or other professional documents.
2. Think critically, collect, analyze, and interpret data, and appropriately cite information.
  - a. Use of Statistical Product and Service Solutions (SPSS) software to collect, modify, analyze and interpret data.
  - b. Explain (or demonstrate) the application of quantitative analyses in the field of criminal justice, including the analysis of the rules of evidence governed by constitutional guidelines.
  - c. Conduct a critical review of the literature and/or case law pertinent to the field of criminal justice.
  - d. Select a research topic, develop a research question and determine the appropriate research design.
  - e. Understand the statistical tests and procedures used to analyze, summarize and interpret data.
  - f. Apply the principles of the APA style and case law citations.
  - g. Apply the fundamentals of criminal investigations including crime scene search, and the recording, collection and preservation of evidence.
3. To prepare criminal justice professionals to understand the sociological, psychological, historical and economic variables impacting the community and law enforcement agencies.

- a. Compare and contrast theories of contemporary abnormal psychology and the psychological disorders including anxiety, depression, schizophrenia, and post-traumatic stress disorders, as related to offender behavior.
  - b. Identify and compare and contrast the factors that have influenced the evolution of the court system (state and federal) in the United States.
  - c. Assess the impact of major legal and U.S. Supreme Court decisions.
4. To prepare criminal justice professionals to develop a commitment to ethical behavior through an understanding of professional principles.
  - a. Compare and contrast the distinctions between morality and ethics as applied to the various constituents of the criminal justice system.
  - b. Develop and apply strategies when examining and dealing with the challenges of diversity impacting law enforcement agencies and the community.
  - c. Examine and critique their personal beliefs and values when functioning as a criminal justice professional in a multi-cultural society.
5. Develop an understanding of and a commitment to becoming a life-long learner.
  - a. Understand that their career paths are dynamic and require skills and knowledge that are state-of-the-art in their respective field.
  - b. Understand the components of career choice and goal-setting that encompasses and aligns: career, personal (family and social) and life-long learning.

**Core Requirements**

**42 credits**

**Department General Requirements**

**12 credits**

FSCI 370 Forensic Evidence I - 3 credits  
 FSCI 371 Forensic Evidence II - 3 credits  
 HIST 382 History of Pittsburgh - 3 credits  
 PSYC 245 Introduction to Forensic Psychology - 3 credits

**Department Major Requirements**

**36 credits**

CRMJ 150 Introduction to Criminal Justice - 3 credits  
 CRMJ 151 Evolution of Policing - 3 credits  
 CRMJ 201 Constitutional Law for Law Enforcement - 3 credits  
 CRMJ 220 Professional Communications in Criminal Justice - 3 credits  
 CRMJ 230 Professional Responsibilities - 3 credits  
 CRMJ 250 Criminal Law and Procedure - 3 credits  
 CRMJ 251 Criminology - 3 credits  
 CRMJ 261 Court Organization and Operations - 3 credits  
 CRMJ 262 Corrections, Probation and Parole - 3 credits  
 CRMJ 361 Criminal Evidence - 3 credits  
 CRMJ 362 Criminal Investigation - 3 credits  
 403 Federal Law Enforcement - 3 credits

**Department Electives**

**18 credits**

**Choose six:**

CRMJ 254 Juvenile Justice - 3 credits  
 CRMJ 290 History of Organized Crime - 3 credits  
 CRMJ 304 Competitive Exams and Hiring Process - 3 credits



CRMJ 305 Joint Task Force - 3 credits  
 CRMJ 313 Sex Crimes Investigation - 3 credits  
 CRMJ 315 Quantitative Method - 3 credits  
 CRMJ 330 Risk Assessment and Investigation - 3 credits  
 CRMJ 351 Research Methods and Design - 3 credits  
 CRMJ 352 Fraud Investigations - 3 credits  
 CRMJ 364 Money Laundering - 3 credits  
 CRMJ 396 Act 120 (12) or Correctional Academy (9)\*\* - 3 credits  
 CRMJ 400 Transnational Criminal Activities - 3 credits  
 CRMJ 404 International Criminal Law - 3 credits  
 CRMJ 420 Re-thinking Rehabilitation and Re-entry - 3 credits  
 CRMJ 455 Criminal Justice Internship - 3 credits  
 CRMJ 470 Crime Scene and Criminal Profiling - 3 credits

**\*\*Certificate of completion required**

<b>General Electives</b>	<b>12 credits</b>
<b>Minimum credits for B.S. degree</b>	<b>120 credits</b>

### **Bachelor of Science with a major in Criminal Justice - Accelerated Format**

*(This program no longer accepting applicants)*

Students entering the Criminal Justice Saturday Program must have completed an Associate degree from an accredited institution of higher education or 60 credits in a degree program from an accredited institution or a bachelor's degree from an accredited institution. Graduates of the Criminal Justice Accelerated Program must meet the academic and intellectual standards implicit in University core requirements.

<b>Admission Requirements</b>	<b>60 credits</b>
Earned Associate degree or 60 credits	

<b>Department General Requirements</b>	<b>21 credits</b>
CRMJ 396 Act 120 (12) or Correctional Academy (9)** - 3 credits	
ENGL 101 English Composition - 3 credits	
FSCI 370 Forensic Evidence I - 3 credits	

FSCI 371 Forensic Evidence II - 3 credits  
 MATH 150 The Mathematical Experience - 3 credits  
 PSYC 245 Forensic Psychology - 3 credits

**\*\*Certificate of completion required**

<b>Department Major Requirements</b>	<b>21 credits</b>
CRMJ 150 Introduction to Criminal Justice - 3 credits	
CRMJ 250 Criminal Law and Procedure - 3 credits	
CRMJ 251 Criminology - 3 credits	
CRMJ 261 Court Organization and Operations - 3 credits	

CRMJ 262 Corrections, Probation and Parole - 3 credits  
CRMJ 361 Criminal Evidence - 3 credits  
CRMJ 362 Criminal Investigation - 3 credits

**Department Electives**

**18 credits**

**Choose six:**

CRMJ 254 Juvenile Justice - 3 credits  
CRMJ 290 History of Organized Crime - 3 credits  
CRMJ 304 Competitive Exams and Hiring Process - 3 credits  
CRMJ 305 Joint Task Force - 3 credits  
CRMJ 313 Sex Crimes Investigation - 3 credits  
CRMJ 315 Quantitative Method - 3 credits  
CRMJ 330 Risk Assessment and Investigation - 3 credits  
CRMJ 351 Research Methods and Design - 3 credits  
CRMJ 352 Fraud Investigations - 3 credits  
CRMJ 364 Money Laundering - 3 credits  
CRMJ 400 Transnational Criminal Activities - 3 credits  
CRMJ 404 International Criminal Law - 3 credits  
CRMJ 420 Re-thinking Rehabilitation and Re-entry - 3 credits  
CRMJ 455 Criminal Justice Internship - 3 credits  
CRMJ 470 Crime Scene and Criminal Profiling - 3 credits

**Minimum credits for B.S. degree**

**120 credits**

**5-Year Bachelor of Science/Master of Science Degree with a Major in Criminal Justice**

**Program Objectives**

1. Speak and write effectively.
  - a. Differentiate between the types of question, interrogation or investigation.
  - b. Summarize the responses and compile the results of an interview, interrogation or investigation when providing testimony.
  - c. Generate written reports such as affidavits, and/or other professional documents.
2. Think critically, collect, analyze, and interpret data, and appropriately cite information.
  - a. Use of Statistical Product and Service Solutions (SPSS) software to collect, modify, analyze and interpret data.
  - b. Explain (or demonstrate) the application of quantitative analyses in the field of criminal justice, including the analysis of the rules of evidence governed by constitutional guidelines.
  - c. Conduct a critical review of the literature and/or case law pertinent to the field of criminal justice.
  - d. Select a research topic, develop a research question and determine the appropriate research design.
  - e. Understand the statistical tests and procedures used to analyze, summarize and interpret data.
  - f. Apply the principles of the APA style and case law citations.
  - g. Apply the fundamentals of criminal investigations including crime scene search, and the recording, collection and preservation of evidence.

3. Prepare criminal justice professionals to understand the sociological, psychological, historical and economic variables impacting the community and law enforcement agencies.
  - a. Compare and contrast theories of contemporary abnormal psychology and the psychological disorders including anxiety, depression, schizophrenia, and post-traumatic stress disorders, as related to offender behavior.
  - b. Identify and compare and contrast the factors that have influenced the evolution of the court system (state and federal) in the United States.
  - c. Assess the impact of major legal and U.S. Supreme Court decisions.
4. Prepare criminal justice professionals to develop a commitment to ethical behavior through an understanding of professional principles.
  - a. Compare and contrast the distinctions between morality and ethics as applied to the various constituents of the criminal justice system.
  - b. Develop and apply strategies when examining and dealing with the challenges of diversity impacting law enforcement agencies and the community.
  - c. Examine and critique their personal beliefs and values when functioning as a criminal justice professional in a multi-cultural society.
5. Describe how criminal justice policy is formulated at the federal, state and local level within a political, economic and social context.
6. Articulate the roles and functions of the various components of the criminal justice system.
7. Integrate theory and practice in relation to public and private agency planning, accounting, budgeting and finance.
8. Describe the cultural context in which the criminal justice system operates.
9. Specify how multi-culturalism relates to the community, the workplace, and the effectiveness of the criminal justice professional and job performance.
10. Compare criminological theories.
11. Identify and apply the basic principles of public and private agency management and administration, including resource management and allocation.
12. Demonstrate leadership skills through effective communication skills.
13. Develop an understanding of and a commitment to becoming a life-long learner.
  - a. Understand that their career paths are dynamic and require skills and knowledge that are state-of-the-art in their respective field.
  - b. Understand the components of career choice and goal-setting that encompasses and aligns: career, personal (family and social) and life-long learning.

**Core Requirements** **42 credits**

**Department General Requirements** **12 credits**

- FSCI 370 Forensic Evidence I - 3 credits
- FSCI 371 Forensic Evidence II - 3 credits
- HIST 382 History of Pittsburgh - 3 credits
- PSYC 245 Forensic Psychology - 3 credits

**Department Major Requirements** **42 credits**

- CRMJ 150 Introduction to Criminal Justice - 3 credits
- CRMJ 151 Evolution of Policing - 3 credits
- CRMJ 201 Constitutional Law for Law Enforcement - 3 credits
- CRMJ 220 Professional Communications in Criminal Justice - 3 credits

CRMJ 230 Professional Responsibilities - 3 credits  
CRMJ 250 Criminal Law and Procedure - 3 credits  
CRMJ 251 Criminology - 3 credits  
CRMJ 261 Court Organization and Operations - 3 credits  
CRMJ 262 Corrections, Probation and Parole - 3 credits  
CRMJ 315 Quantitative Method - 3 credits  
CRMJ 351 Research Methods and Design - 3 credits  
CRMJ 361 Criminal Evidence - 3 credits  
CRMJ 362 Criminal Investigation - 3 credits  
CRMJ 403 Federal Law Enforcement - 3 credits

**Department Electives**

**12 credits**

**Choose four:**

CRMJ 254 Juvenile Justice - 3 credits  
CRMJ 290 History of Organized Crime - 3 credits  
CRMJ 304 Competitive Exams and Hiring Process - 3 credits  
CRMJ 305 Joint Task Force - 3 credits  
CRMJ 313 Sex Crimes Investigation - 3 credits  
CRMJ 330 Risk Assessment and Investigation - 3 credits  
CRMJ 352 Fraud Investigations - 3 credits  
CRMJ 364 Money Laundering - 3 credits  
CRMJ 396 Act 120 (12) or Correctional Academy (9)\*\* - 3 credits  
CRMJ 400 Transnational Criminal Activities - 3 credits  
CRMJ 404 International Criminal Law - 3 credits  
CRMJ 420 Re-thinking Rehabilitation and Re-entry - 3 credits  
CRMJ 455 Criminal Justice Internship - 3 credits  
CRMJ 470 Crime Scene and Criminal Profiling - 3 credits

**\*\*Certificate of completion required**

**General Electives**

**12 credits**

**Graduate Requirements**

**30 credits**

CRMJ 515 Professional and Research Writing - 3 credits  
CRMJ 520 Criminal Justice Administration and Management - 3 credits  
CRMJ 522 Legal Issues in Criminal Justice - 3 credits  
CRMJ 525 Theories of Criminology - 3 credits  
CRMJ 528 Politics, Policy and Criminal Justice - 3 credits  
CRMJ 530 Organizational Behavior in CRMJ - 3 credits  
CRMJ 532 Economics of Criminal Justice - 3 credits  
CRMJ 534 Ethical Issues in Criminal Justice - 3 credits  
CRMJ 536 Advanced Research Design and Analysis - 3 credits  
CRMJ 555 Thesis - 3 credits OR  
CRMJ 559 Capstone Seminar - 3 credits

**Minimum credits for B.S. and M.S. degree**

**150 credits**

## Intelligence and National Security

The Bachelor of Science in Intelligence and National Security provides a solid foundation for the planning, implementation, and management of security operations in government and non-governmental. With focus on issues in national security, intelligence operations, emergency services, covert operations, and crisis management, students will be well prepared for entry-level positions in government and private sectors.

The Bachelor of Science in Intelligence and National Security degree program is designed to provide students with entry-level career opportunities in the field of intelligence and national security. This baccalaureate program provides broad-based coursework that includes core courses, electives, a language component, and departmental requirements and electives. Critical thinking, analytical skills, communications, ethical behavior, decision making, technological skills and strategic thinking are woven throughout the curriculum.

### Bachelor of Science with a major in Intelligence and National Security

#### Program Objectives

1. Offer clear and concise oral and written reports.
  - a. Analyze the specific sources needed in writing an intelligence brief.
  - b. Apply the accepted intelligence written format and structure to all required objectives.
  - c. Explain all components inherent in the brief format, orally and in writing.
  - d. Choose which type of report, oral or written, best serves to inform the intelligence authorities in order to accomplish designated tasks.
2. Apply critical thinking, collect, analyze and interpret collected information.
  - a. Evaluate and identify raw intelligence and extract that needed for final exploitation.
  - b. Examine variables creating causal links between information to predict outcomes.
  - c. Interpret complicated information and find causal links between data.
  - d. Describe the intelligence cycle and apply the components to all tasks presented for evaluation.
3. Define domestic and international terrorist organizations, their structure, causation, and financing and global effect on foreign policy.
  - a. Explain the various theories attributed to radicalization and its growth in the past 20 plus years.
  - b. Analyze the effectiveness of intelligence gathering past and present, in the pursuit of terrorist organizations.
  - c. Evaluate national security policy aimed at identifying and eliminating terrorist threats.
  - d. Compare and contrast the policies and intelligence methods of different nations in dealing with terrorist threats.
4. Describe the history of U.S. intelligence and its evolution in the U.S. and their effect on national policy.
  - a. Identify the origins and need for U.S. intelligence from colonial times to the present.
  - b. Explain how different historical situations created the need for better intelligence in formulating U.S. policy and military action.
  - c. Examine the watershed periods of U.S. intelligence, specifically WWII, the Cold War, the Congressional hearings of the 1970's and the post 911 changes.
  - d. Evaluate abuses of the intelligence authorities in the past that led to reformation and organizational change.
5. Examine tradecraft techniques and the sources and methods of the dark arts.
  - a. Describe the traditional tradecraft techniques and evaluate their effectiveness in the modern world.

<ul style="list-style-type: none"> <li>b. Define the legal parameters for the use of sophisticated intelligence collection systems and their implication on civil liberties and constitutional safeguards.</li> <li>c. Extrapolate on new source and method applications and define their possible implications to the intelligence community.</li> <li>d. Distinguish between effective and non-effective tradecraft techniques in specific situations and tasks.</li> </ul>	
<b>Core Requirements</b>	<b>42 credits</b>
<b>Departmental General Requirements</b>	<b>12 credits</b>
CRMJ 403 Federal Law Enforcement - 3 credits	
HIST 355 World War II - 3 credits	
<b>Language Sequence (6)</b>	
Must include a minimum of a two course sequence in the same foreign language (courses in translation excluded) - 6 credits	
<b>Departmental Major Requirements</b>	<b>36 credits</b>
INTL 101 Introduction to Intelligence - 3 credits	
INTL 102 Intelligence Tradecraft Techniques - 3 credits	
INTL 103 International Terrorism - 3 credits	
INTL 210 Domestic Terrorism - 3 credits	
INTL 211 Evolution of Intelligence - 3 credits	
INTL 300 Critical Thinking for Analysts - 3 credits	
INTL 301 Intelligence Analyst/Critical Thinking (I-2 Program) - 3 credits	
INTL 302 National Intelligence Authorities - 3 credits	
INTL 305 Intelligence Failures - 3 credits	
INTL 310 Ethics of Spying - 3 credits	
INTL 405 Counter Intelligence - 3 credits	
INTL 406 Misinformation/Psych Operations - 3 credits	
<b>Departmental Major Electives</b>	<b>6 credits</b>
<b>Choose 2 courses:</b>	
INTL 204 Intelligence in the Media - 3 credits	
INTL 306 Emergency Plan and Security - 3 credits	
INTL 312 Interrogation Techniques - 3 credits	
INTL 315 Intelligence Internship I - 3 credits	
INTL 402 Current Issues in U.S. Security Policy - 3 credits	
INTL 409 Intelligence Case Studies - 3 credits	
INTL 415 Intelligence Internship II - 3 credits	
<b>Approved Minor</b>	<b>18 credits</b>
6 courses in approved minor	
<b>General Electives</b>	<b>6 credits</b>
<b>Minimum credits for B.S. degree</b>	<b>120 credits</b>

## Post-Baccalaureate Bachelor of Science Degree with a major in Intelligence & National Security

This forty-five credit certificate program is designed for adult students who enter Point Park University with an earned B.A. or B.S. degree in another area, but who seek to supplement their skills in intelligence and national security. A student must successfully complete a minimum of thirty credits in residence in order to receive a baccalaureate degree from Point Park University.

### Program Objectives

1. Identify the role of intelligence in formulating national security policies and the protection of the U.S. interest abroad.
  - a. Identify each of the 16 intelligence agencies in the U.S.
  - b. Compare and contrast the specific duties of each agency.
2. Describe how task specific information is procured by an agency.
  - a. Define the collection, planning, analysis and dissemination processes.
  - b. Evaluate the various methods of collection and apply those best suited for certain tasks.
3. Compare and contrast the missions of different intelligence agencies.
  - a. Interpret the difference between military and civilian intelligence.
  - b. Prioritize intelligence information into long term assessment or immediate threat response categories.

### Departmental General Requirements

3 credits

HIST 355 World War II - 3 credits

### Departmental Major Requirements

36 credits

INTL 101 Introduction to Intelligence - 3 credits

INTL 102 Intelligence Tradecraft Techniques - 3 credits

INTL 103 International Terrorism - 3 credits

INTL 210 Domestic Terrorism - 3 credits

INTL 211 Evolution of Intelligence - 3 credits

INTL 300 Critical Thinking for Analysts - 3 credits

INTL 301 Intelligence Analyst/Critical Thinking (I-2 Program) - 3 credits

INTL 302 National Intelligence Authorities - 3 credits

INTL 305 Intelligence Failures - 3 credits

INTL 310 Ethics of Spying - 3 credits

INTL 401 High Impact Event Planning - 3 credits

INTL 403 Weapons of Mass Destruction - 3 credits

### Department Major Electives

6 credits

#### Choose 2 courses:

INTL 204 Intelligence in the Media - 3 credits

INTL 306 Emergency Plan and Security - 3 credits

INTL 312 Interrogation Techniques - 3 credits

INTL 315 Intel Internship I - 3 credits

INTL 402 Current Issues in U.S. Security Policy - 3 credits

INTL 409 Intelligence Case Studies - 3 credits

INTL 415 Intel Internship II - 3 credits

Minimum credits for Post-Baccalaureate B.S. degree

45 credits

## Certificate in Intelligence and National Security

This eighteen credit certificate program is designed for adult students who seek to supplement their skills in intelligence and national security. All credits successfully completed at Point Park University within this certificate will be applicable, upon acceptance, into the Bachelor of Science program in Intelligence and National Security.

### Program Objectives

1. Identify the role of intelligence in formulating national security policies and the protection of the U.S. interest abroad.
  - a. Identify each of the 16 intelligence agencies in the U.S.
  - b. Compare and contrast the specific duties of each agency.
2. Describe how task specific information is procured by an agency.
  - a. Define the collection, planning, analysis and dissemination processes.
  - b. Evaluate the various methods of collection and apply those best suited for certain tasks.
3. Compare and contrast the missions of different intelligence agencies.
  - a. Interpret the difference between military and civilian intelligence.
  - b. Prioritize intelligence information into long term assessment or immediate threat response categories.

### Departmental Major Requirements

12 credits

INTL 101 Introduction to Intelligence - 3 credits

INTL 102 Intelligence Tradecraft Techniques - 3 credits

INTL 211 Evolution of Intelligence - 3 credits

INTL 403 Weapons of Mass Destruction - 3 credits

### Optional Courses

6 credits

#### Choose two:

INTL 103 Intelligence Terrorism - 3 credits

INTL 305 Intelligence Failures - 3 credits

INTL 405 Counter Intelligence - 3 credits

INTL 406 Misinformation/Psych Operations - 3 credits

INTL 409 Intelligence Case Studies - 3 credits

### Minimum credits for a Certificate

18 credits

## Forensic Science

The forensic science program is geared toward preparing the student for work in most sections of the forensic laboratory, including trace, drugs, arson, toxicology, death investigations and work with DNA.

## Bachelor of Science with a major in Forensic Science

### Program Objectives

1. Speak and write effectively.
  - a. Adopt the accepted style of writing used in Forensic Science investigative reports for courtroom use.
  - b. Restate and translate medical terminology into layman's terminology for courtroom introduction.
  - c. Order and sequence the relevancy of evidence located at a crime scene into written and oral reports.



- d. Identify the proper procedures for introducing Forensic evidence in court.
2. Integrate practical knowledge of contemporary instrumentation and methodology of forensic science and apply them to forensic evidence.
  - a. Identify the importance of Forensic Science in the Criminal Justice field.
  - b. Apply the instrumentation used in Forensic Science.
  - c. Choose the proper instrumentation for each unique crime scene.
  - d. Synthesize a set of forensic technology standards in order to develop forensic evidence.
3. Apply technical skills in documenting scientific laboratory observations:
  - a. Mobilize technical skills to gather evidence in a laboratory setting.
  - b. Define each step of the evidence collection process in the laboratory.
  - c. Analyze results from the application of technical collection efforts in preserving evidence.
  - d. Organize all extracted evidence into clear and objective findings.
4. Define and apply ethical principles in conducting forensic analysis.
  - a. Identify the necessity to apply objectively forensic investigations with the highest ethical principles.
  - b. Define the legal consequences of improprieties in forensic science.
  - c. Examine a set of moral and ethical standards for guidance in forensic investigations.
  - d. Apply moral and ethical standards in every forensic investigation to ensure the investigations validity and credibility in the legal environment.
5. Identify the nationally recognized standards for certification in Forensic Science (e.g., American Board of Criminalists).
  - a. Describe and relate the nationally accepted standards of forensic evidence.
  - b. Compare and contrast board certification differences from state to state.
  - c. Illustrate the reasons for board certification and its effect on the Criminal Justice System.

**Core Requirements**

**42 credits**

**Required Courses in the Thematic Core**

MATH 180 College Algebra - Investigate Mathematics

**Departmental Requirements (Natural Sciences)**

**38 credits**

BIOL 101 General Biology I - 3 credits

BIOL 102 General Biology II - 3 credits

BIOL 103 General Biology Laboratory I - 1 credit

BIOL 104 General Biology Laboratory II - 1 credit

BIOL 225 Anatomy and Physiology I - 4 credits

BIOL 226 Anatomy and Physiology II - 4 credits

CHEM 103 General Chemistry Laboratory I - 1 credit

CHEM 104 General Chemistry Laboratory II - 1 credit

CHEM 221 Organic Chemistry - 3 credits

CHEM 222 Organic/Biochemistry - 3 credits

CHEM 223 General Chemistry Lab - 2 credits

MATH 190 Calculus - 4 credits

PHYS 101 Physics I - 3 credits

PHYS 102 Physics II - 3 credits

PHYS 103 Physics Laboratory I - 1 credit

PHYS 104 Physics Laboratory II - 1 credit

**Departmental Major Requirements** 31 credits

BIOL 320 Biochemistry - 3 credits  
BIOL 350 Molecular/Cellular Biology - 4 credits  
CRMJ 315 Quantitative Methods for Law Professionals OR  
MATH 175 Elementary Statistics - 3 credits  
CRMJ 361 Criminal Evidence - 3 credits  
FSCI 100 Development of the Death Investigation System - 3 credits  
FSCI 301 Accident/Suicide Death Investigation - 3 credits  
FSCI 370 Forensic Evidence I - 3 credits  
FSCI 371 Forensic Evidence II - 3 credits  
FSCI 401 Ethics in Forensic Sciences - 3 credits  
FSCI 402 Natural Death Investigation - 3 credits

**Departmental Major Electives** 6 credits

**Select two of the following:**

BIOL 222 Introduction to Genetics - 4 credits  
CRMJ 470 Crime Scene and Criminal Profiling - 3 credits  
FSCI 300 Forensic Photography - 3 credits  
FSCI 455 Internship in Forensic Science - 3 credits  
PSYC 245 Introduction to Forensic Psychology - 3 credits

**General Electives**

3 credits

Minimum credits for B.S. degree

120 credits

## **Minors in Criminal Justice and Intelligence Studies**

### **Criminal Justice Minor**

**Requirements (6 credits)**

CRMJ 150 Introduction to Criminal Justice - 3 credits  
CRMJ 201 Constitutional Law for Law Enforcement - 3 credits  
CRMJ (choose four courses) - 12 credits

### **Intelligence and National Security Minor (18 credits)**

**Requirements (6 credits)**

INTL 101 Introduction to Intelligence - 3 credits  
INTL 102 Intelligence Tradecraft Techniques - 3 credits

**Optional Courses (choose four- 12 credits)**

INTL 211 Evolution of Intelligence - 3 credits  
INTL 305 Intelligence Failures - 3 credits  
INTL 405 Counter Intelligence - 3 credits  
INTL 406 Misinformation/ Psych Operations - 3 credits  
INTL 409 Intelligence Case Studies - 3 credits

## **Graduate Studies**

The Department of Criminal Justice and Intelligent Studies offers two graduate degrees, a Master of Arts in Intelligence and Global Security and a Master of Science in Criminal Justice Administration. For a graduate catalog or information, visit the website or please call at (412) 392-3808.

# School of Business

## Department of Business

B.S. - Accounting  
Post Baccalaureate B.S. - Accounting  
B.S. - Business Management  
Post Baccalaureate B.S. - Business Management  
B.S. - Economics and Finance  
B.S. - Information Technology

## Department of Management

B.S. - Human Resource Management  
Post Baccalaureate B.S. - Human Resource Management  
B.A. - Organizational Leadership  
B.S. - Public Administration  
B.S. - Sports, Arts and Entertainment Management  
Certificate in Emergency Medical Services  
Certificate in Fire Service Administration  
Certificate in Human Resource Management  
Certificate in Public Administration

The School of Business offers programs in eight major areas of study: Accounting, Business Management, Economics and Finance, Human Resource Management, Information Technology, Organizational Leadership, Public Administration, and Sports, Arts, and Entertainment Management. Please refer to the graduate catalog for information about our MBA, Master of Leadership and Masters in Healthcare Administration and Management programs. Between forty and fifty percent of the required coursework in these programs is in the liberal arts and sciences; thus, students are assured of a sound general education as well as the specialized training required for a career. These broadly based programs also enable graduates to pursue advanced degrees. The courses offered provide students with an understanding of the economic, social, and political problems of today for application in various fields of business and public administration. These programs include specialized training designed to produce future business and public leaders who are equipped with the latest knowledge in their technical fields and are fully aware of their responsibilities as ethical leaders in the community.

The School of Business offers a number of programs in an online format that are designed to meet the needs of students who have earned college credits and wish to obtain a Bachelor of Science degree in the business field.

## The Department of Business

**Professors:** Jeffrey Carper, C.P.A.; James Haley, Ph.D. and Heinz Endowed Chair in Business Management; Angela Isaac, Ph.D.; Dimitris Kraniou, Ph.D.; Charles Perkins, Ph.D.; Andrea Wachter; Edward Wachter, J.D.

**Associate Professors:** Cheryl Clark, C.P.A.; Margaret Gilfillan, C.P.A.; Michele Langbein, Ph.D.; Lori Molinari, Ph.D.; Luis Palacios-Salguero, Ph.D.

**Assistant Professors:** Edward Scott (Chair), C.P.A., and George Rowland White Endowed Professor of Accounting and Finance; Mark Voortman, Ph.D.

**Instructors:** Joseph Defazio, Ph.D.; Ishwari Subedi, MAcc.

### Accounting

The program in Accounting leading to the Bachelor of Science degree is designed to prepare students for careers in accounting and includes those courses in management and information technology that contribute to this goal. For accounting majors interested in pursuing graduate work, credit for six undergraduate credits will be given in the MBA program (please refer to the Graduate Catalog). Effective January 1, 2012 aspiring CPA's in Pennsylvania will be required to have a Baccalaureate or higher degree with a completion of 150 credit hours, including a total of at least 36 semester credits of accounting and auditing, business law, finance and tax subjects. This dual BS/MBA not only fulfills this requirement but provides the individual with a master's degree.

A post-baccalaureate program requiring a total of 48 credits and leading to the Bachelor of Science degree is available to students with baccalaureate degrees in other areas. This program, which requires a minimum expenditure of time, is attractive to mature students who want to prepare for a career in accounting. Prerequisites for this program include four courses (12 credits): ECON 201, 202; MATH 175, 180.

#### Program Objectives

1. Work well with others and with a demonstrated appreciation of individual differences and a sensitivity to diversity.
  - a. Develop and demonstrate team building skills.
2. Clearly communicate thoughts and ideas both verbally and in writing.
  - a. Demonstrate ability to present and evaluate ideas clearly in both written and oral form.
  - b. Demonstrate proficiency in communication regarding financial matters using accepted professional methods (financial statements, spreadsheets, etc).
3. Apply information technology tools and techniques to meet the needs and expectations of the workplace.
  - a. Develop and demonstrate a basic knowledge and understanding of microcomputers.
  - b. Demonstrate ability to utilize software that is commonly used in industry.
4. Analyze, integrate and communicate complex information to facilitate management decision making.
  - a. Collect, organize, and use data to meet organizational needs.
  - b. Use quantitative techniques to evaluate data.
5. Apply theory and practice in solving organizational problems.
  - a. Demonstrate ability to transition from planning to implementation.
  - b. Evaluate professional literature and review for relevance and application to specific problems.

## Bachelor of Science Degree with a major in Accounting

**Core Requirements** 42 credits

### Required Courses in the Thematic Core

MATH 180 College Algebra – Investigate Mathematics

CMPS 114 Problem Solving with Information Technology – Discover Technology

**Department General Requirements** 15 credits

ECON 201 Principles of Economics/Macroeconomics - 3 credits

ECON 202 Principles of Economics/Microeconomics - 3 credits

ECON 306 Economics of Money and Banking - 3 credits

ECON 310 Intermediate Price Theory OR

ECON 421 International Economics - 3 credits

MATH 175 Elementary Statistics - 3 credits

**Department Major Requirements** 66 credits

ACCT 101 Introductory Accounting I - 3 credits

ACCT 102 Introductory Accounting II - 3 credits

ACCT 201 Intermediate Accounting I - 3 credits

ACCT 202 Intermediate Accounting II - 3 credits

ACCT 203 Managerial/Cost Accounting - 3 credits

ACCT 204 Computer Applications in Accounting - 3 credits

ACCT 300 Advanced Accounting Theory - 3 credits

ACCT 303 Tax Accounting - 3 credits

ACCT 305 Auditing - 3 credits

BMGT 101 Introduction to Business - 3 credits

BMGT 201 Business Law I - 3 credits

BMGT 202 Business Law II - 3 credits

BMGT 205 Principles of Marketing - 3 credits

BMGT 221 Business Communications and Research - 3 credits

BMGT 300 Corporate Finance - 3 credits

BMGT 310 Management Science - 3 credits

BMGT 406 Operations/Production/Quality Management - 3 credits

BMGT 417 Strategic Planning - 3 credits

CMPS 116 Micro Computing I - 3 credits

Select 3 courses in Accounting, Business Management, Information Technology or Mathematics.

(MATH 190 Calculus is recommended if Graduate Study is anticipated) Electives - 9 credits

**General Electives** 3 credits

**Minimum credits for B.S. degree** 126 credits

## Post-Baccalaureate Program Bachelor of Science Degree with a major in Accounting

**Prerequisites to the Program:** 12 credits

ECON 201 Principles of Macroeconomics - 3 credits

ECON 202 Principles of Microeconomics - 3 credits

MATH 175 Elementary Statistics - 3 credits

MATH 180 College Algebra - 3 credits

**Department Major Requirements** 48 credits

ACCT 101 Introductory Accounting I - 3 credits

ACCT 102 Introductory Accounting II - 3 credits  
ACCT 201 Intermediate Accounting I - 3 credits  
ACCT 202 Intermediate Accounting II - 3 credits  
ACCT 204 Computer Applications in Accounting - 3 credits  
ACCT 300 Advanced Accounting Theory - 3 credits  
ACCT 301 Cost Accounting Principles - 3 credits  
ACCT 303 Tax Accounting - 3 credits  
ACCT 305 Auditing - 3 credits  
BMGT 201 Business Law I - 3 credits  
BMGT 202 Business Law II - 3 credits  
BMGT 300 Corporate Finance - 3 credits  
BMGT 310 Management Science - 3 credits  
BMGT 417 Strategic Planning - 3 credits  
Information Technology electives - 6 credits

**Minimum credits for B.S. degree**

**48 credits**

## **Economics and Finance**

Economics deals “with the ordinary business of life” and as such, its subject matter should be directly relevant to students who are preparing to enter the economy and to understand the implications of economic events for their own lives and livelihoods. The study of finance provides students with an understanding of how financial markets operate and how to make effective investment and financial decisions for firms and individuals. Financial markets are the major conduits through which investments are channeled in the global marketplace. The significance of this is paramount given the international dimensions of our economy.

### **Program Objectives**

1. Clearly communicate thought and ideas both verbally and in writing.
  - a. Demonstrate ability to present and evaluate ideas clearly in both written and oral form.
  - b. Demonstrate proficiency in various methods of business communications, including formal/informal, informative/persuasive, etc.
  - c. Develop skills required to accomplish the business objectives of communication.
2. Apply information technology tools and techniques to meet the needs and expectations of the workplace.
  - a. Develop and demonstrate a basic knowledge and understanding of information technology and basic computer needs.
  - b. Demonstrate ability to utilize software that is commonly used in industry.
  - c. Use various research sources including online and library databases to do in depth research and to keep abreast of current events.
  - d. Relate to ideas pertaining to technological innovations, growth models and social issues.
3. Analyze, integrate and communicate complex information to facilitate management decision making.
  - a. Use scenario building techniques for decision making purposes.
  - b. Learn quantitative and qualitative methodologies.
4. Apply theory and practice in solving organizational problems.
  - a. Understand the realities of the global marketplace and the economic and financial events of our times.
  - b. Learn to use and analyze case studies.

## Bachelor of Science Degree with a major in Economics and Finance

**Core Requirements** 42 credits

**Required Courses in the Thematic Core**

MATH 150 Mathematical Experience - Investigate Mathematics

CMPS 114 Problem Solving with Information Technology - Discover Technology

**Department General Requirements** 12 credits

MATH 175 Elementary Statistics - 3 credits

MATH 180 College Algebra - 3 credits

(or higher, dependent upon the level taken in the Core)

**Select two courses from the following:**

JOUR 206 Introduction to Advertising and PR - 3 credits

POLS 205 World Geography - 3 credits

POLS 207 Public Policy Issues - 3 credits

PSYC 210 Industrial Psychology - 3 credits

**Department Major Requirements** 63 credits

ACCT 101 Introductory Accounting I - 3 credits

ACCT 102 Introductory Accounting II - 3 credits

BMGT 101 Introduction to Business - 3 credits

BMGT 201 Business Law I - 3 credits

BMGT 202 Business Law II - 3 credits

BMGT 300 Corporate Finance - 3 credits

BMGT 326 Investment Management - 3 credits

BMGT 406 Operations/Production - 3 credits

CMPS 116 MicroComputing - 3 credits

ECON 201 Principles of Economics/Macroeconomics - 3 credits

ECON 202 Principles of Economics/Microeconomics - 3 credits

ECON 205 Survey of Economic Thought - 3 credits

ECON 306 Principles of Money and Banking - 3 credits

ECON 310 Intermediate Price Theory - 3 credits

ECON 312 Management Science - 3 credits

ECON 421 International Economics - 3 credits

ECON 431 International Finance - 3 credits

ECON 461 Risk Management - 3 credits

**Select three courses from the following:**

ECON 203 Economic History of the United States - 3 credits

ECON 395 Special Topics in Economics 3 credits

ECON 405 Comparative Economic Systems - 3 credits

ECON 417 Economic Growth and Development - 3 credits

ECON 418 Modern Economic Thought - 3 credits

ECON 419 Economics of Social Issues - 3 credits

ECON 496 Independent Study in Economics - 3 credits

PADM 301 Operational Methods for Public Administration - 3 credits

**General Electives** 3 credits

**Minimum credits for B.S. degree** 120 credits

## Information Technology

Point Park University was one of the first in the nation to offer a Bachelor of Science degree in Information Technology. From the earliest days of the program, the department has continued to upgrade the curriculum to reflect the rapid pace of change in this ever-expanding field. This updated degree stresses a broad general education with emphasis on developing the fundamental skills required to be competitive in the ever-changing world of computer technology. The degree consists of 42 credits from the University Core, 33 credits from the School of Business Core, 30 credits from the IT core, and 18 credits of IT and general electives, totaling 120 credits.

The Information Technology degree is currently offered in two formats; traditional on-ground and online. The requirements for both are exactly the same, but note that the semesters for online are 8 weeks versus 14 weeks for the on-ground delivery.

### **Program Objectives**

1. Work well with others and with a demonstrated appreciation of individual differences and a sensitivity to diversity.
  - a. Play different team roles: such as, system analyst, database application developer, tester, user interface designer, programmer.
  - b. Work as a team to design and prototype different components of an information system.
  - c. Work as a team to research recent developments in the application of computing technology in the business world.
2. Clearly communicate thoughts and ideas both verbally and in writing.
  - a. Document process of designing and prototyping the interface, business, and/or database layers of an information system.
  - b. Participate in a formal presentation to the class and answer any questions that arise.
  - c. Write reports that document specific system components and their effects on stakeholders- i.e. network design and its impact to the customer.
  - d. Research developments in the application of computer technology in a business or e-business environment and report the findings.
3. Apply information technology tools and techniques to meet the needs and expectations of the workplace.
  - a. Demonstrate the ability to assess software and/or hardware needs in a business environment.
  - b. Develop and demonstrate the ability to design and implement the three layers of an Information system.
  - c. Understand the design and implementation of networks and security systems.
4. Analyze, integrate and communicate complex information to facilitate management decision making.
  - a. Explain and justify designs based on design principles, patterns and heuristics.
  - b. Analyze system requirements and model program domains.
  - c. Analyze the differences between the internal design of different database systems and how the design differences impact performance issues.
5. Apply theory and practice in solving organizational problems.
  - a. Read and write object oriented code, in Java, that uses classes, inheritance, polymorphism, interfaces, and GUI's.
  - b. Read and write analysis and design documentation in the Unified Modeling Language.
  - c. Design and write programs to access relational databases using Java and JDBC.
  - d. Design both static and dynamic websites that illustrate the nature of client/server software and design techniques.
  - e. Develop online and/or off line training materials for automated systems.



- f. Design and implement user interface using Visual Basic.NET.

## Bachelor of Science Degree with a major in Information Technology

### Core Requirements

**Required Courses in the Thematic Core** 42 credits

MATH 180 College Algebra - Investigate Mathematics

PSYC 150 Psychological Foundations - Understand People

### Department General Requirements

MATH 175 Elementary Statistics - 3 credits 3 credits

### Department Major Requirements

66 credits

ACCT 101 Introductory Accounting I 3 credits

ACCT 102 Introductory Accounting II 3 credits

BMGT 101 Introduction to Business 3 credits

BMGT 201 Business Law I 3 credits

BMGT 202 Business Law II 3 credits

BMGT 205 Principles of Marketing 3 credits

BMGT 208 Principles of Management 3 credits

BMGT 221 Business Communication and Research 3 credits

BMGT 300 Corporate Finance 3 credits

BMGT 310 Management Science 3 credits

BMGT 417 Strategic Planning

CMPS 160 Databases 3 credits

CMPS 161 Networking and Security 3 credits

CMPS 162 Introduction to Programming 3 credits

CMPS 163 Business Analytics 3 credits

CMPS 260 Data Structures 3 Credits

CMPS 261 Server Management 3 credits

CMPS 262 Advanced Programming 3 credits

CMPS 480 Senior Project 3 credits\*

\*If CMPS 480 is used as Senior Capstone in University Core, substitute with Elective

### Choose three courses from the following (9):

CMPS 355 Internship in Information Technology I 3 credits

CMPS 356 Internship in Information Technology II 3 credits

CMPS 360 Survey of Programming Languages 3 credits

CMPS 361 Web Application Development 3 credits

CMPS 362 Networking 3 credits

CMPS 363 Digital Security 3 credits

CMPS 364 NoSQL Databases 3 credits

CMPS 395 Special Topics in Information Technology 3 credits

CMPS 396 Independent Study in Information Technology 3 credits

CMPS 460 Mobile Application Development 3 credits

CMPS 461 Big Data Applications 3 credits

CMPS 462 Data Mining 3 credits

CMPS 463 Entrepreneurship for Software Development 3 credits

CMPS 464 Software Development for E-Commerce 3 credits

CMPS 495 Special Topics in Information Technology 3 credits

CMPS 496 Independent Study in Information Technology 3 credits

General Electives  
Minimum credits for B.S. degree

9 credits  
120 credits

### **Business - Accelerated** *(This program is no longer accepting applicants)*

The Accelerated Business major is degree program leading to the Bachelor of Science degree in Business in just two years of Saturday only classroom attendance. All students entering this program must have a G.P.A. of at least 2.5 from an accredited institution. Students must possess one of the following upon entrance:

- An Associate's degree from an accredited institution
- 60 credits in a degree-track program from an accredited institution
- A Bachelor's degree from an accredited institution

#### **Program Objectives**

1. Work well with others and with a demonstrated appreciation of individual differences and a sensitivity to diversity.
  - a. Develop and demonstrate team building skills.
  - b. Manage a team to analyze a problem and achieve a goal.
  - c. Use social network skills to cultivate and build relationships with class members.
  - d. Develop ability to participate effectively and cooperatively as a team member.
2. Clearly communicate thoughts and ideas both verbally and in writing.
  - a. Demonstrate ability to present and evaluate ideas clearly in both written and oral form.
  - b. Demonstrate ability to adjust communication style to communication media or technology.
  - c. Demonstrate ability to adjust communication style to recipients/audience.
  - d. Demonstrate proficiency in various methods of Business Communications, including formal/informal, informative/persuasive, etc.
  - e. Develop skills required to accomplish the business objectives of communications.
3. Apply information technology tools and techniques to meet the needs and expectations of the workplace.
  - a. Develop and demonstrate a basic knowledge and understanding of information technology and basic computer concepts.
  - b. Demonstrate ability to utilize software that is commonly used in the industry.
  - c. Ability to use various research sources including online and library databases to do in depth research and to keep abreast of current events.
4. Analyze, integrate and communicate complex information to facilitate management decision making.
  - a. Collect, organize, and use data to meet organizational needs.
  - b. Select appropriate topics for projects that reflect knowledge of the field of study and the appropriate audiences.
  - c. Utilize knowledge base from course work to analyze complex situations and problems.
  - d. Demonstrate ability to think clearly, analyze facts to draw conclusions, to support decision making.
5. Apply theory and practice in solving organizational problems.
  - a. Demonstrate ability to transition from planning to implementation.
  - b. Demonstrate ability to apply business methodologies to real world scenarios.

## Bachelor of Science Degree with a major in Business (Accelerated Format)

Earned Associate's degree or equivalent	60 credits
<b>Department Major Requirements</b>	<b>60 credits</b>
BUS 301 Computer Concepts and Applications in Business - 3 credits	
BUS 303 Accounting for Managers I - 3 credits	
BUS 304 Practical Legal Applications in Business - 3 credits	
BUS 306 Professional Communication Practices - 3 credits	
BUS 307 Professional Quantitative Practices - 3 credits	
BUS 308 Quantitative Methods - 3 credits	
BUS 310 Fundamentals of Personnel Management and Relations in the Workplace - 3 credits	
BUS 311 Business Negotiating - 3 credits	
BUS 313 Global Business - 3 credits	
BUS 315 Essentials of Organizational Leadership and Behavior - 3 credits	
BUS 401 History Perspectives and Readings - 3 credits	
BUS 404 Ethical Leadership - 3 credits	
BUS 405 Accounting for Managers II - 3 credits	
BUS 411 Business Information Systems - 3 credits	
BUS 412 Modern Economic Concepts - 3 credits	
BUS 413 Modern Marketing Concepts - 3 credits	
BUS 414 Computer Communications and Research - 3 credits	
BUS 417 Dynamics of Business and Strategy - 3 credits	
BUS 418 Business Finance - 3 credits	
BUS 480 Portfolio Analysis/Senior Project Capstone - 3 credits	
<b>Minimum credits for B.S. degree</b>	<b>120 credits</b>

## Business Management

Both industry and government emphasize a professional approach to management, indicating the complexity of today's decision-making processes. The program in Business Management, leading to the Bachelor of Science degree, prepares students for management careers or advanced study. The major consists of 63 credits, including an 18-credit concentration in one of the following areas: International Business Management, Marketing, Entrepreneurship or General Management.

Students with a baccalaureate degree in another area may expand their career base by completion of a 45-credit post-baccalaureate program leading to the Bachelor of Science degree. Prerequisites for this program include four courses (12 credits): ECON 201, 202; MATH 175, 180.

In addition, students may pursue the Associate in Science degree with all courses transferable to the baccalaureate program.

### Program Objectives

1. Work well with others and with a demonstrated appreciation of individual differences and a sensitivity to diversity.
  - a. Develop and demonstrate team building skills.
  - b. Use social network skills to cultivate and build relationships with class members.
  - c. Manage a team to analyze a problem and achieve a goal.
  - d. Develop ability to give and receive feedback and constructive criticism.
  - e. Develop ability to participate effectively and cooperatively as a team member.
  - f. Develop teamwork skills needed to function proper in a work environment.

2. Clearly communicate thoughts and ideas both verbally and in writing.
  - a. Demonstrate ability to present and evaluate ideas clearly in both written and oral form.
  - b. Demonstrate ability to adjunct communication style to communication media or technology.
  - c. Demonstrate ability to adjust communication style to the recipients/audience.
  - d. Demonstrate proficiency in various methods of Business communications, including formal/informal, informative/persuasive, etc.
  - e. Develop skills required to accomplish the business objectives of communication.
3. Apply information technology tools and techniques to meet the needs and expectations of the workplace.
  - a. Develop and demonstrate a basic knowledge and understanding of information technology and basic computer concepts.
  - b. Demonstrate ability to utilize software that is commonly used in industry.
  - c. Use various research sources including online and library databases to do in-depth research and to keep abreast of current events (library literacy).
4. Analyze, integrate and communicate complex information to facilitate management decision-making.
  - a. Collect, organize, and use data to meet organizational needs.
  - b. Select appropriate topics for projects that reflect knowledge of the field of study and the appropriate audiences.
  - c. Utilize knowledge base from course work to analyze complex situations and problems.
  - d. Demonstrate ability to think clearly, analyze facts to draw conclusions, to support decision making.
5. Apply theory and practice into solving organizational problems.
  - a. Demonstrate comprehensive knowledge of terminology, theories, and practices in the major subject areas of Business, including Accounting, Law, Marketing, Human Resources Management, Finance, Operations, Information Technology, Communications, Quantitative and Management.
  - b. Demonstrate ability to translate knowledge to complex business environments.
  - c. Demonstrate ability to transition from planning to implementation.

## **Bachelor of Science Degree with a major in Business Management**

**Core Requirements** **42 credits**

**Required Courses in the Thematic Core**

CMPS 114 Problem Solving with Information Technology – Discover Technology

MATH 180 College Algebra – Investigate Mathematics

PSYC 150 Psychological Foundations – Understand People

**Department General Requirements** **12 credits**

ECON 201 Principles of Economics/Macroeconomics - 3 credits

ECON 202 Principles of Economics/Microeconomics - 3 credits

MATH 175 Elementary Statistics - 3 credits

Humanities/Human Science Elective (200 level or higher) - 3 credits

**Department Major Requirements** **63 credits**

ACCT 101 Introductory Accounting I - 3 credits

ACCT 102 Introductory Accounting II - 3 credits  
 ACCT 203 Managerial/Cost Accounting - 3 credits  
 BMGT 101 Introduction to Business - 3 credits  
 BMGT 201 Business Law I - 3 credits  
 BMGT 202 Business Law II - 3 credits  
 BMGT 205 Principles of Marketing - 3 credits  
 BMGT 207 Human Resource Management - 3 credits  
 BMGT 208 Principles of Management - 3 credits  
 BMGT 221 Business Communications and Research - 3 credits  
 BMGT 300 Corporate Finance - 3 credits  
 BMGT 310 Management Science - 3 credits  
 BMGT 417 Strategic Planning - 3 credits  
 CMPS 116 MicroComputing I - 3 credits  
 CMPS 330 Electronic Commerce I - 3 credits

**Choose a Concentration in International Business Management, Marketing, General Management or Entrepreneurship:**

**International Business Management (18 credits)**

BMGT 303 International Business - 3 credits  
 BMGT 304 International Marketing - 3 credits  
 BMGT 441 Cross-cultural Business Management - 3 credits  
 ECON 421 International Economics - 3 credits  
 Two School of Business electives (ACCT, BMGT, CMPS, ECON) - 6 credits

**Marketing (18 credits)**

BMGT 204 Salesmanship - 3 credits  
 BMGT 303 International Business - 3 credits  
 BMGT 304 International Marketing - 3 credits  
 BMGT 311 Marketing Research - 3 credits  
 BMGT 411 Advanced Marketing Management - 3 credits  
 Two School of Business electives (ACCT, BMGT, CMPS, ECON) - 6 credits

**General Management (18 credits)**

BMGT 316 Labor/Management Relations - 3 credits  
 BMGT 406 Operations/Production/Quality Management - 3 credits  
 BMGT 411 Advanced Marketing Management - 3 credits  
 Three School of Business electives (ACCT, BMGT, CMPS, ECON, PADM) - 6 credits

**Entrepreneurship (18 Credits)**

BMGT 332 Introduction to Entrepreneurship - 3 credits  
 BMGT 336 Entrepreneurial Regulation - 3 credits  
 BMGT 452 Global Aspects of Entrepreneurship - 3 credits  
 BMGT 454 Advanced Entrepreneurial Applications - 3 credits  
 CMPS 300 Information Technology for Managers - 3 credits  
 School of Business elective (ACCT, BMGT, ECON, PADM) - 3 credits

**General Electives**

**6 credits**

**Minimum credits for B.S. degree**

**123 credits**

**Post-Baccalaureate Program Bachelor of Science Degree with a major in Business Management**

**Prerequisites to the Program**

**12 credits**

ECON 201 Principles of Macroeconomics - 3 credits  
ECON 202 Principles of Microeconomics - 3 credits  
MATH 175 Elementary Statistics - 3 credits  
MATH 180 College Algebra - 3 credits

**Department Major Requirements**

**45 credits**

ACCT 101 Introductory Accounting I - 3 credits  
ACCT 102 Introductory Accounting II - 3 credits  
ACCT 203 Managerial/Cost Accounting - 3 credits  
BMGT 201 Business Law I - 3 credits  
BMGT 202 Business Law II - 3 credits  
BMGT 205 Principles of Marketing - 3 credits  
BMGT 207 Human Resource Management - 3 credits  
BMGT 208 Principles of Management - 3 credits  
BMGT 300 Corporate Finance - 3 credits  
BMGT 303 International Business - 3 credits  
BMGT 310 Management Science - 3 credits  
BMGT 316 Labor and Management Relations - 3 credits  
BMGT 417 Strategic Planning - 3 credits  
Information Technology electives - 6 credits

**Minimum credits for B.S. degree**

**45 credits**

# The Department of Management

**Professors:** William Breslove, Ph.D.; George C. Bromall, J.D.; Soren Hogsgaard, M.A.; Elaine Luther, D.Sc.; Archish Maharaja, C.P.A.; Ed.D.; Jamesena Talbott, D.M.

**Associate Professors:** Teresa Gregory, M.F.A.; Helena Knorr, Ph.D.; Robert Skertich, Ph.D.; Steve Tanzilli (Chair), J.D.; Edward Traversari, M.B.A.

**Assistant Professor:** Paige Beal, M.B.A.; Patrick Mulvihill, D.Ed. (Visiting); David Rowell, M.F.A.

**Instructors:** Sandra Mervosh, M.S.

## Human Resource Management

The Human Resource Management Programs are designed to prepare students for a wide range of human resource related professions. Human Resource Management involves examining present and future employee needs including recruiting and selection, training and development, reward systems, EEOC and other policies and procedures, health and safety, and strategic management.

The Human Resource Management Programs recognize the interdisciplinary nature of this field, by allowing for a block of courses to be taken in a related field including Criminal Justice, Global Cultural Studies, Leadership, Public Administration, Psychology, and Sociology.

There are four Human Resource Management Programs available to suit a variety of students. The Bachelor of Science Program is in the traditional four year format.

The Post Baccalaureate Program is a 39 credit program designed for graduates who have earned a B.A. or B.S. degree in an area other than Human Resource Management. Students must successfully complete a minimum of 30 credits in residence in order to receive a Baccalaureate degree from Point Park University.

The Minor Program is an 18 credit area of study designed for Point Park University students who wish to supplement their studies with courses in Human Resource Management.

The Certificate Program is a 21 credit area of study designed for students who wish to supplement their current career activities by formalizing their studies in Human Resource Management.

The Human Resource Management Bachelor of Science, and Post Baccalaureate Programs are aligned with the curriculum guidelines identified by the [Society of Human Resource Management](#) (SHRM).

### Program Objectives

1. Work well with others and with a demonstrated appreciation of individual differences and a sensitivity to diversity.
  - a. Develop and demonstrate team building skills.
  - b. Use social network skills to cultivate and build relationships with class members.
  - c. Manage a team to analyze a problem and achieve a goal.
  - d. Develop ability to give and receive feedback and constructive criticism.
  - e. Develop ability to participate effectively and cooperatively as a team member.
  - f. Develop teamwork skills needed to function properly in a work environment.
2. Clearly communicate thoughts and ideas both verbally and in writing.
  - a. Demonstrate ability to present and evaluate ideas clearly in both written and oral form.
  - b. Demonstrate ability to adjust communication style to communication media or technology.
  - c. Demonstrate ability to adjust communication style to recipients/audience.
  - d. Demonstrate proficiency in various methods of Business Communications, including formal/informal, informative/persuasive, etc.
  - e. Develop skills required to accomplish the business objectives of communications.
3. Apply information technology and techniques to meet the needs and expectations of the workplace.
  - a. Develop and demonstrate a basic knowledge and understanding of information technology and basic computer concepts.

- b. Demonstrate ability to utilize software that is commonly used in the industry
  - c. Ability to use various research sources including online and library databases to do in depth research and to keep abreast of current events.
4. Analyze, integrate and communicate complex information to facilitate management and decision making.
- a. Collect, organize, and use data to meet organizational needs.
  - b. Select appropriate topics for projects that reflect knowledge of the field of study and the appropriate audiences.
  - c. Utilize knowledge base from course work to analyze complex situations and problems.
  - d. Demonstrate ability to think clearly, analyze facts to draw conclusions, to support decision making.
5. Apply theory and practice in solving organizational problems.
- a. Demonstrate comprehensive knowledge of terminology, theories, and practices in the major subject areas of Business, including Accounting, Law, Marketing, Human Resources Management, Finance, Operations, Information technology, Communications, and Management.
  - b. Demonstrate Ability to translate knowledge to complex Business environments.
  - c. Demonstrate ability to transition from planning to implementation.

## **Bachelor of Science Degree with a major in Human Resource Management**

**Core Requirements** **42 credits**

**Required Courses in the Thematic Core**

CMPS 114 Problem Solving with Information Technology – Discover Technology  
 PSYC 150 Psychological Foundations – Understand People

**Department General Requirements** **15 credits**

**Humanities and Human Sciences (12)**

COMM 101 Oral Communication and Presentation - 3 credits  
 3 HHS courses (Suggestions: Foreign Language, PHIL 103, SOC 210,  
 PSYC 210, 200 level PSYC, 200 level SOC) - 9 credits

**Natural Sciences (3)**

MATH 175 Elementary Statistics - 3 credits

**Department Major Requirements** **39 credits**

BMGT 101 Introduction to Business - 3 credits  
 BMGT 201 Business Law I - 3 credits  
 BMGT 207 Human Resource Management - 3 credits  
 BMGT 221 Business Communications - 3 credits  
 BMGT 301 Business Ethics - 3 credits  
 BMGT 312 Organizational Behavior - 3 credits  
 BMGT 315 Financial Reporting and Control - 3 credits  
 BMGT 417 Strategic Planning - 3 credits  
 BMGT 418 Portfolio and Career Planning with Assessment - 3 credits  
 BMGT 419 Research Methods in a Business Environment - 3 credits  
 BMGT 420 Seminar in HR - 3 credits  
 CMPS 116 MicroComputing I - 3 credits  
 ECON 202 Principles of Microeconomics - 3 credits

**Choose eight courses: (24 credits)**



**Compliance/Legal Track**

- BMGT 202 Business Law II - 3 credits
- BMGT 305 Regulations in the Workplace - 3 credits
- BMGT 316 Labor and Management Relations - 3 credits
- BMGT 330 Compensation and Benefits - 3 credits
- \*\* \_\_\_\_\_ - 3 credits
- \*\* \_\_\_\_\_ - 3 credits
- \*\* \_\_\_\_\_ - 3 credits
- \*\* \_\_\_\_\_ - 3 credits

**Strategic Planning/Management Track**

- ECON 201 Principles of Economics/Macroeconomics - 3 credits
- BMGT 208 Principles of Management - 3 credits
- BMGT 303 International Business - 3 credits
- BMGT 421 Finance and Tax for Managers - 3 credits
- \*\* \_\_\_\_\_ - 3 credits
- \*\* \_\_\_\_\_ - 3 credits
- \*\* \_\_\_\_\_ - 3 credits
- \*\* \_\_\_\_\_ - 3 credits

\*\*Students could select 4 courses from another Program/Department to fulfill the track requirements. There are several Programs/Departments with 4 or more courses related to HR. Students could arrange to have a minor in these Programs/ Departments: Public Administration, Global Cultural Studies, Leadership, Criminal Justice, Psychology, and Sociology.

**Minimum credits for B.S. degree** **120 credits**

**Post-Baccalaureate Program Bachelor of Science Degree with a major in Human Resource Management**

**Prerequisites of the Program** **12 credits**

- BMGT 101 Introduction to Business - 3 credits
- BMGT 201 Business Law I - 3 credits
- CMPS 116 Microcomputing I - 3 credits
- MATH 175 Elementary Statistics - 3 credits

**Department Major Requirements** **27 credits**

- BMGT 207 Human Resource Management - 3 credits
- BMGT 221 Business Communication and Research - 3 credits
- BMGT 301 Business Ethics - 3 credits
- BMGT 312 Organizational Behavior - 3 credits
- BMGT 315 Financial Reporting and Control - 3 credits
- BMGT 417 Strategic Planning - 3 credits
- BMGT 418 Portfolio and Career Planning with Assessment - 3 credits
- BMGT 419 Research Methods in a Business Environment - 3 credits
- BMGT 420 Seminar in HR Management Capstone Course - 3 credits

**Select four courses:** **12 credits**

- BMGT 305 Regulations in the Workplace - 3 credits
- BMGT 316 Labor/Management Relations - 3 credits
- BMGT 330 Compensation and Benefits - 3 credits
- BMGT 421 Finance and Tax for Managers - 3 credits

One 300 or 400 level BMGT, BUS, EDUC, PSYC, SOC, GCS, IMC, PADM - 3 credits

**Minimum credits for B.S. degree**

**39 credits**

### **Certificate in Human Resource Management**

#### **Requirements**

**21 credits**

BMGT 207 Human Resource Management - 3 credits

BMGT 312 Organizational Behavior - 3 credits

BMGT 330 Compensation and Benefits - 3 credits

BMGT 418 Portfolio and Career Planning with Assessment - 3 credits

BMGT 419 Research Methods in a Business Environment - 3 credits

BMGT 420 Seminar in HR Management Capstone Course - 3 credits

#### **Select one course:**

BMGT 305 Regulations in the Workplace - 3 credits

BMGT 316 Labor and Management Relations - 3 credits

BMGT 421 Finance and Tax for Managers - 3 credits

**Minimum credits for Certificate**

**21 credits**

### **Organizational Leadership**

The Organizational Leadership Program is designed to enable students to develop their knowledge, skills and proficiencies in a changing job market and contribute to students' successes and the success of the businesses, non-profit and governmental organizations that employ them.

The Bachelor of Arts degree in Organizational Leadership in the School of Business at Point Park University offers students the opportunity to study the fields of leadership and develop the requisite skills organizations are seeking. In addition to seminal and contemporary theories, many of the concepts, tools and techniques emerging in leadership studies are introduced. Interdisciplinary-based courses include: interpersonal and organizational communication skills, strategic decision-making, cross-cultural perspectives, and community leadership as well as research methods for organizational studies and/or community-based concerns.

#### **Program Objectives**

1. Work well with others and with a demonstrated appreciation of individual differences and a sensitivity to diversity.
  - a. Develop and demonstrate team building skills.
  - b. Manage teamwork in order to achieve a goal and/or analyze a problem.
  - c. Use decision making techniques to enhance group team work results.
  - d. Conduct themselves with integrity and ethics.
  - e. Use technology to effectively communicate with team members in addition to verbal communication.
2. Clearly communicate thoughts and ideas both verbally and in writing.
  - a. Demonstrate ability to present and evaluate thoughts and ideas clearly in both written and oral form.
  - b. Show integrity and ethics when communicating.
3. Apply information technology tools and techniques to meet the needs and expectations of the workplace.
  - a. Understand the value of technology and apply it to the workplace whenever it is possible to positively affect the organization.

- b. Demonstrate ability using technology and search tools that are commonly used in industry or research.
- c. Understand the role of ethics and integrity when using technology to find resources.
- 4. Analyze, integrate and communicate complex information to facilitate management decision making.
  - a. Collect, organize, discuss and use data in order to understand organizational needs.
  - b. Use creativity to generate new and valuable ideas, and challenge established roles that result in improved methods and processes.
  - c. Make decisions based on integrity and sound ethics by taking into account the actions and commitments of all parties and their ramifications of course of action.
  - d. Show initiative, passion and interest by developing new strategies, methods and ideas without having been directed to do so.
  - e. Develops effective leadership strategies and interpersonal skills to align followers to organizational goals.
  - f. Demonstrates principles and sound ethics, and remains consistent with ones moral code of ethics to build a sense of trust and credibility.
  - g. Demonstrate strategic thinking by developing a clear direction and realistic set of priorities in pursuit of a shared vision, and understanding of needs and expectations of all involved, and has a global viewpoint that incorporates systems thinking.
- 5. Apply theory and practice in solving organizational problems.
  - a. Demonstrate ability to transition from formulation and planning to implementation.
  - b. Understand, interpret, investigate, analyze, and evaluate data.
  - c. Build logical approaches to address all issues and opportunities.
  - d. Draw on knowledge and experience base and call on resources when needed.

## **Bachelor of Arts Degree with a major in Organizational Leadership**

### **Core Requirements**

**42 credits**

### **Program Requirements**

**60 credits**

BMGT 101 Introduction to Business - 3 credits

ECON 201 Introduction to Macroeconomics - 3 credits

ECON 202 Introduction to Microeconomics - 3 credits

BUS 301 Computer Concepts and Applications in Business - 3 credits

BUS 306 Professional Communication Practices

BUS 310 Fundamentals of Personnel Management and Regulations in the Workplace - 3 credits

BUS 315 Essentials of Organizational Leadership and Behavior OR

PADM 308 Theories of Public Organizations - 3 credits

BUS 404 Ethical Leadership - 3 credits

BUS 417 Dynamics of Business and Strategy - 3 credits

LEAD 110 Introduction to the Study of Leadership - 3 credits

LEAD 312 Leadership Confluence of Emotional and Cultural Acumen - 3 credits

LEAD 315 Leading Organizational Change - 3 credits

LEAD 317 Understanding Gender and Power; Gender Dynamics in Leadership - 3 credits

LEAD 415 Systems Thinking for Emerging Leaders - 3 credits

LEAD 445 Career Development and Succession Strategies for Leaders - 3 credits

LEAD 460 Leading in the Metanational Environment - 3 credits

PADM 210 Public Administration - 3 credits

Any three School of Business courses at 300+ level per advisor approval - 9 credits

<b>General Electives</b>	<b>18 credits</b>
<b>Minimum credits for B.A. degree</b>	<b>120 credits</b>

## Public Administration

The Bachelor of Science and the Associate in Science degree programs with majors in Public Administration prepare graduates for careers in government and nonprofit organizations, as well as in regulated businesses and as private government contractors. These programs also provide current public employees with an opportunity to expand their education and to seek promotions. The Bachelor of Science degree in Public Administration is now offered both in face-to-face and online formats. Students may use departmental and General Electives to complete a double major or one or more minors.

An 18-credit certificate is also available online that can serve as a basis for your Public Administration education, as well as help you meet the course requirements for the Public Administration degrees in a convenient format. A Public Administration minor is available to students pursuing other degrees as well.

### Program Objectives

1. Work well with others and with a demonstrated appreciation of individual differences and a sensitivity to diversity.
  - a. Develop and demonstrate team building skills.
  - b. Manage a team to analyze a problem and achieve a goal.
2. Clearly communicate thoughts and ideas both verbally and in writing.
  - a. Demonstrate ability to present and evaluate ideas clearly in written form.
  - b. Demonstrate ability to present and evaluate ideas clearly in oral presentations.
3. Apply information technology tools and techniques to meet the needs and expectations of the workplace.
  - a. Develop and demonstrate a basic knowledge and understanding of microcomputers.
  - b. Demonstrate ability to utilize software that is commonly used in industry.
4. Analyze, integrate and communicate complex information to facilitate management decision making.
  - a. Collect, organize, and use data to meet organization needs.
  - b. Demonstrate critical thinking.
  - c. Demonstrate problem solving, quantitative and qualitative.
    - a. Apply theory and practice in solving organizational problems. Demonstrate ability to transition from planning to implementation.
    - b. Demonstrate a mastery of concepts and methods of use in the workplace.
    - c. Demonstrate a mastery of concepts and foundations necessary to initiate graduate study.

## Bachelor of Science Degree with a major in Public Administration

**Core Requirements** **42 credits**

### Required Courses in the Thematic Core

CMPS 114 Problem Solving with Information Technology - Discover Technology

MATH 150 Mathematical Experience - Investigate Mathematics

PSYC 150 Psychological Foundations - Understand People

**Department General Requirements** **12 credits**

### Humanities & Human Sciences (6)

HHS elective (Recommended: PSYC 203 Theories of Personality or PSYC 210 Industrial Psychology) - 3 credits

**Social Sciences (6)**

Choose two POLS or ECON courses - 6 credits

**Department Major Requirements****15 credits**

PADM 206 Nonprofit Organizations - 3 credits

PADM 210 Public Administration - 3 credits

PADM 211 Principles of Management - 3 credits

PADM 214 Public Budgeting and Finance I - 3 credits

PADM 301 Operational Methods for Public Management OR

PADM 303 Policy and Decision Analysis - 3 credits

**Select One Concentration:****General (21)**

Six PADM courses at the 300+ level - 18 credits

One PADM course at the 400+ level - 3 credits

**Fire Service Administration (21)**

PADM 330 Fire and Emergency Services Administration - 3 credits

PADM 331 Political and Legal Foundations of Fire Protection - 3 credits

PADM 332 Fire Prevention Organization and Management - 3 credits

PADM 335 Personnel Management for Fire and Emergency Services OR

PADM 311 Special Employee Relations - 3 credits

PADM 336 Community Risk Reduction for Fire and Emergency Services. -3 credits

PADM 430 Applications of Fire Research - 3 credits

PADM 300+ level course - 3 credits

**Emergency Medical Services (21)**

PADM 340 Foundations of EMS - 3 credits

PADM 341 EMS Management - 3 credits

PADM 342 EMS Community Risk Reduction - 3 credits

PADM 345 EMS Safety and Risk Management - 3 credits

PADM 346 Legal, Political and Regulatory Issues in EMS - 3 credits

PADM 440 EMS Quality and Performance Management - 3 credits

PADM 300+ level course - 3 credits

**General Electives****30 credits**

(Students may use general electives to complete a double major or one or one or more minors.)

**Minimum credits for B.S. degree****120 credits****Certificate in Public Administration****Requirements****18 credits**

PADM 210 Public Administration - 3 credits

PADM 211 Principles of Management OR

BMGT 208 Principles of Management - 3 credits

PADM 214 Public Budgeting and Finance I - 3 credits

Select 3 courses in Public Administration at the 200+ level - 9 credits

## **Certificate in Emergency Medical Services**

### **Requirements**

**18 credits**

- PADM 340 Foundations of EMS - 3 credits
- PADM 341 EMS Management - 3 credits
- PADM 342 EMS Community Risk Reduction - 3 credits
- PADM 345 EMS Safety and Risk Management - 3 credits
- PADM 346 Legal, Political and Regulatory Issues in EMS - 3 credits
- PADM 440 EMS Quality and Performance Management - 3 credits

## **Certificate in Fire Service Administration**

### **Requirements**

**18 credits**

- PADM 330 Fire and Emergency Services Administration - 3 credits
- PADM 331 Political and Legal Foundations of Fire Protection - 3 credits
- PADM 332 Fire Prevention Organization and Management - 3 credits
- PADM 335 Personnel Management for Fire and Emergency Services OR  
PADM 311 Special Employee Relations - 3 credits
- PADM 336 Community Risk Reduction for Fire and Emergency Services - 3 credits
- PADM 430 Applications of Fire Research - 3 credits

## **Sports, Arts and Entertainment Management**

The SAEM program at Point Park University was a pioneer in the establishment of a degree program in sports, arts and entertainment. Point Park's location in downtown Pittsburgh allows for excellent access to the city's cultural and professional sports organizations, most of which are within easy walking distance of the campus. The curriculum builds upon a solid business management and general education core with specialized courses in event management, marketing and promotion, facility design and management, sales and sponsorship, public relations, finance and risk management. Each student must complete at least one internship in their field.

### **Program Objectives**

1. Work well with others and with a demonstrated appreciation of individual differences and a sensitivity to diversity.
  - a. Develop and demonstrate team building skills; Manage a team to analyze a problem and achieve a goal.
2. Students will clearly communicate thoughts and ideas both verbally and in writing.
  - a. Demonstrate ability to present and evaluate ideas clearly in both written and oral form.
  - b. Research and develop analytical reports.
3. Apply information technology tools and techniques to meet the needs and expectations of the workplace.
  - a. Develop and demonstrate a basic knowledge and understanding of microcomputers; Demonstrate ability to utilize software that is commonly used in industry.
4. Students can analyze, integrate and communicate complex information to facilitate management decision making.
  - a. Identify and define organizational problems and opportunities.
  - b. Collect, organize, and use data to meet organizational needs.
5. Apply theory and practice in solving organizational problems.
  - a. Demonstrate ability to transition from planning and implementation.
  - b. Create practical models for real world business applications.
6. Develop and implement reasoning and reflection skills in order to practice ethical decision-making given data on what is morally/ethically at stake in the situation.

## **Bachelor of Science Degree with a major in Sports, Arts and Entertainment Management**

<b>Core Requirements</b>	<b>42 credits</b>
<b>Required Courses in the Thematic Core</b>	
CMPS 114 Problem Solving with Information Technology - Discover Technology	
PSYC 150 Psychological Foundations - Understand People	
<b>Department General Requirements</b>	<b>33 credits</b>
ACCT 101 Introductory Accounting I - 3 credits	
ACCT 102 Introductory Accounting II - 3 credits	
ACCT 203 Managerial/Cost Accounting - 3 credits	
BMGT 201 Business Law I - 3 credits	
BMGT 207 Human Resource Management - 3 credits	
BMGT 208 Principles of Management - 3 credits	
BMGT 221 Business Communication and Research - 3 credits	
BMGT 300 Corporate Finance - 3 credits	
BMGT 417 Strategic Planning - 3 credits	
ECON 201 Principles of Macroeconomics OR	
ECON 202 Principles of Microeconomics - 3 credits	
MATH 175 Elementary Statistics - 3 credits	
<b>Department Major Requirements</b>	<b>37 credits</b>
SAEM 101 Introduction to the Sports, Arts, and Entertainment (SAE) Business - 3 credits	
SAEM 201 Event Management - 3 credits	
SAEM 202 SAE Marketing and Promotion - 3 credits	
SAEM 250 Career Prep - 1 credit	
SAEM 301 Facility and Venue Design and Administration - 3 credits	
SAEM 304 Business Models - 3 credits	
SAEM 350 SAEM Internship - 3 credits	
SAEM 401 Legal Aspects of SAE - 3 credits	
SAEM 450 SAEM Senior Seminar in SAE - 3 credits	
<b>Select four courses from the following:</b>	
CMPS 330 Electronic Commerce - 3 credits	
SAEM 230 Business of Concert Promotion and Touring - 3 credits	
SAEM 231 Concert and Music Festival Touring - 3 credits	
SAEM 303 SAE Advertising and Public Relations - 3 credits	
SAEM 351 Performing Arts Management - 3 credits	
SAEM 352 Business of Live Entertainment - 3 credits	
SAEM 353 Talent Management - 3 credits	
SAEM 354 Media Management - 3 credits	
SAEM 395 Special Topics in SAEM - 3 credits	
SAEM 440 Essential Fundraising Principles - 3 credits	
SAEM 460 SAEM Internship II - 3 credits	
SAEM 461 SAEM Internship III - 3 credits	
<b>General Electives</b>	<b>9 credits</b>
<b>Minimum credits for B.S. degree</b>	<b>121* credits</b>
*Note: total may be more than 121, depending on options selected	

## School of Business Minors

The minors in the School of Business listed below are available to all students at Point Park University. Minors consist of prerequisites plus 18 or 21 credits.

### Accounting Minor (21 credits)

**Prerequisites:**

ACCT 101 Introductory Accounting I - 3 credits

BMGT 101 Introduction to Business - 3 credits

**Minor:**

ACCT 102 Introductory Accounting II - 3 credits

ACCT 201 Intermediate Accounting I - 3 credits

ACCT 202 Intermediate Accounting II - 3 credits

ACCT 204 Computer Applications in Accounting - 3 credits

ACCT 300 Advanced Accounting Theory - 3 credits

BMGT 201 Business Law I - 3 credits

BMGT 202 Business Law II - 3 credits

### Business Management Minor (18 credits)

**Prerequisites:**

BMGT 101 Introduction to Business - 3 credits

CMPS 110 Introduction to Computer Literacy - 3 credits

MATH 175 Elementary Statistics - 3 credits

**Minor:**

ACCT 101 Introductory Accounting I - 3 credits

ACCT 102 Introductory Accounting II - 3 credits

BMGT 201 Business Law I - 3 credits

BMGT 205 Principles of Marketing - 3 credits

BMGT 207 Human Resource Management OR

BMGT 208 Principles of Management - 3 credits

BMGT 300 Corporate Finance - 3 credits

### Economics Minor (18 credits)

**Prerequisites:**

BMGT 208 Principles of Management - 3 credits

MATH 175 Elementary Statistics - 3 credits

MATH 180 College Algebra - 3 credits

Cumulative GPA of 2.0 or higher

**Minor:**

ECON 201 Principles of Macroeconomics - 3 credits

ECON 202 Principles of Microeconomics - 3 credits

ECON 310 Intermediate Price Theory - 3 credits

ECON 312 Management Science - 3 credits

ECON 421 International Economics - 3 credits

ECON 395 Special Topics in Economics OR

ECON 496 Independent Study in Economics - 3 credits

### Emergency Medical Services Minor (18 credits)

PADM 340 Foundations of EMS - 3 credits

PADM 341 EMS Management - 3 credits

PADM 342 EMS Community Risk Reduction - 3 credits

PADM 345 EMS Safety and Risk Management - 3 credits



PADM 346 Legal, Political and Regulatory Issues in EMS - 3 credits  
PADM 440 EMS Quality and Performance Management - 3 credits

### **Entrepreneurship Minor (18 credits)**

BMGT 101 Introduction to Business - 3 credits  
BMGT 207 Human Resource Management - 3 credits  
BMGT 332 Introduction to Entrepreneurship - 3 credits  
BMGT 336 Entrepreneurial Regulation - 3 credits  
BMGT 454 Advanced Entrepreneurial Applications - 3 credits  
CMPS 300 Information Technology for Managers - 3 credits

### **Finance Minor (18 credits)**

#### **Prerequisites:**

ACCT 102 Introductory Accounting II - 3 credits  
BMGT 101 Introduction to Business - 3 credits  
MATH 175 Elementary Statistics - 3 credits  
Cumulative GPA of 2.0 or higher

#### **Minor:**

BMGT 300 Corporate Finance - 3 credits  
BMGT 326 Investment Management - 3 credits  
(or substitute course approved by program director)  
ECON 306 Principles of Money and Banking - 3 credits  
ECON 312 Management Science - 3 credits  
ECON 431 International Finance - 3 credits  
ECON 395 Special Topics in Finance OR  
ECON 496 Independent Study in Finance - 3 credits

### **Fire Service Administration Minor (18 credits)**

PADM 330 Fire and Emergency Services Administration - 3 credits  
PADM 331 Political and Legal Foundations of Fire Protection - 3 credits  
PADM 332 Fire Prevention Organization and Management - 3 credits  
PADM 335 Personnel Management for Fire and Emergency Services OR  
PADM 311 Special Employee Relations - 3 credits  
PADM 336 Community Risk Reduction for Fire and Emergency Services - 3 credits  
PADM 430 Applications of Fire Research - 3 credits

### **Human Resource Management Minor (18 credits)**

BMGT 418 Portfolio and Career Planning with Assessment - 3 credits  
BMGT 419 Research Methods in a Business Environment - 3 credits  
BMGT 420 Seminar in HR Management Capstone Course - 3 credits

#### **Select 3 of the following:**

BMGT 207 Human Resource Management - 3 credits  
BMGT 305 Regulations in the Workplace - 3 credits  
BMGT 312 Organizational Behavior - 3 credits  
BMGT 316 Labor and Management Relations - 3 credits  
BMGT 330 Compensation and Benefits - 3 credits  
BMGT 421 Finance and Tax for Managers - 3 credits

### **Marketing Minor (21 credits)**

BMGT 204 Salesmanship - 3 credits  
BMGT 205 Principles of Marketing - 3 credits  
BMGT 303 International Business - 3 credits

BMGT 304 International Marketing - 3 credits  
BMGT 311 Marketing Research - 3 credits  
BMGT 411 Advanced Marketing Management - 3 credits  
MATH 175 Statistics - 3 credits

**Nonprofit Management Minor (18 credits)**

PADM 206 Nonprofit Organizations - 3 credits  
PADM 214 Public Budget and Finance I - 3 credits  
PADM 317 Legal Aspects of Nonprofit Organizations - 3 credits  
SAEM 440 Essential Fundraising Principles - 3 credits  
PADM 405 Leading Nonprofit Organizations - 3 credits

**Select one (1) of the following courses - 3 credits**

PADM 311 Special Employee Relations in Public Organizations - 3 credits  
PADM 314 Public Budget and Finance II - 3 credits  
ACCT 307 Nonprofit Accounting - 3 credits  
PADM 411 Internship - 3 credits  
SAEM 350 Internship - 3 credits

**Public Administration Minor (18 credits)**

PADM 210 Public Administration - 3 credits  
Choose any 5 PADM electives - 15 credits

## Graduate Studies

The School of Business offers a Master of Business Administration (MBA) degree with five concentration options—Management, Management Information Systems (MIS), International Business, Sports, Arts and Entertainment Management and Health Systems Management and offers a Master of Business Administration in Global Management and Administration. The School of Business also offers a Master of Arts in Leadership with two concentration options—Leadership for Social Innovation and Leadership and Strategy. In addition, a concurrent Master of Arts in Media Communication and M.B.A. is offered. For a graduate catalog or information, visit the website or please call [Graduate Admissions Office](#) at (412) 392-3808.

# School of Communication

**Professors:** Tatyana Dumova, Ph.D.; David Fabilli, M.A.; Helen Fallon, M.A.; Timothy Hudson, Ph.D.; William Moushey, M.S.; Robert O’Gara, M.A.

**Associate Professors:** Thomas Baggerman (Chair), Ph.D.; Aimee-Marie Dorsten, Ph.D.; Steven Hallock, Ph.D.; Christopher Rolinson, M.F.A.; Heather Starr Fiedler, Ph.D.

**Assistant Professors:** Robin Cecela, Ph.D.; April Friges, M.F.A., Robert Meyers, M.F.A.

**Instructors:** Camille Downing, M.A.

The mission of the Point Park University School of Communication is to provide students with a versatile, sustainable, professional communication education through sound academic coursework and significant creative and practical learning opportunities.

The School of Communication is organized into three “Sequences” based on three broad sets of media professions: Journalism, Public Relations and Advertising, and Visual and Interactive Communication.

The faculty of the School explore, address, and adapt to the changing nature and needs of 21st century media professions. Communication students study and work together in an atmosphere of interdisciplinary cooperation.

## Journalism

At Point Park, students interested in newsgathering and reporting in print, broadcast and online media will find a long, strong and successful tradition of preparing professional journalists for the challenges of this noble and dynamic career. In addition, the School’s Journalism sequence offers one of the few professional bachelor’s degrees in Photojournalism available in the United States.

## Public Relations and Advertising

In this sequence, students study traditional forms and methods of publicity, press relations, events planning, corporate communication, media planning, advertising and marketing, as well as innovative new concepts such as those associated with personal interactive media and social media.

## Visual and Interactive Communication

This sequence represents a growing set of careers in multimedia creation, design, planning and production. These careers require a future-oriented merger of creativity and technology. Course subjects include: audio and video production, broadcast programming, web design, graphic design, desktop publishing, media culture and technology, and writing for interactive media. The VIC sequence is also home to our unique and comprehensive Bachelor of Fine Arts degree program in Photography. Students from the VIC sequence stake out successful careers as photographers, television directors, web developers, ad designers, radio programmers, and multimedia “experts” for traditional media organizations as well as just about every other profession on the planet (business, education, health, government, sports, etc.).

The School also offers a general mass communication major, incorporating courses from all three sequences. School of Communication students enjoy a rich and exciting blend of hands-on educational experiences in small class settings. Point Park’s unique urban location in the heart of Pittsburgh (a top 25 national media market) provides students with faculty who are proven professionals, well connected to top media and mass communication organizations. Major government (local, state and federal), news media (broadcasting, print and Internet) and advertising/ public relations firms are within walking distance to provide frequent guest speaker presentations and the best internship opportunities.

### **Minimum Grade Requirements**

In addition to Point Park's general education courses, Communication students begin their course of study with JOUR 101 and 103.

Students pursuing one of the Bachelor of Arts degree programs must earn a "C-" or above in JOUR 150 and 151 to continue in the major. Students are allowed two attempts to achieve those minimum grades, but following the second failure they must stop taking "JOUR" classes for one semester. The student may then reapply to the chair to begin taking "JOUR" classes again, providing the School with evidence that success in the problem course is likely. Students may not graduate with an "F" in any Communication course.

### **Public Relations and Advertising students select the following major:**

1. Public Relations and Advertising (BA)

### **Journalism students select one of the following four majors:**

1. Journalism (BA)
2. Photojournalism (BA)
3. Broadcasting Reporting (BA)
4. Environmental Journalism (BA)

### **Visual and Interactive Communication students select one of the following three majors:**

1. Multimedia (BA)
2. Photography (BFA)
3. Broadcast Production and Media Management (BA)

Or, students in the School may choose the interdisciplinary plan of study in Mass Communication (BA).

### **Minor**

Students minor in the School of Communication in two different ways. There are minors for those currently enrolled in the School and those outside of the School as follows:

#### **Minors for Communication majors:**

A current Communication major will be able to minor in another area by taking four Communication courses beyond the major requirements for his/ her specific School of Communication major program guide. With the guidance of an academic advisor, the student will select from all Communication courses not specifically required in his or her major.

#### **Minors for students from other schools and departments:**

Communication minor: JOUR 101, 150, 151, 103 and/or 206 plus three other Communication courses. Each student's plan for a minor in Communication must be approved by a School of Communication academic advisor.

### **Bachelor's Degree Requirements**

A typical Communication degree program consists of the following:

- Core Requirements
- Department General Requirements
- Department Major Requirements
- General Electives

By the sophomore year, students should declare one of the structured majors in consultations with their advisers. Students wishing to pursue a more general mass communication program should select the “mass communication” concentration. A minor or second major is recommended to strengthen and broaden the student’s knowledge base and career marketability. The 15 credits from general electives may be used to minor in another discipline or toward a double major.

## **Public Relations and Advertising Majors: Detailed Requirements**

### **Bachelor of Arts Degree with a major in Public Relations and Advertising**

#### **Program Objectives**

1. Research, write and edit professional quality public relations and advertising materials.
2. Demonstrate an understanding of principles of media design, aesthetics and composition.
3. Apply ethical and legal principles to integrated communications campaigns and programs.
4. Conduct and analyze primary and secondary research, including interpreting surveys, managing focus groups and interpreting Web analytics.
5. Critically analyze the quality and effectiveness of advertising, public relations, marketing and promotion campaigns.
6. Employ professional-level public relations and advertising skills to create campaigns to meet client needs.

#### **Core Requirements**

**42 credits**

#### **Required Courses in the Thematic Core**

JOUR 103 Graphic Design I - Discover Technology

JOUR 433 Advertising Competition OR JOUR 497 IMC Agency - Capstone

#### **Department General Requirements**

**21 credits**

#### **Humanities (6)**

ENGL (English Literature, not writing at 300+ level) - 3 credits

#### **Language Sequence (6)**

A two course sequence in the same foreign language (courses in translation excluded) - 6 credits

#### **Social Sciences (9)**

ECON (201, 202, or 421) - 3 credits

HIST (203 or 204) - 3 credits

POLS (102, 202, 205, 209, 250, 308, 372 or 402) - 3 credits

#### **Department Major Requirements**

**47 credits**

JOUR 101 Survey of Mass Communications - 3 credits

JOUR 150 Journalistic Writing and Editing - 3 credits

JOUR 206 Introduction to Advertising and PR - 3 credits

JOUR 239 IMC Research for Ad/PR - 3 credits

JOUR 255 Advertising and PR Writing - 3 credits

JOUR 300 Career Prep - 1 credit

JOUR 301 Ad Copy/Layout (IMC 330) - 3 credits

JOUR 306 Social Media (IMC 345) - 3 credits  
 JOUR 311 Practicum - 1 credit  
 JOUR 326 IMC Planning - 3 credits  
 JOUR 412 Media Ethics and Responsibilities - 3 credits  
 JOUR 418 Communication Law and Regulation - 3 credits

**\*Course to be taken once all core and concentration requirements have been met**

**Major Electives (12)**

**Choose four courses from the following:**

IMC 472 Media Planning and Buying - 3 credits  
 JOUR 215 Video Production - 3 credits  
 JOUR 280 Introduction to Multimedia - 3 credits  
 JOUR 307 Graphic Design II - 3 credits  
 JOUR 313 Mass Media Internship I - 3 credits  
 JOUR 327 Public Relations Issues and Practices - 3 credits  
 JOUR 336 Advertising and PR graphics - 3 credits  
 JOUR 390 International Media - 3 credits  
 JOUR 413 Mass Media Internship II - 3 credits  
 JOUR 416 Public Relations Practice - 3 credits  
 JOUR 433 Advertising Competition - 3 credits  
 JOUR 436 Advertising Campaigns - 3 credits  
 JOUR 497 IMC Agency - 3 credits  
 PHOT 205 Introduction to Digital Photography - 3 credits

<b>General Electives</b>	<b>15 credits</b>
<b>Minimum credits for B.A. degree</b>	<b>122 credits</b>

## **Journalism Majors: Detailed Requirements**

### **Bachelor of Arts Degree with a major in Journalism**

**Program Objectives**

1. Demonstrate professional-level journalism reporting, writing, and editing skills, and news judgment.
2. Demonstrate an understanding of principles of aesthetics and composition.
3. Apply ethical and legal principles to media production and distribution.
4. Apply basic and advanced interview techniques, appropriate for professional journalistic work.
5. Demonstrate an ability to research and develop sources for reporting.
6. Produce professional-level short and/or long-form reporting packages to multiple media platforms.

<b>Core Requirements</b>	<b>42 credits</b>
<b>Required Courses in the Thematic Core</b>	
JOUR 103 Graphic Design I - Discover Technology	
JOUR 490 Journalism Capstone - Senior Capstone	
<b>Department General Requirements</b>	<b>21 credits</b>
<b>Humanities (6)</b>	

ENGL (English Literature, not writing at 300+ level) - 3 credits

**Language Sequence (6)**

A two course sequence in the same foreign language (courses in translation excluded) - 6 credits

**Social Sciences (9)**

ECON (201, 202, or 421) - 3 credits

HIST (203 or 204) - 3 credits

POLS (102, 202, 205, 209, 250, 308, 372 or 402) - 3 credits

**Department Major Requirements**

**50 credits**

JOUR 101 Survey of Mass Communications - 3 credits

JOUR 150 Journalistic Writing and Editing - 3 credits

JOUR 151 Broadcast Writing and Editing - 3 credits

JOUR 215 Video Production & Editing - 3 credits

JOUR 257 Feature Writing - 3 credits

JOUR 260 Reporting - 3 credits

JOUR 280 Introduction to Multimedia - 3 credits

JOUR 300 Career Prep Seminar - 1 credit

JOUR 304 Broadcast News Reporting - 3 credits

JOUR 308 Multiplatform Magazine Reporting - 3 credits

JOUR 311 Practicum - 1 credit

JOUR 412 Media Ethics and Responsibilities - 3 credits

JOUR 418 Communication Law and Regulation - 3 credits

JOUR 400+ 400-level JOUR Reporting Writing Course - 3 credits

PHOT 205 Introduction to Digital Photography - 3 credits

**Department Electives (9)**

**Choose three courses from the following with advisor approval:**

JOUR 220 Writing for Multimedia & Web - 3 credits

JOUR 307 Graphic Design II - 3 credits

JOUR 310 Multiplatform Magazine Reporting II - 3 credits

JOUR 312 Advanced Reporting - 3 credits

JOUR 313 Mass Media Internship I - 3 credits

JOUR 314 Entrepreneurial Journalism - 3 credits

JOUR 320 Information Graphics - 3 credits

JOUR 355 Magazine & Media Marketing Design - 3 credits

JOUR 365 Web Publishing I - 3 credits

JOUR 390 International Media - 3 credits

JOUR 406 Public Affairs Reporting - 3 credits

JOUR 408 Magazine Article Writing - 3 credits

JOUR 409 Specialized Reporting - 3 credits

JOUR 410 Investigative Reporting - 3 credits

JOUR 413 Mass Media Internship II - 3 credits

**General Electives**

**12 credits**

**Minimum credits for B.A. degree**

**125 credits**

## Bachelor of Arts Degree with a major in Photojournalism

### Program Objectives

1. Demonstrate professional journalistic reporting, writing and editing skills and news judgment in a variety of media platforms.
2. Describe and demonstrate knowledge of the history, aesthetic standards, professional and artistic aspects of photography.
3. Apply ethical and legal principles to media production and distribution.
4. Apply basic and advanced lens-based media techniques and editing.
5. Professionally assess and critique ones own photographs and those produced by others.
6. Produce professional-level photographs suitable for media publication and/or gallery exhibition.

### Core Requirements

42 credits

#### Required Courses in the Thematic Core

JOUR 103 Graphic Design I - Discover Technology  
NSET 122 The Science of Light - Investigate Science  
PHOT 470 Documentary Photography - Capstone

### Department General Requirements

21 credits

#### Humanities (6)

ENGL (English Literature, not writing at 300+ level) - 3 credits

#### Language Sequence (6)

A two course sequence in the same foreign language (courses in translation excluded) - 6 credits

#### Social Sciences (9)

ECON (201, 202, or 421) - 3 credits  
HIST (203 or 204) - 3 credits  
POLS (102, 202, 205, 209, 250, 308, 372 or 402) - 3 credits

### Department Major Requirements

52 credits

JOUR 101 Survey of Mass Communications - 3 credits  
JOUR 150 Journalistic Writing and Editing - 3 credits  
JOUR 215 Video Production and Editing I - 3 credits  
JOUR 260 Reporting - 3 credits  
JOUR 302 Introduction to Photojournalism I  
JOUR 308 Multiplatform Magazine Reporting I OR  
JOUR 310 Multiplatform Magazine Reporting II 3 credits  
JOUR 311 Practicum - 1 credit  
JOUR 315 Photojournalism II - 3 credits  
JOUR 365 Web Publishing I - 3 credits  
JOUR 412 Media Ethics and Responsibilities - 3 credits  
JOUR 418 Communication Law and Regulation - 3 credits  
PHOT 107 History of Photography I OR  
PHOT 108 History of Photography II - 3 credits  
PHOT 205 Introduction to Digital Photography - 3 credits



PHOT 350 Digital Photo Editing - 3 credits  
PHOT 414 Business of Photography 3 credits

**Department Electives (9)**

**Choose 3 courses from the following:**

JOUR 151 Broadcast Writing and Editing - 3 credits  
JOUR 307 Graphic Design II - 3 credits  
JOUR 308 Multiplatform Magazine Reporting I OR  
    JOUR 310 Multiplatform Magazine Reporting II 3 credits  
JOUR 312 Advanced Reporting - 3 credits  
JOUR 313 Mass Media Internship I - 3 credits  
JOUR 329 Professional Video Techniques - 3 credits  
JOUR 336 Branding & Corporate Identity - 3 credits  
JOUR 390 International Media - 3 credits  
JOUR 413 Mass Media Internship II - 3 credits  
JOUR 420 Web Publishing II - 3 credits  
PHOT 204 Black and White Photography I - 3 credits  
PHOT 309 Black and White Photography II - 3 credits  
PHOT 316 Advertising Photography - 3 credits  
PHOT 322 Color Photography 3 credits  
PHOT 340 Specialized Photography - 3 credits

**General Electives**

**9 credits**

**Minimum credits for B.A. degree**

**124 credits**

**Bachelor of Arts Degree with a major in Environmental Journalism**

**Program Objectives**

1. Demonstrate professional-level journalism reporting, writing, and editing skills, and news judgment.
2. Demonstrate an understanding of principles of aesthetics and composition.
3. Apply ethical and legal principles to media production and distribution.
4. Apply basic and advanced interview techniques, appropriate for professional journalistic work.
5. Demonstrate an ability to research and develop sources for reporting.
6. Produce professional-level short and/or long-form reporting packages to multiple media platforms.
7. Demonstrate knowledge of environmental science, research, management, and policy.
8. Demonstrate an understanding of environmental business, stakeholders, and communication.

**Core Requirements**

**42 credits**

**Required Courses in the Thematic Core**

CHEM 101 Chemistry I - Investigate Science  
JOUR 103 Graphic Design I - Discover Technology  
JOUR 490 Journalism Capstone - Senior Capstone  
MATH 180 College Algebra - Investigate Mathematics  
PHOT 101 Photography for Non-Majors - Appreciate & Apply the Arts

**Department General Requirements**

**15 credits**

**Humanities (3)**

ENGL (Designated English Literature) - 3 credits OR

**Language Sequence (6)**

A two course sequence in the same foreign language (courses in translation excluded) - 6 credits

**Social Sciences (6)**

ECON (201, 202, or 421) - 3 credits

POLS (102, 202, 205, 209, 250, 308, 372 or 402) - 3 credits

**Department Major Requirements**

**50 credits**

JOUR 101 Survey of Mass Communications - 3 credits

JOUR 150 Journalistic Writing and Editing - 3 credits

JOUR 215 Video Production & Editing - 3 credits

JOUR 257 Feature Writing - 3 credits

JOUR 260 Reporting - 3 credits

JOUR 280 Introduction to Multimedia - 3 credits

JOUR 300 Career Prep Seminar - 1 credit

JOUR 304 Broadcast News Reporting - 3 credits

JOUR 308 Multiplatform Magazine Reporting - 3 credits

JOUR 311 Practicum - 1 credit

JOUR 319 Data Journalism & Representation - 3 credits

JOUR 412 Media Ethics and Responsibilities - 3 credits

JOUR 418 Communication Law and Regulation - 3 credits

JOUR 400+ 400-level JOUR Reporting Writing Course - 3 credits

BIOL 102 General Biology - 3 credits

BIOL 235 Ecology - 3 credits

BIOL 443 Applications in Environmental Science - 3 credits

NSET 120 Environmental Sciences - 3 credits

NSET 470 Case Studies in Environmental Science - 3 credits

**Department Electives**

**9 credits**

**Choose three courses from the following with advisor approval:**

JOUR 151 Broadcast Writing and Editing - 3 credits

JOUR 220 Writing for Multimedia & Web - 3 credits

JOUR 304 Broadcast Reporting - 3 credits

JOUR 307 Graphic Design II - 3 credits

JOUR 310 Multiplatform Magazine Reporting II - 3 credits

JOUR 312 Advanced Reporting - 3 credits

JOUR 313 Mass Media Internship I - 3 credits

JOUR 314 Entrepreneurial Journalism - 3 credits

JOUR 320 Information Graphics - 3 credits

JOUR 355 Magazine & Media Marketing Design - 3 credits

JOUR 365 Web Publishing I - 3 credits

JOUR 390 International Media - 3 credits

JOUR 406 Public Affairs Reporting - 3 credits

JOUR 408 Magazine Article Writing - 3 credits

JOUR 409 Specialized Reporting - 3 credits  
JOUR 410 Investigative Reporting - 3 credits  
JOUR 413 Mass Media Internship II - 3 credits  
JOUR 445 Editing and Producing the News - 3 credits  
PHOT 205 Intro to Digital Photography - 3 credits

**General Electives** 9 credits  
**Minimum credits for B.A. degree** 125 credits

## Bachelor of Arts Degree with a major in Broadcast Reporting

### Program Objectives

1. Demonstrate professional-level broadcast journalism reporting, writing and editing skills, and news judgment.
2. Demonstrate an understanding of principles of aesthetics and composition.
3. Apply ethical and legal principles to media production and distribution.
4. Demonstrate professional-level skills in on-air performance and/or announcing techniques.
5. Evaluate and interpret the historical and business environment in which broadcasters operate.
6. Produce professional-level broadcast short and/or long form reporting packages.

**Core Requirements** 42 credits

#### Required Courses in the Thematic Core

JOUR 103 Graphic Design I – Discover Technology  
JOUR 445 Editing & Producing the News – Senior Capstone

**Department General Requirements** 21 credits

#### Humanities (6)

ENGL (English Literature, not writing at 300+ level) - 3 credits

#### Language Sequence (6)

A two course sequence in the same foreign language (courses in translation excluded) - 6 credits

#### Social Sciences (9)

ECON (201, 202, or 421) - 3 credits  
HIST (203 or 204) - 3 credits  
POLS (102, 202, 205, 209, 250, 308, 372 or 402) - 3 credits

**Department Major Requirements** 29 credits

JOUR 101 Survey of Mass Communications - 3 credits  
JOUR 150 Journalistic Writing and Editing - 3 credits  
JOUR 151 Broadcast Writing and Editing - 3 credits  
JOUR 202 Introduction to Broadcasting - 3 credits  
JOUR 215 Video Production and Editing I - 3 credits  
JOUR 300 Career Prep - 1 credit  
JOUR 304 Broadcast News Reporting - 3 credits  
JOUR 309 Applied Studio Practices - 1 credit OR  
JOUR 311 Practicum - 1 credit

JOUR 317 On Camera Performance -3 credits OR  
JOUR 324 Broadcast Announcing  
JOUR 412 Media Ethics and Responsibilities - 3 credits  
JOUR 418 Communication Law and Regulation - 3 credits

**Department Electives**

**15 credits**

**Choose 5 courses from the following:**

JOUR 216 Multi-Camera Video Production and Directing - 3 credits  
JOUR 223 Radio Production -3 credits  
JOUR 260 Reporting - 3 credits  
JOUR 312 Advanced Reporting - 3 credits  
JOUR 313 Mass Media Internship - 3 credits  
JOUR 317 On Camera Performance -3 credits  
JOUR 324 Broadcast Announcing -3 credits  
JOUR 329 Professional Video Techniques - 3 credits  
JOUR 406 Public Affairs Reporting -3 credits  
JOUR 409 Specialized Reporting -3credits  
JOUR 410 Investigative Reporting -3 credits  
JOUR 413 Mass Media Internship II - 3 credits  
JOUR 424 Advanced Broadcast Announcing - 3 credits  
JOUR 446 History of Documentary Cinema -3 credits

**General Electives**

**15 credits**

**Minimum credits for B.A. degree**

**122 credits**

## **Visual and Interactive Communication Majors: Detailed Requirements**

### **Bachelor of Arts Degree with a major in Multimedia**

**Program Objectives**

1. Research, write and edit materials for a variety of media platforms.
2. Demonstrate an understanding of principles of media design, aesthetics and composition.
3. Apply ethical and legal principles to media production and distribution.
4. Demonstrate the ability to customize media materials for a variety of audiences and messages.
5. Use industry-standard hardware and software to create multimedia projects for a variety of media platforms.
6. Produce professional-level media pieces including photographs, video, Web and graphic design.

**Core Requirements**

**42 credits**

**Required Courses in the Thematic Core**

JOUR 103 Graphic Design I- Discover Technology  
JOUR 455 Multimedia Capstone - Senior Capstone

**Department General Requirements**

**21 credits**

**Humanities (6)**

ENGL (English Literature, not writing at 300+ level) - 3 credits

**Language Sequence (6)**

A two course sequence in the same foreign language (courses in translation excluded) - 6 credits

**Social Sciences (9)**

ECON (201, 202, or 421) - 3 credits

HIST (203 or 204) - 3 credits

POLS (102, 202, 205, 209, 250, 308, 372 or 402) - 3 credits

**Department Major Requirements**

**32 credits**

JOUR 101 Survey of Mass Communications - 3 credits

JOUR 150 Journalistic Writing and Editing - 3 credits

JOUR 215 Video Production and Editing I - 3 credits

JOUR 220 Writing for Multimedia and the Web - 3 credits

JOUR 280 Introduction to Multimedia - 3 credits

JOUR 300 Career Prep - 1 credit

JOUR 307 Graphic Design II - 3 credits

JOUR 311 Practicum - 1 credit

JOUR 365 Web Publishing and Editing - 3 credits

JOUR 412 Media Ethics and Responsibilities - 3 credits

JOUR 418 Communication Law and Regulation - 3 credits

PHOT 205 Introduction to Digital Photography - 3 credits

**Choose one Concentration**

**15 credits**

**Multimedia Concentration**

**Choose five courses from the following:**

JOUR 223 Radio Production 3 credits

JOUR 260 Reporting 3 credits

JOUR 301 Advertising Copy & Layout 3 credits

JOUR 303 Motion Graphics 3 credits

JOUR 305 Typography 3 credits

JOUR 306 Social Media Practices 3 credits

JOUR 312 Advanced Reporting 3 credits

JOUR 313 Mass Media Internship I 3 credits

JOUR 320 Information Graphics 3 credits

JOUR 329 Professional Video Techniques 3 credits

JOUR 336 Branding & Corporate Identity 3 credits

JOUR 355 Magazine & Marketing Design 3 credits

JOUR 390 International Media 3 credits

JOUR 405 Packaging & Retail Design 3 credits

JOUR 413 Mass Media Internship II 3 credits

JOUR 420 Web Publishing II 3 credits

**Graphic Design Concentration**

**Choose five courses from the following:**

JOUR 205 Graphic Design Illustration 3 credits

JOUR 305 Typography 3 credits

Select three of the following courses (9 credits):

JOUR 301 Advertising Copy & Layout 3 credits  
 JOUR 303 Motion Graphics 3 credits  
 JOUR 320 Information Graphics 3 credits  
 JOUR 336 Branding & Corporate Identity 3 credits  
 JOUR 355 Magazine \* Marketing Design 3 credits  
 JOUR 405 Packaging & Retail Design 3 credits

**General Electives** 12 credits  
**Minimum credits for B.A. degree** 122 credits

## Bachelor of Fine Arts Degree with a major in Photography

### Program Objectives

1. Research, write and edit materials for a variety of platforms exploring topics in visual art and photography, and compose artist statements for exhibition.
2. Describe and demonstrate knowledge of the history, aesthetic standards, professional and artistic aspects of art and photography.
3. Apply ethical and legal principles to media production and distribution.
4. Demonstrate an applied understanding of the visual language of photography and the ability to incorporate technical, formal and conceptual competencies in their creative work with interpretation of other artistic media.
5. Professionally assess and critique (describe, interpret, evaluate and theorize articulated both verbally and in written form) one's own photographs and those produced by others.
6. Demonstrate their ability to produce lens based work that is consistent with high professional standards, suitable for publication and/or gallery exhibition.

**Core Requirements** 42 credits

### Required Courses in the Thematic Core

ART 100 Introduction to Visual Arts - Appreciate and & Apply the Arts  
 JOUR 103 Graphic Design I - Discover Technology  
 NSET 122 The Science of Light - Investigate Science  
 PHOT 482 Senior Thesis II - Capstone

**Department General Requirements** 9 credits

ART 305 Modern Art OR  
     ART 306 American Art - 3 credits  
 ART 213 Introduction to Drawing - 3 credits  
 ENGL 368 Exploring Art Through Prose- 3 credits

**Department Major Requirements** 81 credits

JOUR 101 Survey of Mass Communication - 3 credits  
 JOUR 215 Video Production and Editing I - 3 credits  
 JOUR 365 Web Publishing I - 3 credits  
 JOUR 412 Media Ethics & Responsibilities- 3 credits  
 JOUR 418 Communication Law & Regulation- 3 credits  
 PHOT 107 History of Photography I - 3 credits

PHOT 108 History of Photography II - 3 credits  
PHOT 204 Black and White Photography I - 3 credits  
PHOT 205 Introduction to Digital Photography - 3 credits  
PHOT 309 Black and White Photography II - 3 credits  
PHOT 310 View Camera Techniques - 3 credits  
PHOT 316 Studio Photography - 3 credits  
PHOT 322 Color Photography - 3 credits  
PHOT 350 Digital Photo Editing - 3 credits  
PHOT 365 Experimental Video- 3 credits  
PHOT 370 Contemporary Issues in Photography - 3 credits  
PHOT 390 Advanced Photography- 3 credits  
PHOT 400 Photographic Art Marketing- 3 credits  
PHOT 414 Business of Photography - 3 credits  
PHOT 470 Documentary Photography - 3 credits  
PHOT 481 Senior Thesis I- 3 credits

**Choose one Concentration (18)**

**General Concentration: Choose 6 courses from the following:**

FILM 107 Elements of Film - 3 credits  
JOUR 150 Journalistic Writing and Editing - 3 credits  
JOUR 216 Multicamera Production and Directing - 3 credits  
JOUR 302 Photojournalism I OR  
    JOUR 315 Photojournalism II - 3 credits  
JOUR 307 Graphic Design II - 3 credits  
JOUR 308 Publications Production I - 3 credits  
JOUR 310 Publications Production II - 3 credits  
JOUR 313 Mass Media Internship - 3 credits  
JOUR 329 Professional Video Techniques - 3 credits  
JOUR 413 Mass Media Internship II - 3 credits  
JOUR 446 History of Documentary Cinema- 3 credits  
PHOT 311 Experimental Black & White Photography - 3 credits  
PHOT 351 Digital Printing Methodology - 3 credits  
PHOT 360 Alternative Processes I - 3 credits  
PHOT 361 Alternative Processes II - 3 credits  
PHOT 375 Photographic Book Making - 3 credits  
PHOT 380 Contemporary Portraiture- 3 credits  
PHOT 383 Constructed Still Life Photography- 3 credits  
PHOT 385 Commercial & Editorial Photography - 3 credits  
PHOT 390 Advanced Photography- 3 credits  
PHOT411 Specialized Photography- 3 credits  
PHOT 490 Interdisciplinary Projects - 3 credits

**Commercial Photography Concentration: Choose two from the following:**

PHOT 380 Contemporary Portraiture- 3 credits  
PHOT 383 Constructed Still Life Photography- 3 credits  
PHOT 385 Commercial & Editorial Photography - 3 credits

**Choose 4 courses from the following:**

JOUR 150 Journalistic Writing and Editing - 3 credits  
 JOUR 216 Multicamera Production and Directing - 3 credits  
 JOUR 302 Photojournalism I OR  
     JOUR 315 Photojournalism II - 3 credits  
 JOUR 307 Graphic Design II - 3 credits  
 JOUR 308 Publications Production I - 3 credits  
 JOUR 310 Publications Production II - 3 credits  
 JOUR 313 Mass Media Internship - 3 credits  
 JOUR 329 Professional Video Techniques - 3 credits  
 JOUR 413 Mass Media Internship II - 3 credits  
 JOUR 446 History of Documentary Cinema- 3 credits  
 PHOT 311 Experimental Black & White Photography - 3 credits  
 PHOT 351 Digital Printing Methodology - 3 credits  
 PHOT 360 Alternative Processes I - 3 credits  
 PHOT 361 Alternative Processes II - 3 credits  
 PHOT 375 Photographic Book Making - 3 credits  
 PHOT 390 Advanced Photography- 3 credits  
 PHOT411 Specialized Photography- 3 credits  
 PHOT 490 Interdisciplinary Projects - 3 credits

**Minimum credits for B.F.A. degree**

**132 credits**

## **Bachelor of Arts Degree in Broadcast Production and Media Management**

### **Program Objectives**

1. Demonstrate knowledge of professional standards of broadcast writing.
2. Demonstrate an understanding of principles of aesthetics and composition.
3. Apply ethical and legal principles to media production and distribution.
4. Use industry-standard hardware and software to produce video and audio projects.
5. Evaluate and interpret the historical, business and news environment in which broadcasters operate.
6. Produce professional-level video and/or audio projects suitable for broadcast distribution.

### **Core Requirements**

**42 credits**

#### **Required Courses in the Thematic Core**

JOUR 103 Graphic Design I - Discover Technology  
 JOUR 447 Electronic Media Management - Senior Capstone

### **Department General Requirements**

**21 credits**

#### **Humanities (6)**

English Literature Course - 3 credits  
 English Writing Course - 3 credits

#### **Language Sequence (6)**

A two course sequence in the same foreign language (courses in translation excluded) - 6 credits

#### **Social Sciences (9)**

ECON (201, 202, or 421) - 3 credits



HIST (203 or 204) - 3 credits  
POLS (102, 202, 205, 209, 250, 308, 372 or 402) - 3 credits

**Department Major Requirements**

**35 credits**

JOUR 101 Survey of Mass Communications -3 credits  
JOUR 150 Journalistic Writing and Editing -3 credits  
JOUR 151 Broadcast Writing and Editing -3 credits  
JOUR 202 Introduction to Broadcasting -3 credits  
JOUR 215 Video Production and Editing -3 credits  
JOUR 216 Multi-Camera Video Production and Directing -3 credits  
JOUR 223 Radio Production -3 credits  
JOUR 300 Career Prep - 1 credit  
JOUR 309 Applied Studio Practices - 1 credit OR  
    JOUR 311 Practicum -1 credit  
JOUR 323 Radio Station Practices OR  
    JOUR 325 Broadcast Programming and Formatting - 3 credits  
JOUR 341 Broadcast Copywriting -3 credits  
JOUR 412 Media Ethics and Responsibilities -3 credits  
JOUR 418 Communication Law and Regulation -3 credits

**Department Electives (12)**

**Choose four courses from the following:**

JOUR 220 Writing for Multimedia and the Web -3 credits  
JOUR 280 Introduction to Multimedia -3 credits  
JOUR 303 Motion Graphics -3 credits  
JOUR 313 Mass Media Internship I -3 credits  
JOUR 323 Radio Station Practices -3 credits  
JOUR 325 Broadcast Programming and Formatting -3 credits  
JOUR 329 Professional Video Techniques -3 credits  
JOUR 365 Web Publishing I -3 credits  
JOUR 390 International Media -3 credits  
JOUR 413 Mass Media Internship II -3 credits  
JOUR 423 Advanced Radio Production -3 credits  
JOUR 442 Advanced Television Production -3 credits  
JOUR 446 History of Documentary Cinema -3 credits

**General Electives**

**12 credits**

**Minimum credits for B.A. degree**

**122 credits**

## **Interdisciplinary Major: Detailed Requirements**

### **Bachelor of Arts Degree with a major in Mass Communication**

**Program Objectives**

1. Demonstrate professional-level journalism reporting, writing, and editing skills, and new judgment.
2. Demonstrate an understanding of principles of aesthetics and composition.

3. Apply ethical and legal principles to media production and distribution.
4. Evaluate and interpret the historical and business environment in which the media operate.
5. Demonstrate proficiencies in multiple information distribution channels.
6. Produce professional-level media pieces in one or more media platforms.

**Core Requirements** **42 credits**

**Required Courses in the Thematic Core**

JOUR 103 Graphic Design I - Discover Technology

Choose one capstone course with an advisor:

JOUR 433 Advertising Competition

JOUR 445 Editing and Producing the News

JOUR 447 Electronic Media Management

JOUR 455 Multimedia Capstone

JOUR 490 Journalism Capstone

JOUR 497 IMC Agency

PHOT 470 Documentary Photography

PHOT 481 Senior Thesis I

**Department General Requirements** **21 credits**

**Humanities (6)**

ENGL (English Literature, not writing at 300+ level) - 3 credits

**Language Sequence (6)**

A two course sequence in the same foreign language (courses in translation excluded) - 6 credits

**Social Sciences (9)**

ECON (201, 202, or 421) - 3 credits

HIST (203 or 204) - 3 credits

POLS (102, 202, 205, 209, 250, 308, 372 or 402) - 3 credits

**Department Major Requirements** **47 credits**

**(Recommended Order)**

JOUR 101 Survey of Mass Communications - 3 credits

JOUR 150 Journalistic Writing and Editing - 3 credits

JOUR 151 Broadcast Writing and Editing - 3 credits

JOUR 202 Introduction to Broadcasting - 3 credits

JOUR 206 Introduction to Advertising and PR - 3 credits

JOUR 260 Reporting - 3 credits

JOUR 300 Career Prep - 1 credit

JOUR 308 Multiplatform Magazine Reporting I - 3 credits

JOUR 311 Practicum - 1 credit

JOUR 412 Media Ethics and Responsibilities - 3 credits

JOUR 418 Communication Law and Regulation - 3 credits

**Choose 18 JOUR or PHOT credits with an advisor - 18 credits**

**General Electives** **15 credits**

## Post-Baccalaureate Program in Communication

While Point Park University encourages students who possess a baccalaureate degree to enter the graduate program in The School of Communication, a post baccalaureate program leading to the Bachelor of Arts degree with a major in Journalism and Mass Communication is available for those students who have a special need to earn another undergraduate degree.

Designed as a three- to four- term sequence, the program includes 24 credits of J/MC core courses, and 18 credits in one concentration. In addition to this 42 credit total, 21 credits of prerequisites or co-requisites are required.

## Post Baccalaureate Bachelor of Arts Degree with a major in Journalism and Mass Communication

### Program Objectives

1. Demonstrate preparation of the professional work place.
2. Use industry standard software and hardware to design, produce and publish industry quality work via a variety of media platforms.
3. Apply ethical and legal principles to digital media production and distribution.
4. Research, write and design media materials for a variety of audiences and messages.
5. Produce an industry acceptable portfolio that will lead to internships and employment.

### Prerequisites or Co-requisites to the program

21 credits

#### Choose ONE course from each group

##### Group 1:

BMGT 101 Introduction to Business - 3 credits  
 BMGT 205 Principles of Marketing - 3 credits  
 BMGT 208 Principles of Management - 3 credits  
 BMGT 312 Organizational Behavior - 3 credits  
 MLNG Elective - 3 credits

##### Group 2:

CMPS 114 Problem Solving with Information Technology - 3 credits  
 MATH 175 Elementary Statistics - 3 credits  
 NSET 110 Introduction to the Natural Sciences I - 3 credits  
 NSET 111 Introduction to the Natural Sciences II - 3 credits

##### Group 3:

ECON 201 Principles of Economics /Macroeconomics - 3 credits  
 ECON 202 Principles of Economics /Microeconomics - 3 credits

##### Group 4:

ENGL 201 Advanced Composition - 3 credits  
 ENGL 260-263 - 3 credits  
 ENGL 340-344 - 3 credits

ENGL 365 – 367 - 3 credits

**Group 5:**

HIST 215 French Culture - 3 credits  
HIST 216 Spanish Culture - 3 credits  
HIST 312 Africa: Land in Ferment - 3 credits  
HIST 327 Twentieth Century Europe - 3 credits  
HIST 334 History of England - 3 credits  
HIST 352 History of Modern Russia - 3 credits

**Group 6:**

POLS 102 American National Government - 3 credits  
POLS 205 World Geography - 3 credits  
SOC 111 World Cultures - 3 credits

**Group 7:**

PSYC 150 Psychological Foundations - 3 credits  
PSYC 210 Industrial Psychology - 3 credits  
PSYC 213 Social Psychology - 3 credits  
ART 100 Introduction to the Visual Arts - 3 credits  
MUS 101 Music Appreciation - 3 credits

**Department Major Requirements**

**24 credits**

JOUR 101 Survey of Mass Communications - 3 credits  
JOUR 103 Graphic Design I - 3 credits  
JOUR 150 Journalistic Writing and Editing - 3 credits  
JOUR 151 Broadcast Writing and Editing - 3 credits  
JOUR 202 Introduction to Broadcasting - 3 credits  
JOUR 206 Introduction to Advertising and PR - 3 credits  
JOUR 412 Media Ethics & Responsibilities - 3 credits  
JOUR 418 Communication Law and Regulation - 3 credits

**Choose one concentration**

**18 credits**

**Advertising**

JOUR 239 IMC Research - 3 credits  
JOUR 301 Advertising Copywriting and Layout - 3 credits  
JOUR 306 Social Media Practices - 3 credits  
JOUR 326 IMC Planning - 3 credits  
JOUR 341 Broadcast Copy Writing - 3 credits  
JOUR 433 Advertising Competition - 3 credits

**Broadcast Production**

JOUR 215 Video Production and Editing I - 3 credits  
JOUR 216 Multicamera Studio Production - 3 credits  
JOUR 233 Radio Production - 3 credits  
JOUR 323 Radio and Music Programming and Sales OR  
JOUR 325 Video and Interactive Media Programming and Sales - 3 credits

JOUR 447 Electronic Media Management - 3 credits  
JOUR 300+ Broadcast Elective - 3 credits

### **Broadcast Reporting**

JOUR 215 Video Production and Editing I - 3 credits  
JOUR 317 On-Camera Performance OR  
    JOUR 324 Broadcast Announcing - 3 credits  
JOUR 304 Broadcast News Reporting - 3 credits  
JOUR 445 Editing & Producing the News - 3 credits  
JOUR 200+ Broadcast or Reporting Elective - 3 credits  
JOUR 300+ Broadcast or Reporting Elective - 3 credits

### **Graphic Design**

JOUR 205 Graphic Design Illustration - 3 credits  
JOUR 305 Typography - 3 credits  
JOUR 307 Graphic Design II - 3 credits  
JOUR 336 Branding & Corporate Identity - 3 credits  
JOUR 300+ Graphic Design Elective- 3 credits  
JOUR 300+ Graphic Design Elective - 3 credits

### **Journalism**

JOUR 215 Video Production & Editing I - 3 credits  
JOUR 257 Feature Writing - 3 credits  
JOUR 260 Reporting - 3 credits  
JOUR 280 Introduction to Multimedia - 3 credits  
JOUR 308 Multiplatform Magazine Reporting - 3 credits  
PHOT 205 Introduction to Digital Photography - 3 credits

### **Mass Communication**

JOUR 260 Reporting - 3 credits  
JOUR 280 Introduction to Multimedia - 3 credits  
JOUR 308 Multiplatform Magazine Reporting - 3 credits  
PHOT 205 Introduction to Digital Photography - 3 credits  
JOUR 200+ JOUR Elective - 3 credits  
JOUR 300+ JOUR Elective - 3 credits

### **Multimedia**

JOUR 220 Writing for Multimedia - 3 credits  
JOUR 280 Introduction to Multimedia - 3 credits  
JOUR 307 Graphic Design II - 3 credits  
JOUR 455 Multimedia Capstone - 3 credits  
JOUR 200+ or PHOT elective - 3 credits  
JOUR 300+ or PHOT elective - 3 credits

### **Photography**

PHOT 204 Introduction to Black and White Photography - 3 credits  
PHOT 205 Introduction to Digital Photography - 3 credits

PHOT 322 Color Photography - 3 credits  
PHOT 350 Digital Photo Editing - 3 credits  
PHOT 414 The Business of Photography - 3 credits  
PHOT 200+ PHOT Elective - 3 credits

#### **Photojournalism**

JOUR 302 Photojournalism I - 3 credits  
JOUR 315 Photojournalism II - 3 credits  
PHOT 205 Introduction to Digital Photography - 3 credits  
PHOT 350 Digital Photo Editing - 3 credits  
PHOT 470 Documentary Photography - 3 credits  
PHOT 200+ PHOT Elective - 3 credits

#### **Public Relations**

JOUR 239 IMC Research - 3 credits  
JOUR 255 Public Relations Writing - 3 credits  
JOUR 306 social Media Practices - 3 credits  
JOUR 326 IMC Planning - 3 credits  
JOUR 327 Public Relations Issues and Practices - 3 credits  
JOUR 497 IMC Agency - 3 credits

**Minimum credits for Post Baccalaureate B.A. degree**

**42 credits**

### **School of Communication Minors**

The minors in the School of Communication listed below are available to all students at Point Park University. Communication minors consist of 18 credits.

Students within the School of Communication may apply for a minor in another concentration area by taking four courses beyond their major requirements listed on every advising worksheet. All minors listed below are for students who are not majors in the School of Communication.

#### **Broadcast Production Minor**

JOUR 150 Journalistic Writing and Editing - 3 credits  
JOUR 151 Broadcast Writing and Editing - 3 credits  
JOUR 202 Introduction to Broadcasting - 3 credits  
Three broadcast production electives chosen in consultation with faculty advisor - 9 credits

### **Broadcast Reporting Minor**

JOUR 150 Journalistic Writing and Editing - 3 credits

JOUR 151 Broadcast Writing and Editing - 3 credits

JOUR 202 Introduction to Broadcasting - 3 credits

Three broadcast reporting electives chosen in consultation with faculty advisor - 9 credits

### **Graphic Design Minor**

JOUR 101 Survey of Mass Communications - 3 credits

JOUR 103 Graphic Design I - 3 credits

JOUR 205 Graphic Design Illustration - 3 credits

JOUR 305 Typography - 3 credits

JOUR 307 Graphic Design II - 3 credits

Graphic design elective - 3 credits

### **Journalism Minor**

JOUR 101 Survey of Mass Communications - 3 credits

JOUR 150 Journalistic Writing and Editing - 3 credits

JOUR 260 Reporting - 3 credits

Three JOUR electives chosen in consultation with faculty advisor

### **Mass Communication Minor**

JOUR 101 Survey of Mass Communications - 3 credits

JOUR 150 Journalistic Writing and Editing - 3 credits

JOUR 202 Introduction to Broadcasting - 3 credits

JOUR 206 Introduction to Advertising and PR - 3 credits

Two JOUR electives chosen in consultation with faculty advisor

### **Multimedia Minor**

JOUR 101 Survey of Mass Communications - 3 credits

JOUR 103 Graphic Design I - 3 credits

JOUR 220 Writing for Multimedia and the Web - 3 credits

JOUR 280 Introduction to Multimedia - 3 credits

Two JOUR electives chosen in consultation with faculty advisor

### **Photography Minor**

JOUR 101 Survey of Mass Communications - 3 credits

PHOT 204 Black and White Photography I - 3 credits

PHOT 205 Introduction to Digital Photography - 3 credits

PHOT 309 Black and White Photography II - 3 credits

PHOT 322 Color Photography - 3 credits

Choose One:

PHOT 310 View Camera Techniques - 3 credits

PHOT 316 Studio Photography - 3 credits

PHOT 350 Digital Photo Editing - 3 credits

### **Photojournalism Minor**

JOUR 101 Survey of Mass Communications - 3 credits  
JOUR 103 Graphic Design I - 3 credits  
JOUR 150 Journalistic Writing and Editing - 3 credits  
JOUR 302 Introduction to Photojournalism - 3 credits  
PHOT 205 Introduction to Digital Photography - 3 credits  
PHOT 470 Documentary Photography - 3 credits

### **Public Relations and Advertising Minor**

JOUR 101 Survey of Mass Communications - 3 credits  
JOUR 150 Journalistic Writing and Editing - 3 credits  
JOUR 206 Introduction to Advertising and PR - 3 credits  
Three JOUR electives chosen in consultation with faculty advisor

### **Social Media Minor**

JOUR 101 Survey of Mass Communications - 3 credits  
JOUR 220 Writing for Multimedia and the Web - 3 credits  
JOUR 306 Social Media Practices - 3 credits  
JOUR 453 Social Media Crisis & Strategic Communications - 3 credits  
JOUR 463 Social Media Analytics & SEO - 3 credits  
JOUR 473 Social Media Campaigns - 3 credits

## **Graduate Studies**

The School of Communication offers three graduate degrees, a Master of Arts in Communication Technology, a Master of Arts Degree in Media Communication and a concurrent Master of Arts Degree in Media Communication and Master of Business Administration Degree with the School of Business. Graduate catalogs are available from the Office of Graduate and Adult Enrollment or the department. For a graduate catalog or information, visit the website or please call [Graduate Admissions Office](#) at (412) 392-3808.



# COURSE DESCRIPTIONS

## COURSE NUMBERS

The course-numbering system indicates the college level at which courses are normally taken.

### NUMBERING SYSTEM GUIDE

001-009	precollege course-no credit
010-099	credit granted but not applicable to graduation
100-199	primarily for first-year students
200-299	primarily for second-year students
300-499	primarily for upper division students
500-599	graduate courses
600-799	doctorate courses

At the end of each description, course credits are listed. Courses with variable hours and credits are so indicated.

### SEMESTER SCHEDULE

Notation to the right of the course name indicates when the course is offered. If a notation is not included, the course is offered as needed.

### DEPARTMENTAL OFFERINGS

#### ACCOUNTING

- ACCT 101 Introductory Accounting I, 3 credits**  
The basic principles and procedures for gathering, recording, summarizing and interpreting accounting data.
- ACCT 102 Introductory Accounting II 3 credits**  
General accounting principles, special procedures for manufacturing operations and analysis of financial and fund statements. Prerequisite: ACCT 101.
- ACCT 201 Intermediate Accounting I 3 credits**  
Preparation of financial statements. Additional principles for cash receivables, inventories, investments and income concepts. Prerequisite: ACCT 102. Co-requisite or prerequisites: ACCT 204, CMPS 116.
- ACCT 202 Intermediate Accounting II 3 credits**  
The principles of fixed assets, liabilities and equity accounting; statements of funds and cash flow; problems of business reorganization. Prerequisites: ACCT 201, CMPS 116.
- ACCT 203 Managerial/Cost Accounting 3 credits**  
Use of accounting information for management planning and control and the interpretation of accounting data as a management tool. Prerequisite: ACCT 102.
- ACCT 204 Computer Applications in Accounting 3 credits**  
Use of a computer to process accounting data and a computer-assisted practice set. Analysis of a company's evolution from a sole proprietorship to a corporation. Creation of journal entries and use of the computer to generate the annual journal, trial balance and financial statements. Prerequisite: ACCT 102.
- ACCT 300 Advanced Accounting Theory 3 credits**  
Accounting principles as they relate to partnerships, consignments, installments, branch relations and consolidations. Prerequisites: ACCT 202, ACCT 204, CMPS 116.

- ACCT 301 Cost Accounting Principles** **3 credits**  
 Principles and procedures for determining unit cost of production, job order cost and standard process cost systems. Prerequisite: ACCT 102.
- ACCT 303 Tax Accounting** **3 credits**  
 Principles of tax accounting, types of returns, includable and excludable income, expenses, deductions, inventory and depreciation methods. Prerequisites: ACCT 102, CMPS 116 or permission of instructor.
- ACCT 305 Auditing** **3 credits**  
 Principles and methods of verification of accounts and financial statements. Auditing theory and practical and theoretical applications of auditing standards and procedures. Prerequisite: ACCT 202.
- ACCT 307 Nonprofit Accounting** **3 credits**  
 This course will address the principles of accounting in nonprofit organizations, including donations, restricted accounts, fund balance and IRS requirements. Prerequisite: ACCT 102 or BUS 303.
- ACCT 355, ACCT 356 Accounting Internship I, II** **3 credits**  
 Part-time job experience approved by the department in a local business or industrial firm. Method of evaluation to be agreed upon by the departmental and job-site supervisors. May include periodic reports, a day-by-day journal and a final report. Prerequisites: Junior standing and permission.
- ACCT 295, ACCT 395, ACCT 495 Selected Topics in Accounting I, II, III** **1-6 credits**
- ACCT 296, ACCT 396, ACCT 496 Independent Study in Accounting I, II, III** **1-6 credits**  
 Special Request Independent Study Fee: \$50 per credit. Students produce an integrated marketing communication plan for a client.

#### ARABIC

- ARBC 101 Elementary Arabic I** **3 credits**  
 Students will study the Arabic script and phonology of the five major dialectical areas as well as acquiring an overview of these geographical areas. Emphasis will be placed on acquisition of the Arabic script, pronunciation, and learning simple dialogues.
- ARBC 102 Elementary Arabic II** **3 credits**  
 Students will study the grammatical case system for the singular, dual and plural. They will also begin the trilateral and quadrilateral radical system. Emphasis will be placed on improving pronunciation and on learning simple dialogues. Prerequisite: ARBC 101.
- ARBC 201 Intermediate Arabic I** **3 credits**  
 Students will increase their proficiency in reading, translation, and writing in the ruq'a script. Emphasis will be placed on situational dialogues and on grammatical analysis. Prerequisite: ARBC 102.
- ARBC 202 Intermediate Arabic II** **3 credits**  
 Students will increase their proficiency in pronunciation and the facility in the use of the Arabic script. Emphasis will be placed on speaking, reading, and writing skills, using simple short texts, situational dialogues, and grammatical analysis. Pre-requisite: ARBC 201.

#### ARTS MANAGEMENT

- AMGT 216 Development for the Arts** **3 credits**  
 Examines the different aspects of development including the roles played by the board of directors and staff in raising funds for arts organizations. An overview of corporate, foundation and government grant-seeking. Individual donor drives and their relationship to audience-building. The components of, and differences between annual, multi-year, challenge and capital campaigns, and how general operating funds and project funds support arts organization activities. Students will visit and learn to use the Foundation Center at the Carnegie Library. Prerequisite: Junior/Senior Standing; Film and Video, Digital Arts and Cinema, Film and Video Production, and Photography Majors Only.

**AMGT 455, AMGT 456 Arts Management Internship I, I** **6 credits**  
 On-site experiences in non-profit organizations with assignments directly related to course study and level of proficiency. Flexible hours may be controlled by the arts organization, but a minimum of 24 to 30 hours per week is required. Students must keep a portfolio and a journal and provide satisfactory supervisor and self-evaluations. Internships are secured by the student in consultation with an advisor and/or the written approval of the department chair.

**AMGT 296, AMGT 396, AMGT 496**  
**Independent Study in Arts Management I, II, III** **1-6 credits**  
 Special Request Independent Study Fee: \$50 per credit

### BALLET

**BAL 101 Supplemental Classical Ballet I – B.A., Non-Concentration** **1-2 credits**  
 A study of classical ballet technique and theory with an emphasis on proper placement and correct execution. Class placement is determined by student potential and previous training.

**BAL 102 Supplemental Classical Ballet II – B.A., Non-Concentration** **1-2 credits**  
 Continued study of classical ballet technique and theory with an emphasis on proper placement and correct execution at novice to intermediate level.

**BAL 111 Classical Ballet I** **3 credits**  
 A study of classical ballet technique theory with an emphasis on proper placement and correct execution. Class placement is determined by student potential and previous training. Prerequisites: Freshman Dance Major; Audition.

**BAL 121 Classical Ballet II** **3 credits**  
 Continued study of classical ballet technique and theory with an emphasis on proper placement and correct execution at novice to intermediate level. Prerequisite: BAL 111.

**BAL 131 Pointe I** **1 credit**  
 Basic techniques of dancing en pointe. An introduction to correct pointe positions and exercises to strengthen the feet and legs. Prerequisite: Audition.

**BAL 141 Pointe II** **1 credit**  
 Basic techniques of dancing en pointe. An introduction to correct pointe positions and exercises to strengthen the feet and legs. Prerequisite: BAL 131.

**BAL 151 Male Technique I** **1 credit**  
 Specific attention to the technical requirements needed to perform classical male variations. Prerequisite: Audition.

**BAL 161 Male Technique II** **1 credit**  
 Specific attention to the technical requirements needed to perform classical male variations. Prerequisite: BAL 151.

**BAL 171 Pas de Deux I** **1 credit**  
 These courses introduce the basic technique required to perform classical partnering. Various styles, supported pirouettes, promenades and lifts will be included. Prerequisite: Audition.

**BAL 181 Pas de Deux II** **1 credit**  
 These courses introduce the basic technique required to perform classical partnering. Various styles, supported pirouettes, promenades and lifts will be included. Prerequisite: BAL 171.

**BAL 201 Supplemental Ballet III** **1-2 credits**  
 Additional studies in ballet. Prerequisite: BAL 121 or Instructor Placement.

**BAL 202 Supplemental Ballet IV** **1-2 credits**  
 Additional studies in ballet. Prerequisite: BAL 201 or Instructor Placement.

- BAL 211 Classical Ballet III** **3 credits**  
 A continuation of ballet technique with an emphasis on technical proficiency and musicality. Prerequisite: BAL 121 or Instructor Placement.
- BAL 221 Classical Ballet IV** **3 credits**  
 A continuation of ballet technique with an emphasis on technical proficiency and musicality. Prerequisite: BAL 211.
- BAL 231 Pointe III** **1 credit**  
 A continuation of BAL 141 with particular emphasis placed on increasing strength and executing movements on one leg. Prerequisite: BAL 141.
- BAL 241 Pointe IV** **1 credit**  
 A continuation of BAL 231 with particular emphasis placed on increasing strength and executing movements on one leg. Prerequisite: BAL 231.
- BAL 251 Male Technique III** **1 credit**  
 A continuation of BAL 161 with emphasis on study of selected male variations. Prerequisite: BAL 161.
- BAL 261 Male Technique IV** **1 credit**  
 A continuation of BAL 251 with emphasis on study of selected male variations. Prerequisite: BAL 251.
- BAL 271 Pas de Deux III** **1 credit**  
 A continuation of BAL 181 with emphasis on techniques of partnering and studies of selected classical pas de deux. Prerequisite: BAL 181.
- BAL 281 Pas de Deux IV** **1 credit**  
 A continuation of BAL 271 with emphasis on techniques of partnering and studies of selected classical pas de deux. Prerequisite: BAL 271.
- BAL 291 Ballet Repertoire** **1 credit**  
 This course is an introduction to classical and neoclassical ballet repertoire focusing on the technical, stylistic, musical and artistic standards of each work. Classes will culminate in an informal performance at semester end. Prerequisite: Sophomore standing.
- BAL 301 Supplemental Ballet V** **1-2 credits**  
 Additional studies in ballet. Prerequisite: BAL 202 or Instructor Placement.
- BAL 302 Supplemental Ballet VI** **1-2 credits**  
 Additional studies in ballet. Prerequisite: BAL 301 or Instructor Placement.
- BAL 311 Classical Ballet V** **3 credits**  
 A continuation of ballet technique with an emphasis on technical strength and stamina. Prerequisite: BAL 221.
- BAL 321 Classical Ballet VI** **3 credits**  
 Continued study of ballet technique with an emphasis on technical strength and stamina, from intermediate to advanced level. Prerequisite: BAL 311.
- BAL 401 Supplemental Ballet VII** **1-2 credits**  
 Additional studies in ballet. Prerequisite: BAL 302 or Instructor Placement.
- BAL 402 Supplemental Ballet VIII** **1-2 credits**  
 Additional studies in ballet. Prerequisite: BAL 401 or Instructor Placement.
- BAL 411 Classical Ballet VII** **3 credits**  
 Continued study of classical ballet technique with an emphasis on speed and movement quality. Prerequisite: BAL 321.

**BAL 421 Classical Ballet VIII** **3 credits**  
Capstone study of classical ballet technique with an emphasis on speed and movement quality; preparation for career in dance performance. Prerequisite: BAL 411.

## BIOLOGICAL SCIENCES

**BIOL 101 General Biology I** **3 credits**  
An introduction to the cell as the basic unit of life, its structures, functions and the extension of these aspects to all living organisms. Laboratory section: BIOL 103.

**BIOL 102 General Biology II** **3 credits**  
The development and maintenance of life including the relationship of organisms to each other and to their environment; the process and results of evolution. Laboratory section: BIOL 104.

**BIOL 103 General Biology Laboratory I** **1 credit**  
Development of basic laboratory skills illustrating important biological principles. Prerequisite or co-requisite: BIOL 101.

**BIOL 104 General Biology Laboratory II** **1 credit**  
Development of basic laboratory skills illustrating important biological principles. Prerequisite or co-requisite: BIOL 102.

**BIOL 110 Introduction to Contemporary Biological Concepts I** **3 credits**  
One or more of the major concepts of biology, such as evolution, genetic engineering, population biology or ecology. Designed primarily for non-science majors.

**BIOL 111 Introduction to Contemporary Biological Concepts II** **3 credits**  
Topics such as the human body, nutrition and diet and drug action are studied. Designed to prepare non-science majors for BIOL 211.

**BIOL 205 Botany** **3 credits**  
A brief summary of the plant kingdom with emphasis on the structure and function of important members and their ecologic and economic role in ecosystems. Prerequisites: BIOL 101, BIOL 102.

**BIOL 206 Zoology** **3 credits**  
The taxonomy of the protozoa and metazoa as well as the morphology and physiology of the major homeostatic organ systems are studied from a comparative and evolutionary point of view. The laboratory consists of a study of selected organisms which best demonstrate the theory and principles of homeostasis. Prerequisites: BIOL 101, BIOL 102.

**BIOL 210 Biological Evolution** **3 credits**  
The study of the Theory of Biological Evolution. An historical approach leading to Darwin's Theory of Natural Selection; understanding Darwin's Theory and its implications for science and society; a study of the evidences for demonstrating the validity of biological evolution; and some of the new frontiers of scientific research which validates the classical evolutionary argument. Prerequisites: BIOL 102 or NSET 111.

**BIOL 211 Human Biology** **3 credits**  
A survey of the human body including the skin, skeleton and muscles as well as the respiratory, digestive, excretory, circulatory, nervous, endocrine and reproductive systems. Prerequisites: BIOL 101, BIOL 102 or BIOL 111.

**BIOL 214 Anatomy and Physiology for Dancers** **3 credits**  
A basic study of cell and tissue structure and function of the skeletal, muscular and nervous systems as they relate to kinesiology. Other systems that will be covered are the integumentary, circulatory, digestive, respiratory, excretory, hormonal and reproductive. Emphasis of the course is on the integrating functioning of these systems to maintain homeostasis.

**BIOL 216 Microbiology** **4 credits**  
Microorganisms with special reference to bacteria; the basic concepts and laboratory techniques. Protozoa, algae, fungi, viruses and rickettsia are included. Prerequisites: BIOL 101; CHEM 101.

- BIOL 222 Introduction to Genetics** **4 credits**  
 The principles of hereditary transmission, expression and interaction in individuals and populations are studied. The development of procedures and techniques used in the study of genetics, including plant, animal and protista life cycles; segregation analysis, cytogenetic techniques, mutagenesis and biochemical pathway analysis are covered. Prerequisites or co-requisites: BIOL 102; MATH 175.
- BIOL 225 Anatomy and Physiology I** **4 credits**  
 Part one of a two-semester course in the structure and function of the systems of the human body. The chemical composition and structure of the cells that make up the tissues and organs of the integumentary, skeletal, nervous and muscular systems. Emphasis on normal and abnormal functioning of these systems in regard to maintaining homeostasis. Prerequisites: BIOL 101/103.
- BIOL 226 Anatomy and Physiology II** **4 credits**  
 Part two of a two-semester course in the structure and function of the systems of the human body. The hormonal, respiratory, circulatory, digestive, excretory and reproductive systems. Emphasis on normal and abnormal functioning of these systems and the systems covered in Anatomy and Physiology I in regard to maintaining homeostasis. Prerequisite: BIOL 225.
- BIOL 231 Economic Botany** **3 credits**  
 A study of the history, characteristics and origin of plants used in industry and agriculture as well as future use of plants in the production of energy, food and materials. Prerequisite: Any 100-level Biology course.
- BIOL 235 Introduction to Ecology** **3 credits**  
 A study of the principles which govern the interrelationships between the biosphere, atmosphere, hydrosphere and lithosphere components of a system of ecosystems, i.e., the ecosphere. Ethical concerns will be discussed throughout the course. Prerequisites: BIOL 102, CHEM 102, NSET 111.
- BIOL 243 Public Health** **3 credits**  
 Introduction to selected topics in immunology and epidemiology and their applications to public health. Prerequisite: Any 100-level Biology course.
- BIOL 254 Elements of Human Nutrition** **3 credits**  
 Coverage of the carbohydrates, lipids and proteins as they relate to the composition of food material. Their role in metabolism along with the vitamins and micronutrients necessary for a balanced dietary regime. The digestive system and related accessory organs with respect to digestion and absorption. Prerequisites: BIOL 101, BIOL 102 or BIOL 111.
- BIOL 320 Biochemistry** **3 credits**  
 This course addresses the aspects of enzyme kinetics that govern cellular reactions. Topics also include protein structure and function, generation of metabolic energy, biosynthesis of macromolecules, processing of information, and membrane transport. The information is then integrated in terms of overall metabolism and mutations that result in metabolic diseases. Dual listed as CHEM 320. Prerequisite: CHEM 221.
- BIOL 324 Human Genetics** **3 credits**  
 The general principles of segregation, modes of inheritance, cytogenetics and population genetics as they apply to normal and pathological conditions in humans. The principles of genetic engineering including recombination, cloning and artificial insemination with special reference to the ethical, physical, social and legal implications. Pedigree construction and analysis are an integral part of the course. Prerequisites: BIOL 101, BIOL 102 or BIOL 111.
- BIOL 334 Occupational Safety and Health** **3 credits**  
 An introductory course dealing with the recognition, evaluation and control of occupational health hazards. Study of the work place, including safety and health standards, using the principles of biology, chemistry, physics, engineering and law. Prerequisite: Junior standing.
- BIOL 341 Environmental Health** **3 credits**  
 A study of the effects of the environment on health and the prevention of resulting diseases and disability. Includes air pollution, water pollution, problems of solid waste disposal, toxic hazards, food protection, housing, insect vectors and rodents, noise and accidents. Prerequisite: Junior standing.

- BIOL 350 Molecular/Cellular Biology** **4 credits**  
 A survey of basic biochemistry including biomolecules; proteins, enzymes, carbohydrates, lipids; and bioenergetics and metabolism. This course contains a module in basic molecular biology includes gene regulation, transcription, translation and replication. Laboratory activities including simulations are integrated into the course. Prerequisites: CHEM 222; BIOL 222.
- BIOL 365 Developmental Biology** **3 credits**  
 This course describes the development patterns of model organisms and applies these principles to the study of human disease. Topics include differentiation, morphogenesis, regeneration growth and tissue repair, and genetic and epigenetic control of development processes. Laboratory activities that demonstrate these principles are integrated into the course. Prerequisites: BIOL 101, BIOL 102, BIOL 222.
- BIOL 410 Comparative Vertebrate Anatomy** **3 credits**  
 This course emphasizes the adaptations of vertebrate morphology to the environmental conditions faced by vertebrates and their chordate ancestors in the remarkable range of habitats and conditions under which they occur. Structure-function relationships of the organs/organ systems, and the range of structural and evolutionary modifications of organ systems seen in different vertebrate classes will be covered. Also examined are the evolutionary history and phylogenetic relationships of the major vertebrate groups and vertebrate development. Prerequisite: BIOL 102/104.
- BIOL 420 Immunology** **3 credits**  
 This course covers cellular and acellular aspects of innate and specific immunity. Hematopoiesis, molecular aspects of cellular development, maturation, activation and function are covered. Also discussed are the molecular aspects of recognition. Particular attention will focus on T-cell-mediated and humoral responses, and acquisition and interactions with normal flora. Pre/Co-requisites: BIOL 216, BIOL 350.
- BIOL 443 Applications in Environmental Science** **2 credits**  
 The course will cover issues involved in protecting the environment that may include degradation, conservation, recycling, and replenishment that are central to the work of environmental scientists. Students will be introduced to scientific equipment utilized in the field of environmental science and are required to complete a research assignment for their final project. Prerequisite: Junior standing.
- BIOL 445 Advances in Environmental Health** **3 credits**  
 Includes a survey of recent research in the area. Guest lecturers discuss current problems and possible solutions. Prerequisite: BIOL 341.
- BIOL 447 Environmental Science Seminar** **3 credits**  
 A required course for all seniors in the Environmental Science concentration that addresses major topics in environmental science. Formal presentation by faculty, students and invited speakers as well as scientific journal readings will promote discussion from multi-disciplinary perspectives. Prerequisite: Senior standing.
- BIOL 448 Radiation Health and Protection** **3 credits**  
 A survey of radiation health including the origin, nature and interactions of ionizing radiation, and nonionizing reduction; the biological effects of radiation; assessment of hazards; radiation protection methods and current problems and controversies surrounding the field. Prerequisite: CHEM 102.
- BIOL 449 Biology Seminar** **3 credits**  
 This communication-intensive course is a capstone experience for Biological Science Majors. The course will focus on designing research projects, writing for the sciences, presentations and discussions. Formal presentation by invited speakers as well as scientific journal readings will promote discussion from multidisciplinary perspectives. Prerequisite: Junior/Senior Standing
- BIOL 450 Virology** **3 credits**  
 The major virus families are discussed with respect to classification, viral genome, structure, pathogenesis, epidemiology and control. The course focuses primarily on animal viruses but also covers bacteriophage, plant viruses and unconventional agents such as prions. Basic aspects such as life cycle, replication, targeted drug development and applications in biotechnology will be discussed. Pre/Corequisites: BIOL 216, BIOL 350.

**BIOL 456 Advances in Nutrition** 3 credits  
Recent findings on the methods and regimes to nourish infants, adolescents and the geriatric population. Controversial and classical methods are evaluated and analyzed. Pre/Corequisite: BIOL 254.

**BIOL 295, BIOL 395, BIOL 495 Special Topics in the Biological Sciences I, II, III** 1-6 credits

**BIOL 296, BIOL 396, BIOL 496 Independent Study in the Biological Sciences I, II, III** 1-6 credits  
Special Request Independent Study Fee: \$50 per credit

**BIOL 499 Honors Internship in Biology** 1-6 credits  
Available to qualified students as a practicum within the University or in conjunction with an external agency. Requires regular progress reports and a final paper. May be repeated for credit. Prerequisites: Consent of an instructor to act as a sponsor, acceptance by an agency if applicable, approval of the department chair, an overall G.P.A. of 3.30 and a departmental G.P.A. of 3.50.

## BIOTECHNOLOGY

**BTEC 300 Receptors, Signaling Pathways and Cellular Control Mechanisms** 3 credits  
A study of the major neurocrine, endocrine and cellular receptors, the signaling pathways through which they interact, and their importance. Prerequisite: BIOL 211.

**BTEC 310 Emerging Life Science Technologies** 3 credits  
An introduction to the new technologies used in modern biological research including: bioinformatics, combinatorial chemistry, high throughput screening, transgenics, nanotechnology, machine vision, in silico-biology, etc. Prerequisite: Junior Standing.

**BTEC 350 Genomics and Proteomics** 3 credits  
Understanding the functional role and control of genes and proteins, their importance and applications in modern medicine, diagnosis, and agricultural biology. Prerequisite: BIOL 222.

**BTEC 400 Modeling of Biological Systems** 3 credits  
This course describes models for biological systems, and the appropriate computational tools for their analysis. Techniques are presented to work with these models, and how to fit the models to particular systems. Topics include data visualization, simulating evolution *in silico*, statistical data inference, and experimental design. Students will utilize real case studies to show how the methods are applied to drug discovery, phylogenetics, protein interactions and gene finding. Prerequisite: Senior Standing.

**BTEC 410 Biotechnology Laboratory** 2 credits  
The laboratory is computer-based and involves searching appropriate web sites, accessing software and applications, experimentation for genomic and proteomic analysis and accessing publicly available databases of gene, protein and biological pathway information. Prerequisites: NSET 101; BTEC 300, BTEC 350.

**BTEC 420 Biotechnology Laboratory II** 2 credits  
The laboratory provides activities in basic gene and protein detection/measurement technologies, purification of DNA and RNA, gel electrophoresis and immunohistochemistry. Prerequisites: CHEM 223; BIOL 300, BTEC 350.

**BTEC 450 Drug Discovery and Development** 3 credits  
A study of how modern human and animal pharmaceuticals and agrochemicals are discovered, patent protected, developed, approved, marketed and sold in the US and around the world. Prerequisite: Senior Standing.

## BUSINESS MANAGEMENT

**BMGT 101 Introduction to Business** 3 credits  
A survey of business and management using descriptive and analytical techniques including the study of human relations, delegation of authority and managerial communications.



- BMGT 201 Business Law I** **3 credits**  
 An introduction to the law in general and a survey of the law as it relates to business transactions including the law of contracts, agency and employment, personal property, bailments, real property, wills, descendants' estates, trusts and international law. Prerequisite: BMGT 101.
- BMGT 202 Business Law II** **3 credits**  
 A survey of the law as it relates to business transactions including the law of sales, the Uniform Commercial Code, consumer law, commercial papers, partnerships, corporations, antitrust, labor, environmental, secured transactions, bankruptcy, insurance and administrative law. Prerequisite: BMGT 201.
- BMGT 204 Salesmanship** **3 credits**  
 Product sales with emphasis on the selling process: knowledge of the product, consumer motivation, product management and direct sales.
- BMGT 205 Principles of Marketing** **3 credits**  
 Study of functions, institutions, marketing structure tools, career opportunities and the preparation of a complete marketing campaign for a job.
- BMGT 207 Human Resource Management** **3 credits**  
 Selection procedures, training techniques, wage and salary administration, fringe benefits, grievance procedures and disciplinary action. Prerequisites: BMGT 101; PSYC 150.
- BMGT 208 Principles of Management** **3 credits**  
 Emphasis on the major theories and functions of management. Students develop an understanding of why management is needed in all organizations and what constitutes good management. Prerequisite: BMGT 101.
- BMGT 221 Business Communications and Research** **3 credits**  
 The objectives, methods and forms of business communications; business research and the classification and presentation of findings. Prerequisites: BMGT 101; ENGL 101.
- BMGT 271 The Money Thing: Life and Finances During and After College** **3 credits**  
 Life is coming and so are its financial responsibilities. Now is the time to become more financially literate. This course will provide students an engaging and approachable framework for developing greater financial literacy and creating financial plans as students move out of their college experience and into the real-world. Topics such as student loan consolidation, balancing consumer needs and savings, creating financial budgets and plans, maintaining a healthy credit standing, and developing long-term financial horizons will be few of the areas covered through the use of readily available PC and mobile applications. Prerequisites: Sophomore standing or above.
- BMGT 280 Business Career Prep** **1 credit**  
 This Pass/Fail course will prepare each student for their formal review by a board to determine each student's ability to enroll in the Cooperative Education program in the School of Business. Emphasis will be placed on resume and cover letter writing, mock interviews, electronic portfolio, and various other methods to adequately prepare students for possible Cooperative Educational opportunities. Prerequisite: Sophomore standing.
- BMGT 300 Corporate Finance** **3 credits**  
 The problems associated with the effective management of capital. Includes the development of corporations, legal aspects, securities market, and financial planning and development. Prerequisites: BMGT 101; ACCT 102; MATH 175.
- BMGT 301 Ethics in Business** **3 credits**  
 A philosophical investigation of the main concepts and theories of ethics, with applications to fundamental moral questions as they arise in different areas of business. The following issues may be used as illustrations: affirmative action, investment in unethical companies or countries, product safety, whistle blowing and advertising. Prerequisite: Junior Standing.
- BMGT 303 International Business** **3 credits**  
 An overview of business practices in the international arena which acquaints students with the complexities of international business. Analysis of such topics as global interdependencies, the working of multinational enterprises and other concerns reflecting the variety of socio-economic environments in which transnational institutions function. Prerequisite: Junior Standing.

- BMGT 304 International Marketing** **3 credits**  
 An introduction to the tools and techniques for successful competition in the international marketplace. Clarification of such issues as marketing objectives; environmental and competitors' analyses; and product, pricing and promotion strategies applicable to a variety of national settings. Prerequisites: BMGT 205, BMGT 303.
- BMGT 305 Regulations in the Workplace** **3 credits**  
 Covers major employment, labor and discrimination laws and regulations governing the workplace. Develops an understanding of the practical application of workplace regulations on day-to-day human resources operations and ways to minimize a company's exposure to lawsuits and charges with emphases on case study discussion, practical examples and use of extensive resource materials. Prerequisite: Junior standing.
- BMGT 310 Management Science** **3 credits**  
 The basic operations of research technology used in managerial and statistical decision-making: mathematical programming, inventory models and queuing theory. Dual listed as ECON 312. Prerequisites: MATH 175, MATH 180.
- BMGT 311 Marketing Research** **3 credits**  
 The analysis, interpretation, application and forecasting of research findings. The case method is used extensively. Prerequisites: BMGT 205; MATH 175.
- BMGT 312 Organizational Behavior** **3 credits**  
 Determinants of individual and group behavior within work organizations. Motivation, leadership, group behavior, organizational structure and processes as they relate to performance and satisfaction in work organizations. Dual listed as PSYC 312. Prerequisite: PSYC 210.
- BMGT 315 Financial Reporting and Control** **3 credits**  
 A non-technical introduction to the principles of financial and managerial accounting, with emphasis on the use and interpretation of financial reports, managerial planning and control. The course is designed to impart a basic knowledge of accounting and its uses. It is designed for the user of accounting information rather than the preparer.
- BMGT 316 Labor and Management Relations** **3 credits**  
 The history and evolution of American labor and labor unions including industrial relations problems. Prerequisite: BMGT 207.
- BMGT 326 Investment Management** **3 credits**  
 An analysis of securities and principles governing the management of investment assets including risk management pertinent to insurance and real estate. Prerequisites: BMGT 300; ACCT 102.
- BMGT 330 Compensation and Benefits** **3 credits**  
 Covers compensation theory and the major employment and labor laws and regulations affecting compensation. Topics include, but are not limited to, defined benefit/defined contribution retirement programs and fringe benefit plans. Prerequisite: Junior Standing.
- BMGT 332 Introduction to Entrepreneurship** **3 credits**  
 The course involves an introduction to the discipline of entrepreneurship and a study of the essential steps in starting and operating a smaller business.
- BMGT 336 Entrepreneurship Regulation** **3 credits**  
 A study of those legal and regulatory issues that entrepreneurs face in starting and operating a new small business. The focus of the course will be on training entrepreneurs to recognize those legal issues in the new enterprise before they become significant legal problems.
- BMGT 353, BMGT 354 Hotel/Restaurant Internship I, II** **3 credits**  
 Practical work experience in the hotel and restaurant environment gained through a coordinated study program between the department and participating businesses. Periodic reports of the progress of the internship are required. Prerequisites: Junior Standing and permission.

- BMGT 355, BMGT 356 Business Management Internship I, II** **3 credits**  
 Part-time job experience approved by the department in a local business or industrial firm. Method of evaluation to be agreed upon by the departmental and job-site supervisors. May include periodic reports, a day-by-day journal and a final report. Prerequisites: Junior standing and permission.
- BMGT 380 Cooperative Education I** **6 credits**  
 Cooperative education provides students with hands on experience in industry. Students gain practical experience, enhance skills learned in the classroom, and acquire contacts with professionals in business. This course requires students to complete 480 hours in the field, be evaluated by their supervisor and prepare a report. Students must be approved prior to beginning their co-op and should have a Q.P.A. of 3.0 or higher. This is a Pass/Fail course. Prerequisite: BMGT 280.
- BMGT 406 Operations/Production/Quality Management** **3 credits**  
 An integrated view of operations/production with regard to strategic planning and relationships with other functional areas. The operations/production process is analyzed with emphasis on the solution of problems using contemporary management tools such as linear programming, the case study method and other selected mathematical/statistical techniques. Prerequisite: BMGT 310.
- BMGT 410 Case Studies in Business Operations and Management** **3 credits**  
 Case studies in technical, business and professional areas that address the application of skills developed in the professional studies program. Emphasis on planning, scheduling and managing resources, as well as leadership skills and ethical issues in the workplace environment.
- BMGT 411 Advanced Marketing Management** **3 credits**  
 Planning and coordinating a dynamic and aggressive marketing campaign and synthesizing the tools of marketing. Prerequisites: BMGT 205; Senior Standing.
- BMGT 417 Strategic Planning** **3 credits**  
 A presentation of the concepts and procedures of strategic planning. Discussion relates strategic planning to the analysis of the external environment and an assessment of the internal strengths and weaknesses of the organization. Prerequisite: Senior Standing.
- BMGT 418 Portfolio and Career Planning with Assessment** **3 credits**  
 This course is required by all Human Resource Management Majors. It is designed to assist each student in preparing a portfolio of academic work and developing a career plan. This course will guide students in selecting a research project for BMGT 420, the Seminar in Human Resource Management Capstone Course. During this course, each student will take an assessment exam that covers the entire HR program content. The course will also help students with their Professional Behavior.
- BMGT 419 Research Methods in a Business Environment** **3 credits**  
 This course explores various qualitative and quantitative research methods, experimental controls, data analysis, and scientific communication used in a business environment. Upon completion of the course, students will know how to formulate research questions, select the appropriate research methodology, collect and analysis data, and communicate findings and recommendations. This course is appropriate for all majors.
- BMGT 420 Seminar in Human Resource Management Capstone** **3 credits**  
 This course is considered to be the Capstone Course taken by all Human Resource Management Majors. The course covers theory and practice in Project Management. Students will use this theory and practice to design and complete a significant Human Resource Project in a specific business environment. The Human Resource Project will consist of an academically researched report on the process and content of the project, and the actual deliverable to be presented to the organization or client. Upon completion of the course, students will be able to design, direct, and implement a Human Resource Management Project.  
 Non-Human Resource Management Majors can also take this course with the specific permission of the instructor. These students can complete a project related to their area of study. In this case, the BMGT 418 - Portfolio and Career Planning with Human Resource Certification Course Prerequisite will be waived. Prerequisites: BMGT 418, 419 and Senior Standing or permission of the professor.

- BMGT 421 Finance and Tax for Managers** **3 credits**  
 This course will cover Financial Planning and Tax Concepts related to benefits. It will also cover Financial Analysis Concepts needed to support Cost/Benefit studies used in Benefit Package Selection, Outsourcing Options, and Other Human Resource Management Decisions. Upon completion of this course, students will be able to explain benefit options to employees, and will be able to apply finance and tax concepts to support decision making.
- BMGT 441 Cross-cultural Business Management** **3 credits**  
 An overview of structure and functions of multinational organizations. Includes the role of the manager in various organizational settings, the influence of the manager and organization upon each other, comparisons of the effect of cultures upon organizations, managerial assumptions about people when designing organizational structure and the impact of socio-cultural environment on the multinational firm. Dual listed as MBA 541. Prerequisites: BMGT 304; ECON 306, ECON 321.
- BMGT 448 Training and Development** **3 credits**  
 Presents basic formats of learning designs and use of resources. Students demonstrate their ability to set objectives, outline teaching and training strategies, prepare demonstrations for varying group sizes and conduct assessment of learner progress. Explores principles of curriculum development and utilizes these principles in the design of a total educational program for the adult learner. Prerequisite: EDUC 445. Dual listed as EDUC 448.
- BMGT 452 Global Aspects of Entrepreneurship** **3 credits**  
 A review of the issues and challenges facing entrepreneurs around the globe focusing not only on start-ups in the United States wanting to do business in other countries, but the continued development of entrepreneurship in other countries. Prerequisite BMGT 332.
- BMGT 454 Advanced Entrepreneurial Applications** **3 credits**  
 An extension of the study of entrepreneurship by applying many of the basic principles of entrepreneurship in an advanced setting. This would include a detailed analysis and preparation of a business plan for a new enterprise. The course would also involve case studies showing how various enterprises have met and solved some of the unique challenges facing those types of businesses. Prerequisite: BMGT 332.
- BMGT 457, BMGT 458 Fashion Merchandising Internship I, II** **1-6 credits**  
 Practical work experience in a fashion-related industry gained through a coordinated study program between the department and participating corporations, Prerequisite: Senior Standing.
- BMGT 480 Cooperative Education II** **6 credits**  
 The second cooperative education experience will provide students with an enhanced hands-on experience in industry. Learners gain practical experience, enhance skills gained in the classroom, and acquire contacts with professionals in business. This course requires students to complete 480 hours in the field, be evaluated by their supervisor and prepare a report. Students must be approved prior to beginning their co-op and should have a Q.P.A. of 3.0 or higher. This is a Pass/Fail course. Prerequisites: BMGT 280 and BMGT 380.
- BMGT 295, BMGT 395, BMGT 495**  
**Selected Topics in Business Management I, II, III** **1-6 credits**
- BMGT 296, BMGT 396, BMGT 496**  
**Independent Study in Business Management I, II, III** **1-6 credits**  
 Special Request Independent Study Fee: \$50 per credit.

## BUSINESS

- BUS 301 Computer Concepts and Applications in Business** **3 credits**  
 Designed to provide students with the necessary background and skills to understand and use microcomputers. Topics include the operating system, spreadsheets, databases and word processing, and the uses and applications of computers in business.
- BUS 303 Accounting for Managers I** **3 credits**  
 The basic principles and procedures for gathering, recording, summarizing and interpreting accounting data; analysis of financial statements. Prerequisite: Junior or Senior Standing.

- BUS 304 Practical Legal Applications in Business** 3 credits  
 The sources, nature and substantive principles of American law which affect social and business institutions in our society, moral and ethical dimensions, judicial process, limitations of the power of the judicial system, analysis of court decisions, comparison with other legal systems, and impact of government regulations. Prerequisite: Junior or Senior Standing.
- BUS 306 Professional Communication Practices** 3 credits  
 Students will strengthen the effectiveness of their business writing and presentation skills through individual and team exercises. Numerous writing assignments and a development of a portfolio of their work will provide students with a professional reference packet for use in their chosen career. Various methods of evaluation will be utilized, including feedback from peers. Prerequisite: Junior or Senior Standing.
- BUS 307 Professional Quantitative Practices** 3 credits  
 To prepare the students with quantitative skills needed in business to solve problems, measure production and performance, when necessary. The course will also expose the student to basic concepts in business statistics such as data sets, probability, random variables and statistical inference. These concepts will be applied in other Saturday Fast program requirements. Prerequisite: Junior or Senior Standing.
- BUS 308 Quantitative Methods** 3 credits  
 A study of descriptive and inductive statistics as applied to decision theory. A number of forecasting models are presented along with inventory and linear optimization models. Prerequisite: BUS 307 or MATH 150 or Permission from Advisor.
- BUS 310 Fundamentals of Personnel Management and Regulations in the Workplace** 3 credits  
 Selection procedures, training techniques, wage and salary administration, fringe benefits, grievance procedures and disciplinary action; Develops an understanding of the practical application of workplace regulations on day-to-day human resources operations and ways to minimize a company's exposure to lawsuits; in addition topics such as diversity will be discussed.
- BUS 311 Business Negotiating** 3 credits  
 General research, analysis and consideration of concepts in human behavior, conflict resolution and negotiation. Also includes various approaches to negotiating in business. Prerequisite: Junior or Senior Standing.
- BUS 313 Global Business** 3 credits  
 Introduction to the dynamics of conducting business outside the United States. Explores multinational corporation strategies, policies, and various types of environments. Prerequisite: Junior or Senior Standing.
- BUS 315 Essentials of Organizational Leadership and Behavior** 3 credits  
 Examines the role of the leader as change agent within an organization. Develop an understanding of motivation, leadership, group behavior, organizational structure and processes as they relate to performance and satisfaction in work organizations. Students will work on developing skills in consensus building, conflict management, overcoming resistance to change.
- BUS 401 History Perspectives and Readings** 3 credits  
 This course will explore historical events and individuals who shaped leadership, organizational and commerce practices of a variety of organizational types. A special focus is placed on the role of history's transferrable lessons to modern organizations. Prerequisite: Junior or Senior Standing or permission of advisor.
- BUS 404 Ethical Leadership** 3 credits  
 A philosophical investigation of the main concepts and theories of ethics, with applications to fundamental moral questions as they arise in different areas of business. The following issues may be used as illustrations: affirmative action, investment in unethical companies or countries, product safety, whistle blowing and advertising.
- BUS 405 Accounting for Managers II** 3 credits  
 Use of accounting information for management planning and control and the interpretation of accounting data as a management tool. Prerequisite: BUS 303 or Permission from Advisor.

**BUS 411 Business Information Systems****3 credits**

Provides an understanding of the importance of computer-based information in the success of the business. Emphasis is on the role of information systems within each of the functional areas of business. Major concepts include data management, decision support and management information systems. Prerequisite: BUS 301 or Permission from Advisor.

**BUS 412 Modern Economic Concepts****3 credits**

A survey of economic principles, institutions and problems. The course will provide a review of basic economic understanding while providing some historical and institutional perspective on the United States and world economy. Prerequisite: Junior or Senior Standing.

**BUS 413 Modern Marketing Concepts****3 credits**

An introduction to the language and issues of marketing with an emphasis on learning to develop responsive strategies for reaching consumers to meet business needs. May include such topics as market segmentation, product development, promotion, distribution, and pricing. Introduction to such topics as the external environment, marketing research, international marketing, ethics, and careers in marketing may be included. Prerequisite: Junior or Senior Standing.

**BUS 414 Computer Communications and Research****3 credits**

A review of the importance of computer communications including a discussion of the various on-line databases and the Internet. Emphasis on research and the written skills needed to effectively implement these technologies. Prerequisite: BUS 301 and BUS 306 or Permission from Advisor.

**BUS 417 Dynamics of Business and Strategic Planning****3 credits**

A presentation of the concepts and procedures of strategic planning. Discussion relates strategic planning to the analysis of the external environment and an assessment of the internal strengths and weaknesses of the organization. Prerequisite: Senior Standing or Permission from Advisor.

**BUS 418 Business Finance****3 credits**

The problems associated with the effective management of capital. Includes the development of corporations, the legal aspects, the securities market, and financial planning and development. Prerequisite: BUS 405 or Permission from Advisor.

**BUS 455 Practicum****3 credits**

Each practicum will be individually designed for the student in an area of business, accounting or computer science. When possible, the practicum will be related to present or former work experience. The student will be required to submit a written report to a Business faculty member or a designated committee of the Business School. Prerequisite: Junior or Senior Standing.

**BUS 480 Portfolio Analysis/Senior Project Capstone****3 credits**

The capstone course requires students to collect evidence of learning outcomes throughout the two-year program. Students will be required to gather, organize, and reflect on the portfolio. Additionally, students will complete a workplace practicum. Students will present their portfolio using technology and audio-visual equipment to a professional audience. Prerequisites: BUS 417 and Senior Standing (Final Quarter); Limited to Business Majors.

**CIVIL ENGINEERING TECHNOLOGY****CET 101 Statics****3 credits**

The study of the equilibrium of particles and rigid bodies using mathematical and/or graphical analysis. Free-body diagrams are strongly emphasized. Vector methods are employed to investigate forces and moments in planar and three-dimensional problems. Pin-jointed trusses and frames are analyzed using the method of joints and the method of sections. Problems involving friction and the properties of areas, including first moment, centroid and second moment complete the course. Dual listed as MET 101. Prerequisite or co-requisite: MATH 185.

**CET 205 Introduction to Surveying****3 credits**

A study of topographic surveying and mapping. Determination of land areas, construction surveys and layout, control surveys, boundary surveys, route locations and street layout. Provides experience with the use of equipment, instruments and the fundamental techniques of surveying. Prerequisites: DRFT 203 or ETGR 205; MATH 185.

- CET 206 Environmental Engineering Technology I** **3 credits**  
 A survey of the principles of environmental engineering technology including environmental chemistry, materials, and energy balance, water quality management, water and wastewater treatment, ethics and government regulations. Prerequisites: CHEM 102; MATH 180; NSET 101.
- CET 209 Engineering Geology** **3 credits**  
 A study of the principles of structural and historical geology, soil and rock mechanics, soil formation and sub-surface exploration. Includes interpretation of geologic maps, topographic maps and aerial photographs.
- CET 212 Properties of Materials** **3 credits**  
 A study of atomic and crystalline structure as a means of understanding material behavior. The influence of defects, strengthening mechanisms and heat treatments are examined. Mechanical strength properties in tension/compression, shear, hardness and impact and related test procedures are investigated. The Iron-Carbon phase diagram is studied. Coverage also addresses ceramics, plastics and composites. Dual listed as MET 212. Prerequisite: CHEM 101.
- CET 213 Strength of Materials** **3 credits**  
 The study of stress and strain, deformation, riveted and welded joints, thin-wall pressure vessels, torsion, shear and stresses in beams, design of beams, deflection of beams, Mohr's circle and columns. Reference to applications for civil and mechanical engineering technology. Dual listed as MET 213. Prerequisites: CET 101, CET 212. Prerequisite or co-requisite: MATH 190.
- CET 214 Strength of Materials Laboratory** **1 credit**  
 Introduction to materials testing including tension, compression, ductility, hardness, modulus of elasticity in tension and modulus of rigidity in torsion, shear strength, and beam and column testing. A special assignment, including a written report and oral presentation, is required. Dual listed as MET 214. Prerequisite or co-requisite: CET 213.
- CET 309 Soil Mechanics** **3 credits**  
 An introduction to the physical and mechanical properties of soils. A basic understanding of the effects of soil conditions on the construction process. Equations of consolidation, stress and settlement, stability of cuts, shear strength, subsoil stresses, bearing capacity, seepage-drainage and frost action. Prerequisites: CET 209.
- CET 310 Structural Analysis** **3 credits**  
 The application of mechanics and strength of materials to the analysis of trusses, beams, and framed structures. Statically determinate topics include vector forces, equilibrium, structural classification, method of joints and sections, shear and bending moment diagrams, and the calculation of deflections by direct integration, superposition and virtual work. Analysis of indeterminate structures by moment distribution, consistent displacements, and by commercial and academic computer software is also included. Prerequisites: CET 213, CET 214; ETGR 205; NSET 101; MATH 180.
- CET 315 Structural Design I** **3 credits**  
 Study of reinforced concrete analysis and design. Topics covered include codes, fundamental mechanics, beam bending, beam shear and beam deflection. Prerequisite: CET 310.
- CET 316 Structural Design II** **3 credits**  
 Study of the physical design and behavior of steel structures. Topics covered include the advantages and properties of steel, the availability of shapes, safety and risk, and the specification and use of design equations. Design approaches using current AISC documents will be presented for tension, compression, beam and frame members. Comments on connection practice will also be included. Some design assignments will be performed using commercial computer applications. Prerequisites: CET 212, CET 310; MATH 180.
- CET 317 Concrete Mix Design Laboratory** **1 credit**  
 Students will perform the basic tests used in the field of concrete mix design to determine if a mix is suitable for use. Test batches will be mixed, cylinders and beams will be produced, and compression and flexure tests will be conducted. Additionally, air permeability and slump tests will be presented. Prerequisite or co-requisite: CET 315.
- CET 319 Soil Mechanics Laboratory** **1 credit**  
 Standard laboratory soil tests are performed to determine the physical and mechanical properties of soils. ASTM test methods for moisture content, density, permeability, Atterberg Limits, compaction, particle size, and shear strength will be conducted. Formal and memo laboratory reports will be prepared. Co-requisite or prerequisite: CET 309.

- CET 321 Environmental Engineering Technology II** **3 credits**  
 A survey on the principles of environment engineering technology including air pollution, solid and hazardous waste management, noise and light pollution, ethics and government regulations. Prerequisite: CET 206.
- CET 405 Software Tools for Civil Engineering Technologists** **2 credits**  
 A series of "Senior" design projects selected from the major Civil Engineering Technology specialties to be conducted using commercial engineering software. Projects may include: surveying, drafting, mapping, geotechnical design, structural design, hydraulic design, highway location design and site development. Project management and scheduling software will be covered. Students may substitute a project in a specialty not normally covered, with the permission of the instructor. Prerequisite: Senior Standing.
- CET 409 Foundations Design** **3 credits**  
 A design course stressing the procedures for choosing the most appropriate type of foundation and for sizing for the soil conditions. The topics covered include site exploration and soil sampling, bearing design of shallow foundations, combined and raft foundations, stability of slopes, and active and passive retaining structures. Brief discussions are also provided for braced cuts, sheet piles and deep foundations. Prerequisites: CET 309, CET 310.
- CET 410 Highway and Bridge Design** **3 credits**  
 A course in highway and bridge route location and safety design. The route location elements of the course include topics from: travel demand and factors affecting preliminary route location, types of highway, use of topo maps for the selection of tangents, circular curve design and layout, vertical curves, and spirals. The safety topics include: reaction times, stopping distances, passing distances, superelevation and widening. Brief coverage of the use of influence lines for the structural analysis of beam and truss bridges will also be covered. Highway design computer applications will be used on selected assignments. Prerequisites: CET 309, CET 310.
- CET 411 Fluid Mechanics** **3 credits**  
 The study of the physical behavior of incompressible and compressible fluids and fluid systems. Hydrostatic and hydrodynamic systems are considered. Fluid transmission and control applications include the design of weirs, orifices, and valves. The determination of pressure losses in open and closed systems is covered. Other topics include the storage of energy by pressurized fluids in closed systems. Problems of interest in both Civil and Mechanical Engineering Technology are included. Dual listed as MET 411. Prerequisites: MET 102; MATH 210.
- CET 412 Fluid Mechanics Laboratory** **1 credit**  
 Introduces students to the special tools used by fluid power industries and the manual skills required in implementing fluid mechanics applications. Special techniques in flow measurement and implementation. Dual listed as MET 412. Prerequisite or co-requisite: CET 411.
- CET 418 Hydraulics** **3 credits**  
 A study of flow in pipes, open channels and hydraulic structures as well as seepage and pumps. Prerequisite: CET 411.
- CET 295, CET 395, CET 495** **1-6 credits**  
**Special Topics in Civil Engineering Technology I, II, III**
- CET 296, CET 396, CET 496** **1-6 credits**  
**Independent Study in Civil Engineering Technology I, II, III**  
 Specialized Instructional Fee: \$50 per credit.
- CET 499 Honors Internship in Civil Engineering Technology** **1-6 credits**  
 See BIOL 499 for course description.

## CHEMISTRY

- CHEM 101 General Chemistry I** **3 credits**  
 Topics include atomic theory and structure, chemical bonding, properties of the elements and the periodic table, chemical equations and stoichiometry, states of chemical matter, equilibrium and kinetics, thermodynamics electrochemistry and selected topics in descriptive chemistry. Laboratory section: CHEM 103.



<b>CHEM 102 General Chemistry II</b>	<b>3 credits</b>
Continuation of CHEM 101. Laboratory section: CHEM 104. Prerequisite: CHEM 101.	
<b>CHEM 103 General Chemistry Laboratory I</b>	<b>1 credit</b>
Basic laboratory skills illustrating important chemical principles. Prerequisite or co-requisite: CHEM 101.	
<b>CHEM 104 General Chemistry Laboratory II</b>	<b>1 credit</b>
The application of the principles of ionic equilibrium to qualitative inorganic analysis. Prerequisite or co-requisite: CHEM 102. Prerequisite: CHEM 103.	
<b>CHEM 221 Organic Chemistry</b>	<b>3 credits</b>
A systemic study of the compounds of carbon including both aliphatic and aromatic series. Special emphasis given to stereochemistry and reaction mechanisms. Prerequisite: CHEM 102.	
<b>CHEM 222 Organic Chemistry/Biochemistry</b>	<b>3 credits</b>
A continuation of CHEM 221 concluding with a survey of the elements of modern biochemistry. Prerequisite: CHEM 221.	
<b>CHEM 223 Organic Chemistry Laboratory</b>	<b>2 credits</b>
Introduction to the fundamental methods of synthesis, isolation and analysis, including instrumental techniques. An individual project including a written report and oral presentation are required. Prerequisite: CHEM 103. Corequisite: CHEM 222.	
<b>CHEM 320 Biochemistry</b>	<b>3 credits</b>
This course addresses the aspects of enzyme kinetics that govern cellular reactions. Topics also include protein structure and function, generation of metabolic energy, biosynthesis of macromolecules, processing of information, and membrane transport. The information is then integrated in terms of overall metabolism and mutation that result in metabolic diseases. Dual listed as BIOL 320. Prerequisite: CHEM 221.	
<b>CHEM 295, CHEM 395, CHEM 495</b>	
<b>Special Topics in Chemistry I, II, III</b>	<b>1-6 credits</b>
<b>CHEM 296, CHEM 396, CHEM 496</b>	
<b>Independent Study in Chemistry I, II, III</b>	<b>1-6 credits</b>
Special Request Independent Study Fee: \$50 per credit.	
<b>CHEM 499 Honors Internship in Chemistry</b>	<b>1-6 credits</b>
See BIOL 499 for course description.	

#### CINEMA ARTS

<b>CINE 101 Introduction to Cinema</b>	<b>3 credits</b>
This course is an introduction to techniques and technologies of cinema production. The fundamental principles and practices of producing, cinematography, editing, directing and sound-design will be studied. Both traditional film and state-of-the-art digital tools and techniques will be discussed.	
<b>CINE 102 History of American Cinema</b>	<b>3 credits</b>
The course will focus on the history of American cinema, decade by decade, from the early experiments with moving images through the invention of sound, color, and digital effects. Students will study the evolution of cinematic form, style and language as well as the social and artistic impact of the medium on society.	
<b>CINE 105 Introduction to Screenwriting</b>	<b>3 credits</b>
This course is designed as an introduction to screenwriting. Students will, for the first part of the semester, learn the elements of storytelling and apply that knowledge to the analysis of short and feature length stories. For the second part of the semester, students will take the knowledge gained in the first part of the semester and apply it to short scripts that they will develop and rewrite.	

- CINE 110 History of International Cinema** **3 credits**  
 This course is designed as an introduction to the history of international/global film. Students will screen films from around the globe and will study the economic and geo-political forces that shaped the film industries of certain countries and created film movements and genres. Prerequisites: CINE 102.
- CINE 150 Production I** **6 credits**  
 This course is an introduction to the basic principles and practices of cinema production. Students will learn the fundamentals of single-camera production including the basic aesthetic and technical aspects of producing, directing, cinematography and film editing. Lectures, screenings and in-class exercises will focus on teaching students the skills they need to write, shoot and edit three short films outside of class. Each project will incorporate new skills and demand a higher level of proficiency from the filmmaker. Student work will be screened and discussed in class. Prerequisites: CINE 101 & CINE 105
- CINE 170 Introduction to Screenwriting for Non-Majors** **3 credits**  
 Introduction to Screenwriting for Non-Majors is designed for any student in the University not currently a Cinema Arts major. For the first part of the semester, students will learn the elements of storytelling and apply that knowledge to the analysis of short and feature length motion picture stories. For the second part of the semester, students will take the knowledge gained in the first part of the semester and apply it to the development of short scripts that they will write and revise. This course employs a two-part, Lecture/Lab Workshop structure.
- CINE 205 The Narrative Structure of Cinema** **3 credits**  
 An in--depth analysis of the structure, formulas and storytelling techniques of the feature length screenplay will be the focus of the course. Students will study a wide range of successful films and discover the common elements that they share. Prerequisites: CINE 105.
- CINE 207 Survey of Media Writing** **3 credits**  
 An overview of a variety of forms including situation comedies, hour dramas, non-fiction films, theatre, and interactive media, this course outlines the fundamentals of style, content and format specific to each and gives students the opportunity to write in several different genres. Prerequisite: CINE 105.
- CINE 208 Classical and Modern Drama** **3 credits**  
 Recognizing theatre as one of the cornerstones of cinema, this course is a survey and analysis of historically significant plays that examines common elements of dramatic structure, character development, and theme as they relate to, and have influenced, cinematic forms. Prerequisite: CINE 205
- CINE 210 Visual Analysis** **3 credits**  
 This course will introduce students to systems of critical analysis of visual images, particularly of the cinema. These include contemporary critical frameworks of cinematic analysis, as well as analysis of the visual components of images in media production, and how their manipulation can help communicate meaning. Prerequisite: CINE 150.
- CINE 250 Production II** **6 credits**  
 A workshop course that builds upon the basic skills introduced in Production I to further develop students' narrative storytelling abilities with an emphasis on effective collaboration. Students, working in groups on three productions, will alternate in the roles of writer/director, cinematographer, and editor. Prerequisite: CINE 150.
- CINE 301 Cinema Studies: Various Topics** **3 credits**  
 The CINE 301 courses are designed to allow students to explore the depths, via review and analysis, of specific periods, histories and topics of cinema already covered in the freshman year sequence of courses. Some of the courses already offered have been Film Noir; Women Filmmakers; The French New Wave, an Overview; The Horror Film; Five International Masters; Comedy on Film; and American Cinema of the 1970s-The Age of the American Auteur. Prerequisite: CINE 110.
- CINE 302 Cinema Authors** **3 credits**  
 The courses comprising the Cinema Authors sequence have been developed to pinpoint one specific filmmaker's work for analysis over the span of an entire term in order for the students to have a deeper understanding of artistic evolution and an appreciation of such. Courses already offered have detailed the works of Alfred Hitchcock, Woody Allen, Stanley Kubrick, Martin Scorsese, and Joel and Ethan Coen. Prerequisite: CINE 110.

- CINE 305 Intermediate Screenwriting** **3 credits**  
This course is designed for students who wish to advance their screenwriting skills and move beyond the introductory course. In the first half of the course students will be challenged to pitch an original short film idea and follow through with its development to a completed draft & rewrite. During the second half of the course, students will pitch an idea for a commercial feature length film, which they will continue to develop, culminating in the completion of a detailed outline of their feature. Prerequisite: CINE 205.
- CINE 306 Story Analysis** **3 credits**  
Students will learn the skills of professional screenplay analysis, including, writing a concise plot synopsis, evaluating a script based on structure, character, theme and market ability, and developing a detailed plot outline. Prerequisite: CINE 250.
- CINE 307 Screenwriters and Their Work** **3 credits**  
Prominent screenwriters and the work they have produced are analyzed as both screenplays and as completed cinematic works to demonstrate how masters of the craft have successfully addressed the challenges of the form. Prerequisite: CINE 110.
- CINE 308 History of Television** **3 credits**  
An overview of television as a means of popular entertainment, this course also examines how social, technological, and market forces have influenced the evolution of the medium. Prerequisite: CINE 102.
- CINE 310 Intermediate Directing** **3 credits**  
A workshop course on the fundamentals of film directing with a focus on directing actors. Students explore the basic relationship between actor, text and director. Students learn the craft and vocabulary of the actor through exercises and scene studies, and how to utilize that understanding in communicating with and directing actors. Other areas of study include the responsibilities of the director in each stage of the filmmaking process, basic staging for camera, and formulating an overall visual strategy for a project. Prerequisite: CINE 250.
- CINE 311 The Writer's Life** **3 credits**  
An overview of a variety of media forms including situation comedies, hour dramas, non-fiction films, theatre, and interactive media, this course outlines the fundamentals of style, content and format specific to each and gives students the opportunity to research and write in various media. Further, students will engage with numerous professional writers working in various areas to gain a comprehension of the writer's life. Prerequisite: CINE 305.
- CINE 315 Intermediate Producing** **3 credits**  
For students considering a concentration in producing, this course provides a detailed study of the responsibilities of the producer in pre-production, production and post-production, with a focus on the short film. Topics include: script breakdowns, budgeting, scheduling, production management, personnel management, set operations and marketing and distribution. Prerequisite: CINE 250.
- CINE 320 Intermediate Editing** **3 credits**  
This course will focus on the conceptual development of editors as storytellers. Beginning with early film origins, students will analyze the transition from still pictures to motion pictures in the development of a film language, paying particular attention to the role of editing, the development of sound, and stylistic choices of color. Students will also screen a variety of work, analyzing artistic differences as they relate to genres. This course will afford hands-on experience with multiple non-linear picture editing, audio, and color correction platforms. Prerequisite: CINE 250.
- CINE 325 Intermediate Digital Tools** **3 credits**  
This course provides students with an overview of the tools used in digital media, using Adobe Production software (Illustrator, Flash, Photoshop and After Effects) and Maya. Prerequisite: CINE 250.
- CINE 326 Acting and Directing for Writers** **3 credits**  
In order to create successful screenplays, writers must have an understanding of how directors and actors interpret their work. Students will have the opportunity to work as a director in analyzing and staging scenes, and as an actor in creating a character and developing a performance, with the goal of understanding the challenges of translating the written word to the stage or screen. Prerequisite: CINE 150.

**CINE 330 Intermediate Sound****3 credits**

This course teaches the foundations of film audio approaches and techniques. It introduces students to sound theory, signal flow concepts, sound design methods, and the equipment used in production and post-production sound. Hands-on exercises will explore field and production sound strategies, production/post workflow, as well as the fundamentals of postproduction processes such as sound editing, dialogue clean-up, foley, ADR, and mixing. Prerequisite: CINE 250.

**CINE 340 Intermediate Cinematography****3 credits**

Designed for the student considering a concentration in cinematography, this course will focus on techniques in rigging, lighting, and digital imaging. Class exercises are designed to developed skills in narrative and documentary camera techniques. Prerequisite: CINE 250.

**CINE 345 Fundamentals of Documentary****3 credits**

Fundamentals of documentary will introduce students to the documentary filmmaking process through analysis and workshop production. The class will examine documentary genre, processes and industry practices, and culminate in the production of a short personal documentary. The class will serve as a prerequisite for CINE 445: Documentary Workshop, and introduce concepts which will also be further explored in that course. Prerequisite: CINE 250.

**CINE 348 The Cinema Arts Professional****3 credits**

This professional colloquium course will provide students with the information necessary to make it in the industry as a Cinema Production, Screenwriting or Digital Arts professional. Topics will include job search strategies, creating a reel, communication techniques, how to leverage work for additional employment, personal finance, and writing business plans.

Overall, the course will cover of spectrum of topics needed to transition from being a student to creating a professional career. Prerequisite: CINE 250 or CINE 305 or DIGI 250.

**CINE 350 Production III****6 credits**

Students will work in groups to produce a narrative or documentary short that approaches professional quality. Each project will be a collaborative effort, created with involvement of a student screenwriter, producer, director, cinematographer, editor, and sound designer. Prerequisite: CINE 305, 310, 315, 320, 330, or 340.

**CINE 351 Documentary Production Workshop****3 credits**

Students will work in groups to produce a short form documentary. Genres and styles of non-fiction cinema will be analyzed and discussed. Prerequisite: CINE 350.

**CINE 352 Commercial Production Workshop****3 credits**

Students will work in groups to develop and produce a commercial or public service announcement. The structure of the commercial industry will be discussed and the roles and responsibilities of the client, advertising agency and production company will be explained. Prerequisite: CINE 350.

**CINE 353 Experimental Cinema Workshop****3 credits**

Students will work in groups to produce an experimental work. Important works and filmmakers of the genre will also be studied. Prerequisite: CINE 350.

**CINE 354 Alternative Forms Workshop: Various****3 credits**

This workshop course covers the history, approaches, processes, techniques of alternate forms of media. These include television commercial production, experimental film production, web series production and music video production. The course is designed to allow students to explore modes of media outside of the traditional narrative filmmaking approaches covered in the Cinema Production curriculum. It will permit students to diversify their experiences with media creation, expand their skill set, and broaden their work portfolio. Prerequisite: CINE 250.

**CINE 361 Writing for Theatre****3 credits**

In this course students will write play and, in doing so, will explore the distinct challenges in structure, character development and theme involved in writing for theatre. Prerequisite: CINE 305.

**CINE 362 Writing the Situation Comedy****3 credits**

With its origins in radio and its future in new media, the situation comedy has been a staple of television since its inception. In this course students study the classics of the genre, write an episode of a current situation comedy, and develop and pitch an original concept for a comedy series. Prerequisite: CINE 305.

**CINE 363 Writing the Hour Drama****3 credits**

One of the principle forms of entertainment on television, the hour drama has remained popular with audiences for generations. In this course students examine the classics of the genre, write an episode of a current hour drama, and develop and pitch an original concept for a series. Prerequisite: CINE 305.

**CINE 364 Writing for Multimedia****3 credits**

Technological advances allow for content to be delivered to audiences in an ever-increasing number of ways and forms. This course examines the current entertainment media landscape and allows students to develop and write projects that are designed for digital distribution, including web-based and mobile platforms. The incorporation of audience participation and other interactivity into storytelling will also be explored. Prerequisite: CINE 305.

**CINE 365 Writing the Adaptation****3 credits**

Many successful screenplays are adapted from other sources. In this course, students will find pre-existing material, whether it is a book, short story, song, biography, or graphic novel, and develop it into a feature or web series or short script. Students are encouraged to obtain the rights to any materials they choose to adapt. Prerequisite: CINE 305.

**CINE 367 Writing for Video Games****3 credits**

Writing for Video Games is designed to provide students an introduction to the narrative gaming industry as well as cover the functions of the narrative video game writer. Topics covered include game theory, history of video games and games consoles, game studios today, gaming structure, and the documents created in video game development. Students will pitch and develop their own video game concepts along with corresponding documents to leave the course with a portfolio of materials. Prerequisite: CINE 305.

**CINE 368 TV Animation Writing****3 credits**

Television animation scripts look very much like all other kinds of scripts. Yet there are numerous differences, some subtler than others, between writing for animators to interpret rather than writing for those who produce live-action motion pictures and television. Writing for TV Animation provides students an opportunity to explore the craft of creating speculative screenplays for existing television series, enabling each student to gain an in-depth understanding of what is required to work as a professional writer in the TV animation industry. Prerequisites: CINE 305

**CINE 398 Production Crew****1 credit**

This course allows students the ability to gain useful, practical experience working on the film sets of junior- and senior-level productions. Functioning as a member of a crew in a professional-style production environment, students learn the roles and practices of a specific department on a film set, practice and develop collaborative skills, and through engagement with a faculty mentor, reflect on and learn from the experience, to prepare them for future production work. This course may be taken up to three times, for a total of 3 credits. Prerequisite: CINE 101

**CINE 401 Cinema Studies - Advanced Seminar****3 credits**

An advanced course in Cinema analysis which explores the potential to which cinema can have a broader scope and a deeper consciousness, involving layers of idea and thought, both concrete and abstract, communicated through all of the components of the medium. Students achieve an advanced understanding of these ideas and processes, and then to be able to apply them in their own work. Prerequisite: CINE 301.

**CINE 405 Advanced Screenwriting****3 credits**

This course is designed for students to examine, create and pitch an original, feature film idea, and through a writers' workshop experience, develop it through outlining and crafting a polished first draft of a screenplay. Prerequisite: CINE 305.

**CINE 406 Rewriting the Feature Screenplay****3 credits**

Recognizing that drafting a professional quality screenplay is a process that often requires more than one academic semester, this course is designed for students who have started projects in other courses and are interested in continuing to develop and rewrite the concept. Students must have a completed draft at the start of the course. Prerequisite: CINE 305.

**CINE 410 Advanced Directing****3 credits**

A workshop course that focuses on directing for the camera. Students experiment with various visual styles and practice concepts essential to scene construction through shooting in-class scenes and a final project outside of class. As the final elective class in the directing concentration, the course also focuses on preparing students for their Production 4 projects and assisting them in determining a career path. Prerequisite: CINE 350 & CINE 310.

**CINE 415 Advanced Producing****3 credits**

This course is meant to serve as a workshop for the development and pre-production of a film project from a producer's perspective. It will cover the essential considerations involved with the evolution of a project from story concept through marketing of the product. The course will also expose students to the business and legal considerations of producing motion pictures and other visual media. Prerequisite: CINE 350 & CINE 315.

**CINE 420 Advanced Editing****3 credits**

This course is designed to link conceptual and technical skills gained in previous courses with project assignments that emulate experiences found in the "real world," while also introducing you to multiple post-production software platforms. Additionally, students will increase their knowledge of different genres and styles of editing outside of the narrative realm. Finally, this course will push students to think about how to apply the knowledge they've gained in their major and turn it into a tenable career path. Prerequisite: CINE 350 & CINE 320.

**CINE 425 Advanced Digital Tools****3 credits**

This course is the Advanced Elective in the Digital Tools sequence. Building on concepts covered in CINE 325, it covers compositing techniques, cinematography for visual effects, particle systems, and tracking techniques. Prerequisite: CINE 325.

**CINE 430 Advanced Sound****3 credits**

This course focuses on advanced aesthetic approaches to sound design as well as the methods and protocols of a professional post-production sound environment. It engages a student to apply, refine, and develop skills and techniques for the post-production sound work required to complete a film soundtrack. Prerequisite: CINE 330 & CINE 350.

**CINE 440 Advanced Cinematography****3 credits**

Advanced lighting, filtration, in-camera techniques, set operations and post-production processes are studied. An emphasis on shooting a number of exercises and projects in various staging and shooting styles in collaboration with Advanced Directors is presented. Cinematography Concentration students have the opportunity to focus their studies on issues specific to their thesis project. Prerequisite: CINE 350 & CINE 340.

**CINE 445 Documentary Production Workshop 3 credits**

Students will work in groups to produce a short form documentary. Genres and styles of nonfiction cinema will be analyzed and discussed. Prerequisite: CINE 345

**CINE 450 Production IV****6 credits**

In CINE 450, students complete all 6 credits of the thesis requirement in one semester. Production IV bridges the gap between school and the working world; students take the experience and knowledge gained as a Cinema student and apply it to an advanced project of their choice. Production IV is the capstone production course for an undergraduate in the (choice of concentration) of Cinema Production. Students have chosen their project with Department approval. The schedule and production of the project is set by student and instructor(s) at the beginning of the semester(s) and must be completed within agreed upon deadlines. Students are in charge of and responsible for their work in this course, including their collaboration with other production members to complete the work. (Choice of concentration) should plan and prepare to be active participants in the visual construction, production planning and postproduction of their chosen project. The instructor(s) functions as advisor and mentor for the student's project, guiding the class meetings and feedback to aid the student(s) in achieving best possible finished work. Prerequisites: CINE 350 and one of the following: CINE 310, 315, 320, 330, or 340.

**CINE 451 Production IVa.****3 credits**

CINE 451 is the first in a two-semester course sequence, along with CINE 452, for students competing the thesis requirement over two semesters. The course bridges the gap between school and the working world; students take the experience and knowledge gained as a Cinema student and apply it to an advanced project of their choice. Production IV is the capstone production course for an undergraduate in the (choice of concentration) of Cinema Production. Students have chosen their project with Department approval. The schedule and production of the project is set by student and instructor(s) at the beginning of the semester(s) and must be completed within agreed upon deadlines. Students are in

charge of and responsible for their work in this course, including their collaboration with other production members to complete the work. (Choice of concentration) should plan and prepare to be active participants in the visual construction, production planning and postproduction of their chosen project. The instructor(s) functions as advisor and mentor for the student's project, guiding the class meetings and feedback to aid the student(s) in achieving best possible finished work. Prerequisites: CINE 350 and one of the following: CINE 310, 315, 320, 330, or 340.

**CINE 452 Production IVb**

**3 credits**

CINE 452 is the second in a two-semester course sequence, along with CINE 451, for students competing the thesis requirement over two semesters. Production IV bridges the gap between school and the working world; students take the experience and knowledge gained as a Cinema student and apply it to an advanced project of their choice. Production IV is the capstone production course for an undergraduate in the (choice of concentration) of Cinema Production. Students have chosen their project with Department approval. The schedule and production of the project is set by student and instructor(s) at the beginning of the semester(s) and must be completed within agreed upon deadlines. Students are in charge of and responsible for their work in this course, including their collaboration with other production members to complete the work. (Choice of concentration) should plan and prepare to be active participants in the visual construction, production planning and postproduction of their chosen project. The instructor(s) functions as advisor and mentor for the student's project, guiding the class meetings and feedback to aid the student(s) in achieving best possible finished work. Prerequisite: CINE 451.

**CINE 453 Senior Thesis I**

**3 credits**

Working with their Thesis advisor, students will propose a project for the creation of a written dramatic work. Upon approval, students research, develop the concept, prepare outlines and treatments, and write a draft of their project. Emphasis is not only on the work created, but also in developing a successful working process that writers can rely on throughout their careers. Prerequisite: CINE 451.

**CINE 454 Senior Thesis II**

**3 credits**

Continuing the work begun in CINE 453, students will complete the initial draft of their project and go through multiple rewrites to produce a polished, professional-quality work. Prerequisite: CINE 453.

**CINE 485 Screenwriting Master Class**

**3 credits**

Students will focus on creating a professional -quality writing sample by rewriting and polishing an existing script. This course will also cover the business and legal aspects of screenwriting, including agents, managers, negotiating deals, options, adaptations and pitching your work. Prerequisite: CINE 405.

**CINE 498 Internship in Cinema and Digital Arts**

**1-6 credits**

None – individualized based on internship location. Prerequisites: CINE 250.

**CINE 499 Independent Study in Cinema and Digital Arts**

**1-6 credits**

Special Request Independent Study Fee: \$50 per credit.

**CINE 295, CINE 495 Special Topics in Cinema and Digital Arts 1-6 credits**

**COMPUTER SCIENCE/INFORMATION TECHNOLOGY**

NOTE: Due to the dynamic nature of Information Technology, there is a constant need to update the courses in this field. Please review the actual program guides for the most recent course requirements. These program guides are available in the office of the School of Business.

**CMPS 110 Introduction to Computer Literacy and Information Technology**

**3 credits**

A broad introduction to the vast array of information technologies used today, as well as an introduction to communications in Cyberspace. Students will become familiar with computers through hands-on instruction in operating systems, word processing, spreadsheets, graphics and computer communications.

**CMPS 111 Information Literacy**

**3 credits**

Leads the student into the world of information in its various forms and formats. Basic computer skills will be taught and incorporated in the search, organization, reporting and analysis of information.

- CMPS 114 Problem Solving with Information Technology** **3 credits**  
A course on how Information Technology impacts organizations and how to use Information Technology to solve problems. Topics include: main concepts of Information Technology at a general level, online collaboration tools, application software, and information literacy as applied to searching and using the Internet. In addition, students will become proficient at an intermediate level in using application software. The student will learn each of the four software applications (Spreadsheets, Database, Word Processing and Presentation) and be able to apply them successfully to problem solving scenarios.
- CMPS 116 MicroComputing I** **3 credits**  
An introduction to spreadsheet, database management and communication software. A thorough understanding is achieved through laboratory assignments. Prerequisite: CMPS 110.
- CMPS 160 Databases** **3 credits**  
This Database course surveys topics in database systems. The course emphasizes the effective use of database (management) systems. Topics include access methods, data models, query languages, database design, query optimization, concurrency control, recovery, security, integrity, client-server architecture, and distributed database systems. Hands-on use will be a key part of the course.
- CMPS 161 Networking and Security** **3 credits**  
This course introduces basic networking and security concepts. It serves as a precursor to the more advanced and specialized networking and security courses. Coverage of topics focuses on identifying and understanding the nomenclature of hardware and software use in modern networks.
- CMPS 162 Introduction to Programming** **3 credits**  
This course introduces basic programming concepts. Hands on programming will be a key part of the course. The course is designed to teach and reinforce basic programming techniques and strategies. Prerequisites: CMPS 160.
- CMPS 163 Business Analytics** **3 credits**  
This course will provide you with concepts and tools to utilize data for making informed business decisions. We will start with the raw data and work our way to conclusions and examine all the intermediate steps in detail. Topics as data collection, model selection, built-in assumptions, and uncertainty will be at the core of the course. You will familiarize yourself with tools to apply these concepts in practice.
- CMPS 204 C Programming for Science and Technology** **3 credits**  
An introduction to standard programming structures (sequence, decision, loops, functions), common programming tasks (input-output, control, sequencing, counting, summing, searching, sorting), and data storage techniques (linked lists, arrays, and files). Applications to engineering technology problems. Prerequisites: NSET 101, CMPS 110 or CMPS 111.
- CMPS 216 MicroComputing II** **3 credits**  
Advanced topics in word processing, spreadsheet, database, and presentation management software. A thorough understanding is achieved through laboratory assignments. Prerequisite: CMPS 116.
- CMPS 260 Data Structures** **3 credits**  
In this course fundamental data structures will be explored that are indispensable when programming. Some major areas are objects, lists, arrays, stacks, queues, and more. Tradeoffs in terms of computational complexity and operations on these data structures are also discussed. Prerequisites: CMPS 162.
- CMPS 261 Server Management** **3 credits**  
In this course, students will learn how to administer a server. This ranges from installing an operating system, remotely installing software packages through a package manager, configuring the system, managing security and encryption, backups, to shell scripting. A big component of this course is lab work. Prerequisites: CMPS 162.



**CMPS 262 Advanced Programming****3 credits**

This course continues where CMPS 162 and CMPS 260 leave off. The focus will be on problem solving but with a much higher difficulty level. The students will be required to write programs that involve multiple units of organization, e.g., classes. Several advanced algorithms will be discussed and should be implemented by the students. Prerequisites: CMPS 260.

**CMPS 300 Information Technology for Managers****3 credits**

The course focuses on the computerized and Web-based systems used in business. Topics covered will include knowledge management, customer relationship management, enterprise resource management, and supply chain management.

**CMPS 315 Website Building with HTML****4 credits**

This course will help students to develop a theoretical and a technical foundation of developing and maintaining a web site. The course includes two parts. The first part includes general Internet literacy and the knowledge of web usability. The second part focuses on creating, designing and publishing content on the Web (HTML, CSS, PDF and graphics). Prerequisites: CMPS 110 or any computer literacy course.

**CMPS 318 Object Oriented Systems Design and Analysis****3 credits**

This course focuses on the systems analysis and design cycle, with emphasis on the analysis phase. The student will use Unified Modeling Language (UML) to model information systems and the Unified Process as the methodology.

**CMPS 320 Web Design and Development****4 credits**

This course will provide a foundation in several facets of establishing and maintaining a website with JavaScript. The topics discussed in this course will include essential JavaScript concepts, such as variables, date types, document management objects (DOM), as well as conditional statements and custom functions. A significant part of the course is dedicated to AJAX. Prerequisite: CMPS 315.

**CMPS 321 User Interface Design and Development****4 credits**

This course focuses on the techniques of programming a user interface in a graphic environment. Topics include the common tools for creating graphic interfaces, rules for consistency, human factors, and intuitive design. Students will work in groups to test an interface of their own design. Prerequisite: CMPS 320 or permission of instructor.

**CMPS 322 Introduction to Programming****4 credits**

This course will present an introduction to Object Oriented Programming. Object. In this course we will discuss OOP through a modern language such as Java or C++. Hands-on programming will be a key part of the course. The course is designed to teach and reinforce basic programming techniques and strategies. Prerequisite: CMPS 320, CMPS 321.

**CMPS 325 Introduction to Database Systems****4 credits**

This Database course surveys topics in database systems. The course emphasizes the effective use of database (management) systems. Topics include access methods, data models, query languages, database design, query optimization, concurrency control, recovery, security, integrity, client-server architecture, and distributed database systems. Hands-on use will be a key part of the course. Prerequisite: CMPS 320.

**CMPS 330 Electronic Commerce I****3 credits**

This course provides information and analysis of e-commerce. Course topics include - e-commerce business models, e-commerce infrastructure, implementing an e-commerce website, e-commerce security and payment systems, e-commerce marketing concepts, ethical, social and political e-commerce issues, social networks, and how highly portable, place-aware, always-with-you personal devices are expanding the e-commerce environment.

**CMPS 332 Computer Security and the Law****3 credits**

The course concentrates on cybercrime and its impact upon the system of criminal justice, It includes (but is not limited to) computer-based economic crime, electronic commerce, ethical challenges, the Computer Fraud and Abuse Act. Includes the laws regulating IS in the specific areas, such as healthcare.

**CMPS 335 Cryptology and Data Protection****3 credits**

The focus of this course is on the security of the database supporting technologies, such as securing database data by using data encryption. Prerequisite: CMPS 325.

**CMPS 338 Network Security****4 credits**

In this course students will learn the mechanisms of protecting computer networks from the attacks and reducing their vulnerability. They will learn to plan and support secure networks. Finally, they will learn the mechanisms of data encryption and the major data encryption algorithms applied in networking. Prerequisite: CMPS 452.

**CMPS 355, CMPS 356 Internship in Computer Science I, II****3 credits**

Part-time job experience approved by the department in a local business or industrial firm. Method of evaluation is agreed upon by the departmental and job-site supervisors. May include periodic reports, a day-by-day journal, computer programs with documentation, user's manuals and/or demonstrations. Prerequisites: Junior Standing and permission.

**CMPS 360 Survey of Programming Languages****3 credits**

This course provides students with a wide array of programming languages and emphasizes strengths and weaknesses relative to a given problem. Students will work on a practical problem in a language of choice to gain real world experience. Prerequisites: CMPS 261, CMPS 262.

**CMPS 361 Web Application Development****3 credits**

This course will provide a foundation in several facets of establishing and maintaining a website. This includes the latest advances in client side as well as server side technologies. The goal is to have students design, implement, and run advanced web applications. It will also cover in some detail the protocols required for web development. Prerequisites: CMPS 261, CMPS 262.

**CMPS 362 Networking****3 credits**

Techniques for the design of computer networks beyond the user level are discussed. Perspectives on network design, estimation of traffic demand and application requirements, network cost analysis, topological design, and virtual network design, wireless network design issues are also discussed. Prerequisites: CMPS 161.

**CMPS 363 Digital Security****3 credits**

This class will provide an overview of computer security. The concepts of security in the context of the digital world will be discussed. The nuts and bolts of threat prevention, detection and removal are discussed. The student will be required to use a lab environment to simulate troubleshooting, preventing and fixing problems. Prerequisites: CMPS 161.

**CMPS 364 NoSQL Databases****3 credits**

This course explores modern databases that do not strictly follow the relational database design and SQL. Advantages and disadvantages will be discussed. Students will be required to work with at least one NoSQL databases and write a program that utilizes it. Prerequisites: CMPS 163, CMPS 261.

**CMPS 406 Server Management****4 credits**

In the server management course the students will learn about managing different servers, such as web servers, DB servers, and application servers.

**CMPS 422 Intermediate Programming****4 credits**

This course is a continuation of Introduction to Programming and presents more advanced topics in Object Oriented Programming. Hands-on programming will be a key part of the course. The course is designed to teach and reinforce intermediate to advanced programming techniques and strategies. Prerequisite: CMPS 322.

**CMPS 423 Secure Programming****4 credits**

The goal of this course is to teach students to identify the vulnerabilities of business applications and to decrease their number by creating more secure applications. The students will be able to: identify attacks, configure applications, develop authentication and authorization techniques, understand security controls, and deploy security. In the end each student will develop a data driven application addressing all security issues discussed in the course. Prerequisite: CMPS 322.

**CMPS 425 Advanced Database Systems****4 credits**

Introduction to Database Systems was largely devoted to the effective use of database systems; the subject matter of this course is the design and implementation of these systems. The student will learn principles underlying the construction of database systems, particularly relational ones, and apply these principles to an actual semester long group project. The project is a good sized one, and provides an opportunity for the application of software engineering principles. Prerequisite: CMPS 325.

<b>CMPS 430 Electronic Commerce II</b>	<b>3 credits</b>
A continuation of Electronic Commerce I and may include some of the topics in Electronic Commerce I or an in-depth review of these topics. Prerequisite: CMPS 330.	
<b>CMPS 444 Security Issues in Information Technology</b>	<b>3 credits</b>
This is a topics class that will provide an overview of computer security. The concepts of security will be explained, along with some of the nuts and bolts in securing computers and networks. Prerequisite: CMPS 320, CMPS 452.	
<b>CMPS 445 Information Assurance</b>	<b>3 credits</b>
The concentration areas of this course are the principles of building a comprehensive security model for businesses, government agencies, and other enterprises. The students will address multiple corporate security-related issues from a managerial perspective. One of the course objectives is discussing real business cases in terms of IT security.	
<b>CMPS 452 Introduction to Network Design</b>	<b>3 credits</b>
This course is designed to include those topics beyond the user level that will be essential for supervisors and managers of an automated facility. The course includes strategic telecommunications and network planning, network analysis, network maintenance and network applications. Course projects will include evaluation of networks, networking opportunities and decision processes for acquiring and maintaining network and telecommunications systems. Students will be expected to use existing systems and applications during the course. Prerequisite: CMPS 320 or Permission of Instructor.	
<b>CMPS 460 Mobile Application Development</b>	<b>3 credits</b>
In this course, students will learn how to develop applications for mobile devices. Mobile devices are more restricted in screen space but also have new opportunities such as built in GPS. This course requires completing a group project for a given mobile platform. Prerequisites: CMPS 361.	
<b>CMPS 461 Big Data Applications</b>	<b>3 credits</b>
This course continues where CMPS 364 leaves off and focuses on architectures and implementations that are able to handle large data sets. For this course several tools will be applied to real data sets. Prerequisites: CMPS 364.	
<b>CMPS 462 Data Mining</b>	<b>3 credits</b>
A follow up course on CMPS 163 that is much more technical. In addition to a mathematical understanding of algorithms this course also lets students implement their own algorithms. Prerequisites: CMPS 163, CMPS 261, and CMPS 262.	
<b>CMPS 463 Entrepreneurship for Software Developers</b>	<b>3 credits</b>
Course in which students will learn how to commercialize their ideas and software into a profitable business. The focus is on customer development, i.e., acquiring customers, and uses the lean business model canvas. The essential element of this course is to create a prototype and investigate whether a customer base can be identified. Prerequisites: CMPS 163 and CMPS 361.	
<b>CMPS 464 Software Development for E-Commerce</b>	<b>3 credits</b>
The course will give students a clear understanding of the field of electronic commerce. Included will be the fundamental business processes/plans that are necessary to understand before conducting electronic commerce. The student will learn principles underlying the construction of data driven systems, particularly relational ones, and apply these principles to an actual semester long group project. The project is a good sized one, and provides an opportunity for the application of software engineering principles. Prerequisites: CMPS 163 and CMPS 361.	
<b>CMPS 480 Senior Project</b>	<b>4 credits</b>
In this course the student will demonstrate their mastery of material undertaken in coursework by selecting and creating a programming solution to a significant business application. The group will work together to construct their solution and present a working model of their problem to the class. This project is designed to give the student a hands-on demonstration of their coursework suitable for a portfolio of accomplishments. Prerequisites: All I.T. Core Classes..	
<b>CMPS 295, CMPS 395, CMPS 495</b>	
Selected Topics in Computer Science I, II, III	<b>1-6 credits</b>
<b>CMPS 296, CMPS 396, CMPS 496</b>	
Independent Study in Computer Science I, II, III	<b>1-6 credits</b>
Special Request Independent Study Fee: \$50 per credit.	

## COMMUNITY LEADERSHIP

### **CMLD 215 Introduction to Community Leadership: Leadership in Non-Profit Organizations 3 credits**

This course lays the foundation to leadership in non-profit organizations. The nuances of the non-profit organization infrastructure and human resource needs are presented. Leadership theories and models are applied to the non-profit sector.

**CMLD 395/495 – Special Topics in Community Leadership 3 credits**

## COMMUNICATION

### **COMM 101 Oral Communication 3 credits**

This course included communication theory, as well as speech preparation, delivery, and communication technology. Student learning focuses on researching, composing, and delivering formal and impromptu speeches and presentations. Topics include research, analyzing and adapting audiences, message construction, outlining, delivery of messages and effective use of visual aids and technology. This course will develop each student's ability to communicate effectively with respect to audience and purpose. The major emphasis is on the preparation and delivery of presentations ranging from one-on-one pitches, and small group discussion, to large audience speeches.

### **COMM 290 Seminar in Media Studies 3 credits**

Students in this course will engage in critique and creation in various genres and types of media. The course will focus on aesthetic theory as well as other critique-related theory and the application thereof. Students will connect issues represented in media texts with issues in the real world. Students will also learn to view media texts through historical, economic, political, aesthetic, and cultural lenses.

## CONSERVATORY OF PERFORMING ARTS

### **COPA 250 The Arts and Human Experience I: The Roots 3 credits**

An overview of artistic forms of expression from selected cultures with particular reference to Dance, Theatre, Music, and the Visual Arts. Students will explore how the arts reflect social, political, and religious conditions in a spectrum of cultures and civilizations. Prerequisite: ENGL 101.

### **COPA 251 The Arts and Human Experience II: The Experience 3 credits**

An exposure to the content and processes inherent in the creative, artistic experience. Provides the student with an appreciation of various artistic disciplines. Live performances/event attendance required. Students describe course materials/experiences through both oral and written requirements. Prerequisite: COPA 250 or permission of instructor.

## CRIMINAL JUSTICE

### **CRMJ 150 Introduction To Criminal Justice 3 credits**

Provides a general overview of the criminal justice system, including history, current role, developments, and constitutional implications of law enforcement; describes the major agencies: police, prosecution, courts, corrections and interdependence.

### **CRMJ 151 Evolution of Policing 3 credits**

Comprehensive study of the evolution of policing in America including the political era, the Professional era and the Community and post 911 eras, through to the contemporary policing era.

### **CRMJ 201 Constitutional Law for Law Enforcement 3 credits**

The practical application of U.S. Supreme Court decisions on local, state and federal law enforcement. Particular emphasis is given to the First, Second, Fourth, Fifth, Sixth and Eighth amendments. Prerequisite: CRMJ 150 and CRMJ 151.

- CRMJ 220 Professional Communications in Criminal Justice** **3 credits**  
 This is a report writing and presentation class geared to police, legal personnel, correctional officers and other criminal justice personnel who must write effective reports and affidavits for the court, testify before the court, and complete legal forms (writing-in-the-discipline course). Prerequisite: CRMJ 150.
- CRMJ 230 Professional Responsibility** **3 credits**  
 This is a course in applied ethics for those interested in criminal justice. This course explains the criteria necessary for an ethical issue as well as a discussion of ethical systems. The class focuses on ethics for police, courtroom personnel and correctional officers as it applies to their day to day operations, and deals with specialized ethical issues involved in the criminal justice community. Prerequisite: CRMJ 150.
- CRMJ 250 Criminal Law and Procedure** **3 credits**  
 Is a comprehensive study of sources, distinctions, and limitations relating to substantive and procedural criminal law; the development of the criminal law and procedure in the United States; the principles of criminal liability; the various crimes and their elements; the criteria considered in determining capacity and defenses. Emphasis is on the role of criminal justice personnel in the criminal law process as they perform their duties within the prescribed procedural framework. Prerequisite: CRMJ 150.
- CRMJ 251 Criminology** **3 credits**  
 Surveys the major trends and issues in law enforcement, including the historical and contemporary development of the police role in society. Analyzes police behavior and attitudes affecting their relationship with the community they serve, as well as the legal framework within which they operate. Prerequisite: CRMJ 150.
- CRMJ 254 Juvenile Justice** **3 credits**  
 Examines the history and philosophy of juvenile justice in America and the impact of present societal reforms on the juvenile system. A wide array of theoretical positions will be system operates will highlight the differences in adult and juvenile law. Prerequisite: CRMJ 150.
- CRMJ 261 The Courts and Criminal Trial** **3 credits**  
 Examines the operation of state and federal courts, while examining the origin and development of the court system. Emphasis is on the role and administration of the court in criminal justice. Prerequisite: CRMJ 150.
- CRMJ 262 Corrections, Probation & Parole** **3 credits**  
 Introduction into the history and use of jails, prisons, pre-trial release, corrections, community corrections programs, including those judged to be at higher risk to re-offend and thus have greater treatment needs. Prerequisite: CRMJ 150.
- CRMJ 280 Police Management and Operations** **3 credits**  
 Deals with the principles of police management as they relate to the functions and activities of police agencies. While organizational structure is examined, emphasis is on police operations and the contemporary theories of police management. Prerequisite: Upper division status.
- CRMJ 281 Community-Based Corrections** **3 credits**  
 Examines the history, theory, and practice of corrections in the community, with emphasis on diversion probation, parole, halfway houses, and other alternatives to incarceration. Prerequisite: Upper division status.
- CRMJ 282 Fundamentals of Private Security** **3 credits**  
 Examines the role of private security in criminal justice with an eye toward developing basic knowledge of the concepts and functions of security systems and units, including retail, industrial, commercial, and residential security. Surveys specialized security programs and reviews special security problems. Prerequisite: CRMJ 150.
- CRMJ 290 History of Organized Crime** **3 credits**  
 Explores the origin of traditional organized crime including the Mafia, Triads, Yakusa and drug cartels in the United States over the past 80 plus years. The student will analyze the roots and organizational structure of these organizations, with particular focus on one specific organized crime group. Prerequisite: CRMJ 150.

- CRMJ 303 International Criminal Threat** **3 credits**  
 This course explores threats to national and international security created by transnational organized crime elements. Topics include the competition for natural resources and the spread of epidemic diseases. Development in the international system that have facilitated the emergence of transnational criminal organizations are examined; the steps taken by governments both at the national and international level to counter transnational crime are also explored.
- CRMJ 304 Competitive Exams & Hiring Process** **3 credits**  
 Positions in law enforcement require the taking of tests for placement and extensive oral exams and interviews. This course will require the student to take multiple mock federal and state law enforcement competitive exams; participate in mock interviews and complete standard applications in order to equip the student with appropriate test taking and interview skills. Prerequisites: ENGL 101, MATH 150, CRMJ 150, CRMJ 220 and Senior Standing.
- CRMJ 305 Joint Task Force** **3 credits**  
 Examines the concept of task force investigations and their strengths and weaknesses. It explains the evolution of the task force concept and the underlying operations of task force operations. Prerequisite: CRMJ 150.
- CRMJ 310 Detective Fiction** **3 credits**  
 Course focuses on the history of detective fiction (primarily in Britain and the U.S.), the social-psychological-political implications of the form, detective formulae and an analysis of prominent practitioners of detective fiction along with an examination of their writing styles.
- CRMJ 311 Correctional Institutions: Management and Operations** **3 credits**  
 Studies correctional institutions and facilities focusing upon management, operations, and administration. Reviews recent research, programs, security and control, personnel and inmate populations, problems and needs, and a practical application of corrections theory. Prerequisite: Upper division status.
- CRMJ 312 Security Applications** **3 credits**  
 Provides students with an overview of the private security field and crime prevention. Course coverage includes: community based policing initiatives, private and public sector liaison, private sector growth, premises liability issues, crime prevention through environmental design, environmental criminology, privatization of public services, etc.
- CRMJ 313 Sex Crimes Investigation** **3 credits**  
 Comprehensive study of issues and trends to violence against women by examining a collection of twenty-three classic, groundbreaking papers that have shaped the field of violence against women. The major themes will be: Sexual Violence Against Women; Physical Violence Against Women; and Perpetrators of Violence Against Women. Each theme will seek a meaningful and thought provoking dialog concerning how violence impacts women and how perpetrators are processed through the criminal justice system. Prerequisite: CRMJ 150.
- CRMJ 315 Quantitative Methods** **3 credits**  
 Introduction to mathematical and statistical tools used routinely by criminal justice and law enforcement professionals to analyze crime data. Statistical methods for data analysis will be a focus. Computer analysis using SPSS will enable students to analyze and plot data; understand the rules of probability and conditional probability, distributions, random variables, sampling, confidence interval estimates, hypothesis testing, regression analysis and correlation. Prerequisite: MATH 150.
- CRMJ 320 Cyber Crime** **3 credits**  
 The course will familiarize students with the dimensions of criminal activity and the use of surveillance in the world of cyber security. The methods used to commit cyber crimes and the techniques utilized to detect such crimes are covered.
- CRMJ 330 Risk Assessment & Investigation** **3 credits**  
 The student will become familiar with the National Threat Initiative for local or national response. The course will also cover an overview of investigative techniques as they apply to terrorism including technical investigative techniques.
- CRMJ 351 Research Methods and Design** **3 credits**  
 Provides an introduction and overview of the methods, designs, and measurements used in criminal justice and criminology research. Students will learn about the application of theoretical frameworks, research designs, data collection, sampling procedures and the methods used to measure crime. The evaluation of the quality of research performed by others will be a focus of the course. Students will be introduced to computer data analysis using SPSS. Students who intend to go to graduate school should take this course. Prerequisites: MATH 150, CRMJ 150 and Junior Standing.

**CRMJ 352 Fraud Investigations****3 credits**

This course studies the multi-faceted nature of white-collar criminal activity. It will discuss the numerous varieties of this activity, as have been discovered over thirty plus years of investigation by law enforcement at all levels in our society. The course focus is on the proliferation of political corruption concentrating on the structural features of certain institutions that facilitate malfeasance on the part of politicians and elected officials. Prerequisites: CRMJ 150 and CRMJ 361.

**CRMJ 361 Criminal Evidence****3 credits**

Comprehensive study of the basic principles of criminal evidence for law enforcement personnel. Includes analysis of the rules of evidence as well as other evidentiary and procedural requirements, focusing upon problems of relevancy, impeachment, burden of proof, and presumptions. Reviews some constitutional guidelines affecting evidence collection and admissibility. Prerequisite: CRMJ 150 and Junior or Senior Standing.

**CRMJ 362 Criminal Investigation****3 credits**

An introduction to the fundamentals of criminal investigation, crime scene search and recording, collection and preservation of evidence, scientific aids, modus operandi, sources of information, interviews and interrogation, follow-up, and case preparation. Prerequisite: CRMJ 150.

**CRMJ 364 Money Laundering****3 credits**

This course covers money laundering as described in Title 18 USC §§ 1956, 1957 and refers to the process of concealing the source of illegally obtained money. The various sophisticated methods by which money may be laundered and the investigative methods utilized to uncover those schemes are identified. Prerequisites: CRMJ 150 and Junior Standing.

**CRMJ 365 White Collar Crime****3 credits**

This course studies the multi-faceted nature of white-collar criminal activity. It will discuss the numerous varieties of this activity, as have been discovered over thirty plus years of investigation by law enforcement at all levels in our society. The course offers a broad understanding of not only the white-collar activities; but also their impact domestically and internationally on the economics of nations. Further, this course will explore not only white collar crime perpetrated by traditional criminal elements, but also by those who have been engaged in such activity that were heretofore believed to be respected corporations and businessmen. Finally, the course examines the proliferation of political corruption concentrating on the structural features of certain institutions that facilitate malfeasance on the part of politicians and elected officials.

**CRMJ 370 Criminalistics I****3 credits**

A study of methods commonly used in the scientific investigation of physical evidence. Lectures and laboratory experiments will include collecting, preserving, and lifting latent fingerprints, photographing evidence, microscopic examination of hair and fibers, blood testing, typing, tool mark and firearms comparisons, impression casting, chemical testing of paints, drugs, soils, alcohol, and inks. Experts will give lectures in special areas such as death investigation, ballistics, and questioned documents.

**CRMJ 371 Criminalistics II****3 credits**

A continuation in the study of methods commonly used in the scientific investigation of physical evidence, with a turn to the medical legal evidence of the body. Lectures and laboratory experiments will include collecting and preserving blood, DNA samples and crime scene evidence interpretation to solve crimes. Lectures will also cover gunshot wounds, blunt force trauma, stab wounds, estimating time of death, and decomposition. The course will also cover the role of Forensic Science in mass disaster evidence, prosecution and planning. Prerequisite: CRMJ 370 or instructor permission.

**CRMJ 383 Security Management****3 credits**

This course is an overview of principles and issues in security management. Students examine the challenges embodied in various aspects of security such as personnel, facility, and information. Principles of loss prevention and the protection of assets are examined. Students employ the use of situational analyses, case studies, and other research-oriented approaches.

**CRMJ 395 Selected Topics in Criminal Justice****3 credits**

Provides the opportunity for the department to offer courses in areas of departmental major interest not covered by the regular courses.

- CRMJ 400 Transnational Criminal Activities** **3 credits**  
 Throughout most of its history, criminal justice has been principally preoccupied with crime and its control as a local phenomenon. In the 21<sup>st</sup> century, criminal justice has found it necessary to expand its concern to an international perspective. Unlike International Criminal Law, these crimes have actual or potential effect across national borders. Students will cover the emergence of this global criminal threat. Prerequisites: CRMJ 150 and Senior Standing.
- CRMJ 403 Federal Law Enforcement** **3 credits**  
 Comprehensive examination of criminal investigative responsibilities of the various federal law enforcement agencies in the United States. It will compare and contrast the different responsibilities and missions of the various agencies, with respect to existing criminal statutes. Prerequisite: CRMJ 150, CRMJ 151 and CRMJ 250.
- CRMJ 404 International Criminal Law** **3 credits**  
 Comprehensive study of issues regarding crimes against a body of international law designed to prohibit certain categories of conduct commonly viewed as serious atrocities and to make perpetrators of such conduct criminally accountable for their perpetration. Principally, it deals with genocide, war crimes, crimes against humanity, as well as the War of aggression. Prerequisite: Senior Standing.
- CRMJ 411 Community Relations and Criminal Justice** **3 credits**  
 A systematic treatment of the relationship between communities and law enforcement agencies with special emphasis on the effects of race and ethnicity on community/police relationships. Discussions of the impact of law enforcement agencies on community welfare, economic opportunities, criminal behavior, victimization, and different judicial processing. Analysis of the impact of assimilation and acculturation on criminal behavior, victimization, and criminal justice processes.
- CRMJ 412 Seminar In Corrections: Trends And Issues** **3 credits**  
 Explores in detail current trends and issues in penology and corrections such as mandatory evidence, prisoners' rights, effects of punishment, and other topics of interest to advanced students of criminal justice. Prerequisites: Upper division status and CRMJ 281 and CRMJ 311.
- CRMJ 415 Women, Crime and Justice** **3 credits**  
 This course will present contemporary issues and trends concerning women and their interactions with the criminal justice system. The major themes will be: Women as Professionals; Women as Offenders; and Women as Victims. Each of these themes will be treated within the context of police, courts, and corrections.
- CRMJ 420 Re-thinking Rehabilitation and Re-entry** **3 credits**  
 Addresses issues of how offenders should be rehabilitated and how can they be prepared for re-entry to their communities and society. These are very pressing questions that must be addressed. Prerequisites: CRMJ 150, CRMJ 262 and Senior Standing.
- CRMJ 455 Internship in Criminal Justice** **3 credits**  
 Internships offer planned programs of research, observation, study, and work in selected criminal justice agencies representing the major components of the system. Designed to supplement classroom study with constructive participation in the criminal justice system of communities, of the United States, and the Commonwealth of Pennsylvania. Prerequisites: CRMJ 150 and Junior or Senior Standing.
- CRMJ 470 Criminal Profiling** **3 credits**  
 This course covers the fundamental techniques of this behavioral and investigative tool that is intended to help investigators in order to identify unknown criminal subjects or offenders. Prerequisites: CRMJ 150, CRMJ 361 and Junior or Senior Standing.
- CRMJ 471 Corrections, Treatment and Rehabilitation** **3 credits**  
 Studies the historical, philosophical, ideological, cultural, and institutional developments of correctional treatment and rehabilitation practices of the offender. Students analyze various practical and theoretical correctional treatment and rehabilitation modalities within the criminal and juvenile justice systems.
- CRMJ 472 Methods of Security** **3 credits**  
 Relationships of private protective services with public law enforcement. Individuals, businesses, and governments providing prevention, protection, investigation and disaster recovery services. Protection of persons, property, and infor-



mation. Methods of determining foreseeable of security incidents and adequacy of security programming in light of this foreseeable. Negligence proofing and concepts of legal liability. Discussion of industry standards and practices.

## DANCE

- DANC 105 Tap Dance I** **1 credit**  
An introduction to basic tap dance styles and vocabulary.
- DANC 106 Cultural Dance Forms I** **1 credit**  
This course serves as an introduction to basic steps, patterns and formations found in the dances of selected nations or ethnographic region, including non-western dance forms. Supplemental information will include geographic, historic and cultural context with additional emphasis on musical forms and meters.
- DANC 107 Character Dance I** **1 credit**  
A study of theatrical adaptation of Folk Dance limited to five nationalities ~ Hungarian, Russian, Polish, Italian and Spanish. This technique is built upon ethnically-based movements combined with a knowledge of classical technique. Prerequisite: DANC 106.
- DANC 108 Dunham Technique I** **1 credit**  
An introduction to the dance techniques developed by Katherine Dunham combining western dance techniques with diverse African and Afro-Caribbean styles.
- DANC 109 Elements of Production for Dancers I** **2 credits**  
This course provides an introduction to the technical aspects of dance production.
- DANC 111, DANC 112 Jazz Dance I and II** **3 credits**  
Develops a basic understanding of jazz dance techniques on a low to intermediate level. Styles include classical, contemporary, and musical theatre jazz dance. Emphasis on proper alignment, placement and coordination.
- DANC 113, DANC 114 Pointe I, II** **1 credit**  
Basic techniques of dancing on pointe. An introduction to correct pointe positions and exercises to strengthen the feet and legs. Prerequisite: Audition.
- DANC 115 Music Fundamentals for Dancers** **2 credits**  
Foundation for music reading, eurhythmics, and aural discrimination through specific keyboard, movement and ear training exercises. Integrates specific applications to dance. Dual listed as MUS 115.
- DANC 116, DANC 117 Pas de Deux I, II** **1 credit**  
This course introduces the basic technique required to perform classical partnering. Various styles, supported pirouettes, promenades and lifts will be included. Prerequisite: Audition.
- DANC 118, 119 Modern Dance I, II** **3 credits**  
Elementary concepts, technical principles and creative aspects essential to modern dance are taught. Modern Dance instruction is based on the Graham Technique. Exercises teach the functional aspects of dance technique; contraction and release; spiral, fall and recovery; and dynamic weight shift. Prerequisite: Audition
- DANC 121, DANC 122 Classical Ballet I, II** **3 credits**  
A study of classical ballet technique and theory with an emphasis on proper placement and correct execution. Class placement is determined by student potential and previous training. Prerequisite: DANC 122: DANC 121. DANC 121: Audition.
- DANC 123 Theoretical Analysis of Dance I** **1 credit**  
An introduction to the understanding and needs of a dancer in order to maintain his/her instrument and better understand his/her psychological approach to dance. This course is based on Stanislavsky's Method, adapted for dance. Required in first year of studies.

- DANC 124 Theoretical Analysis of Dance II** **1 credit**  
 An analysis of Transmission/Retention and an active use of knowledge and placement of the body. This course is based on Stanislavsky's Method, adapted for dance. Prerequisite: DANC 123.
- DANC 125, DANC 126 Male Technique I, II** **1 credit**  
 Specific attention to the technical requirements needed to perform classical male variations. Prerequisite: Audition.
- DANC 130, DANC 131 Production/Rehearsal/Performance I, II** **1 credits**  
 Production components of the dance curriculum. Performance opportunities with the Playhouse Dance Company and/or crew assignments will be included.
- DANC 150 Body Alignment I** **1 credit**  
 Students will learn the Pilates system including, mat work and the Universal Reformer, and Ideokinetic and relaxation techniques. The course focuses on the study of human body alignment through exercise systems designed to strengthen the core or powerhouse: abdominals, lower back, and hips.
- DANC 163 Somatic Preparation for Technique** **1 credit**  
 This course will assess the general, physical strengths and weaknesses of students. Specific fitness needs will be formatted into a prescribed set of exercises that will condition the following areas: cardio vascular strength; muscular strength; muscle stamina; flexibility; balance; rhythmic time; orientation to space; and neuro-muscular sensitivity. This course focuses on corrective patterning and cross-training media for the dancer. Instruction supplements traditional dance vocabulary with exercises on balance, posture, and equilibrium, weight training and isometrics ~ empowering students to prevent and remedy strain and injury, building confidence in physical exertion, and thus enhancing artistry of dance. Prerequisite: Dance major/standardized fitness testing
- DANC 181 Contact Improvisation I** **1 credit**  
 Discovery and cultivation of the principles and skills of contact improvisation dance technique practice. Contact improvisation is an improvisational duet dance form based on sensation, weight, touch, communication and essential connection between two people, influenced by modern dance, martial arts, social dance and cultural values of its time of inception. Prerequisite: Dance Major.
- DANC 203 Kinesiology** **3 credits**  
 Designed to provide a factual foundation concerning the skeletal and muscular systems of the body. Analysis of the movements of the dancer incorporating these systems. Prerequisite: Sophomore standing.
- DANC 211, DANC 212 Jazz Dance III, IV** **3 credits**  
 This course continues the study of DANC 112 on an intermediate level. More emphasis is placed on kinetic and spatial awareness, coordination, phrasing, and stylistic versatility. Prerequisite: Dance 112 or permission/audition.
- DANC 213, DANC 214 Pointe III, IV** **1 credit**  
 A continuation of DANC 114 with particular emphasis placed on increasing strength and executing movements on one leg. Prerequisite: DANC 114 or audition.
- DANC 216, DANC 217 Pas de Deux III, IV** **1 credit**  
 A continuation of DANC 117 with emphasis on techniques of partnering and studies of selected classical Pas de Deux. Prerequisite: DANC 117 or audition.
- DANC 218, DANC 219 Modern Dance III, IV** **3 credits**  
 This course is a continuation of DANC 119 focusing on skills that develop spatial awareness, dynamic play, movement organization and strength. Musicality and functional alignment are stressed. Performance skills are introduced. Prerequisite: DANC 119 with final grade of "C" or better.
- DANC 221, DANC 222 Classical Ballet III, IV** **3 credits**  
 A continuation of ballet technique with an emphasis on technical proficiency and musicality. Class placement is determined by student potential and previous training. Prerequisite for DANC 221: DANC 122. Prerequisite for DANC 222: DANC 221.
- DANC 225, DANC 226 Male Technique III, IV** **1 credit**  
 A continuation of DANC 126 with emphasis on study of selected male variations. Prerequisite: DANC 126.

DANC 230, DANC 231

**Production/Rehearsal/Performance III, IV**

**1 credits**

Continued opportunities to learn choreographic works in rehearsals for performances with the Playhouse Dance Company. A continued study of technical preparation for productions at the theatre. Prerequisite: DANC 131. Performance and/or crew will be included.

DANC 236, DANC 237 **Contemporary Partnering I, II**

**1 credit**

Designed to develop and increase the partnering skills required in contemporary partnering. Students will be exposed to a wide range of contemporary styles including jazz, contemporary ballet and modern dance. Prerequisite: DANC 117 or permission of instructor.

DANC 240, DANC 241 **Elective Studies in Jazz I, II**

**1-2 credits**

Additional studies in Jazz. Prerequisite: DANC 112. May be taken up to four times for credit.

DANC 250, DANC 251 **Elective Studies in Modern I, II**

**1-2 credits**

Additional studies in Modern. Prerequisite: DANC 118 with final grade of "C" or higher. May be taken up to four times for credit.

DANC 253 **Body Alignment II**

**1 credit**

This course will continue to examine alignment through visualizations, breathing techniques, and the Pilates Method as introduced in Body Alignment I, DANC 150. The course is designed to challenge students who are interested in continuing their studies in the Pilates Method to set an individual training plan with the Professor. Instruction utilizes the Pilates equipment including the Universal Reformer, Wunda Chair, Wall Units and Magic Circles. Students have the opportunity to expand their use of the Pilates equipment and fine tune their skills within a method of exercise that balances strength with flexibility. Each student has one-on-one time with the Professor to discuss goals and methods of progress in their training programs. Body Alignments II allows students to gain a broad base of knowledge about the equipment used and methods currently being taught at the Institute and other Pilates studios. Should student wish to pursue Pilates towards certification, Body Alignment II would provide support toward that goal. Prerequisite: DANC 150.

DANC 260, DANC 261 **Elective Studies in Ballet I, II**

**1-2 credits**

Additional studies in Ballet. Prerequisite: DANC 122. May be taken up to four times for credit.

DANC 270, DANC 271 **Yoga I, II**

**1 credit**

Basic, primary Hatha Yoga asanas (postures) are introduced along with their connection to proper breathing and proper physical alignment. Pranayama (breath control) is also introduced. Prerequisite for DANC 271: DANC 270.

DANC 280 **Dance Composition I**

**2 credits**

An introductory course in the art and craft of composing dances. Students compose short studies that are specific to developing a wide range of creative skills. Studies vary per semester and may include a variety of ways of using space, time and movement, the physical expression of size, volume, texture and direction. Prerequisite: Sophomore standing.

DANC 281 **Dance Composition II**

**2 credits**

This course is a continuation of Dance Composition I. Studies vary per semester. Prerequisite: DANC 280.

DANC 311, DANC 312 **Jazz Dance V, VI**

**3 credits**

A continuation of DANC 212, this course further develops a sense of personal style and solid technique on an intermediate to advanced level. Individual creativity is encouraged. Prerequisite: DANC 212.

DANC 313, DANC 314 **Pointe V, VI**

**1 credit**

A continuation of DANC 214 including variations from classical ballet repertoire. Prerequisite: DANC 214. Prerequisite for DANC 314: DANC 313.

DANC 316, DANC 317 **Pas de Deux V, VI**

**1 credit**

A continuation of DANC 217. Prerequisite for DANC 316: DANC 217. Prerequisite for DANC 317: DANC 316.

- DANC 318, DANC 319 Modern Dance V, VI** **3 credits**  
 This course is a continuation of DANC 219 providing skills that develop articulation and dynamic play as related to movement phrasing. Strength, stamina and quick response to aural and rhythmic variables are refined. Performance skills are further developed. Prerequisite: DANC 219 with a final grade of "C" or better.
- DANC 321, DANC 322 Classical Ballet V, VI** **3 credits**  
 A continuation of ballet technique with an emphasis on strength and stamina. Class placement is determined by student potential and previous training. Prerequisite for DANC 321: DANC 222. Prerequisite for DANC 322: DANC 321.
- DANC 323, DANC 324 History of Dance I, II** **3 credits**  
**DANC 323-Fall; DANC 324-Spring**  
 A comprehensive history of dance as a form of religious and artistic expression from early recorded history to the present day. Traces the development of western theatrical dance since the Renaissance, specifically ballet, modern and jazz dance. Prerequisite for DANC 323: Junior standing. Prerequisite for DANC 324: DANC 323.
- DANC 325, DANC 326 Male Technique V, VI** **1 credit**  
 A continuation of DANC 226. Prerequisite: DANC 226.
- DANC 330, DANC 331** **2 credits**  
**Production/Rehearsal/Performance V, VI**  
 A continuation of DANC 231. Continued performance opportunities with the Playhouse Dance Company including standard repertory and original works. Prerequisite for DANC 330: DANC 231. Prerequisite for DANC 331: DANC 330. Performance and/or crew will be required.
- DANC 336, DANC 337 Contemporary Partnering III, IV** **1 credit**  
 A continuation of DANC 236 and DANC 237 with more attention given to personal styles, breath support, and follow through in execution of class material. Specific examples of contemporary partnering from repertoire. Prerequisite: DANC 237.
- DANC 340, DANC 341 Elective Studies in Jazz I, II** **1-2 credits**  
 A continuation of DANC 240, DANC 241 at the Junior Level. Prerequisite: DANC 241. May be taken up to four times for credit.
- DANC 350, DANC 351 Elective Studies in Modern I, II** **1-2 credits**  
 A continuation of DANC 250, DANC 251 at the Junior Level. Prerequisite: DANC 251. May be taken up to four times for credit.
- DANC 360, DANC 361 Elective Studies in Ballet I, II** **1-2 credits**  
 A continuation of DANC 260, DANC 261 at the Junior Level. Prerequisite: DANC 261. May be taken up to four times for credit.
- DANC 365 Dance Pedagogy I** **2 credits**  
 The theory and practice of teaching correct dance techniques in order to assess and train students from low levels through advanced levels in a logical, progressive, and responsible manner.
- DANC 366 Dance Pedagogy II** **2 credits**  
 A continuation of DANC 365, Dance Pedagogy I, with an increased emphasis on developmental stages applied to lesson plans and in class demonstrations. Outside observations and written reviews/evaluations will be a part of the experience. Prerequisite: DANC 365.
- DANC 367 Practicum** **4 credits**  
 A practicum experience of four to seven hours a week teaching selected dance classes through an approved program and placement (Conservatory, Children's School, Playhouse, other). Supervision by a master teacher and the Dance Pedagogy instructor will be required. Prerequisites: DANC 365, 366.

- DANC 370, DANC 371 Yoga III, IV** **1 credit**  
 Additional Hatha Yoga asanas and their variations are taught. An increased emphasis is placed on using the breath to initiate and sustain the posture. The use of pranayama and guided visualization serve to introduce the student to several relaxation techniques. Prerequisite for DANC 370: DANC 271. Prerequisite for DANC 371: DANC 370.
- DANC 380 Composition III** **2 credits**  
 This course provides students with a forum to develop choreographic skills, culminating in a completed work. A journal will document the process, and a thesis will conclude the work process. The course also provides guidance and structure for hands-on work in production/technical/promotional preparation that is essential to perform the work. Prerequisite: DANC 281.
- DANC 403 Professional Seminar** **1 credit**  
 This capstone workshop consists of classroom instruction on auditions, resumes, portfolios, interviews, networking, role of agents, unions, grant writing and source funding, researching and planning independent projects (e.g. video, choreography, thesis). Prerequisite: Dance Major.
- DANC 404 Senior Project** **2 credits**  
 This is a researched-based course. Students should be prepared to select and research a specific area of interest. The research will then be used as the foundation for the project. Prerequisite: DANC 280. By permission.
- DANC 411 DANC 412 Jazz Dance VII, VIII** **3 credits**  
 A continuation of DANC 312, this course is an advanced study of jazz dance techniques. Technical accomplishment, clarity, phrasing, musicality, personal style and presentation are all emphasized. Prerequisite: DANC 312.
- DANC 413, DANC 414 Pointe VII, VIII** **1 credit**  
 Advanced study in pointe variations from classical ballet repertoire. Students are expected to perform several variations of contrasting style. Prerequisite for DANC 413: DANC 314. Prerequisite for DANC 414: DANC 413.
- DANC 416, DANC 417 Pas de Deux VII, VIII** **1 credit**  
 A continuation of DANC 317. Prerequisite for DANC 416: DANC 317. Prerequisite for DANC 417: DANC 416.
- DANC 418, DANC 419 Modern Dance VII, VIII** **3 credits**  
 This course is a continuation of DANC 319. Class material provides students with a strong aesthetic focus, and fine-tunes personal artistry with regard to technical and performance execution. Students learn to work innovatively with technical terminology in order to execute a wide range of advanced and diverse movement motifs. Prerequisite: DANC 319 with a final grade of "C" or better.
- DANC 421, DANC 422 Classical Ballet VII, VIII** **3 credits**  
 A continuation of ballet technique with an emphasis on speed and movement quality. Class placement is determined by student potential and previous training. Prerequisite for DANC 421: DANC 322. Prerequisite for DANC 422: DANC 421.
- DANC 425, DANC 426 Male Technique VII, VIII** **1 credit**  
 A continuation of DANC 326. Prerequisite for DANC 425: DANC 326. Prerequisite for DANC 426: DANC 425.
- DANC 430, DANC 431 Production/Rehearsal/Performance VII, VIII** **2 credits**  
 A continuation of DANC 331. Continued performance opportunities with the Playhouse Dance Company including standard repertory and original works. Prerequisite for DANC 430: DANC 331. Prerequisite for DANC 431: DANC 430. Includes performing and crew responsibilities.
- DANC 436, DANC 437 Contemporary Partnering V, VI** **1 credit**  
 A continuation of DANC 336 and DANC 337 with greater emphasis on the student's developing improvisational skills in problem solving within the context of contemporary partnering; especially in areas like weight sharing, changing supports, and leverage. Prerequisite for DANC 436: DANC 337. Prerequisite for DANC 437: DANC 436.
- DANC 440, DANC 441 Elective Studies in Jazz I, II** **1-2 credits**  
 A continuation of DANC 340, DANC 341. Prerequisite for DANC 440: DANC 341. Prerequisite for DANC 441: DANC 440. May be taken up to four times for credit.

- DANC 450, DANC 451 Elective Studies in Modern I, II** **1-2 credits**  
 A continuation of DANC 350, DANC 351 at the Junior Level. Prerequisite for DANC 450: DANC 351. Prerequisite for DANC 451: DANC 450. May be taken up to four times for credit.
- DANC 460, DANC 461 Elective Studies in Ballet I, II** **1-2 credits**  
 A continuation of DANC 360, DANC 361 at the Junior Level. Prerequisite for DANC 460: DANC 361. Prerequisite for DANC 461: DANC 460. May be taken up to four times for credit.
- DANC 470, DANC 471 Yoga V, VI** **1 credit**  
 More advanced asanas and variations are taught with an increased emphasis placed on “holding the posture.” Breath retention is introduced into pranayama. Basic meditation skills are developed to aid in stress management and centering awareness. Prerequisite for DANC 470: DANC 371. Prerequisite for DANC 471: DANC 470.
- DANC 480 Entrepreneurship and the Arts** **3 credits**  
 An exploration of capacity-building, creative/entrepreneurial strategy, and the use of technology and communication strategy as applied to the arts and culture sector. Topics include relationships between art, artist and audience, marketing and branding, common business models and failing practices, assumptions that are suffocating the field, as well as gender-, race-, and class-disparities in the arts. Together we will uncover opportunities for artists, creatives, and future arts managers in current arts and culture ecosystems.
- DANC 295, DANC 395, DANC 495 Special Topics in Dance I, II, II** **1-6 credits**
- DANC 296, DANC 396, DANC 496 Independent Study in Dance I, II, III** **1-6 credits**  
 Special Request Independent Study Fee: \$50 per credit.

## DIGITAL ARTS

- DIGI 101 Fundamentals of Design for Animation** **3 credits**  
 The course examines the creation of modern day animation and visual effects and how these images, design paradigms, techniques were developed from historical imagery, painting and design. Students will develop the aesthetics knowledge and skills necessary to be a successful designer for digital visual arts and new media.
- DIGI 102 Digital Design Tools and Techniques** **3 credits**  
 This course provides students with an overview of the tools used in Digital Media, using Adobe Production software (Illustrator, Flash, Photoshop, and After Effects) and Maya. Prerequisite: DIGI 101.
- DIGI 210 Fundamentals of Motion Graphics and Visual Effects** **3 credits**  
 This course provides a historical overview of the evolution of visual effects, as well as an introduction to the techniques of digital visual effects for film and video. Students will be introduced to the seminal film works leading to the state of the contemporary visual effects work. They will also learn the fundamental applications of visual effects developing storyboards and pre-visualizations and putting them into practice with class exercises. Prerequisite: DIGI 102.
- DIGI 220 Fundamentals of Animation** **3 credits**  
 An introduction to general animation techniques, this course combines theoretical elements of film aesthetics with practical experience in animation filmmaking. Students are exposed to all types of animated film production through lectures, film presentations, studio work and outside assignments. Class projects include: drawn animation, cell animation, stop motion, clay animation, rotoscoping and experimental techniques. This course is a prerequisite for all inter-media and advanced animation courses. Prerequisite: DIGI 102.
- DIGI 225 Sound for Animation and Visual Effects** **3 credits**  
 This course teaches the foundations of film sound approaches and techniques as it applies to animation and visual effects audio post-production. It introduces students to sound theory, signal flow concepts, sound design methods, and the equipment used in production and post-production sound. Hands-on exercises will explore strategies, workflow, as well as the fundamentals of post-production processes such as sound editing, dialogue, clean-up, foley, ADR, and mixing

- DIGI 250 Animation and Visual Effects Project I** **3 credits**  
 In this workshop course, students will work in teams, developing a motion-graphics based project. Beginning with conceptualization, storyboard, and a pitch each production team will take the work through completion exploring animation, compositing, and visual effects techniques. Prerequisites: DIGI 210, DIGI 220
- DIGI 310 Intermediate Visual Effects** **3 credits**  
 This course is designed for students choosing a concentration in visual effects. It covers compositing techniques, cinematography for visual effects, particle systems, and tracking techniques. Prerequisite: DIGI 250.
- DIGI 320 Intermediate Animation** **3 credits**  
 This course is designed for students choosing a concentration in animation. It focuses on the introduction of 3D animation techniques, including 3D drafting/modeling, character creation and animation. Prerequisite: DIGI 250.
- DIGI 330 Theory of Game Design** **3 credits**  
 In this hands-on workshop students learn techniques and approaches they can apply to understanding and designing games of any format ~ from board games to digital games to real world games. Students analyze existing games to understand how they work as interactive systems; create a number of non-digital games in order to master the basic design principles as well as work on a series of exercises that explore the social, technological, and creative possibilities of games. Prerequisite: DIGI 250.
- DIGI 340 Concept Art** **3 credits**  
 This course develops students' ability to create effective concept art used in the pre-production phase of live action films, animation and video games. Students create character designs; learn to create believable and atmospheric landscape buildings and interiors, as well as designing props and vehicles. Students work in both traditional and Digital media. Prerequisites: DIGI 220.
- DIGI 345 Comics and Storyboarding** **3 credits**  
 This course explores the art of cartooning and storyboarding. It introducing the components of sequential art, and explores visual narrative theories and techniques. Students focus on observational and interpretive drawing skills and apply them to visual storytelling. Students break down ideas and scenes sequentially to promote compelling narrative. Students will learn how characters are constructed and integrated into graphic composition, and use a hands-on approach to increase their knowledge of how these skills apply to comic book, animation and motion picture fields. They will develop the fundamental skills of design for time-based media beginning with basic conceptual scripting and storyboarding techniques and ending with the creation of an "animatics" prototype. The art of visual storytelling is explored from both abstract and representational points of view, with applications ranging from comic books to cinema and character animation. Prerequisites: DIGI 220.
- DIGI 350 Animation and Visual Effects Project II** **3 credits**  
 In this workshop course, students will work in teams, developing an animation or visual effects based narrative project. They will develop a script creating storyboards and pre-visualizations. Each production team will assume specific roles in completing the final project. Prerequisites: DIGI 310, DIGI 320.
- DIGI 353 Illustrating for Electronic Media** **3 credits**  
 In today's media consumption society, electronic graphics are the cornerstone of many films, most websites and television advertising. In the course, students will learn how to apply digital media, 3-D animation, visual effects and motion graphics in a variety of electronic media. This class will explore the avenues of electronic media and work on numerous course projects. Prerequisite: DIGI 250.
- DIGI 354 Project in Stop Motion** **3 credits**  
 This course provides a structure for learning the major principles of stop motion animation. Students will explore a range of techniques developing how to create puppets, armatures and sets for physical animation. Core visual skills such as sculpture, life drawing and materials development are integral to the course as well as the technical expertise execute stop motion projects. Students will work on a number of projects/ exercises throughout the semester. Prerequisite: DIGI 250.
- DIGI 355 Designing for Commercial Media Platforms** **3 credits**  
 This is a workshop course where students will learn the application of motion graphics, animation, and visual effects as they apply to media creation for commercial/industrial applications. In this class students will create spec ad spots,

taking into account the particular concerns the advertising/commercial world such as branding, client relations, and multi-platform media campaigns. Prerequisite: DIGI 250.

**DIGI 356 Classical Animation** **3 credits**

Using classical 2-D technique, this course focuses on creating believable movement and expression in animated characters. Students explore the history of classical animation screening a wide range of commercial and experimental works. Students create short projects exploring various classical principles that can make any modern form of animation convincing. This course will also develop the student's ability to rough, block and animate 2-D shots in sequence. Prerequisite: DIGI 220.

**DIGI 365 Web Media Development** **3 credits**

The course explores the avenues of developing content for the web and confers beginning to intermediate web site design concepts including: Flash, HTML, CSS, FTP, interface design, graphics optimization, typography and animation. Concepts in resolution, independent design, and web site usability are also covered. Prerequisite: DIGI 250.

**DIGI 370 The Digital Arts Professional** **3 credits**

In this course, students will take the time to develop a demo reel commonly, taking content developed during the program and packaging it. Students' work will be reviewed to assess strengths and weaknesses. Students will also develop their resumes and interview skills as well as develop methods to locate and secure employment in a given media field. Digital arts professionals will also come in and speak on the nature of employment across numerous industries. Prerequisite: DIGI 350.

**DIGI 410 Advanced Visual Effects** **3 credits**

In this course, students will learn advanced 3D visual effect/motion graphic techniques including advanced compositing techniques, rotoscoping, advanced motion tracking, matte paintings, digital set extensions. Prerequisite: DIGI 310 or DIGI 320.

**DIGI 420 Advanced Computer Animation** **3 credits**

In this course, students will learn advanced 3D animation techniques including 3D environments, 3D lighting, 3D textures and advanced character development. Prerequisite: DIGI 310 or DIGI 320.

**DIGI 450 Senior Thesis** **3 credits**

In this course, students will start and complete their thesis project based upon their area of concentration. Collaboration, preapproved by the advising instructor, is encouraged. The project will be an animated, motion-graphic or visual effect based work that synthesizes the techniques learned in the first three years of the program. The final work will demonstrate a high level of proficiency in their area of concentration as well as an understanding of all of the processes of creating professional digital media work. Prerequisite: DIGI 310 or DIGI 320.

**DIGI 451 Senior Thesis - Part I** **3 credits**

In this course, students will begin their thesis project based upon their area of concentration. Collaboration, preapproved by the advising instructor, is encouraged. The project will be an animated, motion-graphic or visual effect based work that synthesizes the techniques learned in the first three years of the program. This first phase of the thesis project involves the conceptualization and pre-visualization of the work as well as the initial stages of production. Prerequisite: DIGI 310 or DIGI 320.

**DIGI 452 Senior Thesis - Part II** **3 credits**

This course is a continuation of DIGI 451. Students continue in the production of their thesis project through completion. The final work will demonstrate a high level of proficiency in their area of concentration as well as an understanding of all of the processes of creating professional digital media work. Prerequisite: DIGI 451.

**DIGI 495 Special Topics in Digital Arts** **1-6 credits**

**DIGI 498 Internship** **3 credits**

Internships are intended to be substantive learning experiences that help to prepare the student for his/her professional career. Internship assignments must have written approval of both the student's advisor and the department chair. Prerequisite: students are eligible for an internship after completion of their sophomore year.

**DIGI 499 Independent Study** **1-6 credits**

An independent study provides students with the opportunity to enrich the learning experience by allowing them to



focus their attention on a particular area in their field of study. Students can request an independent study of one to six credits if a comparable course is not available on campus or through another institution of higher education. Prerequisites: a junior or senior class standing and a 3.0 Q.P.A. are required to register for an independent study.

## EARTH SCIENCES

- ESCI 105 Fundamentals of Earth Sciences** **3 credits**  
An introduction to astronomy, meteorology and oceanography. A study of the structure, origin and evolution of the universe, atmosphere and oceans.
- ESCI 301 Introduction to Geology** **4 credits**  
Study of the processes acting to create earth materials, land forms and structures in and on the earth. An introduction to the evolution of the physical and biological aspects of the earth. Prerequisites: BIOL 102; CHEM 102.
- ESCI 295, ESCI 395, ESCI 495 Special Topics in Earth Sciences I, II, III** **1-6 credits**
- ESCI 296, ESCI 396, ESCI 496 Independent Study in Earth Sciences I, II, III** **1-6 credits**  
Special Request Independent Study Fee: \$50 per credit.

## ECONOMICS

- ECON 201 Principles of Economics/Macroeconomics** **3 credits**  
An introductory analysis of economic theory as applied to fiscal and monetary policy affairs.
- ECON 202 Principles of Economics/Microeconomics** **3 credits**  
An introduction to the pricing and allocation mechanism of the classical market economy.
- ECON 203 Economic History of the United States** **3 credits**  
A study of the evolutionary development of the United States from the colonial subsistence level to the present day.
- ECON 205 Survey of Economic Thought** **3 credits**  
This course will introduce students to the ideas of major figures from antiquity to the present times and explore the reasons such ideas revolutionized the field of economics. Moreover, the major schools of economic setting will be examined. Prerequisites: ECON 201, ECON 202.
- ECON 306 Economics of Money and Banking** **3 credits**  
The functioning of our monetary and banking system and the possible effects of monetary policy on the economy. Examines the ways domestic monetary policies affect global financial markets and international monetary arrangements. Prerequisite: ECON 201 or ECON 202.
- ECON 310 Intermediate Price Theory** **3 credits**  
An insight into the determination of prices and quantities under various types of market conditions. Prerequisite: ECON 202.
- ECON 312 Management Science** **3 credits**  
The basic operations of research technology used in managerial and statistical decision-making: mathematical programming, inventory models and queuing theory. Dual listed as BMGT 310. Prerequisites: MATH 175, MATH 180; BMGT 208.
- ECON 405 Comparative Economic Systems** **3 credits**  
This class provides a comparative and contrasting perspective of different economic systems. It explores the way economies function under the umbrella of different philosophies, institutions and processes. Prerequisites: ECON 201, ECON 202.
- ECON 417 Economic Growth and Development** **3 credits**  
An analysis of theories of economic growth and development will be presented here. An attempt will be made to explore the dynamics of various countries at different stages of development so as to determine effective and efficient

ways that may contribute to more advanced rates of growth especially for the lesser developed and developing countries. Prerequisites: ECON 201, ECON 202, ECON 310.

**ECON 418 Modern Economic Thought**

**3 credits**

This is a more advanced, more thorough and more analytical approach to the ECON 205-Survey of Economic Thought class. The fundamental ideas of the major schools of economic thought will be examined so as to determine their impacts on economic policies, Austrian, Marxist, Keynesian, Neo-Classical and Institutional perspectives will be analyzed systematically. Policy discussions and applications of these economic ideas will be pursued in the current economic environment. Prerequisites: ECON 201, 202, 205.

**ECON 419 Economics of Social Issues**

**3 credits**

The course explores social issues such as poverty, government controls, crime, pollution, education, market imperfections and their impact on the economy. A policy approach will be used to see how the impacts of problems can be minimized or solved so as to enhance social and individual wellbeing. Prerequisites: ECON 201, ECON 202.

**ECON 421 International Economics**

**3 credits**

A study of international trade covering topics such as absolute and comparative costs, factor movements, balance of payments, barriers of trade, the impact of exchange rate fluctuations on trade and multinational corporate issues. Prerequisite: ECON 201 or ECON 202.

**ECON 431 International Finance**

**3 credits**

This class examines aspects of the international financial arena. It explores systematically the ways corporations function in the international financial setting. It examines the role international financial institutions and the significance of exchange rate fluctuations in corporate behavior and performance. Prerequisites: ECON 201, ECON 202.

**ECON 461 Risk Management**

**3 credits**

Risk management will enable organizations to identify strategies so as to deal effectively with risky possibilities that can impact detrimentally the organization. Risk management techniques and strategies will be discussed to preserve an organization's value. Such strategies may include, hedging, insurance, contingent financing and changes in organizational design that will enable an organization to overcome shocks of both a domestic and global nature. Prerequisites: ECON 201, ECON 202, ECON 310.

**ECON 295, ECON 395, ECON 495 Special Topics in Economics I, II, III**

**1-6 credits**

**ECON 296, ECON 396, ECON 496**

**Independent Study in Economics I, II, III**

**1-6 credits**

Special topics in economics have included: Forensic Economics, Economics of Investment, Economics and the Law, Current Economic Issues, Practical Economics in the Workplace. Special Request Independent Study Fee: \$50 per credit.

## EDUCATION

Current clearances (PA Criminal Clearance, PA Child Abuse Clearance, FBI Criminal Record Check) must be on file in the University's Department of Education Office.

**EDUC 101 Technological Literacy for Education for the 21<sup>st</sup> Century**

**3 credits**

This course is designed to be a hands-on, interactive technology course that will allow students to use technology that is found in our global society and to improve their future professional practice. Through group projects, individual presentations, and an e-portfolio, students will learn how technology can increase collaboration, communication, creativity and divergent thinking. Students will locate and use content-related technology resources.

**EDUC 120 Building Family Partnerships**

**3 credits**

This course will introduce students to strategies for developing and maintaining ongoing, meaningful relationships with family members. Students will be able to explain how effective communication with families helps improve classroom management, attendance and graduation rates, social and emotional development, and achievement. Students will learn how to involve parents in important decisions regarding their children and how to maintain an ongoing line of communication regarding their children's progress. Special emphasis will be placed on developing cross-cultural competency skills in communicating with students and families representing diverse economic, linguistic, academic and cultural backgrounds. Observations will be required.

**EDUC 150 Introductions to the Teaching Profession****3 credits**

This course is an overview course in which students are introduced to the philosophy for preparing highly effective Pennsylvania teachers. At the beginning of the semester students will obtain all clearances as required by the Pennsylvania Department of Education, so that by the end of the semester, students are able to begin their required observation experiences. During the semester students will begin to understand how the components of: instruction, state standards, standards-based curriculum, materials and resources for instruction and appropriate interventions all lead to highly effective classroom instruction.

**EDUC 220 Family and Community Diversity****3 credits**

This course will provide teacher candidates with methods and strategies for creating a positive, inclusive learning environment that addresses the various cognitive, affective and developmental needs of diverse learners. Cultural, racial, and ethnic issues will be explored as they relate to the needs of school aged students. Students will review strategies for building positive relationships with diverse families and communities and learn how to develop working relationships with key community organizations related to cultural diversity to enhance children's educational outcomes. Prerequisite: EDUC 150.

**EDUC 222 Assessment and Adaptation****3 credits**

This course focuses on the development of children through the selection and use of formal and informal assessment and development of the student's observational skills of diverse academic levels, including children with special needs. Special emphasis is placed on authentic assessment, lesson planning and related standards as outlined by the Pennsylvania Department of Education Academic Standards. Classroom observations are required. Prerequisite: HUMA 150 or EDUC 150.

**EDUC 228 Educational Psychology****3 credits**

This course will assist students in better understanding the role that psychological and educational theories play in understanding human learning and human behavior. Prime emphasis will be placed on the role that psychological processes such as cognitive development, individual and group differences, motivation, psycho-social development and metacognition play in the functioning of humans in everyday settings and circumstances. Each student will be challenged to make connections between the various psychological theories studied in this course and their own personal and professional interests. As such, an interdisciplinary approach to educational psychology will be utilized.

**EDUC 250 Working with English Language Learners****3 credits**

This course is designed to introduce the special considerations for working with English Language Learners given their unique cultural, linguistic, instructional and assessment needs. An understanding of who these students are, how to provide appropriate interventions for them and an in-depth look at the Pennsylvania ELL Standards correlation to other content areas will be included. The study will focus on linking research to practice and provide information that will be useful for working with this special population as the fastest growing student group in US schools.

**EDUC 251 Arts and Music in Teaching****3 credits**

In this course, students will be able to articulate priorities for high quality, meaningful arts experiences across a human development continuum. Emphasis will be on integrated arts approach utilizing the Literary Arts (Literature and Poetry), Music (Instruments and Singing), Drama and Storytelling, Dance and Creative Movement, Visual Arts, and Eurhythmics. Special attention will be given to the arts supporting physical, affective, and cognitive development. This course is designed to provide students with a variety of learning experiences including, but not limited to: lecture, group discussions and projects, artist presentations, article reviews, and experiential learning experiences such as direct exposure to varied arts media, observations, museum and school visits.

**EDUC 252 Children's Literature****3 credits**

The course emphasizes human communications and creative techniques for developing the skills of speaking, listening, reading, and writing. Special attention is given to such areas as creative storytelling, sequence of language development, language stimulation, mass media, dramatic interpretation, applied and performing arts and poetry. Students in this course will read a variety of classic and contemporary children's literature. These genres will include traditional literature (folktales, fables, fairy tales, myths, legends), novels, picture books, modern fantasy, poetry, contemporary realistic fiction, historical fiction, biographies, and informational books.

**EDUC 302 Reading Methods I****3 credits**

This is the first of two courses that is designed to develop competencies necessary to understand and foster emergent literacy and language arts skills in Pre-K through Grade 2. Special attention is given to such areas as sequence of language

development, language stimulation, and the components of reading. Topics covered emphasize the development of meaningful language and literacy experiences using a variety of text and other media that support integrating reading and writing, content area learning, vocabulary development, and reading comprehension for the diverse needs and abilities of students. Observations and field experiences are required. Prerequisite: Current Clearnaces, EDUC 150, EDUC 222, and EDUC 252.

**EDUC 303 Reading Methods II**

**3 credits**

This is the second of two courses that is designed to develop competencies necessary to understand and foster emergent literacy and language arts skills in Grades 3 through 5. Special attention is given to such areas as phonemic awareness, phonics, vocabulary, comprehension, and fluency. Topics covered emphasize the development of meaningful language and literacy experiences using a variety of text and other media that support integrating reading and writing, content area learning, vocabulary development, and reading comprehension for the diverse needs and abilities of students. Practical application of researched theories and methodologies through observation and field experiences are required. Prerequisite: Approved Application to the Education Department and EDUC 302.

**EDUC 305 Methods of Mathematics I**

**3 credits**

This course provides teacher candidates with methods and current strategies in teaching mathematics in preschool through Grade 2. The candidates will recognize constructivist theories, as well as informal and formal methodologies and assessments. Students will demonstrate their ability to prepare, select and use materials and instructional approaches to construct unit plans and demonstration lessons. Field placement activities are required. Prerequisite: Current Clearances, EDUC 150, EDUC 222, and at least 3 credits of Math.

**EDUC 308 Teaching Social Studies**

**3 credits**

Innovative techniques for an interdisciplinary approach to the teaching of social sciences will be addressed in this course. Special attention is given to anti-biased curriculum. Presentation through developmentally appropriate materials and resources is examined. A six-session guided field experience is an integral part of this course. Prerequisites: Approved application to the Education Department and HIST 150, HIST 382 and POLS 102.

**EDUC 309 Teaching Mathematics**

**3 credits**

Study of appropriate content and techniques for teaching school mathematics consistent with the recommendations of professional societies. Consideration of the diagnostic, prescriptive and evaluative processes of teaching, classroom management and curricular organization. Field experience required. Prerequisite: Approved application to Education Department.

**EDUC 310 Teaching Science and Health**

**3 credits**

This course provides teacher candidates with methods and current strategies in teaching science and health for school aged children. Students will demonstrate their ability to prepare, select and use materials and instructional approaches appropriate to diverse needs and abilities of students. Unit plans, demonstrations and field placement activities are required. The course will also connect students to the professional community of science education professionals and resources. Prerequisites: NSET 110, NSET 111 and Approved Application to the Education Department.

**EDUC 311 Methods of Language Arts**

**3 credits**

Using a wide variety of literature and texts, this course is designed to develop competencies to teach reading, writing, listening, and speaking skills, with an emphasis on the concurrent and interrelated development of reading and writing for school age children. Techniques and methodologies for literacy and writing instruction are introduced, analyzed, and evaluated. The relationship of language arts to other fine, applied and performing arts is discussed. Practical application of researched theories and methodologies through observations and field experiences are required. Prerequisites: Approved Application to the Education Department.

**EDUC 312 Teaching Mathematics / Science in Grades 4 – 8**

**3 credits**

Based on theoretical and research-based assumption this course is designed to develop competencies necessary for the teaching of mathematics and science in Grades 4 through 8. Math topics will include an understanding of: Numbers and Operations, Algebra and Functions, Geometry and Measurement, Data Analysis, Statistics, and Probability, Calculus Concepts and Applications, and Mathematical Modeling and Applications of Mathematical Understanding. Science topics will include an understanding of: Physical, Life, and Earth and Space Sciences. Practical application of researched theories and methodologies through field experiences are required. Prerequisites: Approved Application to the Education Department and Minimum of 9 credits of Mathematics and 9 credits of Science.

**EDUC 313 Teaching Language Arts/Social Studies in Grades 4 – 8****3 credits**

Based on theoretical and research-based assumptions this course is designed to develop competencies necessary for the teaching of reading and language arts in Grades 4 through 8. Topics covered emphasize the effective use of a variety of text and other media that support content area learning in social studies, vocabulary development, reading comprehension, and written communication for the diverse needs and abilities of learners. Practical application of researched theories and methodologies through field experiences are required. Prerequisites: Approved Application to the Education Department and ENGL 101, ENGL 250 or ENGL 251, HIST 150, HIST 203, POLS 102.

**EDUC 315 Methods of Mathematics II****3 credits**

This course is a continuation of EDUC 305 – Methods of Mathematics I. It will focus on content as well as pedagogy appropriate for children in Grades 3 through 6. The candidates will review their own mathematics skills while researching, preparing unit plans and demonstration lessons. These activities will be developed in accordance to the National Council of Teachers of Mathematics as well as Pennsylvania State Standards. Emphasis will be placed on connections within the subject of mathematics, among other academic areas as well as real life situations. Field placement activities are required Prerequisites: Approved Application to the Education Department.

**EDUC 316 Developmental Reading****3 credits**

Develops competencies necessary for the teaching of reading (readiness through grade six). Methods and techniques for teaching a variety of approaches to reading. Practical application of theories and methodologies. Field experiences are included. Prerequisites: Approved application to Education Department; ENGL 250; ENGL 251.

**EDUC 321 Literacy and Learning in Middle and Secondary School****3 credits**

Designed to integrate reading as part of any content area. Provides all secondary teachers with skills necessary to teach reading comprehension and to identify reading problems. Prerequisite: Approved application to Education Department.

**EDUC 323 Adolescent Development in Multicultural Educational Environments****3 credits**

This course focuses on the development of cross cultural competency skills for teachers of pre-adolescents and adolescents. Develops an awareness of learners' needs, within diverse educational and social environments, emphasizing the understanding of cognitive, physical and psychological development. Multicultural education issues will be explored and applied to diverse student learning across content areas. Field Experiences are required. Prerequisites: Approved Application to the Education Department or permission of instructor.

**EDUC 330 Educational Theories and Practices****3 credits**

This course will introduce the student to the diverse philosophical models and learning theories of early education such as Montessori, Reggio, High Scope and Waldorf. Attention is given to enriching the curriculum with the best of current practices. Practical application of researched theories and methodologies through observation and field experiences are included. Prerequisite: Approved Application to the Education Department.

**EDUC 331 Early Childcare Administration I****3 credits**

This course will enable the learner to know and develop mission statements, goals, and objectives for programs as well as become aware of all applicable federal, state, and local laws, codes, and regulations. Responsibilities for legal issues such as labor laws, anti-discrimination laws, tax codes, etc. will be introduced. The learner will understand the daily operation of an early care and education facility, and use professional standards to evaluate programs and develop quality improvement plans.

**EDUC 332 Early Childcare Administration II****3 credits**

The learner will understand financial planning and management and the relationship between program policies and program finances. Strategies for hiring and retention of staff, motivating staff, facilitating staff training and development, observing and evaluating staff performance to develop a plan for professional growth. Developing job descriptions, staff policies and performance review procedures will also be discussed as well as exploring key issues, barriers, and resources for working with families and local schools.

**EDUC 335 Program Development, Leadership, and Organizational Change****3 credits**

This course will provide an in-depth review of the organizational structure, regulations and professional society expectations. Special attention is given to analyzing and applying skills that demonstrate effective leadership and appropriate advocacy within the field of early education. Developmentally appropriate practice is emphasized through the examination of state and federal early childhood programs such as: Keystone STARS, Head Start, Even Start, Child Care, and Pre-K Counts. Prerequisites: Approved Application to the Education Department.

**EDUC 401 Differentiated Reading for the Developing Child****3 credits**

This course will develop competencies necessary for the teaching of reading in Pre-K through Grade 5. Various approaches and strategies for teaching reading, language arts, and the writing process are reviewed, analyzed, and evaluated. Grade-appropriate units and supporting lessons are created. Practical application of researched theories and methodologies through a guided pre-student teaching field experience is required. Prerequisites: Approved Application to the Education Department.

**EDUC 403 Teaching in Elementary School****3 credits**

Combines microteaching and teaching experiences to provide for an application of methodologies through interaction with diverse populations of students in elementary schools. Classroom management, special needs students, and daily-teaching strategies will be emphasized. Field experiences are to be completed in an elementary setting. Prerequisite: Approved application to Education Department; for students who will be student teaching the next semester.

**EDUC 404 Teaching in Early Childhood****3 credits**

Combines micro-teaching and teaching experiences to provide for an application of methodologies through interaction with diverse populations of students. Emphasizes classroom management and daily teaching strategies. Field experiences are to be completed in an early childhood setting. Prerequisite: Approved application to Education Department; for students who will be student teaching the next semester. For students teaching within the next year.

**EDUC 405 Elementary Curriculum Planning****3 credits**

Study and experiences in the planning, implementation and evaluation of the elementary education curriculum. Study of learning theories and organizational patterns. Attention is given to enriching the curriculum with creative “hands-on” experiences. Considers implications of adjusting curriculum for students with exceptional and/or special needs. Prerequisite: Approved application to Education Department.

**EDUC 406 Early Childhood Curriculum Planning I****3 credits**

In-depth review of the organizational structure, regulations and professional society expectations regarding various program settings for day care. Field placements to observe and practice strategies for interaction with children, staff, parents and community groups. Prerequisite: Approved application to Education Department.

**EDUC 407 Early Childhood Curriculum Planning II****3 credits**

Study and experiences in the planning, implementation and evaluation of early childhood curriculum (ages: birth-eight). Study of various philosophical orientations and their application to early childhood settings. Addresses cognitive, emotional, social and physical development of the young child. Considers implications of adjusting curriculum for children with exceptional and/or special needs. Developmentally appropriate practice strongly emphasized. Prerequisite: Approved application to Education Department.

**EDUC 408 Early Childhood Assessment****3 credits**

This course is designed to provide educators with a detailed understanding and practice in the use of assessment strategies in early education settings. The course covers both the specific policies and practices related to appropriate assessment in the early years as well as the connection between assessment and teaching and learning.

**EDUC 411 Integrating Curriculum and Instruction****3 credits**

This course will focus on the planning, creation and adaptation of a developmentally supportive learning environment with special attention given to the interaction of curriculum, teaching practices, learning materials and the learning environment. Emphasis is placed on creating and adapting integrated developmentally appropriate experiences for the developing child as defined by the National Association for the Education of Young Children. Guided pre-student teaching experiences are an integral part of this course. Prerequisites: Approved Application to the Education Department.

**EDUC 415 Teaching in Secondary School****3 credits**

Methods and current practices in the teaching of mathematics, science, social sciences, and English/communications to address classroom settings. Lesson planning, unit development, and viable presentations of interactive lessons, including authentic assessment tools for the specific content area. Emphasizes classroom management, special needs students, and daily teaching strategies. Field experiences are to be completed in a secondary setting, where teaching of a specific content can be observed. Prerequisite: Approved application to Education Department; for students who will be student teaching in the next semester.

**EDUC 422 Data Driven Instruction****3 credits**

This course will develop and refine students' abilities to plan and modify instruction based on the assessment components in a standards-aligned system. Students will learn to use multiple sources of data for decision-making and monitoring students' growth and development. Students will develop proficiency in the administration and interpretation of diagnostic, formative, summative and authentic assessments and review strategies related to the utilization of various screening tools for identifying children needing additional interventions. Prerequisites: Approved Application to the Education Department and EDUC 222.

**EDUC 425 Student Teaching Practicum****12 credits**

Each student will be placed in an appropriate certification site for 15-weeks. Students are also required to participate in seminar during the student teaching experience. The seminar portion of the semester will include the compilation of a professional portfolio that reflects the diverse strategies, methodologies, practices and realities of teaching in their host schools. Prerequisites: Approved application to the Education Department; successful completion of all observation and field experiences; 3.00 GPA; completion of all PRAXIS exams required for PDE certification; negative TB test; current clearances as required by PDE.

**EDUC 432 Student Teaching Seminar****3 credits**

Senior seminar course for all education majors accomplishing their student teaching practicum. Students compile a professional portfolio that reflects the diverse strategies, methodologies, practices, and realities of teaching in their host schools. Current educational issues and problems discussed and documented. Reflective journal maintained noting how best to translate skills, knowledge, and educational theory into successful practice in the school setting. Co-requisite: School Teaching Practicum and school site internship.

**EDUC 445 Adult Learning Theory and Motivation****3 credits**

Explores the characteristics of adult learners and relates these characteristics to instructional techniques which are appropriate for the mature learner.

**EDUC 448 Training and Development****3 credits**

Presents basic formats of learning designs and use of resources. Students demonstrate their ability to set objectives, outline teaching and training strategies, prepare demonstrations for varying group sizes and conduct assessment of learner progress. Explores principles of curriculum development and utilizes these principles in the design of a total educational program for the adult learner. Prerequisite: EDUC 445. Dual listed as BMGT 448.

**EDUC 450 Advanced Seminar: Instructional Studies****6 credits**

This six credit senior seminar is offered to those undergraduate students nearing graduation. During this semester, the student will make connections between the academic learning of the program and the professional world. Opportunities will be presented in which the student can summarize, evaluate, and integrate some or all of their major academic course work into a professional experience. At the completion of the semester, the production and presentation of a professional portfolio of academic achievements will be required.

**EDUC 295, EDUC 395, EDUC 495 Special Topics in Education I, II, III****1-6 credits****EDUC 296, EDUC 396, EDUC 496 Independent Study in Education I, II, III****1-6-credits**

Special Request Independent Study Fee: \$50 per credit.

**ELECTRICAL ENGINEERING****EE 101 Circuit Analysis I****3 credits**

Introduction to electrical engineering through the study of elementary circuit analysis. Definition of electrical quantities including charge, current, voltage, and power. Physical and electrical properties of resistors, inductors, capacitors, and sources. Application of circuit laws and theorems to the analysis of resistive dc circuits. Nodal and mesh techniques for analysis of large-scale resistive networks. Ideal operational amplifiers and elementary op amp circuits. Time response of first- and second-order resistor-inductor-capacitor circuits. Prerequisite or co-requisite: MATH 190 (Calculus I).

**EE 102 Circuit Analysis II****3 credits**

Continuation of EE 101. Review of complex numbers and complex algebra. Extension of dc circuit laws and theorems to the phasor analysis of sinusoidal steady-state circuits. Power calculations, power measurement, and power factor

correction in single- and poly-phase systems. Resonance, network functions, frequency response, and Bode plotting. Linear and ideal transformers. Prerequisite: EE 101 (Circuit Analysis I); prerequisite or co-requisite: MATH 210 (Calculus II).

**EE 103 Circuit Analysis Laboratory I**

**1 credit**

Introduction to circuit components, test equipment, and work practices in a typical low-voltage electrical laboratory. Prototyping and testing of circuits that demonstrate the principles studied in EE 101. Computer simulation of circuits using industry-standard software. Co-requisite: EE 101 (Circuit Analysis I).

**EE 104 Circuit Analysis Laboratory II**

**1 credit**

Continuation of EE 103. Prototyping and testing of circuits that demonstrate the principles studied in EE 102. Computer simulation of circuits using industry-standard software. Prerequisite: EE 103 (Circuit Analysis Laboratory I); co-requisite: EE 102 (Circuit Analysis II).

**EE 221 Electronics I**

**4 credits**

Introduction to semiconductor electronics. Physical and electrical characteristics of diodes, bipolar junction transistors, and field-effect transistors. Analysis and design of common electronic circuits such as rectifiers, limiters, switches, and amplifiers. Introduction to power devices and power amplifiers. Laboratory includes prototyping, testing, and computer simulation of circuits that demonstrate the principles studied in the lecture. Prerequisites: EE 102 (Circuit Analysis II), EE 104 (Circuit Analysis Laboratory II).

**EE 222 Electronics II**

**4 credits**

Continuation of EE 221. Analysis of differential and multi-stage amplifiers, current sources, and active loads. Characteristics and applications of analog integrated circuits with emphasis on the design of operational amplifier circuits. Use of feedback in discrete and integrated circuit amplifiers. Introduction to digital logic and MOSFET logic gates. Laboratory includes prototyping, testing, and computer simulation of circuits that demonstrate the principles studied in the lecture. Prerequisite: EE 221 (Electronics I).

**EE 331 Electrical Power I**

**4 credits**

Introduction to electromechanical devices and energy conversion. Analysis of magnetic materials and systems. Electromagnetic induction and the production of electromagnetic torque. Physical and electrical characteristics of transformers, three-phase induction motors, synchronous motors and generators, and dc motors and generators. Use of equivalent circuit models, standard formulas, and graphical techniques to predict machine performance. Laboratory includes measurements on typical machines and systems and instruction in electrical safety practices. Prerequisite: EE 102 (Circuit Analysis II).

**EE 332 Electrical Power II**

**4 credits**

Continuation of EE 331. Physical and electrical characteristics of single-phase induction motors and other rotating machines. Use of equivalent circuit models, standard formulas, and graphical techniques to predict machine performance. Introduction to power system analysis including system models, per-unit calculations, power flows, and symmetrical and unsymmetrical fault calculations. Laboratory includes computer simulations, measurements on typical machines and systems, and instruction in electrical safety practices. Prerequisite: EE 331 (Electrical Power I).

**EE 351 Digital Electronics I**

**3 credits**

Characteristics and applications of digital logic devices. Computation using the binary, octal, and hexadecimal number systems. Introduction to Boolean algebra. Combinational and sequential logic design using algebraic and graphical methods. Study of typical logic circuits including multiplexers, decoders, adders, counters, and shift registers. Laboratory includes implementation of digital systems using standard logic families and programmable devices. Prerequisites: EE 222 (Electronics II), ET 204 (Programming for Engineering Technology).

**EE 352 Microprocessors I**

**3 credits**

Introduction to modern microprocessor devices and applications. Programming in assembly language. Hardware and software development to perform common tasks in data acquisition, control, and computation. Laboratory includes implementation of designs using industry-standard microcontrollers and programming practices. Prerequisite: EE 351 (Digital Electronics I).

**EE 375 Signals and Systems**

**4 credits**

Introduction to the mathematical analysis of physical systems. Representation of linear systems in the time domain using differential and difference equations. Time-domain analysis using integration and recursion. Frequency-domain analysis using Fourier, Laplace, and z-transform techniques. Consideration of practical system limitations such as finite



bandwidth and finite sampling rate. Laboratory includes computer simulations and prototyping of typical systems. Prerequisites: MATH 230 (Linear Algebra I), MATH 310 (Differential Equations).

**EE 385, EE 485 Electrical Engineering Seminar**

**1-4 credits**

Taken only upon recommendation of their faculty advisors, this course is intended for students who are transferring into the Electrical Engineering program. Specialized topics studied in this course together with their previous coursework will provide transfer students with advanced standing in the program and attainment of the prescribed student outcomes. The topics and format of this course are determined individually for each student by agreement of the faculty advisor, the course instructor, and the student. This course may be repeated for credit as needed.

**EE 415 Electromagnetics**

**4 credits**

Introduction to classical electromagnetics. Three-dimensional vectors and coordinate systems. Description of electric, magnetic, and electromagnetic fields using Maxwell's equations. Theory and applications of transmission lines. Propagation of guided and unguided waves. Introduction to antennas. Laboratory includes the use of vector network analysis and S parameters in microwave measurement and design. Prerequisites: EE 222 (Electronics II), MATH 300 (Calculus III).

**EE 425 Power Electronics**

**4 credits**

Characteristics and applications of power semiconductors including diodes, thyristors, BJTs, IGBTs, and FETs. Analysis of rectifiers, converters, and inverters as the fundamental elements of power electronic systems. Design of switching power supplies and motor controllers. Consideration of power quality issues such as harmonic generation in a power electronic environment. Laboratory includes computer simulations and prototyping of typical circuits studied in the lecture. Prerequisites: EE 222 (Electronics II), EE 332 (Electrical Power II).

**EE 435 Electrical Distribution Systems**

**4 credits**

Design of electrical power distribution systems for residential, commercial, and industrial occupancies in accordance with the National Electrical Code. Load studies to determine power requirements. Specification and layout of transformers, service equipment, feeders, panelboards, and branch circuits. Fault analysis to coordinate overcurrent protection throughout a system. Introduction to illumination engineering and design of interior and exterior lighting. Laboratory includes study of the National Electrical Code and completion of design projects to meet realistic criteria and constraints. Prerequisite: EE 332 (Electrical Power II).

**EE 445 Control Systems**

**4 credits**

Design of feedback control systems using both continuous- and discrete-time representations. Laplace and z transform techniques for computing time and frequency responses. Stability tests and the use of compensation to achieve stability and improve system performance. Laboratory includes computer simulations and the implementation of a complete software-based control system. Prerequisite: EE 375 (Signals and Systems).

**EE 455 Digital Electronics II**

**4 credits**

Advanced topics in digital design. Definition of digital systems using schematic capture, hardware description languages, and computer-aided engineering software. Implementation of digital logic using modern components such as complex programmable logic devices (CPLDs) and field-programmable gate arrays (FPGAs). Use of embedded soft-core processors to run microcontroller code within a programmable logic device. Laboratory includes the design, simulation, and hardware implementation of typical systems. Prerequisite: EE 352 (Microprocessors I).

**EE 465 Communication Electronics**

**4 credits**

Analysis and design of communication circuits including tuned matching networks, small-signal amplifiers, large-signal amplifiers, oscillators, mixers, modulators, and demodulators. Theory of amplitude, frequency, and phase modulation. Transmitter and receiver topologies. Effects of noise in communication systems. Laboratory includes the use of radio-frequency instruments such as spectrum analyzers and vector network analyzers to design and test circuits studied in the lecture. Prerequisites: EE 222 (Electronics II), EE 375 (Signals and Systems).

**EE 467 Digital Signal Processing**

**4 credits**

Conversion of analog signals to digital form and reconstruction of analog signals from their digital form. Representation of signals and systems in the discrete-time and z-transform domains. Design of digital filters using standard topologies and algorithms. Additional applications of digital signal processing such as waveform generators and modulators. Computational considerations in implementing practical systems. Noise effects and recovery of noise-corrupted signals. Laboratory includes simulation, design, and hardware implementation of representative digital systems. Prerequisites: EE 375 (Signals and Systems), EE 455 (Digital Electronics II).

## ELECTRICAL ENGINEERING TECHNOLOGY

### **EET 102 Direct Current Circuits**

**3 credits**

Definitions of charge, current, voltage, power, and resistance. Ohm's and Kirchhoff's laws. Analysis of dc networks including nodal and mesh techniques and use of network theorems. Introduction to ideal operational amplifiers. Properties of linear capacitors and inductors. Time response of first-order resistor-capacitor and resistor-inductor circuits. Prerequisite or co-requisite: MATH 180 (College Algebra).

### **EET 103 Alternating Current Circuits**

**3 credits**

Introduction to complex numbers and complex algebra. Phasor analysis of sinusoidal steady-state networks including nodal and mesh techniques and use of network theorems. Power calculations, power measurement, and power factor correction in ac networks. Resonance, network functions, and frequency response. Polyphase systems. Linear transformers. Prerequisites: EET 102 (Direct Current Circuits), MATH 185 (Trigonometry), NSET 101 (Introduction to the Natural Sciences and Engineering Technology).

### **EET 104 Direct Current Circuits Laboratory**

**1 credit**

Laboratory study of direct current circuits. Prerequisite or co-requisite: EET 102 (Direct Current Circuits).

### **EET 105 Alternating Current Circuits Laboratory**

**1 credit**

Laboratory study of alternating current circuits. Prerequisite: EET 104 (Direct Current Circuits Laboratory). Co-requisite: EET 103 (Alternating Current Circuits).

### **EET 200 Basic Electronics**

**4 credits**

Introduction to semiconductor devices including diodes, bipolar junction transistors, and field-effect transistors. Analysis and design of rectifiers, switches, and amplifiers. Small-signal characteristics of discrete transistor amplifiers including gain and frequency response. Introduction to power devices and power amplifiers. Laboratory includes experiments and computer simulations. Prerequisite: EET 103 (Alternating Current Circuits). Co-requisite: MATH 190 (Calculus I).

### **EET 201 Electronic Circuits**

**4 credits**

Continuation of EET 200. Analysis and design of operational amplifier circuits including amplifiers, filters, and oscillators. Applications of analog integrated circuits in communication, instrumentation, and data conversion. Study of thyristors and regulators for power conversion and control. Introduction to photovoltaic devices. Laboratory includes experiments and computer simulations. Prerequisite: EET 200 (Basic Electronics).

### **EET 215 Digital Electronics I**

**3 credits**

Electrical characteristics of digital logic devices. Number systems and Boolean algebra. Combinational and sequential logic design using standard techniques such as Karnaugh maps. Study of common logic circuits including multiplexers, decoders, adders, flip-flops, counters, and shift registers. Implementation of digital systems using standard logic families and programmable devices. Prerequisites: EET 201 (Electronic Circuits), ET 204 (Programming for Engineering Technology).

### **EET 216 Microprocessors I**

**3 credits**

Introduction to modern microprocessor architecture, characteristics, and applications. Programming in assembly language. Hardware and software development to perform common tasks in data acquisition, control, and computation. Implementation of designs using industry-standard components and practices. Prerequisite: EET 215 (Digital Electronics I).

### **EET 305 Communication Electronics**

**4 credits**

Analysis and design of communication circuits including tuned matching networks, small-signal amplifiers, large-signal amplifiers and oscillators, mixers, modulators, and demodulators. Introduction to Fourier transform analysis. Theory of amplitude, frequency, and phase modulation. Transmitter and receiver topologies. Effects of noise in communication systems. Prerequisites: EET 201 (Electronic Circuits), MATH 210 (Calculus II).

### **EET 327 Electrical Power Technology I**

**3 credits**

Electromagnetic principles of rotating machines. Characteristics and applications of dc generators, dc motors, and ac generators. Electronic control of dc motors. Methods of power generation including economics and environmental effects. Study of modern topics in generation, motor control, and energy using the current literature. Prerequisites: EET

103 (Alternating Current Circuits), ET 204 (Programming for Engineering Technology)

**EET 328 Electrical Power Technology II**

**3 credits**

Continuation of EET 327. Transformers, three-phase induction and synchronous motors, and single-phase motors. Electronic control of ac motors. Basics of electrical power transmission and an introduction to the smart grid, micro grids, and dc transmission. Study of modern topics in power transmission and motor controls using the current literature. Prerequisite: EET 327 (Electrical Power Technology I).

**EET 348 Control Systems I**

**4 credits**

Introduction to feedback control systems. Time-domain and Laplace transform analysis of linear systems, including time response, frequency response, stability, and compensation. Transducers, actuators, and electronic circuits used in process control. Use of PCs for data acquisition and control. Software simulation of control systems. Prerequisites: MATH 310 (Differential Equations), EET 201 (Electronic Circuits).

**EET 401 Field Theory and Microwaves**

**4 credits**

Introduction to classical electromagnetics. Vectors and coordinate systems. Electric, magnetic, and electromagnetic fields. Maxwell's equations. Theory and applications of transmission lines. Propagation of guided and unguided waves. Introduction to antennas. Use of vector network analysis and S parameters in microwave measurement and design. Prerequisites: EET 201 (Electronic Circuits), MATH 210 (Calculus II)

**EET 415 Digital Electronics II**

**3 credits**

Advanced techniques for digital system design including hardware description languages and computer-aided engineering software. Implementation of digital logic using modern components such as complex programmable logic devices and field-programmable gate arrays. Prerequisite: EET 216 (Microprocessors I).

**EET 416 Microprocessors II**

**3 credits**

Specification, design, and construction of a microprocessor-based project. Use of modern development tools such as computer-aided engineering software and logic analyzers. Prerequisite: EET 415 (Digital Electronics II).

**EET 421 Electrical Power Systems**

**3 credits**

Analysis of electrical power systems including models, per-unit calculations, power flows, and symmetrical and unsymmetrical fault calculations using both hand and computer computation. Introduction to the smart grid, micro grids, and dc transmission. Study of modern topics in power systems using the current literature. Prerequisites: EET 328 (Electrical Power Technology I), MATH 230 (Linear Algebra I).

**EET 426 Commercial Electrical Design**

**3 credits**

Electrical design procedures for commercial and industrial occupancies including specification and protection of feeders and branch circuits based on the National Electrical Code. Lighting techniques, harmonic effects, on-site power generation, and energy efficiency. Study of modern topics in electrical design using the current literature. Prerequisite: EET 328 (Electrical Power Technology I).

**EET 448 Control Systems II**

**4 credits**

Continuation of EET 348. Advanced techniques for the analysis and design of feedback control systems using both continuous- and discrete-time representations. Investigation of typical systems through computer simulation and hardware implementation. Prerequisite: EET 348 (Control Systems I).

**EET 295, EET 395, EET 495**

**Special Topics in Electrical Engineering Technology I, II, III**

**1-6 credits**

**EET 296, EET 396, EET 496 Independent Study in Electrical Engineering Technology I, II, III**

**1-6 credits**

Special Request Independent Study Fee: \$50 per credit.

**EET 499 Honors Internship in Electrical Engineering Technology**

**1-6 credits**

See BIOL 499 for course description.

## ENGINEERING DESIGN

### **EGR 401 Engineering Design I**

**3 credits**

Consideration of legal, ethical, social, and economic factors in engineering practice. Use of effective oral and written communication techniques in the workplace. Application of project management tools including proposals, progress reports, and design reviews. Student teams propose design projects that will be completed in EGR 402; by the end of the term, each team's proposal must be accepted by the project sponsor. Prerequisite: 12 credits of major courses at the 300 or 400 level.

### **EGR 402 Engineering Design II**

**3 credits**

Continuation of EGR 401. Student teams complete the projects proposed in EGR 401 in a collaborative, professional atmosphere using management tools such as engineering notebooks, progress reports, and design reviews. By the end of the term, each team must document and deliver the product described in its proposal. Prerequisite: EGR 401 (Engineering Design I).

## ENGINEERING TECHNOLOGY

### **ET 204 Programming for Engineering Technology**

**3 credits**

Introduction to a modern high-level computer language. Discussion of data types, program structures, common programming tasks, and data storage techniques. Application to representative problems in engineering technology including rudimentary numerical methods and data analysis. Prerequisite: NSET 101 (Introduction to the Natural Sciences and Engineering Technology). Co-requisite: MATH 190 (Calculus I).

### **ET 405 Fundamentals of Engineering Examination I**

**0 credits**

Benefits, requirements, and procedures for becoming licensed as a professional engineer. Introduction to the Fundamentals of Engineering examination as the first step in professional licensure. Students must register for the F.E. examination as a requirement of this course. Prerequisite: Eligibility to take the F.E. examination as determined by state regulations.

### **ET 406 Fundamentals of Engineering Examination II**

**0 credits**

Strategies and hints for taking the Fundamentals of Engineering examination. Students must take the F.E. examination as a requirement of this course. Prerequisite: ET 405.

### **ET 407 Professional Problems in Engineering Technology**

**3 credits**

Consideration of the technical, economic, ethical, and social issues surrounding engineering design. Students working in teams will plan, design, and complete a faculty-approved project that integrates technical and non-technical skills. The course will include case studies, on-line learning experiences, and both written and oral presentations. Prerequisites: 12 credits of Department Major Requirements at the 300 and 400 level.

## ENGINEERING TECHNOLOGY GRAPHICS

### **ETGR 205 Engineering Technology Graphics**

**3 credits**

Introduction to graphical representation using hand drawing and computer-aided drafting. Orthographic projection, dimensioning, sketching, and visualization. Use of layers, line types, blocks, and scale as they relate to orthographic projection.

## ENGLISH

### **ENGL 101 College Composition**

**3 credits**

Students will write argument-based assignments leading to an independently researched project based on academic and professional goals. Students will be required to 1.) find and integrate a variety of sources, 2.) read and analyze these sources, 3.) develop strong thesis statements that reflect perspectives on topics or issues, and 4.) construct persuasive arguments that engage with the viewpoints of experts and commentators. As the term progresses, students will have the opportunity to re-think or revise the ideas and perspectives they explored in earlier writing assignments by engaging with peer feedback and revising earlier drafts. Placement recommendations will require students to take ENGL 101 as a three-credit course OR in conjunction with an additional credit of lab or studio instruction. Students who earn F or NP grades

in ENGL 101 will be required to re-take the course in conjunction with a one-credit Writing Studio course.

**ENGL 120 Introduction to Literary Studies**

**3 credits**

ENGL 120 will introduce students to the fundamentals of literary studies, including terms, definitions, and reading strategies. Students will learn to read and analyze multiple genres, such as the novel, the lyric poem, the drama, the autobiography, and the short story, with attention to concepts such as gender and sexuality, subjectivity and authorship, literary periodization, and the global novel in English today. Students will produce a close reading, an essay that integrates secondary sources, and a more extensive literary analysis paper. Prerequisite: ENGL 101.

**ENGL 121 Effective Speech**

**3 credits**

Designed to develop clear thinking in speech situations. The organization and effective presentation of ideas to an audience. Intelligent and critical audience participation.

**ENGL 147, 148, 149 Writing Studio I, II, III**

**1 credit**

This one-credit course is designed to provide supplemental instruction in writing through collaborative activities, conferences, and guided work time and may be taken in conjunction with ENGL 101: College Composition or any Writing Intensive (WI)-designated course. Writing Studio will be graded on a Pass/No Credit basis. Corequisite: ENGL 101 or any Writing Intensive (WI) course.

**ENGL 200 Creative Writing**

**3 credits**

Students will write in multiple genres, including but not limited to poetry, fiction, and creative nonfiction, among others. Class experiences will include workshop, peer review, revision, reading work aloud, and compiling a portfolio of creative work. Pre-requisite: ENGL 101 or its equivalent.

**ENGL 201 Advanced Composition**

**3 credits**

Advanced Composition will invite students to hone their writing skills while focusing their attention on a single area of stud. To further develop their skills with textual analysis, students will work on more extensive writing projects than those typically taken on in ENGL 101. Students will practice analyzing texts – visual, print, or multimodal – and will practice writing about these texts. Written assignments must demonstrate an awareness of discipline-appropriate ways of forming analytical arguments and incorporating appropriate primary and secondary sources. Students will be asked to write for different audiences and writing situations, and they will develop at least one research-based project.

**ENGL 218 Technical Writing**

**3 credits**

Development of skills in expository writing and speaking for students and professionals in science and technology. The techniques for writing directions, proposals, summaries, reports, and correspondence are covered. Techniques for effective oral presentation are included as well. Writing-in-disciplines class. Prerequisites: ENGL 101; availability of a personal computer with a word-processing program and Internet access; basic computer skills in word processing and use of on-line resources such as the World Wide Web.

**ENGL 250 World Literature: Drama, Poetry, Epic**

**3 credits**

ENGL 250 will introduce students to the fundamentals of literary studies, including terms, definitions, and research methodologies. Students will learn what it means to produce a close reading, what different interpretative perspectives can offer us as we read a text, how to distinguish between primary and secondary sources, and how to research and develop a literary analysis. Prerequisite: ENGL 101.

**ENGL 251 World Literature: Novels**

**3 credits**

ENGL 251 will introduce students to the fundamentals of literary studies, including terms, definitions, and research methodologies. Students will learn what it means to produce a close reading, what different interpretative perspectives can offer us as we read a text, how to distinguish between primary and secondary sources, and how to research and develop a literary analysis. Prerequisite: ENGL 101.

**ENGL 252 The Arts of Creative Nonfiction**

**3 credits**

A course covering a broad range of prose including essay, memoir, biography, autobiography, and expository writing, as well as some fiction and short story as it has been practiced in western culture over the past five hundred years. The course will cover historic, generic, formal, and thematic aspects of prose. Students will be expected to analyze and perform close readings of individual prose texts examining content, technical aspects, and context, and to share those interpretations both verbally and in writing, as well as to create imaginative text of their own authorship (personal essay, memoir, etc.) that reflects the conventions of the genre. Prerequisite: ENGL 150 and 151 or ENGL 101.

- ENGL 253 Introduction to Poetry** **3 credits**  
 A course covering a broad range of lyric poetry as it has been practiced in western culture over the past five hundred years. The course will cover historic, generic, formal, and thematic aspects of poetry. Students will be expected to analyze and perform close readings of individual poems including content, technical aspects, and context, and to share those interpretations both verbally and in writing, as well as to create imaginative text of their own authorship (poetry) that reflects the conventions of the genre of poetry. Prerequisite: ENGL 150 and 151 or ENGL 101.
- ENGL 254 The Art of the Short Story** **3 credits**  
 A course covering the development of the short story as it has been practiced in Western culture over the past two hundred years. The course will cover historic, generic, formal, and thematic aspects of the short story. Students will be expected to analyze and perform close readings of individual texts, examining content, technical aspects, and context, and to share those interpretations both verbally and in writing. Prerequisite: ENGL 101.
- ENGL 255 Theoretical Approaches to the Study of Literature** **3 credits**  
 A multi-genre and/or multicultural course that examines both primary and secondary sources in any one of a number of traditional avenues of inquiry within Literary Studies. Approaches might have a critical basis (such as race, sexuality, class, religion, ethnicity, or gender) or a contextual basis (emphasizing a particular genre, movement, or region). Prerequisites: ENGL 101.
- ENGL 260 British Literature I** **3 credits**  
 A study of major literary periods and genres in England up through the 18<sup>th</sup> century. Prerequisite: ENGL 120 or an ENGL 200-level course.
- ENGL 261 British Literature II** **3 credits**  
 A study of the major literary periods (Romantic, Victorian, Modernist, and Contemporary) and genres from 1789 to the present. Prerequisite: ENGL 120 or an ENGL 200-level course.
- ENGL 262 American Literature I** **3 credits**  
 A study of the major literary periods and genres from the colonial period through the American Renaissance. Prerequisite: ENGL 120 or an ENGL 200-level course.
- ENGL 263 American Literature II** **3 credits**  
 A study of the major literary periods and genres from the American Renaissance through Contemporary. Prerequisite: ENGL 120 or an ENGL 200-level course.
- ENGL 302 Linguistics** **3 credits**  
 Provides students with an introduction to broad areas of linguistic theory and inquiry, including an introduction to the study of morphology, semantics, syntax, phonetics, phonology, and historical linguistics. It also includes an introduction to areas included within the disciplines of psycholinguistics and sociolinguistics. Dual listed as MLNG 302.
- ENGL 308 Contemporary Literature** **3 credits**  
 An examination of literature written during and since the last half of the 20<sup>th</sup> century. Through an analysis of major authors and different literary genres, significant development in contemporary literature theme, style, characterization, and technique will be discussed. Prerequisites: ENGL 250 or ENGL 251.
- ENGL 309 Three American Playwrights** **3 credits**  
 A careful analysis of representative early/mature plays of Eugene O'Neill, Arthur Miller, and Tennessee Williams. The focus will be on the dramatic techniques/experiments for which they are noted and the themes/ideas central to their drama. Prerequisites: ENGL 250 or ENGL 251.
- ENGL 311 The English Novel** **3 credits**  
 The development of the novel in England from its beginnings to the present with emphasis on major novelists such as Fielding, Austen, Dickens and Woolf. Prerequisites: ENGL 250 or ENGL 251.
- ENGL 314 Shakespeare** **3 credits**  
 Readings of selected plays designed to illustrate all aspects of the playwright's art as it is manifested in the cultural context of the English Renaissance. Prerequisites: ENGL 250 or ENGL 251.

- ENGL 318 The English Drama** **3 credits**  
 The development of drama in England from its beginnings to the present with emphasis on major dramatists, such as Jonson, Sheridan, Wilde and Shaw. Prerequisites: ENGL 250 or ENGL 251.
- ENGL 328 Major American Authors** **3 credits**  
 A full semester focus on the works of a single American author. Prerequisites: ENGL 250 or ENGL 251.
- ENGL 335 History of the English Language** **3 credits**  
 English from its Teutonic beginnings to the present day. Changes in vocabulary, syntax, pronunciation and style. Prerequisites: ENGL 250 or ENGL 251.
- ENGL 338 Literary Criticism** **3 credits**  
 A study of the basic and recurrent issues of literary theory and practice from Aristotle to the present. Writing-in-discipline class. Prerequisites: ENGL 250 or ENGL 251.
- ENGL 355 Medieval Literature** **3 credits**  
 Poetry and prose from the Anglo-Saxon era through the fifteenth century. Emphasis on major themes, works and authors of the period, including the Beowulf-poet and Chaucer. Prerequisites: ENGL 250 or ENGL 251.
- ENGL 356 The English Renaissance** **3 credits**  
 Non-dramatic literature of the sixteenth and seventeenth centuries. Major writers and movements including Sidney, Spenser, the Cavalier and Metaphysical poets. Prerequisites: ENGL 250 or ENGL 251.
- ENGL 357 The Restoration and Eighteenth Century** **3 credits**  
 English neoclassical literature (excluding drama and the novel). Emphasis on major writers of the period including Dryden, Pope, Johnson and Swift. Prerequisites: ENGL 250 or ENGL 251.
- ENGL 358 Romanticism** **3 credits**  
 The Romantic Movement in England in the early nineteenth century with special attention to the major Romantic poets: Blake, Wordsworth, Coleridge, Byron, Shelley and Keats. Prerequisites: ENGL 250 or ENGL 251.
- ENGL 359 Victorian Poetry and Prose** **3 credits**  
 Nineteenth century English prose and poetry, including the works of Tennyson, Browning, Arnold and Carlyle. Prerequisites: ENGL 250 or ENGL 251.
- ENGL 360 Major British Authors** **3 credits**  
 A full semester focus on the works of a single British author. Prerequisites: ENGL 250 or ENGL 251.
- ENGL 365 Creative Nonfiction Workshop 1** **3 credits**  
 This course is a workshop environment, garnering a significant output of original creative work in creative nonfiction. Students will also master the ethics and practices of workshoping and responding to writing by their peers. Portfolios will be compiled by each student in the workshop. Prerequisite: ENGL 200: Creative Writing or completion of "Become a Storyteller" theme.
- ENGL 366 Fiction Workshop 1** **3 credits**  
 This course will be a workshop environment, garnering a significant output of original creative work in fiction. Students will also master the ethics and practices of workshoping and responding to writing by their peers. Portfolios will be compiled by each student in the workshop. Prerequisite: ENGL 200: Creative Writing or completion of "Become a Storyteller" theme.
- ENGL 367 Poetry Workshop 1** **3 credits**  
 This course will be a workshop environment, garnering a significant output of original creative work in poetry. Students will also master the ethics and practices of workshoping and responding to writing by their peers. Portfolios will be compiled by each student in the workshop. Prerequisite: ENGL 200: Creative Writing or completion of "Become a Storyteller" theme.
- ENGL 368 Exploring Art Through Prose** **3 credits**  
 This writing intensive course explores situated topics in visual arts and photography via self-generated student work, which will include art criticism, artist statements, thesis writing, and aesthetic statements—as well as exposure to the genre

of writing as it pertains to art. Through discussions, assigned readings and in-class exercise, students are expected to produce a significant output of original creative work that emphasizes annotation of published authors and artists, and requires modulation of style and rhetoric. The course will also address some aspects of professionalization—exposure and evaluation of artist statements, attendance at art shows in the Pittsburgh area, and workshops in how to place their work. In doing so, students will establish both a creative writing style that is individual to their own artistic background and interests, as well as structure their knowledge of the contemporary artistic field of their choice. Course Prerequisites: ENGL 101.

**ENGL 375 Popular Culture**

**3 credits**

Examines the American experience in terms of its multiple cultural expressions. By adopting the methods of social scientists, the students will develop an analytical perspective and gain awareness of American culture and of cross-cultural communication. Issues such as stereotyping and representation of “the other” will be explored. The theoretical considerations, along with a close focus on various cultural texts (literary, print and visual media) – through a practice of “reading also between the lines” – will provide the students with a greater understanding of culture in general and of the processes involved in cultural production. Dual listed as MLNG 375.

**ENGL 401 Creative Nonfiction Workshop 2**

**3 credits**

This course is a workshop environment, garnering a significant output of original creative work in creative nonfiction. Emphasis will include the craft of the genre as students concentrate on consistency in voice, choices in narrative and psychic distance to events, negotiations of dramatization and reflection, ethos and verisimilitude of an increasingly hostile genre, and control of prose through consistent, evocative technique. The class will also address revision as an explicit aspect of the writing process. Prerequisite: ENGL 365.

**ENGL 402 Creative Nonfiction Workshop 3**

**3 credits**

This course is a workshop environment, garnering a significant output of original creative work in creative nonfiction. Emphasis will include the craft of the genre as students concentrate on consistency in voice, choices in narrative and psychic distance to events, negotiations of dramatization and reflection, ethos and verisimilitude of an increasingly hostile genre, and control of prose through consistent, evocative technique. The class will also require writing analytically about model texts. Prerequisite: ENGL 401.

**ENGL 403 Fiction Workshop 2**

**3 credits**

This course is a workshop environment, garnering a significant output of original creative work in fiction. Emphasis will include the craft of the genre as students concentrate on point of view, psychic distance, plot, dialogue, scene, exposition, narrative time frame, flashback, dialogue, and “form(s)” of the short story. The class will also address revision as an explicit aspect of the writing process. Prerequisite: ENGL 366.

**ENGL 404 Fiction Workshop 3**

**3 credits**

This course is a workshop environment, garnering a significant output of original creative work in fiction. Emphasis will include the craft of the genre as students concentrate on point of view, psychic distance, plot, dialogue, scene, exposition, narrative time frame, flashback, dialogue, and “form(s)” of the short story. The class will also require writing analytically about model texts. Prerequisite: ENGL 403.

**ENGL 405 Poetry Workshop 2**

**3 credits**

This course is a workshop environment, garnering a significant output of original creative work in poetry. Emphasis will include the craft of the genre as students concentrate on form, concrete language, image, poetic conventions, the line, metaphor, and the lyric tradition. The class will also address revision as an explicit aspect of the writing process. Prerequisite: ENGL 367.

**ENGL 406 Poetry Workshop 3**

**3 credits**

This course is a workshop environment, garnering a significant output of original creative work in poetry. Emphasis will include the craft, theory, and traditions of the genre. The class will also require students to respond analytically to model texts and/or essays on craft and prosody. Prerequisite: ENGL 405.

**ENGL 414 Languages of the World**

**3 credits**

This course will introduce students to theories of language. Questions addressed: what is speech? How and when did it develop? The history of the various protolanguages along with the geographic, political and socio/cultural factors which enabled the establishment, evolution and propagation of these languages will be discussed. Part of the course will consist of practical lessons. To complete the course successfully the students will learn to recognize - aurally - several languages.



The languages and lessons will be available through a special website.

**ENGL 415 Women: Historical and Global Perspective**

**3 credits**

What roles and functions do women have in the global arena? Although not a minority, women are still, for the most part, disempowered. The course will explore the position of women - globally - from historical, socio-political, psychological, literary, as well as economic perspectives. Understanding issues such as misogyny and family values will be analyzed in the context of the specific institutions that promote such trends. Dual listed as SOC 415.

**ENGL 420 Senior Seminar: Craft and Critique**

**3 credits**

This course will explore the process and production of contemporary literature and criticism. The connections among the divergent areas of English studies will be explored through dialogue between students in both the ENGL and CW majors. Students will read contemporary texts in both literature and criticism, as well as, where appropriate, historic texts. Final projects will require a portfolio of significant scope and quality. Prerequisites: Senior Standing and at least 4 courses in ENGL at the 300+ level.

**ENGL 295, ENGL 395, ENGL 495**

**Special Topics in English or American Literature I, II, III**

**1-6 credits**

**ENGL 296, ENGL 396, ENGL 496**

**Independent Study in English or American Literature I, II, III**

**1-6 credits**

Special Request Independent Study Fee: \$50 per credit.

**ENVIRONMENTAL HEALTH SCIENCE AND PROTECTION**

**EHSP 301 Exposure Assessment**

**4 credits**

Focus is on chemical and biological quantitative measurements. Emphasis upon how to collect samples, how to make measurements and how to assess the significance of the results and determine relative source contributions. Prerequisites: BIOL 211; CHEM 222.

**EHSP 305 Quantitative Aspects of Environmental Protection**

**3 credits**

Exploration of the analysis, interpretation and application of research results. Topics include statistics, biostatistics, experimental design and risk. Prerequisite: MATH 175.

**EHSP 315 Environmental Chemistry**

**3 credits**

Examination in depth of the basic components of air and water pollution as well as the introduction of nuclear chemistry. Emphasis is placed on toxic substances, carcinogens, mutagens and teratogens; their sources, effects, treatment technology and disposal. Prerequisites: BIOL 112; CHEM 222.

**EHSP 316 Environmental Toxicology**

**4 credits**

Examination of the factors which adversely affect the entire human population and assess the probability of risk. Topics include the general principles of pharmacokinetics and toxicology with special emphasis on aquatic toxicology. Examination of the spectrum of pollutants and how to determine the action required by their presence. Prerequisites: BIOL 211; CHEM 222.

**EHSP 402 Principles of Risk Assessment, Management and Communication**

**4 credits**

Examination of the principles of pharmacokinetics, response relationships, risk extrapolation, risk management and communication. Students use case studies to do cost/benefit analyses and make decisions about inherent risk based on social, political and economic factors. Prerequisite: Junior standing.

**EHSP 415 Environmental Economics**

**3 credits**

A discussion of the factors that affect the "economy" as a result of correcting and/or preventing environment problems, complying with environment regulations, and preserving the environment. Cost/Benefit Analyses will be explored. Prerequisite: Senior Standing.

**EHSP 416 Environmental Management**

**3 credits**

A discussion of the strategies that businesses and other institutions can undertake to assess the impact of their oper-

ations on ecosystems and habitats. The ultimate goal is to sustain a viable environment while providing for economic growth. Prerequisite: Senior Standing.

**EHSP 424 Environmental Protection Policy and Regulation 3 credits**

This capstone course examines the impact of the legal issues, public policy and regulating agencies on environmental protection. Prerequisite: Senior standing.

## FILM AND VIDEO

**FILM 103 American Film History 3 credits**

Development of American cinema from the early silent films of Thomas Edison to the work of contemporary directors such as Scorsese and Coppola. Important American films from each decade in film history are studied.

**FILM 104 International Film History 3 credits**

The birth, development and evolution of the foreign film including technical and stylistic advances in the German and French silent cinema, Italian neo-realism and the auteur theory.

**FILM 107 Elements of Film 3 credits**

A general survey of cinema that emphasizes film appreciation and the problems of viewing and understanding motion pictures. Students are encouraged to develop techniques of critical observation and thought. Prerequisite: Sophomore Standing.

**FILM 108 Motion Picture Fundamentals 3 credits**

This hands-on course introduces students to key photographic concepts and the basics of shooting and editing film and digital video. Students work with super-8 motion picture cameras while making short films, 35 mm still cameras while studying photographic exposure and composition, and mini-dv cameras as they create short video projects. (Those unfamiliar with Macs may opt to take "Introduction to Digital" prior to or concurrent with this course.) All editing is done using Final Cut Express. Students pay for a limited amount of film and processing for their own projects.

**FILM 110 Introduction to Film Theory and Criticism 3 credits**

Cultivates an understanding of film language. Specific filmmakers and theorists are studied in some depth. The emphasis is on reading and critical writing as well as on the films themselves.

**FILM 111 Black and White Photography I 3 credits**

In this production class, students will learn the basic functions of their camera, processing and custom printing in the lab. Through a variety of shooting assignments, students will understand formal composition and the aesthetics of photography as a fine art. Dual listed as PHT 111.

**FILM 112 Introduction to Digital 3 credits**

Introduces the student to the desktop Macintosh computer. Students are acquainted with the Mac Operating System, then will survey the most popular applications for manipulating photographic images, combining text with images, and simple video and audio editing on a personal computer. Students will integrate readings, lecture and in-class lab sessions to aid them in completing their own creative projects in each application. Fee: \$60.

**FILM 116 Video Production I 3 credits**

In this hands-on course students acquire the skills required to design, shoot and edit video. Emphasis is placed on visual and aural expression through technical mastery of the video medium. Topics include digital camera operation, lighting, audio recording, scripting, non-linear editing, special effects and audio mixing. All necessary equipment is provided but students must apply videotape. Prerequisite: FILM 108.

**FILM 202 Introduction to Web Design 3 credits**

Provides a solid, broad-based foundation for Web page and site design. Includes issues of interface functionality and user-friendliness with literate, visual communication. Designed to develop an interface framework with clear navigation through ideas, images and text. Begins with an historical and technical backdrop to the Internet and the World Wide Web, then continues with an introduction to the basics of HTML; image compression; using browser-safe color, and producing web pages with WYSIWYG editor. Students produce individual web pages and a site for final project. Prerequisite: FILM 112.

- FILM 203 National Cinemas** **3 credits**  
 The development of film in specific countries during selected decades from the standpoints of art, social background and politico-economic factors. Prerequisite: Sophomore Standing.
- FILM 204 Animation Basics** **3 credits**  
 A comprehensive workshop in single frame filmmaking designed for the beginner in animation. Students work on individual projects using techniques such as drawing, clay, collage and time lapse. Drawing skills are not mandatory to succeed in this class. Prerequisite or co-requisite: FILM 101.
- FILM 208 Film Production I** **3 credits**  
 This course is designed to develop proficiency in the standard procedures of filmmaking and the use of equipment. Students participate in shooting two 16mm films, editing and building soundtracks. Basic aspects of cinematography, lighting, sound and editing are covered, including the use of 16mm cameras, sound equipment and digital editing software (Final cut Pro). All equipment is provided, but students pay for their own film and lab expenses. Prerequisite: FILM 108.
- FILM 211 Black and White Photography II** **3 credits**  
 This course covers a variety of advanced issues such as content and form, lighting, medium format camera, infrared film and archival printing techniques. Designed to teach students how to visually articulate their ideas. Prerequisite: FILM 111 or PHOT 204. Dual listed as PHT 211.
- FILM 215 Experimental Film/Video Art** **3 credits**  
 Experimental films and videotapes made in the United States since 1960 are considered as they relate to other contemporary art forms such as painting, sculpture and performance. Abstract and animated works as well as innovative forms of narrative art are studied. Prerequisite: FILM 107 or FILM 110.
- FILM 216 Video Production II** **3 credits**  
 Students explore video language while producing a more ambitious work through improved technical skills, including digital modes of post-production. It integrates hands-on demonstrations, lectures, exercises, projects and critiques. Students use digital video cameras along with Final cut Pro to produce a final project. All necessary equipment is provided but students must supply videotape. Prerequisite: FILM 225, FILM 228, FILM 233, FILM 234, FILM 235, FILM 302 or FILM 335.
- FILM 225 Technical Directing** **3 credits**  
 Addresses the basic problems of designing and directing scenes for motion pictures. Some of the problems discussed are the relationship of film to reality, the meaning of cinematic techniques, continuity, shot selection, cut selection and visualization techniques. Prerequisite: FILM 102.
- FILM 228 Introduction to Screenwriting** **3 credits**  
 Introduces students to motion picture and television writing. Issues discussed include the difference between screenwriting and writing for the print media, story structure and pacing, character development and writing dialogue. Prerequisite: Sophomore Standing.
- FILM 230 Writing and Producing the Short Script** **3 credits**  
 This course is designed to take students through the process of writing and planning a short film. Students will produce a film treatment and multiple drafts of a script for a film, as well as work through critical phase of pre-production such as budgeting, creating a shooting script, storyboarding, casting, securing locations and acquiring necessary permissions and clearances. Students are expected to participate in critiquing and responding to the written work of others in the class. Prerequisite: FILM 228.
- FILM 232 Crew Production Workshop I** **3 credits**  
 Students assume the roles of director, cinematographer, editor, sound person and production manager in the production of collaborative group projects. Students wishing to have their original screenplays produced must submit them for consideration by the second week of class. Prerequisite: FILM 102.
- FILM 233 Cinematography** **3 credits**  
 Examines the tools and technology of the film camera person. Lenses, meters, emulsions, sensitometry, light sources, color and printing are among the topics covered. The format is primarily lecture but also includes production exercises

done in class. Prerequisite: FILM 102.

**FILM 234 Lighting for Film and Video**

**3 credits**

Examines the tools and techniques of lighting for film and video. Classroom time includes lecture but is primarily devoted to hands-on lighting and shooting exercises. The differences between film and video lighting are addressed. Prerequisite: FILM 102.

**FILM 235 Sound for Film and Video**

**3 credits**

This is an historical, technical and aesthetic overview that begins with the basic principles of sound and examines the problems of converting sound to an electrical analogy, processing it and storing it magnetically. A working knowledge of 16mm production and film handling is recommended. Prerequisite: FILM 102.

**FILM 236 Electronic Cinematography**

**3 credits**

This course will cover advanced video technology and professional techniques of videography. Emphasis will be placed on image quality, broadcast specifications, and double-system audio recording. Professional-quality video cameras will be covered. Though students will be asked to shoot video in class, this is not a production course. Prerequisite: FILM 208.

**FILM 241 Acting for the Camera**

**3 credits**

Designed for actors wishing to improve their craft and film and television directors who would like to work more effectively with actors. The differences between stage and screen acting are addressed. Each class includes practical experience in working in front of the camera.

**FILM 298 Internship in Film, Video or Photography**

**3-6 credits**

Working in consultation with a faculty member, advanced students wishing to pursue careers in film, video or photography have the opportunity to work with independent media, artists, film, video, audio or television production companies, or to work with art directors, gallery curators, photographers and printers while earning college credit. This program is designed to give students valuable experience in their chosen field of study outside of the college/classroom environment. Before registering, interested students should contact the Pittsburgh Filmmakers Internship Coordinator.

**FILM 299 Independent Study in Film, Video or Photography**

**3 credits**

Students may elect to study film, video or photography on an independent basis by: 1) securing the permission of the instructor with whom the student wishes to study; 2) writing a proposal for the independent study; 3) discussing your proposal with your instructor and finalizing it by completing an Independent Study Contract. Special Request Independent Study Fee: \$40 per credit.

**FILM 302 Digital Non-linear Editing**

**3 credits**

Students are introduced to the Avid non-linear editing system. Following a basic introduction, students explore the ways in which the Avid Media Composer 900 enhances traditional editing techniques. Concepts include various possible edits (splice, splice sync and overwrite) Word Plot sound techniques, transitions and filter effects, layering video, paths editors and titling techniques. Final project consists of a short piece ready to transfer to videotape. Prerequisite: FILM 212.

**FILM 307 Script Development**

**3 credits**

Designed for students who have a basic knowledge of screenwriting principles and wish to develop an original idea into a full treatment. Weekly discussions and assignments focus on creating the plot, sub plots, character biographies and back story for a feature-length film script. Other elements covered extensively are the scene, sequences and story setting. Students are required to complete 30-40 pages of treatment. Prerequisite: FILM 228.

**FILM 308 Film Production I**

**3 credits**

In this advanced 16mm filmmaking class students make individual films with the instructor's approval and close supervision. Each student writes a treatment, script and budget for a single 16mm film. A fully edited film with edited soundtracks (voice, music, sound effects, etc.) must be completed by the end of the term. All projects are shot on film but students have the option to edit using traditional film editing methods or in a digital format first class. Extensive outside work is necessary. All equipment is provided, but students pay for their own film and lab expenses. Prerequisite: FILM 208 and one of the following: FILM 225, FILM 228, FILM 233, FILM 234, FILM 235, FILM 302 or FILM 335.

**FILM 312 Color Photography I**

**3 credits**

Designed to teach students how to visually articulate their ideas in a color portfolio. Assignments and lectures emphasize the effects of natural light and mixed light sources on color film. Prerequisite: FILM 211 or PHT 211.

**FILM 328 Script Analysis**

**3 credits**

Teaches the techniques necessary to break down a complex screenplay into its structured elements to examine plot development, characterization, theme and subplots. Students will analyze a number of scripts, focusing each week on a different element of narrative development. Final project: an in-depth written analysis of a script and film highlighting all major areas of the narrative. Prerequisite: FILM 228.

**FILM 329 Advanced Screenplay Workshop**

**3 credits**

This course will focus on writing the first draft of a feature-length script. Students who wish to take this class must bring a detailed treatment for the screenplay they intend to write to the first class. Prerequisite: FILM 307.

**FILM 332 Crew Production Workshop II**

**3 credits**

A continuation of FILM 232. Prerequisite: FILM 232.

**FILM 334 Producing for Film and Video**

**3 credits**

Students are familiarized with the skills required to produce commercials, industrials, documentaries and drama in a wide range of working situations. Issues including fund raising, applying for grants, production planning, copyrights and legal issues are covered. Prerequisite: FILM 102.

**FILM 335 Directing Actors**

**3 credits**

Explores the ways in which directors communicate with actors to translate vision into playable action on the screen. Class sessions provide precise examples and practical experience through a combination of lecture, exercises, screening and taping. Topics include script analysis, casting and rehearsal. Also covers how to judge/direct a good performance. Prerequisite: FILM 225.

**FILM 341 Acting for the Camera, Advanced Techniques**

**3 credits**

This course explores some of the special problems/challenges facing motion picture and television actors. Designed for actors and others serious about developing their skills in front of the camera. Concentrates primarily on dramatic acting. Classes include lecture, videotaped examples of performances, discussion and analysis. Prerequisite: FILM 241.

**FILM 408 Film Thesis I**

**3 credits**

This course allows students to develop their advanced filmmaking skills. Students create one 16mm film over the course of one academic year (two semesters). In some cases, students may work in a digital format, rather than a film format. During the first semester students prepare scripts, budgets and complete all of the preproduction for their project. Beyond writing and planning, the student is responsible for doing all principal photography and syncing and assembling all material by the last class. Students should bring a first draft of a script to the first class. All equipment is provided but the students pay for their own film and laboratory expenses. Prerequisite: FILM 308, 233, 216 and 236 (all four must be taken first).

**FILM 409 Film Thesis II**

**3 credits**

This course is a continuation of Film Thesis I. Students edit and do all post-production for the film that was shot during Thesis I. In order to complete this course the student must have an Answer Print of the film, or an exhibition-quality digital video master, and show a copy in an approved Pittsburgh Filmmakers Thesis Screening. Prerequisite: FILM 408.

**FILM 295, FILM 395, FILM 495**

**Special Topics in Film Production I, II, III**

**1-6 credits**

**FINE ARTS**

**ART 100 Introduction to the Visual Arts**

**3 credits**

An introduction to the visual arts from both an analytical and historical perspective. Representational and abstract organizations are discussed. The historical perspective is presented in a brief chronological survey of painting, sculpture, and architecture in Western art from ancient Greece and Rome to the present day. Students will have experiences both inside and outside the classroom, including lectures, art demonstrations, hands-on activities, and possible conversations with specialists when available.

- ART 210 Introduction to Architecture** **3 credits**  
 Survey of the architecture of the Ancient, Medieval, Renaissance, Baroque and Modern periods. All major styles are covered. Architecture is presented within the context of determinants such as geographical, cultural and historical factors. Terms, significant architects and representative works are highlighted. Prerequisite: ART 100.
- ART 212 Graphic Design** **3 credits**  
 A studio course with some lecture; no art background necessary. Relationship of basic design principles to graphic art problems in projects involving such concepts as the use of positive and negative space, unity, balance and emphasis. Projects involve design with typography, body copy, photography, illustration and graphic elements in mass-media communication.
- ART 213 Introduction to Drawing** **3 credits**  
 An introductory studio course dealing with basic drawing issues and problems. Fundamental exercises geared to the novice include contour, gesture, structural, and value studies, as well as an emphasis on figure drawing with the live model.
- ART 214 Concepts in Rendering** **3 credits**  
 The concepts in rendering as related to theatre design projects with particular emphasis on creative techniques that enlarge artistic vision. Projects include collage, multi-media, basic sketching for scenic design and color values. Open to Technical Theatre/Design majors with permission. Other University majors may ask permission to enroll.
- ART 301 Ancient Art** **3 credits**  
 Survey of the art and architecture of ancient Egypt, Greece, Rome and the Islamic world. Emphasis on the cultural and historical developments which made possible the flourishing of creativity in the arts of these civilizations. Includes a variety of media, but stresses architectural developments, especially those of Greece and Rome. Prerequisite: ART 100.
- ART 302 Medieval Art** **3 credits**  
 Survey of the art and architecture of the Medieval period in Europe from the fourth through the fourteenth century. All major periods and styles covered. Architecture is stressed, but emphasis is also placed on painting, sculpture, mosaics, ivory carving, manuscript illumination and stained glass. Prerequisite: ART 100.
- ART 304 Renaissance and Baroque Art** **3 credits**  
 Survey of the art and architecture of Italy and Northern Europe from the end of the Middle Ages, or the late Gothic period, to about 1775. Major styles of the Renaissance and Baroque periods are covered. Prerequisite: ART 100.
- ART 305 Modern Art** **3 credits**  
 Survey of the painting, sculpture and architecture of Europe and America from about 1775 to the present. Dominant movements and themes of the Modern period are presented. The twentieth century is discussed with regard to new attitudes toward the nature, functions and materials of art and architecture. Prerequisite: ART 100.
- ART 306 American Art** **3 credits**  
 Survey of American painting, sculpture and architecture from the seventeenth century Colonial period to 1900, presented in relation to a changing cultural, social and philosophical background. Architecture in a variety of styles and developments. Emphasizes nineteenth as the first great indigenous style in American art. Prerequisite: ART 100.
- ART 313 Advanced Drawing** **3 credits**  
 An advanced studio course designed to explore and expand upon previously learned skills such as gesture, value studies, and the figure. Slide lectures, critiques, field trips, as well as specific advanced exercises designed to heighten investigation in seeing. Prerequisite: ART 213.
- ART 320 Figure Drawing** **3 credits**  
 This course introduces the fundamental principles of drawing the human form. Students study systems of measurement, learn the importance of gesture as a framework for proportion and movement and model structure with light and tone. Human muscular and skeletal anatomy is studied in order to create convincing drawing from observation and invention.
- ART 295, ART 395, ART 495 Special Topics in Fine Arts I, II, III** **1-6 credits**

ART 296, ART 396, ART 496 Independent Study in Fine Arts I, II, III  
Special Request Independent Study Fee: \$50 per credit.

1-6 credits

## FORENSIC SCIENCE

### FSCI 100 Development of the Death Investigation System

3 credits

A broad introduction of the development of the Death Investigation system from origin and inception through history to today's modern forensic practices. Overview of future job opportunities and career requirements. Inclusive of a comparative analysis of various post mortem examinations, including hospitals versus forensic. Descriptive and detailed workings of a functioning Medical Examiners (ME) office.

### FSCI 251 Introduction to National Database Seminar

1 credit

Overview of National Database Systems relating to mortality and morbidity. Students will learn how this type of data is collected, entered, and analysis. In addition, they will learn how to conduct queries of these databases and collect data for research.

### FSCI 300 Forensic Photography

3 credits

This course will expose students to three forms of forensic photography. They will learn the basic functions of crime scene photography, techniques used in forensic autopsy photography and the requirements of micro and specialty photography. Students will be exposed to 35mm as well as digital equipment. They will comprehend the preparation requirements for admissible photographic evidence for legal presentation. Through practice, students will gain expertise in the field. Prerequisite: PHOT 204.

### FSCI 301 Accident/Suicide Death Investigation

3 credits

An exploration of accidental deaths which includes motor vehicle, fire, drowning, overdose, industrial, medical misadventure and falls. Each type of death will be examined in detail relevant to the forensic investigation and the scope of the problem both locally and nationally. Students will be exposed to various methods of suicide, understand the patterns and reason along with the role of the forensic investigator. Special topics include Russian roulette and the significance of suicide notes.

### FSCI 302 Introduction to Scientific Presentation and Writing

3 credits

Based on forensic epidemiological data sets, the student will gain a deep understanding of the research methodology. This involves beginning with a hypothesis through data collection, verification, analysis and resulting in a conclusion. Additionally, this course will detail the methodology and procedures involved in submitting a manuscript and the peer review process for journals and peer review publications. Students will be exposed to various sources for grants at the local, state and national levels.

### FSCI 350 Forensic Botany

3 credits

This course will expose students to the study of forensic botany. They will learn the identification, collection, analysis of plants and plant material and the role it plays in a crime scene investigation.

### FSCI 351 Data Mining and Spatial Forensic Epidemiology

3 credits

This course will expose students to the science of data mining of large data sets and spatial forensic epidemiology. They will learn how to systematically conduct research studies using large data sets. In addition, understand the principles of relating the location of crimes scene to other forensic variables.

### FSCI 352 Grant Writing

1 credit

Students will learn the fundamentals of how to locate, apply for, and write a grant. The terminology, style, key words, and the dos and don'ts use in grants will be reviewed.

### FSCI 370 Forensic Evidence I

3 credits

Overview of the role of criminalists from crime scene through laboratory analysis. This includes the collection of fingerprints, shoeprints, other impressions, ballistic and trace evidence (hair, fiber, glass, paint). This class will include the identification, collection, preservation, documentation and analysis of evidence. Several labs will provide practical hands-on experience as well as realistic exposure to evidence collection.

- FSCI 371 Forensic Evidence II** **3 credits**  
 An expansion and broadening of the concepts learned in Forensic Evidence I. Topics to include poisoning, DNA, blunt force trauma, stabbing, time-of-death determination, issues relating to firearms, natural and man-made disasters. Course includes an introduction to the role of forensic psychology, profiling and crime-mapping. Numerous labs will provide advanced practical hands-on experience as well as realistic exposure to evidence collection. Prerequisite: FSCI 370.
- FSCI 401 Ethics in Forensic Science** **3 credits**  
 This course will review the ethical issues specific to Forensic Science. Forensic science is used to convict the guilty and protect or exonerate the innocent. Ethics means following the principles of natural justice, in all the activities without fear or favor in a neutral way. As Forensic Science is used to put the clues of a particular occurrence into finding the truth, and experts render testimony in Courts of Law, it is most essential that the evidence should be on Ethical Standards, not to be misleading or false. The course is not meant to dictate actions, but to offer the tools and some direction for dealing with difficult situations related to Forensic Science.
- FSCI 402 Natural Death Investigation** **3 credits**  
 An examination of the natural death processes and how and why they are investigated. This class encompasses: cardiovascular, respiratory, central nervous system and others. In addition, the method for analyzing natural deaths from various sources, their meaning and impact on public health policies will be discussed. Topics include the use of this data for analysis of various programs. Prerequisites: BIOL 225, BIOL 226.
- FSCI 404 Forensic Real Crime Scene Investigation/Crime House** **3 credits**  
 A unique and interactive learning experience takes the students to an actual simulated crime house to gain a comprehensive understanding of all roles and how they interact while processing a crime scene. Prerequisites: FSCI 370, FSCI 371.
- FSCI 455 Internship in Forensic Science** **3 credits**  
 Students will work with their academic advisors and/or Instructors to identify either an accredited forensic laboratory or select criminal justice agencies with a Forensic evidence unit in the geographical area of their choosing. The Forensic Science Internship will provide the student with a professional work experience in an organizational environment. The internship is an extension of the curriculum and provides meaningful experience related to the student's area of concentration.

## FRENCH

- FREN 101 Elementary French I** **3 credits**  
 An introduction to the French language and culture through conversation and basic grammar.
- FREN 102 Elementary French II** **3 credits**  
 A continuation of FREN 101. Prerequisite: FREN 101.
- FREN 201 Intermediate French I/Translation** **3 credits**  
 Reading and translation of various modern French texts. Prerequisite: FREN 102.
- FREN 202 Intermediate French II/Conversation** **3 credits**  
 Development of conversational fluency and practical composition. Prerequisite: FREN 102.
- FREN 203 French Phonetics** **3 credits**  
 An introduction to French phonetics theory and corrective application. Records and tapes. Prerequisite: FREN 102.
- FREN 213 Specialized Translation from French** **3 credits**  
 Stresses the skills required for translating materials related to the students' majors and career goals. Particular emphasis is placed on language structure and vocabulary. Prerequisite: FREN 201.
- FREN 215 French Culture** **3 credits**  
 The history and contemporary life of France and the French-speaking world. Provides an introduction to French culture through selected texts, current newspaper clippings and videos. Presented in English. Prerequisite: History 150 or permission of the instructor. Dual listed as HIST 215.



<b>FREN 301 Survey of French Literature I</b>	<b>3 credits</b>
A study of French civilization and literature to the end of the eighteenth century. Prerequisite: FREN 201 or permission.	
<b>FREN 302 Survey of French Literature II</b>	<b>3 credits</b>
A study of French civilization and literature from the beginning of the nineteenth century to the present day. Prerequisite: FREN 201 or permission.	
<b>FREN 306 French Culture and Civilization</b>	<b>3 credits</b>
A study of the culture and civilization of France through selected masterpieces of French literature and art. Prerequisite: FREN 201, FREN 202 or permission.	
<b>FREN 311 Advanced French Composition and Conversation</b>	<b>3 credits</b>
Development of writing and speaking skills in French for advanced students. Prerequisite: FREN 202 or permission.	
<b>FREN 411 Seminar in French</b>	<b>3 credits</b>
The study of a particular author or a particular aspect of any century of French literature or culture. A research project is required. Prerequisite: Permission.	
<b>FREN 295, FREN 395, FREN 495 Special Topics in French I, II, III</b>	<b>1-6 credits</b>
<b>FREN 296, FREN 396, FREN 496 Independent Study in French I, II, III</b>	<b>1-6 credits</b>

#### GLOBAL CULTURAL STUDIES

<b>GCS 175 Introduction to Global Cultural Studies</b>	<b>3 credits</b>
An introduction to the critical analysis of contemporary global cultural circumstances with special emphasis on developing an appreciation of the complex character of human cultural patterns the world over as well as a global perspective on the dynamics of power and privilege.	
<b>GCS/MLNG 205 Languages of the World</b>	<b>3 credits</b>
This course introduces students to theories of human language. Students will look at how and when speech and writing systems developed, including the history and evolution of various protolanguages. Students will study geographic, political, and sociocultural factors involved in language development and use. The course includes language recognition and analysis activities and directed application of theory.	
<b>GCS 215 Modernity, Colonialism and Capitalism</b>	<b>3 credits</b>
A broad historic and geographic consideration of the “globalizing” cultural forces of the Modern era that have affected nearly every living organism on the planet. Particular attention is given to the integrative dynamics of capitalism, colonialism, and (neo)imperialism. Prerequisite: GCS 175.	
<b>GCS/SOC 225 Anthropology of Belief</b>	<b>3 credits</b>
This course will provide a survey of the position of belief in the lives of humans the world over. Particular attention will be paid to the critical analysis of organized religions as economic and political institutions as well as the contemporary and historical ramifications of the forms of cultural colonization that they have and continue to inspire. Prerequisite: GCS 175.	
<b>GCS 230 Literature, Performing Arts and Politics: A Global View</b>	<b>3 credits</b>
The course will trace the development of performing and literary genres throughout the world. Varied types of expressions will be examined in their historical and local manifestations. The genres that have come to dominate the geo/political cultural entities (states, continents, sub-cultures) will be explored, as well as the global ramifications of the current artistic productions. Poetry, theater, dance and cinema will be among the genres studied. Prerequisite: GCS 175.	

**GCS/SOC 310 Human Rights in Theory and Practice****3 credits**

This course surveys the history, institutions and laws of the international human rights system. It considers their limitations and new developments such as universal jurisdiction. Case studies are used to discuss the political, historical, social and cultural context of inequality which enable human rights abuses, the victims' experiences and means of redress. Students will design and carry out research and advocacy projects relating to human rights abuses. Prerequisite: GCS 175 or permission of instructor

**GCS/SOC 315 Modern World Systems****3 credits**

A study of the ongoing dynamics of the Modern era (15<sup>th</sup> Century to present) that have fostered the emergence of the current world system; particular attention will be paid to the contemporary character of our "globalizing" world, including such aspects as the increasing global division of labor, neoliberalization, corporatization, etc. Prerequisite: GCS 175.

**GCS/POLS 320 Political Geography of the Middle East****3 credits**

This course is oriented around the major political geographies and power relationships within the Middle east and between the Middle East and the rest of the world. Key topics include the uneven historical-geographies diffusion of different religions, the Middle East in the eyes and arms of the West, the geographies of natural resources, and the intra and inter regional geopolitics that shape some of the world's most explosive conflicts. Students will examine general profiles of Middle Eastern countries and engage in discussions about provocative reading assignments from a diversity of perspectives. In addition to scholarly text, the class examines various films, maps, news reports, and other primary and secondary sources. Prerequisite: GCS 175 or permission of instructor.

**GCS/SOC 335 Revolutions****3 credits**

This course focuses on "revolutions" as globalizing forces in human history; it begins with a discussion of the European Enlightenment and the Industrial Revolutions and proceeds through the American and French revolutions to the Bolshevik Revolution incorporating ancillary "revolutions" along the way, including discussions of some or all of the following: European colonial expansion, the Bolivarian liberation, Fordist production, consumerism, Viet Nam, post industrialization/post-Fordism, postmodernity, neoliberalism, etc. Prerequisite: GCS 175.

**GCS 340 Global Political Ecology****3 credits**

A study of the relationship of humans to the environments they inhabit with special attention paid to the political-economic structures that inform those relationships; of particular interest will be the character of capitalism and the extent to which it is implicated in the ongoing environmental change on local and global scales. Prerequisite: GCS 175.

**GCS 350 Civilizations and Their Discontents****3 credits**

This course will examine and analyze the phenomena of alienation, disaffection, resistance, subversion, counter-cultural assertion, and revolution as they emerge in the modern state. The course will draw upon various theoretical paradigms including psychoanalysis, neo-Marxist critical theory, and contemporary post-modernist thought. Prerequisite: GCS 175.

**GCS 360 Marx and Marxism****3 credits**

This course enables students to delve deeply into Karl Marx's writings, particularly his magnum opus, *Capital, Volume One*, but also other works by him and his intellectual descendants and critics. Such forays into sometimes rather difficult pieces allow students to begin to understand the problems and possibilities of Marx's way of thinking. Critically equipped with a Marxist perspective, students are then tasked with making sense of the contemporary world around us, especially the ways in which capitalism operates at global, national, urban, and corporeal scales. By the end of the semester, students should have a firm grasp on Marx and Marxism, a new understanding of the way capitalism works, and an idea of some alternatives to capitalism.

**GCS 390 Study Abroad Project I****3 credits**

An on-site in-depth examination of a specific global issue as it relates to and/or is manifested in a particular foreign locale. Prerequisite: permission of instructor.

**GCS 425 Global Cultural Studies Practicum****3 credits**

The Global Cultural Studies practicum is designed around connecting GCS majors with internship opportunities at a range of social and/or environment justice oriented organizations in and around Pittsburgh. The practicum will enable students to productively apply many of the skills they learn in GCS courses in professional and political settings beyond the university's campus. They will in turn strengthen these skills and develop new capacities as they learn the practical realities of some of the Global Cultural Studies' curriculum's principle themes. Students enrolled in the practicum will

work under the joint supervision of a GCS faculty member and a participating organization. In addition to the tasks of the practicum itself, students will write reflexive critical analyses of their experience and a theoretically informed research paper. They must secure an internship from one of the organizations we have already designated as appropriate to GCS majors before they enroll in the course. Prerequisites: GCS 175 and at least Junior Standing.

**GCS 426 Global Cultural Studies Senior Thesis**

**3 credits**

The senior thesis/capstone will enable students to apply the skills they have gained in Global Cultural Studies courses to a social science based research project of their own design. In doing so, under the guidance of an appointed faculty member, they will refine the skills developed in GCS courses as well enhance their potential to become knowledge producers themselves. This course represents the faculty's response to the expressed desire of students to see their degree punctuated with a significant project that will serve as further evidence of their achievement and the skills they have developed. Prerequisites: GCS 175, PSYC 352, and Senior Standing.

**GCS 490 Study Abroad Project II**

**3 credits**

A continuation of GCS 390 Study Abroad Project I, examining a different global issue in a different part of the world. Prerequisite: permission of instructor.

## HEALTH SERVICES

**HLTH 303 Contemporary Issues in Health Services**

**3 credits**

Treats one important contemporary issue in the health professions. Examples are gerontology, medical ethics, transplants and implants and genetic engineering. Prerequisite: Junior standing.

**HLTH 410 Health Services Seminar**

**3 credits**

Independent research and study in areas related to the health professions that are of current interest. Prerequisite: Senior standing.

## HISTORY

**HIST 150 Introduction to the Study of History**

**3 credits**

An introduction to significant issues of human social development that have been identified by noted historians of the past and present. The course is designed as an overview of the discipline of history for students who would otherwise have limited exposure to these issues. This course will have a significant multicultural dimension.

**HIST 201 Western Civilization to the Sixteenth Century**

**3 credits**

This introductory survey course will familiarize students with major themes and historical events in the Western World from the Ancient World to the 1500s. Students will analyze the major forces, ideas and institutions which influenced the peoples of the world and look at the foundations of Western cultural expansion outward. In this course students will learn to think critically about historical events and how they are interpreted to better understand the relationship between historical events and contemporary interpretation of those events. Students will locate and evaluate primary and secondary texts and use them to write critically about history.

**HIST 202 Western Civilization since the Sixteenth Century**

**3 credits**

This introductory survey course will familiarize students with major themes and historical events in the Western World from the 1500s to the twenty-first century. Student will analyze the major forces, ideas and institutions which influenced the peoples of the world and examine the impact of Western cultural imperialism. In this course students will learn to think critically about historical events and how they are interpreted to better understand the relationship between historical events and contemporary interpretation of those events. Students will located and evaluate primary and secondary texts and use them to write critically about history.

**HIST 203 History of the United States I**

**3 credits**

The historical, political and social movements of the United States and Pennsylvania from the Colonial period through 1865. The identification of individual rights and responsibilities as citizens is an integral part of this course. Prerequisite: History 150 or permission of the instructor.

- HIST 204 History of the United States II** **3 credits**  
 A continuation of HIST 203. The developments in the United States and Pennsylvania from 1865 to the present. Prerequisite: History 150 or permission of the instructor. Prerequisite: History 150 or permission of the instructor.
- HIST 206 Foundations in Feminism: Women's History in the Western World**  
 This course will introduce students to historical issues and questions about gender, power, and the role of women in modern society. This course will focus on American and European women in the 19th and 20th centuries to understand the debates about first, second, and third-wave feminism. Students will read and analyze how the roles of women, gender, and sexuality have been (mis)understood and continually redefined in the past two centuries. Students will be introduced to the process of writing through the lens of women and feminism. This course is Writing Intensive.
- HIST 215 French Culture** **3 credits**  
 The history and contemporary life of France and the French-speaking world. Provides an introduction to French culture through selected texts, current newspaper clippings and videos. Presented in English. Prerequisite: History 150 or permission of the instructor. Dual listed as FREN 215.
- HIST 216 Spanish Culture** **3 credits**  
 An introduction to the culture and history of Spain from the medieval era to the present day. Selected historical and literary texts are used to give a panoramic view of Spanish culture. Presented in English. Prerequisite: History 150 or permission of the instructor. Dual listed as SPAN 216.
- HIST 261 Regional Studies: India** **3 credits**  
 An inter-disciplinary course examining the history, religions, geography, politics, art, music, economics, social structure and customs of India. Provides students with an understanding of the complex forces that have shaped one of the oldest and most diverse cultures on earth. Special attention is given to ethnic/religious strife, the role of women, and the emergence of India as an economic power in the 21st Century. Prerequisite: History 150 or permission of the instructor. Dual listed as SOC 261.
- HIST/SOC 263 World History: Central and South America** **3 credits**  
 The development of the political, economic, social and cultural history of Latin America since the revolution for independence. Prerequisites: HIST 203, HIST 204 or permission.
- HIST 264 World History: Asia** **3 credits**  
 A survey of the history of the Far East. Prerequisite: History 150 or permission of the instructor.
- HIST 311 Ancient History** **3 credits**  
 Near Eastern civilization from the Neolithic period to the Persian Empire. Athenian and Roman power emphasized. Prerequisite: HIST 150 or permission.
- HIST/SOC 312 Regional Studies: Africa** **3 credits**  
 A descriptive and analytical survey of elements of change and continuity in Africa's political, economic, social and cultural institutions through three historical periods: Pre-Colonial, Colonial and Independence. The post-independence era. Prerequisite: History 150 or permission of the instructor.
- HIST 322 Renaissance and Reformation** **3 credits**  
 The economic, social, cultural, political and religious impact of the Renaissance and Reformation in early modern history. Prerequisites: HIST 201, HIST 202 or permission.
- HIST 327 Twentieth Century Europe** **3 credits**  
 Europe from World War I to the present, including the most recent upheavals in Eastern Europe and the former Soviet Union. Prerequisites: HIST 201, HIST 202 or permission.
- HIST 334 History of England** **3 credits**  
 England with emphasis on the periods from the Tudors to the present. Prerequisites: HIST 201, HIST 202 or permission.
- HIST 337 Adolf Hitler and Nazism** **3 credits**  
 A study of both the long- and short-range forces which brought Hitler and Nazism to power in Germany. Examines the structure, style and operations of the Nazi system from its inception to its collapse. Prerequisite: HIST 201 or permis-

sion.

**HIST 350 History of the 1950's**

**3 credits**

Students will study the major events, individuals, and cultural changes of the decade. This course will examine the relationship between Americans and their government during the early years of the Cold War, the Civil Rights movement and the impact of dramatic changes in technology in communications and medicine. Cultural shifts in music and movies will also be examined. Prerequisite HIST 150.

**HIST 352 History of Modern Russia**

**3 credits**

The history of Russia from the time of the Napoleonic wars to the present, including major changes instituted since 1985. Prerequisites: HIST 202; POLS 250; or permission.

**HIST 355 World War II**

**3 credits**

General course on the history of World War II. The course will address causes of the War, political and social dynamics of the War, issues related to the conduct of the War, political and social implications of the War, and the onset of the Cold War. Prerequisite: HIST 150.

**HIST 360 History of the 1960's**

**3 credits**

The history of a pivotal generation in America that dealt with the events defining the counter-culture movement. Prerequisite: HIST 150 or permission of the instructor.

**HIST 370 History of the 1970's**

**3 credits**

Students will study the major events, individuals, and cultural changes of the decade. The presidencies of Richard Nixon, Gerald Ford, and Jimmie Carter will be examined for their successes and setbacks within the context of their domestic and foreign policies. The energy crisis of the decade will also be investigated as to its source and validity. Prerequisite HIST 150.

**HIST 372 History of the American Revolution**

**3 credits**

The causes and consequences of the American Revolution, including an examination of the Declaration of Independence, Articles of Confederation and the Constitution. Prerequisite: HIST 203 or permission.

**HIST 373 Old South, Civil War and Reconstruction**

**3 credits**

America from the Compromise of 1850 to the end of Reconstruction. Emphasis on slavery as an institution and on the battles and leaders of the Civil War. Reconstruction and its impact on Black America. Prerequisites: HIST 203, HIST 204 or permission.

**HIST 378 The United States Since World War I**

**3 credits**

A study of the period's major social, political, economic, diplomatic and military developments. Prerequisite: HIST 204 or permission.

**HIST 382 History of Pennsylvania: Focus on Pittsburgh**

**3 credits**

A survey of the changing face of Pennsylvania from the colonial times to the present, with an emphasis on Pittsburgh and Western Pennsylvania. This course addresses historical, political, military, and economic developments in the Commonwealth. Writing-in-disciplines class. Prerequisite: History 150 or permission of the instructor.

**HIST 412 Seminar in History**

**3 credits**

An in-depth study of major historical developments and issues of world cultures, including the principles and/or methodology of historical study. Writing-in-disciplines class. Prerequisite: Senior Standing.

**HIST 418 The History of Money**

**3 credits**

Exchange relations have been part of human interactions for thousands of years. This course examines the history of such relations and the role of money as a medium of exchange. We will discuss the socio-cultural and the political-economic aspects of this history. Our journey will take us from the days of beads, shells and trinkets to present day uses of money in modern society. Prerequisite: HIST 150 or permission of the instructor.

**HIST 455 History Practicum**

**3 credits**

This course is available to qualified students as a practicum within the University or in conjunction with an external agency. It prepares students for careers in their field by involving them in professional work under the supervision of

faculty of staff members. This requires regular progress reports and a final paper. Prerequisite: Junior status; 3.0 GPA; consent of an instructor to act as a supervisor; acceptance by an agency if applicable.

**HIST 295, HIST 395, HIST 495 Special Topics in History I, II, III 1-6 credits**

(See Department Requirements for a partial list of History courses offered as special topics. Prerequisite: HIST 150 or permission of the instructor.)

**HIST 296, HIST 396, HIST 496 Independent Study in History I, II, III 1-6 credits**  
Special Request Independent Study Fee: \$50 per credit.

## HUMANITIES

**HUMA 150 The University Experience 3 credits**

This course will serve as a broad introduction to academic life. Combining the many cultural and aesthetic resources of Pittsburgh with training in critical thinking skills, this course will provide real-life, practical contexts for the value of academic knowledge. The course will bring to life the theoretical issues of the humanities by way of service learning projects, through attendance at and review of live performances and exhibits, informed tours of the city, training in academic technology and research, and a focus on intellectual and emotional development during college and in life-long learning. Students will be required to articulate ideas in written and oral form.

**HUMA 295, HUMA 395, HUMA 495  
Special Topics in Humanities I, II, III 1-6 credits**

**HUMA 296, HUMA 396, HUMA 496  
Independent Studies in Humanities I, II, III 1-6 credits**  
Special Request Independent Study Fee: \$50 per credit.

## INTEGRATED MARKETING COMMUNICATIONS

**IMC 306 Introduction to Desktop Publishing 3 credits**

In this course, students will learn basic design theory and software in order to apply digital page layout and web design skills to create the type of publications most widely required in the communications industry. Upon completion of this course, students will produce a variety of publication materials to add to their portfolios. Industry standard desktop publishing applications will provide a platform from these projects. This course is equivalent to JOUR 103.

**IMC 310 Introduction to IMC 3 credits**

Students explore the background and fundamentals of how organizations use persuasive communication to reach target audiences. A study of successful case studies and exercises in program writing will build the foundation and basic understanding of how IMC can advance the mission and growth of organizations in our contemporary society. This course is equivalent to JOUR 206. Prerequisites: IMC 301, IMC 306.

**IMC 315 Advanced Desktop Publishing 3 credits**

This course will serve as a continuation the theory and skills learned in IMC 306. Students will learn advanced desktop publishing with a focus on visual display of ideas and information. Students will apply digital page layout skills to create the type of publications most widely required in the communications industry. The theory and use of typography will also be discussed. Upon completion of this course, students will produce a variety of publication materials to add to their portfolios. Industry standard desktop publishing applications will provide a platform for these projects. This course is equivalent to JOUR 307. Prerequisite: IMC 306.

**IMC 320 Web Publishing 3 credits**

This course will incorporate Web design theory and technical skills to create a series of Web products, including graphics, animations, and Web pages. Students will learn the current practices of Web publishing, which may include HTML, Flash, PHP - coding, and the use of Content Management Systems. Upon completion of this class students will have a variety of Web design pieces to add to their portfolio, as well as be the owner of a Website (which will be an electronic resume). This course is equivalent to JOUR 365. Prerequisites: IMC 306, IMC 315.

**IMC 325 Advanced Web Publishing 3 credits**

This course will build upon skills and theories learned in IMC 320. Students will incorporate Web design theory and technical skills to create a series of advanced Web products, which may include Flash, XML, PHP and mobile content coding. At the completion of this course, students will be the owners of websites that will serve as electronic resumes. (Equivalent: JOUR 420). Prerequisites: IMC 306, IMC 315 & IMC 320.

**IMC 330 PR Writing 3 credits**

This course will cover devices used in persuasive writing, internal communication and media relations, including both paid and unpaid messages to reach target audiences and stakeholders (or publics). Students will develop creative skills and learn the many writing styles and techniques an organization uses to communicate with its varied audiences (or publics). This course is equivalent to JOUR 255. Prerequisites: IMC 301, IMC 306.

**IMC 345 Social Media 3 credits**

This course will provide students the conceptual and technical understanding of the power and philosophy of social media. The course will specifically focus on how social media is changing media, business, development and government in fundamental ways. The course will also introduce students into the idea of participatory journalism, the act of citizens “playing an active role in the process of collecting, reporting, analyzing and disseminating news and information.” Upon successful completion of this course, students will have practical knowledge in the use of social media tools and building and maintaining an online community. This course is equivalent to JOUR 306.

**IMC 371 Strategic Planning and Applications 3 credits**

The study of communications management between organizations and their employees, customers, owners, the government and the media. Students will learn basics of IMC planning (research, objective setting, program implementation and evaluation methods). The study of campaigns/programs that enable organizations to use the tools of communications to advance their missions, help resolve problems and seize opportunities to such areas as employee motivation, customer loyalty, shareholder understanding, news media relationships and community acceptance.

**IMC 400 Ad Copywriting and Layout 3 credits**

Provides students with basic planning, writing, design and production techniques for creating and enhancing persuasive communications. Students will use copywriting skills, desktop publishing and design programs, combined with solid theory in targeting and reaching audiences to complete advertising campaigns that include print ads, broadcast ads, direct mail pieces, Web advertising and a variety of the other vehicles. The use of typography, color, graphics and other design tools will be used to target these creative messages. Upon completion of this class, each student will have an advertising campaign to add to a portfolio. This course is equivalent to JOUR 301. Prerequisites: IMC 306, IMC 315.

**IMC 401 Law And Ethics of Corporate Communication 3 credits**

A study of accepted ethical theories and practices and legal principles as they apply to mass communication media and agency practice. Hypothetical problems suggest practical answers to ethical and legal situations. The course objective is to make the law a tool rather than a hindrance, and to help keep practitioners to out of trouble in a highly litigious society.

**IMC 412 Personal Branding 3 credits**

This course is designed to teach students how to use an IMC approach to identify and promote their professional brand. Students will gain a fundamental understanding of how to build, promote and manage “their” overall image online and in person for career growth. Students will learn how to pitch, present, and sell their ideas and qualifications in a professional environment by using, amongst other, online tools.

**IMC 432 Advertising Sales 3 credits**

Theory, practice and implementation of advertising sales related to radio, television, newspapers, magazines, outdoor, and the Internet/WorldWideWeb. Overview includes local and national sales organizations. Leads to working knowledge of the structure of media sales. This course is equivalent to JOUR 532.

**IMC 472 Media Planning and Buying 3 credits**

An introduction to media planning, including the problems, techniques and strategy of choosing media as advertising space and time in all types of media as well as targeting media for publicity. Emphasis on the planning of the media schedule and its relationship to the creative strategy, paying particular attention to non-traditional and new media.

**IMC 474 IMC Writing and Design****3 credits**

Students will combine skills acquired in previous courses (IMC 306, 315, 320, 330, 400) with solid theory in targeting and reaching audiences to complete campaigns with pieces suitable for sales promotions, direct marketing and the internet. This course will serve as a “practice run” for the Capstone course. Prerequisites: IMC 306, IMC 315.

**IMC 497 Capstone Project****3 credits**

During their final term, working as a team, students plan, design and complete a faculty-approved and supervised communication project that demonstrates mastery of the communication theory, processes and techniques covered by their courses.

**INTELLIGENCE AND NATIONAL SECURITY****INTL 101 Introduction to Intelligence****3 credits**

The origins of collecting, assimilating, and using intelligence from the Spartans through the present will be discussed in detail in order to lay a foundation for today’s methods and analysis of intelligence.

**INTL 102 Intelligence Tradecraft Techniques****3 credits**

This course will present information on the degree of planning and the preparation methods used by terrorists prior to an attack. Emphasis is on the planning and preparation stages of the attack, the time when terrorists are most susceptible to law enforcement detection. Included in this course will be an extensive familiarization of the jargon utilized by the intelligence community and their research methods.

**INTL 103 International Terrorism****3 credits**

This course will focus on the origins of terrorism by identifying known organizations, their perceived structure, and their degree of operational capacity. Inclusive in this course will be the Method of Operation (MO) and the tell-tale signs to look for when attempting to identify such organizations in urban, suburban, and rural areas. The course will describe known or suspected creeds followed by several terrorist organizations.

**INTL 104 Recruitment, Preparation and Training of Terrorists****3 credits**

This course will describe the recruitment, preparation, and training of terrorists including past, current, and future initiatives. The course will cover the culture, subculture structure, and growth of terrorist organizations both domestic and international.

**INTL 204 Intelligence in the Media****3 credits**

This course examines the intelligence community and how it is perceived in the movies, television, novels and in the news. Comparisons will be made with what is depicted and the actual event that inspired the media. Prerequisites: INTL 101, INTL 102.

**INTL 210 Domestic Terrorism****3 credits**

This course examines the causes of domestic terrorism. It explains why people join such organizations and how they are recruited. The course relates how these organizations have developed in the U.S. over the past 20 plus years. It explains why domestic terrorism has become prevalent and what steps have been taken to curb its growth. It also describes how U.S. law enforcement is addressing the problem and what laws have been created to stop its growth and deal with its members.

**INTL 211 Evolution of Intelligence****3 credits**

This course analyzes the historical development of intelligence services and describes the reason(s) which have resulted in the proliferation and need for these services. It also explores how historical, global, and technological changes have impacted the intelligence community.

**INTL 300 Critical Thinking for Analysts****3 credits**

This course lays the foundation for the processes used by the intelligence community to determine credibility of assets and acquisition of intelligence prior to placing that intelligence into a matrix or on the i2 chart.

**INTL 301 Intelligence Analyst/Critical Thinking (I-2 Program)****3 credits**

This course presents an in-depth analysis of the methods used by terrorist organizations to finance their global operations and the investigative techniques used to counter such measures. The means used by terrorist organizations to raise, transfer, and spend funds will be analyzed. It will also include an analysis of how the monies are spent by these



organizations. During the computer lab portion to this course, students will become proficient in the use of I-2 program software. This course includes an analytic presentation/briefing to members of the intelligence community by the student.

**INTL 302 National Intelligence Authorities 3 credits**

As a nation of laws, this course covers the laws governing the collection, dissemination and use of intelligence as well as defining the 17 agencies in the Intelligence Community; includes a detailed study of the Patriot Act, national Intelligence Act and Emergency Powers of the President.

**INTL 304 Critical Issues in Risk Communications 3 credits**

Course focuses on risk communication within the context of terrorism and natural disasters. The didactic and experiential course will include core principles of risk communication, examine special challenges of risk communication with diverse audiences and media, and prepare students to create risk and crisis communication campaign in Risk Communication.

**INTL 305 Intelligence Failures 3 credits**

This course will identify and describe perceived failures of the U.S. Intelligence community over the past 50 plus years, which have affected national security and U.S. foreign policy. The course further explores the laws and amended policies that have been implemented as a result of these failures and analyzes the effect of these changes on the intelligence community and foreign policy making.

**INTL 306 Emergency Planning and Security Measures 3 credits**

This course will deal with the multi-faceted role of Federal, State and local law enforcement authorities in the U.S., and their part in the war on terrorism. The course will explore inter-agency degree of cooperation and suggestions for improving these roles through real time cooperation and the sharing of intelligence. The FBI Joint Terrorism Task Force (JTTF) will be used as a model.

**INTL 310 Ethics of Spying 3 credits**

This course looks at the dilemmas that exist when someone is asked to perform a civil service that is in conflict with what that person believes to be ethical. Such ethics require and expect an intelligence officer to lie, deceive, steal, launder money, and perform a variety of other activities they would certainly be condemned as illegal if practiced in the United States. Prerequisites: INTL 101, INTL 102; PHIL 240.

**INTL 311 Emergency Medical Services and Fire Operations 3 credits**

This course focuses on the rapid recovery of transportation services; emergency production, transmission, distribution, and telecommunications. Topics also include restoring public and private information systems; coordinating plans for medical and financial assistance to victims; stabilizing financial markets; and containing and removing hazardous materials.

**INTL 312 Interrogation Techniques 3 credits**

This is an online course of study related to techniques of interrogation as used by the intelligence community. The course will cover current and past practices with an emphasis on the new guidelines for interrogating terrorists and combatants in the current war on terrorism. Prerequisites: INTL 101, INTL 102, INTL 310.

**INTL 315, INTL 415 Intelligence Internship I, II 3 credits**

Experiential component approved by the department in a local or national agency focusing upon security and intelligence. Methods of evaluation include periodic reports, journals and on-site evaluations. Prerequisites: Junior Standing and permission.

**INTL 395 Special Topics in Intelligence 3 credits**

This course provides the opportunity for the program to offer courses in areas of the major that are not normally covered in the regular curriculum. It also provides for dual listing of appropriate courses within other university departments.

**INTL 401 High Impact Event Planning 3 credits**

This course deals with the multi-faceted role of Federal, State and local law enforcement authorities in the United States and their role in the response to high impact events as described by the Department of Homeland Security. The course will explore inter-agency cooperation and strategies for improving collaboration through the use of shared assets. Inclusive in this course is a detailed review of the roles of state and local authorities in the event of such an attack.

**INTL 402 Current Issues in U.S. Security Policy****3 credits**

This course examines, both objectively and subjectively, current issues in U.S. Security Policy both nationally and internationally. Students will compare various national intelligence strategies over a period of time from its inception to its current state of affairs.

**INTL 403 Weapons of Mass Destruction****3 credits**

This course will describe chemical, biological and nuclear proliferation among terrorist organizations. The course will offer a virtual reality format of instruction in identifying and responding to occurrences where WMD are detected. The course will include the protection, detection and response to Dirty Bombs.

**INTL 404 Mass Casualty Management Planning****3 credits**

This course covers the issues involved in dealing with mass casualties such as those created by major terrorist events, pandemics, nuclear accidents, tsunamis, and major earthquakes. An examination of past mass casualty events will be studied.

**INTL 405 Counter Intelligence****3 credits**

This course consists of a comprehensive study of a minimum of four highly placed spies in our intelligence agencies. The methods and techniques utilized by the spies as well as the techniques utilized by our counterintelligence agents to discover and arrest those spies. In addition, the damage caused by each will be discussed in detail. Prerequisites: INTL 101, INTL 102.

**INTL 406 Misinformation/Psychological Operations****3 credits**

This course examines the type of methods employed by intelligence agencies to affect desired political outcomes and policies of foreign nations, which are favorable to U.S. interest and sovereignty. It examines the difference between overt and covert non-military psychological operations designed to achieve the desired results and possible blow back from such operations.

**INTL 409 Intelligence Case Studies****3 credits**

This course will analyze significant de-classified intelligence cases, both military and non-military in nature. It will examine each selected case to evaluate the perceived necessity for the action and the ultimate outcome of the action(s). It also will analyze if policy and perceptions at the time of case initiation were flawed or accurately determined.

**JAZZ****JAZ 101 Supplemental Jazz I - B.A., Non-Concentration****1-2 credits**

Introductory Jazz. Develops a basic understanding of jazz dance techniques; styles include classical, contemporary, and musical theatre jazz. Emphasis on proper alignment, placement and coordination. Prerequisite: BA dance major, non-Jazz concentration.

**JAZ 102 Supplemental Jazz II****1-2 credits**

Develops a basic understanding of jazz dance techniques on a low to intermediate level. Styles include classical, contemporary, and musical theatre jazz. Emphasis on proper alignment, placement and coordination. Prerequisites: JAZ 101.

**JAZ 111 Jazz I****3 credits**

Introductory Jazz. Develops a basic understanding of jazz dance techniques; styles include classical, contemporary, and musical theatre jazz. Emphasis on proper alignment, placement and coordination. Prerequisite: Freshmen dance major; audition.

**JAZ 121 Jazz II****3 credits**

Introductory Jazz. Develops a basic understanding of jazz dance techniques; styles include classical, contemporary, and musical theatre jazz. Emphasis on proper alignment, placement and coordination. Prerequisite: Freshmen dance major; audition.

**JAZ 201 Supplemental Jazz III****1-2 credits**

Additional studies in Jazz. Prerequisite: JAZ 121 or Instructor Placement.

- JAZ 202 Supplemental Jazz IV** 1-2 credits  
Additional studies in Jazz. Prerequisite: JAZ 201 or Instructor Placement.
- JAZ 211 Jazz III** 3 credits  
This course continues the study of JAZ 121 on an intermediate level. More emphasis is placed on kinetic and spatial awareness, coordination, phrasing and stylistic versatility. Prerequisite: JAZ 121, or permission of instructor.
- JAZ 221 Jazz III** 3 credits  
This course continues the study of JAZ 211 on an intermediate level. More emphasis is placed on kinetic and spatial awareness, coordination, phrasing and stylistic versatility. Prerequisite: JAZ 211, or permission of instructor.
- JAZ 301 Supplemental Jazz V** 1-2 credits  
Additional studies in Jazz. Prerequisite: JAZ 202 or Instructor Placement.
- JAZ 302 Supplemental Jazz VI** 1-2 credits  
Additional studies in Jazz. Prerequisite: JAZ 301 or Instructor Placement.
- JAZ 311 Jazz V** 3 credits  
A continuation of JAZ 221, this course further develops a sense of personal style and solid technique on an intermediate to advanced level. Individual creativity is encouraged. Prerequisite: JAZ 221.
- JAZ 321 Jazz VI** 3 credits  
A continuation of JAZ 311, this course further develops a sense of personal style and solid technique on an intermediate to advanced level. Individual creativity is encouraged. Prerequisite: JAZ 311.
- JAZ 401 Supplemental Jazz VII** 1-2 credits  
Additional studies in Jazz. Prerequisite: JAZ 302 or Instructor Placement.
- JAZ 402 Supplemental Jazz VIII** 1-2 credits  
Additional studies in Jazz. Prerequisite: JAZ 401 or Instructor Placement.
- JAZ 411 Jazz VII** 3 credits  
A continuation of DANC 321, this course is an advanced study of jazz dance techniques. Technical accomplishment, clarity, phrasing, musicality, personal style and presentation are all emphasized. Prerequisite: JAZ 321.
- JAZ 421 Jazz VIII** 3 credits  
A continuation of DANC 411, this course is highest level study of jazz dance techniques. Technical accomplishment, clarity, phrasing, musicality, personal style and presentation are all emphasized. Prerequisite: JAZ 411.

## JOURNALISM AND MASS COMMUNICATIONS

- JOUR 101 Survey of Mass Communication** 3 credits  
A study of basic communications principles and the emergence of the concept of mass communication. Explores responsibilities of newspapers, magazines, radio, television, public relations, advertising and Internet sources in the modern social system. This survey course aids students in deciding upon their major area of concentration.
- JOUR 103 Graphic Design I** 3 credits  
(Required of all majors) This course serves as an introduction to the theory and practice of visual communication design for print and screen-based media. Emphasis is placed on visual communication of ideas, information and messages. Students learn the fundamentals of digital imaging, page layout and web design. Upon completion of this course, students will produce a series of visual communication artifacts to add to their portfolios.

**JOUR 150 Journalistic Writing and Editing****3 credits**

This course will introduce students to professional-level writing and editing skills and techniques. Students will learn to recognize news, conduct interviews, report and collect information, and then write in a variety of formats, including news, feature and narrative, opinion and news feature, all of which are applicable to information provided in the traditional mass media, advertising and public relations, and multimedia applications. Students will learn how to edit and prepare copy for publication and dissemination in those formats. Students must pass with a C- or better to progress in the major.

**JOUR 151 Broadcast Writing and Editing****3 credits**

This course will introduce students to professional-level broadcast writing and editing skills and techniques. Students will conduct interviews, report and collect information, and then write scripts in a variety of formats, understanding the relationship and importance of audio and video in broadcast formats. Students will learn how to edit and prepare copy for broadcast and dissemination in accompanying multimedia formats. Students must pass with a C- or better to progress in the major if this is a required major course. Prerequisite: JOUR 150.

**JOUR 191 Practicum in Media Management****1 credit**

Experience in college media under the supervision of a department faculty member. Working for the student newspaper, magazines, radio station, TV studio, media relations or marketing offices, or relevant project sites on campus. May be in editorial, advertising or in another area of the field. May be repeated three times for credit. Pass/Fail basis only.

**JOUR 202 Introduction to Broadcasting****3 credits**

A general overview of the broadcasting industry, key historical events and people and study of the existing economic and regulatory forces acting upon it.

**JOUR 205 Graphic Design Illustration****3 credits**

This course offers students an introduction to drawing and illustration as a graphic designers. Students learn to draw basic forms for thumbnails and roughs that can be applied to other graphic design courses. Techniques and tools for drawing shape, value, plane and volume are explored through gesture, contour and other drawing/illustration styles. Composition and drawing/illustration typography are integral part of the course. This course will explore both hand drawn and vector software methods. Through reference materials, tutorial exercises and projects, students use software tools and menu commands to trace, draw and manipulate Bezier curves, and create illustrations. Students manipulate graphics and typographic forms to create final drawing compositions. Students also control and manipulate visual attributes and work with several color models to create, mix, and apply colors and tint. Prerequisites: JOUR 103.

**JOUR 206 Introduction to Advertising and PR****3 credits**

Students explore the background and fundamentals of how organizations use persuasive communication to reach target audiences. A study of successful case studies and exercises in program writing will build the foundation and basic understanding of how advertising and public relations can advance the mission and growth of organizations in our contemporary society.

**JOUR 215 Video Field Production and Editing****3 credits**

This course provides an introduction to the terminology, technical and creative principles of single-camera video for electronic field production (EFP) and electronic news gathering (ENG). Students learn and apply the basic video production techniques of camera operation, aesthetic composition, sound, lighting and editing to create and produce short-form video productions. Prerequisite: JOUR 101.

**JOUR 216 Multi-Camera Video Production and Directing****3 credits**

Multi-camera video production and directing concepts and techniques are developed and applied. Students apply fundamentals of all multi-camera production crew positions, organize and direct crew personnel, and adapt multi-camera production skills for video productions. Prerequisite: JOUR 215 or equivalent.

**JOUR 220 Writing for Multimedia and the Web****3 credits**

This course will provide students with the skills necessary to write multimedia content for many different media platforms, including advertising, public relations, journalism, photography, and video. This class will cover Web writing skills, including writing for search engine optimization (SEO), social media and blogging. Upon completion of this course, students will have a variety of written assignments spanning multiple disciplines to add to their portfolios. Prerequisite: JOUR 150.

**JOUR 223 Radio Production****3 credits**

Study and practical experience at the WPPJ radio studio emphasizing the basic elements of radio program production and direction, including technical aspects, basic programming, scripting and the development of audio materials. Prerequisite: JOUR 101.

**JOUR 239 Integrated Communications Research for Ad/PR****3 credits**

Course will explore various secondary research techniques using available government and organizational databases, media coverage/analysis, library resources and other tools. Course will also cover primary research methods, including surveys (planning, methods and analysis), observation, experimentation and focus groups. Students will develop capabilities in planning and designing research objectives, tools and evaluation systems, including survey construction, tabulation and interpretation, as well as focus group management. Prerequisite: JOUR 206.

**JOUR 255 PR Writing****3 credits**

This course will cover devices used in persuasive writing, internal communication and media relations, including both paid and unpaid messages to reach target audiences and stakeholders (or publics). Students will use creative skills and learn the many writing styles and techniques an organization uses to communicate with its varied audiences (or publics). This course is equivalent to IMC 330.

**JOUR 257 Feature and Interpretive Writing****3 credits**

A lecture-laboratory and personal conference course in the writing of feature stories and analytical perspectives for newspapers, magazines and online, ranging from personality profiles and social trends to interpretive and contextual reporting. Prerequisite: JOUR 150.

**JOUR 260 Reporting****3 credits**

This course offers advanced training in reporting techniques, record searches, computer-assisted research and other skills. After students learn how to find interesting stories, they will be schooled in specific writing structures and how to organize, write, and publish stories for a portfolio that will be presented at the end of the semester. Prerequisite: JOUR 150.

**JOUR 280 Introduction to Multimedia****3 credits**

This course will provide an introduction to multimedia production, writing and theory. Students will learn the industry from a historical perspective, as well as learn the basics of blogging and promoting content, video and audio for the Web, slide shows, podcasting, RSS feeds, creating interactive quizzes and timelines, mobile publishing, and other relevant topics. Upon completion of this course students will have a comprehensive technical knowledge of the many opportunities for multimedia production. Prerequisite: JOUR 103.

**JOUR 290 Seminar in Media Studies****3 credits**

Students in this course will engage in critique and creation in various genres and types of media. The course will focus on aesthetic theory as well as other critique-related theory and the application thereof. Students will connect issues represented in media texts with issues in the real world. Students will also learn to view media texts through historical, economical, political, aesthetic, and cultural lens.

**JOUR 300 Career Preparation Seminar****1 credit**

A combination lecture, discussion and critique of student work. The goal is to enable students to make educational and professional choices early in their college years. Surveys entry requirements, duties and job-satisfaction in professions of the J&MC concentrations. Topics include recommended electives, internships, networking, resumes, interviewing, portfolios and research sources. Required of majors and planned for the sophomore level.

**JOUR 301 Advertising Copy Writing and Layout****3 credits**

Provides students with basic planning, writing, design and production techniques for creating and enhancing persuasive communications. Students will use copywriting skills, desktop publishing and design programs, combined with solid theory in targeting and reaching audiences to complete advertising campaigns that include print ads, broadcast ads, direct mail pieces, Web advertising and a variety of other vehicles. The use of typography, color, graphics and other design tools will be used to target these creative messages. Upon completion of this class, each student will have an advertising campaign to add to his or her portfolio. Prerequisite: JOUR 206.

**JOUR 302 Introduction to Photojournalism I****3 credits**

Photojournalism students will learn the basic skills, theory and history to obtain and report with a camera under deadline conditions. Assignments will be within the university and extend into the community. An emphasis will be

placed on students publishing assignments to begin portfolios. Critiques will be an integral part of the course. Prerequisite: PHOT 204, PHOT 205 or permission.

**JOUR 303 Motion Graphics**

**3 credits**

The course introduces fundamental concepts for both motion and static graphics as applied to graphics, titles and promos for screen, including graphics and promos for television networks and film titles and logos for advertising. The focus is on design presentation and development, screen composition, graphic transitions and content for all areas of television and web production. Students will construct graphic elements and typography for use in projects while addressing issues of motion and dynamic relationships. Prerequisite: JOUR 103.

**JOUR 304 Broadcast News Reporting**

**3 credits**

This class functions as a multimedia newsroom and produces content for some or all of WPPJ, U-Vies, the Point Park News Service, and a weekly newscast. Students write and edit broadcast news packages to deadline, record news in the field, refine broadcast presentation skills, and employ reporting and interviewing techniques for a variety of situations in broadcast news. Prerequisites: JOUR 151, JOUR 215.

**JOUR 305 Typography**

**3 credits**

This course will study the design and use of basic letter forms, the anatomy of type, typographic contrast, hierarchy of information, major type families and characteristics, history of design and typographic grids. Students build skills for the art of typesetting and typographic layout, and for expressive typography and conceptual thinking. In addition to the history and theory of typography, students will learn to create their own personal typeface. Prerequisites: JOUR 103.

**JOUR 306 Social Media**

**3 credits**

This course will provide students the conceptual and technical understanding of the power and philosophy of social media. The course will specifically focus on how social media is changing media, business, journalism and government in fundamental ways. Upon completion of this course, students will have practical knowledge in the use of social media tools and building and maintaining an online community as well as a solid foundation in writing and reporting for social media. Prerequisite: 30+ credits.

**JOUR 307 Graphic Design II**

**3 credits**

This course serves as a comprehensive study of theory, principles, strategies and tools of desktop publishing in the digital age. In this course students learn to apply layout and design concepts to produce a variety of editorial, informational, and business materials for desktop printing and electronic distribution. Industry standard electronic publishing software provides a platform for these projects. Upon completion of this course students will have a variety of professional-level design pieces to add to their portfolios. Prerequisite: JOUR 103. Dual listed with JOUR 507.

**JOUR 308 Publications Production 1**

**3 credits**

Students apply management, news writing, feature writing, copy editing, desktop publishing, photography, and advertising skills learned in other J&MC classes to produce *The Pioneer*, the University news magazine. For more than 30 years, *The Pioneer* has been a laboratory for students to enhance and develop their practical journalistic skills. With the addition of *The Pioneer Online*, students will continue to position themselves for work within a changing industry. (Note: Jour 308 or 310 can be taken in any order or singly. One is not dependent on the other.) Prerequisites: JOUR 103, JOUR 150. Upon completion of this class, students will have two issues of this award-winning magazine to add to their portfolios.

**JOUR 309 Applied Studio Practices**

**1 credit**

The goal of this course is that students gain practical, hands-on experience through working as apprentices on specific non-U-View television programs. Faculty will supervise students in these programs and a site supervisor will evaluate the student's minimum 70 hours effort for the semester. The course should be completed by the junior year to prepare students for internships at outside media. The course is pass/fail only and may be repeated on time. For Broadcast Production and Media Management Majors, and for Majors, this course may substitute for JOUR 311 Practicum.

**JOUR 310 Publications Production II**

**3 credits**

Students will further develop and apply management, news writing, feature writing, copy editing, desktop publishing, photography, and advertising skills learned in their first semester of *The Pioneer*. Advanced publication and management skills will be expected through serving as Editor, Copy Editor, Photo Editor, Advertising Manager, Designer, or Online Editor. For more than 30 years, *The Pioneer* has been a laboratory for students to enhance and develop their practical

journalistic skills. With the addition of *The Pioneer On-line*, students will continue to position themselves for work within a changing industry. Prerequisites: JOUR 103, JOUR 150.

**JOUR 311 Practicum**

**1 credit**

School of Communication majors complete a practicum in a concentration of their choice. The goal is that students gain practical, hands-on experience through working as apprentices for various University media and applicable offices. Faculty supervise all students who complete an agreed-upon list of assignments at sites such as the campus newspaper, broadcast studios, tasks in appropriate school offices and endeavors involving advertising, marketing, sports information, public relations, alumni affairs, or admissions and recruitment. A site supervisor will evaluate the student's minimum 70 hours effort for the semester. The site list is approved by the faculty, and will be expanded or reduced as needed. The practicum should be completed by the junior year to prepare students for internships at outside media, advertising and public relations agencies or appropriate corporate, governmental or community organizations. The practicum is pass/fail only and may be repeated one time.

**JOUR 312 Advanced Reporting**

**3 credits**

The course operates as a news wire service based at the university. This is an advanced-level writing and reporting class for dedicated students. The focus of the class is reporting and writing in a simulated professional environment, drawing upon all the skills learned in prior required and elective courses. Students will report for the Point Park News Service. All stories are offered first to the Pittsburgh Tribune-Review for publication in one of its outlets. Stories will also be offered to any other media outlet through the Point Park News Service website. Stories appear under students' bylines with a tag line identifying the source as the Point Park News Service. Prerequisites: JOUR 260 or permission of instructor. Dual listed with JOUR 512.

**JOUR 313 Mass Media Internship I**

**3 credits**

An on-the-job internship of about 200 hours of paid or unpaid work at a newspaper or other publication, a radio or TV station, photography studio or production company, public relations or advertising agency position. Departmental handout (available from the secretary or chair), advisers and bulletin board postings should be consulted for positions and procedures on locating and registering for an internship. Prerequisites: Completion of sophomore-level core courses, basic courses relating to the specific field of the internship and permission of appropriate faculty supervisor and department chair. (Note: course numbers for internships determined by number of internships completed, not class standing.)

**JOUR 314 Entrepreneurial Journalism**

**3 credits**

Students will take the lead in developing story ideas, reporting strategies and coverage. Students will learn entrepreneurship in addition to writing. They will work on pitches directly to professional outlets and learn what it takes to succeed as a freelance journalist. The students draw upon reporting, writing and editing skills learned in prior required and elective courses. Stories will be offered to media outlets through the Point Park News Service website. Prerequisites: JOUR 260 or permission of instructor. Dual listed with JOUR 514.

**JOUR 315 Introduction to Photojournalism II**

**3 credits**

Photojournalism students will refine their photo reporting skills while expanding techniques to include visual storytelling and documenting with emerging technology. Students must be published. An emphasis will be placed on students publishing assignments to further portfolios. Critiques will be an integral part of the course. Prerequisite: PHOT 204, PHOT 205 or permission.

**JOUR 317 On Camera Television Performance**

**3 credits**

Experiential training to develop "on screen" presentation skills through practice of performance techniques in various television formats. Prerequisite: JOUR 215 or permission.

**JOUR 319 Data Journalism & Visualization**

**3 credits**

Students in this course will learn to tell stories that begin with datasets, either locally created or widely available. They will scrape, clean, analyze, and then communicate the information stored in datasets through words, images, and interactive modalities. Prerequisites: JOUR 260.

**JOUR 320 Information Graphics**

**3 credits**

This course will provide students with the theory and skills to create clear, accurate, informative and visually attractive information graphics. Information graphics represent the intersection of graphics, journalism and science. The goal of the graphic is to efficiently communicate information to trends to help tell stories. Upon successful completion of this course students will have a variety of published information graphics, including pictographs, charts and architectural diagrams to add to their portfolios. Prerequisite: JOUR 103.

**JOUR 323 Radio and Music Programming and Sales****3 credits**

Students will learn the processes and principles behind radio and music programming and sales. The course will address Broadcast Radio, Internet Radio, Audio Media Distribution, and the Record Industry. Students will also learn about economic and business factors, cultural issues, and legal and ethical issues that surround these industries. Prerequisites: JOUR 202.

**JOUR 324 Broadcast Announcing****3 credits**

Practice in the skills of basic performance and broadcast styles with an overview of the responsibilities required for radio and television announcing. Practical performance situations designed to develop proficiency are required.

**JOUR 325 Video and Interactive Media Programming and Sales****3 credits**

Students will learn the processes and principles behind video and interactive media programming and sales. The course will address Broadcast Television, Cable Television, Video Games, and Video Media Distribution. Students will also learn about economic and business factors, cultural issues, and legal and ethical issues that surround these industries. Prerequisites: JOUR 202.

**JOUR 326 IMC Planning****3 credits**

This course will explore methods of planning integrated communications programs to meet business/organizational strategic objectives. Students will gain the skills of the advertising (communications) planner and media planner by learning about target public and market behavior patterns; loyalty rationales of customers, employees and other key stakeholders; message effectiveness media management and other planning areas. Students will develop an understanding of interpreting and applying research data and strategic objectives to construct creative platforms. The course includes advanced communication research, interview techniques, ethnography, and virtual focus groups by using blogs and other social media. Prerequisite: JOUR 239.

**JOUR 327 Public Relations Issues and Practices****3 credits**

Students will explore the principles involved in public relations with major emphasis on achieving and understanding the issues that public relations professionals face on a regular basis. Focus will be on the in-depth study of theories learned in previous public relations courses at Point Park with emphasis on delving into current issues related to those theories. Students are expected to have a basic understanding of key public relations theories and will use class time to expand on areas of interest while applying their knowledge to resolving situations requiring public relations expertise. Prerequisite: JOUR 206.

**JOUR 329 Professional Video Techniques****3 credits**

Intermediate field video pre-production, production and post-production concepts and techniques are developed and applied. Students combine fundamentals of all three phases of the production to plan, produce and edit videos for non-news purposes. Prerequisites: JOUR 215. Dual listed with JOUR 529.

**JOUR 336 Branding and Identity Design****3 credits**

This course provides students with advanced planning, design and production techniques for creating and enhancing persuasive communications. Students will use industry standard software, combined with solid theory in targeting and reaching audiences through creative and persuasive messages. Students will conceive and create and apply designs including logos, stationary systems and graphic standards for a variety of organizations. Prerequisites: JOUR 307. Dual listed with JOUR 536.

**JOUR 341 Broadcast Copy Writing****3 credits**

The major areas of writing for radio and television that have to do with continuity between programs. Writing assignments include public service announcements, commercials, promotional materials and telespots. Prerequisites: JOUR 151, JOUR 215. Dual listed as JOUR 541.

**JOUR 355 Magazine and Media Marketing Design****3 credits**

This course provide students with advanced planning, design and production techniques for creating and enhancing persuasive editorial design. Students will use industry standard software combined with solid theory in targeting and reaching audiences. Students will conceive and create designs for promotional campaigns, including newsletters, brochures, magazine spreads and marketing collateral. Prerequisite: JOUR 307.



**JOUR 365 Web Publishing I****3 credits**

This course will provide technical background for those students in the Digital Media field. Students will incorporate Web design theory and technical skills to create a series of Web products, including graphics, animations, and Web pages. Students will learn the current practices of Web publishing, which may include HTML, Flash, PHP coding, and the use of Content Management Systems. Upon completion of this class, students will have a variety of Web design pieces to add to their portfolios. Prerequisite: JOUR 103

**JOUR 390 International Media****3 credits**

This course combines classroom preparation and study in an international setting of the media for a designated country. Students will compare and contrast the designated country and U.S. media models, regulations, production, and content. Prerequisites: JOUR 101 plus one JOUR 200 level in the student's major area of concentration and Sophomore Standing.

**JOUR 405 Package and Retail Design****3 credits**

This studio course focuses on three-dimensional structures for a broad range of products that not only protect package contents but also create an experience for the user. Students examine how messages behave when distributed in three-dimensional space. Conceptual development, prototyping, materials, type, image, layout, design and form are explored to create direct mail, packaging, point of purchase display and environmental designs. Emphasis is placed on developing solutions in relationship to the marketing concepts and objectives. The class will also focus on social, sustainable and environmental issues. Prerequisites: JOUR 307.

**JOUR 406 Public Affairs Reporting****3 credits**

Review of functions and structures of government and other public agencies with attention to special problems of obtaining and reporting information in news articles. Prerequisites: JOUR 260. Dual listed as JOUR 506.

**JOUR 408 Magazine Article Writing****3 credits**

Research and development of briefs and longer nonfiction articles with emphasis on free-lance writing, queries and techniques of magazine titles, fillers, writing and critiquing. Efforts made to sell articles for publication. Prerequisites: JOUR 150, 257. Dual listed as JOUR 508.

**JOUR 409 Specialized Reporting****3 credits**

Students will obtain experience in a number of specialized or traditional beat reporting areas by completing reporting assignments under deadline conditions. Range of topics to include business, education, science, sports, etc. Prerequisites: JOUR 150, 151 and 260. Dual listed as JOUR 509.

**JOUR 410 Investigative Reporting****3 credits**

Practical reporting experience with heavy emphasis on investigative techniques and computer-assisted reporting; development of sources and information; determination of subjects, organization and writing of stories and series for newspaper publication. Dual listed as JOUR 510. Prerequisites: JOUR 151, JOUR 260 and JOUR 418.

**JOUR 412 Media Ethics and Responsibilities****3 credits**

Examines the ethical issues presented in the modern media, including their historical context and practical ramifications. The course compares and contrasts ethical standards and systems with professional processes and practices and legal principles. Students will write a position paper in which they defend an ethical choice they make and a longer term paper. Prerequisite: 75+ Credits.

**JOUR 413 Mass Media Internship II****3 credits**

An on-the-job internship of about 200 hours of paid or unpaid work at a newspaper or other publication, a radio or TV station, photography studio or production company, public relations or advertising agency position. Departmental handout (available from the secretary or chair), advisers and bulletin board postings should be consulted for positions and procedures on locating and registering for an internship. Prerequisites: Completion of sophomore-level core courses, basic courses relating to the specific field of the internship and permission of appropriate faculty supervisor and department chair. (Note: course numbers for internships determined by number of internships completed, not class standing.)

**JOUR 416 Special Events Planning****3 credits**

Students learn the fundamentals of special event planning from a strategic and tactical viewpoint and the role integrated communication plays in the success of any special event. Emphasis will be placed on researching, developing and successfully planning all aspects of a full special event program for a local client.

**JOUR 418 Communication Law and Regulation****3 credits**

Study of contemporary and classic cases related to state and federal law of freedom of the press and freedom of speech. Problems caused by efforts by government to control mass media and freedom of government/public information are also addressed. Students will write a term paper. Prerequisites: JOUR 101, JOUR 150 and 75+ credits. Dual listed with JOUR 518.

**JOUR 420 Web Publishing II****3 credits**

This course will build upon the skills and theory learned in Web Publishing I. Students will incorporate Web design theory and technical skills to create a series of advanced Web products, which may include Flash, XML, PHP and mobile content coding. Upon completion of this class, students will have a variety of published Web pieces to add to their portfolios. Prerequisites: JOUR 365.

**JOUR 423 Advanced Radio Production Workshop****3 credits**

A course for the development of highly creative and talented students who need to refine skills to produce professional quality news, documentaries, features and commercials. Prerequisites: JOUR 223.

**JOUR 424 Advanced Radio and Television Announcing Techniques****3 credits**

Designed to meet the needs of those students who desire to pursue careers as on-air talent in broadcasting. The emphasis is on actual performance with every student spending considerable time behind a microphone or in front of a camera. They are shown advanced techniques or "tricks" used by veteran broadcasters. Criticism from the instructor and from professionals is an integral part of the course. Prerequisites: 75+ Credits, JOUR 324.

**JOUR 433 Advertising Competition****3 credits**

Students prepare an IMC campaign and present it at the National Student Advertising Competition of the American Advertising Federation. Campaigns have been for a car, credit card company, airline and a magazine publisher, all of which sponsored the annual competition. Students assume job titles and descriptions and produce a comprehensive IMC plan, involving research and all forms of the Integrated Marketing Communications process, including media. Prerequisites: Completion of all School of Communication and PRAD required core courses.

**JOUR 436 Advertising Campaigns****3 credits**

Basic advertising skills are utilized and refined. Students are required to create and present a full campaign for a new product, including marketing concept, objectives, product positioning, goals, layouts, media and commercial presentation. Prerequisite: JOUR 206. Dual listed as JOUR 534.

**JOUR 442 Advanced Television Production****3 credits**

In this course students will apply producing, directing, videotaping, writing, and editing skills to non-news television programming they create. Programming produced will air on U-View, Point Park University's closed-circuit television channel. Prerequisite: JOUR 215, JOUR 329, JOUR 304, or JOUR 341. Dual listed as JOUR 542.

**JOUR 443 Television Programming and Sales****3 credits**

Students will study current television programming trends, distribution, markets and how television is financed. Prerequisites: JOUR 202, JOUR 341. Dual listed as JOUR 543.

**JOUR 445 Editing & Producing the News****3 credits**

Traditional and transitional principles of news value, news selection, and news presentation will be discussed in class. Applying these principles, students will serve as gatekeepers and decision makers (assignment editors, chief photographers, web producers, head writers, segment producers, anchors and program producers) for a weekly newscast and other student multimedia news efforts. The instructor and students will discuss journalistic, ethical, legal, societal and professional perspectives and challenges presented by these real-world journalistic decisions. Prerequisite: JOUR 304.

**JOUR 446 History of Documentary Cinema****3 credits**

In the course students will review the history of documentary film and profile innovative documentary filmmakers. Students will view and analyze major works within the context of major film theories, as well as a wide variety of documentary archetypes, styles, and methods. The films and filmmakers profiled in the course represent a diverse sampling of modern world cultures. This course is cross-listed with CINE 301 and JOUR 546.

**JOUR 447 Electronic Media Management****3 credits**

This course will introduce students to the fundamental theories and concepts of management in the media industry.

Students will demonstrate their understanding of these concepts through projects, case studies and management simulations. Prerequisites: Junior or Senior Standing.

**JOUR 453 Social Media Crisis & Strategic Communications** **3 credits**

The purpose of this course is to examine strategic communication practices throughout the stages of a crisis event. Special emphasis is placed on crisis planning, media relationships, image restoration, legal and ethical responses, and the use of social media in news reporting, especially during a crisis. Students will examine recent crises and the proper management of information flow. The course will also cover communications impact of crises on employees, communities, shareholders, donors and government publics. Emphasis will be placed on how to effectively handle a social media crisis and use social media to report on a crisis. Students will also learn how to write and implement social media policies, both for employees and users. Dual listed with JOUR 522.

**JOUR 455 Multimedia Capstone** **3 credits**

This course will serve as a capstone to those in the Multimedia major. The course will be conducted in a workshop format, with students producing an interactive multimedia project as a final portfolio piece. Components of the project may include text, Web design, video, audio, graphic design and interactive media design. Prerequisite: 75+ Credits, JOUR 215, JOUR 220, JOUR 280, JOUR 307, JOUR 365 or permission.

**JOUR 463 Social Media Analytics & SEO** **3 credits**

This course will teach students how to prove return on investment (ROI) to clients by understanding and evaluating analytics. In addition, students will learn search engine optimization best practices to further increase a brand's social media ROI. Students will have a deeper understanding of the principles and how to measure and prove the ROI of social media and a working knowledge of various industry-standard analytics tools. Students will write social media reports for clients based on ROI and analytics results. Dual listed with JOUR 564.

**JOUR 465 Mass Communication History** **3 credits**

Mass Media History surveys the development of mass communication in print and electronic media and seeks to interpret their sociopolitical causes and effects.

**JOUR 473 Social Media Campaigns** **3 credits**

Students will research, write and implement advanced social media concepts including analytics, advertising, activism, influencers and budgets. Social media for journalists will be emphasized. Students will either work directly with business or nonprofit clients to plan and execute a social media campaign or publish an advanced social media journalism project. Dual listed with JOUR 573.

**JOUR 490 Journalism Capstone** **3 credits**

Students apply their cumulative skills in the creation of long-form, well researched, multiple-source journalism for web and/or multiplatform delivery. During the course, students work in consultation with the instructor to create their individual projects. Students also finalize their individual portfolios that includes the projects created for this class. Prerequisite: Senior Standing.

**JOUR 497 IMC Agency** **3 credits**

Students will work in a student-run agency model to plan, research and construct integrated communications campaigns for local nonprofit, business or civic organizations utilizing advertising, public relations, direct communications and promotions. Students will assume agency job titles and descriptions and will demonstrate mastery of communications theory/practice, processes and techniques, and agency management. The course will also serve as a valuable portfolio for employment. The major goal of the course is to put to work learned advertising, public relations and marketing principles and theories with an emphasis on researching, writing and producing solid integrated marketing communications plans and tactics. Prerequisites: Completion of all School of Communication and PRAD required core courses.

**JOUR 295, JOUR 395, JOUR 495 Special Topics I, II, III** **1-6 credits**

Courses on subjects currently at issue or of interest to faculty/students and the media. Examples may be trends, experimental topics, integrated fields, new technologies or important areas not covered by previously listed courses, such as multiculturalism, informational graphics or audio-visual techniques. Topics are selected by the department with regard to student/faculty input and current perceived needs.

**JOUR 296, JOUR 396, JOUR 496 Independent Study I, II, III** **1-6 credits**

The student independently studies subjects in the field not taught but of special interest to her or him and within

the expertise of a supervising faculty member. A well-developed, written proposal from the student and agreement of an appropriate faculty supervisor are needed before registration. A final research paper or project is required. Prerequisite: Permission of faculty supervisor and chair. Special Request Independent Study Fee: \$50 per credit.

## LEADERSHIP

### **LEAD 110 Introduction to the Study of Leadership** **3 credits**

Lays the foundation for an academic study of leadership as a process in organizations. Key terms, concepts and theories are presented and examined to serve as tools for subsequent analysis and application. Considerable attention is given to the historical evolution of leadership as a focus of study as well as individual, situational, transactional and transformational approaches.

### **LEAD 140 Leadership Skills** **3 credits**

Provides students with feedback on their own leadership style through leadership instruments, exercises and feedback. Course will include measurement and skill development in personality, critical thinking, decision-making, communication, conflict-management, contingency leadership (LPC), and other key areas.

### **LEAD 210 The Face of Leadership** **3 credits**

This is a highly interactive course that allows the student to explore the phenomenon of leadership through film, theater, and literature (novel, poetry, epic, history, and biography). Students will view selected works through the lens of current models of organizational leadership in order to make statements, evaluations, and prescriptions for their own practical application of leadership. Students may be asked to spend time out of the classroom viewing films or attending productions at the Pittsburgh Playhouse. Prerequisite: LEAD 110.

### **LEAD 215 Introduction to Interpersonal Communications for Leaders** **3 credits**

This course introduces communication theory, models and application. Students will explore and identify personal style, assess impact and opportunities for communicating across perceived barriers.

### **LEAD 305 Organizational Communications for Leaders** **3 credits**

This course offers leadership students the opportunity to examine how leaders in organizations share information with members of the internal community and with those outside of the organization. Communication styles as they relate to leadership roles within the organization are discussed as well as using communication to facilitate change with an organization. Topics will include effective personal communication skills, audience analysis, written and electronic communication and the development of successful listening skills.

### **LEAD 312 Leadership: Confluence of Emotional and Cultural Acumen** **3 credits**

Students will explore the concepts of emotional intelligence and cultural intelligence and consider their level of EI/CI as they complete instruments, exercises and gain insight on the various styles of leadership that do not sacrifice the essential connections that binds a network or system of people. This course will facilitate students in understanding, recognizing, and honing these skills as well as the application of EI/CI to advancing organizational change.

### **LEAD 315 Leading Organizational Change** **3 credits**

Examines the role of the leader as change agent within an organization. Students will develop mastery in visioning, the action-research process, strategic leadership, consensus building, conflict management, overcoming resistance to change, performance evaluation, and selected organization development interventions.

### **LEAD 317 Understanding Gender and Power: Gender, Dynamics in Leadership** **3 credits**

This course explores four frames of gender: (1) fix women, (2) celebrate differences, (3) create equal opportunities, and (4) revise the work culture. Leadership majors will explore the nuances of gender in the workplace; looking not only at women's issues – gender will be viewed as a central organizational element and the implications for women, men and how the meaning of work is being (re)defined. Students will examine how power is used and the dis-interpreted in the context of women: women as well as men: men, and women: men; on how career-goals and strategies are developed, and how the changing roles of women and men are impacting the essence of work, health benefits and more.

### **LEAD 405 Leadership Skills for Emerging Leaders** **3 credits**

Provides students with feedback on their own leadership style through leadership instruments, assessments and exercises. Course will include measurement and skill development in personality, critical thinking, decision-making, vertical and horizontal communication strategies, leader communication styles within the context of leadership and organization-

al models, conflict-management, with attention to critical aspects of growth, change, adult development, underlying abilities, and competencies needed to lead effectively in diverse organizations.

**LEAD 410 Ethical Leadership: Challenges Facing 21st Century Leaders** 3 credits

This source incorporates organizational studies and ethical leadership challenges; includes exploration of leadership challenges within multinational organizations. Students will examine the codes of ethics found in various organizational environments, consider the complexity of multinational organizations and cultural expectations, and the impact of moral values on decisions in the organization with emphasis on the ethical dilemmas that leaders and followers face-including political, legal, social, and environmental issues.

**LEAD 415 Systems Thinking for Emerging Leaders** 3 credits

Demonstrates the interdependency of the human-eco system, the necessity for leaders to understand complexities, and the need to discern and convey simplicities. This introduction to systems thinking requires a holistic frame of reference that will facilitate leadership students' peel away at the layers of perceptions, anchors, and self-inflicted barriers.

**LEAD 417 Problem-solving and Strategic Planning Techniques for Leaders** 3 credits

Analyzes the role and responsibilities of leaders in the development of organizational strategic initiatives. Leadership students have an opportunity to learn how decision and choice theory are applied to problem identification and problem solving, assessing both individual and organizational needs, the alignment of human and capital resources, organizational climate, and the identification of key actors and stakeholders within an organization to develop and implement strategic initiatives.

**LEAD 445 Career Development and Succession Strategies for Leaders** 3 credits

In this course, students will analyze the role and responsibility of leaders in creating talent-driven cultures and research organizations that employ strategic, systematic strategies designed to develop leadership competencies. Based on research, assessments and feedback, students will present their leader-portfolio and talent-driven model.

**LEAD 460 Leading in the Metanational Environment** 3 credits

Metanational organizations view the world as a global canvas with pockets of technology, market intelligence, and dynamic capabilities. Leaders of these organizations see untapped potential and innovate more effectively. Leadership students will examine the strengths of this acumen; learn what it means to prospect and attract new pockets of dispersed knowledge, leverage innovation, and optimize integrated networks. Leadership students will learn about the inter-relationships of various organizations, agencies and international networks.

**LEAD 395, 495 Special Topics in Leadership** 3 credits

**LEADERSHIP DEVELOPMENT**

**LDRD 310 Qualitative Inquiry** 3 credits

This course will introduce students to qualitative research methods and project-based community research. Guidance will be provided in designing a project proposal, using the library and internet-based resources to conduct advanced literature searches, and to analyze and interpret qualitative data.

**LDRD 320 Leaders as Mentors** 3 credits

This course explores mentoring concepts and processes with considerable attention to leaders developing skills as a mentor and/or mentee. Through analysis and interactive discussion provide cognitive links between mentoring relationships and leadership theories.

**LDRD 441 Leadership in Virtual Organizations** 3 credits

This online course will the dynamics of the virtual environment giving leadership students exposure to the tools and expectations for being effective participants in the evolving virtual workplace: cultural attitudes toward technology, preserving communication context, using information technology, working in virtual teams, information exchange, as well as health, well-being and organizational effectiveness in the virtual workplace. Participants will be working in the 'virtual classroom' for seven weeks.

**LDRD 395/495 - Special Topics in Leadership Development** 3 credits

## MATHEMATICS

### MATH 150 The Mathematical Experience

3 credits

This course introduces logic and mathematical thinking as a way of posing, communicating, and solving problems. It relates mathematics to other branches of knowledge. Topics of exploration include problem solving, logic, number theory, business mathematics, and statistics. This course is intended to fulfill the core mathematics requirement if chosen by individual departments.

### MATH 155 General Mathematics

3 credits

A general mathematics course dealing with topics such as descriptive statistics/probability, geometry, estimation/measurement, percents/decimals/rational numbers, as well as other selected topics. Prerequisite: MATH 150.

### MATH 160 Beginning Algebra I

2 credits

A first course in algebra including fundamental operations on numbers and polynomials, linear equations, laws of integer exponents and linear inequalities. This course is intended to cover a portion of the material in MATH 165 at a slower pace.

### MATH 161 Beginning Algebra II

2 credits

A continuation of MATH 160 including factoring techniques, fractions and fractional equations, the Cartesian coordinate system, graphs and systems of two linear equations. Prerequisite: MATH 160.

### MATH 165 Basic Algebra

3 credits

Basic algebra including fundamental operations on numbers and polynomials, linear equations and inequalities, the Cartesian coordinate system and graphs, and systems of two linear equations. Also factoring techniques, fractions, fractional equations and laws of integer exponents.

### MATH 170 Introductory Statistics I

2 credits

Data analysis and charts, rules of probability, conditional probability, distributions, random variables, and sampling. Prerequisite: MATH 165 or MATH 161.

### MATH 171 Introductory Statistics II

2 credits

Confidence intervals, hypothesis testing, regression and correlation. Prerequisite: MATH 170.

### MATH 175 Elementary Statistics

3 credits

Data analysis and charts, rules of probability, conditional probability, distributions, random variables, sampling, confidence interval estimates, hypothesis testing, regression and correlation. Students enrolling in this course should have a background in college preparatory algebra, including high school Algebra I and Algebra II or equivalent.

### MATH 180 College Algebra

3 credits

This college level algebra course includes the study of linear, polynomial, rational, radical, quadratic, exponential, and logarithmic functions and their graphs. Other topics include inequalities, factoring, systems of equations, complex numbers, and applications. Students enrolling in this course should have a background in college preparatory algebra, including high school Algebra I and Algebra II or equivalent.

### MATH 181 Pre-Calculus

4 credits

This course introduces the foundations of analysis necessary to precede the calculus sequence with emphasis on college algebra and trigonometry including the properties and graphs of linear, polynomial, rational, exponential, logarithmic, trigonometric functions and inverse trigonometric functions. It will also include solving equations, trigonometric identities and complex numbers. Prerequisite: College Preparatory Algebra, Geometry and Trigonometry.

### MATH 185 Trigonometry

2 credits

Includes trigonometric functions, inverse functions, trigonometric identities, reduction formulas, half and double angle formulas, solutions of triangles and other applications. Prerequisite: MATH 150 or MATH 165 or College Preparatory Algebra.

### MATH 190 Calculus I

4 credits

Functions and limits, the derivative and its significance, differentiation of algebraic functions, applications to rate of change and optimization problems; the integral, area, averages and elementary integration techniques. Prerequisites: MATH 180.

- MATH 210 Calculus II** **4 credits**  
 Basic applications of the integral, derivative and integral of exponential, log and trigonometric function, techniques of integration, indeterminate forms. Prerequisites: MATH 185, MATH 190.
- MATH 220 Discrete Mathematics** **3 credits**  
 Logic, sets, mathematical induction, relations, functions, Boolean algebra and rudiments of combinatorics and graph theory are covered. Prerequisite: MATH 180.
- MATH 230 Linear Algebra I** **3 credits**  
 System of equations, Gaussian procedure, matrix algebra, determinants, geometry of two and three dimensional vectors, vector space  $\mathbb{R}^n$ , subspaces, linear independence and spanning, basis and dimension, eigenvalues and eigenvectors. Prerequisite: MATH 190.
- MATH 300 Calculus III** **4 credits**  
 Sequences and series, polar coordinates, two and three dimensional vectors and curves, functions of several variables, partial differentiation, multiple integrals and applications. Prerequisite: MATH 210.
- MATH 310 Differential Equations** **3 credits**  
 First order differential equations, linear differential equations, series solutions and transform methods. Prerequisite: MATH 210.
- MATH 320 Linear Algebra II** **3 credits**  
 Vector spaces, linear transformations and matrices, bilinear forms, inner product spaces, diagonalization and functions of matrices. Prerequisite: MATH 230.
- MATH 330 Mathematical Statistics** **3 credits**  
 A calculus-based course covering permutations and combinations; random variables; basic, discrete and continuous distributions; expected values and moments; sum of independent identical random variables; and selected topics on statistical estimation and inference. Prerequisite: MATH 210.
- MATH 340 Modern Applied Algebra** **3 credits**  
 Introduction to semigroups, groups, rings, fields and algebras with emphasis on applications to the theory of computation. Prerequisites: MATH 220, MATH 230.
- MATH 410 Geometry** **3 credits**  
 Geometry from an advanced viewpoint including a historical analysis of axiomatic systems and the relationship between geometry and other areas of mathematics. Topics include a rigorous treatment of classical Euclidean geometry incorporating postulate development, problem solving, and construction proofs in two and three dimensions, coordinate geometry, and the introduction of non-Euclidean geometries, such as elliptic and hyperbolic. Prerequisites: MATH 185, MATH 220.
- MATH 296, MATH 396, MATH 496 Independent Study in Mathematics I, II, III** **1-6 credits**  
 Special Request Independent Study Fee: \$50 per credit.
- MATH 499 Honors Internship in Mathematics** **1-6 credits**  
 Available to qualified students as a practicum within the University or in conjunction with an external agency. Requires regular progress reports and a final paper. May be repeated for credit. Prerequisites: Consent of an instructor to act as a sponsor, acceptance by an agency if applicable, approval of the department chair, an overall G.P.A. of 3.30 and a departmental G.P.A. of 3.50.

## MECHANICAL ENGINEERING

- ME 101 Statics** **3 credits**  
 Introduction to mechanical engineering through the study of the equilibrium of particles and rigid bodies using trigonometry and vector analysis. The ability to compose complete free body diagrams is strongly emphasized. Vector methods are employed to investigate forces and moments in planar and three-dimensional problems. Pin jointed frames are analyzed using the method of joints and the method of sections. Problems involving friction and systems of cables and

pulleys are solved. Properties of area including centroid first moment and second moment complete the course. Co-requisite: MATH 181.

#### **ME 102 Dynamics**

**3 credits**

The kinematics and kinetics associated with the simple or complex motion of particles and rigid bodies based upon the principles of the differential and integral calculus. Kinematics involves analysis and quantification of position, velocity and acceleration of the body. Kinetics involves applied force, momentum, potential and kinetic energy, impulse and moment of momentum. The course includes extensive coverage of ballistics, relative motion and central force field problems. Prerequisite: ME 101. Co-requisite: MATH 190.

#### **ME 212 Properties of Materials**

**3 credits**

A study of atomic and crystalline structure as a means of understanding material behavior. The influence of defects, strengthening mechanisms and heat treatment are examined. Mechanical strength properties in tension, compression and shear are examined along with the testing means used to determine these properties. Hardness and impact strength and related test procedures are investigated. The iron-carbon phase diagram is studied in the context of selecting the appropriate heat treatment procedure. In addition to metals and alloys coverage extends to ceramics, plastics and composites. Prerequisites: CHEM 101, CHEM 103.

#### **ME 213 Strength of Materials**

**3 credits**

The analysis of tensile and compressive plane stress, shear stress and bearing stress. The compounding of plain and shear stresses in rectilinear coordinates. Rotation of a system of stresses about a single axis leading to equations for the zero sums of forces and moments along and about the remaining principle axis. (Equilibrium). Production of equations for the maximum and minimum principle stresses, maximum shear stress and the principle planes to which these are normal and tangential respectively. Formation of Mohr's circle as a graphical means of analysis. Use of the von Mises criterion. Examination of shear stress and angle of rotation due to torsion. Examination of tensile, compressive and shear stresses due to bending production of shear stress and bending moment diagrams. Formation of the equation of the elastic line and its use in determination of displacement and rotation at a point along beams with concentrated and distributed loads and with simple and fixed supports. Beams with more than two supports. The stability of columns. Stress and displacement of thin wall and thick wall cylinders under internal pressure. The study of shrink fits. Prerequisites: ME 101, MATH 210.

#### **ME 215 Thermodynamics**

**3 credits**

The kinetic theory of gases is used to generate the ideal gas law and the law for adiabatic expansion and compression. For adiabatic processes a set of six equations and their reciprocals are generated for the following: final pressure in terms of initial pressure and volume ratio, final volume in terms of initial volume and pressure ratio, final pressure in terms of initial pressure and the temperature ratio, final temperature in terms of initial temperature and pressure ratio, final temperature in terms of initial temperature and volume ratio, final volume in terms of initial volume and temperature ratio. Relationships between constant pressure and constant volume specific heats, the characteristic gas constant and the exponent used in the adiabatic relationships are explained. The use of reduced pressure and temperature (actual value divided by critical value) with the Nelson-Obert generalized compressibility chart provides a factor which when used with the ideal gas law becomes the law for real gasses. Gas/vapor mixtures are discussed. Equations for work in constant pressure, constant temperature, polytropic and adiabatic situations are derived and one used along with the concept of internal energy change and heat transfer to form the first law of thermodynamics. The concept of enthalpy is introduced. Potential and kinetic energy effects along with enthalpy changes lead to the first law for a flowing system. Power cycles investigated are the Rankine cycle with superheat and reheat, the Brayton cycle with compressor intercooling reheat and regeneration and the Turbo-Diesel cycle. Refrigeration cycles are the vapor compression cycle and the reverse Porceyton cycle. A brief discussion on entropy and the second law. Prerequisite: MATH 190.

#### **ME 320 Kinematics of Machine Elements**

**4 credits**

The course opens with a definition of terms such as "link," "pair," "revolute" and "mobility." The Chebychev-Grubler-Kutzbach equation is justified and is used to find the mobility of an assortment of mechanisms. Equations for the slider position, velocity and acceleration of the in-line and offset slider crank mechanisms are produced. Results for velocity and acceleration generated via the differential calculus and via the application of the finite difference method are compared with those obtained from "Working Model" software. Vector analysis and trigonometry are used to produce an equation for the rocker tip position of the four bar crank-rocker mechanism. Again, values for velocity and acceleration gained from the calculus, the finite difference method and from working model are compared. A graphical method is used to justify Grashof's theorem. The straight-line mechanisms of Roberts and Chebychev are analyzed. Cycloidal, involute, epicycloidal and hypocycloidal motions are determined using vector analysis. The importance of involute motion is gear tooth. Interaction is examined. Gear trains using gear and pinion, epicyclic and hypocyclic elements are ana-



lyzed to determine speed ratio and rotational direction. Graphical and analytical methods are used to design rotary plate cams which impart simple harmonic or cycloidal motion to various follower types. Wedge cams having tangential circular arc, tangential parabola, cycloidal and simple harmonic profiles are designed. The laboratory component involves teams of two or three students producing two detailed professionally presented reports on offset slider-crank and crank-rocker mechanisms which are designed to a set of specifications. Prerequisite: ME 102, MATH 210.

#### **ME 331 Engineering Design Using Pro/ENGINEER**

**3 credits**

The course begins with the PowerPoint presentation “Familiarization with Pro/ENGINEER” followed by a simple demonstration by the instructor. Twelve lessons follow a pattern where by instructor demonstration of the Pro/ENGINEER feature which is the topic for the evening, is followed by individual student-instructor interactions until students are competent in the use of the feature. The Extrude feature is used to create an electrical bus-bar, a sports emblem, and a bolt-nut-flat washer combination. The Sketch File feature is also used with the bolt-nut-flat washer combination with the addition of a lock washer. Pattern, Hole, and Mirror features are used to complete the work on the electrical bus-bar. Other exercises include creation of an exploded assembly, creation of a drawing file and creation of datum points. These are followed by the use of the Piping and Sweep features and the creation of an assembly using aligned datum’s. The Blend, Revolve, Chamfer and Suppress features are covered. The course ends with the creation of a drawing having a bill of materials. Three sessions are reserved for examination where the students work without assistance on a model prescribed by the instructor. Prerequisite: ET 204.

#### **ME 405 Heat Transfer**

**4 credits**

The course begins with a discussion of Fourier’s law governing steady state axial conduction. The law of continuity is used to expand this into the Poisson equation in rectilinear coordinates, which describes the special temperature field resulting from transient heat flow in three dimensions with internal heat generation. Analytical techniques are limited to solutions involving only two of the four independent variables (three spacial plus temporal). A wide variety of problems are solved including those for which the cross sectional area of the conductor is variable and for which thermal conductivity varies as a function of temperature. The Poisson equation is next derived in popular coordinates. This leads to solutions to conduction problems involving cylinders and annuli with or without internal heat generation. The study of the extended surface provides equations for temperature distribution along the length of a fin and for fin efficiency. The study of convective heat transfer begins with the use of Buckingham Pi theorem to show the importance of Reynolds number and the Prandtl number. Correlations for convective heat transfer within conduits and external to surfaces are presented and discussed. In problem solving, the emphasis is on turbulent flow situations. Our work on convection culminates with the design of a shell and tube heat exchange where the concept of log-mean temperature difference is introduced. Our work on radiative heat transfer leads to an equation for an effective heat transfer coefficient when surface temperature changes as a function of time, as in the case for the cooling of steel or aluminum ingots or strip. A conclusive section involves the treatment of nucleate boiling where micro-convection dominates and with film boiling which can lead meltdown. Prerequisite: MATH 310.

#### **ME 411 Fluid Mechanics**

**3 credits**

The course begins with a study of fluid statics. This includes buoyancy and the criteria for stability of buoyant objects. The relationship for hydrostatic force on a submerged surface along with the determination of center of pressure is used to solve problems involving vertical and inclined sluice gates. Hydrostatic forces on curved surfaces are determined. Moving into fluid dynamics Bernoulli’s equation for incompressible flow is generated and is applied to the determination of static, dynamic and stagnation pressures. It is shown that the general energy equation for steady flows reduces to Bernoulli’s equation if terms representing work input and mechanical losses are eliminated. Analysis of hydroelectric power generation is a typical application of the general energy equation. The Buckingham Pi theorem is used to show the importance of Reynolds number in the determination of frictional pressure loss for flow within a conduit. The equation for pressure loss in laminar flow is generated. For turbulent flow the friction factor is determined empirically using for example the Colebrook equation. The concept of relative surface roughness is introduced. The Moody chart is presented. Dynamic head losses are covered for entries, exits, elbows and transitions. Simple piping networks are analyzed. The characteristics of various types of pump are presented. The concept of specific speed is introduced and is used for selecting the best type of pump for a particular application. For external flow the relationships for drag and lift are presented. Appropriate application of a fan, a blower or a compressor for a particular air moving situation is the concluding event of the course. Prerequisites: ME 102, MATH 190.

#### **ME 416 Mechanical Vibrations**

**3 credits**

The course begins with consideration of a simple, unforced, helical spring-mass system. Free body diagrams (FBD) for the unloaded, static and dynamics conditions are used to produce an equation for the net force acting on the mass. This force is separately determined via inertial analysis. Together the FBD and inertial relationships form the differential equation of motion. The “D” operator method is used to produce the solution in terms of imaginary exponentials and

the Euler equations are used to convert the solution to one in terms of Sines and Cosines. Initial values of displacement and velocity are used to determine coefficients which stem from the constants of integration. With minor variations the above process towards a solution is followed in more complicated situations involving damping, forcing and multiple degrees of freedom. Rotational vibrations of torsion bars and leaf springs are analyzed. A short exercise in fluid mechanics is used to show that mechanical energy extraction by a hydraulic damper is dependent upon mass velocity. Solutions to unforced arrangements involving springs and dampers with a single mass are solved using the equivalent system and torsion analysis approaches. When a spring mass damper system is subjected to continuous forcing the differential equation of motion is seen to have a complementary function part which involves system characteristics and a particular integral part which involves forcing function form. The solution is seen to have a part which decays with time and a steady state part. The latter part is emphasized and the method of undetermined coefficients is used as a means of solution. The phenomena of beats and resonance are examined. The Duhamel integral is used in solutions when forcing exists over an initial finite interval. Matrix methods are applied to solve the coupled set of equations of motion resulting from unforced multi-mass systems. The course closes with the examination of situations involving both linear and rotational coordinates. Prerequisites: MATH 230, MATH 310.

#### **ME 421 Machine Design, Theory and Project**

**4 credits**

The course begins with a review of basic strengths of materials including plane stress, shear stress, stresses due to bending and torsion and the stability of columns. Further work includes the generation of equations for principle stress and maximum shear stresses resulting from the compounding of bending and torsional stresses. The von Mises criterion is presented. Rayleigh's equation for the critical speed of shafts carrying gears is developed and the method is applied to systems having three concentrated loads with two bearings. Bearings might be of the sleeve or spherical roller type. A shaft design project requires that students draw from their knowledge of dynamics and strength of materials to determine the required diameter of a shaft which is subject to bending and torsion and must transmit a specified power using a given safety factor. The critical speed of the system is determined. Stresses are determined for thin walled and thick walled cylinders which are subject to internal pressure. This work is extended to deal with concentric cylinders and shrink-fits. Keys and keyways are designed using maximum shear stress and maximum bearing stress criteria. Belt drive systems are designed with consideration of lifting systems includes those using acme power screws and those using ball screws. Drum brakes, disc brakes and clutches are designed. The course closes with work on proper choice of electric motors for a given application. Prerequisites: MATH 210, ME 102, ME 213, ME 320.

#### **ME 424 Finite Element Analysis**

**3 credits**

The course begins with the generation of the stiffness matrix for systems of springs and cables in series or parallel connected form. Rotation of axes permits rigid element to be pin jointed to form a truss. The stiffness matrix of each member is written in terms of the global "x" and "y" axes of the truss to form the global truss stiffness matrix. Loads and supports are applied to nodes (the pin joints) to form a force vector. A vector representing the "x" and "y" displacement at the nodes is written. By Hook's law the scalar multiplication of the stiffness matrix into the displacement vector is seen to equal the force vector. After a review of bending theory the FEA method is applied to simply supported and built-in beams to form the beam stiffness matrix. Using the work equivalence concept, synthetic loads and moments are applied at the nodes to represent real distributed loads that exist between the nodes. Symmetry is used where applicable. The work on frames is combined with the work on beams to form the stiffness matrix for each element of a rigidly jointed planar structure. After globalization and the formation of a vector of applied forces and moments, the system is solved to yield a vector of "x" and "y" displacements and rotations at every node. Following a review of torsional theory the FEA method is applied to grid structures for which the loading gives rise to twisting and bending. Again a stiffness matrix for a grid element is generated. Following globalization vectors are formed for forces and moments and for displacements and rotations. Solution yields displacements and rotation at the nodes. After a review of Fourier's and Poisson's equations for heat conduction the calculus of variations is used to form conductance matrices and heat flux vectors for a variety of multi element heated or cooled objects for which nodal temperatures must be determined. Internal heat generation is accounted for. Boundary conditions include adiabatic, applied heat flux and convective heating or cooling. Prerequisite: MATH 230, MATH 310, ME 213, ME 405.

#### **ME 425 FEA and ANSYS**

**2 credits**

The course begins with an overview of the finite element method followed by an exploration of the ANSYS interface and ANSYS help facilities. Key points in a plane are established and are connected to form a truss. Constraints and loads are applied. The displacement of key points (nodes) under the loaded condition are determined. Meshing methods are introduced and are applied to plates. Plane stress and plane strain are determined for plates that are subject to a variety of loading conditions. Axisymmetric problems are introduced. These include analysis of stress in the shell of a cylindrical vessel which is subject to internal or external pressure loading. Key points in three dimensions are established and are connected to form a three dimensional structure. Plates are applied to the structure and are meshed. Constraints and loads are applied. The stress and strain pattern over the structure is produced. Beams that have simple and built-in sup-

ports are subjected to concentrated and distributed loads. Displacement and rotation at selected nodes are established. Application of ANSYS to problems in heat transfer includes axisymmetrical and asymmetrical objects that are subject to a variety of surface heat flux and convective cooling conditions. Radiative boundary conditions are also applied. The object might also have internal heat generation. Steady state and transient situations are examined. Co-requisite: ME 424.

## MECHANICAL ENGINEERING TECHNOLOGY

### **MET 101 Statics**

**3 credits**

The study of the equilibrium of particles and rigid bodies using mathematical and/or graphical analysis. Free-body diagrams are strongly emphasized. Vector methods are employed to investigate forces and moments in planar and three-dimensional problems. Pin jointed trusses and frames are analyzed using the method of joints and the method of sections. Problems involving friction and properties of area including first moment, centroid and second moment complete the course. Dual listed as CET 101. Prerequisite or co-requisite: MATH 185.

### **MET 102 Dynamics**

**3 credits**

The kinematics and kinetics associated with the simple or complex motion of particles and rigid bodies based upon the principles of the differential and integral calculus are investigated. Kinematics involves analysis and quantification of position, velocity and acceleration of the body. Kinetics involves applied force, momentum, potential and kinetic energy, impulse and moment of momentum. There is extensive coverage of ballistics, relative motion and central force field problems. Prerequisite: CET/MET 101.

### **MET 212 Properties of Materials**

**3 credits**

A study of atomic and crystalline structure as a means of understanding material behavior. The influence of defects, strengthening mechanisms and heat treatments are examined. Mechanical strength properties in tension/compression, shear, hardness and impact and related test procedures are investigated. The Iron-Carbon phase diagram is studied. Coverage also addresses ceramics, plastics and composites. Dual listed as CET 212. Prerequisite: CHEM 101.

### **MET 213 Strength of Materials**

**3 credits**

The study of stress and strain, deformation, riveted and welded joints, thin-wall pressure vessels, torsion, shear and stresses in beams, design of beams, deflection of beams, Mohr's circle and columns. Reference to applications for civil and mechanical engineering technology. Dual listed as CET 213. Prerequisites: MET 101, MET 212; Prerequisite or co-requisite: MATH 190.

### **MET 214 Strength of Materials Laboratory**

**1 credit**

Introduction to materials testing including tension, compression, ductility, hardness, modulus of elasticity in tension and modulus of rigidity in torsion, shear strength, and beam and column testing. A special assignment, including a written report and oral presentation, is required. Dual listed as CET 214. Prerequisite or co-requisite: MET 213.

### **MET 215 Thermodynamics**

**3 credits**

Topics include the properties of ideal and imperfect gases and two-phase mixtures. All thermodynamics properties such as internal energy, entropy and enthalpy are defined and applied. The concepts of work and heat transfer are examined through a wide variety of problems. The first and second laws are covered from both system and control volume viewpoints, for static fluids and for fluids in motion. Refrigeration cycles, steam cycles and gas turbine cycles are covered in detail utilizing steam tables, gas tables, T-S and P-H diagrams. Prerequisite: MATH 190.

### **MET 320 Kinematics of Machine Elements**

**4 credits**

Kinematic analysis of displacement, velocity and acceleration is applied to a variety of machine elements, including three-bar and four-bar linkages, cams and gears. Analytical techniques that make extensive use of the differential calculus, are stressed. These are coupled with graphical methods for the design of plate cams. Extensive use is made of commercial software packages including "Working Model®" and "ALGOR® Event Simulator FEA®", in a comprehensive lab component. Prerequisites: CMPS 204; MATH 190; MET 102.

### **MET 331 Engineering Design Using Pro/ENGINEER®**

**3 credits**

Engineering Design Using Pro/ENGINEER® gives the student the ability to use the most advanced and highly regarded design software. Aspects of the course include sketching, 3D part modeling, 3D assemblies, exploded assemblies and the creation of manufacturing drawings from the parametric model. Students produce PowerPoint presentations to display completed work. Prerequisite: CMPS 204.

- MET 405 Heat Transfer** **4 credits**  
 A study of the fundamental laws of conduction, convection, boiling, condensation and radiation. Analytical methods are applied to one and two dimensional conduction problems with convective boundary conditions. The foundations of empirical equations for a variety of convection situations are examined using similitude methods to form dimensionless groups such as Nusselt Number. Theory is rigorously reinforced through the solution of many problems. Fundamental laws are applied to the design of variety of heat exchanger types. A heat exchanger design project is included. Prerequisites: ET 204, MATH 210, MET 215. Prerequisite or co-requisite: MATH 310.
- MET 411 Fluid Mechanics** **3 credits**  
 The study of the physical behavior of incompressible and compressible fluids and fluid systems. Hydrostatic and hydrodynamic systems are considered. Fluid transmission and control applications include the design of weirs, orifices and valves. The determination of pressure losses in open and closed systems is covered. Other topics include the storage of energy by pressurized fluids in closed systems. Problems of interest in both Civil and Mechanical Engineering Technology are included. Dual listed as CET 411. Prerequisites: MET 102; CMPS 204; MATH 210.
- MET 412 Fluid Mechanics Laboratory** **1 credit**  
 Introduces students to the special tools used by fluid power industries and the manual skills required in implementing fluid mechanics applications. Special techniques in flow measurement and implementation. Dual listed as CET 412. Prerequisite or co-requisite: MET 411.
- MET 416 Mechanical Vibrations** **3 credits**  
 The study of single and multiple degree of freedom vibration systems. Undamped unforced, damped unforced, undamped forced and systems with both damping and forcing are covered. Spring elements of the helical, torsion bar and leaf spring types are included. Dampers are of the viscous or frictional type. Forcing functions are harmonic or impulsive. The emphasis is on producing the differential equation(s) from the free body diagram and inertial considerations, solution of the equation(s) and application of the solutions to practical problems. Prerequisites: MET 102; CMPS 204; MATH 210. Prerequisite or co-requisite: MATH 230 or MATH 310.
- MET 421 Machine Design: Theory and Project** **4 credits**  
 Analysis and design of a wide variety of machine components. Machine frames are analyzed from compound stress, fatigue stress and deflection viewpoints. Among machine elements that are covered are keys, shrink fits, shafts, power screws, disc and drum brakes, gears, couplings, belt drives and cable systems. A design project is included. Prerequisites: MATH 210; MET 102, MET 213; CMPS 204.
- MET 424 Finite Element Analysis (FEA)** **3 credits**  
 Teaches the use of the finite element method wherein the algorithms for elements subjected to axial forces and bending are developed. Also developed are the algorithms for pin-jointed frames, stiff jointed frames and grid structures. Algorithms for conduction heat transfer with convective boundary conditions and internal heat generation are developed. Problems are solved in all areas of application. Prerequisite: MATH 210. Prerequisites or co-requisites: MET 405, MET 411.
- MET 425 FEA with ANSYS®** **2 credits**  
 This course complements MET 424 (Finite Element Analysis (FEA)). In MET 424 the basic finite element algorithms for elastic members, pin-jointed and rigid-jointed frames, bending of beams, torsional members and grid structures were developed. Also developed were the finite element algorithms or conduction heat transfer with convective boundary conditions. Hand and spreadsheet calculations for simple systems were performed. In MET 425 the student will learn how to use the commercial finite element software ANSYS® to perform analysis of much larger systems. Additionally the methodology for performing stress calculations for plates and shells is presented and applied. Prerequisite or co-requisite: MET 424.
- MET 295, MET 395, MET 495 Special Topics in Mechanical Engineering Technology I, II, III** **1-6 credits**
- MET 296, MET 396, MET 496 Independent Study in Mechanical Engineering Technology I, II, III** **1-6 credits**  
 Special Request Independent Study Fee: \$50 per credit.

**MET 499 Honors Internship in Mechanical Engineering Technology** 1-6 credits  
 Available to qualified students as a practicum within the University or in conjunction with an external agency. Requires regular progress reports and a final paper. May be repeated for credit. Prerequisites: Consent of an instructor to act as a sponsor, acceptance by an agency if applicable, approval of the department chair, an overall G.P.A. of 3.30 and a departmental G.P.A. of 3.50.

#### MODERN LANGUAGES

**MLNG/GCS 205 Languages of the World** 3 credits  
 This course introduces students to theories of human language. Students will look at how and when speech and writing systems developed, including the history and evolution of various protolanguages. Students will study geographic, political, and sociocultural factors involved in language development and use. The course includes language recognition and analysis activities and directed application of theory.

**MLNG 220 French Literature in Translation** 3 credits  
 This course introduces students to French poetry, theater, prose fiction and essays of the 17th through the 20th century, with a special focus on the relationship between the literary and visual arts in France. The art of translation itself is central to our approach to several of the works studied.

**MLNG 221 Spanish Literature in Translation** 3 credits  
 The same course format as MLNG 220 but with different texts.

**MLNG 225 Representations of Minorities in World Literature** 3 credits  
 A study of the ways in which various minority populations have been portrayed and understood throughout history in the literature of different cultures. Lectures and discussions based on translated literary texts.

**MLNG 228 Eastern European Literature and Culture** 3 credits  
 A study of the literature, culture and history of Eastern Europe. Special emphasis on the effects of Eastern European immigration on American culture and values. Lectures and discussions based on translated literary texts. Dual listed as SOC 228.

**MLNG/SOC 260 Japanese Culture** 3 credits  
 A study of the culture of Japan with special emphasis on the historical development and underlying dynamics of the Japanese world view. Education, child-rearing, business practices, morality, relationships, language, and the arts will be explained.

**MLNG 302 Introduction to Linguistics** 3 credits  
 Provides students with an introduction to broad areas of linguistic theory and inquiry, including an introduction to the study of morphology, semantics, syntax, phonetics, phonology, and historical linguistics. It also includes an introduction to areas included within the disciplines of psycholinguistics and sociolinguistics. Dual-listed as ENGL 302.

**MLNG 375 Popular Culture** 3 credits  
 Examines the American experience in terms of its multiple cultural expressions. By adopting the methods of social scientists, the students will develop an analytical perspective and gain awareness of American culture and of cross-cultural communication. Issues such as stereotyping and representation of “the other” will be explored. The theoretical considerations, along with a close focus on various cultural texts (literary, print and visual media) – through a practice of “reading also between the lines”—will provide the students with a greater understanding of culture in general and of the processes involved in cultural production. Dual-listed as ENGL 375.

**MLNG 295, MLNG 395, MLNG 495**  
**Special Topics in Modern Languages I, II, III** 1-6 credits

**MLNG 296, MLNG 396, MLNG 496**  
**Independent Study in Modern Languages I, II, III** 1-6 credits  
 Special Request Independent Study Fee: \$50 per credit.

## MODERN

- MOD 101 Supplemental Modern I** **1-2 credits**  
This course provides fundamental instruction in Modern Dance Technique. Students will learn how to put into action a wide range of movement concepts and skills. Instruction provides methods for improving movement organization, efficient and effective strength and stamina building, with a strong emphasis on developing performance skills. Prerequisites: B.A. Dance Major, Not Modern Concentration.
- MOD 102 Supplemental Modern II** **1-2 credits**  
This course is a continuation of MOD 101 and provides level II, instruction in modern dance. Principles learned in term I will be reinforced and students will learn how to adapt them to a wider range of movement. Prerequisites: MOD 101.
- MOD 111 Modern I** **3 credits**  
This course provides fundamental instruction in Modern Dance Technique. Students will learn how to put into action a wide range of movement concepts and skills. Instruction provides methods for improving movement organization, efficient and effective strength and stamina building, with a strong emphasis on developing performance skills. Prerequisite: Freshmen dance major; audition.
- MOD 121 Modern II** **3 credits**  
This course is a continuation of MOD 111 and provides level II, instruction in modern dance. Principles learned in term I will be reinforced and students will learn how to adapt them to a wider range of movement. Prerequisite: MOD 111.
- MOD 171 Pas de Deux I** **1 credit**  
These courses introduce the basic technique required to perform classical partnering. Various styles, supported pirouettes, promenades and lifts will be included. Prerequisite: Audition.
- MOD 201 Supplemental Modern III** **1-2 credits**  
This course continues the study of elementary, level 3, instruction in technical principles and creative aspects inherent to modern dance and contemporary modern dance technique. Prerequisite: MOD 132 or Instructor Placement.
- MOD 202 Supplemental Modern IV** **1-2 credits**  
This course continues the study of elementary, level 4, instruction in technical principles and creative aspects inherent to modern dance and contemporary modern dance technique. Prerequisite: MOD 201 or Instructor Placement.
- MOD 211 Modern III** **3 credits**  
This course is a continuation of MOD 121 focusing on skills that develop spatial awareness, dynamic play, movement organization and strength. Musicality and functional alignment are stressed. Performance skills are introduced. Prerequisite: MOD 121 with a final grade of "C" or better.
- MOD 221 Modern IV** **3 credits**  
This course is a continuation of MOD 211 focusing on skills that develop spatial awareness, dynamic play, movement organization and strength. Musicality and functional alignment are stressed. Performance skills are introduced. Prerequisite: MOD 211 with a grade of "C" or better.
- MOD 291 Modern Dance Repertory I** **1 credit**  
This course offers intermediate students experience in learning modern dance and contemporary modern dance repertory. Instruction includes learning select choreographic material. A wide range of styles and creative approaches will provide students with a diverse palette of choreography that challenges students' range of adaptability. Students will learn about each choreographer's background, historic context, scope of work, and aesthetic development. Emphasis is placed on the role a dancer must play to actualize each selected choreographer's vision and concept. Prerequisites: MOD 121.
- MOD 301 Supplemental Modern V** **1-2 credits**  
Additional studies in Modern. Prerequisite: MOD 202 or Instructor Placement.
- MOD 302 Supplemental Modern VI** **1-2 credits**  
Additional studies in Modern, as continuation of MOD 301. Prerequisite: MOD 301 or Instructor Placement.

- MOD 311 Modern V** **3 credits**  
 This course is a continuation of MOD 221 providing skills that develop articulation and dynamic play as related to movement phrasing. Strength, stamina, and quick response to aural and rhythmic variables are refined. Performance skills are further developed. Prerequisite: MOD 221 with a grade of “C” or better.
- MOD 321 Modern VI** **3 credits**  
 This course is a continuation of MOD 311 providing skills that develop articulation and dynamic play as related to movement phrasing. Strength, stamina, and quick response to aural and rhythmic variables are refined. Performance skills are further developed. Prerequisite: MOD 221.
- MOD 401 Supplemental Modern VII** **1-2 credits**  
 Additional studies in Modern. Prerequisite: MOD 302 or Instructor Placement.
- MOD 402 Supplemental Modern VIII** **1-2 credits**  
 Additional studies in Modern, as continuation of MOD 401. Prerequisite: MOD 401 or Instructor Placement.
- MOD 411 Modern VII** **3 credits**  
 This course is a continuation of MOD 321. Class material provides students with a strong aesthetic focus, and fine-tunes personal artistry with regard to technical and performance execution. Students learn to work innovatively with technical terminology in order to execute a wide range of advanced and diverse movement motifs. Prerequisite: MOD 321 with a final grade of “C” or better.
- MOD 421 Modern VIII** **3 credits**  
 This course is a continuation of MOD 411. Class material provides students with a strong aesthetic focus, and fine-tunes personal artistry with regard to technical and performance execution. Students learn to work innovatively with technical terminology in order to execute a wide range of advanced and diverse movement motifs. Prerequisite: MOD 411 with a final grade of “C” or better.

## MUSIC

- MUS 101 Music Appreciation** **3 credits**  
 Selected compositions to develop an appreciation of music through guided musical experiences, biographical materials and critical comments on composers and modes. Listening experience is provided. Attendance at professional musical performances is required.
- MUS 106 Piano Class** **1 credit**  
 Music fundamentals and basic theory through keyboard techniques, sight reading and eurythmics utilizing beginning materials. Recommended for anyone interested in learning to play the piano from the beginning level or refreshing beginning skills. Open to all university students. Strongly recommended for Education and Dance majors.
- MUS 111, MUS 112 Private Voice I, II** **1 credit**  
 Techniques and principles of vocal performance within a private, one-to-one context. Materials may be selected from the classical, musical theatre or contemporary repertoire according to student level. Includes studio recitals and jury evaluations. Prerequisites: MUS 203, MUS 204, THEA 113, MUS 295 or audition. Specialized Instructional Fee: \$560.00.
- MUS 113, MUS 114 Private Piano I, II** **1 credit**  
 Techniques and principles of piano performance within a private, one-to-one context. Materials focus on piano literature, technique and sight reading skills chosen according to student level. Includes studio and jury evaluations. Prerequisite: MUS 106, or THEA 122, or MUS 123, or audition. Specialized Instructional Fee: \$560.00.
- MUS 123 Music Theory/Piano/Sightsinging Part I** **2 credits**  
 An introduction to music theory through written and aural demonstration, keyboard skills, and sight-singing with particular attention to those skills necessary for musical theatre.
- MUS 124 Music Theory/Piano/Sightsinging Part II** **2 credits**  
 A continuation of music theory studies through written and aural demonstration, keyboard skills, and sight-singing with particular attention to those skills necessary for musical theatre. Opportunities for private piano study are available upon course completion. Prerequisites: MUS 123.

- MUS 201 Point Park University Singers** **1 credit**  
 The course may be taken up to four times for credit. The University Singers is open to all majors. A variety of music (classical, pop, jazz, gospel). culminates in a performance each term. Prerequisite: Audition or interview (may be taken for zero credit)
- MUS 203 Voice Class I** **2 credits**  
 An examination of the processes of singing and speaking in the classroom and other performance/interaction situations. A variety of exercises and materials at both group and individual levels to improve performance/communication skills. Open to all university students. Strongly recommended for Dance majors. NOTE: Each individual student will work at his or her individual level.
- MUS 204 Voice Class II** **2 credits**  
 Continuing guidance in vocal production on an individual and class basis. Students have an opportunity to receive instruction in the vocal techniques of focus, articulation, pitch, support and performance. A variety of exercises and literature. Students are evaluated on progress in technique as well as development. Strongly recommended for Dance majors. NOTE: Each individual student will work at his or her individual level. Prerequisite: MUS 203/295 or by permission of instructor.
- MUS 205 Solfege** **3 credits**  
 A basic approach to music theory through materials of sight singing, aural training and rhythmic dictation. Students are expected to improve skills in analyzing and singing materials at sight. Offered as preparation for further work in music theory. Prerequisites: THEA 123 and THEA 135, OR instructor's permission.
- MUS 206 Music Theory** **3 credits**  
 Foundations of music fundamentals, analysis of harmonic materials and aural exercises. Opportunities to analyze, criticize and develop original materials. Prerequisites: THEA 123 and THEA 135, or Instructor's Permission.
- MUS 211, MUS 212 Private Voice III, IV** **1 credit**  
 Continuation of MUS 111. Techniques and principles of vocal performance within a private, on-to-one context. Materials may be selected from the classical, musical theatre, or contemporary repertoire according to student level. Includes studio recitals and jury evaluations. Prerequisites: MUS 111, MUS 112. Specialized Instructional Fee: \$560.00.
- MUS 213, MUS 214 Private Piano III, IV** **1 credit**  
 Continuation of MUS 114. Prerequisite: MUS 114. Specialized Instructional Fee: \$560.00.
- MUS 220 Musicianship** **2 credits**  
 A participatory exploration and integration of basic music techniques through a variety of material and styles. Activities may include aural skills, theory fundamentals, introductory song analysis, and ensemble experiences. Opportunities for original composition or other creative work as semester project. Prerequisites: By Permission.
- MUS 311, MUS 312 Private Voice V, VI** **1 credit**  
 Continuation of MUS 211, MUS 212. Techniques and principles of vocal performance within a private, one-to-one context. Materials may be selected from the classical, musical theatre, or contemporary repertoire according to student level. Includes studio recitals and jury evaluations. Prerequisite: MUS 111, MUS 212, MUS 211, MUS 212. Specialized Instructional Fee: \$560.00.
- MUS 313, MUS 314 Private Piano V, VI** **1 credit**  
 Continuation of MUS 214. Prerequisite: MUS 214. Specialized Instructional Fee: \$560.00.
- MUS 411, MUS 412 Private Voice VII, VIII** **1 credit**  
 Continuation of MUS 311, MUS 312. Techniques and principles of vocal performance within a private, one-to-one context. Materials may be selected from the classical, musical theatre, or contemporary repertoire according to student level. Includes studio recitals and jury evaluations. Prerequisite: MUS 111, MUS 212, MUS 211, MUS 212, MUS 311, MUS 312. Specialized Instructional Fee: \$560.00.
- MUS 413, MUS 414 Private Piano VII, VIII** **1 credit**  
 Continuation of MUS 314. Prerequisite: MUS 314. Specialized Instructional Fee: \$560.00.



MUS 295, MUS 395, MUS 495 **Special Topics in Music I, II, III** 1-6 credits

MUS 296, MUS 396, MUS 496 **Independent Study in Music I, II, III** 1-6 credits  
Special Request Independent Study Fee: \$50 per credit.

## NATURAL SCIENCES AND ENGINEERING TECHNOLOGY

**NSET 101 Introduction to the Natural Sciences and Engineering Technology** 3 credits

An introduction to the professions in Natural Sciences and Engineering Technologies including ethical practices. Software relevant to the natural sciences and engineering technology fields will be utilized to solve practical problems. Additionally, a research project and oral presentation related to these fields will be required.

**NSET 110 Introduction to the Natural Sciences I** 3 credits

An integrated study of biology, chemistry, earth science, and physics using the universal laws of science as a basis for an understanding of our surroundings. Qualitative as well as quantitative aspects of the laws will be discussed as they relate to the human body and technology. Thus students will be able to make connections between the natural sciences and their everyday experiences.

**NSET 111 Introduction to the Natural Sciences II** 3 credits

A study of biology, chemistry, earth science and physical science using the universal laws of science as a basis for an understanding of our surroundings. Qualitative as well as quantitative aspects of the laws are discussed. As they relate to the human body and technology. The students will be able to make connections between the natural sciences and their everyday experience.

**NSET 120 Environmental Sciences** 3 credits

Students will investigate environmental science topics, with a focus on the relationship between humans and their environment. Topics include earth systems and resources, the living world, population, land and water use, energy sustainability, pollution and global change.

**NSET 122 The Science of Light** 3 credits

In this course students will investigate what light is as well as what light does. Our very existence depends on the energy provided by visible and invisible light from the sun, and mankind's continued development of technology to take advantage of the properties of light can be traced back to as early as 1900 B.C. The class discussions will be related to the work being done in the laboratory. Through lecture and lab experiments, students explore some of the fundamental properties of light and how these properties are utilized to enrich our lives and define their environments. Experiments in the lab consists of exploring the themes of reflection, refraction, lenses & optical instruments, dispersion, light & color, interference, polarization, diffraction & interference, and other applications.

**NSET 355, NSET 356 Natural Science and Engineering Technology Internship I, II** 3 credits

A faculty member directs students in the preparation of specified papers and reports related to the work experience, evaluates and grades the course and requires summation at conclusion of the work project. Prerequisite: Junior standing.

**NSET 455, NSET 456 Natural Science and Engineering Technology Internship III, IV** 3 credits

A faculty member directs students in the preparation of specified papers and reports related to the work experience, evaluates and grades the course and requires summation at conclusion of the work project. Prerequisite: Senior standing.

**NSET 470 Case Studies in Environmental Science** 3 credits

Students in this course will analyze historical and present day case studies in environmental science. They will do this by reading both scientific literature and media reports about a given case. Students will learn to understand both of these approaches to the case and to effectively communicate about environmental science. Prerequisites: NSET 120, Senior Standing.

NSET 295, NSET 395, NSET 495 **Special Topics in NSET I, II, III** 1-6 credits

NSET 296, NSET 396, NSET 496 **Independent Study in NSET I, II, III** 1-6 credits  
Special Request Independent Study Fee: \$50 per credit.

## PHILOSOPHY

- PHIL 100 Introduction to Philosophy** 3 credits  
The nature of philosophy, its aims, methods and problems, in an atmosphere of questioning such issues as our knowledge of reality, the existence of God, concepts of self-identity, and ethics and morality.
- PHIL 103 Introduction to Logic and Scientific Method** 3 credits  
Principles of precise thinking and techniques of detecting fallacies including the nature and use of language, the methods of definition and of deductive reasoning and the testing of scientific hypotheses.
- PHIL 201 Critical Thinking** 3 credits  
This course studies the strategies, techniques and principles of effective problem-solving, decision making and critical analysis. Emphasis is placed on the development of critical thinking skill and their application. Prerequisite: ENGL 101.
- PHIL 210 Existentialism** 3 credits  
Study of existential philosophies of human nature, morality, social obligation and human knowledge.
- PHIL 215 World Religions** 3 credits  
Examination of philosophical assumptions and implications of belief systems represented by world religions such as Buddhism, Taoism, Hinduism, Judaism, Christianity, and Islam, as well as naturalism, agnosticism and atheism. The course will explore metaphysical, epistemological, and ethical assumptions and implications of various religions, anti-religious, and non-religious worldviews.
- PHIL 240 Ethics in the Professions** 3 credits  
Focuses on major ethical systems and theories regarding the development of moral behavior, the relationship between morality and the law, and applied ethics in professional settings.
- PHIL 305 Philosophy of Law** 3 credits  
This course concentrates on the role of law in social and civil authority, with a focus on both domestic and international problems. The history of Law through ancient traditions and governing systems, culminating in law as "obligation," and "rights" is examined. The role of judges, legal systems and arguments for and against international law—as well as national courts—are put under scrutiny. The justification for holding people responsible for the consequences of their behavior, the concepts of individual liberty, the right to punishment for criminal infractions, the exercise of state and individual rights, and the intersection of law and just and unjust authority, are all brought into question. Pre-requisites: 30 hours earned degree credits or permission of the Instructor
- PHIL 316 Existentialism and Phenomenological Psychology** 3 credits  
The origins of Existentialism and the phenomenological method. The existential perspective of the implications of the theory and methodology for a human science. Emphasis on the significance of existential phenomenology for research. Dual listed as PSYC 316. Prerequisite: PSYC 203.
- PHIL 320 Philosophy of Art** 3 credits  
An examination of classical and modern aesthetic theories. Includes psychological theories such as those of Freud and Jung as well as philosophical approaches such as those of Plato, Aristotle, Santayana, Croce, Dewey and Langer.
- PHIL 332 The Human Condition** 3 credits  
Aspects of human existence and the problems of self-awareness and mortality are investigated through examining metaphysical, scientific, and social and psychological systems. The function of systemic belief in addressing questions of mortality, compassion and values are investigated. Prerequisite: PHIL 100 or Sophomore Standing.
- PHIL 355 Mysticism and Society** 3 credits  
A critique of the existing scientific worldview compared to a worldview based on symbols, mystery and sacredness. The course examines both epistemology and ontology as they balance, create and transform society and civilization. Prerequisite: Sophomore Status or Permission of the Instructor.

**PHIL 360 Marx and Marxism****3 credits**

This course enables students to delve deeply into Karl Marx's writings, particularly his magnum opus, *Capital, Volume One*, but also other works by him and his intellectual descendants and critics. Such forays into sometimes rather difficult pieces allow students to begin to understand the problems and possibilities of Marx's way of thinking. Critically equipped with a Marxist perspective, students are then tasked with making sense of the contemporary world around us, especially the ways in which capitalism operates at global, national, urban, and corporeal scales. By the end of the semester, students should have a firm grasp on Marx and Marxism, a new understanding of the way capitalism works, and an idea of some alternatives to capitalism.

**PHIL 410 Art and Society****3 credits**

From the first sign of human consciousness recorded on cave walls in pre-civilization, to the iconic and sophisticated works of art that are sacred to humanity as a whole, this course (whether concentrating on plastic, literary or performing arts), explores the question of how art is integral to a society's given sense of self, its values and its unique expression of human consciousness. It defines art in general, employs hermeneutic techniques to understand why art gathers social and historical importance, and explores the history of specific art forms. The relationship of art forms to other modes of expression is explored in an effort to substantiate what makes a work "artful" transcending its pragmatic or utilitarian purpose. Both theory and practice are stressed and art is evaluated as axiomatic and vital to the development and understanding of Human consciousness. Prerequisite: Junior Standing or permission of the instructor.

**PHIL 450 The Good Life****3 credits**

What are the keys to human flourishing? What is happiness and is it possible? This course is guided by the assumption that the humanities are more about a way of living life than they are about reading books and authors. Students will rehearse arguments about living a good life, beginning with the psychagogic (soul inspiring) practices of the Stoics and Epicureans, try on the meditations of Buddhism, struggle with the projected self of existentialism, and work through a pastiche of postmodern challenges to grand narratives of the good life.

**PHIL 295, PHIL 395, PHIL 495 Special Topics in Philosophy I, II, III****1-6 credits****PHIL 296, PHIL 396, PHIL 496 Independent Study in Philosophy I, II, III****1-6 credits**

Special Request Independent Study Fee: \$50 per credit.

**PHOTOGRAPHY/PHOTOJOURNALISM****PHOT 101 Photography for Non-Majors****3 credits**

Photography has been constantly changing as technological developments allow for endless experimentation. This class is designed to allow students to become familiar with visual arts and the artistic process using the camera as a tool for personal expression. Photography will be approached through several lenses including smart phones, digital and film SLR's, as well as darkroom processing. Topics will include photojournalism, conceptual photography/art, and studio photography (commercial, portraiture and still life). Students will be encouraged to research photographers and industry styles based on topics supplied by the instructor. Additionally, students will obtain experience in a number of photographic areas and will build an understanding of what kind of careers can be obtained through photography.

**PHOT 107 History of Photography I****3 credits**

In this survey of the origins and developmental phases of photography, students will examine technical innovations with emphasis on historical motivations and changing climates of aesthetic intent, philosophical rationale, and visual experimentation in the history of photography from the early 19th century to the mid-20th century.

**PHOT 108 History of Photography II****3 credits**

Overview of the key critical writings and theoretical debates, their social and political contexts, and their expression in key works within the history of photographic discourse. PHOT 108 builds upon the introduction to historical practice presented in PHOT 107 to facilitate informed looking at and thinking about photographs as densely-coded cultural artifacts which operate in a complex system of social and cultural relationships. Intended to provide a broad understanding of the theory and practice informing photographic history and discourse, the course is the foundation for advanced photography courses. Prerequisite: None. PHOT 107 recommended for BFA majors.

**PHOT 204 Black and White Photography I****3 credits**

In this introductory photography course, students will become familiar with visual arts and the artistic process of using a camera for personal expression. PHOT 204 allows hands-on experience and introduces the technique of an SLR

film camera, developing and printing in the darkroom. Students will learn to discuss and analyze photography through structured critiques. Students are encouraged to have their own film SLR cameras for this course (must have adjustable lens openings, shutter speeds and full manual control).

**PHOT 205 Introduction to Digital Photography** 3 credits

A basic digital photography course designed to give photography and photojournalism students proficiency in digital image making and processing. It stresses the importance and uses of digital photography in the current media environment, including terminology, practical exercise, and presentation. Students utilize Adobe Lightroom for editing, and are encouraged to purchase the program and their own digital SLR cameras.

**PHOT 309 Black and White Photography II** 3 credits

An intermediate course emphasizing individualized photographic assignments and perfecting darkroom skills by utilizing the zone system and producing quality prints. Students explore theory in greater depth and further develop their stills and ability to analyze and critique photographs. A wider range of film camera formats and photographic materials are introduced. Students must provide their own 35mm SLR cameras. Prerequisite: PHOT 204.

**PHOT 310 View Camera Techniques** 3 credits

View Camera Techniques is an intermediate, technically intensive film course emphasizing use of large-format cameras. Students learn how to expose and process 4x5 inch sheet film and produce high-quality, fine grained negatives which offer extraordinary clear printing capabilities. The view camera course allows greater pictorial control and investigates technical and aesthetic aspects of the medium. Instant film processing and drum scanning will also be addressed. Cameras, tripods and film holders are provided, but students must supply all additional materials such as film, darkroom paper, and light meters. Prerequisites: PHOT 309.

**PHOT 316 Studio Photography** 3 credits

This course uses a controlled studio environment to explore issues in lighting, and other elements of persuasive photography. Photographic techniques focus on application and composition for commercial use. Prerequisite: PHOT 205.

**PHOT 322 Color Photography** 3 credits

Color Photography introduces color photographic materials, both digital and analog, and their implementation into the image-making practice within the photography major. Throughout the course color materials are explored and researched to develop skills in color photographic practice and create images that communicate your vision. An understanding of color theory and its application in the image making process in tandem with developing well considered projects is vital for successful photographic growth. This course continues to expand and build on the visual communication and critical analysis forms addressed in previous courses. Exposure techniques, significance of varied light sources, film characteristics, and presentation methods are explored in the development of projects to enhance and support the intention of the work. Discussions and course work focuses on the balance between these elements of color photography and continued development in visual communications. Prerequisite: PHOT 309.

**PHOT 340 Specialized Photography** 3 credits

Students will obtain experience in a number of specialized photographic areas by completing assignments on deadline and creating work to include in their portfolios. Range of topics vary according to the instructor. Prerequisite: JOUR 215, PHOT 204, PHOT 205.

**PHOT 350 Digital Photo Editing** 3 credits

Students will prepare digital photographs for publication in print and online. Progressing from introductory to intermediate skills in Adobe Photoshop, students will digitally montage/collage imagery to build a portfolio. This course addresses the history of photo editing and the ethics of photo manipulation. Critiques will be an integral part of the course. Prerequisite: PHOT 205. Dual listed as PHOT 501.

**PHOT 351 Digital Printing Methodology** 3 credits

Students explore advanced technical controls of the printmaking workflows of digital imaging. Students experience input and output variances that affect the final print and portfolio. Analysis and adjustment is expected in every stage of image production from black-and-white to color printing. Prerequisite(s): PHOT 350.

**PHOT 361 Alternative Photographic Process II** 3 credits

This course continues with the exploration of nonsilver photographic printmaking and print-manipulation processes that depart from the more prevalent black-and-white, color and digital approaches. Processes covered may include bro-

moil, kirlian photography, cell phone photography, platinum and palladium printing, and others. Prerequisite(s): PHOT 360.

**PHOT 365 Experimental Video**

**3 credits**

This course explores video as photographic writing, in particular, through the making of video from idea through realization and display. This will be accomplished through exploring and experimenting with methods, techniques, software and equipment to manipulate the moving image aesthetically and artistically. Students are expected to produce several projects, which emphasize ideas outside the traditional narrative and documentary forms and are encouraged to develop their own form of expression. Students will establish personal methods to focus on the meaning and content of their moving pictures, the quality of their images and the way they observe the world around them. Students show and critique their work in class weekly in preparation for a final project and screenings at the end of the term. Prerequisites: PHOT 205, JOUR 215.

**PHOT 375 Photographic Book Making**

**3 credits**

Photographic Book Making guides students with well-developed portfolios through the process of making hand crafted artist books and layout design for professional publishers. The course combines craft, design, and editing of portfolios together in a comprehensive curriculum that teaches how to get your work put into book form. Prerequisite(s): PHOT 309.

**PHOT 380 Contemporary Portraiture**

**3 credits**

In this course students will examine portraiture and its contemporary implications and uses. Combining a dual emphasis on proper technical skills and creative application of the photographic medium, students will develop strategies for creating portraits both in the studio and on location. Furthermore, students will gain an appreciation for the myriad ways in which portraits are utilized in the photographic world, such as fashion, editorial, and fine art. Prerequisites: PHOT 205, PHOT 316.

**PHOT 383 Constructed Still Life Photography**

**3 credits**

This course will explore the genre of the still life, an essential facet of contemporary photography. By focusing on technique as well as the creative possibilities of the photographic art form, this class will instruct students in the art of photographing still life, both in and out of the studio. One of the oldest and most prevalent subjects throughout art history, the still life has commercial, editorial, and fine art applications that will be discussed and explored in this course. Prerequisites: PHOT 316 & PHOT 350.

**PHOT 385 Commercial and Editorial Photography**

**3 credits**

Throughout this class, students will grow and develop their abilities in the practice and application of commercial and editorial photography. While emphasizing both proper technical skills and the creative application of the medium, students will gain an understanding of the craft of commercial photography as they create their own images. It will prepare students to work with commercial and editorial clients through individual assignments and opportunities for collaborations. Students will also gain an understanding of the business of being a freelance photographer. Prerequisites: PHOT 316 & PHOT 350.

**PHOT 390 Advanced Photography**

**3 credits**

This advanced level course facilitates discussion of photographic processes within the larger context of contemporary art, photography, traditional and digital media. The course will emphasize semester-long projects, the process involved in generating a portfolio of images, a coherence body of work based upon a theme, concept, or selected subject matter. The class will discuss topics such as locating an individual voice, refining a working process, considering methods for presentation/distribution of photographs, and reflecting on current issues in contemporary art. Organized around the major activities of criticism (describing, interpreting, evaluating and theorizing), students gain a clear framework and vocabulary necessary for critical skill development. Therefore, students are expected to build upon their artwork weekly. Lectures and demonstrations will include assembling a portfolio of photographs, submitting work for review, and preparing for exhibition. Prerequisites: PHOT 205, PHOT 322, and PHOT 309.

**PHOT 400 Photographic Art Marketing**

**3 credits**

Photographic Art Marketing provides self-motivated students with direction into today's dynamic market for photography. The course focuses on grant writing, networking, navigating gallery shows, developing resumes, CVs, portfolio development and what it means to be a professional artist. Classroom lectures cultivate a broader awareness of career options and professional prospects for photographers seeking to pursue a successful career in the art world. Individual research and projects allow students to explore an area in depth. Students share their research methodology and results with their classmates, fostering growth of peer relationships. Prerequisite: PHOT350.

**PHOT 414 Business of Photography****3 credits**

The course will expose the student to the essential business and marketing principles in the editorial, commercial and fine art areas of the photographic industry. Topics covered include contracts, copyright law, trade organizations, working with non-profits, defining professional grade equipment, the stock photo industry, creating job estimates, negotiation, and the costs of doing business analysis. In addition, financial, legal, organizational, promotional, interpersonal, and ethical practices will be covered. The core assignment spans over the duration the course, students create an analysis of who they are as photographer /artist by describing their brand, identifying who potential clients would be, and discussing a strategy for reaching those clients. Students must present a unified portfolio as part of the assignment with strategic and tactical marketing applications. Prerequisite: PHOT 350.

**PHOT 470 Documentary Photography****3 credits**

Students will work on photo documentary projects based on the established methodology to reduce the fast paced world to a set of still images that convey life and world experiences by creating a distinctive and compelling sense of reason, place and time. Students will gain a basic understanding of documentary photography history and principles through writing reactions to assigned books and films about documentary principles. Students will establish personal methods to focus on the meaning and content of their pictures, the quality of their pictures and the way they observe the world around them. Prerequisites: PHOT 107 or PHOT 108, PHOT 205.

**PHOT 481 Senior Thesis I****3 credits**

This self-directed senior seminar is designed to bring seniors together to discuss and develop their thesis projects, research paper and exhibition plans. The seminar encourages teamwork on developing an exhibition and the ensuing professional practice in photography, continuing education, pricing strategies, presentation formats, and artist statements. In preparation for their career, students visit local artists' studios and visiting artists provide feedback of work in progress. Prerequisite: ENGL 368, PHOT 310, PHOT 390, PHOT 400 & Passing JR Portfolio Review.

**PHOT 482 Senior Thesis II****3 credits**

A continuation of the work stated in Senior Thesis I, this segment of the course covers all areas of designing, implementing, promoting and installing an exhibition. Support and recommendations provide feedback during the developmental process of the projects for public galleries. In addition to the thesis paper, students will complete public exhibitions and compose artist statements, portfolios, resumes, and CVs in preparation for graduation. Prerequisite: PHOT 481.

**PHOT 490 Interdisciplinary Projects****3 credits**

This is the highest level course offered in the Photography Curriculum; designed as a one-on-one student/professor interaction, geared to prepare the student for real world art practices outside of the University. The purpose is to offer rigorous guidance on developing studio work in an interdisciplinary environment. The Emphasis on this course is on studio production and research. Students work independently throughout the semester, and schedule weekly meetings with the instructor to check in on the progress of his/her artwork. Prerequisites: Must have completed at least one PHOT 390 Advanced Photography course and must hold at least a 3.8 GPA in the Photographic Major Electives. Advisor approval is necessary for registration.

**PHOT 295, PHOT 395, PHOT 495 Special Topics I, II, III****1-6 credits**

Courses on subjects currently at issue or of interest to faculty/students in the photography field. Examples may be trends, experimental topics, integrated fields, new technologies or important areas not covered by previously listed courses, such as multiculturalism, informational graphics or audio-visual techniques. Topics are selected by the department with regard to student/faculty input and current perceived needs.

**PHOT 296, PHOT 396, PHOT 496 Independent Study I, II, III****1-6 credits**

The student independently studies subjects in the field not taught but of special interest to her or him and within the expertise of a supervising faculty member. A well-developed, written proposal from the student and agreement of an appropriate faculty supervisor are needed before registration. A final research paper or project is required. Prerequisite: Permission of faculty supervisor and chair. Special Request Independent Study Fee: \$50 per credit.

**PHYSICS****PHYS 101 Physics I****3 credits**

Basic concepts of physics including kinematics, dynamics, work and energy concepts, fluids and solids. Applications

of these concepts to different disciplines. Algebra based. Laboratory section: PHYS 103. Prerequisites: MATH 180.

**PHYS 102 Physics II** **3 credits**  
Vibration and wave motion, geometric and physical optics, electricity and magnetism. Algebra based. Laboratory section: PHYS 104. Prerequisite: PHYS 101.

**PHYS 103 Physics Laboratory I** **1 credit**  
Experimental techniques in mechanics, heat and sound. Prerequisite or co-requisite: PHYS 101.

**PHYS 104 Physics Laboratory II** **1 credit**  
Experimental techniques in electricity and magnetism, optics, and atomic physics. Prerequisite or co-requisite: PHYS 102.

**PHYS 201 Fundamental Physics I** **3 credits**  
Introductory, calculus-based physics, including kinematics, dynamics, work and energy, fluids, and thermodynamics. Also includes applications of these concepts to different disciplines. Associated lab: PHYS 103 (1 credit). Prerequisites: MATH 190, MATH 210.

**PHYS 202 Fundamental Physics II** **3 credits**  
Introductory, calculus-based physics, including vibration and wave motion, geometric and physical optics, and electricity and magnetism. Associated labs: PHYS 104 (1 credit). Prerequisites: MATH 190, MATH 210, PHYS 201 or PHYS 101.

## POLITICAL SCIENCE

**POLS 102 American National Government** **3 credits**  
Examines basic principles, institutions and functions of American national government and the operation of the American political system and government. Identifies individual rights and responsibilities as citizens of local, state and national communities.

**POLS 202 State and Local Government** **3 credits**  
Basic principles, institutions and functions of American government at the state and local levels. Emphasis on Pennsylvania.

**POLS 204 Public Administration** **3 credits**  
An intensive study of administrative organization, personnel policy, finance, management and control, and lines of responsibility at all levels. Dual listed as PADM 210.

**POLS 205 World Geography** **3 credits**  
World Geography is the study of the geographic nature of the world's major social, political, and economic processes and problems. A central component of this class will be an analysis of the ways in which power has unevenly spread across the regions of the globe. This course starts and ends with an analysis of commodity chains as a means to understand the connections between colonialism, post-colonial imperialism, and the geographies of capitalism; environmental geographies of exploitation and destruction; the ways in which the global economy is governed; the relationships between race and geography; the production of gendered geographies; the production of specifically sexualized spaces; and conflicts that arise over and in various spaces, places, territories, and borders. By the end of the semester, students should have a firm grasp of geography's principal concepts and a solid orientation to the geographic nature of the world's major power inequalities and processes.

**POLS 207 Public Policy Issues** **3 credits**  
Examines some of the most critical problems confronting America in the realms of domestic and international politics. Format of the class is primarily discussion with students using the daily and Sunday *New York Times* and other pertinent publications.

**POLS 209 Law and Society** **3 credits**  
A study of the problems of law in society and an introduction to criminal justice.

- POLS 215 Introduction to Legal Studies** **3 credits**  
 This course is a comprehensive overview of research strategies, foundations in legal systems, judicial processes, axioms of government and the implementation and enforcement of law, as well as the various elements necessary for the prosecution of law, and the defense of human rights. The course is designed as both an introduction into the Major, as well as and heuristic catalyst for the general study of the legal system.
- POLS 250 Introduction to the Study of Government Systems** **3 credits**  
 An introduction to significant issues of politics that have been identified by noted political scientists of the past and present. Designed as an overview of the discipline of political science for students who would otherwise have limited exposure to these issues.
- POLS 305 Trial Law and Procedure** **3 credits**  
 An introduction to the rules governing trial procedures in civil and criminal lawsuits. Prerequisite: POLS 209.
- POLS 308 Principles of Criminal Justice** **3 credits**  
 An examination of the doctrine and principles involved in criminal law through analysis of cases and statutes. Prerequisite: POLS 209.
- POLS/GCS 320 Political Geography of the Middle East** **3 credits**  
 This course is oriented around the major political geographies and power relationships within the Middle east and between the Middle East and the rest of the world. Key topics include the uneven historical-geographies diffusion of different religions, the Middle East in the eyes and arms of the West, the geographies of natural resources, and the intra and inter regional geopolitics that shape some of the world's most explosive conflicts. Students will examine general profiles of Middle Eastern countries and engage in discussions about provocative reading assignments from a diversity of perspectives. In addition to scholarly text, the class examines various films, maps, news reports, and other primary and secondary sources. Prerequisites: GCS 175 or permission of instructor
- POLS 330 The American Presidency** **3 credits**  
 The presidency as a major element of the American political system. The evolution of the leadership role in both domestic and foreign affairs. Prerequisite: POLS 102 or permission.
- POLS 335 American Foreign Policy** **3 credits**  
 The institutions and processes involved in foreign policy determinations. Past and current problems of American foreign relations. Prerequisite: POLS 102 or permission.
- POLS 350 Nationalism** **3 credits**  
 Large-scale world conflicts of the twentieth century with representative examples of this phenomenon. Prerequisites: POLS 250 or HIST 202 or permission.
- POLS 355, POLS 356 Internship in Government or Legal Services I, II** **3 credits**  
 A field experience in areas related to government or legal services. Proficiency requirements are determined through a student contract with the supervising faculty member and may include specific papers and reports related to the work experience. Prerequisite: Junior Standing.
- POLS 358 Governments and Politics of the Middle East** **3 credits**  
 The Arab-Israeli conflict is used as a focal point for analysis of political patterns in the region. Great power involvement, nationalism and conflict diplomacy are considered extensively. Prerequisite: POLS 250 or permission.
- POLS 372 International Relations** **3 credits**  
 An examination of the major elements and persistent problems in the world community of states. Prerequisites: POLS 250 or HIST 202 or permission.
- POLS 401 Political Thought and Theory** **3 credits**  
 An advanced comprehensive discussion of the basic questions arising from political philosophy, inquiry and analysis. Writing-in-disciplines class. Prerequisites: POLS 102 or POLS 250 or permission.
- POLS 402 Constitutional Law** **3 credits**  
 The interpretation and application of the Constitution of the United States. Emphasis on constitutional law. Writing-in-disciplines class. Prerequisites: POLS 102 or POLS 250 or permission.



- POLS 408 International Law** **3 credits**  
 The legal rules and principles that guide relationships among nations. Case materials cover international law and the International Court of Justice. Prerequisites: POLS 102 or POLS 250 or permission.
- POLS 295, POLS 395, POLS 495**  
**Special Topics in Political Science and Legal Studies I, II, III** **1-6 credits**  
 (See Department Requirements for a partial list of Legal Studies and Political Science courses offered as special topics.)
- POLS 296, POLS 396, POLS 496**  
**Independent Study in Political Science I, II, III** **1-6 credits**  
 Special Request Independent Study Fee: \$50 per credit.

#### PREMEDICAL AND PREPROFESSIONAL STUDIES

- PRMP 455 MCAT Review I** **0 credits**  
 This course is designed to provide tips, survival and optimization techniques for students taking the MCAT/GRE and similar exams. Prerequisite: Junior Standing.
- PRMP 456 MCAT Review II** **0 credits**  
 This course is designed to help students optimize performance on the MCAT/GRE and similar exams. Key concepts from Biology, Chemistry and Physics will be reviewed. Prerequisite: Junior Standing.

#### PSYCHOLOGY

- PSYC 101 An Introduction to Critical Approaches** **3 credits**  
 This course surveys and critiques various psychological disciplines and is designed to introduce psychology majors to the historical, philosophical and theoretical orientation of the department's psychology program. Students will read original and primary texts from significant authors and be encouraged to formulate their own interests, perspectives and critical thinking in psychology.
- PSYC 150 Psychological Foundations** **3 credits**  
 Examines psychological foundations underlying the development of personal, professional, academic, and cultural world views, and examines how those world views influence questions that human beings ask and answers they find. Students will be asked to express their ideas in both oral and written form.
- PSYC 201 Critical Thinking in Psychology and the Behavioral Sciences** **3 credits**  
 Students will be introduced to basic information literacy in the social and behavioral sciences. This course will help students to find, critically evaluate, and review literature in psychology and other behavioral and social sciences. Students will learn basic scientific methodology, understood from various perspectives of psychology, and learn how to identify whether scientific information is credible, reliable and /or valid. Students will learn to read original texts of case studies, phenomenology, ethnography, correlational research, experimental designs, and other approaches to investigation. In addition, students will learn to use APA style to complete a critical literature review on a relevant topic on interest in the field. Prerequisite: PSYC 150.
- PSYC 202 The Story of Psychology in Perspective** **3 credits**  
 Critical evaluation of the systematic positions of the early comprehensive theorists, the emergence of trends and the resulting systems of the modern study of behavior. Prerequisite: PSYC 150.
- PSYC 203 Theories of Personality** **3 credits**  
 This course will present the fundamentals of existing theories of personality with special attention given to the implications of each. In-depth study of Freud, Jung, Adler and other selected theorists.
- PSYC 204 Abnormal Psychology** **3 credits**  
 A study of central issues surrounding psychopathology. Current American Psychological Association (A.P.A.) classi-

fication of abnormal behavior patterns and the effects of maladaptive behavior on individuals' abilities to function in their environments. Prerequisite: PSYC 203.

**PSYC 207 Children's Play: Psychological Aspects**

**3 credits**

The psychological aspects of children's play as it relates to emotional and cognitive development and its creative expression. Interdynamics of childhood approached through psychoanalytic, experimental and client-centered theories. Prerequisite: PSYC 209.

**PSYC 208 Learning and Motivation**

**3 credits**

Studies of learning and motivation representative of human and animal processes are examined in relation to contemporary psychological and educational issues. Prerequisite: PSYC 150.

**PSYC 209 The Child from Conception to Nine**

**3 credits**

The dynamics of human development from the time of conception to the eighth year, emphasizing physical, intellectual, emotional and social aspects. Prerequisite: PSYC 150.

**PSYC 210 Industrial Psychology**

**3 credits**

A background for study or work in industrial and governmental organizations. The use of psychological principles in personnel administration. Prerequisite: PSYC 150.

**PSYC 212 Perception**

**3 credits**

The basic perceptual processes of man as derived from empirical and theoretical studies representative of the field of perception. Prerequisite: PSYC 150.

**PSYC 213 Social Psychology**

**3 credits**

Social behavior as a function of attitudes, perceptions and motivation; individual and interpersonal cultural factors in social behavior, racial relations, group morale and communications. Prerequisite: PSYC 150.

**PSYC 214 Psychology of Emotion**

**3 credits**

This course is a study of major theories of emotion and their emergence from cognitive, behavioral, physiological, social, and evolutionary perspectives in the discipline of psychology. Subject matter will include communication of emotion in nonverbal behavior, bodily expressions of emotion, the development of emotion, emotional dynamics in relationships and groups, the physiology of emotion, and cultural differences in emotion concepts and expression.

**PSYC 220 Hypnosis**

**3 credits**

The history, techniques, applications and psychological principles underlying trance states, trance induction, and various hypnotic phenomena (e.g., amnesia, time distortion, anesthesia, post-hypnotic suggestion, etc.), with special attention to self-hypnosis and the use of hypnosis in counseling and psychotherapy. Prerequisite: PSYC 150.

**PSYC 227 Cross-cultural Psychology**

**3 credits**

A comparison of the psychology of Western and non-western cultures. Includes an examination of the ways in which different child-rearing practices, family structures, educational systems, and world views interrelate to foster quite different conceptions of "self", "other", "abnormality", and "gender". Prerequisite: PSYC 203.

**PSYC 230 The Characterological and Psychotic in Fiction and Film**

**3 credits**

This course will explore character development, organization and characterologic disorder (personality disorders) by examining the tension between characterological and situational (episodic) psychopathology, ego development (syntonic and dystonic) and defense as portrayed in film and fiction. Using Greek literary themes and dramatism (tragedy, catharsis, hamartia, nemesis), current psychoanalytic theory, feminist reappraisals of psychopathology and social constructionist theory, the course generally critiques personality disorders (e.g., borderline, narcissistic, histrionic, dissociative, etc.) by closely examining the material of character development such as trauma and abuse (of psychological life) as well as tragedy and drama.

**PSYC 231 Interpersonal Relationships**

**3 credits**

An in-depth examination of psychological research on interpersonal relationships, with particular attention to the effect of relationships on identity formation and self-structure. Includes an examination of the process of interpersonal communication. Prerequisite: PSYC 203.

- PSYC 245 Introduction to Forensic Psychology** **3 credits**  
 General introduction to the theoretical and clinical applications of the study of forensic psychology. Explores the psychological dynamics present in criminal behavior and the role of psychology in prevention and treatment. Also includes an examination of the psychological principles involved in jury selection, jury deliberation, and the treatment of witnesses and victims. Prerequisite: PSYC 203.
- PSYC 251 Psychology of Women** **3 credits**  
 A study of the evolutionary complexity of the psychology of women through the examination of overt cultural behaviors of women and the psychological principles underlying such behaviors. Prerequisite: PSYC 203.
- PSYC 253 Psychology of Sexual Behavior** **3 credits**  
 Students will be introduced to various theories of sexual behavior, such as psychodynamic, evolutionary, social constructionist, humanistic, and feminist perspectives. A basic introduction to sexual anatomy—its biology, functions and evolutionary history—will be examined. Students will learn how sexual motives may influence animal and human behavior without the explicit awareness of the organism or person. Students will also identify how evolutionary theory studies and predicts behavior based on the concepts of natural and sexual selection. Social constructionist, humanistic, and feminist approaches in the course will identify personal and social factors that influence sexual behavior in ways that may not be predicted by looking to biology. Prerequisite: PSYC 150.
- PSYC 261 Non-Verbal Expression** **3 credits**  
 A study of non-verbal communication, body movement, the body subject and bodily expression. The works of Reich, Rolf, Merleau-Ponty and others are discussed. Prerequisite: PSYC 204.
- PSYC 262 Childhood: Social Issues and Cross-cultural Perspective** **3 credits**  
 This course will consider how social conditions in the United States such as “welfare-to-work” policies, the public school system, day care, and guiding values such as privacy, autonomy, and consumerism impact children’s lives. The course will also explore how children are raised in other cultures. Children’s irreducible psychological needs will be considered in light of the rich cultural mosaic in which they are raised. Prerequisite: PSYC 150.
- PSYC 263 Parenting and Parenthood** **3 credits**  
 This course will explore the transition to parenthood and approaches to parenting. Topics will include attachment, childcare options, discipline, and encouraging intellectual and creative growth. It will also explore how to balance children’s needs with personal and professional goals. Prerequisite: PSYC 150.
- PSYC 304 Counseling Theories and Practices** **3 credits**  
 Introduction to affective and cognitive counseling theories. Practical applications and beginning self-exploration. Prerequisite: PSYC 204.
- PSYC 305 Counseling Practicum** **3 credits**  
 Designed to develop and sharpen the skills necessary for working with people. Prerequisite: PSYC 304.
- PSYC 306 Abusive Behavior** **3 credits**  
 A study of the causes and underlying dynamics of abusive behavior. Focus on child abuse, substance abuse, spouse abuse and dysfunctional families. Prerequisites: PSYC 203; SOC 150.
- PSYC 307 Leadership Training for the Business World** **3 credits**  
 A practical program for business leadership development and problem solving. Among approaches illustrated are assertiveness training, use of Gestalt techniques, non-directive methods and transactional analysis. The methods teach self-awareness, other-awareness and meaningful relation to business structure. Prerequisite: PSYC 210.
- PSYC 309 The Child from Five to Fourteen** **3 credits**  
 The dynamics of human development from the fifth through the fourteenth year. Emphasis on personality. Prerequisite: PSYC 150.
- PSYC 311 Managerial Psychology** **3 credits**  
 Managerial Psychology is the study of managing behavior within an organization. The managerial role is discussed in depth, with focus on management’s response to the many aspects of organizational life and on the effect or psychological impact that this response can have on organizational success. Prerequisite: PSYC 210.

- PSYC 312 Organizational Behavior** **3 credits**  
 Determinants of individual and group behavior within work organizations. Motivation, leadership, group behavior, organizational structure and processes as they relate to performance and satisfaction in work organizations. Dual listed as BMGT 312. Prerequisite: PSYC 210.
- PSYC 314 Psychological Tests and Measurements** **3 credits**  
 A study of the major principles of measurement, which are reliability, validity, objectivity and interpretation. Development and evaluation of psychological tests of ability, aptitude, personality traits, attitudes and interests. Prerequisites: PSYC 203; MATH 175.
- PSYC 316 Existential and Phenomenological Psychology** **3 credits**  
 The origins of existentialism and the phenomenological method. The existential perspective of the implications of theory and methodology for a human science. Emphasis on the significance of existential phenomenology for research. Dual listed as PHIL 316. Prerequisite: PSYC 203.
- PSYC 317 Psychology of Adolescence** **3 credits**  
 The physical, emotional, social and intellectual development of the adolescent with emphasis on beliefs, feelings, thoughts and overt behavior. Prerequisite: PSYC 203.
- PSYC 319 Psychology of Consciousness** **3 credits**  
 An in-depth study of the structure, capabilities and evolution of consciousness. Study of recent research on consciousness of space and time, abnormal and dream states and the construction of "standard" and "alternate" realities. Prerequisite: PSYC 203.
- PSYC 320 Criminal Psychopathology** **3 credits**  
 An in-depth study of the psychology of violent serial criminal offenders. Emphasis on the techniques of criminal profiling and the usefulness of psychological research and findings for criminal investigations, interviewing of suspects, trial strategy, and treatment of offenders, victims, and law enforcement personnel. Prerequisite: PSYC 204.
- PSYC 321 Happiness, Well-Being and Human Strengths** **3 credits**  
 Students will be provided with a broad overview of the field of positive psychology, which is concerned primarily with human happiness, well-being, and human strengths. Positive Psychology stands in contrast to general psychology, which compares the individual to the average or norm, and it also stands in contrast to abnormal psychology, which has as its focus those individuals who suffer as a result of maladaptive behavior. In contrast, [positive psychology is interested in the factors that make people not just ordinary, but extraordinary. Rather than a study of mental illness or mental normality, positive psychology is the study of human flourishing. Pre-requisite: PSYC 203.
- PSYC 325 Psychological Issues** **3 credits**  
 A study of the psychological dynamics underlying criminal behavior with special emphasis on the etiology of aggression, violence, bigotry and frustration. Fundamentals of personality theory and pathology will be examined.
- PSYC 350 Community Psychology** **3 credits**  
 Students will be introduced to a foundational understanding of community psychology and its applications. The course will examine how community factors can influence personal well-being and mental health, and will identify how community psychology, as a preventative, strength-based approach to well-being, uses interventions to improve well-being in communities. Prerequisite: PSYC 201.
- PSYC 351 Clinical-Community Psychology** **3 credits**  
 Students will be introduced to an integration of clinical and community psychology, the study of social factors that influence mental health and the identification of social interventions for the prevention and/or the amelioration of mental illness. The course will trace the roots of clinical-community psychology in the field of community mental health, and will introduce students to strength-based strategies for the prevention of and recovery from mental illness. Prerequisite: PSYC 201.
- PSYC 352 Research Methodology in Human Sciences** **3 credits**  
 Emphasis is on understanding the use of methodology, experimental controls, data analysis and scientific communication in psychological and sociological research. Dual listed as SOC 352. Prerequisite: MATH 175, PSYC 201, PSYC 202, and PSYC 203.

- PSYC 361 Forensic Psychology: Clinical Approaches** **3 credits**  
 Designed to familiarize the student with various clinical perspectives on the treatment of the criminal subject. The work of Freud, Jung, Lacan, Samenow and others. Introduces various approaches to the assessment and diagnosis of the criminal subject within a depth-phenomenological perspective. Prerequisites: PSYC 204, PSYC 245.
- PSYC 365 Children's Mental Health** **3 credits**  
 This course will introduce students to a variety of models of children's mental health and illness including societal, medical, psychoanalytic and humanistic models. We will explore diagnoses that are common in childhood and adolescence such as attentional and learning difficulties, autistic spectrum disorders, depression, anxiety, and eating disorders. Prerequisites: PSYC 203, PSYC 204.
- PSYC 366 Child & Family Therapy** **3 credits**  
 This course will survey an array of psychotherapeutic approaches to working with children and families including psychoanalytically-oriented and client-centered play therapies, as well as psychodynamic and structural family therapies. In addition, we will critique the medical model as it is applied to children's mental health and explore non-traditional medical approaches such as naturopathy and homeopathy.
- PSYC 412 Senior Thesis** **3 credits**  
 Independent research and study for experience in sophisticated methodology and interpretation of the results of research. Dual listed as SOC 412. Writing-in-disciplines class. Prerequisite: Senior Standing.
- PSYC 415 Seminar in Human Resources Management** **3 credits**  
 Independent project involving the research and planning of a Human Resources Management intervention within an organization of the student's choice. The design and planning of the project will be the subject of a formal term paper. Prerequisites: PSYC 312, PSYC 352.
- PSYC 418 Psychology of Adult Development** **3 credits**  
 A study of the dynamic continuation of psychological development beyond childhood and adolescence. Prerequisite: PSYC 150.
- PSYC 420 Advanced Forensic Psychology** **3 credits**  
 An in-depth examination of selected case studies. Specific criminal cases discussed in detail with regard to the psychological dynamics involved in the crime, the social impact and implications, the effect on the victim and/or witnesses, the role of forensic psychology in the court proceedings, the role of the therapist in court mandated treatment, etc. Prerequisites: PSYC 320, PSYC 361.
- PSYC 455, PSYC 456 Institutional Practicum I, II** **3 credits**  
 Experience working in a Pittsburgh area institution under professional supervision. Prerequisite: Senior standing. By application.
- PSYC 497, PSYC 498 Honors Seminar in Human Sciences I, II** **3 credits**  
 Various topics, pursued in depth, chosen at the discretion of the department. Dual listed as SOC 497, SOC 498. Prerequisite: Permission.
- PSYC 295, PSYC 395, PSYC 495 Special Topics in Psychology I, II, III** **1-6 credits**
- PSYC 296, PSYC 396, PSYC 496 Independent Study in Psychology I, II, III** **1-6 credits**  
 Special Request Independent Study Fee: \$50 per credit.

## PUBLIC ADMINISTRATION

- PADM 105 Applied Public Administration Workshops** **1-6 credits**  
 To increase professional competency in field situations, intensive weekend workshops are offered primarily on a non-degree, non-credit basis. However, they can be applied as advanced standing credit to the Public Administration degree program.

- PADM 205 Urban Politics** **3 credits**  
 This course identifies and explores the political, governmental and community conceptualizations of problems and solutions in an urban environment. The course will focus on the interaction between elected officials, community groups and government leaders. Pre-requisite: POLS 202.
- PADM 206 Non-Profit Organizations** **3 credits**  
 This course is an introduction to leadership in nonprofit organizations (NPO). Topics include the theoretical, historical and legal foundations of NPOs, governance, fundraising, accountability, personnel and ethics.
- PADM 210 Public Administration** **3 credits**  
 This course is an intensive study of governmental and non-profit organizations, including organizational structures and functions, including planning, budget, finance, management and leadership. The course emphasizes the interaction and interrelationship of agencies and administrators at all levels of government and the non-profit sector. Dual listed as POLS 204.
- PADM 211 Principles of Management** **3 credits**  
 Emphasis on the major theories and functions of management. Students develop an understanding of why management is needed in all organizations and what constitutes good management. Dual listed as BMGT 208. Pre-requisite: BMGT 101 or PADM 210.
- PADM 214 Public Budgeting and Finance** **3 credits**  
 This course addresses the principles of governmental and non-profit organizations' revenue, expenditure and budgeting. A special focus is placed on the planning and management aspects of budgeting, and the associated measurements and evaluation. Pre-requisite: PADM 210 or PADM 206 or permission.
- PADM 301 Operational Methods for Public Management** **3 credits**  
 This course applies quantitative analysis and forecasting methods to plan and evaluate decisions in public agencies. Additional topics include basic research design and techniques, and reading and interpreting research findings. Pre-requisites: PADM 210 and MATH 150; ECON 201 or 202 or permission of the instructor..
- PADM 302 - Leading Organizational Change** **3 credits**  
 Examines the role of the leader as change agent within an organization. Students will develop knowledge and skills in strategic leadership, consensus building, conflict management, overcoming resistance to change, performance evaluation, and selected organization development interventions. Dual listed as LEAD 315.
- PADM 303 Policy and Decision Analysis** **3 credits**  
 This course will cover quantitative, qualitative and mixed-methods approaches to defining, structuring, analyzing and evaluating policies and decisions in government and non-profit agencies. Pre-requisites: PADM 210 and MATH 150 (or greater) or permission of the instructor.
- PADM 308 Theories of Public Organization** **3 credits**  
 Organizational structure affects the function and performance of public agencies. Topics in this course include the elements, concepts and principles of organizational theories and leadership development in government and non-profit agencies. Pre-requisite: PADM 210 or BMGT 208 or permission.
- PADM 311 Special Employee Relations in Public Agencies** **3 credits**  
 This course includes the legal and managerial considerations regarding human resources and employee relations in government and non-profit agencies. Special emphasis will be on civil service employees and those represented by collective bargaining units, including negotiation and dispute resolution processes. Additional topics include special personnel relationships, such as contract and temporary employees, and volunteers in public service. Pre-requisite: PADM 210 or PADM 206 or BMGT 207 or BMGT 208 or permission.
- PADM 312 Introduction to Administrative Law** **3 credits**  
 This course provides a foundation in constitutional, statutory, common and agency-made law as it applies to the powers, procedures and judicial review of public agencies. Prerequisite: PADM 210 or BMGT 201 or POLS 209.
- PADM 314 Public Budgeting and Finance II** **3 credits**  
 This course is a continuation of PADM214 and focuses on gathering and analyzing data to build and present line item and program budgets, narratives and presentations. This course will include the use of computer spreadsheet appli-

cations (such as MS Excel). Prerequisite: PADM 214 or permission of instructor.

**PADM 317 Legal Aspects of Nonprofit Organizations**

**3 credits**

This course presents an overview of the legal and ethical issues confronting non-profit organizations. Prerequisites: PADM 206 or PADM 210 or permission.

**PADM 320 Emergency and Disaster Preparedness**

**3 credits**

Emergencies and disasters affect the business, non-profit and governmental sectors, as well as residents, customers and employees. This course will introduce the student to the types of disasters faced by the community and the preparedness measures necessary for organizational continuity of operations and business recovery. Dual listed as BMGT 222.

**PADM 322 - Disaster Planning and Control**

**3 credits**

This course examines the concepts and principles of community risk assessment and response to and recovery from natural and man-made disasters. The focus of the course will be on the legal and organizational frameworks, roles and responsibilities of public, non-profit and private agencies in preparedness and response. Pre-requisite: PADM 210; PADM 222 or permission.

**PADM 330 Fire and Emergency Services Administration**

**3 credits**

This course is designed to be a progressive primer for students who want more knowledge about fire and emergency services administration. The course demonstrates the importance of the following skills, necessary to manage and lead a fire and emergency services department through the challenges and changes of the 21<sup>st</sup> century. Prerequisite: Junior Standing or prior Fire/EMS experience.

**PADM 331 Political and Legal Foundations of Fire Protection**

**3 credits**

This course examines the legal aspects of the fire service and the political and social impacts of legal issues. This course includes a review of the American legal system and in-depth coverage of legal and political issues involving employment and personnel matters, administrative and operational matters, planning and code enforcement, and legislative and political processes with regard to the fire service. Prerequisite: Junior status or prior Fire/EMS experience.

**PADM 332 Fire Prevention Organization and Management**

**3 credits**

This course examines the factors that shape fire risk and the tools for fire prevention, including risk reduction education, codes and standards, inspection and plans review, fire investigation, research, master planning, various types of influences, and strategies. Prerequisite: Junior Standing or prior Fire/EMS experience.

**PADM 335 Personnel Management for Fire and Emergency Services**

**3 credits**

The course examines relationships and issues in personnel administration and human resource development within the context of fire-related organizations, including personnel management, organizational development, productivity, recruitment and selection, performance management systems, discipline and collective bargaining. Prerequisite: Junior Standing or prior Fire/EMS experience.

**PADM 336 Community Planning and Risk Reduction**

**3 credits**

This course provides a theoretical framework for understanding the ethical, Sociological, organizational, political and legal components of community planning and risk reduction. Topics include comprehensive planning, zoning, building, fire and life safety codes. Pre-requisite: PADM 210 or permission

**PADM 340 Foundations of Emergency Medical Services**

**3 credits**

An overview of the design and operation of emergency medical services (EMS) systems, delivery of services, and the echelons of care. The history of EMS, the interface of public and private organizations and review of the various personnel who comprise these systems will be examined in relation to their impact on the health care delivery system. Prerequisite: Junior Standing or prior Fire/EMS experience.

**PADM 341 EMS Management**

**3 credits**

This course provides the emergency medical services (EMS) leader with the knowledge, skills and abilities necessary for high performance services. Topics include interagency relations, strategic planning, personnel development, fleet management, data collection, communications and incident management for private, government and volunteer-based services. Prerequisites: Junior Standing or prior Fire/EMS experience.

**PADM 342 EMS Community Risk Reduction**

**3 credits**

This course explores the health and injury risks faced by our communities, the demands they place on the emergen-

cy medical service (EMS) system, and public education and prevention strategies to reduce their impact. Topics include determining and understanding community demographics, morbidity and mortality studies, emergency care resources and effective communication of risk and prevention. Prerequisite: Junior Standing or prior Fire/EMS experience.

**PADM 345 EMS Safety and Risk Management 3 credits**

This course introduces the student to the risk management principles of an EMS agency. The emphasis is on safety from the perspective of the field provider. Prerequisite: Junior Standing or prior Fire/EMS experience.

**PADM 346 Legal, Political, and Regulatory Issues in EMS 3 credits**

This course examines the legal aspects of emergency medical services (EMS) and the political and social impacts of legal issues. This course includes a review of the American legal system and in-depth coverage of legal and political issues involving operations, personnel, healthcare regulations, reimbursement and insurance. Prerequisite: Junior Standing or prior Fire/EMS experience.

**PADM 381 History Perspective & Reading 3 credits**

This course will explore historical events and individuals who shaped leadership, organizational and commerce practices of a variety of organizational types. A special focus is placed on the role of history's transferrable lessons to modern organizations.

**PADM 405 Leading Nonprofit Organizations 3 credits**

Examines approaches to leading non-profit organizations. In this course, students will explore the key tenets of mission-focused leadership, how non-profit organizations build capacity, organize volunteers, create strategic alliances, develop fundraising strategies, and optimize community as well as board member relationships. Prerequisite: PADM 214, PADM 317 and SAEM 440.

**PADM 410 Advanced Seminar in Applied Public Management 3 credits**

Designed to capstone other course in the PADM major, this course presents advanced applications of the principles of public administration. Prerequisites: Junior Standing and five courses in Public Administration.

**PADM 411 Public Administration Internship 3 credits**

A field experience in areas directly related to public sector employment. Evaluated on a satisfactory/unsatisfactory basis, proficiency requirements are determined through a student contract with the supervising faculty member. Offered during the Fall and Spring terms. Prerequisites: Junior Standing and five courses in Public Administration.

**PADM 430 Applications of Fire Research 3 credits**

This course examines the basic principles of research and methodology for analyzing current fire-related research. The course also provides a framework for conducting and evaluating independent research in the following areas: fire dynamics, fire test standards and codes, fire safety, fire modeling, structural fire safety, life safety, firefighter health and safety, automatic detection and suppression, transportation fire hazards, risk analysis and loss control, fire service applied research and new trends in fire-related research. Prerequisite: Senior Standing and PADM 301 or PADM 303, or permission of instructor.

**PADM 440 EMS Quality and Performance Management 3 credits**

How do we know that emergency medical services (EMS) are meeting the standards and needs of the community? The course includes quantitative, qualitative and mixed methods research approaches, applies to quality assurance, program evaluation and customer service to validate and improve patient care and transport. Prerequisite: Senior Standing and PADM 301 or PADM 303, or permission of instructor.

**PADM 295, PADM 395, PADM 495 Special Topics in Public Administration I, II, III 1-6 credits**

**PADM 296, PADM 396, PADM 496 Independent Study in Public Administration I, II, III 1-6 credits**

Special Request Independent Study Fee: \$50 per credit.

## PRODUCTION

**PROD 100, PROD 101 Tech Practicum I/II**

PROD 100-Fall; PROD 101-Spring

**2 credits**

Freshmen are assigned to crews as an introduction to general production techniques and procedures. Prerequisites:



PROD 100 is acceptance into the program; PROD 101 is PROD 100.

**PROD 104, PROD 105 Stage Management Practicum I/II**  
**PROD 104-Fall; PROD 105-Spring** **2 credits**

Freshmen are assigned to crews as an introduction to general production techniques and procedures. Prerequisites: PROD 104 is acceptance into the Program; PROD 105 is PROD 104.

**PROD 113 Stage Operations** **2 credits**

An introduction to the technical aspects and operation of the stage. This includes types of venues, organizational structures, and backstage operations. The focus of skills learned in this class will be how to run a show, rigging, basic trouble shooting and repair in the areas of scenery, scenic art, lighting, sound, and wardrobe. Prerequisites: Acceptance into the Program.

**PROD 124 Fundamentals of Design and Drawing** **3 credits**

Fundamentals of Design and Drawing covers the underlying elements and principles to visual creation. The class fosters a multidisciplinary design experience, which ultimately aids the collaboration and communication of theater artists. Prerequisites: Acceptance into the Program.

**PROD 126 Costume Construction** **2 credits**

Covers basic sewing techniques, both hand and machine sewing, basic construction methods, measuring an actor and how to use a commercial pattern. A completed garment is constructed during the course. Prerequisites: Acceptance into the Program.

**PROD 132 Stage Management I** **3 credits**

An introductory course in the techniques and practice of stage management, including the organization and preparation of a production book from beginning rehearsals through the closing of a production. This class will investigate the relationship between the stage manager and the artistic, administrative, and production staffs and how to work collaboratively with these staffs. Additional topics include working with the director and actor, stress management, time management and performance maintenance. Prerequisites: Acceptance into the Program.

**PROD 140 Theatre Safety** **2 credits**

A study of theatre safety and occupational health. The course covers fire prevention, chemical safety, risk assessment, emergency procedures, code requirements, and CPR/First aid. Prerequisites: Acceptance into the Program.

**PROD 142 Drafting and CAD** **3 credits**

An introduction to the proper material, methods, and techniques for communicating settings, properties and working drawings through technical drafting. The course will combine the skills of hand drafting and computer aided drafting software to teach the reading and creation of professional quality plates. Designed for beginning students in technical theatre. Prerequisites: Acceptance into the Program.

**PROD 145 Script Analysis** **2 credits**

An introduction to dramatic text analysis using a variety of techniques. Designed for technical, design and stage management majors. Scripts will be analyzed and related back to the student's specific area of study. Prerequisites: Acceptance into the Program.

**PROD 200, PROD 201 Tech Practicum III/IV**  
**PROD 200-Fall; PROD 201-Spring** **2 credits**

Intermediate level production assignments for theatre production students on work produced by The Pittsburgh Playhouse. Assignments are awarded at the discretion of the Theatre Production Unit. Prerequisites: PROD 200 is PROD 101; PROD 201 is PROD 200.

**PROD 204, PROD 205 Stage Management Practicum III/IV**  
**PROD 204-Fall; PROD 205-Spring** **2 credits**

Intermediate level production Assignments for the Stage Management Student. Assignments are awarded at the discretion of the Theatre Production Unit. Prerequisites: PROD 204 is PROD 105; PROD 205 is PROD 204.

**PROD 212 Computer Applications for Managers** **3 credits**

Basic to advanced use of general managerial software that is commonly used in entertainment. Emphasis is given to special techniques and efficient use of word processors, spreadsheets, databases, etc. Prerequisites: CMPS 110.

- PROD 213 Carpentry for the Theatre** **2 credits**  
 Discussion of common construction methods used in theatre and practical application of techniques in woodworking. Prerequisites: Acceptance into the program.
- PROD 222 Computer Applications for Designers** **3 credits**  
 Basic to advanced use of general design software including Adobe Photoshop and Adobe Muse. Emphasis is given to image import, manipulation and composition. The course aims to enable the student to create visual supported presentations (portfolio) on the computer. Prerequisites: CMPS 110.
- PROD 224 Scenic Painting** **2 credits**  
 A study of basic techniques employed by the scenic artist for the recreation of faux finishes. Emphasis is placed on equipment and its maintenance, procedure and practical application to framed scenery and three-dimensional units. Prerequisites: PROD 124.
- PROD 226 Scene Design I** **3 credits**  
 An introduction to Scene Design that focuses on the storytelling aspects of Design and Scenography. Students will understand the function and skill of a scenic designer, learn basic techniques of designing in 3D space, practice conceptual development and visual communication skill and undergo the design process with several hands on projects. Prerequisites: PROD 124.
- PROD 227 Lighting I** **3 credits**  
 An introduction to Lighting Design that focuses on the storytelling aspects of Light and Scenography. Students will understand the function and skill of a lighting designer, learn basic operations of Light, practice concept development and visual communication skill. This class is “hands-on” and includes many practical applications and experimentation with light. Prerequisites: PROD 124.
- PROD 228 Costume Design I** **3 credits**  
 An introduction to Costume Design that focuses on the storytelling aspects of Costume Design and Scenography. Students will understand the function and skill of a costume designer, learn basic costume design skills and practice concept development and visual communication skill. Prerequisites: PROD 124.
- PROD 229 Audio Design I** **2 credits**  
 An introduction to the art of sound for the theater. Students will be trained in various techniques of sound design, including recording, mixing, editing and playback software as well as script analysis and creative listening. Prerequisites: Acceptance into the program.
- PROD 243 The Acting/Directing Process** **3 credits**  
 An introduction to the acting/directing experience that focuses on the communication between technician and artist. The class will relate the actor’s and the director’s work to the technical major. Prerequisites: Acceptance into the program.
- PROD 245 Properties I** **2 credits**  
 An introduction to the procedures, materials and techniques that can be used by the designer or technician in the construction of stage properties. Prerequisites: Acceptance into the program.
- PROD 300, PROD 301 Tech Practicum V/VI**  
**PROD 300-Fall; PROD 301-Spring** **2 credits**  
 An advanced level production assignment for theatre productions produced by The Pittsburgh Playhouse to further the skills learned in PROD 200 and PROD 201. Assignments are awarded at the discretion of the Theatre Production Unit and will increase in responsibility from previous assignments. Prerequisites: 200 Level Production Practicum Course.
- PROD 304, PROD 305 Stage Management Practicum V/VI**  
**PROD 304-Fall; PROD 305-Spring** **2 credits**  
 Advanced level Production Assignments for the Stage Management Student. Assignments are awarded at the discretion of the Theatre Production Unit. Prerequisites: PROD 304 is PROD 205; PROD 305 is PROD 304.

- PROD 313 Technical Design** **2 credits**  
 Discussion and practical application of techniques and methodology related to engineering a designers concept. Students will look at design specifications, concepts designs, detail designs, and designs for manufacture based in the reality of time, budget and labor. Prerequisites: PROD 113 and PROD 213.
- PROD 323 Advanced Drawing** **2 credits**  
 This course will further the student's methods of drawing with various media and strengthen the passion to express ideas visually. Students will learn to more consciously access the creative "right side of their brain" and in turn be able to more effectively come up with creative solutions. Prerequisites: PROD 124.
- PROD 324 Advanced Scenic Painting** **2 credits**  
 A continuation of basic techniques employed by the scenic artist. Emphasis is placed on color mixing cartooning, procedure and practical application to framed scenery, and three-dimensional units. Prerequisites: PROD 124.
- PROD 326 Scene Design II** **3 credits**  
 An in-depth study of theatrical storytelling and techniques in/through Scenic Design. Students will go through the design process of a theatrical Scenic Designer and study in more depth play analysis, technique and aesthetic communication to broaden and enhance the imagination and creation of ideas. Prerequisites: PROD 226.
- PROD 327 Lighting Design II** **3 credits**  
 An in-depth study of theatrical storytelling and technical operations in/through Lighting Design. Students will go through the design process of a theatrical Lighting Designer and study in more depth play analysis, technique, equipment, composition and aesthetic psychology effects of stage lighting. Prerequisites: PROD 227.
- PROD 328 Costume Design II** **3 credits**  
 An in-depth study of theatrical storytelling and techniques in/through Costume Design. Students will go through the design process of a theatrical Costume Designer and study in more depth play analysis, technique and aesthetic communication to broaden and enhance the imagination and creation of ideas. Prerequisites: PROD 228.
- PROD 333 Advanced Stage Management and AEA Contracts** **3 credits**  
 Continues the themes of Stage Management I. Particular attention is given to equity rules of production/performance and problem solving within the AEA contract. Students continue to hone characteristics vital to being a leader, team player and skilled communicator. Prerequisites: PROD 132.
- PROD 343 Electricity for the Theatre** **2 credits**  
 Practical application of theories learned in Lighting Design, including building primitive instruments, electrical safety, and wiring. Prerequisites: PROD 227.
- PROD 346 Theatre Architecture and Décor** **3 credits**  
 A survey of the chronological development and historical significance of theatre architecture that begins with ancient civilizations and culminates with styles of the twentieth century. Prerequisites: PROD 113 and PROD 124.
- PROD 348 Costume History** **3 credits**  
 A study of the chronological development of fashion from the classical Greek world to the twentieth century with a detailed exploration of the basic clothing shapes, accessories, color, texture and quirks of each period. Prerequisites: PROD 124 and PROD 228.
- PROD 361 Advanced CAD** **2 credits**  
 A continuation of PROD 142 that focuses on the 3D drafting, renderings, materials, lighting, animations and customizing tools. Prerequisites: PROD 142.
- PROD 362 Metalworking** **2 credits**  
 General metal working techniques and teachings involving; safety, welding (both GMAW and oxyacetylene), cutting, bending, and fabricating as it refers to theatre construction. Prerequisites: PROD 213.
- PROD 363 Automation** **2 credits**  
 The practical applications and theories of the motion of moving scenery, be it moving wagons, turntables, or lifts. Beginning with the fundamentals of physics and Newton's Laws to the practical use of these theories by studying motors, winches, turntables, lifts, and other mechanisms for the stage. The course also focuses on the process of mechanical de-

sign for temporary and permanent stage machinery. Topics include design considerations, component selection, construction methods, and safety. Prerequisites: PROD 113, PROD 140, PROD 142, PROD 213 and PROD 313.

**PROD 371 Advanced Costume Constructions** **2 credits**

T Extensive development of flat patterning and draping skills and more complex construction techniques as methods of creating costumes. Prerequisite: PROD 126.

**PROD 372 Makeup for Production** **2 credits**

This course introduces the student to makeup design, 3 dimensional makeup, prosthetic makeup, application and creation of beards, mustaches and wigs, non-realistic/fantasy makeup, period makeup and way of achieving quick changes in makeup. Prerequisites: PROD 124.

**PROD 373 Costume Crafts** **2 credits**

The course will cover such elements as millinery, mask making, jewelry assembly, liquid latex armor, decorative embellishments, constructing ruffs, feather work, machine embroidery and other assorted crafts as time allows. Prerequisites: PROD 126.

**PROD 381 Reading Music** **2 credits**

The course introduces the fundamentals of music: music terminology, symbols/notation, and concepts. Particular emphasis is placed on developing and applying the knowledge and skills most necessary for stage managers to call shows from a musical score. Prerequisites: Acceptance into the program.

**PROD 382 Properties II** **2 credits**

An advanced course in Property design and fabrication. This course will investigate unique materials and methods as well as pneumatic, hydraulic and basic robotic effects. Prerequisites: PROD 245.

**PROD 383 Stage Movement for Stage Managers** **2 credits**

A study of movement techniques and terminology used by performers on stage. This includes dance terms and fight choreography. Prerequisites: PROD 132.

**PROD 391 Audio Engineering** **2 credits**

An introduction to the various equipment and setups used for sound playback and reinforcement needs of live theatre productions. From this course one will have the knowledge to handle basic sound equipment and setups (drama and musical) and troubleshooting techniques. Prerequisites: PROD 229.

**PROD 392 Video Production** **2 credits**

This course is an exploration of video and projected design for the stage. The course will investigate the technical and engineering aspects of playback and projections as well as the design considerations within a production. Prerequisites: PROD 113, PROD 124 and PROD 227.

**PROD 393 Vectorworks** **2 credits**

An introductory course in the techniques of Vectorworks for use in the theatre and lighting design. Prerequisites: PROD 142 and PROD 227.

**PROD 400 Senior Project I** **2 credits**

Each B.F.A. student will be assigned a senior project. Projects will be assigned at the discretion of the technical theatre unit. These projects may include; Assistant Designer, Assistant Technical Director, Assistant Stage Manager, department manager or equivalent for a Pittsburgh Playhouse production or an undergraduate thesis. Students are required to research and critically analyze the project showing the student's mastery of critical thinking. The student will meet regularly with his/her mentor and will be required to interview for SETC/USITT. Prerequisites: 300 Level Production Practicum.

**PROD 401 Senior Project II** **2 credits**

Each B.F.A. student will be assigned a senior project. Projects will be assigned at the discretion of the technical theatre unit. These projects may include; designer, technical director, stage manager or equivalent for a Pittsburgh Playhouse production or an undergraduate theses. Students are required to research and critically analyze the project showing the student's mastery of critical thinking. The student will meet regularly with his/her mentor and will be required to interview for SETC/USITT. Prerequisites: Senior B.F.A. Production Major or Area Head Permission.

**PROD 413 Technical Direction****3 credits**

This class puts in focus everything a student has learned for technical theatre and shows the student how to merge all the processes together. Participants will learn how to supervise workers, estimate and budget shows, create a plan of execution for creating a set and keeping records of the production. Prerequisites: PROD 313.

**PROD 426 Scene Design III****3 credits**

This course looks further into the art of Scenic Design for Musicals, Opera and Found Spaces. Students will realize their ideas in physical and/or virtual environments and analyze other Scenic Designs while further improving their communication skills with the creative team. Prerequisites: PROD 326.

**PROD 427 Lighting Design III****3 credits**

This course looks beyond the theatrical application of Lighting Design and prepares the student to design lights for television, architecture or the music industry. Students will realize their ideas in physical and virtual environments and analyze other lighting designs while further improving their communication skills with the creative team. Prerequisites: PROD 327.

**PROD 428 Costume Design III****3 credits**

This course looks further into the art of costume design. Students will realize their ideas in physical and/or virtual environments and analyze other Costume Designs while further improving their communication skills with the creative team. Prerequisites: PROD 328.

**PROD 440 Production Management****3 credits**

The course is designed to be an overview of the function of Production Management in the performing arts and all its facets. Budgeting, scheduling, theatre systems, etc. especially in relationship to working with administrative personnel and creative artist. Prerequisites: PROD 132, PROD 113, Two courses of Production Practicums, and Sophomore Standing.

**PROD 450 Professional Preparation for Design/Tech****3 credits**

In this class the students will study the content and presentation forms of the theatre artist portfolio, resume and cover letter. The student will also advance his/her interview skills. Students will journal their professional development efforts and reflect on their progress weekly. Cover letters, resumes and portfolios (image and text) are created and edited. Ultimately, the intention of this course is to get the student's presentation package ready for future job applications. Prerequisites: Junior or Senior in the B.F.A. Production Program.

**PROD 451 Professional Preparation for SM****3 credits**

In this class the students will study the content and presentation forms of the manager portfolio, production binders, resume and cover letter. The student will also advance his/her interview skills. Students will journal their professional development efforts and reflect on their progress weekly. Cover letters, resumes and portfolios (image and text) are created and edited. Ultimately, the intention of this course is to get the student's presentation package ready for future job applications. Prerequisites: Junior or Senior in the B.F.A. Production Program.

**SOCIOLOGY****SOC 105 Marriage and the Family****3 credits**

Sociological perspectives on premarital, marital and familial relationships including mate selection, sexuality and sex roles, legal and economic aspects of marriage, growth and conflict, parenthood and marital dissolution.

**SOC 111 World Cultures****3 credits**

The formulation of cultural typologies and ethnological theory. A survey of both primitive and peasant cultures with detailed examination of specific societies.

**SOC 150 Sociological Foundations****3 credits**

This course introduces students to the main concepts, theories, and methods of the discipline of sociology. Subject matter will include the relationship between the individual and social groups, social institutions, culture, and the social environment. Students will consider how the intersection of social identity, categories (race, ethnicity, class/socioeconomic status, gender, sexuality, religion, and ability status) may impact individual development, with an emphasis on power, privilege, and access to resources in society. Content related to human diversity and social inequality will be a substantial element of this course

- SOC 175 Introduction to Global Cultural Studies** 3 credits  
 An introduction to the critical analysis of contemporary global cultural circumstances with special emphasis on developing an appreciation of the complex character of human cultural patterns the world over as well as a global perspective on the dynamics of power and privilege. Dual-listed with GCS 175.
- SOC 202 Social Issues** 3 credits  
 An in-depth discussion of selected issues that have a fundamental impact on the social world. Emphasis on the analysis of social problems and the development of possible approaches to them. Prerequisite: SOC 150.
- SOC 205 Social Inequality in America** 3 credits  
 An examination of prestige categories, economic stratification, power structures, social mobility and social class. Conflicts deriving from these social conditions are studied. Prerequisite: SOC 150.
- SOC 210 Sociology of Work** 3 credits  
 Explores the nature, history and meaning of work, the different types of work and the changing nature of modern work. Prerequisite: PSYC 150 or SOC 150.
- SOC 215 Sociology of Criminal Behavior** 3 credits  
 An evaluation of the extensiveness and causes of deviant behavior and a critical assessment of the justice and corrections systems. Prerequisites: PSYC 150; SOC 150.
- SOC 221 Introduction to Social Work** 3 credits  
 A general introduction to the goals, problems, practices and procedures of social work. Prerequisite: SOC 150.
- SOC 224 Employee Assistance Programs** 3 credits  
 An introduction to the history, development and design of employee assistance programs. Emphasis on in-house treatment programs, referral networks and individual consultations. Prerequisites: SOC 150; PSYC 150.
- SOC 225 The Anthropology of Belief** 3 credits  
 This course will provide a survey of the position of belief in the lives of humans the world over. Particular attention will be paid to the critical analysis of organized religions as economic and political institutions as well as the contemporary and historical ramifications of the forms of cultural colonization that they have and continue to inspire. Prerequisite: GCS 175.
- SOC 228 Eastern European Literature and Culture** 3 credits  
 A study of the literature, culture and history of Eastern Europe. Special emphasis on the effects of Eastern European immigration on American culture and values. Lectures and discussions based on translated literary texts. Dual listed as MLNG 228.
- SOC 240 Anthropological Approaches** 3 credits  
 This course introduces students to Cultural Anthropology, the study of contemporary human existence. It provides a survey of the various research methods and theoretical applications that cultural anthropologists have developed over the last century. It pays particular attention to recent scholarship to demonstrate the ways in which Cultural Anthropology is relevant to life in the early 21<sup>st</sup> century.
- SOC 255 Sociology of Sports** 3 credits  
 Explores effect of athletics on modern American social life. These influences are approached sociologically and an attempt is made to assess the impact of athletics on our social institutions. Prerequisite: SOC 150.
- SOC/MLNG 260 Japanese Culture** 3 credits  
 A study of the culture of Japan with special emphasis on the historical development and underlying dynamics of the Japanese world view. Education, child-rearing, business practices, morality, relationships, language, and the arts will be explained.
- SOC 261 Regional Studies: India** 3 credits  
 An inter-disciplinary course examining the history, religions, geography, politics, art, music, economics, social structure and customs of India. Provides students with an understanding of the complex forces that have shaped one of the oldest and most diverse cultures on earth. Special attention is given to ethnic/religious strife, the role of women, and the

emergence of India as an economic power in the 21st Century. Dual listed as HIST 261.

**SOC/HIST 263 World History: Central and South America** **3 credits**

The development of the political, economic, social and cultural history of Latin America since the revolution for independence. Prerequisites: HIST 203, HIST 204; or permission.

**SOC 307 Hispanic Culture in America** **3 credits**

An exploration of the sociological effects of Hispanic immigration to America. Focuses on the interaction of Hispanic and traditional American culture and the effects on each in terms of education, values, politics, economics and the family. Prerequisite: SOC 150.

**SOC 308 American Ethnic Groups** **3 credits**

A study of the cultural values of selected American ethnic groups and their interaction with the dominant American society. Prerequisite: SOC 150.

**SOC 309 Sociology of the African-American Experience** **3 credits**

An exploration of the history of people of African descent in America. Considers African-American relationships with social institutions and their effects relative to child development, education, politics, economics and family structure. Prerequisite: SOC 150.

**SOC/GCS 310 Human Rights in Theory and Practice** **3 credits**

This course surveys the history, institutions and laws of the international human rights system. It considers their limitations and new developments such as universal jurisdiction. Case studies are used to discuss the political, historical, social and cultural context of inequality which enable human rights abuses, the victims' experiences and means of redress. Students will design and carry out research and advocacy projects relating to human rights abuses. Prerequisites: GCS 175 or permission of instructor

**SOC/HIST 312 Regional Studies: Africa** **3 credits**

A descriptive and analytical survey of elements of change and continuity in Africa's political, economic, social and cultural institutions through three historical periods: Pre-Colonial, Colonial and Independence. The post-independence era. Prerequisite: History 150 or permission of the instructor.

**SOC/GCS 315 Modern World Systems** **3 credits**

A study of the ongoing dynamics of the Modern era (15<sup>th</sup> Century to present) that have fostered the emergence of the current world system; particular attention will be paid to the contemporary character of our "globalizing" world, including such aspects as the increasing global division of labor, neoliberalization, corporatization, etc. Prerequisite: GCS 175.

**SOC 326 Community Resources** **3 credits**

A study of local, state and federal social service and mental health organizations and agencies. Emphasis on services provided, referral procedures and inter-relationships of various agencies. Prerequisites: SOC 150; PSYC 150.

**SOC 335 Revolutions** **3 credits**

This course focuses on "revolutions" as globalizing forces in human history; it begins with a discussion of the European Enlightenment and the Industrial Revolutions and proceeds through the American and French revolutions to the Bolshevik Revolution incorporating ancillary "revolutions" along the way, including discussions of some or all of the following: European colonial expansion, the Bolivarian liberation, Fordist production, consumerism, Viet Nam, post industrialization/post-Fordism, postmodernity, neoliberalism, etc. Prerequisite: GCS 175.

**SOC 352 Research Methodology in Human Sciences** **3 credits**

Emphasis is on understanding the use of methodology, experimental controls, data analysis and scientific communication in psychological and sociological research. Dual listed as PSYC 352. Prerequisites: MATH 175, PSYC 201, PSYC 202, and PSYC 203.

**SOC 401 Theories of Sociology** **3 credits**

Examines classical theories of sociology, such as the theories of Comte, Weber, Marx and Durkheim. In addition, modern existential and materialistic ideologies, such as communism, socialism, capitalism and colonial revolution in the light of current world conflicts. Prerequisite: Senior Standing.

- SOC 402 Wealthy White Males** **3 credits**  
 An examination of the power elite structure; a historical and critical review of the minority that shapes our lives and manages many of our institutions. The relationship of the “wealthy white males” to global cultures will also be considered. Various theories of social organization will provide the foundation for this investigative and analytic approach to the American social order.
- SOC 412 Seminar in Human Sciences** **3 credits**  
 Independent research and study for experience in sophisticated methodology and interpretation of the results of research. Dual listed as PSYC 412. Writing-in-disciplines class. Prerequisite: Senior Standing.
- SOC 415 Women: Historical and Global Perspective** **3 credits**  
 What roles and functions do women have in the global arena? Although not a minority, women are still, for the most part, disempowered. The course will explore the position of women - globally - from historical, socio-political, psychological, literary, as well as economic perspectives. Understanding issues such as misogyny and family values will be analyzed in the context of the specific institutions that promote such trends. Dual listed as ENGL 415.
- SOC 497, SOC 498 Honors Seminar in Human Sciences I, II** **3 credits**  
 Various topics, pursued in depth, chosen at the discretion of the department. Dual listed as PSYC 497, PSYC 498. Prerequisite: Permission.
- SOC 295, SOC 395, SOC 495 Special Topics in Sociology I, II, III** **1-6 credits**
- SOC 296, SOC 396, SOC 496 Independent Study in Sociology I, II, III** **1-6 credits**  
 Special Request Independent Study Fee: \$50 per credit.

#### SPANISH

- SPAN 101 Elementary Spanish I** **3 credits**  
 An introduction to the Spanish language and Hispanic culture through conversation and basic grammar.
- SPAN 102 Elementary Spanish II** **3 credits**  
 A continuation of SPAN 101. Prerequisite: SPAN 101.
- SPAN 201 Intermediate Spanish I/Translation** **3 credits**  
 Reading and translation of various modern Spanish texts. Prerequisite: SPAN 102.
- SPAN 202 Intermediate Spanish II/Conversation** **3 credits**  
 Development of conversational fluency and practical composition. Prerequisite: SPAN 102.
- SPAN 211 Introduction to the Cultures of the Caribbean** **3 credits**  
 An introduction to the history, politics and culture of the English, French, Spanish and Dutch-speaking areas. Both the European and African traditions of the Caribbean are examined from a historical, cultural and literary perspective. The course is taught in English.
- SPAN 213 Specialized Translation from Spanish** **3 credits**  
 Stresses the skills required for translating materials related to the students’ majors and career goals. Particular emphasis on language structure and vocabulary. Prerequisite: SPAN 201.
- SPAN 216 Spanish Culture** **3 credits**  
 An introduction to Spanish culture and history from the medieval era to the present. Selected historical and literary texts are used to give a panoramic view of Spanish culture. Presented in English. Prerequisite: History 150 or permission of the instructor. Dual listed as HIST 216.
- SPAN 301 Survey of Spanish Literature I** **3 credits**  
 A survey of the most representative Spanish writers of the nineteenth and twentieth centuries. Prerequisite: SPAN 201 or permission.



<b>SPAN 302 Survey of Spanish Literature II</b>	<b>3 credits</b>
A survey of Spanish literature to the nineteenth century. Prerequisite: SPAN 201 or permission.	
<b>SPAN 303 Spanish-American Literature</b>	<b>3 credits</b>
A survey of Spanish-American literature from its origins to the present. Prerequisite: SPAN 201 or permission.	
<b>SPAN 295, SPAN 395, SPAN 495 Special Topics in Spanish I, II, III</b>	<b>1-6 credits</b>
<b>SPAN 296, SPAN 396, SPAN 496 Independent Study in Spanish I, II, III</b>	<b>1-6 credits</b>
Special Request Independent Study Fee: \$50 per credit.	

## SPECIAL EDUCATION

<b>SPED 180 Special Education and Inclusive Practices</b>	<b>3 credits</b>
This introductory course will provide the student with an overview of the field of special education with emphasis on the evolution of special education and the legal basis for the current types of programs and services delivered to students with disabilities. Students will learn about the various categories of disabilities and the impact of these on the educational programs of special needs students. Students will examine instructional and behavioral strategies that promote positive learning experiences for students with disabilities. Observations of students with disabilities in a variety of educational settings and service delivery models will be required. Interaction will take place with special education professionals who are currently working with and delivering services to students with disabilities in various school settings. Prerequisite: Current clearances as required by PDE.	
<b>SPED 220 Instructional/Assistive Technology and Universal Design</b>	<b>3 credits</b>
This introduction to Assistive and Instructional Technologies will explore the use of a wide range of technology tools that can be utilized to meet the academic and communicative needs of students with special needs and abilities. Students will discuss the legislative, education, and ethical foundations upon which assistive technology integration are grounded. Students will utilize the SETT framework and feature-match principles to identify, apply, and assess instructional and assistive technology tools for use by individual students as well as larger learner groups. Prerequisite: SPED 180.	
<b>SPED 280 Positive Behavioral Interventions and Supports</b>	<b>3 credits</b>
Information and practical training in the implementation of basic classroom management theories and strategies for all students, especially those with learning disabilities will be the focus of this course. Students will learn about mandates and current legislation affecting the management of all student behavior in schools. The Positive Behavioral Interventions and Support model will be studied in depth. Data-based and data-driven decision making will be emphasized. Students will also learn and practice strategies for addressing and improving school survival skills, social skills, and specific student behavior problems. Students will understand, develop and practice culturally responsive behavior strategies that promote effective communication and collaboration with students with disabilities and their families. Pre-requisite: SPED 180.	
<b>SPED 281 High Incidence Disabilities/Autism Spectrum Disorders</b>	<b>3 credits</b>
This course will provide an overview of how to teach students with high incidence disabilities. Included in this course will be a review of students who are identified as having a learning disability, a mild intellectual disability or an emotional disturbance. The definition causes, and characteristics of each disability will be presented in order for the students to develop a thorough understanding of each disability category. In addition, the programs and services that are available for students with high incidence disabilities and the accommodations that may be necessary in order for them to learn. The importance of building family partnerships and understanding the impact this can have on a student's progress will be discussed. Consideration will be given to the role that collaboration and communication plays in the Individual Education Program (IEP) plan and the ability to successfully program for students with high incidence disability. Pre-requisite: SPED 180.	
<b>SPED 282 Evidence Based Effective Instruction: Low Incidence Disabilities</b>	<b>3 credits</b>
This course will provide an introduction to children with physical, multiple, health and sensory disabilities and their educational implications. The material will emphasize the importance of school personnel needing to understand the student's disability in order to meet his or her unique needs and to provide an appropriate education. The students will also learn the importance of a team in order to support a student with complex disabilities as they progress through the	

educational system. Students with physical, health and multiple disabilities have needs that require many different types of professional expertise in order to receive an appropriate education. The students will examine the importance of teaching approaches as they relate to the education of these students. Some of the disabilities covered in this course are: cerebral palsy, traumatic brain injury and spinal cord injury, spina bifida, osteogenesis imperfecta, juvenile rheumatoid arthritis, vision loss, hearing loss, muscular dystrophy, cystic fibrosis. Treatments for the conditions will also be covered. It is important for educators to understand the different conditions and the treatments so that they are better able to work with other specialists involved with their students. The course will also introduce students to the role that families play in the education of their child. The students will also have opportunities to observe students in classrooms and in other therapeutic settings on site and through DVDs. Finally, students will interact with professionals who are currently working with children in schools and therapeutic settings. Prerequisite: SPED 180.

**SPED 380 Differentiated Instructional Practices in the Inclusive Classroom 3 credits**

This course will provide information on how educators can differentiate instruction to meet the needs of their students with disabilities in the regular classroom setting. Included in this course will be a review of the components of differentiated instruction and how these components can be implemented in a regular education setting. Students will learn how to assess the learning styles and needs of their students as they acquire skills to manage a classroom where a variety of instructional strategies are used. Data-based and data-driven decision making as it relates to the teaching of academics will be included. While observing lessons in specific content areas, students will analyze instructional practices observed and determine which will be most effective for students with disabilities. Students will be required to demonstrate the strategies presented in class and apply these strategies in demonstration lessons in their areas of potential teacher certification. Prerequisite: Successful completion of six credits of SPED coursework.

**SPED 381 Secondary Transition Processes and Procedures 3 credits**

This course will provide an introduction to children with Autism Spectrum Disorder (ASD). The material will include current research on causes, characteristics, assessments and treatment of this disorder. The students will receive an overview of the information necessary for a teacher to be adequately informed if they have a student in their class with ASD. The students will also learn the importance of collaborating with other team members in order to support a student with ASD as they progress through the educational system. Areas covered include assessment, evidence based practices, applied behavioral analysis, and the importance of social skills and communication learning. Students will be introduced to the role that families play in the advocacy for their child from their input at an IEP meeting to developing support groups for other families. The students will also have opportunities to observe students with ASD in the classroom and in other therapeutic settings on site and through DVDs. Finally, students will interact with professionals who are currently working with children with ASD in school and in therapeutic/community settings. Prerequisite: Successful completion of six credits of SPED coursework.

**SPED 480 Professional Collaboration and Communication 3 credits**

This course is designed for the special education teacher candidate. It is designed to help classroom teachers acquire conceptual and skill-based competencies in the area of collaborative consultation in educational teams. Additionally, the course will focus on those skills necessary for interactions with other professionals and parents. Students will examine and apply consultation as an interactive process among team members from various disciplines and expertise, with the goal of creating joint team decisions for learners with diverse needs. Emphasis will be placed on interactive problem solving, collaborative learning, and resource sharing among team members. Prerequisite: Successful completion of six credits of SPED coursework.

**SPED 481 Intensive Reading, Writing, and Math Interventions 3 credits**

This course provides a brief introduction to data collection and effective practices. These assessments help special education teacher candidates understand students in different ways and focus their instruction on effective practices that can be measured and monitored. More in-depth attention will be given to Progress Monitoring/Formative Assessments. Progress monitoring data is crucial to the efficient and effective use of classroom time. Teacher candidates will learn to use ongoing progress monitoring assessments to see if their instruction is having the desired effect and make instructional adjustments as needed. Students will learn to monitor progress through group tests, running records, anecdotal notes, or other observation formats. Students will examine and apply how to use data collection at the primary, secondary, and tertiary levels and connect these effective practices, assess these practices and make modifications in order to monitor and assess for best results. Prerequisite: Successful completion of six credits of SPED coursework.

**SPED 482 Effective Instructional Practices and Delivery Methods for All Levels of Special Education 3 credits**

This course will provide information regarding effective instructional practices including strategies and interventions in the area of reading, writing and mathematics for the special education teacher delivering instruction to students with

disabilities. Emphasis in the course will include a history of instructional practices and delivery of intensive instruction in reading and mathematics and the effects on achievement for students with disabilities. In addition, candidates will explore current research based practices and a variety of service delivery models identified as “best practice” with options available for intensive intervention programs and strategies for students with identified disabilities. Candidates will become familiar with PA State Standards, Anchors and Eligible Content in reading and mathematics and the alignment of instructional practices to promote achievement opportunities for all learners. Class participants will experience a variety of “hands on” experiences involve “best practice” programs and strategies. Finally, candidates will be provided with opportunities to interact with professionals who are currently working in educational settings and utilizing intensive instructional practices in reading and mathematics for students receiving special education services. Prerequisite: Successful completion of six credits of SPED coursework.

## SPORTS, ARTS AND ENTERTAINMENT MANAGEMENT

### **SAEM 101 Introduction to the SAE Business**

**3 credits**

This course will provide a broad overview of the structure of the sports, arts, and entertainment (SAE) industry. Emphasis is on SAE as a business; its marketing strategies, communication, programming, operations, facility management, etc. Students will gain a comprehensive understanding of the sports SAE industry through lectures, guest speakers, in-class presentations, dialogue and discussions, research, and various reading sources. Open to all University Majors.

### **SAEM 201 Event Management**

**3 credits**

This class will examine the foundation of sports, arts, and entertainment event management. Students will understand concept development, site selection, marketing, budgeting, sponsorship and volunteer management for events. The course will address major trends and successful business practices in event management today. Prerequisites: SAEM 101.

### **SAEM 202 Marketing and Promotion for SAEM**

**3 credits**

Students will be able to apply fundamental marketing and promotional concepts to the sports, arts and entertainment industry. Utilizing these theories, students will identify the consumer and product markets and develop appropriate marketing and promotional plans. Prerequisites: SAEM 101

### **SAEM 230 The Business of Concert Promotion and Touring**

**3 credits**

This course is a practical guide to creating, selling, organizing, and staging concerts and tours. Topics include: creating the show, being paid, budgeting, promoting and ticketing the show, making money on the road, various types of talent buyers and much more! Prerequisites: SAEM major; Sophomore Standing.

### **SAEM 231 Concert and Music Festival Touring**

**3 credits**

This course will focus on several advanced aspects of the Concert and Music Festival industry. It will give students a deeper look into the touring industry of concert promotion, booking bands, duties of a talent agent and band managers and the general knowledge of jobs and opportunities available in the live entertainment industry. Prerequisites: SAEM major; Sophomore Standing.

### **SAEM 250 Career Prep**

**1 credit**

This course will prepare each student for their formal review by a board to determine each student’s ability to continue in the Sports, Arts & Entertainment program at Point Park University. Emphasis will be placed on resume and cover letter writing, mock interviews, E-Portfolio and various other methods to adequately prepare students for possible internship opportunities. Prerequisites: SAEM major; Sophomore Standing.

### **SAEM 301 Facilities and Venue Design and Administration**

**3 credits**

This course focuses on the principles and practices of operating Sports, Arts, and Entertainment venues and recreational facilities. Emphasis is on the management of such facilities, in addition to transportation, security, time management, and other related issues. This course also focuses on the technical demands and methods for equipping and setting up sports, arts, and entertainment venues. Special attention will be given to location acoustics, video and sound recording, identifying and recruiting technical and design experts, and special equipment needs. Prerequisites: SAEM major; SAEM 201; SAEM 202.

### **SAEM 303 Sports, Arts, and Entertainment Advertising and Public Relations**

**3 credits**

This course explores Sports, Arts and Entertainment both as vehicles for product services advertising and public relations as well as entities that are in constant need of advertising and public relations. Course covers strategies/tactics for promoting via advertising and public relations as well as how to maximize revenue growth through offering the same to

clients. Prerequisites: SAEM major; SAEM 201; SAEM 202.

**SAEM 304 Business Models of Sports, Arts, and Entertainment** **3 credits**

This course focuses on understanding the elements that define a company's business model, which describes the rationale of how an organization creates, delivers and captures value. The purpose of the business model concept for investors and bankers is a quick way to evaluate a business. Specific topics include: examination past, present and possible future business models, project financing and budgeting; the economic impact of the industry, and fundraising. Prerequisites: SAEM major; Junior or Senior Standing; ACCT 101, ACCT 102 & ACCT 203.

**SAEM 350 Sports, Arts, and Entertainment Management Internship(s)** **3-9-credits-each**

Internships provide students with hands on experience at sports, arts, and entertainment organizations. Students gain practical experience, enhance skills learned in the classroom, and acquire contacts with professionals in SAEM. This course requires students to complete 200 hours in the field, be evaluated by their supervisors and prepare a report. For SAEM/COPA dual majors who are considering continuing for their MBA, a total of 250 hours is required. Students must be approved prior to beginning their internship and should have a Q.P.A. of 3.0 or higher. Prerequisites: SAEM major with approval; SAEM 250.

**SAEM 351 Performing Arts Management** **3 credits**

This course serves as an examination of the nonprofit performing arts industry including theatre, dance, classical music, and opera, through the prospective of an arts impresario. Specifically, this course examines board management, staffing, human resources, marketing, fundraising, and financing for arts organizations as well as trends in arts participation and the role of technology in the arts. Prerequisites: Junior, Senior Standing or above.

**SAEM 352 Business of Live Entertainment** **3 credits**

This course will focus on all aspects of the live entertainment business. This course is designed to give students a practical real world entertainment business education. Highlights include training in the fundamentals of the entertainment business, which include marketing and promotion, advertising, finance, production, venue management, artist management, artist touring, record labels, ticketing operations, sponsorship and accounting. This course will give students, particularly those interested in pursuing a career in the entertainment industry, the tools necessary to achieve such goals. The goal is to assist and train students to one day become entertainment industry executives. Prerequisites: SAEM major; Junior or Senior Standing.

**SAEM 353 Talent Management** **3 credits**

This course provides the academic foundation for individuals interested in pursuing a career as a sports agent/talent agent. The course serves as an overview of the issues involved with talent management. Topics include: the history of the agent industry; federal, state, and university rules and regulations; client recruitment; draft preparation; contract negotiations; and the branding of a client. In addition students will explore client relations, tax preparation and estate planning. Prerequisites: SAEM major; Junior or Senior Standing.

**SAEM 354 Media Management** **3 credits**

This course examines the attributes of managing and operating an electronic media property in the age of constant technology innovation. Course outline includes financial management, human resources, programming, sales and federal regulations. This course will provide a broad understanding of the business economics underlying the rapidly changing media business and a more focused understanding of how to apply marketing principles and concepts to media strategies. Media management and marketing is designed to provide students with detailed insight into the structures, processes, economics and education surrounding the media industries in the United States in the early 21<sup>st</sup> century. Prerequisites: SAEM major; Junior or Senior Standing.

**SAEM 401 Legal Aspects of Sports, Arts and Entertainment** **3 credits**

Utilizing case law, this course will provide an in depth discussion of the role of the law in the sports, art and entertainment industry. Students will gain a comprehensive understanding of the SAE industry through in-class discussion, legal briefings, textbook and trade publications. Prerequisites: SAEM major; BMGT 201; Senior Standing.

**SAEM 440 Essential Fundraising Principles****3 credits**

This course encompasses the fundamental theories behind designing a fundraising plan for nonprofit arts organizations, as well as practical experience in writing an annual fund appeal, researching foundations and composing a grant. Techniques for soliciting various sources of contributed income will be discussed, including: individuals, corporations, foundations and government entities. Additional topics consist of: internal/external forces affecting fundraising, ethics, stewardship and leading and building a fundraising team. Prerequisites: Open to all University majors; Junior or Senior Standing.

**SAEM 450 Senior Seminar in Sports, Arts, and Entertainment****3 credits**

This Capstone course provides an opportunity for integration and reflection on the entire SAEM curriculum. This highly interactive and participative course invites students finalize the electronic portfolios. Emphasis will also be placed on written and oral communication as well as on resume writing and interviewing for Sports, Arts and Entertainment careers.

**SAEM 460 Sports, Arts and Entertainment Management Internship II****3 credits**

Internships provide students with hands on experience at sports, arts, and entertainment organizations. Students gain practical experience, enhance skills learned in the classroom, and acquire contacts with professionals in SAEM. This course requires students to complete 200 hours in the field, be evaluated by their supervisor and prepare a report. For SAEM/COPA dual majors who are considering continuing for their MBA, a total of 250 hours is required. Students must be approved prior to beginning their internship and should have a Q.P.A. of 3.0 or higher. Prerequisite: SAEM major with approval; SAEM 350

**SAEM 461 Sports, Arts and Entertainment Management Internship III****3 credits**

Internships provide students with hands on experience at sports, arts, and entertainment organizations. Students gain practical experience, enhance skills learned in the classroom, and acquire contacts with professionals in SAEM. This course requires students to complete 200 hours in the field, be evaluated by their supervisor and prepare a report. For SAEM/COPA dual majors who are considering continuing for their MBA, a total of 250 hours is required. Students must be approved prior to beginning their internship and should have a Q.P.A. of 3.0 or higher. Prerequisite: SAEM major with approval; SAEM 460

**THEATRE ARTS**

All sequential courses must have a passing grade and be taken in order. An "F" grade in THEA 101 or THEA 104, etc. would keep a student from taking the second half (THEA 102 or THEA 105). A minimum "C" grade average is required to advance to the next level. This applies to all technique classes (Movement, Voice & Speech, Acting, Singing, and Musical Theatre).

**THEA 101, THEA 102 Acting Level I****THEA 101-Fall; THEA 102-Spring****2 credits**

An introduction to the basic techniques of the Stanislavski System through text analysis, exercises and scene work. Open to performance majors only. Prerequisite for THEA 102 is THEA 101.

**THEA 103 Introduction to Drafting****3 credits**

An introduction to the proper material, methods, and techniques for creating sketches, settings, properties, working drawings, sections and schematics. Designed for beginning students in technical theatre. Prerequisite: Interview.

**THEA 104, THEA 105 Voice and Speech Level I****THEA 104-Fall; THEA 105-Spring****2 credits**

An introduction to the fundamental foundation of voice training for the actor, physical awareness, breath, and the free release of sound. Resonance, range, articulations, vocal clarity and expressiveness are also emphasized. Open to performance majors only. Prerequisite THEA 105 is THEA 104.

**THEA 106 Introduction to Stage Management****3 credits**

An introductory course in the techniques and practice of stage management, including the organization and preparation of a production book from rehearsal through the cueing of a production. Investigating the relationship between the stage manager and the artistic, administrative, and production staffs. Additional topics include working with the director and actors, stress management, time management and performance maintenance. Prerequisite: Interview and acceptance into the program.

- THEA 107 Fundamentals of Design** **3 credits**  
 An introduction to the elements and fundamentals of Design I in the theatre, covering aspects of color, mass, shape, form and line and how they relate to the creation of design in scenery, costumes, lighting and stage properties. Prerequisite: Interview and acceptance into the program.
- THEA 109 Elements of Stagecraft I** **2 credits**  
 Technical problems of stage production such as scene construction and painting, stage lighting and equipment and costume construction in laboratory and actual productions. Dual listed as DANC 109. Prerequisite: Audition or Interview and acceptance into the program..
- THEA 110 Carpentry for the Theatre** **2 credits**  
 Discussion and practical application of advanced techniques in woodworking, metal working and other commonly used scenic materials. Prerequisite: THEA 109.
- THEA 111, THEA 112 Introduction to Acting I, II**  
**THEA 111-Fall THEA 112-Spring** **3 credits**  
 An introduction to the acting process through exercises scene work and monologue work, improvisation, lecture, play analysis and attendance at live performances. Open to all University majors. Recommended for Dance majors.
- THEA 113 Singing for Actors** **2 credits**  
 An introduction to the basics of singing ( i.e. breath resonance, support, articulation, registration and interpretation) as related to acting and preparation for singing auditions. Designed for theatre majors pursuing a concentration/focus in acting. Exemption by audition only or may substitute MUS 111, MUS 112.
- THEA 116 Introduction to Drawing** **2 credits**  
 An absolute must for every visual artist. The course will introduce students to several methods of drawing with pen, ink and charcoal and awaken a passion to express ideas visually. The students will develop a habit of keeping a sketchbook. Prerequisite: Audition.
- THEA 118 Stage Make-up** **1 credit**  
 Introduces corrective and character make-up procedures for the stage.
- THEA 122 Piano/Theory Fundamentals I** **1 credit**  
 An introduction to keyboard fundamentals and music theory rudiments with particular attention to those skills necessary for musical theatre majors
- THEA 123 Piano/Theory Fundamentals II** **1 credit**  
 A continuation of THEA 122. Further development of keyboard techniques and repertoire, theory, sight-reading and transposition skills. Basic harmonic materials, including musical theatre sources.
- THEA 127 Introduction to Lighting Design** **3 credits**  
 Introduction to the principles, theories and equipment employed by the lighting designer. The use of light sources, color, control systems and script analysis will be investigated. Prerequisite: THEA 107.
- THEA 131 Introduction to Scene Design** **3 credits**  
 Introduction to Scene Design, exploring the design process from script analysis to the conceptual idea and the history of visual expression in the theatre. Several practical assignments will stimulate conceptual thinking and improve visual communication skills. Prerequisite: THEA 107.
- THEA 133 Introduction to Costume Design** **3 credits**  
 An introduction to the function and skills of a costume designer which includes the development of visual communication skills, the analysis of plays for design purposes and the use of research. Prerequisite: THEA 107.
- THEA 134 Sightsinging Fundamentals I** **1 credit**  
 An introduction to both rhythmic and tonal aspects of singing melodies at sight, with particular application to musical theatre excerpts. Rhythm syllables and moveable do system are used. Ensemble, partner and solo exercises will be used.

- THEA 135 Sightsinging Fundamentals II** **1 credit**  
 A continuation of THEA 134. Further exploration of meter, rhythm patterns, intervals and keys through singing exercises at sight. Particular application to musical theatre song materials. Ensemble, partner and solo exercises will be used.
- THEA 136 Musical Theatre History** **1 credit**  
 An introduction to musical theatre history, including the development of the form and a survey of composers. Lyricists and librettists from the late 19<sup>th</sup> century to today..
- THEA 137 Foundations of Musical Theatre Technique I** **1 credit**  
 This course lays the foundations for musical theater techniques. It is an introduction to the dramaturgical aspect of musical theatre: text analysis, exploration of music, lyric and libretto with the emphasis on the American musical. Prerequisites: MUS 123.. Prerequisite: THEA 136
- THEA 138 Musical Theatre History** **2 credits**  
 The study of history and styles of the American Musical and its hybrids through the use of texts, musical recordings, video, television, film and archival footage.
- THEA 140, THEA 141 Production I, II** **2 credits**  
 Freshmen are assigned to crews as an introduction to general production techniques and procedures. Prerequisites: THEA 140 is an audition/interview and acceptance into the program; THEA 141 is THEA 140.
- THEA 205, THEA 206 Acting Level II**  
**THEA 205-Fall; THEA 206-Spring** **2 credits**  
 An intermediate level course designed to strengthen basic acting skills with increased emphasis on text analysis and character development. Includes instruction on audition techniques. Required of all performance majors. Prerequisite: Minimum "C" average in Acting Level I with a minimum "C" in THEA 102Prerequisite for THEA 206 is THEA 205.
- THEA 207, THEA 208 Stage Movement II**  
**THEA 207-Fall; THEA 208-Spring** **2 credits**  
 A year long course. Builds upon stage movement one with an emphasis on strengthening kinesthetic skills and the exploration of physical impulse within text. Prerequisites: Minimum "C" grade in Movement Level I. Prerequisite for THEA 208 is 207. For performance majors only.
- THEA 210, THEA 211 Fundamentals of Directing I, II**  
**THEA 210-Fall; THEA 211-Spring** **3 credits**  
 Fundamentals of directing the play beginning with analyzing the script, moving to physical planning of a performance to actual presentation of fully rehearsed scenes. Prerequisite for THEA 210 is THEA 109; THEA 211 is THEA 210.
- THEA 213, THEA 214 Voice and Speech Level II**  
**THEA 213-Fall; THEA 214 Spring** **2 credits**  
 This course will continue and amplify the work in THEA 104/105. The International Phonetic Alphabet (IPA) is taught in order to build a framework for dialect acquisition. Application and instruction in dialects continues in the second semester. Prerequisites: Minimum "CC" Average in Voice and Speech Level I with a minimum "C" grade in THEA 105. Prerequisite for THEA 214 is THEA 213. For performance majors only.
- THEA 215, THEA 216 Costume Design I, II**  
**THEA 215-Fall; THEA 216-Spring** **3 credits**  
 To further the development of the skills and techniques used in costume designing and to broaden and enhance the imagination and creation of ideas. Prerequisites: THEA 215 is THEA 133; THEA 216 is THEA 215.
- THEA 220 Scenic Painting** **2 credits**  
 A study of basic techniques employed by the scenic artist. Emphasis is placed on equipment, procedure and practical application to framed scenery, drops and three-dimensional units. Prerequisites: THEA 107; THEA 116.
- THEA 221 Singing for Actors II** **2 credits**  
 A continuation of Singing for Actors I, exploring the basics of singing (i.e. breath, resonance, support, articulation, registration, and interpretation) as related to acting and in preparations for singing auditions. Designed for theatre majors

pursuing a concentration in acting. Prerequisites: THEA 113, or MUS 295, or MUS 111.

**THEA 223 Ensemble Singing I**

**2 credits**

Development of skills necessary for ensemble singing through sight-singing, score analysis and vocal techniques. The course will focus on pre-1970's musical theatre repertoire. Prerequisites: Sophomore standing in Musical Theatre program and minimum "C" average in MUS 123, MUS 124 and MUS 137.

**THEA 224 Ensemble Singing II**

**2 credits**

Continuation of THEA 223, with further development of skills necessary for ensemble singing through sight-singing, score analysis and vocal techniques. The course will focus on contemporary musical theatre repertoire. Prerequisites: THEA 223.

**THEA 225 Theatre History I**

**3 credits**

A comprehensive survey of Western (and influential non-Western) theatre from classical times to the late 17<sup>th</sup> century. Open to all university majors.

**THEA 226 Theatre History II**

**3 credits**

A comprehensive survey of Western (and influential non-Western) theatre from the 18th century to the present. Open to all university majors.

**THEA 227, THEA 228 Lighting Design I, II**

**THEA 227-Fall; THEA 228-Spring**

**3 credits**

An overview of light and electricity, composition, aesthetic and psychological effects of stage lighting, lighting equipment and color media. Prerequisite: THEA 227 is THEA 127; THEA 228 is THEA 227.

**THEA 231 Scene Design I**

**3 credits**

A continuation of the development of scene design, emphasizing the improvement of model building skills and storyboarding skills. Prerequisite: THEA 131.

**THEA 232 Scene Design II**

**3 credits**

To further the methods in visual conceptualization, emphasizing the development of a visual and conceptual discipline, creative presentation skills and the poetic nature of theatre design. Prerequisite: THEA 231.

**THEA 233, THEA 234 CAD/CAM For the Theatre I, II**

**THEA 233-Fall; THEA 234 Spring**

**3 credits**

An introductory course in the techniques of computer aided drafting for use in the theatre. Prerequisite for THEA 233 is : CMPS 110, THEA 103, THEA 109;THEA 234 is 233

**THEA 235 Introduction to Properties**

**3 credits**

An introduction to the procedures, materials and techniques that can be used by the designer or technician in the construction of stage properties. Prerequisite: Theatre Arts Major.

**THEA 237, THEA 238 Musical Theatre Techniques Level I, II**

**THEA 237-Fall; THEA 238-Spring**

**2 credits**

Song Analysis through the use of the fundamentals of acting and the exploration of text, lyric and music. Emphasis is placed on the actor/singer's interpretation based on the information provided by the composer, lyricist and librettist. Prerequisites: THEA 137, B.F.A. Musical Theatre Majors Only.

**THEA 240, THEA 241**

**Production/Rehearsal/Performance I, II**

**2 credits**

Advanced crew assignments and auditions for roles in theatre productions. Prerequisite: THEA 141. A student must be registered for production in order to be cast. Prerequisite: For THEA 240 - THEA 141, for THEA 241- THEA 240.

**THEA 250 Script Analysis**

**2 credits**

An introduction to text analysis using a variety of techniques. Designed for technical theatre/design and stage management majors. Scripts will be analyzed and related back to the student's specific area of study. Prerequisites: ENGL 101; THEA 225, Second semester Sophomore Theatre Arts major.



- THEA 255 Advanced Drafting** **3 credits**  
 To further the skills in technical drafting. Special emphasis on three-dimensional drafting, working drawings, sections and pictorial drawings. Prerequisite: THEA 103.
- THEA 260 Advanced Stage Management and AEA Contracts** **3 credits**  
 Continues the themes of Introduction to Stage Management. Particular attention is given to equity rules of production/performance contracts, solutions to backstage problems, and technical issues related to a variety of theatre venues/styles. Prerequisite: THEA 106.
- THEA 262 Advanced Scenery Construction** **2 credits**  
 Discussion and practical applications of techniques and methodology related to specialized scenic machinery and components. Prerequisite: THEA 109, THEA 110.
- THEA 263 Electricity for the Theatre** **2 credits**  
 Practical application of theories learned in Lighting Design, including building primitive instruments, electrical safety, and wiring. Prerequisite: THEA 127.
- THEA 264 Audio for the Theatre** **2 credits**  
 An introduction to the various equipment and setups used for basic sound playback and reinforcement needs of live theatre productions. From this course one will have the knowledge to handle basic sound and trouble shoot if needed.
- THEA 265 Costume Construction I** **2 credits**  
 Covers basic sewing techniques, both hand and machine sewing, basic construction methods and how to use a commercial pattern. A completed garment is constructed during the course.
- THEA 266 Stage Management Seminar** **3 credits**  
 A forum for sharing insights and solving problems generated by current production work. Students will also build a portfolio, resume, and cover letters and collect recommendations. Prerequisite: THEA 260 and four production credits.
- THEA 268 The Acting/Directing Process** **3 credits**  
 An introduction to the acting/directing experience that focuses on the inner communication between technician and artist. The class will relate the actor's and director's work to the technical major.
- THEA 270 Improvisation for the Actor Elective** **3 credits**  
 The student will be encouraged to discover the possibilities of the imagination and to cultivate spontaneity, and will be provided with opportunities to exercise their possibilities. The student will learn basic improvisational performance skills, and will use their skills to create original work. Prerequisites: Minimum "C" grade in THEA 102 and THEA 105.
- THEA 280 Playwriting I** **3 credits**  
 THEA 280 is an introduction to the craft of playwriting, with a focus on the basic elements of conflict, character, plot, dialogue, and setting and how they can be integrated to produce a stage-worthy short play. Prerequisites: ENGL 101 or equivalent.
- THEA 301, THEA 302 Acting Level III**  
**THEA 301-Fall; THEA 302-Spring** **2 credits**  
 An advanced acting course designed to strengthen basic acting skills while broadening range and flexibility through an emphasis on classic or non-naturalistic styles. THEA 301 will focus on Shakespeare. THEA 302 will explore other styles, genres and historical periods. Offerings will vary year to year. Required of performance majors with B.F.A. Acting and Musical Theatre concentrations. Corequisite for THEA 301 is THEA 304. Corequisite for THEA 302 is THEA 305. Prerequisite: Minimum "C" grade in Acting Level II with a minimum "C" in THEA 206. Prerequisite for THEA 302 is THEA 301 and 304.
- THEA 304, THEA 305 Voice and Speech Level III**  
**THEA 304-Fall; THEA 305-Spring** **2 credits**  
 The voice and speech skills acquired in voice I & II will be applied to the exploration of text and heightened language. Various texts that place a greater physical and vocal demand on the actor will be studied. Corequisite for THEA 304 is THEA 301. Corequisite for THEA 305 is THEA 302. Prerequisites: Minimum "C" grade in voice and Speech Level II with a minimum "C" in THEA 214. Prerequisite for THEA 305 is THEA 301 and THEA 304.

- THEA 307, THEA 308 Advanced Directing, Fundamentals of Directing III, IV**  
**THEA 307-Fall; THEA 308-Spring** **3 credits**  
 An extensive seminar/workshop in which the student director enhances his/her knowledge of both the art and craft of directing. Through the emphasis is primarily the *Raymond Laine Once Act Festival*, or similar one-act structures, the aspects of craft and the organizational tools necessary for the evolution of the dramatic process will be studied. Prerequisites: THEA 307 is THEA 210 and THEA 211 and permission of instructor.
- THEA 309 Acting for the Camera** **3 credits**  
 The fundamentals of acting for film and television are reviewed and guidance is provided in independent research and creativity through scene study. Also included are seminars with guest lectures concerning the business aspect of the performing arts. Open to theatre performance majors, or by invitation. Prerequisite: THEA 207, Theatre Major.
- THEA 310 Advanced Drawing and Painting** **3 credits**  
 To further the techniques and media used in rendering and painting by the theatrical artist. Prerequisite: THEA 116.
- THEA 311, THEA 312 Stage Movement III**  
**THEA 311-Fall; THEA 312-Spring** **2 credits**  
 A year long course with a concentration on extended and stylized movement with a focus on research, preparations and compositions. Prerequisites: Minimum "C" average in Movement Level II. Prerequisite for THEA 312 is THEA 311. For performance majors only.
- THEA 314, 315 Stage Design III, IV**  
**THEA 314-Fall; THEA 315-Spring** **3 credits**  
 Advanced study of the techniques and philosophies of scene design. Development of complete design packages. THEA 315 is a continuation of projects in scene design focusing on various theatrical forms in Drama, Ballet, Musicals and Opera. Development of advanced rendering technique. Prerequisites: THEA 314 is THEA 116 and THEA 232; THEA 315 is THEA 314.
- THEA 316, History of Costume and Period Styles I** **3 credits**  
 A general survey of the chronological development and historical significance of clothing and architecture that begins with ancient civilizations and culminates with styles of the twentieth century.
- THEA 317 History of Costume II** **3 credits**  
 A general survey of the chronological development of fashion from the classical Greek world to the twentieth century. A detailed exploration of the fashion of each period with emphasis on the basic shapes, the accessories and some of the quirks of the period. Prerequisite: THEA 316.
- THEA 319 Costume Design Level III** **3 credits**  
 A study of costume accessories, symbols, abstractions and generalities. Prerequisite: THEA 216
- THEA 320 Costume Design Level IV** **3 credits**  
 A study of non-traditional costumes, the use of non-traditional material and finding new ways to clothe an actor. Prerequisite: THEA 319
- THEA 321 Repertoire** **2 credits**  
 The actor/singer actively learns the repertoire of material available to the musical theater performer. Emphasis is in the development of a book of songs with marketable and appropriate material. Prerequisites: THEA 237, THEA 238, and BFA Musical Theatre Major.
- THEA 322 Junior Musical Theatre Lab** **4 credits**  
 The practical application of all aspects of actor training culminating in the development of musical theatre performance. Emphasis is on coachability, the rehearsal process, development of character and material and the relationship between the audience and performer. Prerequisites: THEA 237, 238, 337, and BFA Musical Theatre Major.

- THEA 323, THEA 324 Studio III**  
**THEA 323-Fall; THEA 324-Spring** **2 credits**  
 This studio is an extension of the work in the current year's acting classes. Topics may include: rehearsal and performance, devised work, special techniques, and others. Open to BFA Acting majors only, or by invitation. Prerequisites: THEA 224, BFA Acting Major
- THEA 325, THEA 326 Foundations of Modern Drama I, II**  
**THEA 325-Fall; THEA 326-Spring** **3 credits**  
 Development of modern theatre forms and styles through lecture and discussion. Prerequisite: Theatre Major. For THEA 325- A combined "C" average over the course of both THEA 225 and THEA226. The prerequisite for THEA 326 is a "D" or better ( a passing grade) in THEA 325.
- THEA 327, THEA 328 Lighting Design Level III, IV**  
**THEA 327-Fall; THEA 328** **3 credits**  
 Further concentration on stage lighting design with particular emphasis on aesthetics and composition. Prerequisites: THEA 327 is THEA 228; THEA 328 is THEA 327.
- THEA 331 Production Management** **3 credits**  
 The course is designed to be an overview of the function of Production Management in the performing arts and all its facets. (budgeting, scheduling ,theatre systems, etc) especially in relationship to working with administrative personnel and creative artists. Prerequisites: THEA 106, THEA 109, THEA 140, THEA 141 and Sophomore standing OR by permission.
- THEA 335 Computer Application for Designers** **3 credits**  
 This course will introduce students to the basic techniques and tools incorporated in Adobe Photoshop and Power Point. Basic techniques in scanning, digital image manipulation and exporting to hard and soft copies are covered. The course aims to enable the student to create visual supported presentations (portfolio) on the computer. Prerequisite: CMPS 110.
- THEA 337, THEA 338 Musical Theatre Techniques Level III** **2 credits**  
 Continuing to apply the fundamentals of acting and the exploration of text, lyric and music , the actor/singer explores the various styles within the repertoire and the demands of heightened text as it relates to musical theater. The emphasis is on scene study. Prerequisites: THEA 237, 238, 337 and B.F.A. Musical Theatre Majors Only
- THEA 340, THEA 341**  
**Production/Rehearsal/Performance III, IV** **2 credits**  
 A continuation of THEA 241. Prerequisite: THEA 241.
- THEA 364 Advanced Audio** **2 credits**  
 To provide the student that has taken THEA 264 Audio for the Theatre an in-depth look at complex and/or problem areas in sound reinforcement. A greater exploration into the performance, sound and system design aspects. Students will need basic math skills and a good understanding of how to break down a script. Prerequisite: THEA 264.
- THEA 400 Senior Showcase** **3 credits**  
 A preparatory workshop for the annual New York City showcase, the capstone project for BFA performance majors. Emphasis will be given to the selection and use of performance material (songs, monologues, choreography, scenes) in preparation for the performance of the showcase. Additionally, emphasis will be placed on all aspects of a professional career in New York and other cities, including marketability, business acumen, audition and interview techniques, and relationships with agents, managers and casting directors. Prerequisites: BFA Acting/Musical Theatre Major in good standing; Acceptance into the Showcase (NYC)
- THEA 403 Theatre Professional Seminar** **3 credits**  
 Students transitioning into the world of professional acting will greatly benefit from an introduction to the basics of the business. Theatre Professional Seminar will provide weekly seminars on a variety of topics from acting unions to taxes for the performer. This course will provide students with the necessary information to operate with credibility and competence in the world of professional theatre and aid in the transition from university to career. Prerequisites: Theatre major only, THEA206, 208, 210, 214, 238 or by permission of department chair.

- THEA 409 Advanced Topics in Musical Theatre** **2 credits**  
 Specific topics chosen for a specialized course of study for the advanced musical theatre student. Prerequisites: Musical Theatre Major
- THEA 410 Advanced Stagecraft** **3 credits**  
 Students obtain exposure and working knowledge of motion control machines, rigging and structural problems. Prerequisite: THEA 110.
- THEA 411, THEA 412 Stage Movement IV**  
**THEA 411-Fall; THEA 412-Spring** **2 credits**  
 This is an advanced level course that helps the actor synthesize their stage movement training. Special topics may include stage combat, and may also include demonstrating specific techniques, and non-naturalistic styles, among others. THEA 411 is a prerequisite for advancement into THEA 412. Open to BFA Acting majors only, or by invitation.
- THEA 413, THEA 414 Voice and Speech Level IV**  
**THEA 413-Fall; THEA 414-Spring** **2 credits**  
 This course will focus on special topics in voice and speech with an emphasis in preparing the student for the professional world. Areas of specialization to include advanced dialect and accent works , as well as voice over technique. Minimum "C" grade VOICE and Speech Level II. Prerequisite for THEA 413 and 414 is THEA 214 and Senior Standing in the Theatre Arts Department. For performance majors only.
- THEA 415, THEA 416 Acting Level VII, VIII**  
**THEA 415-Fall; THEA 416 Spring** **2 credits**  
 This is an advanced level course that helps the actor synthesize their training. Special topics may include: specific acting techniques, development of a major role, ensemble creation, solo performance, and non-naturalistic styles, among others. THEA415 is a prerequisite for advancement into THEA416. Prerequisites: THEA 302. Open to BFA acting majors only, or by invitation by the department chair.
- THEA 437, THEA 438 Musical Theatre Techniques Level IV** **2 credits**  
 An advanced class for the fourth year musical theatre major. Emphasis is given to further developing the skills required for the various styles of musical theater and expanding the repertoire in preparation for entering the profession. Prerequisite: THEA 322, 337, 338, and B.F.A. Musical Theatre Majors Only.
- THEA 440, THEA 441**  
**Production/Rehearsal/Performance V, VI** **2 credits**  
 A continuation of THEA 341. Prerequisite: THEA 452 is THEA 451.
- THEA 450 Portfolio and Interview** **2 credits**  
 A study of the content and presentation forms of the designer's portfolio, resume and cover letter. Acquaints the designer/technician with interview skills and practical business information.
- THEA 451, THEA 452**  
**Production/Rehearsal/ Performance VII, VIII** **2 credits**  
 A continuation of THEA 441. Prerequisite: THEA 441.
- THEA 453 Technical Direction I** **3 credits**  
 This class puts in focus everything a student has learned for technical theatre and shows the student how to merge all the processes together. Participants will learn how to supervise workers, estimate and budget shows, create a plan of execution for creating a set and keeping records of the production. Prerequisites: THEA 110, THEA 255,and THEA 262.
- THEA 460, THEA 461 Senior Project I, II**  
**THEA 460 - Fall/THEA 461-Spring** **2 credits**  
 Each B.F.A. student will be assigned a senior project. Projects will be assigned at the discretion of the technical theatre faculty. These projects may include; Designer, Technical Director of Stage Manager for a Junior/Conservatory show. Students are required to research and +critically analyze the project showing the student's mastery of critical thinking. Prerequisite: Senior B.F.A. Theatre Arts major or permission.

**THEA 470 Senior Capstone**

**3 credits**

This senior capstone is a solo performance project that synthesizes a student's skills in performance and scholarship utilizing research, rehearsal, meetings with a faculty advisor, a written component, and culminating in a performance. Topics and theatrical forms are negotiable (devised work, original play, etc.) as is exploration/collaboration with additional disciplines (dance, design, etc.) Prerequisites: By Permission of Instructor.

**THEA 295, THEA395, THEA 495**

**Special Topics in Theatre Arts I, II, III**

**1-6 credits**

**THEA 296, THEA 396, THEA 496**

**Independent Study in Theatre Arts I, II, III**

**1-6 credits**

Special Request Independent Study Fee: \$50 per credit.

**UNIVERSITY EXPERIENCE**

**UNIV 101 City-University Life**

**3 credits**

This course introduces students to the kinds of communities that people construct for themselves (e.g. social, political, artistic, etc.) and the values and dynamics that define such communities (e.g. cooperation, civility, tolerance, responsibility, etc.). The notion of what it means to be a responsible member of the "community" will actively be explored and discussed by engagement and analysis of multiple communities: the classroom community, the Point Park University community, and the Pittsburgh community. Students will also examine the responsibilities they have to their personal academic development.

**UNIV 102 University and Community Life**

**3 credits**

This course introduces students to the kinds of communities that people construct for themselves (e.g. social, political, artistic, etc.), explores how those communities are defined, and analyzes the values and dynamics that define online and on-ground communities. The notion of what it means to be a responsible member of the "community" will actively be explored and discussed through engagement and analysis of multiple communities including the online classroom community and the Point Park University community. Students will also begin to develop research skills, and analyze and create texts with attention to audience and purpose.

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