Academic Catalog
2013-2014
BUENA VISTA UNIVERSITY
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registrar@bvu.edu

**FINANCIAL ASSISTANCE**
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Buena Vista University is committed to providing students with challenging academic experiences and personalized mentoring. Although academic advisors and other staff provide careful academic planning and related assistance to students, fulfillment of all degree requirements, including the process of monitoring progress to degree completion, is ultimately the responsibility of the student.
A MESSAGE FROM THE PRESIDENT

Society places a critically important responsibility on Buena Vista University and all institutions of higher learning.

We are relied upon to produce enlightened, principled and compassionate graduates who will be the leaders in their professions and in their communities – a definition that now extends to the global community in both concept and practice. In fact, over our rich 116-year history, this responsibility has been the overarching commitment of this institution as we have anticipated and responded to the changing needs of society.

At Buena Vista University, the entire educational experience – both inside and outside the classroom – is intentionally designed to prepare you to make the most of the many opportunities and challenges you will face in your lifetime.

Our bold vision of what higher education should be includes:

- Distinguished teaching faculty who provide students with practical academic experiences that lead to meaningful careers.
- A broad base of opportunities to learn outside the classroom, ranging from internships to travel, to participation in any of more than 50 student organizations.
- A welcoming campus in picturesque lakeside surroundings.
- Status as a nationally recognized leader in innovation – for everything from our wireless laptop program to our leadership development program.
- High-quality educational programs for adult learners throughout Iowa and beyond.

Most of all, the people are what make this institution so special. It is that faculty member, or that staff person, or that coach, who will take a personal interest in you and your success and become a mentor. It is also the new friends you will make, the sports you will play, the theatrical productions you will be in, or the travel experiences you will have.

Our supportive campus community shares many of the same values that are important to all of us who believe in the future of our young people – integrity, a strong work ethic, respect for others, and the pursuit of excellence in all that we do. We believe these values are essential for today’s learners who will soon have much to offer to society.

We encourage you to make a Buena Vista University education the foundation for your life preparation.

Sincerely,

Frederick V. Moore, president
CONDITIONS OF ADMISSION AND EMPLOYMENT

As approved by the Board of Trustees, May 1993:

“Applicants for admission and employment, students, employees, sources of referral of applicants for admission and employment, and all unions or professional organizations holding collective bargaining or professional agreements with Buena Vista University are hereby notified that this institution does not discriminate on the basis of race, color, national origin, sex, age, religion or handicap in admission or access to, or treatment or employment in, its programs and activities. Any person having inquiries concerning the university’s compliance with the regulations implementing Title VI, Title IX or Section 504 is directed to contact the dean of faculty, Buena Vista University, 610 W. Fourth Street, Storm Lake, Iowa 50588; 712.749.2243.

Any person may also contact the assistant secretary for Civil Rights, the U.S. Department of Education, regarding the institution’s compliance with the regulations implementing Title VI, Title IX or Section 504. In addition, Buena Vista University admits students, without regard to sexual orientation, to all rights, privileges, programs and activities generally accorded to or made available to students at the university, and does not discriminate on the basis of sexual orientation in administration of its employment and personnel policies, educational policies, admission policies, scholarship and loan programs, and athletic and other University-administered programs.”

For inquiries regarding Title II compliance:
Buena Vista University is in compliance with regulations specified in Title II of the Higher Education Act. For more information, please contact the 504 Coordinator, Ms. Diane Kenny, Academic Policy Coordinator, 712.749-2260 or kennyd@bvu.edu.

Recognition
Buena Vista University is accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools (since 1927), 30 N. LaSalle St., Suite 2400, Chicago, IL, 60602, 312.263-0456, www.hlcommission.org. Special accreditations for specific undergraduate programs include Athletic Training: Commission on Accreditation of Athletic Training Education (CAATE); Education: Iowa Department of Education; Social Work: Council on Social Work Education (CWSE).

Buena Vista University holds membership in Iowa College Foundation; Iowa Association of Independent Colleges & Universities Campus Compact; Iowa Campus Compact; Association of Governing Boards (AGB); Association of American Colleges & Universities; The Council for Adult & Experiential Learning (CAEL); Council for Higher Education Accreditation; Association of Presbyterian Colleges & Universities; Council for Advancement and Support of Education (CASE); Iowa Intercollegiate Athletic Conference; National Collegiate Athletic Association; and American Association of University Women.

Buena Vista University is a non-profit educational organization which is currently exempt under section 501(c)(3) of the Internal Revenue Code.

The primary official means of communication at Buena Vista University is e-mail to individuals’ BVU accounts. Students are expected to check their BVU e-mail regularly to receive important information concerning their courses as well as other university communications. E-mails sent to students at their official BVU e-mail address will be considered delivered and read, and failure to remain current on official e-mail does not excuse students from knowing the information contained in communications sent to their BVU e-mail address. Students will continue to receive notice of certain actions concerning disciplinary matters and academic probation and suspension via U.S. Mail.
GENERAL INFORMATION

Mission Statement
Buena Vista University develops students for lifelong success through innovative and imaginative academic and professional preparation. Students realize our mission through:

- Real-world, hands-on learning
- Expert personalized mentoring
- A global perspective
- Educational experiences for life success

We aspire to be a remarkable educational community challenging every student, faculty and staff member to set and meet the highest standards of academic achievement, character, conscience, and compassion. Our informed, self-confident graduates leave here with a competitive advantage that enables them to succeed in a changing society.

Curriculum
The curriculum that the Buena Vista University student will experience is one in which all the parts are interconnected and aligned with our values of life-long learning and success through innovative and imaginative academic and professional preparation challenging every student to set and meet the highest standards of achievement.

The curriculum is centered on student learning: delivering and reinforcing explicitly defined, assessable student knowledge, skills and abilities. The curriculum intentionally blends the liberal arts and professional studies, integrates theory and practice, emphasizes hands on learning, and focuses on social values and community engagement in our global society. The following learning objectives of a BVU education provide that all graduates will exhibit the following knowledge, skills and attributes.

- To effectively and creatively solve problems
- To integrate learning from a range of disciplines
- To communicate effectively
- To integrate theory and practice
- To put learning in context
- To demonstrate knowledge of multiple perspectives

These academic objectives require students to integrate knowledge, skills and attitudes. The BVU objectives will be delivered and reinforced through the curriculum, through a balanced distribution among general education requirements, in-depth study in a major field of study and elective courses.

Buena Vista University History
The founding of Buena Vista College followed a decade of effort by Presbyterians in western Iowa to establish a church-related college. The community dream became a reality in 1891 when the Collegiate Institute at Fort Dodge, a preparatory school which lacked community support, was forced to close. Storm Lake was chosen as the site for the new college over several other towns in the area because of the attractiveness of the community and the financial support promised by its citizens.

It was a people’s college, and those who helped the college through the years of struggle would have their names and deeds etched in the grateful remembrance of succeeding generations. A selfless faculty and administration, supported by the dedication of a few civic-minded trustees and friends of the college, overcame financial and political burdens of the early years.

After using the Storm Lake Opera House for offices and classes, students and faculty moved to Old Main, the first college building, in 1892. It was to remain the primary building on campus for over half a century, until it burned in 1956. Two major additions to the campus in the 1920s were Victory Hall (now Edson Hall), a gymnasium built in 1920, and the Science Hall (now Smith Hall), constructed in 1925. In the 1950s and 1960s, a major expansion program was initiated. Three residence halls, a new science building, a physical education complex, a library, a campus center, an auditorium and a classroom/administration building were planned and built during these decades.

Following its tradition of collegiate commitment and community support, Buena Vista experienced a successful period of growth, fiscal responsibility, dedication and accomplishment in the 1970s. The college continued to strengthen its faculty and remained committed to achieving academic excellence. Curriculum revisions included adding new majors and minors and changing requirements so that students had a greater choice in developing their courses of study. In 1975, Buena Vista College embarked on an innovative bachelor of arts degree outreach program designed to serve adult students. Working in partnership with area community colleges, BVU Centers now called BVU Graduate & Professional Studies offer junior- and senior-level college courses on the community college campus, allowing students to complete four-year degree programs while meeting family and work obligations. With over 7,000 graduates and 1,375 current students at 15 sites, the BVU Graduate & Professional Studies are a model for effective, accessible, quality education.

A new era began for Buena Vista College in May 1980 when an anonymous $18 million gift was received. The gift created a competitive college endowment, supported new physical construction, has financed revitalization of facilities and the campus, and continues to help develop nationally recognized academic programs. The Harold Walter Siebens School of Business/Siebens Forum opened in the spring of 1985, with “Dr. Anonymous” (Dr. Harold W. Siebens) revealed at the dedication of the business school in October 1985.
Buena Vista strengthened its commitment to teaching excellence in 1987 when the first George Wythe Award for Teaching Excellence was presented. This prestigious annual award, made possible by Buena Vista trustees Paul and Vivian McCorkle of Sac City, is one of the largest given by any public or private university. In 1988, Buena Vista debuted another new program—the Academic & Cultural Events Series (ACES). This innovative program, which is a graduation requirement at the Storm Lake campus, is designed to enrich the university’s academic curriculum and invigorate the liberal arts mission. It brings the world’s finest in cultural performers and speakers to the Storm Lake campus.

Two important transformations occurred in the mid-1990s. First, in March 1995, Buena Vista received accreditation to offer a master of science degree program. The expanded organizational structure of the college led the Board of Trustees to announce a change in institutional status, renaming the school Buena Vista University. Then, in 1996, long-time President Keith Briscoe retired, replaced by Frederick Moore. This change in presidential leadership provided an occasion for the Buena Vista community to engage in extensive consultation about the institution’s strategic direction.

In August 2000, Buena Vista University became the nation’s first “wireless community” by giving all full-time students at the Storm Lake campus their own laptop computers to connect to the new campus-wide wireless network system. This “anytime, anywhere” online access puts a world of information at students’ fingertips, enhances their learning opportunities both in and out of the classroom and gives them the skills they need to compete in today’s global economy. Continuing to offer the best educational facilities in the region, the university completed construction in 2001 on the $9.5 million Lamberti Recreation Center, which features three multipurpose courts and a six-lane, 200-meter indoor track. Liberty Hall, an 85-bed residence hall, opened in 2002. Buena Vista University also completed construction on a new $26 million Estelle Siebens Science Center, a 70,000-square foot building that houses 24 offices, 18 laboratories, seven classrooms and three research areas. In 2005, Buena Vista University was granted approval from the Higher Learning Commission of the North Central Association of Colleges and Universities to offer online programs which allowed for the addition of more graduate offerings in the School of Education and the introduction to the first undergraduate online program. Also at this time, a new strategic planning initiative began analyzing all aspects of the university resulting in a vibrant refocusing of our mission and vision as we rededicated the university’s focus to strong academic achievement to meet the needs of learners in preparation for their futures.

Rooted in a tradition of service and dedication to a dynamic learning environment, Buena Vista University’s history has pointed the way to a future in which the nobility of the academic enterprise can be extended to transform the lives of ever more learners.

**University Profile**

Buena Vista University is a learning-centered academic community that seeks to celebrate and strengthen connections within the curriculum, the college community and the world at large.

Buena Vista University emphasizes student learning, holistic personal development, and the enhancement of civic responsibility. We achieve the larger goals by emphasizing a relentless, innovative and imaginative focus on learning through outcomes-based learning, inside and outside the classroom; intentional, experiential, hands-on learning; expert, personalized mentoring; and a global perspective for an interconnected world.

Founded in 1891, the independent university is accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools. Cultural diversity is emphasized on the coeducational main campus through unique academic programs such as ACES (Academic & Cultural Events Series), international exchanges, and subsidized foreign travel. Buena Vista University is affiliated with the Presbyterian Church (U.S.A.).

**Campus Location**

Buena Vista University’s main 60-acre campus is situated on the shores of beautiful Storm Lake, a 3,200-acre natural lake.

The northwest Iowa city of Storm Lake is an attractive, professional community of approximately 12,000, offering a variety of health care services, financial institutions, retail businesses, dining establishments, movie theatres, a municipal golf course, and a country club. Scenic parks and the lake trail line the lake, providing a picturesque setting for outdoor and water activities.

Volunteerism is high in Storm Lake, resulting in such annual community activities as Santa’s Castle and the Star Spangled Spectacular on July 4. Active Rotary International and Kiwanis Clubs as well as a strong community education program provide additional community services.

**Enrollment**

Enrollment is around 1,000 undergraduate and graduate students at the main campus in Storm Lake. An additional 1,500 students are enrolled at BVU Graduate & Professional Studies locations throughout Iowa, located in Carroll, Council Bluffs, Creston, Denison, Emmetsburg, Estherville, Fort Dodge, Iowa Falls, Le Mars, Marshalltown, Mason City, Newton, Ottumwa, Sheldon, Spencer, Spirit Lake, or online.
Academic Program

BVU provides pre-professional education with a foundation in the liberal arts that enables students to become broadly knowledgeable, prepared to contribute successfully to a complex and rapidly changing world.

A BVU education prepares students for future responsibilities as world citizens by heightening their skills in communication, creativity, critical thinking, research, evaluation, empathy, aesthetics, synthesis, and leadership. Moreover, Buena Vista University’s academic program blends a broad, liberal arts education with in-depth knowledge that prepares students for professional careers in their chosen fields. Many students participate in internships and practicums during interterm.

BVU awards bachelor of applied studies, bachelor of arts, bachelor of science, master of education and master of science degrees. Students select from 43 majors and 15 pre-professional programs offered in five academic schools: Communication & Arts; Business; Education & Exercise Science; Science; and Social Science, Philosophy & Religion. Students must earn 128 semester hours of credit to graduate. An honors program is available for students seeking additional challenge.

Graduate Program

A master of science in education – professional school counseling, a master of education – curriculum and instruction with an emphasis in effective teaching and instructional leadership, a master of education – special education, talented and gifted, or teaching English as a second language are offered, with programs leading to Iowa Licensure.

Faculty

The student/faculty ratio is 10:1. More than 73 percent of the 89 full-time professors hold doctorates or terminal degrees in their fields. Faculty members serve as academic advisors during the student’s undergraduate career and are committed to personalized instruction and academic excellence.

Quality teaching is emphasized and recognized at Buena Vista through the prestigious George Wythe Award for Teaching Excellence. The annual award honors a Buena Vista University professor who is nominated by colleagues, students, and alumni. The prize is one of the largest faculty awards in the nation.

The Students

Seventy seven percent of BVU’s students are Iowans, with the remaining students coming from surrounding states and several foreign countries. Eighty-six percent of the students live in campus housing, which includes eight residence halls.

Students participate in more than 60 campus organizations plus 19 intercollegiate sports and intramural athletics.

Leadership skills are developed through involvement in an active Student Senate; Emerging Leaders, a program of leadership development; Student Activities Board; The Tack, the award-winning student newspaper; University Cable Network, the student television station; KBVU, the student radio station and more. Popular music, theatre, and art programs also provide opportunities for involvement.

Spiritual development is enhanced through weekly chapel services and participation in religious groups.

Special Events

The William W. Siebens American Heritage Lecture Series and the Academic & Cultural Events Series (ACES) introduce Buena Vista students to world leaders and world-renowned performers and artists.

American Heritage Lecturers visiting BVU’s main campus have included former U.S. Presidents George H.W. Bush and Jimmy Carter; former Prime Ministers Benazir Bhutto of Pakistan, Shimon Peres of Israel, F. W. de Klerk of South Africa, Margaret Thatcher and John Major of Britain; Madeleine Albright, Gen. Colin L. Powell, Walter Cronkite, Carl Sagan, Sir John Marks Templeton, Michael Gartner, Harry Blackmun, Bob Woodward, David Gergen, Jehan Sadat, Vicente Fox, Paul Volcker, and Tony Blair.

ACES performances and lectures, for which students earn academic credit, provide as many as 100 separate opportunities each year for students to interact with people in all walks of life — from Holocaust survivors to wildlife photographers, from pro-football players to Shakespearean actors.

Buena Vista University Graduate & Professional Studies Program

Partnering with ten community colleges, BVU Graduate & Professional Studies locations across the state, offer the final two years of coursework leading to a bachelor’s degree from BVU. These programs are administered from Storm Lake, but are staffed on location to provide academic advising and student service, as well as face-to-face instruction. BVU Graduate & Professional Studies use the statewide fiber optic system and internet services to provide powerful technological support to faculty, staff, and students.

Financial Strength

In addition to operating within a balanced budget each year, Buena Vista University is committed to building long-term financial strength. Since the late 1970s, the endowment has increased from $663,000 to a current market value over $124 million. Believing in prudent financial management, BVU is committed to endowing the operations of all new educational facilities before construction.
National Recognition
Buena Vista University is recognized nationally as one of the top 20 midwestern comprehensive colleges in *U.S. News & World Report*, as one of the nation’s leading schools promoting student leadership in *The Templeton Guide: Colleges that Encourage Character Development* and as a “top college for top students” in *Peterson’s Guide to Competitive Colleges*.

ACADEMIC PROGRAM POLICIES & PARTICULARS

Academics at BVU
More than the simple accumulation of 128 credit hours, the Buena Vista University curriculum is designed to present an integrated intellectual experience that challenges students and gives them the tools necessary to learn for a lifetime. Liberally educated persons have amassed significant breadth and depth of knowledge, and engage with joy in the pursuit of knowledge.

Students gain depth in mastering the methodologies and content of one specific field (or major) through a combination of focused study, research, and exploration. The examination of general principles, major theories, differing viewpoints, and significant focus areas results in a cumulative body of knowledge. More significantly, learning skills are refined and respect for knowledge is heightened. In future careers, many graduates will use the factual information learned in their major, but all graduates will use their enhanced information gathering and critical reasoning skills.

The purpose of Buena Vista University’s general education program is to expose students to the broad array of ideas, perspectives, and experiences that exist in various disciplines. General education is intended to provide students the opportunity to acquire and improve their skills in the areas of reasoning, critical thinking, and communication; develop an understanding and appreciation of our rich and diverse cultural heritage in order to foster tolerance of difference and openness to change; and identify and nurture a value system requisite for intelligent judgment and decision-making. Liberally educated individuals can better appreciate, critique, and reform the many and varied facets of the society in which they live.

Requirements for Graduation
Graduation requirements must be met by all Buena Vista University students who seek an undergraduate degree, with appropriate variations made for transfer students reflecting existing articulation agreements. BVU Graduate & Professional Studies students are exempt from ACES requirements and interim.

Graduation requirements include all of the following:
- Credit and honor point specifications: a minimum of 128 credit hours of credit with a cumulative grade point average of not less than 2.0
- Completion of a major
- Completion of the general education requirements, both intellectual foundations and intellectual explorations
- University Seminar or BVU Seminar
- Academic & Cultural Events Series (ACES)
- Interim (freshman year)
- Completion of Application for Graduation

This catalog is designed to assist the student and academic advisor in planning and scheduling a degree program. Each student should keep in mind, however, that he or she is ultimately responsible for understanding and fulfilling all degree requirements. Students are responsible for their own degree plans and for the completion of all requirements for the degrees that they seek.

Credits and Honor Points
A minimum of 128 credit hours must be completed for graduation. Sixty of these hours must be earned at a four-year baccalaureate institution. The final 30 credit hours must be completed at BVU. All students seeking a bachelor of arts or bachelor of science degree must complete 12 credit hours of upper division courses in the major from BVU.

All students must meet the university’s general education program requirements; however, an associate of arts degree from a regionally accredited institution satisfies the general education foundation and exploration requirements.

An overall cumulative grade point average of 2.0 is necessary for graduation. Some programs require a higher cumulative grade point average. For example teacher licensure requires a grade point average of 2.5 for the total program, as well as each major, minor, and area of concentration. A minimum of 6 credit hours in each certification area must be taken at BVU. Check with the specific academic major for specific GPA requirements.

Majors
Students earning an undergraduate bachelor of arts or bachelor of science degree must complete at least one major, which typically ranges from 32-64 credit hours. The GPA in the major must be 2.0, and some programs require a higher GPA.

General Education Program
Graduates of Buena Vista University must complete all general education requirements, including:
- Intellectual foundations studies in writing, oral communication, technology, and mathematics.
- Intellectual explorations studies in humanities, science, social science, and the fine arts.
Academic Course Distribution
Graduates are required to complete a distribution of at least 72 credit hours outside the major discipline. At least 36 credit hours outside the major school are required for graduation, not counting ACES, University Seminar or BVU Seminar.

Residency
A student who is registered for courses at Buena Vista University is considered to be “in residence.” A minimum of 30 credit hours must be completed in residence, of which a minimum of 12 credit hours in the declared major must be 300-level or above. Students must spend their senior year in residence unless otherwise approved by the academic advisor, the appropriate school dean, and the academic dean. Advanced written approval must be secured by students desiring to enroll off-campus with the intent of applying credits earned to a Buena Vista University degree program through summer study at a different BVU site, extension courses, other institutions, correspondence study, or study abroad.

Participation in Commencement
Buena Vista University has one annual commencement ceremony held in May. Any undergraduate student completing requirements during that academic year, from October (Term 1) through August, is invited and expected to participate in commencement. Graduate students, however, must be completed by the date of the ceremony in order to participate.

General Education Requirements for Graduation
The Buena Vista University general education program acknowledges that a well-educated person has experiences, skills, and knowledge that transcend the preparation for a career or training within an academic discipline. Undergraduates will devote approximately a quarter of their studies at BVU to courses within science, social science, fine arts, and the humanities in order to become broadly educated. Enrollment in the general education program at BVU begins the first semester and continues throughout a student’s program of studies.

The Intellectual Foundations of General Education
“Successful completion” in each of the four intellectual foundations requirement means passing the indicated course(s) with a grade of “C-” or better; a grade of “P” will not meet the requirements.

Mathematics Foundational Requirement
The intellectual foundations requirement in mathematics is designed to provide students with a basic understanding of mathematical reasoning, techniques, thought processes, and perspectives. Math ACT score will place each student into one of three categories:

- Category one students with Math ACT score of 18 or less will enroll in MATH 050, Basic Mathematics, in their first semester at BVU. They must successfully complete MATH 050 and subsequently enroll in MATH 100, Algebra Review. Upon successful completion of MATH 100, students enroll in one of the several mathematics courses for which MATH 100 is a prerequisite: 124, 130, 140, 143, 145.
- Category two students with Math ACT score of 19-24 will be exempt from MATH 050 and will enroll in MATH 100 during their first year at BVU. Upon successful completion of MATH 100, students enroll in one of the mathematics courses for which MATH 100 is a prerequisite: 124, 130, 140, 143, 145. Successful completion of one of these courses is required for graduation. The math foundation requirement may be satisfied by students earning a passing grade (“D-” or higher) in calculus (or any calculus course more advanced than pre-calculus) from an accredited post-secondary institution.
- Category three students with Math ACT score of 25 or higher will be exempt from MATH 050 and MATH 100, and will be required to successfully complete only one of the mathematics courses for which MATH 100 is a prerequisite: 124, 130, 140, 143, 145. Successful completion of one of these courses is required for graduation. The math foundation requirement may be satisfied by students earning a passing grade (“D-” or higher) in calculus (or any calculus course more advanced than pre-calculus) from an accredited post-secondary institution.

Mathematics Test-Out
In the case of entering students with a strong mathematics background who complete the diagnostic mathematics examination and place as category three students, an examination is available to test out of the final mathematics requirement. Storm Lake campus students should see the associate dean of faculty for test-out details.

Written Communication Foundational Requirement
The intellectual foundations requirement in written communication is designed to ensure that Buena Vista University students develop the ability to write and conduct research at the college level. All students entering BVU will be placed according to ACT English scores. The results of the scores will place each student into one of three categories:

- Category one students with an ACT English score 15 or below will enroll in ENGL 050 Basic Written Communication, a basic introduction to written communication, in their first semester at BVU. Also, students who know they need more composition experience can enroll. They must successfully complete ENGL 050 and subsequently enroll in ENGL 100 Written Communication I. Upon successful completion of ENGL 100, students enroll in ENGL 200 Written Communications II. Successful completion of ENGL 200 Written Communication II is required for graduation.
• Category two students with an ACT English score 16 and above will enroll in ENGL 100 Written Communication I during their first year at BVU. Students with an ACT score of 16 or above may elect, with consultation with their advisor, to enroll in ENGL 050. Upon successful completion of ENGL 100, students enroll in ENGL 200 Written Communications II. Successful completion of ENGL 200 Written Communication II is required for graduation.

• Category three students with an ACT English score above 30 will be exempt from ENGL 050 and will be consulted about the written communication requirement test-out process. Category three students are required to successfully complete ENGL 100 and ENGL 200 Written Communication II prior to their junior year, unless they successfully test out of the written communication requirement (see below for test out procedures). Students who have completed the equivalent of ENGL 200 in accepted transfer credits are exempt from the ENGL 100 requirement.

Written Communication Requirement Test-Out
A portfolio examination is available to test out of the final composition requirement for entering students with a strong composition background or students who place in category three. Storm Lake campus students should see the associate dean of faculty for test-out details. BVU Graduate & Professional Studies students may inquire at the site office for more information.

Oral Communication Foundational Requirement
Oral communication competence is a Buena Vista University requirement because oral communication is essential to effective citizenship, service, and leadership. Students and employers identify oral communication competence as one of the most important skills essential for personal and professional success.

Each BVU student is required to take COMM 100 Fundamentals of Communication.

Oral Communication Test-Out
Students who have extensive experience in oral communication may demonstrate their competency through a two-part test-out, including both a written exam and an oral presentation. Storm Lake campus students should see the associate dean of faculty for test-out details. BVU Graduate & Professional Studies students may inquire at the site office for more information.

Technology Skills Foundational Requirement
The faculty at Buena Vista University believes that students must have the technological skills necessary for success in their academic and professional careers and to support lifelong learning. Therefore, many courses across the curriculum integrate technology at various levels into their structure, instructional strategies, and course assignments. Students who require assistance in employing technology in their courses are supported by a full range of workshops and individual instruction in the Teaching and Learning With Technology Center (TLTC) and through appropriate direct instruction in specific courses. Students are expected to take advantage of training opportunities as needed to meet their course requirements.

The Intellectual Explorations of General Education
Fine Arts (three credit hours):
• ART 100 Art Survey; ART 201 Art Foundations I; ART 202 Art Foundations II; ART 300 Methodology of Art Criticism and Analysis; ART 301 Prehistoric and Medieval Art History; ART 302 European Renaissance to Baroque Art History; ART 303 Romanticism to Modern Art History; ART 304 Modern to Contemporary Art History
• HONR 200 Honors Fine Arts
• MUSC 101 Music Appreciation; MUSC 103 Jazz Appreciation
• THEA 110 Introduction to Theatre; THEA 220 Fundamentals of Acting; THEA 401 History of the Theatre I; THEA 402 History of the Theatre II

Humanities (nine credit hours from three of the following disciplines) Note: only three credit hours of foreign language may be applied to humanities requirement:
• OBVU 300 BVU Seminar
• CHIN 101 Elementary Chinese I; CHIN 102 Elementary Chinese II
• COMM 180 Communication Perspectives
• EDCO 280 History of American Education
• ENGL 220 Intro to Literature: Early Classics; ENGL 250 American Literature; ENGL 261 British Literature, Beginnings to 1750; ENGL 262 British Literature, 1750 to Present; ENGL 276 World Literature; ENGL 350 Shakespeare; ENGL 395 Plays By and About Women; ENGL 411 Dramatic Literature
• DIGI 210 Media and Society;
• GERN 101 Elementary German I; GERN 102 Elementary German II; GERN 201 Intermediate German I; GERN 202 Intermediate German II
• GWST 110 Introduction to Gender and Women’s Studies
• HIST 101 History of the United States to 1877; HIST 102 History of the United States after 1877; HIST 111 World Civilizations I; HIST 112 World Civilizations II; HIST 121 The Emergence of Western Civilization; HIST 122 The Revolutions of Western Civilizations; HIST 125 Asian Civilizations; HIST 222 The History of Iowa; HIST 230 Vietnam Wars; HIST 235 The American Civil War; HIST 240 History of the American West; HIST 241 History of
WWII; HIST 242 The Holocaust; HIST 245 Renaissance and Reformation; HIST 284 Empires: The Colonial Experience; HIST 315 History of Immigration in the U.S.; HIST 342 Exploring the Holocaust
• HONR 230 Honors Humanities
• JAPN 101 Elementary Japanese I; JAPN 102 Elementary Japanese II; JAPN 125 Japanese Culture
• PHIL 100 Introduction to Philosophy; PHIL 110 Ethics; PHIL 130 Logic; PHIL 230 Studies in Philosophy; PHIL 240 Philosophy of Religion; PHIL 321 Women in Philosophy & Religion; PHIL 335 Topics in Ethics; PHIL 336 Professional Ethics; PHIL 340 Environmental Ethics; PHIL 361 Racism & Sexism in American Life
• RELI 102 Introduction to Biblical Heritage; RELI 110 Introduction to World Religions; RELI 111 Introduction to Judaism, Christianity, and Islam; RELI 112 Religions of Asia; RELI 122 Religion and Culture; RELI 230 Religious Traditions of the World; RELI 321 Women in Philosophy & Religion; RELI 335 Topics in Ethics; RELI 336 Professional Ethics; RELI 340 Environmental Ethics; RELI 355 Topics in Religious History
• SOCI 361 Racism & Sexism in American Life
• SPAN 101 Elementary Spanish I; SPAN 102 Elementary Spanish II; SPAN 201 Intermediate Spanish I; SPAN 202 Intermediate Spanish II; SPAN 301 Advanced Grammar & Conversation
• THEA 350 Shakespeare; THEA 395 Plays By and About Women; THEA 397 Film Studies; THEA 411 Dramatic Literature

Science (nine credit hours from three of the following disciplines):
• BIOL 103 Biology of Bats; BIOL 104 Cancer and Aging; BIOL 106 The Brain; BIOL 107 Human Genetics; BIOL 108 Human Reproduction & Development; BIOL 109 Ecology; BIOL 110 Infectious Diseases; BIOL 112 Evolution; BIOL 113 Biology of Birds; BIOL 114 Aquatic Biology; BIOL 115 Introduction to Biological Science Laboratory; BIOL 120 Life Science with a Human Focus; BIOL 142 Introduction to Human Physiology; BIOL 163 Biological Principles I; BIOL 164 Biological Principles II; BIOL 303 Ecology and Society; PSYC 281 Introduction to Biological Psychology
• CHEM 110 Everyday Chemistry; CHEM 115 Chemistry in Art; CHEM 151 General Chemistry I
• CMSC 160 Introduction to Computer Programming; CMSC 181 Computer Science I
• ENVS 100 The Biological Environment; ENVS 101 The Physical Environment; ENVS 105 Stream Conservation/Fly Fishing; ENVS 201 Conservation Ecology
• GENS 115 Atmosphere, Weather and Climate; GENS 125 Oceanography; GENS 130 Introduction to Forensic Science; GENS 300 Geology; GENS 320 Physical Geography
• HONR 220 Honors Science
• MATH 160 Calculus I: Differential Calculus; MATH 161 Calculus II: Integral Calculus; MATH 330 Applied Regression Analysis
• PHYS 101 Everyday Physics; PHYS 110 Introduction to Astronomy; PHYS 201 General Physics I: Trigonometry-based; PHYS 202 General Physics II: Trigonometry-based; PHYS 211 General Physics I: Calculus-based

Social Science (nine credit hours from three of the following disciplines):
• COMM 280 Group and Team Communication; COMM 355 Conflict Management
• CRIM 101 Criminal Justice Systems; CRIM 102 Survey of Criminology
• ECON 110 Introduction to International Political Economy; ECON 200 Economics Foundations, ECON 205 Principles of Microeconomics; ECON 206 Principles of Macroeconomics
• HONR 210 Honors Social Science
• PSCN 110 Introduction to American Government; PSCN 115 Introduction to Politics; PSCN 245 Introduction to American Law
• PSPA 165 Introduction to Public Administration; PSPA 320 State and Local Politics; PSPA 360 Introduction to Public Affairs
• PSYC 100 General Psychology; PSYC 102 The Science of Psychology, PSYC 203 Social Psychology
• SCWK 100 Modern Social Problems; SCWK 200 Intro to Social Work & Social Welfare; SCWK 255 Human Behavior in the Social Environment; SCWK 351 Aging in American Society
• SOCI 100 Modern Social Problems; SOCI 101 Introduction to Sociology; SOCI 203 Social Psychology

First-Year Student Experience
We know the first year of collegiate work is a critical time of transition and development for students having significant effect on students’ ability to persist and be successful. Because of our desire for students to achieve academic success, and our belief that students we admit have the potential for success, we intentionally articulate our philosophy and expectations for first-year students.

Our philosophy for the first-year experience is that the faculty, staff, and students at BVU commit to a collaborative, effective, and integrated first year experience that provides a foundation for living
the university’s mission. Students experience the philosophy through achieving the following goals during their first-year via the collaborative, effective, and integrated first year experience:

1. Students will have achieved academic success in the foundational skills areas, having developed a plan to complete the foundational skills courses by the end of their sophomore year, and will be poised for future academic success (including setting the foundation for the BVU objectives).

2. Students will have moved beyond their comfort zone by experiencing a mixture of rich opportunities outside the experiences they have brought to BVU while becoming engaged in new experiences that broaden their understanding of global issues, including people, ideas, and cultures.

3. Students will have become vested with the institution.
   - Students will have developed positive relationships with faculty, staff, other students, and alumni.
   - Students will have become intentionally involved in campus activities, concentrating on the quality of their involvement.
   - Students will have begun to understand BVU customs and traditions.

4. Students will have a successful transition to college, including the development of self-advocacy skills and independence.

5. Students will have explored potential majors and possible career options.

6. Students will have become more self-reflective about the processes of education, will have a better understanding of the roles and purposes of higher education, and will have developed a personal commitment to graduation.

7. Students will develop a passion and commitment to learning.

8. Faculty and staff will commit to these goals in partnership with students.

**University Seminar**

The University Seminar is a small-section course, developed around a common theme shared among all sections, which focuses on the exercise and development of basic academic skills essential for success in university study. The goal of the course is to enhance critical thinking while sharpening ability in the skills areas of writing, reading, speaking, listening, and quantitative reasoning. The course is also intended to assist students in the transition to life within a learning community, and to facilitate understanding of the privileges, responsibilities, and expectations that accompany membership in such a community. Important to the development of all students and the seminar is the students’ entry into collegiate academic work which begins prior to their arrival on campus. All students share their initiation to collegiate academic expectations through an assigned reading (generally a notable book addressing some aspect of the common theme) which is required of students to have critically read by the time they arrive on campus for their first class session. Critical thinking questions to be completed by each student will often accompany the required reading. Registration in this course in the first semester of enrollment is required of all new and transfer students who enter Buena Vista University. Transfer students who have more than 87 credit hours are exempted from this requirement. Transfer students who have between 60 and 86 credit hours are required to take 0BVU 300: BVU Seminar. Transfer students who have between 30 and 59 credit hours, or who have one full-year full-time at a four-year college, may take the special transfer University Seminar. University Seminar is a four-credit course, and is offered only on a graded basis and may not be repeated.

**BVU Seminar**

The BVU Seminar is a three-credit course focused on the exercise of basic academic skills using an emphasis on the topic of globalism. The course is specifically designed to assist students transferring to the Graduate & Professional Studies Program in achieving the necessary academic skills and familiarity with BVU resources to be successful in their program of study, and to do so within the context of a global topic of contemporary importance. BVU Seminar is also offered on the Storm Lake campus to transfer students with more than 60 credit hours. The goal of the course is to enhance critical thinking while sharpening basic academic abilities such as writing, reading, speaking, listening, etc. Registration in this course is required of all new Graduate & Professional Studies students seeking their first baccalaureate degree, and must be taken within the first 12 credit hours at BVU. GPS students who fail to complete BVU Seminar within the first 12 credit hours relinquishes the privilege to continue studying at BVU until the seminar is completed. This Seminar is also required of all new transfers on the Storm Lake campus, and must be taken during the first Fall semester at BVU. The BVU Seminar carries the Intellectual Explorations: Humanities designation and is graded only on a letter grade basis.

**Interim**

Students at Buena Vista University are involved in just one course during the period in January known as “interim.” New first year students regardless of class standing are required to complete a January interim course. All students are encouraged to try a course outside their major area of interest, and to engage at least one travel course and internship during their program of study. The chance to concentrate on one subject offers new challenges and opportunities for students, often offered outside the walls of the university classrooms in non-traditional ways.
Students must be enrolled in and attending a BVU interim offering to reside in the residence halls during interim.

**Academic and Cultural Events Series (ACES)**

**A requirement for Storm Lake campus students**

Only, the Academic and Cultural Events Series (ACES) exposes students to some of the finest lecturers and performers in the world through the scholarly events (a lecture/program series related to topics within academic disciplines), student-life events (a lecture/program series around various student-life topics) and the cultural events (a concert/ performance series). ACES contributes to the university’s mission by enriching the solid liberal arts foundation of the university, enhancing the curriculum through experiential learning opportunities, and by promoting an awareness of the diversity of cultures and perspectives that exist in the global community.

**ACES Credits Required for Graduation**

To graduate from Buena Vista University at the Storm Lake campus, all full-time students must register for .5 credits of ACES each semester beginning in their first semester until successfully completing the required number of credits based upon the formula outlined below. These credits shall be graded on the P/F scale. Non-fulfillment of the ACES requirement for a given semester will result in a grade of “F” on the student’s transcript. Students possessing a baccalaureate degree are exempt from the ACES requirement.

**ACES Requirements for Full-Time Students**

For students entering as freshmen, four semesters graded at “P” are required. For transfer students, ACES requirements are based on number of transfer hours accepted by the Registrar’s Office based on the following:

- 0-23 credit hours requires 2.0 ACES credits earned
- 24-55 credit hours requires 1.5 ACES credits earned
- 56-86 credit hours requires 1.0 ACES credits earned
- 87 or more credit hours requires .5 ACES credits earned

Non-degree seeking students and part-time students at the Storm Lake campus are not required to fulfill ACES requirements, nor are BVU Graduate & Professional Studies students.

**Earning ACES Credit**

A student may earn .5 ACES credit in a semester. To earn .5 credit, the student must be recorded as having attended eight ACES events during the semester with the following distribution:

- Two ACES Cultural Events
- Three ACES Scholarly Events
- One ACES Student Life Event
- Two additional ACES events of the student’s choosing.

ACES events attended in one semester may not be carried over to another semester to earn credit except in the following situations.

Students who have completed all of these requirements in a given fall semester may “bank” up to two additional ACES events for the subsequent spring semester by filing a petition to do so with the Associate Dean of the Faculty prior to December 1 of that semester. These “banked” ACES events may only count toward the “ACES events of the student’s choosing” category. It is the student’s responsibility to file this petition and in no instance will late or incomplete petitions be accepted.

If a student has been recorded in attendance for at least 6 events in a fall or spring semester but fails to attend the required 8 with appropriate distribution, it is still possible to receive credit for that semester through the filing of a change of grade contract. Contracts must be filed with the ACES instructor prior to the end of the incomplete semester. To successfully complete the course the following must occur:

- The student must complete a change of grade contract at the end of the semester in which he/she wishes to receive an extension. All applications must be approved by the ACES instructor. A failing grade will be recorded until such time as the coursework has been successfully completed. Completion of the requirements must be done during the semester immediately following and is based on:
  - Earning the .5 ACES credit required the next immediate semester by meeting quantity and distribution requirements, AND,
  - Attending extra events as necessary to meet the quantity and distribution requirements for the previous incomplete semester.

This ACES requirement applies only to the Buena Vista University Storm Lake campus except students who already hold a baccalaureate degree from an accredited institution.

**General Education Requirements for Transfer Students**

Students transferring to BVU’s Storm Lake and BVU Graduate & Professional Studies campuses with an associate of arts degree have satisfied the “intellectual foundations” and the “intellectual explorations” general education categories.

Storm Lake transfer students must complete a “pro-rated” ACES requirement. BVU Graduate & Professional Studies transfer students are not required to complete ACES. Details of these requirements are outlined in the ACES section.

The transcripts of those transfer students – Storm Lake and BVU Graduate & Professional Studies –
who have not completed an associate of arts degree will be evaluated by the registrar in consultation with the deans on a course by course basis to determine satisfaction of general education requirements.

**Programs of Study**

**MAJORS**

Majors generally require the completion of between 32-64 credit hours. Many majors have additional prerequisites and supporting work requirements. In some cases students are required to apply for admission to the specific program. Students must complete at least 12 credit hours of upper-division courses in the major, including licensure, from BVU.

Majors may be selected from the following:
- Accounting
- Art
- Arts Management – Theatre; Vocal or Instrumental Music; Visual Arts
- Athletic Training
- Biochemistry
- Biology
- Business
- Business Education
- Chemistry
- Communication Studies
- Computer Science – Systems Track; Information Technology Track; Mathematics Track
- Corporate Communication
- Criminology and Criminal Justice
- Digital Media
- Educational Studies
- Elementary Education
- English
- Environmental Science
- Exercise Science, Physical Education and Coaching; Human Performance
- Graphic Design & Visual Communication
- History
- Interdisciplinary (Distributive)
- Mathematics; Mathematics: Corporate
- Music
- Music Production and Technology – Business Track; Film Scoring Audio for Video Track
- Philosophy and Religion
- Physics
- Political Science
- Political Science/Public Administration
- Psychology
- Social Science (Licensure only)
- Social Work
- Spanish
- Theatre

See BVU Graduate & Professional Studies listings for majors available at each location.

Secondary Education Licensure available in many areas. See specific majors.

**Interdisciplinary (Distributive) Major**

For students whose academic interests do not coincide with a single department or discipline, the interdisciplinary major offers an exciting student-designed alternative. To be eligible to propose an interdisciplinary major, a student must have earned a minimum cumulative average of 2.0. Students who wish to opt for this opportunity must submit proposals prior to, or during, their junior year.

The interdisciplinary major proposal should be carefully constructed with the assistance of at least two faculty or academic advisors. The major should consist of no fewer than 32 and no more than 64 credit hours from at least two disciplines. The proposal must represent a coherent educational goal with attention given to the nature of introductory, middle-level, and culminating work in the proposed major. Each such major should include a theory course appropriate to the field of study and a culminating activity, such as a senior seminar or independent project that pulls together the experience of the interdisciplinary major.

To propose an interdisciplinary major, a student may obtain the support of the school dean or BVU Graduate & Professional Studies academic & program development manager. The student will confer with an appropriate school dean or BVU Graduate & Professional Studies academic & program development manager about developing the proposal and choosing appropriate advisors. Following the above guidelines for coherence of program content, the student and advisors submit the proposal on an academic action special form to the appropriate school dean(s) or associate dean for BVU Graduate & Professional Studies for approval. Once approved, the academic advisors and the appropriate school deans or associate dean for BVU Graduate & Professional Studies must approve any changes to the proposed course of study. When the proposal has been approved, the registrar will provide a copy of the approved program and any subsequent changes to the student.

Students who elect to complete an interdisciplinary major must satisfy all other requirements for graduation, including hours outside the major/school and grade point average. Prerequisites will not be waived to facilitate course enrollment.

**MINORS**

Minors generally require the completion of between 18-24 credit hours. A few minors have additional prerequisites and supporting work requirements. In some cases students are required to apply for admission to the specific program.

Minor fields may be selected from the following:
- Art
- Art History
- Biology
- Business
- Chemistry
Chinese
Communication Studies
Computer Science
Criminology and Criminal Justice
Digital Media
Economics
Educational Studies
English
Environmental Science
Exercise Science/Coaching
Exercise Science/Health Education
Gender and Women’s Studies
German
Graphic Design and Visual Communication
History
Interdisciplinary (Distributive)
International Studies
Japanese
Mathematics
Music
Music Production and Technology
Philosophy and Religion
Physics
Political Science
Public Administration
Psychology
Sociology
Social Studies
Spanish
Theatre

Concentrations
Selected concentrations may be available for students in the B.A.S. program who seek to focus their studies on a particular area of inquiry. Concentrations require a minimum of 24 hours of specified courses designed to provide B.A.S. students with an opportunity to develop knowledge in a disciplinary or interdisciplinary area relevant to their professional goals. Concentrations may be developed to meet student interest and demand. The current list of B.A.S. concentrations will be maintained by the office of the Graduate & Professional Studies Program.

See BVU Graduate & Professional Studies site for available minors.

Interdisciplinary (Distributive) Minor
Student who wish to design their own interdisciplinary program must develop a program composed of 21 to 24 credit hours, distributed between two or three disciplines. In developing their program, students will work with at least two faculty or academic advisors to develop a program using the same general guidelines outlined in the student-designed interdisciplinary major.

Internships
The internship for academic credit at BVU is a hands-on, practical learning experience in which students apply classroom knowledge in professional settings. The value of the internship experience comes from the collaboration between the faculty person, the student and a professional. In this dynamic interaction, students are able to develop both career competencies and independent/collaborative leadership skills that will supplement their course work. Internships also allow students to actively reflect on their academic learning, test their classroom skills, and explore their career options. Perhaps most importantly, the internship connects students to the world outside the university walls, helping them understand and experience the complexities, joys and challenges of living, learning and working in a global society.

While we believe all internships at BVU must achieve certain results, each program and/or school reserves the right to ask additional requirements of its students to maximize learning opportunities for students. Programs accredited by outside agencies (i.e. education, social work, etc.) will follow accrediting body requirements when differences among their guidelines and usual BVU internship guidelines occur. Minimum expectations for Buena Vista University internships are provided here.

While internships are an important theory-to-practice learning experience for students, all students are not required to complete an internship. Several reasons, however, support why internships are essential. In fact, internships are so vital that we do recommend that each student consider incorporating an internship into his/her program of study.

- Internships as experiential learning allow students to make important connections, both in their education and their professional development. The synergy between the faculty supervisor, who oversees the academic portion of the experience; the site supervisor, who oversees the practical learning on-site; and the student, who works diligently and reflects carefully on that work, creates a unique and valuable learning environment that cannot be replicated inside the classroom.
- Academic internships are fundamental to the BVU student learning experience. They are vital to BVU producing the best graduates among our competitors.

Endorsement Programs
For students seeking a teaching license, a number of endorsement programs beyond the majors and minors are available. Primary endorsements include: Instructional Strategist I: Mild/Moderate K-8 and 5-12, Teaching English as a Second Language, Reading K-8 and 5-12 and Coaching Authorization K-12.
• Internships offer students professional development experience by teaching vital skills for internships as well as future employment success.
• Students learn fundamental success skills such as understanding organizational culture, appropriate dress, and professional communication expectations.
• Research shows that people who do internships receive up to 7% higher salaries and are more often hired than those who do not engage internships (National Association Colleges and Employers).
• Internships ask students to apply theory to practice.

Basic Guidelines for Internships
Forty hours of on-site work is required for 1 credit hour of internship credit unless otherwise specified. Variations of this formula are to be anticipated for full-semester and/or summer internships; BVU internship faculty supervisors provide students with the formula used in such cases.

Students may apply a total of 15 internship/intradash credits to their program of study with no single internship carrying more than 12 credits; a maximum of 3 credit hours of internship may be applied to a major or minor, unless otherwise specified by the major program. Internships are only graded P/F. Students may complete an internship at their current place of employment provided that the internship requires the student to engage in work activity that is new and substantially different from the work normally performed. The determination of the uniqueness of the internship experience in the same place of employment is at the discretion of the faculty supervisor based on student goals for the internship.

To engage an internship, students must:
• Generally have achieved junior standing to be permitted to engage in internships.
• Have completed a minimum of 9 credit hours in a field of study to engage an internship in that field of study.
• Have achieved a minimum cumulative grade point average (CGPA) of 2.0 to engage an internship. (See individual catalog descriptions for variations in credit hour and GPA requirements with specific programs). If a student’s CGPA drops below a 2.0 at the end of the term/semester immediately prior to the internship, the student may be removed from the internship experience at the discretion of the internship sponsor.

Goals of Internships
Student learning goals for internships are to:
• Have a meaningful learning experience centered on self-identified goals for the specific internship experience.
• Put classroom learning into practice by applying the theoretical knowledge and practical skills attained in courses to a professional setting.
• Reflect on one’s own education and career goals, including the connectivity of hands-on learning with classroom learning.
• Build professional skills and acquire professional career experience.
• Explore and/or clarify career choices by testing the interest in a particular career field and assessing the “fit” of this field to future pursuits.
• Experience a professional work environment by immersing in the culture of the internship site and learning about the complexities, joys and challenges of living, learning and working.
• Network with professionals who have attained career success.

While internships fulfill specific goals for the student, they also serve the university’s programs. Internships provide an opportunity for the program and university to create connections and partnerships with businesses, agencies, and schools.

Student Expectations
With the opportunity of a credit-bearing internship come responsibilities. Any BVU student engaged in an internship is expected to:
• Conduct oneself in a professional and ethical manner which reflects favorably upon the agency/business and the university as well as the student including but not limited to:
• Working within the scope of the agency/business and department policies and procedures.
• Taking the initiative to seek help and advice from appropriate agency/business personnel and faculty supervisors.
• Notifying the designated employer if a circumstance arises causing the intern to be absent or tardy.
• Attend meetings, conferences, and programs which enhance professional development during the internship experience.
• Assist the agency/business in reaching its goals and objectives.
• Adhere to all program, school, and/or university guidelines for internships by:
• Adequately preparing for the specific internship with appropriate course work.
• Participating fully in all steps of the internship process (i.e., setting goals, orientation, resume workshops, mock interviews, debriefing sessions, etc.) as outlined by the BVU faculty supervisor.
• Professionally and properly preparing required written works such as journals, logs, portfolios, presentation materials, and reflective essays.
• Accurately accounting for one’s hours interning.
Faculty Supervisor Expectations
Faculty members serving as faculty supervisors assume typical faculty responsibilities for the experience as they do with any other course assigned to them. As further clarification, faculty supervisors must:

• Be available for student interns on a daily basis whether via office telephone, cell phone, email correspondence, and/or in person. At times when faculty supervisors may be unable to be available for daily contact, they will provide student interns with at least two other BVU faculty/administrative contacts, i.e. the related school dean or another colleague in the program/school or the internship coordinator and the vice president for academic affairs/associate dean of faculty office in case of emergency. The primary concern is for the safety and professional counsel needs of students in the field. The goal is for emergency needs to be handled immediately and all contacts from students to be addressed and responded to within 24 hours.

• Coordinate the experience and expectations for the student with the site supervisor by:
  • Provide site supervisor with a copy of the goals and requirements of the internship program.
  • Provide contact information for the faculty supervisors, and others, in cases of emergency.
  • Articulate clear expectations of how the student intern is to be evaluated (e.g. journal, reflective paper, research paper, portfolio, project, presentation, etc.) and number of hours the intern is to serve.
  • Make certain that interns understand they minimally must complete a journal, reflective paper and presentation. The required presentation submitted to the faculty supervisors highlighting the key learning moments from their internship experience will be used for events such as inclusion in an internship symposium, major and/or school internship enhancement for underclass students.

•  Engage a three-way conversation among faculty supervisors, site supervisor and student intern whether face-to-face or via teleconference at least once during the internship.

• Provide site supervisor with the evaluation form to assess the student intern’s work.

• Follow up with a thank you letter to site supervisor/business on behalf of the program and university.

Site Supervisor Expectations
For employers who choose to partner with BVU in offering students internships, we expect the site supervisor to:

• Offer a meaningful learning experience for the student.

• Provide timely feedback to the student and BVU faculty supervisors.

• Monitor the match of the internship goals with the experiences offered to the student during the internship.

• Sign a student internship agreement form or provide a letter on company letterhead delineating his/her agreements to the required elements of the internship experience.

• Complete and return a final evaluation of the student’s performance on the evaluation form provided by the faculty supervisors.

BVU also recommends that the site supervisor engage in an exit interview/evaluation as an intern leaves the site.

Student Registration Process for Internships
Each Buena Vista University faculty supervisor will communicate his/her process for determining student eligibility to complete an internship. The registration process for all BVU internships is:

1. Students first complete an application form.
   a. Once the faculty supervisor has signed the form, the faculty supervisor keeps a copy for his/her records on the student intern.
   b. Students take the signed application form to the Registrar’s Office, to be placed in their official file. BVU Graduate & Professional Studies students take the signed application form to their student enrollment specialist/ advisor who will fax the form to the Registrar’s Office. The Registrar’s Office will supply the internship coordinator in the Career Services Office with a copy of the signed application form for appropriate database and reporting needs.

2. Students provide the signed student internship agreement form to the faculty supervisor; in consultation with the faculty supervisor, the decision is made whether the site supervisor will
also sign this form or supply his/her letter on company letterhead.
3. Students then register for the internship course via campus connect.
   a. January and semester internships are typically 3 credits; students enrolling for an internship for more or fewer than 3 credits must seek assistance from the Registrar’s Office to officially register; BVU Graduate & Professional Studies students seek assistance from their student enrollment specialist/advisor.
   b. Students enrolling in internship hours during the summer sessions must seek assistance from the Registrar’s Office (or appropriate student enrollment specialist/advisor) to officially register.
4. Students enrolling in internship credit without filing the appropriate signed form to the Registrar’s Office will not be granted academic credit for the internship experience. At the beginning of each enrollment period (semester, interim, or term), the Registrar’s Office will notify registered students who have not supplied the appropriate application form that they are being dropped from the internship credits.
5. Students may not begin an internship without demonstrating proof of liability insurance, as needed.

Athletic Training Clinical Intraship
Buena Vista University’s undergraduate athletic training clinical intraship program provides quality athletic health services to the student-athlete while simultaneously providing an exceptional and individually guided educational experience for the undergraduate athletic training student. On a continued basis, members of the athletic training faculty and staff work in conjunction with team physicians to ensure the proper prevention, care, treatment, and rehabilitation of student-athletes. The involvement of the athletic training student in the athletic training clinical intraship program is designed to provide the student with in-depth study and application in one of seven specific programs currently in ongoing development while working hand in hand with this list of athletic health care professionals. Specifically this program is a comprehensive lesson offering the development of knowledge and skills under the oversight of the athletic training program faculty and staff.

Program Specifics
• Each intraship is at maximum one semester in length and can be taken for 1-3 credits.
• Students may apply a total of 15 intraship and/or internship credits to their program of study.
• Students in academic good standing may apply and be chosen for more than one intraship in any given semester.
   • Each student should expect to dedicate no less than three to four hours a week to each project.
   • Students will be graded according to each described criterion.
   • Failure to make significant progress throughout the intraship timeline may result in the student’s removal from the project.

Expectations of the Instructor
• Be understanding of time related issues related to other classes and activities
• Be clear on what is expected
• Be able to help the student if extra help is asked of them
• Participate in good communication
• Listen to students’ ideas and questions
• Be clear on how the student will be graded

Expectations of the Student
• Be on time and a self-starter
• Be dressed in the proper apparel if applicable
• Be respectful to classmates, athletes, and instructor
• Communicate with instructor
• Work hard, there is limited time to learn all you can
• Put in extra hours if needed to completely understand what you need to accomplish.
• Use supplies given and know that the instructor is there to help you learn
• Be responsible and reliable

DEGREES OFFERED
The bachelor of science degree is conferred upon students selecting majors from the sciences and/or mathematics. The bachelor of arts degree is conferred upon students meeting requirements for degrees in all other major fields. The bachelor of applied studies degree is conferred upon students who have completed an approved associate of science, associate of applied science, associate of applied arts from an accredited U.S. institution, or comparable degree from foreign institutions which Buena Vista University has entered into sister-school agreements and who meet the following BVU requirements: completion of the BVU general education program (intellectual foundations, intellectual explorations, and for Storm Lake students, Academic and Cultural Events Series (ACES) requirement), and completion of 36 credit hours from BVU at the 300/400 level. (Bachelor of applied studies students do not declare a major and are not required to meet any specified number of credit hours of single content-area upper division coursework but must complete 36 credit hours from BVU at the 300/400 level.) Life experience credits do not count toward the 300/400 level requirement.
Students completing a BAS degree must satisfy each of the six BVU objectives via a course taken at BVU or equivalent course transferred in. Only one degree will be conferred upon any one individual.

CREDIT FOR PRIOR LEARNING
The university also permits superior students to enroll in certain advanced courses in foreign languages, and upon earning a “B” or better, receive a maximum of six hours of credits for appropriate preceding courses.

LIFE EXPERIENCE CREDIT
Students that have extensive knowledge gained through prior schooling, training, or on-the-job training experience may be eligible for life experience credit. Life experience credit should be requested no later than the beginning of the senior year. Guidelines can be obtained from the BVU Graduate & Professional Studies academic & program development manager or the academic policy coordinator. Life experience credit portfolios should be produced only after consultation with the faculty advisor or BVU Graduate & Professional Studies academic & program development manager. These portfolios must clearly state the hours of credit requested, and be supported by a rationale and documentation that should include a resume, letters from supervisors, certificates, work samples, etc.

A total of 21 hours of course credit may be earned through examinations and/or life experiences. No more than nine hours may be earned through life experience credit although typically no more than three credits are granted. Life experience credit is elective credit only. Financial aid cannot be used to cover the cost of life experience hours.

COLLEGE LEVEL EXAMINATION PROGRAM (CLEP) AND ADVANCED PLACEMENT (AP) PROGRAM
CLEP and AP are nationally recognized programs that offer students an opportunity to earn university credit by examination. CLEP and AP exams are available in a variety of general and specific subject areas. Credit will be awarded according to the American Council of Education (ACE) guidelines to a student who earns a CLEP score of “C” equivalent or better (as determined by CLEP) and AP score of 3 or higher. Credit will be applied toward earned hours toward graduation. Certain restrictions may apply. See the Registrar’s Office for more information.

INDEPENDENT STUDY
There are times when truly exceptional, high-achieving students may seek additional learning opportunities. These additional learning opportunities are best achieved through independent or directed studies. Independent studies are done at the discretion of the faculty member and school dean.

Independent study offers an opportunity to explore an area of study not included in the catalog listing of approved courses. The topic of an Independent Study should be selected and carefully designed by the student in cooperation with his/her faculty instructor, the appropriate school dean and the associate dean of faculty. The student will be expected to have earned a cumulative grade point average of 3.00 or above, have junior or senior status, and possess the appropriate background and interest to pursue the proposed area of study. A proposal for independent study form may be obtained from the registrar’s web page or BVU Graduate & Professional Studies site office. Students may take no more than one independent study course per semester, and no more than four courses during the course of his/her academic career. Independent study courses are assigned numbers 399 or 499 depending on the level of the course. Independent study will be graded P/F.

DIRECTED STUDY
Under exceptional circumstances, a course listed in the university catalog may be granted to a student on an individual basis provided doing so is appropriate to the design of the course. As a rule, directed studies are discouraged. There are times, however, when a directed study may be unavoidable in a student’s program of study. Such recognized occasions include:

- Transfer students in need of a course “off-rotation” to avoid delaying graduation, a situation that is particularly possible for courses that are offered only on alternate years.
- Time schedule conflicts between two required courses in a given semester. Determination of a need for the two courses in the given semester rather than desire for the two courses in a certain semester must be demonstrated by the student’s four-year plan of study.
- To facilitate a student’s ability to study abroad for a semester or engage a semester long specialized internship.

Offering directed study courses so a student may complete an additional endorsement, major and/or minor is not considered essential. A directed study course offered for a student in an unavoidable situation does not warrant including more students who are not in an unavoidable situation into the experience.

Students bear responsibility to enroll in the appropriate rotation of courses to complete their program of study. Students who enroll in and then drop a course to discover they are now “off-rotation” in course sequencing or fail to initially register for a course in a particular sequence given their anticipated graduation date should not expect that a directed study will be offered to rectify their situation.

To be considered for a directed study, the student must have junior or senior status. The details of the directed study must be agreed upon by the faculty sponsor and the student, and approved by the school dean and the associate dean of faculty or
BVU Graduate & Professional Studies enrollment manager no later than the end of the second week of classes in the semester/term in which the directed study is to occur. The directed study form must be submitted to the Registrar’s Office at that time. Forms may be obtained from the registrar’s web page or BVU Graduate & Professional Studies site office. In directed study, the student and the professor communicate on a regular basis. Students may take no more than one directed study course per semester or term and no more than four such courses during the course of his/her academic career. Grading for all directed study grades are letter grades unless distinguished differently in course description.

**Storm Lake Academic Sessions**

**Semester Designations**

Academic sessions at Buena Vista University are based on the 4-1-4 system, with a fall semester, a January interim, and spring semester. The fall and spring semesters are approximately 14 weeks in length, and the interim is approximately three weeks.

**Interim**

Interim courses are typically 3 credit hours. A three-credit course meets the full interim calendar for 150 minutes each day, travel courses are three credit hours. When the interim calendar includes fewer than 15 days of instruction more than 150 minutes may be required each day. Internships and travel courses are typically 3 credit hours. Internships and credit hours are determined by the number of 40-hour weeks contained within the internship experience. A three-credit internship, for example, requires three 40-hour work weeks. Classes meet daily. Grading is determined by the instructor and indicated in each course description. If student option is indicated, the student may choose between P/F (pass/fail) or letter grade. All travel courses and internships are P/F.

There will be no tuition, board and/or room refunds for full-time students who elect not to participate in interim, nor will students who have failed to register for or participate in interim courses be permitted to remain in the residence halls during the January term. Any student residing on campus during the interim must be enrolled in and attending an interim academic experience. Only students on individual course rosters are permitted to attend the specific course. Failure to register properly for an interim course forfeits the student’s right to transcript a grade for a course.

Students enrolled in courses that require them to be off campus are eligible for a meal stipend if they have a meal plan for the semester/term during which they are required to be off campus. See the associate dean’s office for deadline information.

In order to be eligible to participate in interim, students must either complete the fall semester as a full-time student or plan to enroll full-time for the spring semester. Part-time students have the option of participating in interim. Tuition will be charged on a per-credit-hour basis for part-time students. Similarly, students on tuition exchange attending interim only will be charged a pro-rated room and board fee. Persons with questions regarding the billing process should contact the Business Office. Some courses, such as travel courses, have special charges associated with them.

In case of cancellation of the course by the university, the special fees will be promptly refunded.

If a student cancels registration in such a course, no refund of the special fees can be guaranteed. The university reserves the right to remove a student from a travel course or internship for failure to perform all required activities in preparation for or during the experience in an appropriate professional manner. Students removed in such circumstances forfeit their right to any special fees refund.

Students from other 4-1-4 institutions are welcome to participate in BVU’s interim. Application should be made to the associate dean’s office, 610 W. Fourth Street, Buena Vista University, Storm Lake, Iowa 50588.

**Summer Sessions**

The university offers a limited number of undergraduate summer classes in two summer sessions. Students are permitted to enroll for a maximum of 6 credit hours in each session. Credit may also be earned through special workshops, short courses, and independent studies offered in the summer.

**Academic Enrichment Opportunities**

**Center for Academic Excellence (CAE)**

The Center for Academic Excellence (CAE) is the university’s academic support unit, which provides services to enhance the teaching-learning experience for the university community. For more information, please see page 57 (2013-2014 Academic Catalog).

**Disabilities Accommodations**

The CAE works with students who, due to a disability, are seeking academic accommodations. BVU policy, in accordance with state and federal guidelines, calls for reasonable accommodations to be made for qualified students. To assure that this policy is upheld the director of the CAE serves as coordinator for the appropriate and reasonable accommodations and is available to assist students in the student accommodation process.

**CAE Skills Courses**

The CAE also works with students to improve certain academic skill areas to build general study skills, including test preparation, time management and scheduling, note-taking and listening, critical thinking and reading, and basic learning strategies.
Each semester, the university offers semester-long courses designed to improve students’ skills regardless of their current level. Students register for these courses just as they would for any course at the university.

The classes are:
• AEXL 022 Reading Speed and Comprehension
• AEXL 023 Vocabulary Improvement

**English for Speakers of other Languages (ESOL)**

An English for speakers of other languages (ESOL) program is offered to all international students. To be fully admitted students must have a minimum TOEFL score of 550. Students may be conditionally admitted with a TOEFL or equivalent score of 500. The program offers two tracks of study: English for Academic Purposes (EAP) and General English (ESL).

**English for Academic Purposes (EAP)**

EAP courses are generally 3 credit hours and are designed to help international students improve their academic language skills in listening, speaking, reading, and writing to enhance the likelihood of their academic success. Language skills addressed in EAP courses include: oral intelligibility, fluency development, listening comprehension, reading, writing, grammar and academic vocabulary development. Additionally, EAP courses help international students acquire academic study skills, such as test taking and note taking skills, academic vocabulary usage, critical reading and writing, comprehending academic lectures, research and library skills, formal composition forms and development, including research papers. All international students are assessed by the Director of ESOL and placed into the appropriate courses based on the results of English language diagnostic test and individual needs for academic language support. Students are not able to otherwise choose to enroll in EAP courses. A maximum of 15 credit hours of EAP coursework may be applied towards graduation from Buena Vista University.

**General English (ESL)**

General English, or English as a Second Language (ESL), courses are available to students who do not meet the minimum English proficiency requirements to be enrolled in EAP courses. International students who have not taken an English proficiency or who have a TOEFL score or equivalent below 500 will be required to enroll in these courses. ESL courses are designed to help students improve their reading, writing, speaking and listening skills, prepare them for academic language skills learning, and bring the student’s English language proficiency up to the level required for admission to the academic program. Students are required to enroll in a minimum 12 credit-hours of ESL courses, and students who fail the same course twice may be down-leveled to a one-level below. Students in advanced level ESL courses must pass an Exit exam at the end of semester. Exam results are reviewed by the Director of ESOL, and students who achieve the necessary scores are enrolled in the academic program of choice at that time.

**Honors Program**

At Buena Vista University students may enter the honors program in two ways, as entering new first-year students or as current or transfer students after having completed a minimum of 15 credit hours of collegiate work.

Entering first-year students are automatically screened for admission to the honors program based on their high school record and achievements. First-year students must meet two of the three following standards: ACT 28 or higher, HS rank in top 10 percent or HS GPA of 3.75. In addition, consideration is given to the strength of their college preparatory curriculum, participation in activities that supplement the student’s academic work and/or demonstration of community involvement and a sense of social responsibility. Students also complete an honors program application and submit an essay to be in the honors program. New international students wishing to enroll in the honors program should see the honors program director.

Current BVU students and transfer students who have completed at least one semester of a strong college curriculum consisting of a minimum of 15 credit hours and who have achieved a 3.5 cumulative GPA may apply to the honors program. Current BVU and transfer students meeting the above guidelines must complete an application form and submit an essay.

The honors program encourages students to develop their academic talents beyond the regular programs at the university and is designed to provide greater depth to the student’s regular academic program through specialized intellectual explorations courses, dialogue and research work. Special opportunities may be organized around topics of special interest to students in the program. Students present and defend their final research projects in a public forum. The Buena Vista University honors program is especially suited for students contemplating graduate or professional school, and honors recognition will appear on the transcripts of those students who successfully complete the program. Applications for the program are typically taken in the fall semester. More specific information on the program may be obtained from the honors program director.

**Dean’s Fellowship Program**

The dean’s fellowship program honors first-time freshmen who have achieved an outstanding
scholastic record in high school and who have demonstrated leadership ability through activity in their schools or community. The dean’s fellowship program offers a series of value-added experiences designed to enrich the entire collegiate experience and prepare fellows to make meaningful contributions to society upon graduation. The goal of the program is to engage the individual student totally in becoming a life-long learner through a variety of intellectual, social, and cultural programs. Enrichment activities include international and domestic travel and opportunities to work closely with a faculty mentor.

**International Studies**

The university provides several opportunities for students to engage in cross-cultural experiences. Study abroad credits from non-U.S. host institutions will transfer as pass/fail “grades” at BVU with a grade of “C-” or better becoming a pass and a grade of “D-” or below becoming a fail.

**Interim Education Travel**

Each interim, Buena Vista University students may choose from a variety of foreign programs. Past interims have included travel courses to Australia, England, France, Germany, Italy, Mexico, Spain, Greece, Cuba, the Mediterranean, Fiji, Vanuatu, Peru, Egypt, and Japan. Several domestic travel courses also are offered each year, New York City and a study of Disney and Universal Studios are offered frequently.

**Taiwan Program**

In June 1981, the university initiated an exchange program which involves students from Buena Vista University who serve as English tutors at the Taipei Language Institute in Taiwan for a semester while also being tutored in Mandarin Chinese and acquiring general elective university credit.

**Japan Program**

The university initiated an exchange program with Hokusei Gakuen University in Sapporo, Japan, in 1981. Hokusei University is a Presbyterian-related university of about 1,500 students. BVU students are given an opportunity to spend a semester studying the Japanese language and culture, as well as Japanese business practices, in this exchange program.

**Other Study Abroad Options**

Buena Vista University’s cooperating agreements provide study abroad and internship abroad opportunities in eleven countries: Austria, England, France, Mexico, the Netherlands, Costa Rica, Kenya, Australia, China, Spain, and Wales. Course offerings and internship possibilities vary according to country. Further information on these and other international programs may be obtained from the study abroad coordinator at Buena Vista University.

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**Academic Policies**

**ACADEMIC HONESTY**

Buena Vista University believes that personal integrity and academic honesty are fundamental to scholarship. We strive to create an environment where the dignity of each person is recognized and an atmosphere of mutual trust exists between instructors and students.

Accordingly, honesty in all academic matters is expected from all students. Actions contrary to academic integrity will not be tolerated. Any attempt to cheat, misrepresent someone else’s work as one’s own, receive credit for work one did not do, obtain an unfair advantage over other students, or aid another student to do the above will be considered a breach of academic integrity. The faculty have confidence in the integrity of students and encourage students to exercise good judgment in fulfilling this responsibility.

Activities that have the effect or intention of interfering with learning or fair evaluation of a student’s work or performance are considered a breach of academic integrity.

Examples of such activities include, but are not limited to:

- **Cheating** (intentionally using or attempting to use unauthorized material, assistance, or study aids in any academic work). For example, using a cheat sheet for a test, looking at another student’s paper during an exam, stealing or buying all or parts of an exam or paper, altering and resubmitting work for a better grade without prior approval to do so, etc.

- **Plagiarism** (representing another’s ideas, words, expressions, or data in writing or presentation without properly acknowledging the source). For example, misrepresenting another’s work as one’s original work, using someone else’s idea without giving proper credit, failing to cite a reference or failing to use proper documentation, using works of another gained over the internet and submitted as one’s own work, etc.

- **Falsification and/or misrepresentation of data** (submitting contrived or made up information in any academic exercise). For example, making up data, citing non-existent sources, etc.

- **Facilitating academic dishonesty** (knowingly helping or attempting to help another violate any provision of the academic honesty policy). For example, working together on a take home exam or other assignment when the option has not been made available, giving your paper/assignment to another student for his/her use, etc.

- **Computer crimes** (damaging or modifying computer programs without permission). For example, software piracy, hacking, constructing viruses, knowingly introducing viruses into the
system, copying programs and/or data belonging to others, etc.

- **Multiple submission** (submitting, without prior approval from the instructors involved, any work submitted to fulfill academic requirements in another class). For example, submitting the same paper for two different classes, etc.

- **Misrepresentation of academic records** (knowingly misrepresenting or tampering with any portion of official records of the university or transcripts). For example, forging a change of grade slip or registration form, tampering with computer records, etc.

- **Unfair advantage** (trying to gain unauthorized advantage over fellow students). For example, gaining or facilitating unauthorized access to exam materials (past or present); interfering with another student’s efforts in an academic exercise; lying about the need for an extension on a paper or assignment; destroying, hiding, removing or keeping, library materials, etc.

Any violation of this policy will be treated as a serious matter. The instructor has primary responsibility over classroom behavior and maintaining academic integrity. Instructors are encouraged to specify clearly at the beginning of each course what constitutes violations of academic honesty and the consequences for academic dishonesty. In cases of repeated or flagrant violations, a student may be dismissed from the university.

Depending on nature and severity of the offense, the university reserves the right to exact maximum penalty, even in the case of a first offense.

If an infraction is suspected, the following guidelines and procedures apply:

- A faculty member who suspects a student of academic dishonesty shall inform the student of his/her suspicion and present him/her with the evidence, allowing the student an opportunity for rebuttal.

- Faculty members, upon determination of an infraction based on the evidence, may determine the penalty for the infraction. This may involve failing a student for a particular assignment, test or course. The penalty must be communicated in writing to the student. In addition, the dean of faculty may impose academic warning, academic probation, academic suspension or expulsion, depending on the severity of the offense. A BVU Graduate & Professional Studies enrollment manager or academic & program development manager, through consultation with the dean of faculty and associate dean for BVU Graduate & Professional Studies or course, the instructor may recommend the student to the dean of faculty for disciplinary action. In the case of a BVU Graduate & Professional Studies student, the instructor may recommend the student to the BVU Graduate & Professional Studies enrollment manager or academic & program development manager.

- If a student is involved in academic dishonesty but is not enrolled in a particular instructor’s course, the instructor may recommend the student to the dean of faculty for disciplinary action (e.g. Student A who is enrolled in a course has Student B, who is not enrolled in a course, write a paper for him/her. Student B may be recommended to the dean of faculty disciplinary action). In the case of a BVU Graduate & Professional Studies student, the instructor may recommend the student to the BVU Graduate & Professional Studies enrollment manager or academic & program development manager.

- All information related to any violation will be kept in a special file by the dean of faculty, and the appropriate BVU Graduate & Professional Studies enrollment manager or academic & program development manager, during the time in which the student is enrolled at Buena Vista University, serving only as a statement of record if the student is charged with a subsequent act of academic dishonesty. In the case of appeal, the file will be destroyed if the student is found to not have violated academic integrity standards. If the student is found to have violated academic integrity, the file remains in the dean of faculty office until the student’s graduation or three years after the student’s last date of enrollment.

### Appeals Process for Academic Honesty

Students may appeal a faculty member’s decision to the dean of faculty (or his/her designee). The decision from the dean of faculty is final.

If an appeal is made to the dean of faculty, the following procedures are to be used:

- A written request for hearing must be made with the dean of faculty within two weeks of the faculty member’s decision being communicated with the student. The written notification from the student should include his/her understanding of the events that occurred and his/her reasons for the appeal.

- The dean of faculty will engage in fact-finding that he/she deems appropriate, after which the dean of faculty will meet with the student, his/her academic advisor, and the faculty member involved. In the event the faculty member involved is the student’s advisor, the student will select another faculty member to attend the meeting.

- The dean of faculty’s decision will be communicated in writing to the student, the
academic program policies & particulars

GOVERNING CATALOG
Students are governed by regulations and requirements of the catalog under which they enter, unless a subsequent catalog is chosen. Changes in the catalog requirements that occur after a student enters the university as a result of curriculum revision and other faculty actions are not enforced retroactively; however, such changes do become effective as stipulated by faculty.

While administrators and teachers are available to advise, each student is responsible for meeting the catalog requirements for graduation.

MAJOR AND MINOR COURSE OF STUDY
When a curriculum revision occurs, students may elect to meet course requirements for a major or minor as specified in the catalog in effect at the time of their admission or they may choose to meet the academic requirements in full of a subsequent catalog. Contact the registrar or BVU Graduate & Professional Studies student enrollment specialist/advisor for the appropriate forms. Note: Education (teaching) students must meet the current requirements for teacher certification.

READMISSION TO BVU
A student whose course of study at BVU is interrupted for an extended period of time – two years or more – must meet the requirements of the catalog in effect at the time of re-entry to BVU.

ASSESSMENT PROGRAM
Buena Vista University values student growth and development. As a consequence, the institution has developed a plan for longitudinal assessment of student academic achievement. Results of the assessment will be studied and used in an ongoing fashion to provide improvement of the academic programs of the university.

SATISFACTORY ACADEMIC PROGRESS (SAP) POLICY
The Satisfactory Academic Progress (SAP) Policy addresses the importance of students’ commitment to academic excellence and outlines the criteria for remaining in good standing academically at BVU. A student’s cumulative grade point average will include BVU credits only. Grades earned at other institutions are not reflected on the BVU official transcript. Transfer hours brought in will count towards earned and attempted credits for purposes of satisfactory academic progress.

Federal regulations require that all federal financial aid recipients make satisfactory academic progress towards degree completion. Progress is measured qualitatively by the student’s cumulative grade point average (CGPA), and quantitatively by percentage of credit hours earned in relation to those attempted. Federal regulations also limit the duration of the program. These standards will also apply to most funds provided through the State of Iowa. Buena Vista University’s standards for these requirements are described below.

Faculty and staff members at Buena Vista University are committed to fostering and furthering the academic success of all students. While we recognize that sometimes students encounter difficulties in their academic pursuits, we also expect students to make satisfactory progress toward degree completion – see description below under “The Standards.”

A minimum cumulative grade point average (CGPA) of 2.0 is required for graduation. Specific programs (such as School of Education) may have higher CGPA requirements. See catalog program descriptions for details. Any student whose grade point drops below a 2.0, whether for the semester or as a cumulative grade point average, is in academic jeopardy and in danger of losing federal and state financial aid. Such students are encouraged to meet with an advisor and to seek assistance from the Center for Academic Excellence or BVU student enrollment office staff.

The Standards
Satisfactory academic progress in the University is defined by two components: 1. Qualitative - cumulative grade point average related to total number of credits earned and 2. Quantitative - ratio of earned to attempted credits. (For graduate student standards, see p. 152 of the Academic Catalog.) Both of these components are explained below:

1. Qualitative Component: Cumulative Grade Point Average

Because the transition to university learning is challenging, first and second year students are allowed time to build their CGPA to a 2.0 as they accumulate credits; by the time students have achieved junior status or completed two academic years, they must have achieved and are expected to maintain a 2.0 BVU CGPA. A student is considered to be making satisfactory qualitative academic progress if the student in question has earned a BVU CGPA above the probationary status detailed below.

<table>
<thead>
<tr>
<th>Cumulative Credits Earned</th>
<th>Probationary Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Less than 24</td>
<td>Less than 1.75 CGPA</td>
</tr>
<tr>
<td>24-55.99</td>
<td>Less than 1.9 CGPA</td>
</tr>
<tr>
<td>56+ or 2 years of enrollment, whichever comes first</td>
<td>Less than 2.0 CGPA</td>
</tr>
</tbody>
</table>
2. Quantitative Component: Credit Hours Earned

Adequate progress toward degree completion is measured by an appropriate ratio of credit hours earned in relationship with credit hours attempted. Students must complete 67% of the credit hours attempted to be making satisfactory academic progress. Withdrawing from courses or failing a course may ultimately result in not achieving the necessary 67% successful completion rate which allows students to graduate in the time limit allowed (see Duration of Eligibility below). A student is considered to be making satisfactory quantitative progress if the student in question meets the 67% completion standard detailed above.

All courses completed at BVU are included in the analysis of academic standing. BVU does not use incompletes as a grading option; students should be familiar with the change of grade contract process on page 35 (2013-14 Academic Catalog). Students also may choose to repeat courses they have failed. The repeated attempt counts in the hours attempted by the student for purposes of calculating quantitative progress toward degree completion. See Repeating Courses on page 33 (2013-14 Academic Catalog).

Satisfactory Academic Progress Review Process

The Academic Standing Committee is chaired by the associate dean of faculty and includes a representative from Graduate & Professional Studies, a representative from the deans at Storm Lake, a representative from the Registrar’s Office, a representative from Student Affairs, and the Director of Financial Assistance. This committee reviews students’ progress three times during each academic year and notifies in writing those students whose academic records fall short of the standards for determining satisfactory academic progress. For Storm Lake students, course work enrolled in during summer is reviewed in September, coursework enrolled in during fall is reviewed in January, while coursework enrolled in during January and spring is reviewed in June. For students in the Graduate & Professional Studies Programs, course work will be reviewed after Terms 2, 4, and 6. Students enrolled in the co-op programs through Graduate & Professional Studies will be evaluated after each term.

Based on the Academic Standing Committee’s review of qualitative and quantitative components, a student may be placed on academic probation, may be suspended from the University, or may be dismissed from the University. A student is considered to be in good academic standing and making satisfactory progress if the student in question meets the two standards detailed above or if the student is in compliance with any stipulations placed on the student by Admissions or the Academic Standing Committee.

Probation
Probation is a warning that indicates that a student’s continued enrollment at BVU is in jeopardy. Probation would be the result during the first review period after which a student fails to meet either of the standards outlined above. If a student is placed on probation, the student will remain eligible for Federal and/or State financial aid consideration during that first probationary period. However, if enrolled in subsequent semesters/terms, the student will be removed from those courses pending return to good academic standing or successful appeal of suspension.

A contract specifying steps a student must take for continued enrollment while on probation may be required at the discretion of the Academic Standing Committee. Such a contract may limit the total number of credits a student may enroll in during a subsequent semester/term, and may prescribe courses in which a student may enroll.

Failure to Achieve SAP after Probation
A student who fails to achieve good academic standing after a probationary period will be suspended from the University unless an appeal has been approved. Appeals may be granted in the case of extenuating circumstances such as illnesses, family emergencies, employment, etc., that may affect a student’s ability to achieve satisfactory academic progress.

A student without a successful appeal will be suspended. A student who has been suspended may not enroll or attend classes at Buena Vista University for at least one semester at Storm Lake or term with Graduate & Professional Studies Programs before being eligible to apply for readmission to the university. Upon return, the student will be eligible for federal, state, or institutional aid so long as an academic plan has been created and approved by the satisfactory academic progress committee or an appeal, which provides information on new extenuating circumstances is approved. The process for readmission is outlined below.

Appeal Process
The appeal should be in writing and received by the Associate Dean of Faculty in sufficient time for processing. The written appeal must include and document the extenuating circumstances that prevented the student from meeting satisfactory progress, what has changed in the student’s situation, and the specific steps that will be taken to ensure future success, including a tentative schedule of classes to be taken, when they will be taken, and at which locations.

Before a decision is made, the student’s progress – along with the details in the appeal related to the reasons for the lack of progress – will be reviewed by the Satisfactory Academic Progress (SAP) Committee to determine if and how the student can regain good
academic standing. The SAP Committee is composed of the Associate Dean of Faculty, the Director of Financial Aid, the Registrar, one dean, and one representative from Graduate & Professional Studies.

If the student’s appeal is approved, the student will be permitted to return. The student will remain eligible for federal or state financial aid consideration for the period of time stipulated by the SAP Committee. At the end of the next review period, the student will either continue with the multiple semester/term probationary contract, return to good academic standing, or be suspended.

Re-establishing Satisfactory Academic Progress
Other than in situations where an appeal is granted, a student who has lost eligibility for federal or state financial aid can only regain eligibility by taking action that brings them back into satisfactory academic progress.

Neither paying for one’s classes nor sitting out any length of time affects a student’s academic standing so neither is sufficient to re-establish eligibility.

Credit hours earned at another institution will be used in the determination of academic standing; however, grades earned at another institution do not calculate into a student’s CGPA at Buena Vista University.

Process for Re-Admission after Suspension
Students suspended from the university because of failure to meet the satisfactory academic progress requirements as outlined above wishing to apply for re-admission should:

1. Consult with their academic advisor for assistance in preparing a letter of application for re-admission.
2. Submit a formal letter addressed to the Associate Dean of Faculty requesting re-admission. This letter should provide an explanation of the circumstances that contributed to the student’s lack of academic progress and a detailed and specific plan outlining steps the student will take to address those circumstances in the future, including a tentative schedule of classes to be taken, when they will be taken, and at which locations. The letter must include the student’s signature.
3. Re-admission letters of request must be received in sufficient time for processing of those requests. As a rule, these requests should be received by the Associate Dean’s office a minimum of one month prior to the beginning of the semester/term in which the student wishes to re-enroll.
4. The re-admission letter will be reviewed by a committee composed of the Associate Dean of Faculty, the Associate Dean for BVU Graduate & Professional Studies or his/her designee, and a school dean from Storm Lake.

5. Upon return, the student will be eligible for federal, state, or institutional aid so long as an academic plan has been created and approved by the satisfactory academic progress committee or an appeal, which provides information on new extenuating circumstances is approved.

Notification of Academic Status
Students will receive notification of their status after application for re-admission within two weeks of the review dates. Notification of probation or suspension is sent from the Vice President for Academic Affairs/Dean of Faculty to the student and copied to the student’s advisor or appropriate Graduate and Professional Studies personnel. However, it is the student’s responsibility to know the standards of academic progress (see “The Standards” above) and failure to receive the notification will not nullify the academic status. Qualitative probation and suspension will be noted on the academic transcript for the semester/term in which that status is earned.

Dismissal
The University reserves the right, upon recommendation from the Academic Standing Committee, to dismiss a student who fails to meet the standards even after being placed on probation or suspension.

A student who has been dismissed from the university is not eligible for re-admission.

Appeals
A student has the right to appeal the decision of the Academic Standing Committee in cases of suspension and dismissal. The appeal is made to the Vice President of Academic Affairs and consists of an explanatory letter submitted to that office within two weeks of receipt of notification of suspension or dismissal. The decision of the Academic Vice President is final.

ATHLETIC ELIGIBILITY
As a member of the NCAA, Buena Vista University student-athletes must adhere to the NCAA academic eligibility guidelines as set forth in the NCAA Division III Manual. These requirements shall apply for practice, for regular-season competition and NCAA championships. They include the following:

• Be enrolled in a minimum full-time program of study leading to a baccalaureate or equivalent degree.
• Be eligible as defined by the academic standing policy. Students are considered academically eligible and making satisfactory progress if their academic standing exceeds the suspension standards detailed in the academic standing policy.
Further, student athletes shall meet the following conditions:

- A student-athlete shall not engage in more than four seasons of intercollegiate competition in any one sport.
- A student-athlete shall complete his/her seasons of competition during the first 10 semesters in which the student is enrolled in a collegiate institution in at least a minimum full-time program of study.
- When determining initial eligibility for a new transfer student who has ever participated in intercollegiate athletics, the student must have been academically and athletically eligible had he or she remained at the previous institution.

Full-time status is defined as enrollment in 12 credit hours per semester. Students that drop or withdraw from a course during a semester, falling below the 12 credit hour minimum, shall be ineligible. A waiver of the minimum full-time enrollment requirement may be granted for a student enrolled in the final term of his/her baccalaureate program. Review of student academic progress occurs in January, June, and September by the university’s academic standing committee.

In addition, NCAA student-athlete required consent forms shall be administered by the NCAA compliance coordinator.

A complete list of NCAA Division III eligibility guidelines is available from the NCAA compliance officer.

STUDENT APPEAL PROCESS

Undergraduate students having concerns in the academic area are encouraged to resolve these concerns through direct communication with the professor or administrative office involved, with school deans or with the vice-president for academic affairs. Often these concerns will involve a dispute over a grade. On those rare occasions when disagreements may not be resolved directly, the appeals process detailed below may be used.

Students having academic related concerns should first consult with the faculty member involved. In the case of a grade, no grade may be changed after it has been filed in the Registrar’s Office except by action of the faculty member or the decision of an appeal by the vice president for academic affairs. If a grade remains uncontested for a period of 6 weeks into a subsequent semester/term following the date published as the official end of the semester/term, it will be assumed to be correct and will not be eligible for change. For example, a grade from the spring semester must be appealed no later than six weeks into the following fall semester.

Prior to a formal appeal, the student should discuss his/her questions with the faculty member involved. The appeal process is intended for those rare occasions when students and faculty cannot come to understanding of the faculty member’s assessment of the student’s work.

Steps students must take in appealing a grade include:

1. In writing, the student identifies his/her concerns by drafting a letter indicating the course, instructor, the grade received, the grade the student believes he/she should have received, and the reasons why a grade different from the one assigned is more appropriate in his/her judgment.
2. The letter must include the student’s signature and is delivered or mailed to the dean of the school for the course in question. For BVU Graduate & Professional Studies students, the letter is given to the appropriate academic & program development manager.
3. Generally within a week’s time, the school dean or BVU Graduate & Professional Studies academic & program development manager will meet with the student. The student should bring any related course materials from the course in question with them to this meeting.
4. The school dean or BVU Graduate & Professional Studies academic & program development manager will meet with the faculty person involved with the grade challenge. At this point, the faculty member may also have documents for review (papers, final exams, etc. for which the student does not have ownership).
5. Based on the materials and information from the student and faculty member, the school dean or BVU Graduate & Professional Studies academic & program development manager resolves the question(s) identified in the appeal. The school dean or BVU Graduate & Professional Studies academic & program development manager may choose to ask for a meeting with the student and faculty member or consult with others as appropriate; the school dean’s or BVU Graduate & Professional Studies director’s final decision of the appeal will be communicated in writing to the student and faculty person involved. If a change of grade is warranted, appropriate paperwork for a change of grade will be initiated by the school dean.
6. The student or faculty member may appeal the school dean’s decision to the vice president for academic affairs (VPAA). Such an appeal must state the reason(s) and be presented in writing within two (2) class days after receiving the decision from the school dean and includes forwarding the paperwork the school dean received to the VPAA. The VPAA reviews the materials and may ask for meetings with the student and/or faculty member involved. The VPAA communicates her/his decision in writing within 2 weeks of receiving the request for appeal. The decision of the VPAA is final.
7. The student or faculty member at a BVU Graduate & Professional Studies location may appeal the academic & program development manager’s decision to the associate dean for BVU Graduate & Professional Studies. Such an appeal must state the reason(s) and be presented in writing within two (2) class days after receiving the decision from the BVU Graduate & Professional Studies academic & program development manager and includes forwarding the paperwork the academic & program development manager received to the associate dean for BVU Graduate & Professional Studies who reviews the materials and may ask for meetings with the student and/or faculty member involved. The associate dean for BVU Graduate & Professional Studies may also need to confer with appropriate school deans or others. The associate dean for BVU Graduate & Professional Studies communicates her/his decision in writing within two weeks of receiving the request for appeal.

8. BVU Graduate & Professional Studies students’ final appeal may be made to the vice president for academic affairs (VPAA) and follows the process outlined in number 6 above.

Student concerns which are for issues other than grades should be handled similarly. Because of the specific nature of a concern a student may have about how the interaction with a faculty member is occurring, it may be most appropriate for the student to meet with the dean of the school or BVU Graduate & Professional Studies academic & program development manager initially rather than first speaking to the faculty member.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

Access to Records by Students

Students may inspect all education records pertaining to them that are maintained by Buena Vista University. Student education records are defined as records, files, documents, and other materials that contain information directly related to a student and are maintained by Buena Vista University or by an entity acting for the university.

Student education records do not include records of instructional, supervisory, and administrative personnel, and ancillary educational personnel, that are in the sole possession of the maker and that are not accessible or revealed to any other person except a substitute.

Other exclusions include:

- Notes of a professor/staff member concerning a student and intended for the professor/staff member’s own use are not subject to inspection, disclosure and challenge.
- Records of security services, except in instances where they are transmitted within the university for administrative purposes.

- Records relating to an individual who is employed by an educational agency or institution, not a result of his or her status as a student that:
  1. Are made and maintained in a normal course of business;
  2. Relate exclusively to the individual in that individual’s capacity as an employee; and,
  3. Are not available for use for any other purpose.

- Records on students that are made or maintained by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional acting or assisting in that capacity are not subject to the provisions of access, disclosure and challenge. Such records, however, must be made, maintained or used only in connection with the provision of treatment to the student and are not available to anyone other than the person providing such treatment or a substitute. Such records may be personally reviewed by a physician or other appropriate professional of the students’ choice.

- Application records of students not admitted to the university; however, once a student has enrolled in an academic offering of the university, application information becomes a part of the student’s educational records.

- Alumni records.

Access to Student Records by Others

Directory information (name, address, telephone listing, electronic mail address, date and place of birth, field of study, dates of attendance, enrollment status, expected date of completion, class rosters, participation in officially recognized activities, photographs, weight and height of members of athletic teams, degrees, honors, awards received, and the most recent educational institution attended) is public, unless the student expressly prohibits its publication in writing no later than seven days after the beginning of classes each semester/term to the Registrar’s Office. All other personally identifiable information is held in confidence by all Buena Vista University personnel and is not released to others except with the authorization of the student. This authorization is indicated by the student providing to these authorized individuals a ‘personal authorization number,’ (PAN) which is accessed and maintained by the student via campus connect and the student’s BVU GroupWise account.

However, the university may grant access to student records without the consent of the student to the following parties:

- Members of the faculty and administration and the personnel of their offices shall have such access as may be necessary in the normal
course of the educational and administrative functioning of the university.

- Parents of financially dependent students (as defined by the Internal Revenue Service).
- Officers of other educational institutions in which the student seeks or intends to enroll.
- Parties in connection with the granting of financial aid to the student.
- Persons conducting educational or research studies about universities and students, including accrediting organizations, with the provision that only aggregate (not personally identifiable) data will be made public.
- When there exists a bona fide health or safety emergency. This includes alcohol and controlled substance violations.
- Certain state and federal officials as mandated by law (law enforcement officers are not included; they are granted access to student records only with the written consent of the student or in case of a court order or subpoena).

In the event of a lawful subpoena, with which the university must comply, Buena Vista University attempts to notify the student that a subpoena has been served. The exception to this notification includes the Patriot Act and other restrictions on notification.

- Disclosure of the final results of a disciplinary proceeding to a victim of an alleged perpetrator of a crime of violence or a non-forcible sex offense. The institution may disclose to the victim the final results, regardless of whether the institution concluded a violation was committed.

- As of January 3, 2012, the U.S. Department of Education’s FERPA regulations expand the circumstances under which your education records and personally identifiable information (PII) contained in such records — including your Social Security Number, grades, or other private information — may be accessed without your consent. First, the U.S. Comptroller General, the U.S. Attorney General, the U.S. Secretary of Education, or state and local education authorities (“Federal and State Authorities”) may allow access to your records and PII without your consent to any third party designated by a Federal or State Authority to evaluate a federal- or state-supported education program. The evaluation may relate to any program that is “principally engaged in the provision of education,” such as early childhood education and job training, as well as any program that is administered by an education agency or institution. Second, Federal and State Authorities may allow access to your educational records and PII without your consent to researchers performing certain types of studies, in certain cases even when we object to or do not request such research. Federal and State Authorities must obtain certain use-restriction and data security promises from the entities that they authorize to receive your PII, but the Authorities need not maintain direct control over such entities. In addition, in connection with Statewide Longitudinal Data Systems, State Authorities may collect, compile, permanently retain, and share without your consent PII from your education records, and they may track your participation in education and other programs by linking such PII to other personal information about you that they obtain from other Federal or State data sources, including workforce development, unemployment insurance, child welfare, juvenile justice, military service, and migrant student records systems.

Record of Requests for Access to Student Records
Buena Vista University maintains, as part of the educational record of the student, a record of all requests for access (whether or not the requests were granted), with the exception of requests for directory information. This record includes the name of the party requesting the information, the date, and the legitimate interest this party had in requesting the information.

Such records are not maintained when the student personally inspects his or her records, when disclosures are made at the request of the student, and when disclosures are made to Buena Vista University personnel or other parties with legal access.

Rights to Inspection
Students have the right to inspect and review their education records within 45 days of the day the university receives a request for access.

Students should submit to the registrar written requests that identify the record(s) they wish to inspect. The registrar will make arrangements for access and notify the student of the time and place where the records may be inspected.

Questions About Record Accuracy:
Challenges to Content
Students have the right to request the amendment of their education records that the student believes are inaccurate or misleading.

Students may ask the university to amend a record that they believe is inaccurate or misleading. They should write the university official responsible for the record, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading.

If the university decides not to amend the record as requested, it shall inform the student of its decision. The student then has a right to a hearing before the university and to challenge the content of the student’s educational record on the grounds that the information contained in the records is inaccurate,
misleading, or in violation of the privacy rights of the student.

If, as a result of the hearing, the university decides that the information is inaccurate, misleading or otherwise in violation of the privacy rights of the student, it shall amend the record accordingly and inform the student in writing of the amendment. Conversely, if, as a result of the hearing, the university decides the information in the educational record is not inaccurate, misleading, or otherwise in violation of the privacy rights of the student, it shall inform the student of his or her right to place a statement in the record commenting on the contested information in the record or stating why he or she disagrees with the decision of the university, or both.

Note: The above policies and procedures are, to the best of our knowledge, consistent with the requirements mandated by Section 438 of the General Education Provisions Act, as amended (The Family Educational Rights and Privacy Act of 1974—FERPA), and the regulations pursuant thereto as issued by the Department of Health, Education, and Welfare, June 17, 1976.

A student may file a complaint with the following governmental office regarding an alleged violation by the university of the Family Educational Rights and Privacy Act (FERPA). The complaint must be made in writing and addressed to: Family Compliance Office, U.S. Department of Education, 400 Maryland Avenue, S.W., Washington, D.C. 20202-4605. The complaint must contain specific allegations of fact giving reasonable cause to believe that a violation of FERPA has occurred. The complaint must be submitted within 180 days of the date of the alleged violation or the date the student knew or reasonably should have known of the alleged violation; the Family Policy Compliance Office may extend this time limit for good cause shown.

Registration for Academic Courses

Transcripts from High School and Other Institutions
All students are required to provide an official copy of their final high school transcripts, AP, CLEP credits, and transcripts of any college credit directly to the university by the beginning of the semester or term in which they enroll. Official copies must be received via U.S. Mail. Without official transcripts and records, a student will not be allowed to register beyond the initial semester.

Classification of Students

Freshmen: Students who have earned fewer than 24 credit hours
Sophomores: Students who have earned a minimum of 24 credit hours
Juniors: Students who have earned a minimum of 56 credit hours
Seniors: Students who have earned a minimum of 87 credit hours

Numbering of Courses
In the program descriptions and course descriptions sections of this catalog you will find comprehensive information regarding each of the majors offered by the university, including major and minor requirements and annotated course descriptions. In order to assist you in locating specific courses of interest to you, courses are numbered according to the following scheme:

The credit hours (CR) indicated per course is the credit for each semester or term unless noted otherwise.

- Lower division courses, numbered from 100-299, are intended for freshmen and sophomores.
- Upper division courses, numbered from 300-499, are ordinarily available only to juniors and seniors.
- Special courses may be offered by faculty to meet special needs and interests. When offered as a 150, courses are intended for underclass students, while 450 courses are intended for upperclass students.

Independent and directed study courses may be taken according to the catalog guidelines and any other requirements determined by each school, the supervising professor and the school dean. Forms are available on the registrar’s webpage or at the Registrar’s Office.

Typical Course Load

The normal class load is 14-16 credit hours per semester in order to complete the minimum required 128 credit hours during a four-year period of study at Buena Vista University’s Storm Lake campus. Full-time status requires enrolling in a minimum of 12 credit hours per semester at the Storm Lake campus. In unusual circumstances, a student may be permitted to take more than 17.5 credit hours. In such cases, an Academic Action is required with the dean of faculty making the final determination. Generally, seniors and honor students only are permitted to enroll in more than 17.5 credits any given semester. Additional fees will be assessed for anything beyond the 18th credit hour.

Normal load and full-time status for BVU Graduate & Professional Studies is 6 credit hours per eight-week term.

The university reserves the right to regulate class size, add, delete, or otherwise alter the published course listings.

Adding Courses

A student may add a course during the first two weeks of the fall or spring semesters or prior to the third class meeting in a summer session, half semester course. Students at the Storm Lake campus must
obtain the signature of the instructor of the course and the faculty advisor on a “add/drop” form, which is available on the registrar’s web page, if adding a course during the second week of classes in a fall or spring semester. A student may drop or add a course the first two days of interim. After the second day no changes will be permitted in interim.

Students of BVU’s Graduate & Professional Studies program may add a course within the first five working days of the start of the term at any location. BVU Graduate & Professional Studies students can obtain the form at their designated location office.

DROPPING COURSES
Students at Storm Lake may drop a course prior to the third class in interim or during the first two weeks of a semester or equivalent period for other terms. Course changes are generally made via online registration. Courses dropped after online access is closed must be completed via paper form and advisor signature is required. Courses dropped prior to the deadline will not appear on the permanent record unless such drop results in a change of status (full-time/part-time) and/or a change in tuition/cost. Courses dropped before the deadline which result in a change of status (full-time/part-time) and/or a change in tuition/cost occurs, will be processed as withdrawals and a “W” will appear as a grade on the permanent record. Students who drop a class before the deadline, and a change of status (full-time/part-time) and/or a change in tuition/ cost occurs, will also be responsible for prorated tuition charges. Courses dropped after the deadline will be processed as withdrawals and a “W” will appear as a grade on the permanent record. Students who drop a class before the deadline, and subsequently choose not to attend that class any longer will also be responsible for prorated tuition charges. Courses dropped after the deadline will be processed as withdrawals and a “W” will appear as a grade on the permanent record. Students withdrawing from classes after the deadline will also be responsible for prorated tuition charges.

WITHDRAWAL FROM COURSES
A withdrawal from a course or from the institution may be initiated by a student during the first two-thirds of the semester or an equivalent period for courses meeting less than a full semester. (See academic calendar for specific dates).

A withdrawal grade of “W” will be recorded for students who officially withdraw from a course or from the university prior to the published deadline. A “W” grade is not used in the grade point average (GPA) calculation, but is counted toward hours enrolled. Return to Title IV policies will be followed for any complete withdrawal.

Administrative Withdrawal
Buena Vista University expects students to actively engage learning in their courses, defined as attending each and every class meeting and diligently completing all learning activities (daily assignments, quizzes, papers, problem-sets, etc.) for each enrolled course. The administrative withdrawal policy was created to assist students in establishing good academic engagement and attendance habits. Failure to routinely complete daily and major assignments or attend class places students in jeopardy of being administratively withdrawn from any or all courses at any time during a semester or term. Undergraduate students may be administratively withdrawn regardless of class level. Administrative withdrawals may affect a student’s financial aid awards, residential status, and/or student visa status when the withdrawal results in a full-time student losing full-time status or a residential student losing residential status. The policy will be applied in a student-friendly manner holding students accountable for appropriate attitudes and actions demonstrating a seriousness of purpose about academic engagement and learning.

The Policy: The University administration has the authority to withdraw a student from a single course, multiple courses, or the University, and to revoke that student’s registration at any time during a semester or term for failure to comply with academic requirements including, but not limited, to:
• being absent from any course for the first two days of the class in a term or semester without prior written approval. Written approval, generally via email, may be granted by individual faculty members or the Associate Dean of Faculty.
• demonstrating unsatisfactory academic and course engagement at any point in the semester/term defined by one or more of the following as:
• having missed an excessive amount of scheduled class time as defined by individual faculty members’ syllabi, excluding absences for college-related activities for which the student has communicated appropriately with each faculty member involved prior to the absence, arranged for the missed class time/assignments, etc. Students involved in college-related activities (i.e. athletics competitions, field-trips, etc.) are advised to carefully monitor the number of missed classes in a given semester. In cases where the instructor allows a certain number of excused absences, absences for college-related activities are included in the allotted number of excused absences.
• being mathematically unable to pass the course due to missed material which might be the result of assignments not turned in or assignments not completed with sufficient academic achievement as a result of poor attendance patterns—i.e. missing too much material and/or too many in-class opportunities to earn points.
• having failed to complete sufficient scheduled opportunities (i.e. tests, papers, assignments) to demonstrate effectively that meaningful learning has taken place and has been sustained over time, in accordance with the course’s learning objectives, or showing no record of academic engagement noted by completion of course work with passing grades in faculty grade records for a period of 3 weeks at Storm Lake or 2 weeks for Graduate & Professional Studies students.
• failing to maintain routine log-in and academic engagement activity during each week for online courses.
• violating learning contracts for students on academic probation

Students who do not fulfill their obligations through appropriate academic engagement risk being administratively withdrawn from any, or all, courses in which this failure to engage occurs. Withdrawals will not occur without sufficient warning and due notice to students.

Students who are administratively withdrawn from a single course or all courses in a semester/term:
• are responsible for all debts and other charges related with the course
• are not eligible for a tuition refund for the course
• receive a “WA” grade notation if the withdrawal occurs prior to the final date for withdrawal in a term/semester. The “WA” grade does not affect a student’s grade point average. Administrative withdrawals after the final date for withdrawal in a term/semester will be recorded as “FA” for any course which has a letter grade option even if the student may have elected P/F grading. An “FA” grade notation does affect a student’s grade point average as any other F grade does. An “FA” is recorded in the event a student who is administratively withdrawn was enrolled in ACES. No other grades, such as NRR or IP, may be assigned.
• may lose their eligibility for residential status or athletic competition if the withdrawal drops them below full-time status.
• may experience changes in financial aid eligibility as a result of the withdrawal. Because financial aid eligibility is based on many factors, financial aid changes related to a withdrawal will vary. Students are responsible to know the effects poor choices related to their academic engagement may have on their financial aid eligibility and status.

If faculty members have reason to inquire about specific cases of administrative withdrawal, they may inquire with the registrar or associate dean of faculty. In certain cases, the student’s right to confidentiality may not permit full disclosure of the circumstances.

Because the university affords students the right to appeal academic decisions, it is essential that instructors maintain accurate and consistent records of academic engagement from students throughout the semester/term.

Extinguishing circumstances such as family emergencies and serious illness must be documented and may be taken into account. Students participating in intercollegiate athletics and academic field trips are advised to complete all assignments in an appropriate manner for each class, monitoring any absences in addition to these events carefully.

Procedures for administrative withdrawal:
Students are responsible to know the expectations for course-work requirements, including how attendance may affect their grade, for each course in which they are enrolled. Faculty are responsible to provide clear information to students in writing about their academic engagement expectations, including attendance expectations if using an attendance standard, whether on their initial syllabus or addenda via assignment sheets and the like.

In the event that students have not fulfilled their obligation in appropriately completing coursework
and/or meeting attendance standards if used, the following steps may be taken:

- Faculty at Storm Lake complete an Early Alert notice detailing the specific circumstances of the student’s performance in a course. For Graduate & Professional Studies faculty, an email message is sent directly to the enrollment manager detailing the student’s performance. Note: Prior to using the Early Alert process at Storm Lake or involving the enrollment manager of Graduate & Professional Studies, faculty members should have written email documentation showing they have communicated their concern(s) directly to the student in question. Because students have the option of appealing an administrative withdrawal, written record of notification directly to the student is essential. This written record to the student and to the Early Alert system or enrollment manager must contain the last date of any recorded academic engagement for the student in question. This record may indicate the date of the last assignment received and/or the last date of student attendance in the course, if attendance is used as a standard in the course.

- The Early Alert Processing Team (for Storm Lake students) or the enrollment manager (for Graduate & Professional Studies students) reviews the record and communicates a warning to the student as appropriate. This warning will be in writing via email detailing that the student must respond within 4 working days that the situation has been rectified or face withdrawal from the course.

- After a student receives a warning from the enrollment manager (for Graduate & Professional Studies students) or by the Associate Dean of Faculty (for Storm Lake students), the situation must be rectified or the student faces administrative withdrawal. If the situation is rectified, the faculty member confirms with the enrollment manager (for Graduate & Professional Studies students) or the Associate Dean of Faculty (for Storm Lake Students) that the situation is rectified. The enrollment manager or Associate Dean of Faculty places a note to the student’s permanent file.

- If the situation has not been rectified within four working days, the student will be administratively withdrawn and notified via email by the enrollment manager (for Graduate & Professional Studies students) or by the Associate Dean of Faculty (for Storm Lake students). The notification of withdrawal will inform the student of the steps necessary to exit the class.

- In the most unfortunate of situations, students may be administratively withdrawn from the university if they fail to engage appropriately in their academic work in all of their classes during a given term of enrollment. In the event that withdrawal from the university is the result of students’ lack of attention to the seriousness of their academic disengagements, instructions will be provided in writing to the student regarding the steps to be taken with each course and with appropriate university offices. When the administrative withdrawal occurs in all courses in a given enrollment period, the student is notified, with copies to the Office of Financial Assistance, the Registrar, Information Technology, and the Associate Dean of Students (for Storm Lake students only), and the Associate Dean for Graduate & Professional Studies (for Graduate & Professional Studies students only).

- Copies of any notice of administrative withdrawal will become a part of the student’s permanent file in the registrar’s office.

**Student Appeals of Administrative Withdrawal:**

If a student takes issue with the warning from an instructor regarding his or her attendance or academic engagement, the student must discuss the problem with the instructor involved. If the matter is not satisfactorily resolved, the faculty member proceeds with informing the University of the need to administratively withdraw the student, and the student is notified from the Associate Dean of Faculty (for Storm Lake students) or the enrollment manager (for Graduate & Professional Studies students) that he/she is being administratively withdrawn. The student has a right to appeal the withdrawal.

**The following guidelines govern the appeal process:**

- The student must initiate the process of appeal within three business days of the date of the receipt of notification of withdrawal from the Associate Dean of Faculty (for Storm Lake students) or the appropriate enrollment manager (for Graduate & Professional Studies students).

- For Storm Lake students, the appeal must be made in writing to the Vice President for Academic Affairs, with copies of the appeal to the instructor and Associate Dean of Faculty. For Graduate & Professional Studies students, the appeal must be made in writing to the Vice President for Academic Affairs, with copies of the appeal to the instructor, enrollment manager, and the Associate Dean for Graduate & Professional Studies. The Vice President for Academic Affairs will base the appeal decision on some or all of the following:

  - Review of the student’s overall participation and performance in the course.

- The Early Alert Processing Team (for Storm Lake students) or the enrollment manager (for Graduate & Professional Studies students) reviews the record and communicates a warning to the student as appropriate. This warning will be in writing via email detailing that the student must respond within 4 working days that the situation has been rectified or face withdrawal from the course.
• Review of the instructor’s adherence to protocols.
• Meeting(s) with both the student and the instructor.
• The decision of the Vice President for Academic Affairs is communicated to the student, the instructor involved, the Office of Financial Assistance, the Registrar’s Office, Information Technology, the Associate Dean for Students (for Storm Lake students only), the Associate Dean of Faculty (for Storm Lake students only), the enrollment manager (for Graduate & Professional Studies students only), and the Associate Dean for Graduate & Professional Studies (for Graduate & Professional Studies students only), in writing via email within three business days of receipt of the appeal.
• The decision of the Vice President for Academic Affairs is final.

During the appeal process the student has the right, and obligation, to continue attending the class(es) in question.

REPEATING COURSES
A course may be repeated once at the discretion of the student. A subsequent repeat is allowed only upon prior approval through special academic action.

Repeat of courses originally taken for a letter grade must be taken for a letter grade. Repeat of P/F courses may be taken either for a letter grade or P/F.

For purpose of grade point average, the second and any subsequent grades for repeated courses will be used in the CGPA computation. Only the first grade will be omitted from the grade point average. All repeated grades will be shown on the transcript; however, only the last grade will be used to satisfy graduation requirements, including total hours earned. Courses taken at Buena Vista University must be repeated at Buena Vista University.

If a student repeats a course for which academic credit was previously earned, that course cannot be completed a third time and be counted toward enrollment status for purposes of financial aid eligibility. For further information, please contact the Financial Aid Office.

PERMISSION TO STUDY OFF-CAMPUS
Students desiring to enroll in another post-secondary institution with the intent of applying credits earned to a Buena Vista University degree program must secure written approval in advance of taking the course. Prior to the final 30 credit hours (senior year), the student’s academic advisor, school dean and associate dean of faculty, or BVU Graduate & Professional Studies academic policy and development manager must approve the request to transfer courses from another institution back into Buena Vista University.

The dean of faculty must approve such transfer requests during the final 30 credit hours.

Requests to take courses at other institutions will not be accepted when they are taken for the following purposes: failed BVU courses and/or BVU courses repeated in order to obtain higher grades. No more than 12 credit hours may be taken from another institution during a summer and no more than a total of 24 credit hours (summer coursework) may be used toward graduation. Juniors and seniors may not transfer two-year college credit into BVU, with one exception - required courses not offered at the Buena Vista University location of enrollment.

Students enrolled at one BVU location who wish to enroll in courses at a second BVU location with the intent of applying credits earned to a Buena Vista University degree or endorsement program must secure written approval in advance of taking such an “off-campus” course. Storm Lake campus students must receive written approval of such “off-campus study” requests from the student’s academic advisor, the school dean, and the associate dean of faculty. Students who wish to do such “off-campus study” at the Storm Lake campus, must secure written approval for such study from the student’s academic advisor, the school dean, and the associate dean for BVU Graduate & Professional Studies. Other Graduate & Professional Studies students must secure written permission in advance from their academic advisor and BVU Graduate & Professional Studies enrollment manager to study at another Graduate & Professional Studies location.

Note: Field experiences, such as those available to education majors, ought to be completed in the student’s “home” department. Exceptions require approval from the “home” department as well as the faculty and administration mentioned above.

Under exceptional circumstances, a student may be granted permission to take a class off-campus. As a rule, doing so is discouraged. There are times, however, when taking a course off-campus is unavoidable in a student’s program of study. Such recognized occasions include:

• Transfer students in need of a course “off-rotation” to avoid delaying graduation, a situation that is particularly possible for courses that are offered only on alternate years.
• Time schedule conflicts between two required courses in a given semester. Determination of a need for the two courses in the given semester rather than desire for the two courses in a certain semester must be demonstrated by the student’s four-year plan of study.
• Facilitating a student’s ability to study abroad for a semester or engage a semester long specialized internship.
Allowing a student to take a class off-campus so a student may complete an additional endorsement (with the exception of those reading endorsement, PK/K, and middle school endorsement courses which are only offered online), major and/or minor is not considered essential. Course substitutions are not permitted using non-campus courses when other options exist on campus; the first priority is to have students completing courses at their sites of enrollment. Students bear responsibility to enroll in the appropriate rotation of courses to complete their program of study. Students who enroll in and then drop a course to discover they are now “off-rotation” are not permitted using non-campus courses when other options exist on campus; the first priority is to have students completing courses at their sites of enrollment. Students bear responsibility to enroll in the appropriate rotation of courses to complete their program of study. Students who enroll in and then drop a course to discover they are now “off-rotation” in course sequencing or fail to initially register for a course in a particular sequence given their anticipated graduation date should not expect that permission to take a class off-campus will be allowed to rectify their situation.

In addition, the following guidelines govern Storm Lake students’ enrollments in BVU Graduate & Professional Studies courses:
• Students must be full-time (minimum of 12 credit hours) at Storm Lake in order to enroll in BVU Graduate & Professional Studies courses. Enrolling in and later dropping credits at Storm Lake resulting in less than 12 credit hours of Storm Lake enrollment is not permitted. Under no circumstances may BVU Graduate & Professional Studies course enrollment be used to achieve full-time status at Storm Lake.
• All students, except education majors enrolled in reading, PK/K, or middle school endorsement courses which are only offered online, must pay online rates for online credits enrolled in during any fall semester, spring semester or summer session. All students enrolled in BVU Graduate & Professional Studies on-the-ground courses during any fall semester, spring semester or summer session must pay the appropriate BVU Graduate & Professional Studies on-the-ground course rates for those credits.
• Because of the intensity of courses and the considerable overlap in time between interim and Term 3, if a student is enrolled in 3 or more credits during interim, Term 3 registration is not permitted. If a student is not enrolled in interim, or is enrolled in 2 credits (such as Professional Seminar II and Field Experience: Human Relations), a 1 or 2 credit BVU Graduate & Professional Studies course would be permitted. Any Term 3 BVU Graduate & Professional Studies enrollment is counted as part of the spring semester. No student may take more than 5 credit hours of BVU Graduate & Professional Studies coursework in any given fall or spring semester.
• Education majors enrolling in reading, PK/K, or middle school online-only endorsement courses during a fall or spring semester, and not exceeding 18 credit hours total, are not assessed additional tuition charges. Education majors enrolling in reading, PK/K, or middle school endorsement online courses which create an overload (more than 18 credit hours) will be charged at Storm Lake rates for the overload. Education students may choose to enroll in reading, PK/K, or middle school endorsement courses in the summer to avoid overload fees.
• Terms 5 and 6 are viewed as summer registration and any enrollment is charged at the BVU Graduate & Professional Studies online or on-the-ground rates respectively.
• Students may take two BVU Graduate & Professional Studies courses per term during the summer (Terms 5 and 6). Two courses, however, may not be possible in Term 5 given it is reviewed as part of the total credit hours in a student’s spring load at Storm lake (maximum of 18 credit hours).
• If a student wishes to withdraw from any BVU Graduate & Professional Studies course once it has begun, but before the deadline for that term, the student will receive a grade of “W” and be responsible for the prorated online tuition charges, regardless of what term it is in.

WITHDRAWAL FROM THE UNIVERSITY
A student who seeks to withdraw from the university may do so during the first two-thirds of the semester or an equivalent period for other terms. The academic record will reflect the term’s enrollment. A grade of “W” will be recorded for all courses. To initiate a withdrawal a student at the Storm Lake campus must inform student affairs staff, who initiates the withdrawal process and informs the appropriate offices within the university. BVU Graduate & Professional Studies students must inform the staff at the location of record who will notify appropriate offices. Failing grades will be recorded for students who withdraw after the deadline.

GRADING POLICIES
Grading Reports
A grade report is available to students via the Campus Connect registration system at the end of each grading period. A student may specifically request a printed copy.

Letter Grades
Student grades normally are reported in letters including “+’s” and “-’s”: A-excellent; B-good; C-satisfactory; D-poor; F-fail; L-co-requisite lab; IP-in progress; NRR-no report received; P-pass; F-fail; CR-credit/pass; AU-audit.
IP – In Progress
In consultation with the Registrar, this grade is to be used in rare cases for courses where the course requirements extends from one term into another by university design (i.e. student teaching). This is a non-punitive grade. If a grade change has not been submitted by the end of the next academic term, a grade of “F” will be conferred.

L-Co-Requisite Lab is non-punitive and does not effect grade point calculation. It designates a 0 credit co-requisite lab course.

Calculation of GPA
Grade point average is computed by dividing honor points by the number of hours attempted for letter grade. Honor points are determined by multiplying the number of semester hours per course by the honor points assigned for each letter grade. For example, a three-hour course with a grade of “B” would result in nine honor points (3 x 3 = 9). Honor points for each course are computed and totaled and divided by the total letter-graded hours. Grade point averages are computed for the semester or term and for the cumulative record.

A student’s cumulative grade point average will include BVU credits only. Grades earned at other institutions are not reflected on the BVU official transcript.

Contract for Change of Grade
Under exceptional circumstances a student may be unable to complete all assigned coursework by the end of the term. In such cases it is the student’s responsibility to confer with the instructor regarding the specific nature of the difficulties. Upon request of the student, the instructor will evaluate the situation. If the instructor agrees that major unavoidable and unforeseen circumstances beyond the control of the student prevent timely completion of course requirements, the instructor will record on the official grade roster a grade that reflects the grade earned for all work required for the course. The instructor will also submit a contract for change of grade (with the original grade roster for that course) that indicates the work to be completed and a completion deadline, determined by the instructor and not to exceed six weeks into the subsequent term/semester. If a student is unable to meet with the instructor due to a catastrophic situation, the vice president for student services, the vice president for academic affairs or the associate dean for BVU Graduate & Professional Studies may authorize the instructor to issue a “NRR” until such time as the student can be reached. This grade (NRR) must be replaced by a permanent grade no later than six weeks into the subsequent semester or term or the grade will revert to an “F”. When the work is completed, the instructor will report a grade change to the registrar. If no grade change is reported, the original grade will remain. The deadline may not be extended except by written permission of the academic dean or designee. In some cases, a change of grade may affect a student’s status for financial assistance. Upon request of the student, the student’s aid eligibility may be reevaluated. Any appropriate changes will take effect at the beginning of the next term of study immediately following the change of grade. Aid changes will not be made retroactively.

Honor Points
Honor points are allocated for each credit hour earned as follows:

- A: 4.00 honor points
- A-: 3.67 honor points
- B+: 3.33 honor points
- B: 3.00 honor points
- B-: 2.67 honor points
- C+: 2.33 honor points
- C: 2.00 honor points
- C-: 1.67 honor points
- D+: 1.33 honor points
- D: 1.00 honor points
- D-: 0.67 honor points
- F: 0.00 honor points

Pass/Fail Grades (P/F option alternative)
Courses not otherwise designated may be taken pass/fail, but no more than two courses in the major field or a total of eight pass/fail courses may be credited toward graduation. Courses for which grading is only pass/fail do not count toward these totals. A student may choose no more than three pass/fail courses in an academic year, one of which may be the interim course. No more than one pass/fail course may be taken in a given semester/term. Students should not take more than one course in a minor and/or area of concentration as P/F.

A course in which the student has earned “F” will show on the transcript as attempted and be treated as any other course if repeated. The instructor determines the level of achievement required in order to receive the “P” grade.

Designation of a course grading system may be changed once until the end of the ninth week of classes in a regular semester, or the ninth class period during interim, or approximately two-thirds of the way through a term. Only one such change is permitted. Students must secure their advisor’s signature before they will be allowed to switch to pass/fail grading. (See academic calendar for specific dates).

Earning a “P” in a pass/fail course does not count in the grade point average or the cumulative grade point average. However, earning an “F” in a pass/fail course does count in the grade point average and the cumulative grade point average.

The pass/fail option cannot be exercised in repeating a course for change of grade previously earned under the traditional letter grade system.

Academic Program Policies & Particulars

Grade point average is computed by dividing honor points assigned for each letter grade. Honor points are determined by multiplying the number of semester hours per course by the honor points assigned for each letter grade. For example, a three-hour course with a grade of “B” would result in nine honor points (3 x 3 = 9). Honor points for each course are computed and totaled and divided by the total letter-graded hours. Grade point averages are computed for the semester or term and for the cumulative record.

A student’s cumulative grade point average will include BVU credits only. Grades earned at other institutions are not reflected on the BVU official transcript.

Contract for Change of Grade
Under exceptional circumstances a student may be unable to complete all assigned coursework by the end of the term. In such cases it is the student’s responsibility to confer with the instructor regarding the specific nature of the difficulties. Upon request of the student, the instructor will evaluate the situation. If the instructor agrees that major unavoidable and unforeseen circumstances beyond the control of the student prevent timely completion of course requirements, the instructor will record on the official grade roster a grade that reflects the grade earned for all work required for the course. The instructor will also submit a contract for change of grade (with the original grade roster for that course) that indicates the work to be completed and a completion deadline, determined by the instructor and not to exceed six weeks into the subsequent term/semester. If a student is unable to meet with the instructor due to a catastrophic situation, the vice president for student services, the vice president for academic affairs or the associate dean for BVU Graduate & Professional Studies may authorize the instructor to issue a “NRR” until such time as the student can be reached. This grade (NRR) must be replaced by a permanent grade no later than six weeks into the subsequent semester or term or the grade will revert to an “F”. When the work is completed, the instructor will report a grade change to the registrar. If no grade change is reported, the original grade will remain. The deadline may not be extended except by written permission of the academic dean or designee. In some cases, a change of grade may affect a student’s status for financial assistance. Upon request of the student, the student’s aid eligibility may be reevaluated. Any appropriate changes will take effect at the beginning of the next term of study immediately following the change of grade. Aid changes will not be made retroactively.

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- C-: 1.67 honor points
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- D-: 0.67 honor points
- F: 0.00 honor points

Pass/Fail Grades (P/F option alternative)
Courses not otherwise designated may be taken pass/fail, but no more than two courses in the major field or a total of eight pass/fail courses may be credited toward graduation. Courses for which grading is only pass/fail do not count toward these totals. A student may choose no more than three pass/fail courses in an academic year, one of which may be the interim course. No more than one pass/fail course may be taken in a given semester/term. Students should not take more than one course in a minor and/or area of concentration as P/F.

A course in which the student has earned “F” will show on the transcript as attempted and be treated as any other course if repeated. The instructor determines the level of achievement required in order to receive the “P” grade.

Designation of a course grading system may be changed once until the end of the ninth week of classes in a regular semester, or the ninth class period during interim, or approximately two-thirds of the way through a term. Only one such change is permitted. Students must secure their advisor’s signature before they will be allowed to switch to pass/fail grading. (See academic calendar for specific dates).

Earning a “P” in a pass/fail course does not count in the grade point average or the cumulative grade point average. However, earning an “F” in a pass/fail course does count in the grade point average and the cumulative grade point average.

The pass/fail option cannot be exercised in repeating a course for change of grade previously earned under the traditional letter grade system.
Domestic and international travel courses and internships will only be graded P/F.

CLASS ATTENDANCE
The value of a college education depends on full participation in the life of the college community. Because students are expected not merely to receive information passively or to pass examinations, but to participate actively in classes, it is important that unnecessary class absences be avoided. Faculty members have the responsibility to establish an attendance policy and inform students of the policy at the beginning of each course.

OFFICIAL TRANSCRIPTS
Students will receive a copy of their transcript upon graduation. Reasonable requests to release official transcripts will be honored. Each request must include the student’s written signature. The transcript request form which details the transcript request policy is available on the BVU registrar’s web page. A financial obligation to the university will prohibit release of transcripts.

RECOGNITION OF ACADEMIC ACHIEVEMENT
Dean’s List
Academic honors, the Dean’s List, and membership in Who’s Who Among Students in American Colleges and Universities are all dependent upon superior scholarship as measured by grade point averages or cumulative grade point averages. The Dean’s List recognizes full-time students achieving a 3.5 grade point average for the semester.

Graduation Honors
Students who are completing their initial baccalaureate degree and have completed a minimum of 60 credit hours from BVU will be eligible to graduate with Latin honors; Cum Laude, Magna Cum Laude or Summa Cum Laude. The minimum cumulative grade point averages for these honors are 3.5, 3.7, and 3.9 respectively. Students who are completing a second or subsequent baccalaureate degree and have completed a minimum of 45 credit hours from BVU in that program will be eligible for the honors Distinction, High Distinction, and Highest Distinction. The minimum cumulative grade point averages for these honors are 3.75, 3.85, and 4.0 respectively. By policy, BVU will only award one baccalaureate degree to any individual; however, students who have undertaken coursework at BVU prior to matriculating in the second degree program may not count that coursework towards the 45-hour requirement or the grade point average requirement for such honor, nor shall coursework completed at any other institution count toward either requirement. Honors recognized at commencement ceremonies including honor cords and announced honors will be based on the cumulative grade point average from the previous grading period (specific calendar date to be determined by the Registrar’s Office). Honor cords will be the same for parallel levels of each category of graduation honors. Actual honors awarded will be listed on the official transcript and are based on cumulative grade point average at the end of the degree program.

Cum Laude: cumulative grade point average of 3.50 to 3.699
Magna Cum Laude: cumulative grade point average of 3.70 to 3.899
Summa Cum Laude: cumulative grade point average of 3.9 or above
Distinction: cumulative grade point average of 3.75-3.849
High Distinction: cumulative grade point average of 3.85 to 3.999
Highest Distinction: cumulative grade point average of 4.0 only

Schools at Buena Vista University
The various major study areas of the university are grouped within five schools, each of which is administered by a dean. These five schools and their respective major study areas are as follows:

Harold Walter Siebens School of Business
The Harold Walter Siebens School of Business offers majors in accounting, business economics, finance and banking, international business, management, management information systems (MIS) and marketing. A person majoring in a business area not only engages in an intensive study of at least one specialty field, but also receives a broad base of instruction in all areas of business. Specialized study is generally undertaken after having obtained a solid grounding in a variety of liberal arts disciplines. Major emphasis is on practical application of theories, tools, and concepts to solve business problems and make business decisions. The business majors assist in preparing students for roles in corporate management and to be entrepreneurs.

School faculty: Dr. Joni Anderson, assistant professor of management; Dr. Scott Anderson, assistant professor of marketing; Beth Blankers, associate professor of accounting; Dr. Sue Cullers, professor of accounting; Henry Hardt, professor of business law and finance; Dr. Jeremy Horpedahl, assistant professor of economics; Timothy McDaniel, assistant professor of mathematics and business; Dr. Ashok Subramanian, dean of the Harold Walter Siebens School of Business and professor of business; Dr. Stanton Ullerich, professor of economics; and Dr. Lei Wen, associate professor of finance.
School of Communication & Arts

The School of Communication and Arts offers majors in art, arts management, communication studies, digital media, English, graphic design and visual communication, music, music production, Spanish, and theatre, as well as minors in Japanese, Chinese, and German. The school is concerned with the many-faceted process of communication. From face-to-face interaction through speech and Spanish, to communication through art, music, drama, writing, or the mass media, the School of Communication and Arts focuses on the human need to interact. The approach is both pragmatic and creative, teaching students to practice the art of communication, as well as developing in each student an appreciation for the dynamic creative impulse that all men and women share.

School faculty: Jerry Bertrand, assistant professor of music; David Boelter, associate professor of art; Jamii Claiborne, assistant professor of media studies; Hollace Drake, assistant professor of English; Dr. Bruce Ellingson, professor of media studies; Dr. Annamaria Formichella Elsden, professor of English; Dr. Andrea Frantz, associate professor of digital media; Rebecca Frates, assistant professor of graphic design; Dr. Mary Gill, professor of communication studies; Merrin Guice, assistant professor of music; Dr. Gwen Hart, assistant professor of English; Jerry Johnson, assistant professor of media studies; Dr. Bryan Campbell, director of honors program and assistant professor of communication studies; Kathy Kapitan, instructor of English; Dr. David Klee, associate professor of music; Dr. Elizabeth Lamoureux, professor of communication studies; Dr. Bethany Larson, associate professor of theatre; Dr. James McFadden, associate professor of English; Mary Mello-Nee, associate professor of art; Dr. Steven Mills, assistant professor of Spanish; Dr. Matthew Packer, assistant professor of English; Dr. Jill Rhea, associate professor of communication studies; Dr. Scott Richey, associate professor of Spanish; Dr. Inez Schaechterle, associate professor of English; David Walker, assistant professor of communication and performance studies; and Dr. Michael Whitlett, dean of the School of Communication and Arts and professor of theatre.

School of Education and Exercise Science

The School of Education and Exercise Science offers programs in teacher education, exercise science and athletic training. Upon successful completion of a current teacher education program or exercise science program, the student may be eligible for certification by the State of Iowa to teach appropriate course work in specific areas leading to secondary education licensure, a number of endorsement programs beyond the majors and minors are available for students seeking a teaching license. Primary endorsements include: Instructional Strategist I: Mild/Moderate K-8 and 5-12, Teaching English as a Second Language K-8 and 5-12, Reading K-8 and 5-12 and Coaching Authorization K-12.

No activity is more productive or satisfying than that which assists children to grow intellectually, physically and spiritually in our public and private schools. Few careers offer the college student greater opportunities for significant contributions to the future than those in education and exercise science.

School faculty and academic support staff: Beverly Ahern, assistant professor of exercise science; Larry Anderson, instructor of exercise science/football coach; Dr. John Bedward, assistant professor of education-sciences, technology, engineering, and mathematics (STEM); Janet Berry, assistant professor of exercise science/head women’s basketball coach; James Day, instructor of exercise science/head athletic trainer; Julie Finnern, assistant dean to School of Education and assistant professor of education; Callie Friesen, assistant professor of education-literacy; Dr. Matthew Hanson, assistant professor of exercise science and athletic training; Peter Johnson, instructor of English Speakers of Other Languages; Dr. Robbie Ludy, professor of special education; Dr. Jennifer Seymour, assistant professor of education-psychology; Dr. Karin Strohmeyer, assistant professor of special education; Dr. Paul Theobald, dean of the School of Education and Exercise Science and professor of education; and Abigail Tibbett, assistant professor of exercise science/athletic training/human performance. For coaching staff, please see page 269.

School of Science

The School of Science includes the fields of biology, chemistry, computer science, environmental science, mathematics, and physics. Although varying in their methods of instruction and content, the fields of study have common aims in the development of liberal and professional education. They are designed to show students the problems involved in obtaining knowledge of the natural world, to furnish an understanding of the methods that have been proposed and used for solving these problems, to impart some skills in the use of these methods, to develop the ability to understand and evaluate the statements and publications concerning the subject matter of the science, and to provide knowledge of some accepted solutions to the problems posed by living organisms and the physical world.

School faculty: Nathan Backman, assistant professor of computer science; Dr. Thomas Bonagura, assistant professor of biology; Dr. Melinda Coogan, assistant professor of biology; Dr. Nasser Dastrange,
professor of mathematics; Benjamin Donath, dean of the School of Science and associate professor of mathematics and computer science; Dr. Timothy Ehler, associate professor of chemistry; Dr. James Hampton, professor of biology; Dr. Melanie Hauser, assistant professor of chemistry; Dr. Brian Lenzmeier, associate professor of biology; Dr. Kristy McClellan, assistant professor of biology; Kathleen McDaniel, instructor of mathematics; Timothy McDaniel, assistant professor of mathematics; Dr. Lisa Mellmann, assistant professor of physical science; Tom Seieroe, instructor of mathematics; Jason Shepherd, assistant professor of computer science; Dr. Shawn Stone, associate professor of physics; and Dr. Heather York, assistant professor of biology.

School of Social Science, Philosophy & Religion
The School of Social Science, Philosophy & Religion draws together an interdisciplinary emphasis in the areas of history, political science, public administration, criminology and criminal justice, sociology/social work, social science, psychology, philosophy, and religion. The school challenges the student to gain an understanding of the past, a rapport with the present, and a sense for developing perspectives and priorities related to the future. The intellectual, social, historical, political, philosophical, psychological, and religious values of our globe are considered as the school seeks insight into the problems, frustrations, and potential solutions of all societies. The areas of philosophy and religion, in dealing with the great diverse themes of the mind and spirit, are a ministry to life.

School faculty: Dr. Miyuki Vamadevan Arimoto, assistant professor of criminology and criminal justice; Dr. Dixee Bartholomew-Feis, dean of the School of Social Science, Philosophy, & Religion and professor of history; Dr. Laura Bernhardt, associate professor of philosophy and religion; Dr. Bradley Best, associate professor of political science; Lisa Kesting Best, associate professor of political science; Dr. Swasti Bhattacharyya, associate professor of philosophy and religion; Dr. Robert Blodgett, professor of psychology; Dr. William Feis, professor of history; Dr. Wind Goodfriend, associate professor of psychology; Dr. Stephanie Hays, assistant professor of criminology and criminal justice; Ellen Holmgren, assistant professor of social work; Kathryn McKinley, assistant professor of social work; Dr. Neal McNabb, assistant professor of criminology and criminal justice; and Dr. Peter Steinfeld, associate dean of faculty and professor of philosophy and religion.

Pre-Professional Programs – Storm Lake Campus
Buena Vista University offers a number of pre-professional programs. Specific course requirements vary with each particular professional and school area and are worked out in detail with the faculty advisor.

The pre-professional programs offered at the university include:
- Allied Health Sciences: Optometry
- Chiropractic Medicine: Osteopathy
- Dentistry: Pharmacy
- Engineering: Physical Therapy
- Law: Podiatry
- Medical Technology: Theology
- Medicine: Veterinary Medicine
- Mortuary Science

Early Admission into Professional School
In addition to the pre-professional programs listed above, a student who has met all general education requirements for graduation during three years of residence at Buena Vista University may seek approval to enter a professional school in order to obtain credit not offered on our campus, and to waive the usual baccalaureate degree requirement that the senior year be spent in residence at Buena Vista University. The dean of faculty should be consulted for further information.

Program with the University of Iowa College of Dentistry
Buena Vista University and The University of Iowa College of Dentistry have entered into a joint agreement designed to encourage potential professional students to pursue a liberal arts education enroute to their professional goal of becoming a dentist.

The program is designed to have the student in residence at Buena Vista University engaged in a liberal arts curriculum. The student will be exposed to courses in the arts, social sciences, humanities, biological and physical sciences. Once selected into the early admission program, the student need only to maintain satisfactory academic performance (3.2 GPA) to assure matriculation to the University of Iowa College of Dentistry. After the first three years, the student will move to the University of Iowa in Iowa City. At the end of the first year in dental school (and the transfer of some science credit from the College of Dentistry), the student will be awarded a bachelor’s degree from Buena Vista University. Interested students should contact the Buena Vista University School of Science dean for additional information.

Program with Washington University School of Engineering and Applied Science
Buena Vista University and the Washington University School of Engineering and Applied Science share a dual-degree program in engineering
and applied science. The dual degree program of studies allows students to earn a baccalaureate degree from Buena Vista University and a bachelor of science degree in engineering or applied science from Washington University. Students will be considered for admission to the School of Engineering and Applied Science if they are recommended by the liaison officer designated by Buena Vista University, have the requisite cumulative grade point average, and complete all continuing course requirements prior to entering Washington University. Typically, students will attend Buena Vista University for three years. Courses taken at Washington University may be used to meet the degree requirements (major/ minor, total credit hours for graduation, etc.) of Buena Vista University. Minimum course requirements to be fulfilled at BVU include a minimum of 60 credit hours of transferable university credit (courses with grades below “C” – do not transfer).

Technical Subjects Required:
- Mathematics – a calculus sequence (MATH 160, 161, 260, 261) that includes exposure to multivariable calculus, plus a separate course in differential equations (MATH 361).
- Physics – one-year, calculus-based sequence that includes lab (PHYS 211, 212 for 4 credits each).
- Chemistry – all students: one-year sequence that includes lab (CHEM 151, 152). Chemical engineers only: One-year sequence in organic chemistry (CHEM 261, 262).
- Computer Programming – one course in a high level language. The language of preference depends on the intended major. C++ or JAVA generally preferred.

Humanities and Social Sciences – no less than 18 credit hours in approved areas, with at least 6 credits of the 18 credits being in the humanities and at least 6 credit hours must be in the social sciences. Three credits of the 18 credit hours must be from courses numbered 300 or higher.

These requirements are based on Washington University prerequisites, and Buena Vista University will accept no responsibility for changes made by Washington University. Contact the School of Science office for further information.

Program with Palmer College of Chiropractic
Buena Vista University and Palmer School of Chiropractic have entered into a cooperative program leading to a bachelor’s degree from BVU and a doctor of chiropractic degree from PCC. Generally, students in this program complete three years of specific required coursework at BVU prior to enrollment at PCC. See the School of Science office for complete details.

Academic Lecture Series
- Ingeborg Stolee Lecture: Each year the School of Communication and Arts sponsors a distinguished visiting lecturer addressing a topic related to the various areas of the school.
- Staley Lecture: The School of Social Science, Philosophy & Religion, in cooperation with the Staley Foundation, sponsors a series of lectures each year by a distinguished theologian.
- Reynolds Lecture: Each year the School of Social Science, Philosophy & Religion sponsors a George F. Reynolds lecture featuring a speaker on some topic related to history.
- Tollefson Lecture: The Robert and Barbara Tollefson Lectureship in Reformed Theology was established in 1992. It is named for long-time religion professor Robert Tollefson and his wife, Barbara, both of whom have contributed greatly to Buena Vista University and the Presbyterian Church. The inaugural lecture was presented by Dr. Charles Partee of Pittsburgh Theological Seminary in November 1992.
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<tr>
<th>I. Intellectual Foundation</th>
<th>Semester Taken</th>
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<td>Written Communication</td>
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<td>Technological Literacy</td>
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**Total Foundation Credit Hours**

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**Total Exploration Credit Hours**

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**Total Hours=**
(Minimum 128 for graduation)
ADMISSION

Requests for admission are considered by the Office of Admissions. Applicants whose abilities, academic preparation, interests, and personal qualities give promise of success at Buena Vista University will be selected for admission.

Each application for admission is given personal attention. Applicants are considered on the basis of academic performance, test scores, and motivation. The character of the applicant is very important and qualities such as leadership, special talents, work ethic, community service, and participation in extracurricular activities also play an important part in determining admission. A personal visit to the campus is strongly encouraged and may be required as a step in the process. The university adheres to its policy of nondiscrimination against student applicants on the basis of age, sex, race, color, religion, sexual orientation, physical handicap, and national or ethnic origin.

Storm Lake Application Process

Individuals may submit an application any time after completion of the first semester of their junior year. Transfer students may apply any time. Each candidate should follow these procedures to apply for admission:

1. Obtain, complete, and submit to the Office of Admissions an application for admission.
2. Arrange to have your high school transcript through the latest completed semester sent directly to the Office of Admissions, Buena Vista University, 610 W. Fourth St., Storm Lake, Iowa 50588.
3. Have the results of the American College Test (ACT) and/or the Scholastic Aptitude Test (SAT) sent directly to the Office of Admissions. ACT or SAT test scores posted on a high school transcript are acceptable.
4. If there is personal information that has affected your past academic performance, please include this information on a separate paper and attach it to the application for admission.
5. Freshman applicants and transfer students who do not have an associate degree must request their final high school transcript or GED diploma to be sent directly to the Office of Admissions, Buena Vista University, 610 W. Fourth St., Storm Lake, Iowa 50588.
6. For freshman applicants completing coursework jointly through their high schools and a college, formal requests for transcripts need to be made with the college. Transcripts for any coursework completed through all post-secondary institutions as well as official documentation, such as AP and CLEP score reports must be sent directly to the Office of Admissions.
7. Any student who has completed academic work at another post-secondary institution is required to supply official transcripts of their academic work from each institution attended.

With receipt of the application and the supporting information, notification of the admissions decision will be forwarded to you. Your letter of acceptance will request that the following be on file in the Office of Admissions for final admission and permission to register:

1. An advance enrollment deposit of $200. Priority for housing is based on the university’s receipt date of the enrollment deposit.
2. A housing application form (resident students only).

Admission of Storm Lake Freshmen

The Office of Admissions considers each application for admission based on the following factors:

1. Certification of graduation from an accredited secondary school or the recognized equivalent.
2. Rank in secondary school graduating class, plus cumulative grade point average.
3. Quality of coursework taken.
4. Results on standardized tests – ACT and/or SAT
5. Character and motivation.
6. Extracurricular activities in school, church, and/or community.

Admission of Storm Lake Transfer Students

If you have attended another nationally accredited institution, your cumulative grade point average and the quality of coursework taken (especially in your major/minor fields) will be key factors in the admissions decision. Character, motivation, recommendations, and extracurricular involvement will also be weighed.

Guidelines for Transfer of Credit

Credit for all arts and sciences courses will normally be accepted at Buena Vista University from a school with accreditation by any of the following regional accrediting associations:

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

Official evaluations of past academic work will be made free of charge after all official transcripts of previous work have reached our Office of Admissions. Course credits not used toward a major/minor or general education are treated as electives. The actual
number of transfer credits accepted toward the major/minor are determined by the Registrar’s Office, in consultation with the appropriate school dean.

**Transfer Credits**

A minimum of 128 credit hours is required for graduation. The final 30 credit hours must be completed at Buena Vista University. Transferred course work may be used to satisfy institutional course requirements in the major, minor, concentration, general education or elective categories. The actual equivalency or appropriateness of a specific transfer course for the major, minor, concentration or general education area is determined by the Registrar’s Office in consultation with the appropriate school dean.

Credits earned at a regionally accredited college or university will be eligible for review for transfer to Buena Vista University. The evaluation for transfer will include the following criteria:

1. Relevance to the curricular program at BVU.
2. Transferability of coursework will be determined by the Registrar’s Office in consultation with the appropriate school dean.
3. BVU recognizes associate of arts degrees and selected associate of science and associate of applied science degrees. Credit will be evaluated based on criteria described in this policy.
4. Coursework from all other associate degrees will be evaluated on a course-by-course basis.
5. While not normally accepted in transfer, selected vocational/technical credit may be accepted as elective hours after review by the registrar. A maximum of 16 credit hours of vocational/technical credit will be accepted. Credit from proprietary or non-regionally accredited institutions is generally not accepted in transfer.
6. BVU recognizes successfully completed “arts and sciences” coursework and will make appropriate notations on the official transcript. Students are required to complete a minimum of 60 credit hours from a four-year (baccalaureate) institution and a minimum of 30 credit hours from BVU, therefore, a maximum of 98 credit hours will be applied toward the degree, of which no more than 68 may be from a two-year college.
7. A student’s cumulative grade point average will include BVU credits only. Grades earned at other institutions are not reflected on the BVU official transcript.
8. BVU has full articulation agreements with: Des Moines Area Community College, Indian Hills Community College, Iowa Central Community College, Iowa Lakes Community College, Iowa Valley Community College District, Iowa Western Community College, Metropolitan Community College, Minnesota West Community and Tech College, North Iowa Area Community College, Northwest Iowa Community College, Southwestern Community College, Western Iowa Tech Community College, and Moberly Area Community College.

Even though an institution is not on this list of articulation agreements in place, Buena Vista University will accept a maximum of 68 semester hours from any regionally accredited two-year institution, when the student has earned an associates degree, and a maximum of 98 semester hours from a regionally accredited four-year institution.

**Veterans Information**

Information and assistance for all students concerning veterans’ certification of enrollment may be obtained from the Registrar’s Office and questions regarding tuition assistance should be directed to the Business Office.

Veterans interested in admission/re-admission to BVU should contact the Office of Admissions to being the process. Veterans are not barred from admission based solely on their armed forces membership. Those veterans that are interested in readmission after leaving service in the US Armed Forces will be promptly readmitted as long as 1) the student has given us advance written or verbal notice of situation, 2) the cumulative length of absence hasn’t exceeded 5 years, 3) the student submits written or oral notice of intent to return no later than 3 years after completing the service period or no later than 2 years after recovering for a service related injury, and 4) the student was not discharged from the military or BVU due to poor conduct. When a veteran is unable to resume their program at the same academic status as when they left, BVU will help the student become prepared to continue and complete the program.

BVU generally recognizes the American Council of Education’s (ACE) evaluation and recommendation for credit for military education and training where those credits are appropriate for use toward a BVU degree. Submit your official documentation (DD214 or other military transcript of completed education/training) to the Registrar’s Office or BVU Graduate & Professional Studies office for evaluation by the registrar.

**Admission of International Students**

Citizens of other countries seeking to enroll at Buena Vista University are encouraged to apply for admission six months in advance of the their intended enrollment date. In order to be considered for admission, you must submit a completed application, which includes the items listed below. It is very important that you forward all of your documentation to us promptly in order to receive an
admission decision in a timely manner. Please submit the following:

1. A completed international student application for admission. We recommend you apply online at www.bvu.edu/international.

2. Official academic records with English translations from every academic institution attended beginning with the first year of secondary school. Records must include date of entry; date of completion; name of certificate/diploma received and certified copies of supporting documents (marks reports). Post-secondary education records must be evaluated for U.S. equivalency by an accredited organization. For a list of such organizations, please visit http://www.naces.org/members.htm.

3. Proof of English proficiency to be verified by the results from the Test of English as a Foreign Language (TOEFL) – Recommended scores: 550 Paper-based test or 79 Internet based; Required scores 500 PBT or 59 iBT. An equivalent score from another testing agency may be accepted (IELTS, STEP, MET, etc.) All students are required to complete an English diagnostic upon arrival.

4. A copy of your passport to ensure accuracy in preparing your admission and immigration documents.

5. A certified statement of financial position with supporting documents from banks and/or sponsoring agencies. Bank statements should include the most recent six months of account activity.

6. Students transferring from a U.S. college or university must complete an International Student Transfer Form.

All documentation must be original or certified/attested copy. We suggest that you fax or e-mail copies to our office prior to mailing:

Office of Admissions
Fax: +001.712.749.2035
Email: admissions@bvu.edu

Admission of Other Students

Former Students
A former BVU student who is returning to the university must submit a re-admission application form (available from the Office of Admissions) and supply official transcripts from any other colleges or universities attended. Students wishing to return after having been suspended from BVU must follow the procedures outlined in the satisfactory academic progress policy.

Graduate Students
Contact the School of Education at 712.749.2162 for details.

Post Graduates
A graduate of Buena Vista University or another institution who desires to enter BVU in order to be recommended for certification, to work toward entrance into professional or graduate school, or to pursue new areas of interest should initially contact the registrar before applying for admission, and must submit copies of all college transcripts prior to admission.

Part-time Students
The university welcomes applications from prospective part-time students who desire to complete degree programs or to continue beyond degree programs. All such students must apply for admission prior to the beginning of the semester or session in which they desire to enroll and follow the same process for admission of full-time students.

Special Students
Unclassified students may be admitted to study for credit not leading to a degree. They may select courses for which they qualify, if approved by the appropriate school dean. Students should complete a special application for admission, which is available in the Registrar’s Office.

Transient Students
Students working toward a degree at another university may enroll for courses at BVU as transient students, upon presentation of authorization from the dean or registrar of their institution indicating approval of the specific courses to be taken. The proper form to use for such authorization is available at the BVU Registrar’s Office.

Auditors
By advance permission of the instructor and on a space available basis, persons who are capable of profiting from university classes may enroll as auditors. Auditors pay a reduced tuition fee. Examinations are not required, and no university credit is earned.

Campus visits
Prospective students and their families are encouraged to visit campus. Students may tour the campus, talk with professors and current students, attend classes, eat in the dining room, talk with a member of the admissions staff, meet coaches and/or co-curricular leaders, and discuss financial aid opportunities.

Students are welcome to visit the campus any time, but for the most accurate view, we recommend they visit when classes are in session. Arrangements should be made with the Office of Admissions by calling 1.800.383.9600 (toll-free) or 712.749.2235.
FEES

As a private, independent institution, Buena Vista University primarily derives its income from student tuition and endowment. Since this income does not cover the total educational costs of the university, it is necessary to raise additional funds through gifts from trustees, alumni, parents, churches, business, industry and other sources. Every effort is being made to discover additional economical operating methods to combat inflation without diminishing educational quality.

Fee Information
The fees below are for the 2013-2014 academic year. The university reserves the right to increase the rates charged with due notice.

2013-14 Charges for Resident Students

Standard tuition ...........................................$29,448
Level tuition 09-10 Starts ......................$26,815
Level tuition 10-11 Starts ......................$27,581
Level tuition 11-12 Starts ......................$28,501
Level tuition 12-13 Starts ......................$29,589
Not Offered 13/14

Room ..................................................$4,278
Board ..................................................$4,228
Student activities fee ...............................N/C
Health service .........................................N/C
Student government activities ..................N/C
Student publications ................................N/C

Standard TOTAL .......................................$37,954

TOTAL Tuition, Room, &
Board - Standard ......................................$37,954
Level tuition TOTAL 09-10 Starts ........$35,321
Level tuition TOTAL 10-11 Starts ........$36,087
Level tuition TOTAL 11-12 Starts ........$37,007
Level tuition TOTAL 12-13 Starts ........$38,095

(tuition, regular room and board)

2013-2014 Charges for Commuter Students

Standard tuition .......................................$29,448
Level tuition 09-10 Starts ......................$26,815
Level tuition 10-11 Starts ......................$27,581
Level tuition 11-12 Starts ......................$28,501
Level tuition 12-13 Starts ......................$29,589
Room ..................................................N/A
Board ..................................................N/A
Student activities fee ...............................N/C
Health service .........................................N/C
Student government activities ..................N/C
Student publications ................................N/C

Standard TOTAL .......................................$29,448
Level tuition TOTAL 09-10 Starts ........$26,815
Level tuition TOTAL 10-11 Starts ........$27,581
Level tuition TOTAL 11-12 Starts ........$28,501
Level tuition TOTAL 12-13 Starts ........$29,589

Additional Fees

Per credit hour ..............................................$990
(less than 12 credit hours or more than 18)
Late fee tuition payments ........................$100
Life experience** (per credit hour) ..........$350
Audit (per credit hour) ..............................$60
Summer tuition (per credit hour) ..........$350
Student-teaching fee
(based on 3 credit hours) ....................$86
Student-teaching fee
(based on 6 credit hours) .....................$172
Undergraduate graduation fee
(payable at registration in final semester) ....$70
Transcripts ...............................................$6
additional on same form ............................$3
(one day service) .................. Cost of overnight shipping
plus $10
Private acting lessons (per credit hour) ....$250
Private music lessons (per credit hour) ....$250
Art fees (per class) .................................$125
Organ rental (per semester/per credit hour) $150
Credential fax fee .................................$10
Credenial fee .................................$4
Living in the Suites (per semester) ........$100
Single room (medium single rooms
in Swope or designated single rooms
in Grand or Liberty) .........................$250
Buyout program for double room
as a single room ...............................$500
Room reservation deposit (returning students) $25
Room damage deposit* (new students) .......$100
I.D. — replacement .................................$20
I.D. — passport (three photos) ..............$10
Returned-check fee ..............................$30
Parking sticker .................................$60
Second vehicle .................................$60
Library books late charges ......................$5
Not returning laptop (per day) ..............$5

* Students actually pay $200, with $100 being applied to tuition accounts.

** Tuition remission will cover the costs of life experience; however, federal and state funds are not available for life experience.

Note: Some of the above fees do not apply to Buena Vista University Graduate & Professional Studies. For current BVU Graduate & Professional Studies fee information, contact the individual location at the telephone number listed in the BVU Graduate & Professional Studies section of this catalog.

Beginning with students first enrolling in the 2001-2002 school year, parking stickers must be purchased on a yearly basis.
Buena Vista University is fully committed to maintaining the high quality of its academic programs and student services. As you are probably aware, economic circumstances have necessitated that quality colleges increase their fees. Although Buena Vista University will take all reasonable steps to keep any increases to a minimum, parents and students should plan for possible future increases.

**Deposits**
Buena Vista University requires a $200 deposit from entering students. The deposit is not refundable after May 1 of the application year and Dec. 31 for second semester applicants.

For first-time resident students, $100 of the deposit is the room damage deposit. This money is refundable upon graduation or termination of residence, after any damage charges and any balances due are subtracted. Refund checks are mailed out in February and June only. Students who never attend classes are not eligible for the refund after April 30 and December 31 for second semester applicants. The other $100 is applied to tuition and fees. For first-time commuters, the entire $200 deposit is applied to tuition and fees.

For returning resident students, a $25 room reservation deposit is required before a room assignment is made. This deposit is applied toward room and board costs for the year. This deposit is non-refundable if a student chooses to withdraw his/her application for housing.

**Fee Payment Schedule**
The annual fees for tuition, room and board are payable as follows:

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<th>Fall semester</th>
<th>Payable Aug. 15</th>
<th>Total</th>
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<tr>
<td>Standard Tuition</td>
<td>$14,724</td>
<td>$2,139</td>
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<tr>
<td>Spring semester</td>
<td>$14,724</td>
<td>$2,139</td>
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Total for Year: $29,448

*$This is living in any dorms except for the suites.

In addition, we estimate that a student living on campus will have approximately $2,635 in expenses for books, supplies, transportation, clothing, telephone, entertainment, etc.

**Methods of Payment**
Arrangements for the payment of all obligations to the university must be completed with the Business Office prior to the beginning of the semester, before a student becomes officially enrolled. Failure to meet this obligation can result in a penalty assessed by the Business Office. In addition, interest will be assessed on past due balances. BVU has a monthly payment plan whereby parents and students can pay the portion of tuition, room, and board fees not covered by financial aid. The plan can extend a maximum of 12 monthly payments beginning no later than August. More information on this plan can be obtained from the Business Office. A BVU Payment Plan application is also available on the BVU website.

All financial aid provided by Buena Vista University will be awarded on a semester basis and will be credited directly to the student’s account prior to the beginning of each semester. If a student has a credit account balance, he or she will receive a refund from the Buena Vista University Business Office, unless the student requests in writing the credit balance remain on account. No transcripts will be released if there is a balance due on the student’s account.

**Withdrawal Process**
This policy will assist students who feel the need to completely withdraw from the university after a semester has begun but before its conclusion. For a student who officially withdraws, the withdrawal date will be the earlier of the following (unless a later date can be documented):

- The date the student begins the official process mentioned below, or
- The date the student officially notifies the institution of intent to withdraw

If a student triggers both definitions above of official withdrawal on different dates, the university will use the earlier date, unless a later academically related activity can be documented. An academically related activity is defined as one that has been confirmed by an employee of BVU, such as taking an exam, actively logging into the coursework, turning in a class assignment, attending a study group, etc. Occupying a room in the residence halls or eating in the cafeteria are NOT considered academically related activities and can have no bearing in withdrawal date determination.

Official notification can come in written form, via telephone, in person, or through e-mail and should be made with the Office of Student Affairs. Once initial contact is made, the Office of Student Affairs will ask the student to complete a withdrawal form. The student will also be asked to visit certain offices on campus to complete processes with each. This process must also be followed for withdrawal from online courses. If a graduate student finds the need to completely withdraw within a semester, the withdrawal process should be initiated with the Office of Graduate Studies or the Registrar’s Office.

The Office of Student Affairs/Office of Graduate Studies/Registrar’s Office will then contact each affected office to provide the official withdrawal date. This date will then be used in the refund calculation. (See Return of Title IV Funds/State Aid Policy.) No return of funds will be required for a withdrawal that occurs on or after sixty percent of the enrollment period. (The Interim enrollment period will be added
to Spring when appropriate).

A student who begins but does not complete semester coursework, but does not officially withdraw as described above, will be considered to have unofficially withdrawn. A student is considered to be withdrawn from a credit-hour program if the student does not complete all of the days in the payment period that the student was scheduled to complete.

One example of a student who unofficially withdraws would be one who receives only failing grades for a semester. The withdrawal date for a federal or state aid recipient, who unofficially withdraws, will be the midpoint of the payment period or the last documented day of academically related activity, whichever is later. No return of funds will be made for a withdrawal that occurs after sixty percent of the payment period (interim will be added to the spring semester when appropriate).

If a student unofficially withdraws, he/she will be fully charged. If a student left without notification because of circumstances beyond the student’s control, such as those mentioned below, BVU might determine a withdrawal date related to those circumstances. In addition, a withdrawal date determination can be appealed for extenuating circumstances such as:

- Illness.
- Accident.
- Grievous personal loss.
- Or other circumstances beyond the student’s control.

The appeal request should be made through, and will be approved by, the Office of Student Affairs or the Office of Graduate Studies. The student or an interested party can initiate this process.

A student can rescind a withdrawal by providing a written request to the Office of Student Affairs or Office of Graduate Studies.

Students who cease to be academically engaged may also be administratively withdrawn. Administrative withdrawals will be treated as an unofficial withdrawal. The full administrative withdrawal policy can be found under the academic program policies & particulars section. If disciplinary action results in the loss of any college or college-contracted service for the student, there will be no refund of charges. Federal or state aid will be returned based on the Return of Title IV Funds/State Aid Policy.

If a student wishes to request a leave of absence instead of withdrawing, he/she should contact the Office of Student Affairs to begin that process. Under this policy, a leave of absence will be considered to have an official withdrawal.

The Office of Student Affairs or the Office of Financial Assistance can be contacted with questions concerning the withdrawal process. The withdrawal process for Graduate & Professional Studies students can be found under the BVU Graduate & Professional Studies general information section. The Office of Financial Assistance and/or the Business Office can be contacted concerning the Return of Title IV Funds/State Aid Policy.

**INSTITUTIONAL CHARGES & AID POLICY FOR WITHDRAWALS**

Students who withdraw completely from Buena Vista University will have their tuition, and applicable room and board reduced on a percentage basis up to 4 weeks into the semester. Correspondingly, a student’s institutional aid will be returned based on their official date of withdrawal and the same percentage. The Business Office will notify the student of their final billing information after all of the appropriate adjustments have been made. Any additional fees a student accrues, will not be adjusted and the student will be fully charged for the fee.

The Institutional Charges & Aid reduction percentage schedule will be:

1. 1st week of classes: 95% return of charges & institutional aid
2. 2nd week of classes: 75% return of charges & institutional aid
3. 3rd week of classes: 50% return of charges & institutional aid
4. 4th week of classes: 25% return of charges & institutional aid

**RETURN OF TITLE IV FUNDS/STATE AID POLICY**

To calculate the amount of assistance earned by a student, BVU will first determine the percentage of assistance the student earned. The percentage of assistance earned is equal to the percentage of the period of enrollment that was completed as of and including the day the student withdrew, up to the 60 percent point in time. The percentage will be calculated using calendar days completed as of the day the student withdraws divided by the number of days in the enrollment/payment period. Interim will be included with the Spring semester when appropriate. All scheduled breaks of five or more days, including Saturdays and Sundays, will be taken out of the calculation. The calculated earned percentage is applied to the total amount of assistance that was disbursed or could have been disbursed to the student (allowable post withdrawal disbursements included), or on the student’s behalf, for the period of enrollment, as of the withdrawal date. If the withdrawal occurs after the 60 percent point, then the percentage of aid earned is 100 percent.

BVU must return the lesser of the unearned amount of Title IV (federal) and state aid, or an amount equal to the total institutional charges the student incurred for the enrollment period, multiplied by the unearned percentage of Title IV and state assistance (which is the complement of the earned
The student is required to return federal funds when the total amount of unearned assistance exceeds the amount the school must return. The student returns the difference between the total amount of unearned assistance minus what BVU returns. However, a student is not required to return 50 percent of Title IV grant assistance received. If it is determined that a student must return federal grant assistance, the student will be given 45 days from the day the calculation is performed to submit the owed amount to, or make satisfactory arrangements with, the Buena Vista University Business Office. If payment or an arrangement for payment is not made within 45 days, the Department of Education will be notified of the overpayment and the student may face losing consideration for future financial assistance until payment is received.

The order of the return of Title IV funds will be as follows:
1. Unsubsidized Direct Loans
2. Subsidized Direct Loans
3. Perkins Loan
4. Direct PLUS Loans
5. Pell Grants
6. FSEOG
7. Federal Teach Grant
8. Iraq and Afghanistan Service Grant
9. Other Title IV assistance for which return of funds is required

If a student or parent feels that individual circumstances warrant exceptions from stated policy, the following appeal order can be followed:
1. Accounts Receivable Manager
2. Director of Financial Assistance
3. Assistant Controller
4. Director of Business Services/Controller
5. Vice President for Business Services
6. President of Buena Vista University

Contact the Office of Student Affairs for a copy of BVU’s Leave of Absence Policy. Contact the Office of Financial Assistance for an example of a refund calculation.

**FINANCIAL ASSISTANCE**

Buena Vista University provides financial assistance to qualified students through scholarships, grants, loans, and work opportunities. Over 99 percent of our students receive financial aid. The university awards and disburses money from the federal government, the state of Iowa, private donors, and Buena Vista University. This financial aid comes in three forms:
1. Gift aid are grants or scholarships and do not have to be repaid.
2. Loans are made to students at low interest rates and must be repaid, but generally after the student has completed his or her education.
3. Work opportunities are often awarded to students through special programs that provide jobs on or off-campus during times of enrollment.

A financial aid award may include any or all of these types of assistance. For more information on any aid program, request one of the following publications from the Office of Admissions or Office of Financial Assistance: 1) Funding Education Beyond High School: The Guide to Federal Student Aid; 2) 10 Points to Remember.

Specific information concerning financial aid for BVU Graduate & Professional Studies students may be found in the BVU Graduate & Professional Studies section on pp. 68-69.

**Financial Assistance Application**

To apply for financial assistance:
1. Complete and submit the application for admission to Buena Vista University.
2. Submit your official high school transcript and test scores (ACT or SAT) to Buena Vista University’s Office of Admissions. Any student who has transfer hours must also submit transcripts from all previous colleges and universities attended.
3. As soon after Jan.1 as possible, complete and file an application for financial aid. The application can be found at www.fafsa.gov. By completing the Free Application for Federal Student Aid (FAFSA) correctly, students are applying for all federal, state, and institutional aid sources available. Some forms of aid may require additional information or an application.
4. Students must reapply for financial aid each year they expect to attend Buena Vista University and request consideration for need-based aid.

**General Eligibility Guidelines**

To be eligible to receive federal aid, a student must meet the following requirements:
1. Have financial need, unless otherwise indicated. Financial need will be determined using the information reported on a free needs analysis document (FAFSA) and the following formula: cost of education – family contribution = financial need
2. Have a high school diploma, a recognized equivalent of a high school diploma which would included a GED, an associate degree, or have completed a qualified secondary school education in a homeschool setting.
3. Be enrolled as a regular student (transients and other students who are not degree seeking are not regular students).
4. Be enrolled at least half-time, although some aid sources require full-time enrollment, and others will provide aid for less than half-time enrollment.
5. Be a U.S. citizen or eligible non-citizen.
6. Make satisfactory academic progress.
7. Be current on all previously borrowed educational loans.
8. Release the FAFSA information to BVU while still enrolled. Some forms of federal aid require a June 1 application receipt date to be eligible for consideration. Other verification items may be needed before aid may be provided.

To be eligible to receive state aid, a student must meet the following requirements:
1. Demonstrate financial need unless otherwise noted in the program description.
2. Meet Iowa residency standards and be a U.S. citizen or eligible non-citizen.
3. Make satisfactory academic progress.
4. Apply by the July deadline, when applicable.
5. Be current on all previously borrowed educational loans.

**Enrollment Status**

Enrollment status in the undergraduate program for all aid programs will be determined by actual enrollment each semester. Full-time = 12 or more hours/semester; three-quarter time = 9-11 hours/semester; half-time = 6-8 hours/semester; and less than half time = less than 6 hours/semester.

More than one repeat of any previously passed course will be excluded from enrollment status.

Students are not eligible to receive federal or state aid for coursework which will not count towards degree completion requirements.

**Gift Assistance**

**Federal Grants/Scholarships**

Federal Pell Grants are awarded to undergraduate students who meet certain financial need qualifications. These grants are expected to range from $605 to $5,645 for eligible full-time students in 2013-2014. Eligibility and the amount awarded each year is determined by a federal formula. Students automatically apply by completing the Free Application for Federal Student Aid (FAFSA) each year. If eligible, a student must release the FAFSA information electronically, while still enrolled, to receive the grant; other documentation may also be required.

A total of 363 BVU Storm Lake students received Federal Pell Grants averaging $3,437 each in 2012-2013. See the Financial Assistance Satisfactory Academic Progress Policy for academic renewal requirements. Students enrolled in an undergraduate program who already possess a bachelor’s degree are not eligible.

Federal Supplemental Educational Opportunity Grants (FSEOG) are federally funded grants awarded by BVU in varying amounts. They are given to full and some part-time students who show extreme financial need and, normally, who are also Federal Pell Grant recipients. To be considered for this limited funding, students should complete the FAFSA by June 1 and list BVU. Request a copy of the FSEOG Awarding Policy for additional information. See the Financial Assistance Satisfactory Academic Progress Policy for academic renewal requirements.

**The TEACH Grant** is a federally-funded program created to help college students who plan to teach, pay for college. These grants are available to eligible students who agree to serve as full-time teachers in high need fields at schools that serve students from low income families. Eligible students are those that are US citizens or eligible non-citizens enrolled in teacher education, who have scored above the 75th percentile on at least one of the batteries in an admissions test or who have earned and maintained a cumulative 3.25 GPA. The award amount is expected to be $3,760 for 2013-2014. The grant could become a loan if all the employment conditions are not met. For more information, please see the Office of Financial Assistance.

**State Grants/Scholarships**

These gift sources are available to Iowa residents. If any of these resources are listed on your financial aid award, they should not be viewed as official awards until your eligibility has been approved by the Iowa College Student Aid Commission. To renew any of the gift sources listed, you must normally apply by the state’s deadline, currently July 1, and meet other eligibility requirements. In the event that available state funds are insufficient to pay the full amount of each approved grant, the Iowa College Student Aid Commission has the authority to administratively reduce the award to an amount less than the statutory maximum. State awards may include federal LEAP/GAP funds.

**Iowa Tuition Grants** are awarded, based on need, to Iowa residents who attend Iowa private colleges and universities and file by the deadline, which is currently July 1. Sixty-five percent of Buena Vista University’s Storm Lake full-time students who reside in Iowa qualified for the $3,840 grant in 2013-2014 Iowa residents will automatically be considered by listing Buena Vista University on an application for financial aid (FAFSA). See the Financial Assistance Satisfactory Academic Progress Policy for academic renewal requirements.

**Iowa Grants** of up to $1,000 a year will be provided by the State of Iowa to needy Iowa students attending Iowa colleges and universities. Funding is limited. Buena Vista University will select the recipients, with priority going to the neediest applicants. The award may be renewable. See the Financial Assistance
Satisfactory Academic Progress Policy for academic renewal requirements.

**Iowa National Guard Educational Assistance Grants** are available to Iowa residents who are members of an Iowa Army or Air National Guard unit while enrolled in higher education. The individual award amount will not exceed the average tuition rate for full-time students at Iowa Regents Universities.

Other gift aid programs, such as the Iowa Education & Training Voucher Grant, All Iowa Opportunity Foster Care Grant and the All Iowa Opportunity Scholarship, are available from the State of Iowa in limited amounts. These funds currently help Iowa students who have been in foster care, TRIO programs, alternative high schools or are homeless.

*Note: A student who lives outside of Iowa should apply for funds available from his or her home state.*

**BVU Grants/Scholarships Academic Merit Awards**

- **The Trustee Scholarship** is Buena Vista University’s most prestigious scholarship offered through competition to up to five freshmen each year.

  Applicants for this scholarship must meet two of the following criteria: 3.85 CGPA, 29 ACT or a high school class rank in the top 5 percent. Recipients must enroll full-time and may renew a Trustee Scholarship by maintaining a 3.25 CGPA and full-time status. Financial need is not required, but FAFSA completion is encouraged. Any federal or state gift aid a Trustee Scholar receives will be subtracted from the Trustee Scholarship. The total of all gift aid could be affected by need.

- **Multicultural Scholarships** will be awarded through competition to up to four students each year. Students with a strong academic and leadership background would be eligible to complete the scholarship application and interview. Recipients will be eligible to renew a BVU Multicultural Scholarship by maintaining a 2.5 CGPA and full-time status.

  Any federal or state gift funds a Multicultural Scholarship recipient receives will be subtracted from the Multicultural Scholarship. The total of all gift aid will be limited to direct costs.

  Students awarded Trustee or Multicultural Scholarships are ineligible for other BVU merit or need-based scholarship or grant funds.

- **Merit Scholarships/Grants** of up to $18,250 were awarded upon acceptance to Buena Vista University. Individual award amounts are based on meeting certain academic requirements. Students enrolled full-time are eligible to renew their individual foundation scholarship/grant based on the renewal requirements presented at the time the award was made. Living arrangements could affect the amount of the award.

For more information on the eligibility or renewal requirements for a specific award, please contact the Office of Financial Assistance. There is no limit on the number of awards available, but only students awarded a merit scholarship as a new student are eligible to renew that amount in subsequent years.

Eligible students may receive only one academic merit award per year and are able to renew the scholarship/grant amount they received at the time they entered BVU based on the renewal requirements indicated.

**Recognition Awards**

- **Dean’s Fellowship Awards** are offered through competition prior to enrolling as a freshman.

  A Dean’s Fellowship is renewable for those who qualified with full-time enrollment and upon approval by the appropriate school. Please contact the Office of Financial Assistance for CGPA requirements. The number of awards is limited.

- **Fine and Media Arts Awards** are available to recognize and reward students who demonstrate talent and wish to participate at the college level. Students will be required to audition or provide a portfolio for specific art, theatre, performance theatre, vocal music, instrumental music, graphic design, film, journalism, radio, or TV. Students are eligible to renew these awards by meeting participation criteria.

  A Fine and Media Arts Performance Scholarship awarded will supplant the Merit Scholarship. One participation award may be “stacked” on top of the Merit Scholarship.

**Other Scholarships and Grants**

- **The Founder’s Award** is available to students who have applied for admission to BVU and have visited campus prior to February 15th.

  Buena Vista University Transfer Scholarships are awarded based on the student’s college grade point average. A student is considered a transfer student after they have graduated from high school or completed their GED and have completed at least 24 college credit hours (other than those earned through the Post-Secondary Act). The award amounts vary depending on college CGPA and residency status. The number of awards is not limited.

**National Presbyterian Scholarships** of up to $1,400 per year are available to students who show need and apply to the National Presbyterian Church prior to the freshman year, by the yearly deadline. The student’s first year award may be renewed provided the student continues to show financial need and maintains the required CGPA. The number of awards available is limited.
Buena Vista Grants are issued to some full-time students. Financial need and/or the total of other BVU gift aid awarded will determine if an award is made. Students must continue to make satisfactory academic progress to renew the award. The number of awards available is limited.

In addition, gifts from friends of BVU, organizations and special endowments help support BVU Scholarships. A complete list of benefactors may be found on the BVU Office of Institutional Advancement web page.

Any awards made from institutional funds will not change mid-year unless enrollment or living arrangements change.

If you plan to enroll in summer classes and wish to use any federal aid eligibility you may have, you must notify the Office of Financial Assistance.

Institutional gift aid is not available for summer courses or part-time enrollment. Institutional gift aid may also not be available in some consortium agreements.

Private/Outside Scholarships are awards made to students by an outside source. Students are responsible for contacting these private organizations. High school guidance counselors, churches and parents’ employers may be good information sources. Help locating outside scholarships can also be found on the Office of Financial Assistance web page at www.bvu.edu/financialassistance.

Your financial assistance from these scholarships must be packaged into your aid award so your financial need is not exceeded. Financial assistance which has been awarded through the university is subject to change upon receipt of other assistance.

Buena Vista University is a Collegiate Partner of Citizen’s Scholarship Foundation of America and the Dollars for Scholars family of community scholarship foundations. BVU has agreed to match Dollars for Scholars awards, of up to $100 for freshmen who meet one of the following criteria: high school class rank in the top 50 percent or a minimum ACT score of 20. The Office of Financial Assistance must be notified prior to the spring semester to receive the $100 match.

Vocational Rehabilitation benefits are available for students with physical disabilities or handicaps which impede pursuit of gainful employment or threaten continued employment. Requests for information should be made to the local Office of the Vocational Rehabilitation Bureau. Financial need is not a determining factor.

Availability of Funds for Study Abroad

Students who are interested in study abroad opportunities may receive financial assistance if eligible. The study abroad program must be approved by the study abroad coordinator and the Registrar’s Office. Options for aid will be determined by the specific program selected.

Work Opportunities

The university’s work-study program provides employment opportunities normally to students who show financial need. Funds are provided by the federal government and BVU, and are awarded as part of the financial aid package. Most student work contracts call for four to ten hours of work per week. Work schedules are arranged after the student’s class schedule has been determined to avoid conflict with classes. Currently, positions are available both on- and off-campus. Students will be paid, by check, at two-week intervals. See the Financial Assistance Satisfactory Academic Progress Policy for academic renewal requirements. Priority deadline date for FAFSA filing is June 1. For additional eligibility requirements, please request a copy of the Federal CWS Awarding Policy.

The university also provides referrals for a variety of part-time jobs in the community. These jobs are available to all students and financial need is not a factor. Employment may also be available for the summer.

Academic Assistantships are awarded to academically exceptional full-time students without regard to financial need and are designed to provide academic experience outside of the classroom. If you have been selected for one of these positions, you may receive valuable experience working closely with faculty on teaching, research or other projects. A 3.2 or better CGPA is required for consideration.

Low-Interest Loans

Loans provide students with an opportunity to defer part of the cost of education by borrowing now and repaying later at a reduced rate of interest. However, before deciding whether to accept or pursue a loan, you should carefully read the following section. We urge you not to take a loan for an amount larger than necessary. We also encourage you to consider both part-time employment and cutting down on expenses as ways of keeping your aggregate loan debt to a minimum. A student may access their federal student loan borrowing history at www.nslds.ed.gov.

Federal Perkins Loans are available at BVU to students who apply for financial assistance and show exceptional financial need. Funding is provided by both the federal government and Buena Vista University, with the university acting as the lender. These loans vary in amount and are interest-free while the student is in college. Repayment with five percent interest begins nine months after the student is no longer enrolled at least half-time in
college. Students may take up to 10 years to repay. Eligible students will be asked to sign a promissory note and will be given information about their rights and responsibilities at that time. Full- and part-time students who show exceptional financial need will be considered for an award. Priority deadline date for FAFSA filing is June 1. See the Financial Assistance Satisfactory Academic Progress Policy for academic renewal requirements. For additional eligibility requirements, please request a copy of the Federal Perkins Loan Awarding Policy. Additional information, including cancellation, forgiveness or deferment options, is available from the Business Office.

**Federal Direct Loans** are federally funded and are available to students enrolled at least half-time in college. The federal government offers loans with an interest subsidy, for those students who show financial need, and loans without an interest subsidy. If eligible for the interest subsidy, the government will pay the interest on the loan for the student borrower while enrolled on at least a half-time basis. If eligible for an unsubsidized loan, the student will be responsible for interest accrual while in college as well as principal and interest after they are no longer enrolled at least half-time, but you may defer payment of that interest until you leave school. Repayment of principal and interest will begin after the six month grace period. Federal Direct Subsidized loans disbursed before July 1, 2012 will continue to have the interest subsidy during the six month grace period.

An application for financial aid (FAFSA) must be submitted to determine eligibility for either loan source. Interested students must also complete a Federal Direct Loan master promissory note, prior to the first semester of borrowing, regardless of the type of Direct Loan for which the student is eligible. After signing the master promissory note for the first time, a subsequent signature will normally not be required for additional borrowing. Loan proceeds, minus an origination fee, will be received by the university and credited to the student’s account each semester. Freshmen will be eligible for a total of $5,500 a year, sophomores $6,500 a year, and juniors and seniors $7,500 a year. These totals represent the maximum that can be borrowed in a combination of the subsidized and unsubsidized loans. The interest rate for new loans borrowed after July 1, 2012 will be 3.4% for subsidized loans and 6.8% for unsubsidized. The interest rate on subsidized loans varied in prior years.

Since this is a loan, any amount borrowed will have to be repaid with future earnings. Borrowers are normally allowed 10 years to repay. The aggregate subsidized maximum that may be borrowed for an undergraduate program is $23,000. As evidenced by the repayment schedule below, monthly repayment can be affordable. See the Financial Assistance Satisfactory Academic Progress Policy for academic renewal requirements.

**Additional Federal Unsubsidized Direct Loans** of up to $4,000 a year may be available to first- or second-year self-supporting students or first- or second-year dependent students whose parents have been denied a Federal Direct Parent Loan (PLUS). Up to $5,000 is available for similar students who have completed two or more years. Students must be enrolled at least part-time. Financial need is not required. Monthly repayment of interest normally begins within 60 days after the loan is made. Repayment of principle and interest will begin once the student is no longer enrolled at least half-time. The interest rate is 6.8 percent. The aggregate maximum that may be borrowed is $34,500. Interested students can receive more information from our Office of Financial Assistance. See the Financial Assistance Satisfactory Academic Progress Policy for academic renewal requirements.

**Buena Vista University Loans**, Mabel E. Sherman Loans, and McElroy Loans are available to full-time students to supplement or replace the loan options mentioned above. Funding is limited. Financial need may be a factor in eligibility. Students must sign a

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**APPROXIMATE MONTHLY FEDERAL DIRECT LOAN REPAYMENT SCHEDULE**

<table>
<thead>
<tr>
<th>Total Borrowed</th>
<th>Monthly Payment Amount at 3.4%</th>
<th>Monthly Payment Amount at 4.5%</th>
<th>Monthly Payment Amount at 5.6%</th>
<th>Monthly Payment Amount at 6.8%</th>
</tr>
</thead>
<tbody>
<tr>
<td>$3,500</td>
<td>$50</td>
<td>$50</td>
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</tr>
<tr>
<td>$5,500</td>
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<td>$57.00</td>
<td>$60.00</td>
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<td>$258.00</td>
<td>$264.00</td>
<td>$278.00</td>
<td>$293.00</td>
</tr>
</tbody>
</table>

Please note that the final monthly payment may be larger or smaller than the amount indicated above. Payment based on a 10-year repayment period.
promissory note at the Business Office. At this time, students will receive an explanation of their rights and responsibilities regarding the loan. See the Financial Assistance Satisfactory Academic Progress Policy for academic renewal requirements.

**Federal Parent Loans**, called Federal Direct PLUS Loans, are available to parents who have dependent children in college. Parents can borrow up to an amount equal to the cost of education minus other financial aid, at an interest rate of 7.9 percent. Financial need is not required. An origination fee will be taken out before the funds are disbursed. Monthly repayment normally begins no later than 60 days after the loan proceeds are fully disbursed. Our Office of Financial Assistance has additional information about this federal loan program.

**Alternative Loans** are available to students or parents of students attending Buena Vista University. Loan eligibility is determined by the borrower’s credit worthiness. Loan amounts range from $500 to over $40,000 annually. The interest rates are variable. Repayment generally begins within 30 to 60 days after the loan money is received, although the loan may be deferrable while the student is enrolled. The borrower may take up from 10-20 years to repay. Financial need is not a prerequisite. For more information on any alternative loan source, including information on our Preferred Lender list, please contact the Office of Financial Assistance or review on web page.

**Standards For Financial Assistance**

**Satisfactory Academic Progress**
The Higher Education Act of 1965, as amended, requires that all federal financial aid recipients make satisfactory academic progress towards degree completion. In addition to receiving financial aid from one or more of the various federal funds, receipt of state or institutional funds will also rely on a student meeting these standards. These standards apply to a student’s entire degree program including terms in which financial aid was not received. Specific aid programs or departmental standards may require more than the minimum standards described below.

**The Standards**

Financial assistance satisfactory academic progress will be measured by the student’s cumulative grade point average (cgpa) and the percentage of hours earned in relation to those attempted (pace).

1. Cumulative grade point average. Because the transition to university learning is challenging, first and second year students are allowed time to build their cgpa to a 2.0 as they accumulate credits. A student is considered to be making financial assistance satisfactory academic progress by earning a cgpa above the ranges detailed below. A student’s cgpa will include those grades associated with BVU credits only; grades earned at other institutions are not included. The second and any subsequent grade(s) for repeated coursework will be used in the cgpa computation. Only the first grade will be omitted from the grade point average.

<table>
<thead>
<tr>
<th>CREDITS EARNED</th>
<th>CGPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Less than 24</td>
<td>Less than 1.75 cgpa</td>
</tr>
<tr>
<td>24-55.99</td>
<td>Less than 1.9 cgpa</td>
</tr>
<tr>
<td>56+ or 2 years of enrollment, whichever comes first</td>
<td>Less than 2.0 cgpa</td>
</tr>
</tbody>
</table>

2. Pace – Adequate progress towards degree completion is measured by an appropriate ratio of credit hours earned in relationship with credit hours attempted. Students must complete 67% of the hours attempted to be making satisfactory academic progress. Withdrawing from courses and/or failing courses may ultimately result in not achieving the necessary completion rate which would allow a student to graduate in the time allowed (see Maximum Timeframe for Financial Assistance below). A student is considered to be making adequate pace towards degree completion if the 67% is met.

Upon admission, transfer students are assumed to be making satisfactory academic progress. Courses successfully completed at another institution that fulfill degree requirements at BVU will be included in pace calculations.

All courses completed at BVU are included in the analysis of academic standing. BVU does not use incompletes as a grading option. If a course is repeated, the repeat(s) will count in attempted hours for pace calculation purposes.

**Review Process**
The Academic Standing Committee will review students’ progress three times each academic year (following fall, spring and summer semesters), with the exception of the GPS Co-Op Program which will be reviewed following each term. The Office of Financial Assistance and Associate Dean of Faculty will use that review to notify in writing those students whose academic record falls short of the standards for both continued enrollment and financial assistance eligibility, as detailed above. Based on the results of that review, a student may be placed on financial aid warning, probation, or be allowed to return on an academic plan, or financial assistance may be suspended.

Financial aid warning would be the result during the first review period after which a student fails either of the standards mentioned above. If a student is placed on warning, financial aid eligibility will continue for that warning period.
A student who fails to achieve good academic standing after a warning period will be suspended from the University unless an appeal is submitted and approved. Appeals may be granted in cases of extenuating circumstances such as illness, family emergencies, etc., that may affect a student’s ability to achieve SAP.

Following a successful appeal, a student may be placed on probation for the next semester, or on an academic plan, which may encompass more than one semester. If placed on probation, the student must achieve good academic standing following the probationary semester. A student placed on an academic plan may continue to receive financial assistance as long as the terms of the plan are being met.

A student without a successful appeal will be suspended.

**Appeal Process**

All appeals should be in writing and received by the Associate Dean of Faculty in sufficient time for processing. The written appeal must include and document the extenuating circumstances that prevented the student from meeting SAP, what has changed in the student’s situation, and the specific steps that will be taken to ensure future success, including a schedule of classes to be taken, when those classes will be taken, and at which locations.

Before a decision is made, the student’s progress along with details in the appeal will be reviewed by the SAP Committee to determine if and how the student can regain good academic standing.

**Re-establishing SAP**

Other than in situations where an appeal is granted, a student who has lost eligibility for federal or state aid can only regain eligibility by taking action that brings them back into satisfactory academic progress. Neither paying for classes nor sitting out any length of time affects a student’s academic standing so neither is sufficient to re-establish eligibility. However, if a previously suspended student applies for readmission to BVU after an academic suspension, that student may be allowed to return, with the benefit of financial assistance, if an academic plan is created to assist the student in attaining satisfactory progress. The student would continue to be eligible for financial assistance as long as the plan specifics are being met.

**Maximum Timeframe for Financial Assistance**

Undergraduate students will be allowed to attempt up to 192 total credit hours, or for transfer students, 150% of the hours it is determined are needed to complete the attempted BVU degree/program at the time the student enrolls. If the attempted program is not completed within this time frame, even in situations where there has been a change of course of study, financial aid eligibility will be terminated.

Appeals will be allowed on a case-by-case basis and should be made to the Office of Financial Assistance. Students are not eligible to receive federal aid for coursework which will not count towards degree completion requirements.

Students who enroll in a second degree or teacher certification may be eligible for aid and will have their academic progress calculated from the credit hours attempted beyond the first degree.

Students returning only to complete a major are not eligible for financial assistance.

**Reporting Other Financial Aid**

Any financial aid which you may receive from sources not listed on your aid award, such as a scholarship or loan from a local or private organization, military benefits, or Vocational Rehabilitation benefits, must be reported to the BVU Office of Financial Assistance. Financial assistance which has been awarded through the University is subject to change upon receipt of other assistance. The receipt of aid/benefits that pay all or a large portion of a student’s charges will affect institutional gift aid awarded. When notifying the Office of Financial Assistance of any outside aid, please list the name and total amount of the award, and the anticipated disbursement date(s).

**Verifying Family Information**

If a question arises concerning information reported on your confidential application for financial aid or your application is selected for verification by the Department of Education, BVU reserves the right to verify such information by requesting copies of income tax documents and/or other data. Your financial aid award is subject to change if verification procedures result in a different calculation of need or if other conditions exist which change your aid eligibility. No aid will be disbursed until the required documentation is received.

For all federal funds, we must have the results of your FAFSA (Free Application of Federal Student Aid) with an official expected family contribution (EFC) that shows the application data was processed at least once while enrolled.

In general, federal aid recipients must submit required/requested documentation no later than 120 days after the last day of enrollment or the last day allowed by law (normally a date in September), whichever is earlier. However, earlier deadlines may apply to specific aid programs, as detailed below.

If the deadline is met and changes in the information reported are needed, we will send those changes to the Department of Education and the student will receive a revised Student Aid Report (SAR) which will reflect the changes made. If eligibility for federal or state aid should change, a revised award will be sent. For a student whose application is being verified, if we receive a corrected
valid SAR/ISIR after the last day of enrollment, BVU must award and pay Pell Grant on the higher EFC calculated.

A student will not be allowed to begin employment in the federal work study program until requested documents are received nor will credit be given for any aid. For Federal Direct Loan or Federal Direct PLUS consideration, verification requirements must be met before we can certify a loan application and the loan must be certified on or before the last day of attendance.

If a student’s application is selected after federal aid has been disbursed, the student is entitled to keep any work study payments made (but the student will be asked to cease working until requested materials are received) and any Direct Loan Funds disbursed. All other federal aid will be removed from the student’s account until the verification process is completed.

For funds from the State of Iowa, verification requirements must be met before final payment rosters are due.

A student will forfeit eligibility for federal and state aid if the verification process isn’t completed by these deadlines.

**BVU Policy for Renewal of Institutional Aid**

BVU will follow the requirements detailed above for general institutional aid eligibility.

Awards offered based on ACT, class rank, prior CGPA while in high school or at another college, or through competition/audition, will have more stringent, specific requirements for renewal that were provided at the time the award was made.

Even though a student may be making Satisfactory Academic Progress as detailed in the SAP Policy above, awards made based on academic criteria will have higher specific CGPA renewal requirements and these awards could be eliminated before the student loses other eligibility. With the exception of the Multicultural Scholarship (please contact the Director of Multicultural Programs for specific renewal requirements), progress for these awards will be reviewed following each semester (2 semester minimum) and recipients must have earned the required renewal CGPA at that time. One semester of probation will be granted if the CGPA has not been met. The award will be forfeited at the end of that probation semester if the required CGPA still has not been achieved. The overall Satisfactory Academic Progress Policy may dictate loss of all aid eligibility before this time.

Most forms of institutional aid require full-time enrollment.

Students may contact the Office of Financial Aid for information on renewal requirements for specific awards.

**Reapplying for Financial Aid**

You must reapply for financial aid each academic year. Unless specifically awarded for more than one year, the financial aid which you receive is not automatically renewable. Because financial need depends on variable factors, such as college cost, family income, assets, etc., your aid award may fluctuate from year to year. However, the University does its part to help you in obtaining as much aid as possible each year.

**Rights and Responsibilities**

In addition to the information provided here and our web site, you may also ask for and receive information on any of the following by contacting the Office of Financial Assistance:

1. How your financial need was calculated and the percentage of your need that has been met with financial assistance
2. Each type and amount of assistance in your Financial Aid Award and how you were selected as a recipient
3. How to receive a review or reconsideration of your aid award if you feel an error has been made or if your financial situation changes

In addition, there are a variety of policies and reports available on our website at: www.bvu.edu/about/consumer_information. These reports will give you some additional insight into your BVU experience. In addition to those policies already mentioned, here is a partial list of what you will find:

- Academic Honesty/Copyright Infringement Policy
- Athletic Program Participation Rates and Financial Support Data
- Completion/Graduation Rate
- Drug Awareness and Abuse Prevention Strategies
- Policy on Financial Aid Eligibility Following a Drug Conviction
- Family Rights and Privacy Act
- BVU Code of Conduct for Educational Loans
- Job Placement Information
- Campus Security and Crime Report
- Student Body Diversity Report
- Transfer of Credit Policy
- Preferred Lender List Policy
- Book Voucher Policy
- Student Body Diversity
- Copyright Infringement
- Vaccination

As a student, you also have the following responsibilities:

1. Review and consider all information about Buena Vista University before you enroll
2. Pay special attention to your application for financial aid, being sure to complete it accurately and submit it on time and to the correct place.
3. Know all the deadlines for applying or reapplying for aid and meet them.
4. Provide all documentation, corrections and/or new information requested.
5. Notify us of any changes in your original application information.
6. Read, understand and keep copies of all forms you're asked to sign.
7. Repay any student loans you have: When you sign a promissory note, you are agreeing to repay the loan.
8. Complete both an entrance and exit interview if you have Federal Direct Loan, a Federal Perkins Loan, any institutional loan or a TEACH Grant.
9. Notify Buena Vista University of a change in your name, address or enrollment status.
10. Understand the Buena Vista University Refund Policy.
11. Understand the BVU Satisfactory Academic Progress Policy.

Eligibility Requirements

**Federally Funded Programs**

1. Demonstrate financial need*
2. Have a high school diploma, a G.E.D., or demonstrate an ability to benefit from the program.
3. Be enrolled at least half-time* and as a regular student.
4. Be a U.S. citizen or eligible non-citizen.
5. Make satisfactory academic progress.
6. Sign various educational statements.
7. Be current on all previously borrowed educational loans.
8. Release FAFSA data to BVU while still enrolled.

**State Funded Programs**

1. Demonstrate financial need*
2. Meet Iowa residency standards and be a U.S. citizen or eligible non-citizen.
3. Make satisfactory academic progress.
4. Apply by the July 1 deadline*.
5. Be current on all previously borrowed educational loans.
*Unless otherwise noted in the program description.

For Further Information

You may contact the director of financial assistance at the following address to obtain answers to any questions you may have: Buena Vista University, Office of Financial Assistance, 610 W. Fourth Street, Storm Lake, Iowa 50588, 1.800.383.2821 or 712.749.2164. You may also find additional information on our web page at www.bvu.edu/financialassistance or e-mail us at finaid@bvu.edu.

**CAMPUS LIFE**

Buena Vista University believes that important learning experiences occur in the residence hall, on the playing field, and in university meeting rooms, as well as in the classroom and laboratory. Our co-curricular program provides opportunities for students to link theory to practice. Through these programs students develop leadership skills, explore career possibilities, provide service to others, participate in wellness activities, develop an understanding and appreciation of those from different backgrounds and cultures, and enjoy special student activities. Our co-curricular program complements the formal academic curriculum, emphasizing a holistic and well-rounded education. Additionally these experiences are also important in career preparation, as future employers often look at students’ co-curricular involvement during college life.

**Athletics**

Buena Vista University is an NCAA Division III institution and a member of the highly competitive Iowa Intercollegiate Athletic Conference. The intercollegiate athletics program is integral to the institution and enhances the overall quality of the educational experience. Approximately one third of our students participate in at least one of the nineteen sponsored intercollegiate sports. Men's teams include baseball, basketball, cross country, football, golf, soccer, tennis, track and wrestling. Women's teams include basketball, cross country, golf, soccer, softball, tennis, track and volleyball. Buena Vista University student-athletes strive for success at the highest level of NCAA championship play while also successfully completing their academic degree.

**Campus Dining Services**

Campus Dining Services, operated by Sodexo, provides many opportunities for you to take care of one of your basic needs in life — food. The food service program at Buena Vista University involves people who care about providing for our students the best food and service possible. The food service is centrally located in the Harold Walter Siebens School of Business/Siebens Forum. Our concept of diversified university dining is called the Sodexo Marquis Plan. It is recognized as a plan that offers variety and freedom of choice for students. The Marquis Plan offers a flat-rate meal plan that allows students to eat as much or as often as they like any time between 7 a.m. and 7 p.m. Monday-Friday and between 11 a.m. to 1 p.m. and 5 p.m. to 7 p.m. on weekends. All first year students are required to be on the Marquis Meal Plan for the entire academic year. All resident students are required to participate in a food plan.
For upperclassmen that prefer a lighter option and do not require the flexibility of the Marquis Plan, there is a 10 meal per week or a 14 meal per week plan. Students on either of these plans are limited to 10 or 14 meals per week between breakfast, lunch and dinner, and can also choose the Afternoon Grill in place of a lunch meal. (Using the Afternoon Grill during the hours of 1:30 p.m.-4:30 p.m. counts as eating lunch).

Beaver Bucks can be used at the Afternoon Grill/ Late Night Grill or Common Grounds Coffee Shop and may be purchased in the Business Office at any time during the year in the following increments:
- $20 purchases $25 Beaver Bucks
- $40 purchases $50 Beaver Bucks
- $75 purchases $100 Beaver Bucks

Beaver Bucks will transfer from semester to semester and roll over from year to year. Beaver Bucks can be used until the student graduates and they are non-refundable.

In addition, Sodexo provides every student $30 in points at the beginning of the first semester and at the beginning of the second semester to be used at the Common Grounds Coffee Shop or the Late Night Grill.

Points roll over from first semester to second semester and expire at the end of each academic year. Points do not roll over from year to year and are non-refundable.

Sodexo’s goal is to make every day a better day through our dining facilities, Common Grounds Coffee Shop, Late Night Grill, campus vending and our Catering Services, and have proudly been serving the BVU and surrounding communities since 1974.

**Campus Security**
Campus Security provides 24 hour coverage to the campus community with the goal to provide a safe environment for the campus community. They offer several services including 24 hour escort, medical transportation, and vehicle assistance. Personal safety and crime prevention programs are offered throughout the year. Campus Security is responsible for the University parking program. The link to the Campus Security Website is: www.bvu.edu/campussecurity

**Career Services**
Career Services offers programs, resources, and personalized assistance to prepare students for satisfying employment and successful graduate school acceptance upon graduation. Students receive help with choosing a major and exploring career options through personalized career coaching and self-assessments. Students are prepared for professional success through resume and cover letter reviews, mock interviews, alumni networking events, guest speakers, assistance in locating and applying for internships in partnership with faculty, an online job board exclusively for BVU students, and campus recruiting events with employers.

**Center For Academic Excellence**
The Center for Academic Excellence (CAE) is the university’s academic support unit, which provides services to enhance the teaching-learning experience for the university community.

The CAE provides tutors in almost all academic areas. All of the CAE tutors are outstanding BVU students who have been chosen because of their academic and teaching skills. Our tutors are trained in learning strategies, study methods, social interaction, strategies for students with disabilities, and specific content area skills such as math methods and correctly citing sources to avoid plagiarism.

The CAE emphasizes the writing process, including content, organization, and revision – not just proofreading. Math and writing tutors are scheduled daily from 9-5. Tutors for other classes are scheduled based upon the tutors’ academic schedules. When students request a tutor for a specific course, we find one for them.

All students benefit from using the CAE. Many of the students who use the CAE are successful students who want to improve upon their skills. We like to say this is a place where good students come to be better students. Some students who require additional support use the CAE to help meet their academic goals.

- Students can schedule regular weekly appointments with the same tutor.
- Tutoring is provided at no additional charge to the students.
- Students can use the CAE as an alternate study location.
- Students can also meet with the director of the CAE as well as other members of the CAE staff to schedule individual appointments to improve their skills in time management, test taking, and studying.

Students can work with our math specialist, our writing coordinator, our academic coach, or with the tutors.

**Hours:** Our hours of operation are updated on the CAE web page. We also have information on the CAE web page for study skills and academic skills.

**Civic Engagement**
The Office of Civic Engagement serves as an excellent resource for students seeking experiential learning opportunities. A full-time staff person and student advisory board, named Student MOVE, (Mobilizing, Outreach, Volunteer Efforts) assists individuals and groups looking to participate in service opportunities. Local, regional, national and international volunteer opportunities help students realize the importance of civic responsibility and engagement. The Office of Civic Engagement is
host to an AmeriCorps State program for which students interview and apply for positions. Annual events sponsored by Student MOVE include Alternative Happy Hours, Alternative Weekends and an Alternative Week of Off-site Learning (AWOL) program which is our Alternative Spring Break Program. Each event pairs a volunteer experience with an opportunity for social interaction. The Office of Civic Engagement also sponsors the BV Buddies Mentoring Program. This student-lead program pairs a BVU student with a Storm Lake Middle School student for an entire academic year for participation in tutoring and enrichment activities.

**Commuter Student Services**

The commuter student advisor assists commuter students with their personal and service concerns on campus. Lockers are available for student use on a first come first served basis. They are located in several buildings across campus. Students can obtain keys for lockers from the Office for Student Affairs at no charge. (There is a replacement charge for a commuter locker key that is not returned).

**Counseling Services**

Professional and confidential personal counseling services are available for individuals, couples, and families. They are without cost to students, faculty, and staff. The counseling office also provides educational programming, referrals for treatment at on-campus or off-campus sites, support groups as needed, and consultation services to anyone at BVU. Counseling records are private and do not become part of the University record.

**Event Services**

The office of EventvServices, located across from the Information Desk in the Administrative Offices, assists students with all of their co-curricular scheduling needs. The office will assign rooms for events and meetings, ensure signs and equipment are in the room as ordered and submit catering requests for food and beverage orders. Off-campus events are also scheduled and coordinated through this office.

**Handicapped Accessibility**

Nearly all buildings on the Buena Vista University campus are handicapped accessible. Students seeking assistance regarding accessibility should contact the following individuals: For assistance with the academic program, including accessibility of courses, laboratories, or academic materials, students should contact the the director of the Center for Academic Excellence at 712.749.1237. For assistance with the co-curricular program, such as residence halls, food service, student activities, or other programs, students should contact the vice president for student affairs/dean of students in the Office for Student Affairs at 712.749.2123.

**Health Services and Wellness**

Health Services, L25 Lower Level Siebens Fieldhouse • Phone 1238. Office hours are 8 a.m.-4 p.m. on Monday through Friday.

Nurses are available after hours through Resident Advisor (RA) or campus security by calling (712) 749-2500.

Health Services & Wellness is a professional and confidential service offered at no cost to students. All health records are confidential and do not become a part of the University records. Health Services goal is to enhance the educational process by modifying, changing or removing health related barriers to learning, promoting optimal wellness, teaching and enabling individuals to make informed decisions about health related concerns. Students are provided with assessment, treatment and referrals for illness or injury. Referrals and appointments are made to appropriate health care providers. Payment for these services will be handled between the provider and the student. Basic medical supplies and over-the-counter medications are available to students at no charge. Other special equipment such as crutches, ice packs, heating pads and vaporizers are available for use on a loan basis. www.bvu.edu/living_at_bvu/student_services/health_services/

Students, who are ill, are responsible to notify their professors. Health Services & Wellness and the Office for Student Affairs will contact professors of a student’s medical absence if requested by the student. It is at the professor’s discretion whether or not to excuse an absence.

All full-time students (12 credit hours or more) and students residing on campus are required to have medical insurance while attending Buena Vista University.

**Health Forms**

Required of all full-time freshman and transfer students are a completed health form (with a copy of their current insurance card) by the following deadlines to Heath Services & Wellness:

- Aug. 1 for first semester
- Jan. 5 for Interim
- Jan. 20 for second semester

This form must be received and immunization status approved before you will be permitted to complete final registration in August. Students that fail to complete appropriate documentation will have an academic hold placed on them until it is received.

Insurance: All full-time students and/or students residing on campus are required to HAVE insurance coverage and complete an on-line insurance waiver each year. Failure to complete the on-line waiver by the specified deadline will result in automatically being enrolled in a student health insurance plan offered by the university. The student insurance will be billed directly to your student account.
For more information contact the Business Office (712.749.2212) for additional insurance information. Note: If for any reason your insurance carrier changes or is discontinued, you must report this to Health Services within 10 working days.

Wellness Program
Wellness is a positive and balanced approach to living that encompasses six dimensions: emotional, intellectual, occupational, physical, spiritual and social development. Students have many opportunities to participate in wellness-related activities including usage of weight training and cardio-vascular exercise equipment; usage of flexibility and abs exercise equipment; and swimming and/or aqua aerobics. The importance of balancing one’s life through wellness is emphasized. A wellness room (Peterson Room), located in the lower level of the Fieldhouse, L-20, is available for scheduled wellness programs or individual or group use. The mirrored room offers audio/video equipment, mats, wall mounted ballet bar, exercise balls, steps, exercise bands and a small video library of exercise tapes and DVDs.

Team Wellness is a student advisory team to the Wellness program. The group consisting of professional staff and students is designed to increase awareness of the most current college issues and focus on topics related to alcohol education, fitness, nutrition, stress management, leading a balanced life, sexual responsibility, and more through wellness promotion and collaboration with the entire campus. The goal of the Wellness program is to encourage a healthy lifestyle for all members of the Buena Vista University community.

Intercultural Programs
The director of Intercultural Programs is responsible for promoting an environment conducive to cultural awareness, appreciation, and respect for students of diverse populations. This includes, but is not limited to, mentoring, counseling, and preparing students for a global society. The director serves as an advisor to identify areas of development that may hinder a student’s performance in the classroom and provide helpful strategies essential to academic success. The individual in this position serves as an advocate, mediator and liaison for faculty, staff, and students. The advisor shares the responsibility with constituents of the university to provide a safe haven for students of diverse populations. The director also works with the Storm Lake community to increase awareness of multicultural topics and concerns. Students of Diverse Populations is comprised of the following clubs and organizations: International Club, Multicultural Club, RAICES , Women of Color, Voices of Praise Gospel Choir, Asian American Pacific Islander Association, Time Out, African American Student Union, DIMES, Men of Character, Student Commission on Retention, Danse de Coeur, and CHOICE Mentoring Program.

International Student Services
With the support of numerous faculty and staff, the Office of International Student Services provides a variety of services to international students attending, or who are considering attending, Buena Vista University. Services provided include visa and travel information; admission and enrollment information; immigration advising; orientation to our campus and the community of Storm Lake; and assisting students with the transition to college life. With guidance and support from the campus community, this office serves to enhance international student learning experiences and outcomes. International students are encouraged to become members of the International Club to establish a network of support, provide educational programs to the campus community, and improve leadership skills.

Lehnus Campus Store
The campus bookstore, located adjacent to the Information Desk, supplies students with their entire textbook and apparel needs.

Mail and Printing Services
Mail and Printing Services located next to the Centennial Room’s north entrance in the Harold Walter Siebens School of Business/Siebens Forum offers students complete mail service, Monday through Friday. Saturday mail is distributed to student boxes during the scheduled semester and throughout interim. Personal mailboxes are assigned to all students and are located in the Forum in the hallway leading to Mail & Printing Services.

Multicultural Engagement
The Office of Multicultural Engagement at Buena Vista University assists multicultural and international students with their transition to student life by fostering an environment that supports bother personal and professional growth. It is the responsibility of the Director of Multicultural Engagement to create an environment that supports all students in broadening their perspective of diversity. Accordingly, the Director will be responsible for developing opportunities for students to learn and understand the importance of multiculturalism in a diverse and global society. The Director will also be responsible for enhancing the visibility and awareness of diversity within our campus community by creating opportunities for students, staff and faculty to come together for celebrations and cultural exchange. The Office of Multicultural Engagement works collaboratively with academic and co-curricular departments to promote student learning, development and success through programming in the following key areas: Educational Outreach; Social Justice & Cultural Programming; Support & Advocacy; Community Building; and International Student Services. The Multicultural Organizations for Students Actively
Inspiring Community (MOSAIC) is comprised of the following student organizations: African-American Student Union (AASU); Asian-American Pacific Islander Alliance (AAPIA); International Club; Men of Character (MOC); Multicultural Club; RAICES; Spirits Only Living Strong (SOLS); Time Out; and Voices of Praise (VOP).

Recreation Services
The purpose of the Recreation Services program is to encourage and develop healthy habits among the BVU community. It provides resources to support student engagement in all varieties of Intramural Sports, Outdoor Recreation, Fitness Classes and Wellness Initiatives. Recreation Services is a division of Student Affairs and is located at 27 Peterson Drive, in house along the lake front. It is the goal of this department to facilitate student development through experiential education, self-discovery, leadership assessment, building interpersonal skills, and technical skill development. Recreation Services’ programs offer students opportunities to become involved, explore the world, and challenge themselves while building a foundation of healthy and balanced habits. The university has many recreational items that can be checked out for students to use. Some of these items include canoes, kayaks, camping equipment, racquet ball racquets, disc golf equipment, volleyball, fitness equipment, and golf clubs for lawn golf.

Residence Life
The Office of Residence Life provides the student with an educational experience outside the classroom through activities, educational and social programs, and leadership opportunities. Your residence hall room will be your “home away from home,” and your fellow residents will become family and life-long friends. Residence Life is a fundamental part of the student’s university experience.

Residence Life Staff
Director of Residence Life & Housing: The Director is the head of the office of Residence Life and is responsible for the supervision and administration of the residence life program and all functions associated with campus housing.

Residence Hall Director: Each “RHD” is a full time staff member responsible for the efficient and effective operation of his/her residence hall(s). He/she develops an atmosphere within the residence hall, which is conducive to academic endeavors, social development, personal growth and community living.

Assistant Residence Director: The “ARD” is in a position that reports to the Director of Residence Life and Housing or a Residence Hall Director, and assists with the residence hall area to which they are assigned.

Resident Advisors: These students serve the campus as resource personnel and paraprofessional advisors. As student leaders, they provide a valuable service to the student and university community throughout the academic year.

Hall Council: The main governmental body of the residence hall is the hall council, which is composed of an executive board and house/floor representatives. The hall council is the main body monitoring the quality of life in the residence hall and communicating any concerns to their advisor. Additionally, the hall council is responsible for planning and executing a variety of programs.

Residence Hall Live-In Requirement: All students are required to reside in University Housing and participate in a BVU Meal Plan, except for those who are legally married, have full custody of children, living with parents or legal guardians, enrolled for fewer than twelve semester credit hours, completed eight previous semesters at BVU, are 23 years of age at the time of fall registration, or have served in military service and are receiving GI benefits. Special permission can be granted by the vice president for student affairs/dean of students or his/her designee for other circumstances. Failure to comply with this ruling will result in the appropriate billing for room and board by the Business Office. Furthermore, students must be registered for classes and attending classes in order to reside in the residence halls. All residential students are required to have a meal plan.

Student Success

The Director of Student Success is responsible for the overall coordination and execution of retention initiatives for the University. The main focus is to engage all areas of campus in conversation and lead the effort to improve student success and persistence to graduation. The director meets with students to connect them to resources to ensure their success. One important function of this office is to plan and coordinate initiatives to improve student success and retention. Initiatives include one-on-one weekly student Success Coaching and BVU Welcome Chats in the Common Grounds Coffee Shop for all new students to connect with a faculty or staff member.

Spiritual Life/Campus Ministry/Chaplain
Buena Vista University seeks to nurture spiritual growth, build moral responsibility and provide creative opportunities for each student to carry the attitude of “servanthood” as an element of life’s vocation and calling. Affiliated with the Presbyterian Church (USA), the campus welcomes students of all religious backgrounds and faith. Praise and worship is provided on Thursday at 11 a.m. throughout the academic year in Schaller Memorial Chapel in order for the community to gather, pause, pray, celebrate and reflect in the midst of our hectic schedules. The
Student Ministry Leadership Team helps coordinate the IMPACT student organization which has been created for all students who will come and be a part of the community. The primary purposes of IMPACT are to assist and encourage students in their spiritual growth as well as provide opportunities for developing meaningful, supportive friendships. Activities include Bible and topical book studies, informal worship, recreational events, community service projects along with large and small group retreats. The University chaplain offers a variety of counseling, spiritual direction and a number of resources for spiritual growth and leadership training. Pre-marital counseling, weddings, grief counseling, and memorial services are also offered as a service through the chaplain’s office.

**Student Activities**
Buena Vista University believes that all students have the potential to be leaders if they choose to be and have the appropriate support. This support is offered in various ways on campus. Students are encouraged to participate in the leadership opportunities offered through the offices within Student Affairs. Skills which can be acquired through involvement with leadership programs include; critical thinking, self-discovery, conflict management, cultural competence, career preparation and servant leadership. An additional way to develop leadership skills is through the Student Organization President’s Council meetings for student leaders of the over 60 active organizations.

Numerous opportunities exist for students to become involved, distinguish themselves in the job market, and grow in their leadership skills through student activities. Student Senate, the governing body provides a means for members of the student body to express themselves though representation in university matters that directly affect student welfare. Senate informs the student body on these matters and communicates with faculty and administrative officials. Senators promote citizenship by developing a sense of responsibility and providing an example of democratic living at Buena Vista University. The Student Activities Board (SAB) is a student run organization which brings diverse social and recreational activities to campus. SAB will provide free, fun entertainment planned to fit the diverse interests of the student body. Activities include movies, comedians, bands, laser tag and more. Each fall SAB hosts Homecoming Week Activities culminating with a carnival and tail gate meal on game day. Each spring SAB hosts Family Weekend. BVU also offers over 50 active student organizations representing a wide variety of interests, services and disciplines. The majority of BVU students involve themselves in one or more organizations as a means of developing skills or interest and in distinguishing themselves for future job searches. Students who are interested in learning more about any of these programs should contact the Geisinger Student Leadership Center (GSLC) located in the Harold Walter Siebens School of Business/Siebens Forum.

### Campus and Buildings
Buena Vista University overlooks a beautiful, 3,200-acre lake (Storm Lake), which provides opportunities for water-related recreation. Storm Lake is less than 60 miles from the Iowa Great Lakes region, which includes Okoboji and Spirit Lake. Complementing the natural setting are modern classrooms and residence halls. Construction of many campus buildings was completed in the 1960s. Only Edson Hall and Smith Hall were built before 1950, and Smith Hall was completely remodeled in 1970. As part of an $18 million gift donated to Buena Vista University by Dr. Harold Walter Siebens in 1980, the University completed an exciting new building program in 1986. It included J. Leslie Rollins Football Stadium, constructed in 1980, a 660-car parking lot, the Harold Walter Siebens School of Business/Siebens Forum completed in 1985, and total renovation of Lage Communication Center in 1986. The 1990s marked further building progress with the construction of Briscoe Honor, Constitution and McCorkle Residence Halls, construction of the Information Technology Center, and renovations on Edson Hall. Construction on the Lambert Recreation Center was completed in 2001. The 70,000-square-foot Estelle Siebens Science Center was opened in the summer of 2004.

### Baseball/Softball Fields
The baseball and softball teams practice and compete on shared fields with the local public high school located on Tornado Drive. A complete renovation of both fields was completed in 2009. Field turf was installed on the baseball infield making it the only field turf in the state of Iowa used for college baseball. Additional upgrades for both fields included new scoreboards, dugouts, fencing, bleachers, backstops, press boxes and windscreens.

### Buena Vista Sports Complex
This athletic complex is located north of the main campus on Vestal Street. It is the home of two secondary soccer fields that are used primarily for men’s and women’s practice when not on the turf field. It is also the site of two football practice fields.

### Buntrock Tennis Courts
Four lighted outdoor tennis courts are located just southeast of Siebens Fieldhouse. They are used for intercollegiate tennis and recreational play.

### Center for Sculpture and Ceramics
Constructed in 2008, the Center for Sculpture and Ceramics, attached to the Social Science and Art Hall, houses a large workshop equipped with a full line of modern woodworking machinery. Also
housed in the building is a foundry set up to cast bronze and aluminum as well as a metalworking studio. The metalworking area contains MIG, TIG, ARC and oxy-acetylene welders in addition to much more metalworking equipment. The ceramics studio contains many electric Brent potter’s wheels, a large glazing area, hand-building area and kiln room. The three-dimensional classroom is set up for mold-making, investment, modeling and digital image projection.

Dixon-Eilers Hall
Dixon-Eilers Hall houses BVU’s Business Office and the Registrar Office, in addition to housing classrooms and faculty offices. The building was completed in 1958 and stands on the site of the original “Old Main.”

Edson Hall
Originally known as Victory Hall, the University gym before Siebens Fieldhouse was constructed in 1969, Edson Hall is now home to the BVU music department. Renovation of the hall was completed in early 1997 with the addition of a choral rehearsal room, nine state-of-the-art practice rooms, a piano/keyboard lab, a student work area, and additional office space.

Estelle Siebens Science Center
Completed in the summer of 2004, the 70,000-square-feet facility comfortably houses BVU’s five interdisciplinary fields of science (biology, chemistry, computer science, mathematics, and physics), fostering collaboration among the disciplines, as well as between students and faculty. The 18 laboratories complement seven classrooms, three research areas, and 24 offices. “Science Avenue,” a prominent atrium corridor that puts projects on display, connects the two-story, glass-walled rotunda (nicknamed “the beaker”) to a greenhouse with three environmental growth chambers. The $28 million building was made possible by a $13 million matching gift from the Harold Walter Siebens Foundation and numerous private philanthropic sources. The atrium on second floor exhibits a collection of North American and African animals.

Finkbine Natatorium
Finkbine Natatorium is a 25-yard pool with a 1 meter diving board that is used by the BVU community and the local community for open swim, lap swimming, water aerobics, lessons and competitive meets and is located in the lower level of Siebens Fieldhouse.

Fritcher Fitness Center
Included in the 2001 addition of the Lamberti Recreation Center is the Fritcher Fitness Center. Located on the west side of the fieldhouse and overlooking the lake, this 6,000-square-foot facility houses many types of free weights, selectorized equipment, ellipticals and treadmills for use by Buena Vista University students, faculty and staff. The facility is filled with 20 power stations 10 Olympic platforms, 10 Uesaka bumper plate sets, along with assorted barbells ranging from one to 150 pounds.

Grand Hall
Grand Hall, a co-ed residence hall, is located north of Swope Hall and east of the suites, featuring two-person rooms, common baths, common recreational areas, study lounges, a kitchenette and a laundry room.

Harold Walter Siebens School of Business/Siebens Forum
The Harold Walter Siebens School of Business/Siebens Forum was completed in the spring of 1985. In addition to the Harold Walter Siebens School of Business and a conference center, it houses the Office of Student Affairs, career services, food service and cafeteria, bookstore, mail & printing, Siebens Den, Geisinger Student Leadership Center, snack bar and other administrative offices. Included in the Harold Walter Siebens School of Business/Siebens Forum are also a number of tiered seminar classrooms and faculty offices. The conference center includes multiple multi-function meeting rooms, a boardroom and a number of dining spaces. The $10 million building was made possible by an $18 million gift from the late Dr. Harold Walter Siebens.

Information Technology Center (ITC)
The Information Technology Center is the cornerstone of academic life for BVU students. The ITC is comprised of the University library, the Stewart D. Siebens Computer Center and a distance education classroom.

J. Leslie Rollins Stadium & Peterson Field
J. Leslie Rollins Stadium and Peterson Field are home to BVU’s football, soccer and track/team competition. In the spring of 2011, the 3,000-seat facility underwent a major renovation, including the addition of a new synthetic playing surface, as well as a new blue polyurethane track. In addition, a new ticket and concession stand, along with a new merchandise area was built, while the bathrooms and storage spaces were upgraded. New field lights were installed at J. Leslie Rollins Stadium in July, 2012, providing the capability to hold evening events and practices for the Beaver football, soccer and track teams and student intramural activities. The lighting project includes four 100-foot poles with lights that can provide 75 foot-candles of illumination, enough for televising evening events. The lighting output is monitored by the equipment manufacturer, Musco Lighting, from its headquarters in Oskaloosa. The lights can be turned on and off manually and by computer.
Lage Communication Center
Lage Communication Center is where stories are made. The building is the home of digital media at BVU. Lage houses the radio, television, web, photography and print studios for the School of Communication and Arts. There is FM 97.5/KBVU radio, the video production facilities for University Cable Network (campus television) and a digital production multimedia lab for graphic design, desktop publishing and multimedia storytelling.

Lamberti Recreation Center
The Lamberti Recreation Center was designed to house intercollegiate athletic competition and practices, intramural activities and campus events. Constructed in 2001, this 65,000 square foot addition features three multi-purpose courts that are used for basketball, volleyball, baseball, softball, tennis and intramurals, as well as other campus activities. Surrounding these courts is the Dennis Young 200 meter, six-lane Mondo track that is utilized for indoor track practices and meets as well as walking and jogging activities. Two baseball/softball batting cages and an indoor golf net may be raised or lowered for indoor practices. Motion-sensored high efficiency lighting was installed in 2011.

Lehnus Campus Store
The campus bookstore, located adjacent to the Information Desk in the Harold Walter Siebens School of Business/Siebens Forum can supply you with your entire textbook and apparel needs.

Liberty Hall
Liberty is a co-ed substance free hall. The building is set up similar to Grand Hall, with two person rooms, common baths, study and recreational lounges on each floor, a kitchenette and laundry facilities. This hall also has a faculty-in-residence living in the hall.

Library
The BVU library exists to meet the information needs of our students, faculty, and staff, regardless of their physical location. The library offers 150,000 book volumes and access to over 29,000 periodical titles in print or online format within a comfortable and elegant study atmosphere that features a mix of individual and group study seating areas. Reference services include group and individual instruction in the use of both electronic and print library resources as well as assistance with all research and information queries. An online chat option allows for interactive dialog with a librarian. Reference librarians may be reached by telephone 712.749.2095, toll free 1.877.288.2240 or via e-mail, library@bvu.edu.

Access to the online catalog and over 50 research databases is available around the clock. The library’s Interlibrary Loan (ILLiad) service allows students to obtain books and articles from other libraries all over the world.

Other features of the library include networked computers and wireless access for those using laptops, replacement batteries for laptops at the Circulation Desk, and photocopier, scanning and FAX services. The lending period for most library materials is 30 days.

The library is open 94 hours per week when classes are in session.

Library Hours:
Regular Semester Hours
Sunday 1 p.m. – 12 a.m.
Monday-Thursday 8 a.m. – 12 a.m.
Friday 8 a.m. – 6 p.m.
Saturday 9 a.m. – 6 p.m.

Semester Breaks and Summer
Monday-Friday 8 a.m. – 5 p.m.

Lighthouse
A 30-foot brick lighthouse was built on the shores of Storm Lake near the Siebens Fieldhouse in 1992 in memory of Buena Vista University trustee and benefactor Dr. Harold Walter Siebens. The lighthouse was a gift from the Siebens family.

Phillips Meditation Chapel
The Meditation Chapel is located below the foyer of Schaller Memorial Chapel and is made available for individual and small group meditation and worship.

Pierce Hall
Pierce Hall is a co-ed residence hall that houses approximately 200 students. Pierce Hall underwent extensive renovations during the 2011-2012 academic year. The hall has several new lounges with comfortable seating, televisions and a kitchen with a great view. Pierce Hall is staffed with several Resident Advisors and one Residence Hall Director who is responsible for both White and Pierce Halls. Pierce Hall is connected to the Harold Walter Siebens School of Business/Siebens Forum via tunnel and White Hall through north and south connectors.

Recreation House
The Recreation House is located along the shores of Storm Lake, just west of Siebens Field House. The Rec House is the place to go to checkout recreational equipment including canoes, kayaks, bikes, basketballs, disc golf, bag toss and camping gear. Several annual events are featured at this location including the 5k Turkey Trot Fun Run, Extreme Winter Festival, and the Beaver’s Great Cardboard Boat Float Challenge. Many campus groups and offices reserve this space for meetings, retreats, and socials, as it is the only spot on campus to view the sunset around a campfire.
Schaller Memorial Chapel
Dedicated in 1963, adjoins Dixon-Eilers and serves as the University’s largest performance center. The chapel is used for a variety of convocation services. Special events, such as Founder’s Day, the American Heritage Lecture Series, baccalaureate, cultural ACES events and worship services are held within this facility. The Phillips Meditation Chapel is located on the lower level.

Siebens Fieldhouse
Located on the main level of Siebens Fieldhouse, the gymnasium is the competitive arena that seats approximately 3,000 spectators and is used for intercollegiate basketball, volleyball and wrestling as well as other campus events. In the summer of 2011, the facility was updated with new scoreboards, shot clocks and a video display screen. A new sound system and high efficiency fluorescent lighting were also added at that time. In the spring of 2013, an additional enhancement of new bleachers on the upper level was completed.

The athletic administrative offices, the BVU Athletics Hall of Fame room, the Fritcher Fitness Center and coaches’ staff locker rooms are also located on the main level. The lower level of Siebens Fieldhouse includes coaches’ offices, Finkbine Natatorium, nine varsity locker rooms, equipment/laundry facilities, two classrooms, wrestling practice room, athletic training facilities, two racquetball courts, wellness room and the Ohrlund Health Services Department.

Smith Hall
Built in 1925, Smith Hall was completely renovated in 1970. It houses classrooms, and faculty offices.

Social Sciences and Art Hall
Built in 1968 as the Estelle Siebens Science Center, the Social Sciences & Art Hall was renovated in 2008 to house the School of Social Science, Philosophy and Religion. The Social Sciences & Art Hall uniquely blends large academic space with a comfortable learning environment. It houses studios for the two-dimensional art as well as the 1,550 square-foot BVU Art Gallery.

Stewart D. Siebens Technology Center
The Stewart D. Siebens Technology Center offers hardware and software technical support via the Service Desk, 2FIX hotline (712.749.2349 or 800.248.4462) and 2FIX e-mail, 2fix@bvu.edu. The Service Desk also provides checkout services for digital video cameras, extra batteries and laptop computers. The Service Desk is also one of three locations on campus offering battery swap services. The Service Desk hours vary throughout the year. The Technology Center has color laser printing, and a multimedia creation station available for student use. This facility also hosts the Center for Academic Excellence (CAE) and the Teaching and Learning with Technology Center (TLTC). The TLTC supports faculty in the integration of technology tools into teaching and learning.

Swope Hall
Swope is a women’s residence hall, located between Smith Hall and Dixon-Eilers. Swope Hall offers a main lounge (which also serves as the TV lounge), study lounges, two kitchenettes and laundry facilities.

Suites
Briscoe Hall, Constitution Hall and McCorkle Hall are co-ed residence halls located north of the University’s large parking lot. Students are housed in “suites” made up of at least six students. Each suite offers a common living room, microwave and efficiency-sized refrigerator, and three bedrooms and bathrooms. The suites also have laundry facilities.

The Underground
The Underground is an on-campus venue for all students. The Underground has a pool table, table tennis and four large-screen televisions as well as study areas and soft furniture. From 7 p.m. until close, free popcorn and Wii/Playstation III are available. The venue houses events such as coffee house-style singers, Monday Night Football, poetry readings, dances, bands, talent shows and improvisation performances planned by Student Activities Board, Residence Life staff, and other groups and organizations on campus.

White Hall
White Hall is a co-ed residence hall that houses about 200 students. Four study lounges are located throughout the building. Laundry facilities and a kitchen with stove and microwave are located in the basement. Seven Resident Advisors and one Residence Director staff the dormitory. White Hall is connected to the Harold Walter Siebens School of Business/Siebens Forum via tunnel through the north and south connectors shared with Pierce Hall.

Victory Arch
The Victory Arch was constructed from the remains of the Old Main archway. Old Main, constructed in 1893, was the principal building on campus until it was destroyed by fire in 1956. The Victory Arch is a symbol linking the past to the present. The Victory Arch stood on the southeast corner of the Chapel lawn for many years before it was rebuilt atop the Harold Walter Siebens School of Business/Siebens Forum in 1984-85.
Buena Vista University Graduate & Professional Studies offers unique educational opportunities across the state of Iowa at its off-campus locations. BVU demonstrates that educational institutions can reach out and serve all people within their regions.

**Academic Programs**

Upper division courses are offered in the major and minor fields and to serve non-degree seeking students. BVU Graduate & Professional Studies features a variety of different programs. All locations offer evening programs. Daytime, Cooperative 2+2 programs and weekend courses are also offered at various locations.

Evening courses are scheduled in two 8-week terms each semester, each class meeting two nights a week. The normal full-time course load is two courses per term. Two eight-week terms totaling four courses are completed in a 16-week semester time frame. Under this unique program, degree-seeking students may graduate in as little as two years while continuing their daytime employment. Weekend programs and workshops are scheduled at most BVU Graduate & Professional Studies locations to supplement the regular offerings and provide endorsement programs for area educators.

Online courses and degree programs are also available. Students enrolled at any BVU Graduate & Professional Studies location may take undergraduate courses offered online. Select degree programs may be completed entirely online. For the academic year, several degree completion programs are offered, as well as two tracks in a masters of education (M.Ed.) in conjunction with the School of Education. Online courses are offered in 8-week terms closely following the schedule at most BVU Graduate & Professional Studies locations.

**Academic Calendar**

Since the exact dates for each of the academic 8-week terms may vary from location to location, prospective students should check for specific dates with the appropriate BVU Graduate & Professional Studies office.

Evening programs follow two 8-week terms per semester, with three semesters per year. Most term classes meet on Monday and Thursday evenings, with the 3-credit early classes scheduled from 5:30-8:05 p.m. and the late classes from 8:10-10:45 p.m.

**Services**

A significant aspect of BVU Graduate & Professional Studies is the personalized academic advising and course programming available to students. Course offerings are tailored to meet the educational needs of students. Financial aid is available for qualified applicants.

**BVU Library Services**

The library at Buena Vista University is committed to providing quality library service and access to information to all students, whether taking courses at the Storm Lake campus, via electronic distance education, or at BVU Graduate & Professional Studies.

We strive to make many of our journal holdings available full-text via the web. Using the library’s web site at www.bvu.edu/library, students can use a wide variety of databases to identify and download articles. These databases and our catalog also identify books and articles that can be requested through interlibrary loan via the BVU Library. These requests may be filled from BVU’s collection, or with material from other libraries.

BVU Graduate & Professional Studies students may contact the BVU Library during regular hours by calling 712.749.2203 or 877.288.2240 or e-mail the library anytime at refdesk@bvu.edu.

**Career Services**

The professional staff in the Office of Career Services on the Storm Lake campus offers consultation services on career planning, resume preparation, and job searches. In addition, BVU Graduate & Professional Studies students are welcome to attend any Storm Lake programs including the annual alumni career symposium in the fall and the job summit (career fair) each spring. They are also encouraged to register with College Central Network, the online job board for all BVU students which is accessible in the career services section of the BVU Graduate & Professional Studies web pages. Complete information on upcoming events and available resources is available at www.bvu.edu/career.

Other web-based resources for students at a distance include a comprehensive job search handbook, a complete online career library (the vault), and a self-guided career assessment tool (FOCUS). In addition, BVU Graduate & Professional Studies staff members are knowledgeable about regional opportunities and are available to students for information about career decision-making and job searches. Contact your specific location to find out about career-related materials and services on site.

**Handicapped Accessibility**

Nearly all buildings are handicapped accessible. Students seeking assistance regarding handicapped
accessibility should contact their BVU Graduate & Professional Studies site office.

**Online Student Services**
For online students, a full range of support services are provided including, online orientation, online book ordering, registration, advising, and library access. More specific information about BVU online support services and how to access them may be found at www.bvu.edu/online.

**Student Responsibilities and Regulations**
In an effort to maintain individual rights, freedom of choice, maintenance of university facilities, and development of community, specific policies have been established with regard to student actions and behaviors. As in society in general, certain laws and expectations of community behavior cannot be ignored. Paramount to this is the need for the assumption of individual responsibility for action.

Our goal is to assist students to make sound, logical choices of action and behavior. In making these choices, certain expectations are set, among those being assurance of individual freedom, the guarantee of rights for self as well as others, and the assumption of individual responsibility.

The Buena Vista University community subscribes to and strongly supports the rights of each student to study and interact in a quiet, respectful and nonviolent atmosphere that supports the pursuit and acquisition of knowledge. Each member of the university community is expected to assume responsibility for creating an environment conducive to fulfilling such a goal.

The Board of Trustees has delegated the administration of discipline in the university to the president, who in turn has assigned specific groups and individuals the responsibility of hearing cases of alleged violations.

**Application Process**
Programs within BVU Graduate & Professional Studies are classified as junior-senior level. Persons who have completed an associate degree or 60 credit hours from a regionally accredited institution qualify for admission. College level examination program credits (CLEP) and life experience credit may be available as described in the academic section.

**Admission of BVU Graduate & Professional Studies Students**
To enroll at BVU Graduate & Professional Studies, please identify the location you wish to attend and work directly with your academic advisor.

1. Although personal interviews are not required, applicants are urged to visit the location and confer with advisors there. Contact the individual BVU Graduate & Professional Studies Office for an appointment.
2. Request that official transcript(s) from each college or university previously attended be sent to the BVU Graduate & Professional Studies site office. Without official transcripts and records, a student will not be allowed to register beyond the initial semester.
3. Complete the BVU Graduate & Professional Studies application form or apply online at www.bvu.edu/learn.
4. If you will be applying for financial assistance including student loans, complete the Free Application for Federal Financial Student Aid (FAFSA) at www.fafsa.gov.
5. Students who have previously earned a B.A. or B.S. degree may be eligible to earn a second bachelor’s degree from Buena Vista University. Guidelines are available from the BVU Graduate & Professional Studies office.

**Online Program Admissions**
Students who wish to enroll in an online degree program must complete an application process with requirements identical to all other BVU Graduate & Professional Studies programs. Students may complete this application form at www.bvu.edu/learn. Students enrolled at BVU Graduate & Professional Studies locations may take individual courses without any additional application.

**Validation Policy**
Registration for each course must be validated by attending at least one of the first two class sessions for face-to-face courses. Validation of enrollment for hybrid courses must occur within the first week of the course. For online courses, students must be logged into the course and actively participating (including, but not limited to, submitting an academic assignment whether graded or ungraded; taking an exam, an interactive tutorial or computer-assisted instruction; participating in an online discussion about academic matters; or initiating contact with an instructor to ask a question about the academic subject matter of the course) within the first seven calendar days of the start of the course. To validate enrollment for directed studies, internships, or other non-classroom experiences, students are expected to communicate with the site office and the instructor within the first week of the course. If a student is not planning on completing the requirements for directed studies, internships, or other non-classroom experiences, the student must contact the site office in writing via email or by completing an add/drop form within the first week of the term. Permission to start or add a class late requires submission of a special academic action form, which must be signed by the instructor, advisor, and enrollment manager.
Failure to obtain permission for an intentional late start or to validate enrollment in the time frame described above, will result in a student being administratively dropped from the course(s). Being administratively dropped means that no tuition charges will be accrued, and all financial aid will be returned according to regulations and policies.

Students are expected to make payment or make payment arrangements for each term prior to the first day of class.

**FEE INFORMATION**
The fees below are for the 2013-2014 academic year. The university reserves the right to increase the rates charged with due notice.

<table>
<thead>
<tr>
<th>Per Credit Hour</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Face to Face</td>
<td>$350</td>
</tr>
<tr>
<td>Online (undergraduate)</td>
<td>$392</td>
</tr>
<tr>
<td>Life Experience Credit</td>
<td>$350</td>
</tr>
<tr>
<td>Student Teaching fee (based on 3 credit hours)</td>
<td>$86</td>
</tr>
<tr>
<td>Student Teaching fee (based on 6 credit hours)</td>
<td>$172</td>
</tr>
<tr>
<td>Student Teaching fee (based on 12 credit hours)</td>
<td>$344</td>
</tr>
<tr>
<td>Graduation fee</td>
<td>$70</td>
</tr>
<tr>
<td>Graduation fee</td>
<td>$103</td>
</tr>
<tr>
<td>Transcripts</td>
<td>$6</td>
</tr>
<tr>
<td>(one day service)</td>
<td>$35</td>
</tr>
<tr>
<td>Credential fee</td>
<td>$10</td>
</tr>
<tr>
<td>Credential fee</td>
<td>$4</td>
</tr>
<tr>
<td>Returned Check fee</td>
<td>$30</td>
</tr>
</tbody>
</table>

*Fees are not inclusive, other charges may apply.*

**Fees and refunds**
All charges for tuition, fees, books, and supplies are due and payable at the first class meeting of each term/semester. Travel and living costs will vary. To ascertain the amount used to determine your aid eligibility, contact the Office of Financial Assistance at Buena Vista University in Storm Lake.

**Financial Assistance**

**To Apply for Financial Assistance**
If you would like to apply for financial assistance, including grants and student loans, complete the Free Application for Federal Student Aid (FAFSA) online at www.fafsa.gov.

**Financial Assistance Eligibility Guidelines**
To be eligible to receive aid, a student must meet the following requirements:

1. Have financial need, unless otherwise indicated. Financial need will be determined using the information reported on a needs analysis application (FAFSA) and the following formula: cost of education – family contribution = financial need.
2. Have a high school diploma or the equivalent.
3. Be enrolled as a regular student.
4. Be enrolled at least half-time, although some aid sources require full-time enrollment and others will provide less aid for less than part-time attendance.
5. Be a U.S. citizen or permanent resident.
6. Make satisfactory academic progress. See policy.
7. Be current on all previously borrowed educational loans.
8. Release your FAFSA information to BVU while still enrolled.
9. Submit academic transcript(s) to BVU Graduate & Professional Studies locations for all previous colleges/universities attended.

**Enrollment Status**
Enrollment status in the undergraduate program will be determined by actual enrollment each semester.

- Full-time = 12 or more hours/semester; three-quarter time = 9-11 hours/semester; half-time = 6-8 hours/semester; and less than half time = less than 6 hours/semester. Each semester will consist of two eight week terms.
- More than one repeat of any previously passed course will be excluded from enrollment status.
- Students are not eligible to receive federal aid for coursework which will not count towards degree completion requirements.

**Gift Assistance**

**Federal Grants/Scholarships**

**Federal Pell Grants** are awarded to undergraduate students who meet certain financial need qualifications. These grants are expected to range from $605 to $5,645 for the 2013-14 school year for full-time attendance. Eligibility and the amount awarded each year are determined by federal formula. Students automatically apply by completing an application for financial aid (FAFSA). If a student is eligible for a Federal Pell Grant, his or her account will be credited. Students with a prior degree are not eligible. See the Financial Assistance Satisfactory Academic Progress Policy for academic renewal requirements of this aid source.

**Federal Supplemental Educational Opportunity Grants (FSEOG)** are federally funded grants awarded by BVU in varying amounts. They are given to some full and part-time students who show extreme financial need and, normally, who are also Federal Pell Grant recipients. To be considered for this limited funding, students must complete an application for aid by June 1 and list BVU. Request a copy of the FSEOG awarding policy for additional information. See the Financial Assistance Satisfactory Academic Progress Policy for academic renewal requirements. Funding is limited.
The TEACH Grant is a federally-funded program created to help college students who plan to teach, pay for college. These grants are available to eligible students who agree to serve as full-time teachers in high need fields at schools that serve students from low income families. Eligible students are those that are US citizens or eligible non-citizens enrolled in teacher education, who have scored above the 75th percentile on at least one of the batteries in an admissions test or who have earned and maintained a cumulative 3.25 GPA. The award amount is expected to be $3,496 per year. The grant could become a loan if all the employment conditions are not met. For more information, please see the Office of Financial Assistance.

State Grants
State gift aid is available to Iowa residents. If state aid is listed on your financial aid award, it should not be viewed as official until your eligibility has been approved by the Iowa College Student Aid Commission. To renew the gift sources listed, you must normally apply by the state’s deadline, currently July 1, and meet other eligibility requirements. In the event that available state funds are insufficient to pay the full amount of each approved grant, the Iowa College Student Aid Commission has the authority to administratively reduce the award to an amount less than the statutory maximum. State awards may include federal LEAP/GAP funds.

Iowa Tuition Grants are awarded, based on need, to Iowa residents who attend Iowa private colleges and universities. Iowa residents will be automatically considered by listing Buena Vista University on the FAFSA. To be eligible, Iowa students must apply by the July 1 deadline. Students may receive the equivalent of up to eight full-time semesters of this grant. If a student is eligible for an Iowa Tuition Grant, his or her account will be credited each term/semester of attendance. See the Financial Assistance Satisfactory Academic Progress Policy for academic renewal requirements of this aid source.

Students from states other than Iowa should check with their home state on scholarship opportunities.

Low-Interest Loans
Low-interest loans provide students with an opportunity to defer part of the cost of their education by borrowing now and repaying later at a reduced rate of interest. However, before deciding whether to pursue a loan, students should carefully read the following section. We urge students not to apply for a loan amount larger than necessary. Repaying loan obligations is a serious financial responsibility. Students may access their federal student loan borrowing history at www.nslds.ed.gov.

Federal Direct Loans are federally funded and are available to students enrolled at least half-time in college. The federal government offers loans with an interest subsidy, for those students who show financial need, and loans without an interest subsidy. If eligible for the interest subsidy, the government will pay the interest on the loan for the student borrower while enrolled on at least a half-time basis. If eligible for an unsubsidized loan, the student will be responsible for interest accrual while in college as well as principal and interest after they are no longer enrolled at least half-time, but you may defer payment of that interest until you leave school. Repayment of principal and interest will begin after a six month grace period. Federal Direct Subsidized loans disbursed before July 1, 2012 will continue to have the interest subsidy during the six month grace period.

An application for financial aid (FAFSA) must be submitted to determine eligibility for either loan source. Interested students must also complete a Federal Direct Loan master promissory note, prior to the first semester of borrowing, regardless of the type of Direct Loan for which the student is eligible. After signing the master promissory note for the first time, a subsequent signature will normally not be required for additional borrowing. Loan proceeds, minus an origination fee, will be received by the university and credited to the student’s account each semester. Freshmen will be eligible for a total of $5,500 a year, sophomores $6,500 a year, and juniors and seniors $7,500 a year. These totals represent the maximum that can be borrowed in a combination of the subsidized and unsubsidized loans. The interest rate for new loans borrowed after July 1, 2012 will be 3.4% for subsidized loans and 6.8% for unsubsidized. The interest rate on subsidized loans varied in prior years.

Since this is a loan, any amount borrowed will have to be repaid with future earnings. Borrowers are normally allowed 10 years to repay. The aggregate subsidized maximum that may be borrowed for an undergraduate program is $23,000. As evidenced by the repayment schedule on page 52, monthly repayment can be affordable. See the Financial Assistance Satisfactory Academic Progress Policy for academic renewal requirements.

Additional Federal Unsubsidized Direct Loans of up to $4,000 a year may be available to first- or second-year self-supporting students or first- or second-year dependent students whose parents have been denied a Federal Direct Parent Loan (PLUS). Up to $5,000 is available for similar students who have completed two or more years. Students must be enrolled at least part-time. Financial need is not required. Monthly repayment of interest normally begins within 60 days after the loan is made. Repayment of principle and interest will begin once the student is no longer enrolled at least half-time. The interest rate is 6.8 percent. The aggregate
maximum that may be borrowed is $34,500. Interested students can receive more information from our Office of Financial Assistance. See the Financial Assistance Satisfactory Academic Progress Policy for academic renewal requirements. Repayment schedule can be found on page 52.

Federal Parent Loans (PLUS) are available to parents who have a dependent child in college. These loans are guaranteed by the federal government. Individual eligibility is determined by subtracting other financial aid from the cost of education. Financial need is not a prerequisite. An origination fee will be taken out before the funds are disbursed. Monthly repayment, with an annual interest rate of 7.9%, begins within 60 days after the loan is fully disbursed. The borrower may usually take 10 years to repay the loan. For additional information including application materials, contact the Office of Financial Assistance, your site office, or visit www.bvu.edu/loans.

Alternative loans are available to students, or parents of students attending BVU. Loan eligibility is determined by the borrower’s credit worthiness and out-of-pocket expenses. The interest rates vary. The borrower may take up to 20 years or more to repay. Principle payments may be deferred, in most cases, while the student is enrolled at least half-time. Financial need is not a prerequisite. For more information on loan options, including our Preferred Lenders List Policy, please contact our Office of Financial Assistance, or go to: www.bvu.edu/loans.

Other Sources of Aid
Agency support is available to many of our Graduate & Professional Studies campus students through Vocational Rehabilitation, Social Services, Veterans Administration, Commission for the Blind, Bureau of Indian Affairs and others. For more information, contact the agency counselors directly.

Any financial aid which you may receive from sources not listed on your aid award, such as scholarship or loan from a local or private organization, military benefits, or vocational rehabilitation benefits, must be reported to the BVU Office of Financial Assistance. We encourage you to investigate and apply for such aid. We will help you in any way we can. Financial assistance which has been awarded through the university in response to your financial need is subject to change upon receipt of other assistance. When notifying the Office of Financial Assistance of any outside aid, please list the name and total amount of the award, and anticipated disbursement date(s).

Withdrawal Policy
This policy will assist students who feel the need to completely withdraw from the university after a term/semester has begun but before its conclusion. A student is considered to be withdrawn from a credit hour program if the student does not complete all of the days in the payment period that the student was scheduled to complete.

For a student who officially withdraws, the withdrawal date will be the earlier of the following (unless a later date can be documented):
- The date the student begins the official process mentioned below, or
- The date the student officially notifies the institution of intent to withdraw.

If a student triggers both definitions above of official withdrawal on different dates, we will use the earlier date, unless we can document academically related activity later. Academically related activity is defined as one that has been confirmed by an employee of BVU, such as taking an exam, actively logging into the coursework, turning in a class assignment, attending a study group or class, etc. Official notification can come in written form, via telephone, in person, or through e-mail and should be made with the BVU Graduate & Professional Studies Office. This process must also be followed for withdrawal from online courses.

If a student begins but does not complete coursework for a term/semester, but does not officially withdraw as described above, they will be considered to have unofficially withdrawn. The withdrawal date for a federal or state aid recipient who unofficially withdraws will be the midpoint of the payment period or the last day of academically related activity, whichever is later. No refund of federal or state aid will be calculated for a withdrawal that occurs after sixty percent of the payment period (which could be based on one term or two, depending on enrollment at the time of withdrawal).

If a student unofficially withdraws, the student will be fully charged for tuition. If a student left without notification because of circumstances beyond the student’s control, the BVU Graduate & Professional Studies program staff might determine a withdrawal date related to those circumstances. A student can rescind a withdrawal by providing a written request to a GPS office.

If disciplinary action results in the loss of any college or college-contracted service for the student, there will be no refund of charges. Federal or state aid may be returned based on the Return of Title IV Funds/State Aid Policy. Students who fail to validate enrollment may also be administratively withdrawn.

The Office of Financial Assistance can be contacted with questions concerning the withdrawal process or the refund calculation. A copy of the Return of Title IV Funds/State Aid Policy can be found in the financial assistance section of this catalog and our web site, or can be requested from the Office of Financial Assistance or the Business Office.
Students who withdraw completely from a course at Buena Vista University, Graduate & Professional Studies, will have their tuition reduced on a percentage basis. Correspondingly, a student’s institutional aid will be returned based on their official date of withdrawal and the same percentage. The Business Office will notify the student of their final billing information after all of the appropriate adjustments have been made. Any additional fees a student accrues will not be adjusted and the student will be fully charged.

The following schedules will determine the calculation for students’ tuition for the particular courses the withdrawal applies to. Refunds are based on the official start date of the term and not the first day of class.

**Face to Face GPS T1 – T6 courses:**
- Prior to the end of the 4th calendar day of the term: 95% return of charges and institutional aid
- Prior to the end of the 8th calendar day of the term: 75% return of charges and institutional aid
- Prior to the end of the 11th calendar day of the term: 50% return of charges and institutional aid
- Prior to the end of the 15th calendar day of the term: 25% return of charges and institutional aid

**Online (Undergraduate & Graduate courses) GPS T1 – T6 courses:**
- Prior to the end of the 4th calendar day of the term: 95% return of charges and institutional aid
- Prior to the end of the 10th calendar day of the term: 75% return of charges and institutional aid
- Prior to the end of the 15th calendar day of the term: 50% return of charges and institutional aid
- Prior to the end of the 18th calendar day of the term: 25% return of charges and institutional aid

**GPS CO-OP T1 – T3 courses:**
- Prior to the end of the 4th calendar day of the term: 95% return of charges and institutional aid
- Prior to the end of the 15th calendar day of the term: 75% return of charges and institutional aid
- Prior to the end of the 20th calendar day of the term: 50% return of charges and institutional aid
- Prior to the end of the 25th calendar day of the term: 25% return of charges and institutional aid

**Seated Graduate Courses:**
- 1st week of classes: 95% return of tuition charges and institutional aid
- 2nd week of classes: 75% return of tuition charges and institutional aid
- 3rd week of classes: 50% return of tuition charges and institutional aid
- 4th week of classes: 25% return of tuition charges and institutional aid

**Saturday Courses:**
- Prior to the end of the 3rd calendar day of the term: 95% return of tuition charges and institutional aid
- Prior to the end of the 6th calendar day of the term: 75% return of tuition charges and institutional aid
- Prior to the end of the 9th calendar day of the term: 50% return of tuition charges and institutional aid
- Prior to the end of the 11th calendar day of the term: 25% return of tuition charges and institutional aid

All students taking Summer-Term courses related to Summer Trips will be fully charged on the first day of classes.

All students taking courses that do not fall into one of the above course categories will be fully charged on the first day of class and charges will not be reduced in the event of a withdrawal.

**BVU Graduate & Professional Studies**

**Administration**
610 W. Fourth Street, Box 2014
Storm Lake, Iowa 50588
Telephone: 712.749.2250
Toll-Free: 800.383.2821, ext. 2250
Fax: 712.749.1470
E-mail: professional@bvu.edu

**Carroll**
906 North Grant Road
Carroll, Iowa 51401
Telephone: 712.792.8515
Toll-Free: 800.622.3334 ext. 8515
E-mail: carroll@bvu.edu

BVU Graduate & Professional Studies located in Carroll was established in partnership with the Des Moines Area Community College in July 2009. Offices are housed on the DMACC campus in Carroll with evening courses offered on site and additional courses available online.

Degrees offered:
- Bachelor of Applied Studies
- Bachelor of Arts

**Majors:**
- Accounting
- Business Administration
- Business Economics
- Distributive Majors:
  - General
  - Health Services Leadership
  - Human Services
Educational Studies
Finance and Banking
Management – Entrepreneurship Track
Management – Human Resources Track
Management – Sports Track
Marketing
Organizational Leadership – Business Emphasis
Organizational Leadership – Human Services Emphasis
Psychology
Public Administration

Certain majors require partial or complete online course work.

Council Bluffs
2700 College Road, Box 4-C
Council Bluffs, Iowa 51502
Telephone: 712.328.0788
Toll-Free: 800.798.0788
Fax: 712.322.8604
E-mail: councilb@bvu.edu

In July 1976, BVU Graduate & Professional Studies located in Council Bluffs opened on the Iowa Western Community College campus to serve southwest Iowa and the Council Bluffs-Omaha area. The office is located in Ashley Hall, Suite AH 149, on the IWCC Council Bluffs campus. Selected endorsement courses are available in a weekend format.

Degrees offered:
Bachelor of Applied Studies
Bachelor of Arts

Majors:
Accounting
Arts Management – Theatre
Business Administration
Business Economics
Business Education*
Criminology and Criminal Justice
Distributive Majors:
General
Health Services Leadership
Human Services
Educational Studies
Elementary Education
English*
Finance and Banking
History*
Management – Entrepreneurship Track
Management – Human Resource Track
Management – Sports Track
Marketing
Organizational Leadership – Business Emphasis
Organizational Leadership – Human Services Emphasis
Post Baccalaureate Certification Program
Psychology

Certain majors require partial or complete online course work.

Creston
1501 W. Townline, Room 726
Creston, Iowa 50801
Telephone: 641.782.6113
Toll-Free: 800.556.7151
Fax: 641.782.1364
E-mail: creston@bvu.edu

BVU Graduate & Professional Studies located in Creston began offering classes in September 1986. Classes are held on the Southwestern Community College campus. Weekend and summer workshops are offered.

Degrees offered:
Bachelor of Applied Studies
Bachelor of Arts

Majors:
Accounting
Business Administration
Business Economics
Business Education*
Criminology and Criminal Justice
Distributive Majors:
General
Health Services Leadership
Human Services
Educational Studies
Elementary Education
Finance and Banking
Management – Entrepreneurship Track
Management – Human Resource Track
Management – Sports Track
Marketing
Organizational Leadership – Business Emphasis
Organizational Leadership – Human Services Emphasis
Post Baccalaureate Certification Program
Psychology
Public Administration

Certain majors require partial or complete online course work.

Denison
11 N 35th Street
Denison, Iowa 51442
Telephone: 712.263.2127
In January 1986, BVU Graduate & Professional Studies located in Denison opened in conjunction with Western Iowa Tech Community College. The BVU Denison office is located in the administrative area of the WIT Denison campus.

Degrees offered:
- Bachelor of Applied Studies
- Bachelor of Arts

Majors:
- Accounting
- Business Administration
- Business Economics
- Criminology and Criminal Justice

Distributive Majors:
- General
- Health Services Leadership
- Human Services
- Health Care Administration
- Technology Management

Educational Studies
- Elementary Education
- English*
- Finance and Banking
- History*
- Management – Entrepreneurship Track
- Management – Human Resource Track
- Management – Sports Track
- Marketing
- Organizational Leadership – Business Emphasis
- Organizational Leadership – Human Services Emphasis
- Post Baccalaureate Certification Program
- Psychology
- Social Science*

Selected education endorsements are offered.

*Secondary (5-12) certification option available

Certain majors require partial or complete online course work.

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Iowa Falls
1100 College Avenue
Iowa Falls, Iowa 50126
Telephone: 641.648.3840
Toll-Free: 888.648.3840
Fax: 641.648.3858
E-mail: iowafalls@bvu.edu

BVU Graduate & Professional Studies located in Iowa Falls began operation in June 1996 in partnership with the Iowa Valley Community College district. The office is located in the Reg Johnson building on the campus of Ellsworth Community College.

In addition to the evening program, the Iowa Falls location offers daytime programs and summer workshops.

Degrees offered:
- Bachelor of Applied Studies
- Bachelor of Arts

Majors:
- Accounting
- Business Administration
- Business Economics
Business Education*
Criminology and Criminal Justice
Distributive Major:
  General
  Health Services Leadership
  Human Services
  Health Care Administration
Educational Studies
Elementary Education
English*
Finance and Banking
History*
Management – Entrepreneurship Track
Management – Human Resource Track
Management – Sports Track
Marketing
Organizational Leadership – Business Emphasis
Organizational Leadership – Human Services Emphasis
Post Baccalaureate Certification Program
Psychology
Social Science*
Selected education endorsements are offered.

*Secondary (5-12) certification option available

Certain majors require partial or complete online course work.

Lakes and Prairies
Emmetsburg
3200 College Drive, P.O. Box 452
Emmetsburg, Iowa 50536
Telephone: 712.852.2912
Toll-Free: 800.861.8981
Fax: 712.852.2801
E-mail: emmetsburg@bvu.edu

Estherville
300 S. 18th Street, P.O. Box 135
Estherville, Iowa 51334
Telephone: 712.362.3985
Toll-Free: 800.650.4346
Fax: 712.362.3986
E-mail: estherville@bvu.edu

Spencer
1900 N. Grand Avenue, P.O. Box 245
Spencer, Iowa 51301
Telephone: 712.580.8668
Toll-Free: 800.798.8090
Fax: 712.262.5163
E-mail: spencer@bvu.edu

Note: office and classes at Gateway North Center

Spirit Lake
2008 Hill Avenue, P.O. Box 24
Spirit Lake, Iowa 51360
Telephone: 712.336.4651

Toll-Free: 800.670.5582
Fax: 712.336.4964
E-mail: spiritlake@bvu.edu

One of the earliest BVU Graduate & Professional Studies, the Spencer location was established in 1976 in partnership with Iowa Lakes Community College. The partnership with Iowa Lakes Community College expanded to include programs in Estherville in 1994, Spirit Lake in 1996 and Emmetsburg in 1997. Weekend classes and summer workshops are offered at all the sites.

Degrees offered:
  Bachelor of Applied Studies
  Bachelor of Arts

Majors:
  Accounting
  Business Administration
  Business Economics
  Business Education*
  Criminology and Criminal Justice
  Distributive Major:
    General
    Health Services Leadership
    Human Services
    Health Care Administration**
    Technology Management**
  Educational Studies
  Elementary Education
  English*
  Finance and Banking
  History*
  Management – Entrepreneurship Track
  Management – Human Resource Track
  Management – Sports Track
  Marketing
  Organizational Leadership – Business Emphasis
  Organizational Leadership – Human Services Emphasis
  Post Baccalaureate Certification Program
  Psychology
  Social Science*
  Selected education endorsements are offered.

*Secondary (5-12) certification option available
**Cooperative program with ILCC

Certain majors require partial or complete online course work.

Le Mars
940 Lincoln Street SW
Le Mars, Iowa 51031
Telephone: 712.546.9459
Toll-Free: 888.546.9459
Fax: 712.546.5399
E-mail: lemars@bvu.edu
In October 1998, BVU Graduate & Professional Studies located in Le Mars opened in conjunction with the Western Iowa Tech Community College. Classes have been offered since January 1999. Evening and weekend classes, and summer workshops are offered.

Degrees offered:
- Bachelor of Applied Studies
- Bachelor of Arts

**Majors:**
- Accounting
- Business Administration
- Business Economics
- Criminology and Criminal Justice

**Distributive Major:**
- General
  - Health Services Leadership
  - Human Services
  - Health Care Administration
  - Technology Management

**Educational Studies**
- Elementary Education

**Finance and Banking**
- Management Entrepreneurship Track
- Management Human Resources Track
- Management -Sports Track
- Marketing
- Organizational Leadership – Business Emphasis
- Organizational Leadership – Human Services Emphasis
- Post Baccalaureate Certification Program
- Psychology

Selected education endorsements are offered.

Certain majors require partial or complete online course work.

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**Marshalltown**
3700 S. Center Street
Marshalltown, Iowa 50158
Telephone: 641.752.0076
Toll-Free: 800.798.0076
Fax: 641.752.8455
E-mail: marshalltown@bvu.edu

BVU Graduate & Professional Studies located in Marshalltown was established in August of 1982, in cooperation with Marshalltown Community College. BVU Graduate & Professional Studies located in Marshalltown serves persons residing in the Iowa Valley Community College District. In addition to the evening programs, weekend endorsement programs and summer workshops are offered.

Degrees offered:
- Bachelor of Applied Studies
- Bachelor of Arts

**Majors:**
- Accounting
- Business Administration
- Business Economics
- Business Education*
- Criminology and Criminal Justice

**Distributive Major:**
- General
  - Health Services Leadership
  - Human Services
  - Health Care Administration
  - Technology Management

**Educational Studies**
- Elementary Education

**Finance and Banking**
- Management Entrepreneurship Track
- Management Human Resources Track
- Management – Sports Track
- Marketing
- Organizational Leadership – Business Emphasis
- Organizational Leadership – Human Services Emphasis
- Post Baccalaureate Certification Program
- Psychology

Selected education endorsements are offered.

*Secondary (5-12) certification option available

Certain majors require partial or complete online course work.

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**Mason City**
500 College Drive
Mason City, Iowa 50401
Telephone: 641.424.8764
Toll-Free: 800.798.8764
Fax: 641.424.8055
E-mail: masoncity@bvu.edu

BVU Graduate & Professional Studies located in Mason City has worked in partnership with North Iowa Area Community College since August of 1984. BVU Graduate & Professional Studies offices are located in the activity center on the Mason City campus. Weekend and summer courses are offered.

Degrees offered:
- Bachelor of Applied Studies
- Bachelor of Arts

**Majors:**
- Accounting
- Business Administration
- Business Economics
- Business Education*
- Criminology and Criminal Justice
Distributive Major:
- General
- Health Services Leadership
- Human Services
- Health Care Administration
- Technology Management

Educational Studies
- Elementary Education
- English*
- Finance and Banking
- History*
- Management – Entrepreneurship Track
- Management – Human Resource Track
- Management – Sports Track

Marketing

Organizational Leadership – Business Emphasis
Organizational Leadership – Human Services Emphasis
Post Baccalaureate Certification Program
Psychology
Public Administration
Social Science*
Selected education endorsements are offered.

*Secondary (5-12) certification option available

Certain majors require partial or complete online course work.

Newton
600 N. Second Avenue W. Suite C
Newton, Iowa 50208
Telephone: 641.791.1750
Toll-Free: 800.236.0484
Fax: 641.791.1752
E-mail: newton@bvu.edu

BVU Graduate & Professional Studies located in Newton was established in August of 2002 on the Newton DMACC campus in cooperation with Des Moines Area Community College.

Degrees offered:
- Bachelor of Applied Studies
- Bachelor of Arts

Majors:
- Accounting
- Business Administration
- Business Economics
- Business Education*
- Criminology and Criminal Justice**
- Distributive Major:
  - General
  - Health Services Leadership
  - Human Services
  - Technology Management
- Educational Studies
- Elementary Education
- English*
- Finance and Banking
- History*
- Management – Entrepreneurship Track
- Management – Human Resource Track
- Management – Sports Track
- Marketing
- Organizational Leadership – Business Emphasis
- Organizational Leadership – Human Services Emphasis
- Political Science
- Psychology
- Public Administration
- Social Science*
Selected education endorsements are offered.

*Secondary (5-12) certification option available

**Also available as an integrated 2+2 program with Indian Hills Community College (daytime)

Certain majors require partial or complete online course work.
In September of 2012, Buena Vista University Graduate & Professional Studies located in Sheldon opened on Northwest Iowa Community College campus to serve students in the Sheldon and northwest Iowa region. The office is located in Building A on the NWICC campus. Students may enroll in online courses with face-to-face courses in Education to be offered as early as fall 2013.

Degrees offered:
Bachelor of Applied Studies
Bachelor of Arts

Major:
Elementary Education

Majors (available online):
Accounting
Business Administration
Business Economics
Criminology and Criminal Justice
Distributive Majors:
General
Health Services Leadership
Human Services
Finance and Banking
Management – Entrepreneurship Track
Management – Human Resource Track
Management – Sports Track
Marketing
Organizational Leadership – Business Emphasis
Organizational Leadership – Human Services Emphasis
Psychology
Public Administration

Graduate Degrees:
Master of Science in Education – Professional School Counseling
Master of Education – Curriculum and Instruction Effective Teaching and Instructional Leadership Track
Talented and Gifted Track
Teaching English as a Second Language Track
Master of Education - Special Education

General Education:
A broad range of general education explorations courses plus other elective courses are available online to support face-to-face majors in BVU Graduate & Professional Studies.

Buena Vista University was approved to offer online degree programs by the Higher Learning Commission of the North Central Association of Colleges and Schools in the summer of 2005. The online program was established to provide degree programs for fully online students as well as individual courses in support of programs offered through BVU Graduate & Professional Studies. Currently undergraduate degree completion programs are offered as well as two tracks in a masters of education (M.Ed.) in conjunction with the School of Education.

The online program also offers certain 100 and 200 level classes on an as-needed basis and are available for students under special circumstances. Please see your advisor for details.

Degrees offered:
Bachelor of Applied Studies
Bachelor of Arts

Majors:
Accounting
Business Administration
Business Economics
Criminology and Criminal Justice
Distributive Majors:
General
Health Services Leadership
Human Services
Finance and Banking
Management – Entrepreneurship Track
Management – Human Resource Track
Management – Sports Track
Marketing
Organizational Leadership – Business Emphasis
Organizational Leadership – Human Services Emphasis
Psychology
Public Administration

BVU Online Programs
Buena Vista University
610 W. Fourth Street
Storm Lake, Iowa 50588
Telephone: 712.749.1880
Toll-Free: 877.288.0423
Fax: 712.749.1241
E-mail: online@bv.edu
PROGRAM DESCRIPTIONS

ACCOUNTING

The accounting curriculum in the Harold Walter Siebens School of Business is designed for students to develop strong accounting skills that are grounded in a sophisticated understanding of contemporary business. Thus, students who complete the requirements for the major in accounting will graduate with a double-major in Business and Accounting. Students may also elect to complete a business concentration in areas such as entrepreneurship, human resource management, marketing, financial decision-making, and sports management.

The accounting program provides the background students need to take professional examinations such as the CPA exam (Certified Public Accountant) or CMA exam (Certified Management Accountant). State accounting boards differ in their certification requirements so students should work closely with their academic advisors to plan their courses of study. Accounting graduates will be prepared to work in a wide variety of business and accounting areas including public accounting, private industry, government and nonprofits.

MAJOR IN ACCOUNTING: 64-65 credit hours

Business foundation courses:
- ACCT 200 Accounting Foundations
- ECON 200 Economics Foundations
- FNBK 306 Managerial Finance
- MATH 140 Elementary Applied Statistics
- MGMT 205 Decision Science Foundations
- MGMT 306 Principles of Management
- MRKT 306 Principles of Marketing
- MGMT 314 Legal Environment of Business, or MGMT 315 Business Law I

Business integrated core:
- BUSN 100 Contemporary Business and Free Enterprise
- BUSN 300 You in the Business World
- BUSN 305 Enterprise Decision Making
- BUSN 400 Business Project Management
- BUSN 496 Business Practicum

Major courses:
- ACCT 300 Accounting Information Systems
- ACCT 301 Intermediate Accounting I
- ACCT 302 Intermediate Accounting II
- ACCT 309 Cost Accounting
- ACCT 405 Auditing
- ACCT 415 Individual Taxation
- ACCT 416 Business Taxation

Recommended additional courses for CPA candidates:
- ACCT 320 Professional Ethics for Accountants
- ACCT 413 Advanced Accounting I
- ACCT 428 Governmental/Nonprofit Accounting

Note: These recommended courses are required for Nebraska CPA licensing requirements but are also strongly recommended for all CPA candidates. Nebraska CPA candidates are also required to take COMM 230.

Recommended additional courses for CMA candidates:
- ACCT 320 Professional Ethics for Accountants
- FNBK 316 Corporate Finance
- FNBK 430 Investments
Buena Vista University’s art program is conceived as an integral part of the university’s liberal arts curriculum and is designed both for the student artist and the student interested in art. The art curriculum includes two courses in studio foundations, four courses in art history, and courses in the studio disciplines of painting, sculpture, ceramics, printmaking, drawing, and mixed media. Courses in photography are offered jointly between art and digital media.

The art program provides students with an opportunity to actively participate in the shaping of their education. Courses are available in the traditional media and all involve direct experience in creative activity. The program is supported by well-equipped studio spaces with courses that are taught by faculty members who are producing artists/educators. The BVU art major presents a solid base for continuing work in graduate school and art-related fields such as teaching, arts administration, publishing, or exhibition. Art and Art Education majors must earn a final grade of C- or better in all ART courses.

MAJOR IN ART: 51 credit hours
- ART 201 Art Foundations I
- ART 202 Art Foundations II
- ART 301 Prehistoric and Medieval Art History
- ART 302 European Renaissance to Baroque Art History
- ART 303 Romanticism to Modern Art History
- ART 304 Modern to Contemporary Art History
- ART 310 Painting
- ART 320 Sculpture
- ART 331 Ceramics: Introduction to Wheel Throwing or ART 332 Ceramics: Handbuilding and Sculptural Forms
- ART 340 Printmaking: Intaglio or ART 341 Printmaking: Lithography
- ART 392 Junior Seminar
- ART 415 Advanced Topics in Two Dimensional Art
- ART 425 Advanced Topics in Three Dimensional Art
- ART 492 Senior Seminar
- ART 493 Senior Exhibition

9 credit hours from:
- ART 331 Ceramics: Introduction to Wheel Throwing or ART 332 Ceramics: Handbuilding and Sculptural Forms (class not taken above)
- ART 415 Advanced Topics in Two Dimensional Art
- ART 425 Advanced Topics in Three Dimensional Art
- ART 460 Advanced Drawing
- ART 495 Internship
- DIGI 101 Media Studio: Photo
- DIGI 301 Advanced Digital Photography
- GDES 349 Graphic Design

Art and Art Education majors must earn a final grade of C- or better in all ART courses.

MINOR IN ART: 21 credit hours
- ART 201 Art Foundations I
- ART 202 Art Foundations II

9 credit hours from:
- ART 301 Prehistoric and Medieval Art History
- ART 302 European Renaissance to Baroque Art History
- ART 303 Romanticism to Modern Art History
- ART 304 Modern to Contemporary Art History

6 credit hours from:
- ART 310 Painting
- ART 320 Sculpture
- ART 331 Ceramics: Introduction to Wheel Throwing or ART 332 Ceramics: Handbuilding and Sculptural Forms
ART 340 Printmaking: Intaglio or ART 341 Printmaking: Lithography
ART 415 Advanced Topics in Two Dimensional Art
ART 425 Advanced Topics in Three Dimensional Art
ART 460 Advanced Drawing
DIGI 101 Media Studio: Photo
DIGI 301 Advanced Digital Photography

MINOR IN ART HISTORY: 25 credit hours
ART 301 Prehistoric and Medieval Art History
ART 302 European Renaissance to Baroque Art History
ART 303 Romanticism to Modern Art History
ART 304 Modern to Contemporary Art History
ART 497 Senior Directed Research
HIST 111 World Civilizations I and HIST 112 World Civilizations II or HIST 121 The
Emergence of Western Civilization and HIST 122 The Revolutions of Western
Civilizations

6 credit hours from:
HIST 125 Asian Civilizations (research paper is strongly encouraged to assist with
graduate school requirements)
HIST 284 Empires: The Colonial Experience
HIST 320 History of the Middle East
HIST 349 Modern Europe
HIST 360 History of China
HIST 362 History of Japan

Note: When taking electives in the art history minor, research papers in those classes are expected to
focus on the artwork of the subject culture.

For students who intend to pursue the study of art history at a graduate level: The study of at least
12 credit hours of a foreign language is highly recommended. Most graduate programs in art history
include a foreign language proficiency requirement. Spanish and German are the languages taught at
BVU that would qualify.

MAJOR IN ART WITH TEACHING LICENSURE (K-8):
Students may earn a teaching degree with the art major or one of the minors by completing the
requirements for the major or minor listed above. In addition, the following requirements must be
met:
Art major plus:
EDUC 451 K-8 Art Methods and Field Experience
EDUC 460 Professional Seminar III: Elementary Student Teaching (K-8 Art)
Plus requirements listed under elementary education and education core

MAJOR IN ART WITH TEACHING LICENSURE (5-12):
Art major plus:
SEDU 365 Methods of Reading in the Content Areas
SEDU 401 Methods of Teaching Secondary Art and Field Experience
SEDU 490 Professional Seminar III: Secondary Student Teaching
Plus requirements listed under secondary education and education core

MAJOR IN ART WITH TEACHING LICENSURE (K-8 & 5-12):
Art major plus:
EDUC 451 K-8 Art Methods and Field Experience
EDUC 460 Professional Seminar III: Elementary Student Teaching (K-8 Art)
SEDU 365 Methods of Reading in the Content Areas
SEDU 401 Methods of Teaching Secondary Art and Field Experience
SEDU 490 Professional Seminar III: Secondary Student Teaching
Plus requirements listed under secondary education and education core
ARTS MANAGEMENT

The arts management program offers students a broad education in the liberal arts, humanities, social sciences, and quantitative reasoning to enable them to function in a diverse and rapidly changing world. Students are presented with opportunities to sharpen their artistic skills and deepen their understanding of art, theatre, or music, while also developing a working understanding of business. Emphasizing the dual importance of a strong arts background and a competent understanding of business theories and procedures, the arts management program challenges students.

MAJOR IN ARTS MANAGEMENT - MUSIC: 61-68 credit hours
ACCT 200 Accounting Foundations
AMGT 225 Fundamentals of Arts Management
AMGT 490 Portfolio Project
AGMT 492 Senior Seminar
AMGT 495 Internship in Arts Management
COMM 302 Intercultural Communication or COMM 340 Civic Communication
or COMM 355 Conflict Management or COMM 370 Leadership Communication
DIGI 220 New Media or DIGI 230 Introduction to Integrated Communications
or GDES 223 Graphic Design Foundations
ECON 200 Economics Foundations
FNBK 306 Managerial Finance
MGMT 306 Principles of Management
MGMT 314 Legal Environment of Business
MRKT 306 Principles of Marketing
MUSC 111 Music Theory I
MUSC 112 Music Theory II
MUSC 122 Major Performance Ensemble – Concert Choir
or MUSC 127 Major Performance Ensemble – Concert Band (six semesters required)
MUSC 211 Music Theory III
MUSC 212 Music Theory IV
MUSC 307 Music History and Literature I
MUSC 308 Music History and Literature II
MUSC 321 Conducting I
MUSC 322 Conducting II
Private lessons – three semesters

MAJOR IN ARTS MANAGEMENT - THEATRE: 61-62 credit hours
ACCT 200 Accounting Foundations
AMGT 225 Fundamentals of Arts Management
AMGT 490 Portfolio Project
AGMT 492 Senior Seminar
AMGT 495 Internship in Arts Management
COMM 302 Intercultural Communication or COMM 340 Civic Communication
or COMM 355 Conflict Management or COMM 370 Leadership Communication
DIGI 220 New Media or DIGI 230 Introduction to Integrated Communications
or GDES 223 Graphic Design Foundations
ECON 200 Economics Foundations
FNBK 306 Managerial Finance
MGMT 306 Principles of Management
MGMT 314 Legal Environment of Business
MRKT 306 Principles of Marketing
THEA 110 Introduction to the Theatre
THEA 190 Stagecraft or THEA 290 Production Design or THEA 390 Specialty Design
THEA 220 Fundamentals of Acting
THEA 242 Production and Performance I
THEA 300 Fundamentals of Directing
THEA 352 Production and Performance II
THEA 395 Plays by and About Women or THEA 405 Advanced Acting
or THEA 406 Advanced Directing
THEA 401 History of the Theatre I
THEA 402 History of the Theatre II
THEA 411 Dramatic Literature
THEA 462 Production and Performance III

MAJOR IN ARTS MANAGEMENT – VISUAL ART: 61-63.5 credit hours
ACCT 200 Accounting Foundations
AMGT 225 Fundamentals of Arts Management
AMGT 490 Portfolio Project
AMGT 492 Senior Seminar
AMGT 495 Internship in Arts Management
ART 201 Art Foundations I
ART 202 Art Foundations II
ART 301 Prehistoric and Medieval Art History
ART 302 European Renaissance to Baroque Art History
ART 303 Romanticism to Modern Art History
ART 304 Modern to Contemporary Art History
COMM 302 Intercultural Communication or COMM 340 Civic Communication
or COMM 355 Conflict Management or COMM 370 Leadership Communication
DIGI 220 New Media or DIGI 230 Introduction to Integrated Communications
or GDES 223 Graphic Design Foundations
ECON 200 Economics Foundations
FNBK 306 Managerial Finance
MGMT 306 Principles of Management
MGMT 314 Legal Environment of Business
MRKT 306 Principles of Marketing

9 credit hours from:
ART 310 Painting
ART 320 Sculpture
ART 331 Ceramics: Introduction to Wheel Throwing
or ART 332 Ceramics: Handbuilding and Sculptural Forms
ART 340 Printmaking: Intaglio or ART 341 Printmaking: Lithography
DIGI 101 Media Studio: Photo and DIGI 301 Advanced Digital Photography

ATHLETIC TRAINING
See exercise science for a description of requirements.

BACHELOR OF APPLIED STUDIES
For students who have received an associate of science, associate of applied science, associate of applied arts, or a comparable degree from a foreign institution with whom Buena Vista University has entered into agreement, the bachelor of applied studies degree offers students an opportunity to earn a degree at the baccalaureate level. For the B.A.S. degree, a minimum of 36 credit hours at the 300/400 level from BVU combined with the previously completed program is required. Students electing to complete this degree must satisfy all other requirements for graduation, including intellectual foundations and intellectual explorations. These courses may count toward the required 300/400 level courses necessary for the degree. Storm Lake students must also complete the requirement for the Academic and Cultural Event Series. A 2.000 GPA from Buena Vista is required for all students. A “major” is neither completed nor listed on their transcript, only the bachelor of applied studies degree. Therefore, the requirement for hours outside the major/school is eliminated. Students completing a B.A.S. degree must satisfy each of the six BVU objectives via a course taken at BVU or equivalent transfer course.

BIOCHEMISTRY
Biochemistry is a science at the interface between the physical and life sciences. Biochemistry students receive a solid foundation in the areas of biology, chemistry, physics and mathematics and then take advanced courses in biology and chemistry before completing a year-long biochemistry
Biochemistry students carry out research as a major requirement. Research can be carried out with a faculty member at BVU or can be carried out through an off-campus hands-on research internship. Completion of the biochemistry major prepares students for graduate programs in research and the health professions and for careers in industry, pharmaceuticals and other laboratory sciences.

**MAJOR IN BIOCHEMISTRY:** 63 credit hours

**Mathematics and Physics:** 12 credit hours
- MATH 161 Calculus II: Integral Calculus
- PHYS 211 General Physics I: Calculus-Based
- PHYS 212 General Physics II: Calculus-Based

**Biology:** 19 credit hours
- BIOL 163 Biological Principles I
- BIOL 164 Biological Principles II
- 8 Credits (2 classes) from:
  - BIOL 240 Microbiology
  - BIOL 260 Genetics
  - BIOL 305 Cell Biology
  - BIOL 380 Human Physiology
  - BIOL 418 Molecular Biology
- 3 Additional Biology credits in BIOL courses numbered between 201-399 (excluding 300-304)

**Chemistry:** 23 credit hours
- CHEM 151 General Chemistry I
- CHEM 152 General Chemistry II
- CHEM 261 Organic Chemistry I
- CHEM 262 Organic Chemistry II
- CHEM 311 Analytical Chemistry
- CHEM 353 Physical Chemistry I

**Biochemistry:** 6 credit hours
- BCHM 401 Introductory Biochemistry
- BCHM 403 Advanced Biochemistry

**Research experience:** 3 credit hours
- BIOL 200 Research Experience I, BIOL 300 Research Experience II, and BIOL 400 Biology Research Capstone or CHEM 300 Chemistry Research or BCHM 495 Internship

**BIOLOGY**

Biology is a science that considers the processes of life at the molecular, cellular, organismal, ecological and evolutionary levels. Biology majors will learn fundamental concepts within each of these areas in a required year-long survey course of biological principles. Upon successful completion of this introduction, students select five advanced classes from three foundational areas of biology: Cell/Genetics, Ecology/Evolution, and Organismal Biology. To add depth to their education, students also take two or more advanced elective courses. To equip themselves for the life that they will lead as biologists, students complete 16 credits of support work in the areas of chemistry, physics and/or mathematics. In addition to learning through coursework students are required to complete an internship and to complete a three-semester primary research project where they employ the scientific method to answer questions about the natural world.

**MAJOR IN BIOLOGY:**
53 credit hours with a minimum of 37 credit hours in biology with a minimum of 12 credit hours at the 300 or 400 level taken at BVU. Biology courses numbered 301-304 do not count toward the biology major. Students must complete all 5 areas of the major as listed below.
Area 1: Support Work: 16 credit hours
CHEM 151 General Chemistry I
CHEM 152 General Chemistry II
PHYS 201 General Physics I: Trigonometry Based or PHYS 211 General Physics I: Calculus-Based

At least one course from:
  PHYS 202 General Physics II: Trigonometry Based
  PHYS 212 General Physics II: Calculus Based
  CHEM 261 Organic Chemistry I
  MATH 140 Elementary Applied Statistics

Area 2: Biological Principles: 8 credit hours
BIOL 163 Biological Principles I
BIOL 164 Biological Principles II

Area 3: Distributional Course Selections and Electives: 25 credit hours
Students select five courses from three fundamental areas of biology in the distributional course selection section: cell/genetics (8 credits); ecology/evolution (7 credits); and organismal biology (4 credits). Students also take a minimum of 6 credits of electives from the electives list below.

Choices within Cell/Genetics: 8 credit hours
BIOL 240 Microbiology
BIOL 260 Genetics
BIOL 305 Cell Biology

Choices within Ecology/Evolution: 7 credit hours
BIOL 270 Evolution
BIOL 360 Ecology
BIOL 365 Freshwater Ecology

Choices within Organismal Biology: 4 credit hours
BIOL 210 Zoology
BIOL 222 Botany

Choices within Electives: 6 credit hours
BIOL 311 Developmental Biology
BIOL 325 Endocrinology
BIOL 380 Human Physiology
BIOL 385 Neuroscience
BIOL 418 Molecular Biology
BIOL 420 Immunology
BIOL 422 Virology
BIOL 424 Parasitology
BIOL 426 Ornithology
BIOL 428 Mammalogy
BIOL 430 Human Anatomy
BIOL 450 Special Topics In Biology Courses

Area 4: Research Experience: 3 credit hours
BIOL 200 Biology Research Experience I
BIOL 300 Biology Research Experience II
BIOL 400 Biology Research Capstone

Area 5: Internship: 1 credit hour
BIOL 495 Internship
MINOR IN BIOLOGY: 22 credit hours
BIOL 163 Biological Principles I
BIOL 164 Biological Principles II
BIOL 240 Microbiology or BIOL 260 Genetics or BIOL 305 Cell Biology
BIOL 270 Evolution or BIOL 360 Ecology or BIOL 365 Freshwater Ecology
BIOL 210 Zoology or BIOL 222 Botany
3 hours biology with BIOL 163 and 164 (or higher) as pre-requisites, excluding
BIOL 200, 300, 400

MAJOR IN BIOLOGY WITH TEACHING LICENSURE (5-12): 52 credit hours broken down as described for the biology major above with the following two exceptions:
1. Students pursuing a major in biology with teaching licensure are not required to complete Area 5 (Biology Internship) because they will be doing an internship when student-teaching.
2. Students pursuing a major in biology with teaching licensure must also complete the requirements listed under secondary education and education core.

Note: All students completing the Biology major with teaching licensure will also meet the requirements for General Science Teaching Licensure (5-12).

MINOR IN BIOLOGY WITH TEACHING LICENSURE (5-12): 22 credit hours
BIOL 163 Biological Principles I
BIOL 164 Biological Principles II
BIOL 240 Microbiology or BIOL 260 Genetics or BIOL 305 Cell Biology
BIOL 270 Evolution or BIOL 360 Ecology or BIOL 365 Freshwater Ecology
BIOL 210 Zoology or BIOL 222 Botany
3 hours biology with BIOL 163 and 164 (or higher) as pre-requisites, excluding
BIOL 200, 300, 400
Plus requirements listed under secondary education and education core

BUSINESS
The Business major in the Harold Walter Siebens School of Business is designed for students to develop strong analytical, interpersonal, and professional skills that are grounded in a sophisticated understanding of contemporary business. The Business major curriculum integrates conventional business functions of Marketing, Management, Accounting, and Finance. There is a strong emphasis on experiential learning and decision-making. Course content is taught in a business problem-solving context.

In addition to the courses in the Business major, students may also complete a Business Concentration in areas such as entrepreneurship, human resource management, marketing, financial decision-making, and sports management. Students whose only major is Business will be required to select a Business Concentration. Selecting a Business Concentration is optional for students who earn a double major (e.g., in Accounting, or in any area outside of the School of Business).

The minor in business is designed for non-business majors to understand the foundational concepts of business, and experience the application of these concepts in a dynamic simulated business environment.

MAJOR IN BUSINESS: 41 credit hours

Business Foundation courses: 25 credit hours
ACCT 200 Accounting Foundations
ECON 200 Economics Foundations
FNBK 306 Managerial Finance
MATH 140 Elementary Applied Statistics
MGMT 205 Decision Science Foundations
MGMT 306 Principles of Management
MRKT 314 Legal Environment of Business
MRKT 306 Principles of Marketing
Integrated Core courses: 16 credit hours
- BUSN 100 Contemporary Business and Free Enterprise
- BUSN 300 You in the Business World
- BUSN 305 Enterprise Decision Making
- BUSN 400 Business Project Management
- BUSN 496 Business Practicum

Business Concentration courses: 15 credit hours each

Marketing
- MRKT 340 Business Marketing
- MRKT 354 Sports Marketing
- MRKT 355 Consumer Behavior
- MRKT 414 Selling
- MRKT 418 Market Research

Entrepreneurship
- ACCT 309 Cost Accounting
- MGMT 375 Entrepreneurship/Small Business
- MGMT 380 Social Responsibility of Business
- MGMT 410 Organization Theory
- MGMT 475 Advanced Entrepreneurship

Human Resource Management
- COMM 374 Interviewing
- MGMT 320 Human Resource Management
- MGMT 380 Social Responsibility of Business
- MGMT 410 Organization Theory
- MGMT 420 Advanced Human Resource Management

Sports Management
- MGMT 380 Social Responsibility of Business
- MGMT 390 Sports Management
- MGMT 410 Organization Theory
- MRKT 354 Sports Marketing
- MRKT 414 Selling

Financial Decision Making
- FNBK 316 Corporate Finance
- FNBK 322 Analysis of Financial Statement
  *FNBK 322 may be waived for students who have taken ACCT 301 Intermediate Accounting I
- FNBK 430 Investments
- FNBK 460 Enterprise Risk Management
- FNBK 465 Advanced Financial Management

Recommended Additional Courses for Certified Management Accountant (CMA) Candidates: 7 credit hours
- ACCT 309 Cost Accounting
- ACCT 320 Professional Ethics for Accountants
- ACCT 300 Accounting Information Systems or ACCT 405 Auditing

MINOR IN BUSINESS: 18 credit hours
- Required Courses: 8 credit hours
  - BUSN 100 Contemporary Business and Free Enterprise
  - ACCT 200 Accounting Foundations or ECON 200 Economics Foundations

Elective Courses: At least 10 credit hours from the following
- ACCT 200 Accounting Foundations
  ** Permitted only if ECON 200 has been taken as a required course
ECON 200 Economics Foundations
** Permitted only if ACCT 200 has been taken as a required course
BUSN 300 You in the Business World
FNBK 306 Managerial Finance
MATH 140 Elementary Applied Statistics
MGMT 205 Decision Science Foundations
MGMT 306 Principles of Management
MGMT 314 Legal Environment of Business
MRKT 306 Principles of Marketing

BUSINESS EDUCATION
The business education major qualifies one to teach business in the 5-12 classroom. The program gives the future educator a foundation in business education, the tools and skill to apply business education knowledge to a variety of settings, and to work with students with diverse needs.

MAJOR IN BUSINESS EDUCATION - ALL: 31-33 credit hours
ACCT 200 Accounting Foundations and a three-hour elective Accounting course or 6 hours of approved Accounting courses from another institution
ACCT 300 Accounting Information Systems or MIS 300 Introduction to Management Information Systems
BUED 320 Technical Applications in Business
COMM 230 Business and Professional Communication
ECON 200 Economics Foundations and a three-hour elective Economics course or 6 hours of approved Economics courses from another institution
FNBK 306 Managerial Finance
MGMT 306 Principles of Management
MGMT 315 Business Law I
MRKT 306 Principles of Marketing
Plus requirements for secondary education and education core

CHEMISTRY
Chemistry strives to understand the properties of materials and the transformations they undergo. Called the “central science,” chemistry plays a key role in many different fields: agriculture, food, medicine, geology, energy production, metallurgy, polymers, and plastics, to name a few. The chemistry program at Buena Vista University offers courses in the traditional areas: inorganic, organic, analytical, physical, and biochemistry, and some in newer fields, such as environmental chemistry. Recent graduates have entered several of the above fields, specifically: medicine, pharmaceuticals, research, forensic science, teaching, chemical engineering, and industry, often after pursuing graduate education.

The chemistry program has two tracks, depending upon the student’s goals and occupational interests. One major meets the needs of those who wish to be professional chemists, while the other major is designed for liberal arts students preparing for medicine, teaching, sales, or industrial work.

Both majors and minors provide opportunities for independent and specialized summer research projects and special Interim courses.

MAJOR IN CHEMISTRY PROFESSIONAL: 53-55 credit hours
(Designed for further graduate study or for industry)

Support work:
MATH 160 Calculus I: Differential Calculus
MATH 161 Calculus II: Integral Calculus
PHYS 211 General Physics I: Calculus-Based
PHYS 212 General Physics II: Calculus-Based

Major courses:
CHEM 151 General Chemistry I
CHEM 152 General Chemistry II
CHEM 261 Organic Chemistry I
CHEM 262 Organic Chemistry II
CHEM 311 Analytical Chemistry
CHEM 312 Analytical Chemistry II
CHEM 353 Physical Chemistry I
CHEM 354 Physical Chemistry II
CHEM 355 Physical Chemistry Laboratory
CHEM 496 Chemistry Research I
CHEM 497 Chemistry Research II
CHEM 498 Chemistry Seminar

CHEM 496 and CHEM 497 may only be taken for 0 credits with permission of the chemistry faculty and documented proof of a research experience. If CHEM 496 and CHEM 497 are taken for 0 credits, student must take sufficient chemistry electives at the 300/400 level to reach the 53 credit hours required by the major. If CHEM 496 and CHEM 497 are taken for 1 credit each, student must take sufficient chemistry electives at the 300/400 level to reach the 55 credit hours required by the major. ENVS 312 may be used to obtain 4 credit hours of chemistry electives. BCHM 401 (Introductory Biochemistry) may be used to obtain three of the hours of chemistry electives. No more than 3 credits total of CHEM 300, 495, or 497 may be applied toward the chemistry major.

MAJOR IN CHEMISTRY - LIBERAL ARTS: 41 credit hours
(Designed for pre-medical students, assistants in industry and high school teaching)

Support work:
MATH 160 Calculus I: Differential Calculus
PHYS 201 General Physics I: Trigonometry-Based or PHYS 211 General Physics I: Calculus-Based
PHYS 202 General Physics II: Trigonometry-Based or PHYS 212 General Physics II: Calculus-Based

Major courses:
CHEM 151 General Chemistry I
CHEM 152 General Chemistry II
CHEM 261 Organic Chemistry I
CHEM 262 Organic Chemistry II
CHEM 300 Chemistry Research or CHEM 495 Chemistry Internship or CHEM 497 Chemistry Research II
CHEM 311 Analytical Chemistry
CHEM 353 Physical Chemistry I
CHEM 498 Chemistry Seminar

Sufficient chemistry electives at the 300/400 level to reach the 41 credit hours required by the major. ENVS 312 may be used to obtain 4 credit hours of chemistry electives. BCHM 401 (Introductory Biochemistry) may NOT be used to obtain three of the hours of chemistry electives. No more than 3 credits total of CHEM 300, CHEM 495 or CHEM 497 may be applied toward the chemistry major.

MINOR IN CHEMISTRY: 20 credit hours
CHEM 151 General Chemistry I
CHEM 152 General Chemistry II
CHEM 261 Organic Chemistry I
CHEM 311 Analytical Chemistry
4 credit hours of chemistry electives

MAJOR IN CHEMISTRY WITH TEACHING LICENSURE (5-12):
Option 1:
Liberal arts chemistry major and requirements listed under secondary education and the education core.

GENERAL SCIENCE TEACHING LICENSURE (5-12):
Add the following course:
BIOL 163 Biological Principles I
Option 2: Only science education students. Must have 12 credit hours at 300/400 level. 30 credit hours in science with 24 hours in chemistry including:

- CHEM 151 General Chemistry I
- CHEM 152 General Chemistry II
- CHEM 261 Organic Chemistry I
- CHEM 311 Analytical Chemistry
- CHEM 498 Chemistry Seminar

7 credits of chemistry electives (numbered above CHEM 152) to reach 24 credits in chemistry

6 additional credit hours in science to reach a total of 30 credits

Plus requirements for secondary education and education core

MINOR IN CHEMISTRY WITH TEACHING LICENSURE: 24 credit hours

- CHEM 151 General Chemistry I
- CHEM 152 General Chemistry II
- CHEM 261 Organic Chemistry I
- CHEM 311 Analytical Chemistry
- 8 additional credit hours in chemistry

Plus requirements for secondary education and education core

CHINESE

See modern languages for a description of requirements and course listings.

COMMUNICATION AND PERFORMANCE STUDIES

See communication studies or theatre for a description of requirements and course listings.

COMMUNICATION STUDIES

Communication Studies offers students the choice of two majors: communication studies or corporate communication. While communication studies may be familiar to most, corporate communication is a label used to describe a means by which graduates may enter the field of public relations as the creative agent in a firm or any number of other professional communication roles. Regardless of major, the communication studies program presents students with opportunities to explore communication theory, research, and performance at intrapersonal, interpersonal, group, and organizational levels. Committed to the ethical development and treatment of communication constructs in its rich variety of forms, the program challenges students to understand, apply, analyze, and articulate the complexity of human communication in a variety of contexts. In collaboration with the theatre program, education licensure is also an option. Students choosing the licensure option must complete a second teaching major due to the difficulty in placement with only a licensure in communication and theatre.

MAJOR IN COMMUNICATION STUDIES: 42 credit hours

Required Courses:

- COMM 100 Fundamentals of Communication
- COMM 180 Communication Perspectives
- COMM 225 Advanced Interpersonal Communication
- COMM 227 Advanced Public Speaking or COMM 230 Business and Professional Communication
- COMM 300 Argumentation or COMM 355 Conflict Management
- COMM 302 Intercultural Communication
- COMM 340 Civic Communication or COMM 350 Organizational Communication Theory and Practice
- COMM 370 Leadership Communication or COMM 374 Interviewing
- COMM 442 Communication Theory
- COMM 462 Communication Research Methods
- COMM 495 Internship

Plus 9 additional credits from COMM coursework
Recommended support work
DIGI 104 Media Studio: Web
DIGI 230 Introduction to Integrated Communications
DIGI 330 Integrated Media Campaigns
GDES 223 Graphic Design Foundations
MRKT 306 Principles of Marketing
PHIL 110 Ethics
PHIL 361 Racism and Sexism in American Life
PSCN 115 Introduction to Politics
A business minor is highly recommended

MINOR IN COMMUNICATION STUDIES: 21 credit hours
COMM 100 Fundamentals of Communication
COMM 180 Communication Perspectives
COMM 225 Advanced Interpersonal Communication
COMM 227 Advanced Public Speaking or COMM 230 Business and Professional Communication
COMM 302 Intercultural Communication
An additional 6 hours of COMM courses 300 or above (one course must be from among COMM 350 Organizational Communication Theory and Practice, COMM 370 Leadership Communication, or COMM 442 Communication Theory)

MAJOR IN CORPORATE COMMUNICATION: 57.5 credit hours
ACCT 200 Accounting Foundations
COMM 100 Fundamentals of Communication
COMM 180 Communication Perspectives
COMM 225 Advanced Interpersonal Communication
or COMM 227 Advanced Public Speaking
COMM 230 Business and Professional Communication
COMM 302 Intercultural Communication
COMM 442 Communication Theory
COMM 462 Communication Research Methods
COMM 495 Internship
DIGI 104 Media Studio: Web
DIGI 220 New Media
DIGI 230 Introduction to Integrated Communications
DIGI 240 Digital Journalism
DIGI 330 Integrated Media Campaigns
ECON 200 Economics Foundations
GDES 223 Graphic Design Foundations
MGMT 306 Principles of Management
MGMT 314 Legal Environment of Business
MRKT 306 Principles of Marketing

Recommended support work:
A minor in business is highly recommended
COMM 280 Group and Team Communication
COMM 370 Leadership Communication
DIGI 304 Multimedia Web Design
FNBK 306 Managerial Finance
MGMT 205 Decision Science Foundations
Advanced writing course (ENGL 320 Creative Writing, ENGL 300 Advanced Composition, COMM 380 Topics in Communication Studies if the topic focuses on writing)

MAJOR IN COMMUNICATION STUDIES & THEATRE WITH TEACHING LICENSURE (5-12): 30 credit hours
COMM 100 Fundamentals of Communication
COMM 227 Advanced Public Speaking
COMM 300 Argumentation
COMM 355 Conflict Management
DIGI 210 Media and Society
THEA 110 Introduction to the Theatre
THEA 220 Fundamentals of Acting
THEA 260 Oral Interpretation of Literature
THEA 300 Fundamentals of Directing
THEA 411 Dramatic Literature

Plus requirements for secondary education and education core

*Note: Because of limited placement options for secondary communication studies/theatre student teachers, the candidate must complete a second teaching major.

MINOR IN COMMUNICATION STUDIES & THEATRE WITH TEACHING LICENSURE (5-12): 24 credit hours
COMM 100 Fundamentals of Communication
COMM 227 Advanced Public Speaking
COMM 300 Argumentation
DIGI 210 Media and Society
THEA 110 Introduction to the Theatre
THEA 220 Fundamentals of Acting
THEA 260 Oral Interpretation of Literature
THEA 300 Fundamentals of Directing

Plus requirements for secondary education and education core

COMPUTER SCIENCE
Computer Science is the study of programs, algorithms, machine organization, networks, data structures, and the mathematical structures that underlie them. The computer science curriculum is designed to produce graduates who can understand and apply fundamental algorithms and data structures to real-world problems. They will have an understanding of computer and network architecture and will be able to write programs in a variety of high-level languages. They will be able to work individually or in teams and will be aware of the data and security needs of business and society at large. They will become self-learners who can assimilate new technologies into their repertoire quickly. They will be able to communicate with both technical and non-technical audiences and conduct themselves in an ethical and socially responsible manner.

The computer science major has three tracks to choose from depending on the student’s goals and occupational interests. The Information Technology (IT) track focuses on serving the end-user by applying computer science to real-world applications across a number of common business domains. It is intended to prepare students for careers as software engineers, Web developers, network administrators, IT managers, analysts, and other IT-related jobs. The Mathematics track provides students with increased preparation in mathematics. This track is most appealing to students who wish to attend graduate school, conduct computer science research, or work in a computer-related field requiring knowledge of upper-level mathematics. The Systems track is a blend of the IT and Mathematics tracks. It provides students with more general computer science preparation. Students who are unsure of which track to choose are advised to elect the Systems track. All three tracks begin with the computer science core, a series of courses that provides students with the fundamental computer science knowledge needed for upper-level elective courses.

Computer Science Core: 16 credit hours
CMSC 181 Computer Science I
CMSC 182 Computer Science II
CMSC 280 Computer Architecture
CMSC 310 Algorithms and Data Structures
MATH 143 Discrete Mathematics

MAJOR IN COMPUTER SCIENCE – SYSTEMS TRACK: 39 credit hours
(Designed for general computer science preparation)
Computer Science Core
CMSC 321 Database Management Systems
CMSC 322 Web and Network Programming
CMSC 330 Operating Systems and Networking
CMSC 365 Principles of Programming Languages
CMSC 460 Software Engineering
CMSC 480 Computer Science Capstone Proposal
CMSC 481 Computer Science Capstone
MATH 160 Calculus I: Differential Calculus
MATH 161 Calculus II: Integral Calculus
Four additional different CMSC courses at the 300-level or above, totaling at least twelve credit hours

MAJOR IN COMPUTER SCIENCE – INFORMATION TECHNOLOGY (IT) TRACK: 39 credit hours
(Designed for industry and for applications of computer science)

Computer Science Core
CMSC 171 Introduction to Information Technology
CMSC 321 Database Management Systems
CMSC 322 Web and Network Programming
CMSC 330 Operating Systems and Networking
CMSC 351 User Interface Design and Development
CMSC 352 Computer Security
CMSC 460 Software Engineering
CMSC 480 Computer Science Capstone Proposal
CMSC 481 Computer Science Capstone
MATH 140 Elementary Applied Statistics
MATH 160 Calculus I: Differential Calculus
Two additional different CMSC courses at the 300-level or above, totaling at least six credit hours

MAJOR IN COMPUTER SCIENCE – MATHEMATICS TRACK: 42 credit hours
(Designed for graduate school preparation and scientific computing study)

Computer Science Core
CMSC 321 Database Management Systems
CMSC 322 Web and Network Programming
CMSC 330 Operating Systems and Networking
CMSC 340 Theory of Computation or CMSC 390 Computational Science
CMSC 460 Software Engineering
CMSC 480 Computer Science Capstone Proposal
CMSC 481 Computer Science Capstone
MATH 160 Calculus I: Differential Calculus
MATH 161 Calculus II: Integral Calculus
MATH 240 Foundations of Advanced Mathematics
MATH 260 Calculus III: Intermediate Calculus
MATH 322 Linear Algebra
MATH 361 Differential Equations
MATH 371 Numerical Analysis

MINOR IN COMPUTER SCIENCE: 22 credit hours

Computer Science Core plus:
Two additional different CMSC courses at the 300-level or above, totaling at least six credit hours

CORPORATE COMMUNICATION
See communication studies for a description of requirements and course listings.

CRIMINOLOGY AND CRIMINAL JUSTICE
Criminology is the scientific study of the nature, extent, cause, and control of criminal events, including offender motivation, the situation/context of crime, and crime victimization. Criminology also involves the measurement of crime; crime typologies; and theory construction and analysis.
Criminal justice is the study of the law enforcement, judicial, and correctional systems that are directly involved in the apprehension, prosecution, defense, sentencing, incarceration, and supervision of those suspected of, charged with, or convicted of criminal offenses.

The criminology and criminal justice major is designed to prepare students for various positions in the criminal justice system. Students in this program pursue careers in community corrections (probation and parole), state and federal correctional institutions, the courts, law enforcement (local, state and federal), juvenile justice agencies, government agencies, social service agencies, and private industry. The criminology and criminal justice program is also a solid foundation for students who wish to pursue advanced degrees in the social sciences, law school, and other professional programs.

Through an integration of the disciplines of criminology and criminal justice, the program seeks to provide students the opportunity to connect theory and practice inside and outside of the classroom. A senior capstone is considered a vital part of the criminology and criminal justice program.

_Criminology and Criminal Justice majors and minors must earn a final grade of C- or better in all CRIM courses._

**MAJOR IN CRIMINOLOGY AND CRIMINAL JUSTICE:** 48 credit hours

**Support work:**
- CRIM 230 Survey of Criminal Courts or PSCN 240 Judicial Process
- PSYC 100 General Psychology or PSYC 102 The Science of Psychology
- PSYC 203 Social Psychology or PSYC 239 Abnormal Psychology
- SOCI 101 Introduction to Sociology or SCWK 100 Modern Social Problems

**6 credit hours from the following, one course must be 200 level or higher:**
- PSCN 110 Introduction to American Government
- PSCN 115 Introduction to Politics
- PSCN 245 Introduction to American Law
- PSCN 465 Civil Liberties
- PSPA 165 Introduction to Public Administration
- PSPA 320 State and Local Politics
- PSPA 360 Introduction to Public Affairs
- PSPA 380 Administrative Agencies

**Major courses:**
- CRIM 101 Criminal Justice Systems
- CRIM 102 Survey of Criminology
- CRIM 220 Introduction to Law Enforcement
- CRIM 290 Institutional Corrections
- CRIM 343 Juvenile Justice Systems
- CRIM 398 Criminological Research Methods
- CRIM 470 Criminological Theory
- CRIM 498 Capstone in Criminology and Criminal Justice
- 6 additional credit hours in CRIM at the 200 level or higher - excluding CRIM 495 Internship

**MINOR IN CRIMINOLOGY AND CRIMINAL JUSTICE:** 21 credit hours

- CRIM 101 Criminal Justice Systems
- CRIM 102 Survey of Criminology
- CRIM 220 Introduction to Law Enforcement
- CRIM 290 Institutional Corrections
- CRIM 343 Juvenile Justice Systems
- 6 additional credit hours in CRIM at the 200 level or higher -excluding CRIM 495 Internship

**DIGITAL MEDIA**

This academic program prepares students to be 21st century media professionals with well developed technical, creative, and critical storytelling skills. Students in the program learn hands-on how to create and distribute stories across a variety of digital media platforms. Students study the historical and cultural power and influence of the media and apply this critical knowledge to their own media work. Students graduate with professional media-making skills and with experiences.
in leading client-based media projects, in development of their personal brand/portfolio, and
in launching their own media ventures. Digital Media majors are prepared to work throughout
media including the worlds of advertising, broadcasting, corporate communication, entertainment,
journalism, online media and public relations.

MAJOR IN DIGITAL MEDIA: 47-48 credit hours

DIGI 101 Media Studio: Photo
DIGI 102 Media Studio: Video
DIGI 103 Media Studio: Audio
DIGI 104 Media Studio: Web
DIGI 105 Media Studio: Writing for Digital Journalism
DIGI 106 Media Studio: Information Gathering
DIGI 210 Media and Society
DIGI 220 New Media
DIGI 230 Introduction to Integrated Communications
DIGI 240 Digital Journalism
DIGI 300 Legal and Ethical Perspectives
DIGI 400 Media Theory and Representation
DIGI 410 Media Project
DIGI 495 Media Internship

6 credit hours from:

DIGI 301 Advanced Digital Photography
DIGI 302 Advanced Digital Video
DIGI 303 Advanced Digital Audio
DIGI 304 Multimedia Web Design
DIGI 330 Integrated Media Campaigns

Completion of one focus track: 3 courses

Students select one focus track and complete three courses.

Focus Track 1: Communication

COMM 230 Business and Professional Communication
COMM 302 Intercultural Communication
COMM 340 Civic Communication
COMM 350 Organizational Communication Theory and Practice
COMM 355 Conflict Management
COMM 374 Interviewing

Focus Track 2: Design

ART 201 Art Foundations I
ART 202 Art Foundations II
GDES 223 Graphic Design Foundations
GDES 349 Graphic Design
GDES 350 Typography
GDES 440 Illustration
GDES 449 Advanced Graphic Design

Focus Track 3: Performance

THEA 220 Fundamentals of Acting
THEA 300 Fundamentals of Directing
THEA 405 Advanced Acting
THEA 406 Advanced Directing
Three one-credit Acting Studio Courses THEA 121 Basic Movement Technique; THEA 122
Basic Vocal Production and Technique; THEA 422 Acting for Media

Focus Track 4: Music Production

MUSC 110 Studio Production and Technology I
MUSC 115 Studio Production and Technology II
MUSC 300 Producing Music with Digital Software
MUSC 350 Understanding the Music Industry
MUSC 400 Producing, Sampling, and MIDI Sequencing
Focus Track 5: Digital Media Programming
CMSC 171 Introduction to Information Technology
CMSC 181 Computer Science I
CMSC 182 Computer Science II
CMSC 310 Algorithms and Data Structures
CMSC 321 Database Management Systems
CMSC 322 Web and Network Programming
CMSC 351 User Interface Design and Development

Focus Track 6: Business
ACCT 200 Accounting Foundations
ECON 200 Economics Foundations
MRKT 306 Principles of Marketing
MRKT 354 Sports Marketing
MRKT 355 Consumer Behavior
MRKT 414 Selling
MGMT 306 Principles of Management
MGMT 314 Legal Environment of Business
MGMT 320 Human Resource Management
MGMT 375 Entrepreneurship/Small Business

MINOR IN DIGITAL MEDIA: 21 credit hours
DIGI 101 Media Studio: Photo
DIGI 102 Media Studio: Video
DIGI 103 Media Studio: Audio
DIGI 104 Media Studio: Web
DIGI 105 Media Studio: Writing for Digital Journalism
DIGI 106 Media Studio: Information Gathering
Electives in Digital Media to achieve 21 hours

MAJOR IN DIGITAL MEDIA “JOURNALISM” WITH TEACHING LICENSURE (5-12):
33 credit hours
DIGI 101 Media Studio: Photo
DIGI 102 Media Studio: Video
DIGI 103 Media Studio: Audio
DIGI 104 Media Studio: Web
DIGI 210 Media and Society
DIGI 220 New Media
DIGI 240 Digital Journalism
DIGI 300 Legal and Ethical Perspectives
DIGI 400 Media Theory and Representation
DIGI 410 Media Project
DIGI 495 Media Internship

6 credit hours from:
DIGI 301 Advanced Digital Photography
DIGI 302 Advanced Digital Video
DIGI 303 Advanced Digital Audio
DIGI 304 Multimedia Web Design
Plus requirements for secondary education and education core

MINOR IN DIGITAL MEDIA “JOURNALISM” WITH TEACHING LICENSURE (5-12):
21 credit hours
DIGI 101 Media Studio: Photo
DIGI 102 Media Studio: Video
DIGI 103 Media Studio: Audio
DIGI 104 Media Studio: Web
DIGI 210 Media and Society
DIGI 220 New Media
DIGI 240 Digital Journalism
DIGI 300 Legal and Ethical Perspectives
DIGI 400 Media Theory and Representation
Plus requirements for secondary education and education core

ECONOMICS
See business economics in Graduate & Professional Studies section for a description of requirements and course listings.

EDUCATION
The challenge of education is to be a master of subject matter and an expert in the learning process. The teacher education program at Buena Vista University offers the professional courses required for a teaching license in elementary education and various secondary education disciplines. Endorsements in areas such as special education, teaching English as a second language, reading, and coaching, as well as others, are also offered. The K-8 reading endorsement is embedded in the elementary education major. All programs are approved by the Iowa Department of Education and are accredited by the North Central Association of Colleges and Schools.

Teacher Education Guiding Framework:
In keeping with the Buena Vista University mission of developing students for lifelong success through innovative and imaginative academic and professional preparation, the Teacher Education Program prepares students to enter the teaching profession equipped with the knowledge, skills, and dispositions that develop effective teachers. As a performance-based program, emphasis is on a theory to practice orientation in coursework and field experiences. The curriculum of the Teacher Education Program is designed to conform to the standards of InTASC (Interstate Teacher Assessment and Support Consortium), the Iowa Department of Education, and various professional associations in education.

The Teacher Education Program is based on five Learning Objectives: Respect for Diverse Learners and Learning, Content Expertise, Innovative Applications of Content, Data-Based Practice and Reflection, and Professional Initiative. A theme embedded within the program is “teacher as reflective practitioner.” This requires students to develop and reflect in three areas: as learner, as instructor, and as professional.

General Program Information:
1. Teacher education students returning to Buena Vista University after an absence of two or more years must follow the program/catalog that is in effect at the time of their return.
2. Teacher education students should pay careful attention to the required scores on the Praxis I exam. It is highly recommended that students take all three required components of the Praxis I as soon as they begin their education courses.
3. LiveText, required for all education students, must be purchased and registered in order to complete key assignments for education courses.
4. Some course work listed in the catalog is intended for students whose graduation is posted and are applying for an elementary teaching license before September 1, 2015. (Term 6, 2015 graduates are unlikely to meet this deadline.)

The Teacher Education Program
The four checkpoints below outline progressively the requirements of the Teacher Education Program and serve as a guideline for students as they move toward licensure.

Checkpoint I: Admission to the Teacher Education Program
The candidate will submit the Teacher Education Program (TEP) application and the local teacher education committee will review the candidate’s file to ensure that the following requirements have been met:
• EDCO 240: Development of the School-Age Child completed with a minimum grade of “C-”
• EDCO 245: Learning and Motivation must be completed with a minimum grade of “C-”
• EDCO 255/256: Prof Seminar I & Field Experience: Learning and Motivation completed with
passing grade and positive recommendation from cooperating teacher

• All key assignments required in EDCO 240 and EDCO 245 successfully completed and uploaded to LiveText. Students who transfer coursework for EDCO 240 and/or EDCO 245 are not required to submit key assignments in addition to the accepted course work.

• Successful completion of Praxis I Exam – meeting or exceeding the cut scores effective October, 2013 will be:
  Reading = 156, Writing = 162, and Math = 150
• Minimum cumulative grade point average of 2.5
• Two professional progress reports recommending the candidate for admission
• Good conduct policy statement signed
• Confidentiality statement signed

Elementary education majors may take no more than six credits of methods courses, none with field experience attached, prior to formal admission to the program. Students seeking secondary licensure may not take any methods courses until admitted to the Teacher Education Program. Based on submitted information, the local teacher education committee will:

• Fully approve the candidate for the teacher education program
• Deny the candidate. Reasons/rationale for denial will be shared in writing with the candidate. Each candidate will have an opportunity to address deficiencies in a timely manner.
• Candidates will be informed of their right to appeal the decision.

Checkpoint II: Teacher Education Program Progress
In order to advance to EDCO 290/EDCO 291 Professional Seminar II & Field Experience: Human Relations, the teacher education student must successfully satisfy the following:

• EDCO 280: History of American Education completed with a minimum grade of “C-”. In addition the Key Assignment must be successfully completed and uploaded to LiveText.
• Mandatory reporters statement signed
• Universal precautions statement signed
• Minimum cumulative grade point average of 2.5
• Improvement in areas of concern noted in Checkpoint I, professional progress reports, or other areas noted since those reports. Particular attention will be given to dispositions.
• The Key Assignment(s) from all EDUC and EDCO courses taken since acceptance to the Teacher Education Program must be successfully completed and uploaded to LiveText
• Local teacher education committee endorsement

Checkpoint III: Admission to Student Teaching
Student teaching is the culminating experience in the teacher education program. It is designed as an opportunity to apply skills, theory, and knowledge gained during the teacher preparation program to a real-life educational setting.

The student teacher candidate will submit an application for student teaching after having completed the following:

• All EDCO and methods course requirements with a minimum grade of a “C-”
• Minimum cumulative grade point average of 2.5
• Minimum grade point average of 2.5 in the major/minor/concentration, and will have completed all major/minor/concentration requirements
• Successfully complete and upload to LiveText the remaining non-student teaching key assignments that they have taken since checkpoint II
• Resume, References, and Letter of Introduction for the cooperating school
• Purchase and registration of LiveText field experience module

In addition, the applicant will have senior standing and will be in residence (as defined by the university catalog) the semester/term immediately preceding student teaching.

The local teacher education committee will review the candidate’s file. After review, the local committee will vote to accept or deny the student’s admittance to the student teaching semester. Students denied admittance to the professional semester have the right to an appeal.
Checkpoint IV: Licensure Requirements

Each semester/term the licensure officer or designated official meets with student teachers to discuss the licensure procedure. The state sets fees related to licensure. The student is responsible for payment of these fees. Students are provided information and appropriate forms to apply for licensure. The basic requirements that must be in order to be recommended for licensure are as follows:

- Successful completion of Buena Vista University requirements
- Successful completion of the teacher education program that Buena Vista University has on file with the Iowa Department of Education
- Minimum grade point average of 2.5 for the total program, the major, the minor, the second major, and the area of concentration
- Minimum grade of a “C-” in each of the student teaching placements
- Successful completion of all key assignments uploaded to LiveText and portfolio reflection
- Fingerprinting/background check 10-12 weeks prior to completion of student teaching
- Local Teacher Education Committee recommendation
- Successful completion of the Praxis II exam per state requirements
- Graduates are required to meet Buena Vista University’s major requirements for their first endorsement area. Additional endorsement areas may be obtained by completing the Buena Vista University requirements or the Iowa minimum requirements for licensure. Individuals should consult with their advisor about these options.

Teaching Licensure Requirements For Other States:
The teacher education program at Buena Vista University provides coursework which meets the criteria approved for Iowa certification by the Iowa State Department of Education. An individual desiring licensure in a state other than Iowa should contact the Department of Education in that state as soon as possible and request certification requirements. By learning early what courses are needed for other states’ certification, individuals can plan to meet those requirements by taking appropriate courses at Buena Vista University.

THE EDUCATION CORE: 18-21 credit hours
The education core, which is required of all students seeking a teaching license, is the nucleus of the teacher education program and includes basic courses in education and psychology. Elementary education majors and students seeking secondary licensure are required to take all EDCO courses for a letter grade and to earn a minimum grade of “C-” in each course.

EDCO 240 Development of the School-Age Child
EDCO 245 Learning and Motivation
EDCO 255/256 Professional Seminar I & Field Experience: Learning and Motivation
EDCO 280 History of American Education
EDCO 290/291 Professional Seminar II & Field Experience: Human Relations
EDCO 300 Differentiated Instruction for Exceptional Learners
EDCO 390 Instructional Technology
EDCO 401 Classroom Management and Evaluation Techniques (Secondary Education only)

MAJOR IN ELEMENTARY EDUCATION: 66 credit hours
The elementary education major requires completion of four components:
- The education core (above)
- The elementary education courses including coursework for a K-8 Reading Endorsement
- Required support coursework
- An area of concentration (See options in the “Areas of Concentration” section.)

Elementary education courses including student teaching: 48 credit hours. Elementary education majors are required to take all EDUC courses for a letter grade and to earn a minimum grade of “C-” in each course.

EDUC 317 Foundations of Literacy
EDUC 335 Development of Oral Communications
EDUC 342 Methods of Written Communications
EDUC 362 Methods of Physical Education and Health for Elementary Teachers
EDUC 363 Methods of Elementary Visual Arts
EDUC 371 Methods of Data-Driven Literacy Instruction
EDUC 380 Language Development and Methods
EDUC 393 Elementary Math Methods and Field Experience
EDUC 394 Elementary Science Methods
EDUC 410 Elementary Curriculum/Social Studies Methods
EDUC 415 Reading Strategies and Instructional Methods: Fiction
EDUC 420 Reading Strategies and Instructional Methods: Informational Text
EDUC 443 Literacy Field Experience
EDUC 429 Professional Seminar III: K Student Teaching or EDUC 430 Professional Seminar III: 1-3rd Student Teaching
EDUC 440 Professional Seminar III: 4th-6th Student Teaching

Support Work: 33 credit hours minimum
- 9 credit hours of science including physical science, earth/space science, and life science
- COMM 100 Fundamentals of Communication
- 3 credit hours of literature
- MATH 123 Mathematics for Elementary Education I
- MATH 124 Mathematics for Elementary Education II
- Additional Math course not including MATH 050 or MATH 100; MATH 140 Elementary Applied Statistics is recommended, though not required.
- 9 credit hours in social sciences/humanities to include history, geography, political science/civic literacy, economics, and behavioral science
- Many of these courses will be completed through the general education program.

AREAS OF CONCENTRATION: 12 credit hours – 9 unduplicated credit hours
The area of concentration must be 12 credit hours from one of the following disciplines or endorsements: English/Language Arts, Math, Social Studies, Science, Psychology, Special Education, Teaching English as a Second Language, Pre-Kindergarten/Kindergarten, or Middle School.

Only 3 of the 12 credit hours in the area of concentration may be counted as part of the required support coursework or as part of the general education requirements. With the exception of mathematics, an area of concentration must include at least 3 credit hours at the 300 or 400 level.

Students completing a minor or a major in one of the areas identified below are not required to complete an area of concentration. A student must earn a GPA of 2.5 in the area of concentration, minor, or major.

Broad-based concentrations will follow the guidelines below:

Social Studies: 3 credits must be at the 300 or 400 level
- 6-9 credit hours in history (minimum of three credit hours in U.S. history and 3 credit hours in non-U.S. history)
- 3-6 credit hours in American government, economics, geography, sociology, and/or psychology
- English/Language Arts: 3 credits must be at the 300 or 400 level
- 3-6 credit hours in literature from the English Department
- 6-9 credit hours including both writing and speaking courses such as, but not limited to, the recommended courses below. ENGL 100, ENGL 200, and COMM 100 may not be used towards this concentration.

ENGL 300 Advanced Writing
ENGL 320 Creative Writing
ENGL 331 Introduction to Linguistics
ENGL 332 Modern English Grammar
COMM 225 Advanced Interpersonal Communication
COMM 227 Advanced Public Speaking
COMM 230 Business and Professional Communication
COMM 280 Group and Team Communication
COMM 302 Intercultural Communication
COMM 340 Civic Communication
COMM 355 Conflict Management
COMM 370 Leadership Communication
Science: 3 credits must be at the 300 or 400 level
6 credit hours biological science
6 credit hours physical science/environmental science

Math: 12 credit hours
MATH 140 Elementary Applied Statistics, and the additional credit hours from among, but not limited to, any of the following recommended courses. MATH 050, MATH 100, MATH 123, and MATH 124 may not be used towards this concentration.
MATH 130 Mathematical Ideas for the Liberal Arts
MATH 143 Discrete Mathematics
MATH 145 Elementary Functions
MATH 160 Calculus I: Differential Calculus
MATH 161 Calculus II: Integral Calculus
MATH 240 Foundations of Advanced Mathematics

Psychology: 12 credit hours, 3 of which must be at the 300 or 400 level. Courses must be chosen from the options listed below. By student’s appeal, similar courses will be considered for substitution.
PSYC 100 General Psychology
PSYC 102 The Science of Psychology
PSYC 201 Child Development
PSYC 203 Social Psychology
PSYC 210 Developmental Psychology
PSYC 220 Behavior Modification
PSYC 239 Abnormal Psychology
PSYC 281 Biological Psychology
PSYC 291 Learning and Memory
PSYC 329 Psychology of Gender
PSYC 333 Adolescent Development
PSYC 369 Psychology of Personality
PSYC 389 Introduction to Counseling
PSYC 429 Stereotypes and Prejudice
PSYC 440 Cognition
SCWK 235 Psycho-Social Dimensions of the Human Life Cycle
SCWK 352 Child and Family Welfare

Special Education:
SPED 205 Characteristics of Students with Mild/Moderate Disabilities
SPED 352 Professional Practices in Communication and Collaboration
SPED 401 Methods and Teaching Strategies for Students with Mild/Moderate Disabilities
SPED 402 Teaching in a K-8 Special Education Program
SPED 410 Behavior and Classroom Management

Teaching English as a Second Language:
COMM 302 Intercultural Communication or ENGL 332 Modern English Grammar
ENGL 331 Introduction to Linguistics
TESL 270 Introduction to Second Language Acquisition
TESL 330 Methods of Teaching English as a Second Language

Pre-Kindergarten/Kindergarten:
EDUC 305 Preschool and Kindergarten Curriculum Development and Organization
EDUC 330 Guidance and Instructional Methods in Preschool and Kindergarten Education
EDUC 400 Home, School, and Community Relations
EXSC 309 Health, Safety and Nutrition in Early Childhood Education

Middle School:
EDUC 425 Adolescent Growth & Development
EDUC 426 Methods & Materials for Teaching Middle School
SEDU 365 Methods of Reading in the Content Areas or EDUC 420 Reading Strategies & Instructional Methods: Informational Text
3 credit hours from:
  U.S. History
  World History
  ENGL 300 Advanced Composition
  SEDU 333 Young Adult Fiction and Nonfiction
  SEDU 355 Multicultural Fiction and Nonfiction for Middle School Students

Secondary Education Licensure:
Secondary education licensure requires a content major in a certifiable teaching area and completion of the following six components:
  • Intellectual Explorations, Intellectual Foundations, and university graduation requirements
  • The education core (See “The Education Core” section.)
  • Secondary education support work
  • SEDU 365 Methods of Reading in the Content Areas
  • The secondary methods course(s) in your chosen discipline including the field experience
  • Student teaching in your chosen discipline

Secondary Education Support Work:
As the Intellectual Explorations and Intellectual Foundations of the university are met, the following must be selected for support work:
  3 credit hours of biological science
  COMM 100 Fundamentals of Communication
  3 credit hours of physical science
  PSCN 110 Introduction to American Government or PSPA 320 State and Local Politics or U.S. History Course

Secondary Methods:
Students must take the methods course related to their major. In addition, if one desires to add another secondary teaching endorsement, the methods course for that endorsement must be taken. Most secondary methods courses are offered every other year.
  SEDU 401 Methods of Teaching Secondary Art and Field Experience
  SEDU 402 Methods of Teaching Secondary Business and Field Experience
  SEDU 411 Methods of Teaching Secondary English/Language Arts and Field Experience
  SEDU 412 Methods of Teaching Secondary Foreign Language and Field Experience
  SEDU 421 Methods of Teaching Secondary Mathematics and Field Experience
  SEDU 431 Methods of Teaching Secondary Health/Physical Ed and Field Experience
  SEDU 432 Methods of Teaching Secondary Science and Field Experience
  SEDU 441 Methods of Teaching Secondary Social Science and Field Experience
  SEDU 442 Methods of Teaching Secondary Music – Vocal and Field Experience
  SEDU 443 Methods of Teaching Secondary Music – Instrumental and Field Experience

Reading strategies:
  SEDU 365 Methods of Reading in the Content Areas

Student teaching:
  SEDU 490 Professional Seminar III: Secondary Student Teaching

Special Education Endorsement:
Buena Vista University offers coursework in special education leading to an educational endorsement as an Instructional Strategist I: Mild/Moderate. This endorsement is designed to accompany coursework for a major in elementary education or secondary education licensure. Completion of this endorsement allows one to teach in resource, inclusive/mainstreamed, and partially self-contained settings with students having exceptionalities in the area of mild to moderate disabilities.

INSTRUCTIONAL STRATEGIST I, WITH TEACHING LICENSURE (K-8): 32 credit hours
  EDCO 300 Differentiated Instruction for Exceptional Learners
  EDUC 317 Foundations of Literacy
  EDUC 371 Methods of Data-Driven Literacy Instruction
  SPED 205 Characteristics of Students with Mild/Moderate Disabilities
  SPED 321 Multidisciplinary Assessment and Evaluation Practices
SPED 352 Professional Practices in Communication and Collaboration
SPED 396/391/392 Supervised Participation in Special Education
SPED 401 Methods and Teaching Strategies for Students with Mild/Moderate Disabilities
SPED 402 Teaching in a K-8 Special Education Program
SPED 410 Behavior and Classroom Management
SPED 447 Professional Seminar III: Special Education Student Teaching –
Mild/Moderate (K-8)

Note: The Instructional Strategies I endorsement is taken in addition to a student's primary area of
teacher preparation (elementary or secondary education). The primary area of preparation includes
12 credit hours of student teaching. SPED 447 or SPED 448 will substitute for six of those student
teaching credit hours.

SPED 284 Self-determination and Person Centered Planning (optional course)

INSTRUCTIONAL STRATEGIST I, WITH TEACHING LICENSURE (5-12): 35 credit hours
EDCO 300 Differentiated Instruction for Exceptional Learners
EDUC 317 Foundations of Literacy or SEDU 365 Methods of Reading in the Content Areas
EDUC 371 Methods of Data-Driven Literacy Instruction
SPED 205 Characteristics of Students with Mild/Moderate Disabilities
SPED 285 Transitions and Self-Determination
SPED 321 Multidisciplinary Assessment and Evaluation Practices
SPED 352 Professional Practices in Communication and Collaboration
SPED 396 Supervised Participation in Special Education
SPED 401 Methods and Teaching Strategies for Students with Mild/Moderate Disabilities
SPED 403 Teaching in a 5-12 Special Education Program
SPED 410 Behavior and Classroom Management
SPED 448 Professional Seminar III: Special Education Student Teaching –
Mild/Moderate (5-12)

Note: The Instructional Strategies I endorsement is taken in addition to a student's primary area of
teacher preparation (elementary or secondary education). The primary area of preparation includes
12 credit hours of student teaching. SPED 447 or SPED 448 will substitute for six of those student
teaching credit hours.

READING ENDORSEMENT (K-8): 24 credit hours
This reading program fulfills the Iowa Department of Education reading endorsement #148. It
qualifies the teacher as a Chapter 1 reading teacher, but is not valid for a position as director of
a reading program. This endorsement must be accompanied by endorsement #102, elementary
classroom teacher. This reading endorsement is built into the elementary education major.
EDUC 317 Foundations of Literacy
EDUC 335 Development of Oral Communications
EDUC 342 Methods of Written Communications
EDUC 371 Methods of Data-Driven Literacy Instruction
EDUC 380 Language Development and Methods
EDUC 415 Reading Strategies and Instructional Methods: Fiction
EDUC 420 Reading Strategies and Instructional Methods: Informational Text
EDUC 443 Literacy Field Experience

READING ENDORSEMENT (5-12): 25 credit hours
This reading program fulfills the Iowa Department of Education reading endorsement #149. It
qualifies the teacher as a Chapter 1 reading teacher but is not valid for a position as director of
a reading program. This endorsement must be accompanied by a 5-12 certification in a secondary
content area.
EDUC 317 Foundations of Literacy
SEDU 333 Young Adult Fiction and Nonfiction
SEDU 335 Development of Oral Communications
SEDU 342 Methods of Written Communications
SEDU 365 Methods of Reading in the Content Areas
EDUC 371 Methods of Data-Driven Literacy Instruction
SEDU 380 Language Development and Methods
Teaching English as a Second Language:

ESL Endorsement

In light of the pedagogical challenges presented in Iowa schools by the growing number of non-native speakers of English, this program is designed to prepare pre-service teachers to teach English as a second language in both public and private K-12 educational settings. The primary goal of the endorsement is to provide teachers with knowledge of second language acquisition, assessment procedures, skills and techniques to more effectively address the academic and social challenges presented by an increasingly diverse population of students.

ENGLISH AS A SECOND LANGUAGE ENDORSEMENT (K-12): 26-29 credit hours*

COMM 302 Intercultural Communication
EDCO 370 Human Relations*
ENGL 331 Introduction to Linguistics
ENGL 332 Modern English Grammar
TESL 270 Introduction to Second Language Acquisition
TESL 330 Methods of Teaching English as a Second Language
TESL 407 Curriculum Development and Assessment in ESL
TESL 408 Practicum in ESL Classroom K-6 or TESL 409 Practicum in ESL Classroom 7-12
TESL 447 Professional Seminar III: ESL Student Teaching K-6* or TESL 448 Professional Seminar III: ESL Student Teaching 7-12*

*The ESL endorsement is taken in addition to a student’s primary area of teacher preparation (elementary or secondary education). Together, EDCO 280, EDCO 290, and EDCO 300, which are part of the elementary education major and secondary licensure program, already include Human Relation requirements. TESL 447 or 448 will substitute for six of the 12 hours of student teaching required for elementary education majors and secondary licensure students.

MIDDLE SCHOOL ENDORSEMENT (5-8): 34 credit hours

Must be accompanied by certification as an elementary or secondary teacher.
EDUC 425/GEDU 525 Adolescent Growth & Development
EDUC 426/GEDU 526 Methods & Materials for Teaching Middle School
SEDU 365 Methods of Reading in the Content Areas or EDUC 420 Reading Strategies & Instructional Methods: Informational Text
SEDU 290/291 Middle School Supervised Participation

To obtain this endorsement, the applicant must complete the coursework requirements in two of the following content areas:

1. Social studies concentration. The social studies concentration requires 12 semester hours of coursework in social studies to include coursework in United States history, world history, government and geography.
2. Mathematics concentration. The mathematics concentration requires 12 semester hours in mathematics to include coursework in algebra.
3. Science concentration. The science concentration requires 12 semester hours in science to include coursework in life science, earth science, and physical science.
4. Language arts concentration. The language arts concentration requires 12 semester hours in language arts to include coursework in composition, language usage, speech, young adult literature, and literature across cultures.

PRE-KINDERGARTEN/ KINDERGARTEN ENDORSEMENT: 48 credit hours

(Must be accompanied by endorsement 102, elementary classroom teacher) This program allows the addition of the special pre-kindergarten/kindergarten endorsement to the elementary education major. It qualifies the teacher to teach at the preschool and/or kindergarten level. This PK/K endorsement program is not a minor.

EDUC 305 Preschool and Kindergarten Curriculum Development and Organization
EDUC 330 Guidance & Instructional Methods in Preschool & Kindergarten Education
EDUC 400 Home, School, and Community Relations
EDUC 428 Student Teaching in Preschool*
EDUC 429 Professional Seminar III: Kindergarten Student Teaching
EXSC 309 Health, Safety and Nutrition in Early Childhood Education
PSYC 201 Child Development or PSYC 210 Developmental Psychology or EDCO 240 Development of the School-Age Child
*Completed after 12 credits of elementary student teaching

Required elementary education courses:
EDCO 240 Development of the School-Age Child
EDCO 245 Learning and Motivation
EDCO 255/256 Professional Seminar I and Field Experience: Learning and Motivation
EDCO 280 History of American Education
EDCO 290/291 Professional Seminar II and Field Experience: Human Relations
EDCO 300 Differentiated Instruction for Exceptional Learners
EDUC 317 Foundations of Literacy
EDUC 362 Methods of Physical Education and Health for Elementary Teachers
EDCO 390 Instructional Technology
EDUC 393 Elementary Math Methods and Field Experience
EDUC 394 Elementary Science Methods
EDUC 410 Elementary Curriculum/Social Studies Methods
EDUC 415 Reading Strategies and Instructional Methods: Fiction
EDUC 420 Reading Strategies and Instructional Methods: Informational Text
EDUC 443 Literacy Field Experience

Post Baccalaureate Certification Program:
This program is specifically designed for those who have a bachelor’s degree in a subject area relevant to secondary education. It operates within the university’s current programming structure and is designed to move the candidate efficiently and effectively through core areas of pedagogy before they enter the classroom.

Eligible candidates must meet all of the following:
• Hold a bachelor’s degree from an accredited institution
• Hold a bachelor’s degree which meets the Iowa Department of Education content requirements for certification per secondary field: art, business general, business office and business marketing/management, English/language arts, foreign language, health, journalism, mathematics, music, physical education, reading, biological science, chemistry, earth science, general science, physical science, physics, American government, American history, economics, psychology, sociology, world history, speech communication/theatre, special education. The program is available in these secondary field(s) contingent upon the availability of student teaching placements in that particular field.
• Seek certification only (not second degree from BVU)
• Have achieved a 2.5 cumulative grade point average and a 2.5 in the teaching field
• Have coursework that is 10 years old or older reviewed for relevancy and currency

To complete a secondary certification program:
• Complete the education core
• SEDU 365 Methods of Reading in the Content Areas to be taken prior to or concurrent with the methods courses. Students completing the secondary certification program in English must complete SEDU 454 Reading Strategies and Instructional Methods
• Complete a 2 credit hour generic methods course and a 1 credit hour methods course specific to the content area, except for special education where the 2 credit hour and 1 credit hour methods courses from the special education program will be used
• Complete a minimum of 12 credit hours of coursework through Buena Vista University before student teaching. This requirement is for any who have completed some of the education core prior to admission to this program. Nine of the 12 credit hours must be at the 300 level
• Student teach for one 14 week placement or two 7 week placements in one secondary setting
Post Baccalaureate Checkpoints
(These are modified from the checkpoints for Teacher Education Program students not in the Post Baccalaureate Program.)

Checkpoint I: Admission to Teacher Education Program
The candidate will submit the Teacher Education Program (TEP) application and the local Teacher Education Committee will review the candidate’s file to ensure that the following requirements have been met:

- Successful completion of Praxis I exam meeting or exceeding cut scores of Reading 173, Writing 172, Math 171
- Two Professional Progress reports
- Good Conduct statement
- Confidentiality statement
- Mandatory Reporting statement
- Universal Precautions statement
- No more than six credit hours of education courses at BVU until admitted into the teacher education program

No methods courses may be taken by Post Baccalaureate students until they are formally admitted to the program. Based on submitted information, the local teacher education committee will:

- Fully approve the candidate for the teacher education program
- Deny the candidate. Reasons/rationale for denial will be shared in writing with the candidate. Each candidate will have an opportunity to address deficiencies in a timely manner. Candidates will be informed of their right to appeal the decision.

Checkpoint II: Admission to Student Teaching
The requirements for this checkpoint correspond to those required in Checkpoint III for students who do not have their bachelor’s degree

Checkpoint III: Licensure Requirements
The requirements for this Checkpoint correspond to those required in Checkpoint IV for students who do not have their bachelor’s degree.

EDUCATIONAL STUDIES
The educational studies major is designed for students who have an interest in an education-oriented career, but have decided against pursuing P-12 licensure. Career examples include lay ministerial work, business training, and with some further preparation, various counseling endeavors. The educational studies major will not lead to teacher certification in any state.

MAJOR IN EDUCATIONAL STUDIES: 33-34 credit hours
EDCO 240 Development of the School-Age Child
EDCO 245 Learning and Motivation
EDCO 255/256 Professional Seminar I & Field Experience: Learning and Motivation
EDCO 280 History of American Education
EDCO 300 Differentiated Instruction for Exceptional Learners
EDCO 390 Instructional Technology
EDUC 317 Foundations of Literacy

Fifteen credits from the following:
EDUC 335 Development of Oral Communications
EDUC 380 Language Development
EDUC 362 Methods of Physical Education and Health for Elementary Teachers
EDUC 363 Elementary Visual Arts
EDCO 401 Classroom Management and Evaluation Techniques
TESL 270 Introduction to Second Language Acquisition
COMM 302 Intercultural Communication
MATH 123 Mathematics for Elementary Education I
MATH 124 Mathematics for Elementary Education II
Educational Studies Minor
This minor is designed for students who have an interest in the education field, broadly construed. Some career examples for students who may wish to acquire this minor include lay ministerial work, business training, and with further preparation, various counseling endeavors. The educational studies minor will not lead to teacher certification in any state.

MINOR IN EDUCATIONAL STUDIES: 21-22 credit hours
EDCO 240 Development of the School-Age Child
EDCO 245 Learning and Motivation
EDCO 255/256 Professional Seminar I & Field Experience: Learning and Motivation
EDCO 280 History of American Education
EDCO 300 Differentiated Instruction for Exceptional Learners
EDCO 390 Instructional Technology
EDCO 401 Classroom Management and Evaluation Techniques
EDUC 317 Foundations of Literacy

ENGLISH
The English department supports the scholarship of engagement by fostering communication skills and critical authority for our students’ professional development, academic excellence, and life-long learning. Through a program of study that includes world literatures, writing in various genres, linguistic theory and development, and critical perspectives, our students develop a keen sense of the power of language and learn to deploy that power to benefit themselves and their communities. It is our belief that such mastery of written communication is fundamental to professional success, self-expression, and personal growth.

MAJOR IN ENGLISH: 40-46 credit hours
ENGL 220 Introduction to Literature: Early Literary Classics
ENGL 250 American Literature
ENGL 261 British Literature, Beginnings to 1750
ENGL 262 British Literature, 1750 to the Present
ENGL 276 World Literature
ENGL 300 Advanced Composition
ENGL 320 Creative Writing
ENGL 331 Introduction to Linguistics
ENGL 340 Introduction to Literary Theory
ENGL 490 Major Portfolio
ENGL 491 Senior Seminar
9 credit hours of English electives numbered above 300; at least 2 of the courses should be at the 400 level; 1 course must be in American literature; 1 course must be in World literature
2 semesters of same foreign language at the college level, or a passing MLA or CLEP score

MINOR IN ENGLISH: 21 credit hours
ENGL 220 Introduction to Literature: Early Literary Classics
ENGL 250 American Literature
ENGL 261 British Literature, Beginnings to 1750
ENGL 262 British Literature 1750-Present
ENGL 300 Advanced Composition or ENGL 320 Creative Writing
ENGL 331 Introduction to Linguistics
One English elective 340 or above

MAJOR IN ENGLISH WITH TEACHING LICENSURE (5-12): 43 credit hours
ENGL 220 Introduction to Literature: Early Literary Classics
ENGL 250 American Literature
ENGL 261 British Literature, Beginnings to 1750
ENGL 262 British Literature, 1750 to Present or ENGL 276 World Literature
ENGL 300 Advanced Composition
ENGL 331 Introduction to Linguistics
ENGL 332 Modern English Grammar
ENGLISH • ENVIRONMENTAL SCIENCE

ENGL 340 Introduction to Literary Theory
ENGL 350 Shakespeare
ENGL 490 Major Portfolio
ENGL 491 Senior Seminar
1 ENGL elective numbered 400 or above

Support work:
SEDU 333 Young Adult Fiction and Nonfiction
SEDU 454 Reading Strategies and Instructional Methods
Plus requirements for secondary education and education core
Foreign language is not required for major in English with teaching licensure

MINOR IN ENGLISH WITH TEACHING LICENSURE (5-12): 30 credit hours
ENGL 220 Introduction to Literature: Early Literary Classics
ENGL 250 American Literature
ENGL 261 British Literature, Beginnings to 1750
ENGL 300 Advanced Composition
ENGL 331 Introduction to Linguistics
ENGL 332 Modern English Grammar
ENGL 340 Introduction to Literary Theory
ENGL 350 Shakespeare

Support work:
SEDU 333 Young Adult Fiction and Nonfiction
SEDU 454 Reading Strategies and Instructional Methods
Plus requirements for secondary education and education core

MAJOR IN ENGLISH WITH TEACHING LICENSURE (K-8): 27 credit hours
Major in elementary education
ENGL 250 American Literature
ENGL 261 British Literature, Beginnings to 1750
or ENGL 262 British Literature, 1750 to Present
ENGL 300 Advanced Composition
ENGL 331 Introduction to Linguistics
ENGL 332 Modern English Grammar
ENGL 350 Shakespeare
THEA 220 Fundamentals of Acting or THEA 260 Oral Interpretation of Literature
2 courses numbered ENGL 370 or above

ENVIRONMENTAL SCIENCE
At a time when environmental issues are becoming ever more a part of our lives, this curriculum enables students to study the nature of these problems and apply critical thinking skills as they consider potential solutions. The environmental science program at Buena Vista University provides students with the opportunity to pursue a major with an emphasis in science, social science or conservation education. Students may select electives from a varied list of courses enabling them to build upon their interest.

MAJOR IN ENVIRONMENTAL SCIENCE: 49 credit hours
Common environmental core:
ENVS 100 The Biological Environment
ENVS 101 The Physical Environment
ENVS 102 Environmental Science Laboratory
ENVS 201 Conservation Ecology
ENVS 301 Human Ecology
ENVS 310 Topics in Environmental Science
ENVS 400 Supervised Project or ENVS 495 Internship
ENVS 498 Senior Capstone Seminar MATH 140 Elementary Applied Statistics PHIL/RELI 340 Environmental Ethics
Choose 1 track from below:

Science track:
- BIOL 163/164 Principles of Biology I and II
- CHEM 151 General Chemistry I

Social science track:
- ECON 200 Economics Foundations
- GEOG 200 World Regional Geography of the Developed World
  or GEOG 201 World Regional Geography of the Developing World
- HIST 101 History of the United States to 1877
  or HIST 102 History of the United States After 1877
- PSPA 360 Introduction to Public Affairs or PSPA 380 Administrative Agencies

Conservation education track:
- COMM 100 Fundamentals of Communication or ENGL 300 Advanced Composition
- ART 201 Art Foundations I or ART 202 Art Foundations II
  or DIGI 101 Media Studio: Photo or DIGI 104 Media Studio: Web or GDES 223 Graphic Design Foundations
- EDCO 240 Development of School-Age Child
- EDCO 245 Learning and Motivation.
- HIST 101 History of the United States to 1877
  or HIST 102 History of the United States After 1877

Students will select courses from the following list to complete the remaining credit hours needed to reach 49 credit hours. Some of these courses are specifically oriented to environmental science and thus bear that designation (ENVS). Other courses have been selected from existing programs. Many of the courses are science oriented because many environmental professions require fundamental knowledge of ecosystem function.

Electives:
- BIOL 163 Principles of Biology I (non-science tracks only) BIOL 164 Principles of Biology II (non-science tracks only) BIOL 210 Zoology
- BIOL 240 Microbiology BIOL 260 Genetics BIOL 270 Evolution BIOL 360 Ecology
- BIOL 365 Freshwater Ecology
- CHEM 151 General Chemistry I (non-science tracks only) CHEM 152 General Chemistry II
- CHEM 261 Organic Chemistry I CHEM 262 Organic Chemistry II CHEM 311 Analytical Chemistry
- ECON 485 Topics in Economics
- ENVS 105 Stream Conservation/Fly Fishing
- ENVS 302 Historical Geology
- ENVS 310 Topics in ENVS: (repeatable)
  - Global Climate Change
  - Remote Sensing and Geographic Information Systems
  - Water Quality Analysis
  - Environmental Political Theory
  - Environmental Policy and Regulation
  - Saving Wild Places
  - Environmental Literature
  - Agriculture and the Environment
- ENVS 312 Environmental Chemistry
- GENS 115 Atmosphere, Weather and Climate
- GENS 125 Oceanography
- PHYS 101 Everyday Physics
- PHYS 201 General Physics I: Trigonometry-Based PHYS 202 General Physics II: Trigonometry-Based
- PHYS 211 General Physics I: Calculus-Based PHYS 212 General Physics II: Calculus-Based

**MINOR IN ENVIRONMENTAL SCIENCE:** 25 credit hours
- ENVS 100 The Biological Environment
- ENVS 101 The Physical Environment
ENVS 201 Conservation Ecology
ENVS 301 Human Ecology
ENVS 310 Topics in Environmental Science
ENVS 400 Supervised Project or ENVS 495 Internship
ENVS 498 Senior Capstone Seminar
MATH 140 Elementary Applied Statistics
PHIL/RELI 340 Environmental Ethics

**EXERCISE SCIENCE**
The exercise science program at Buena Vista University offers majors in athletic training, human performance, and teaching licensure in physical education and coaching.

**Athletic Training Education Program (ATEP):**
The athletic training education program (ATEP) is an academic and clinical education program fully accredited by the Commission on Accreditation of Athletic Training Education (CAATE). The athletic training major provides students with a thorough knowledge of many areas including the prevention, evaluation, management, and rehabilitation of injuries to those who are physically active. This preparation, along with the passing of the board of certification exam, will prepare a student for an entry-level position in the field of athletic training.

Students interested in the ATEP should contact the program director to ensure the most up to date admissions criteria and seek early course advising due to the sequential nature of the major and obtain additional information on specific admission criteria. Only upon formal admission into the ATEP can students continue with advanced courses and clinical education. Admission into the ATEP is competitive, with enrollment limited by clinical availability. Admission to the ATEP is determined by the following criteria:

- Completion of ATEP application
- Completion of student mentor experience
- Demonstrated written and oral communication skills
- Major grade point average of 2.5
- Completion of courses EXSC 140, 160, 170, 173, 251
- Completion of BVU technical standards form
- Demonstration of appropriate clinical conduct and performance
- Completion of application process interview and endorsement by the athletic training review committee

**Transfer Policy**
Transfer students to BVU who desire to complete the athletic training education program must be admitted to this competitive enrollment program. In order to be admitted one must meet all of the published admission requirements and be approved by the athletic training review committee. Persons eligible for admission to the program who desire prior course work and clinical experiences be considered as equivalents of BVU courses and/or clinical experiences must follow the procedures outlined on the athletic training education program web site. Accepted transfer students must begin their coursework in the athletic training education program in the fall semester or Interim. All transfer students admitted to the program should plan on three full academic years to complete the program regardless of their college academic status. Contact the athletic training education program director for the most current information.

**MAJOR IN EXERCISE SCIENCE: ATHLETIC TRAINING:** 55 credit hours

- BIOL 142 Introduction to Human Physiology
- BIOL 430 Human Anatomy
- CHEM 151 General and Inorganic Chemistry
- EXSC 140 Functional Human Anatomy
- EXSC 160 Athletic Training Observation
- EXSC 170 Fundamentals of Athletic Training
- EXSC 173 Introductory Techniques in Athletic Training
- EXSC 205 Clinical Experiences I in Athletic Training
- EXSC 251 First Aid and Injury Prevention
- EXSC 272 Therapeutic Modalities
- EXSC 273 Therapeutic Exercise and Reconditioning
EXSC 304 Clinical Experiences II in Athletic Training
EXSC 305 Clinical Experiences III in Athletic Training
EXSC 306 Clinical Experiences IV in Athletic Training
EXSC 310 Nutrition
EXSC 333 Lower Extremity Evaluation
EXSC 334 Upper Extremity Evaluation
EXSC 335 Selected Topics in General Medicine and Pharmacology
EXSC 350 Biomechanics of Human Motion
EXSC 352 Exercise Physiology
EXSC 405 Clinical Experiences V in Athletic Training
EXSC 406 Clinical Experiences VI in Athletic Training
EXSC 444 Organization and Administration of Athletic Training
PSYC 100 General Psychology or PSYC 102 The Science of Psychology

**Exercise Science: Human Performance:**

The undergraduate exercise science/human performance major has a science-based curriculum providing an expansive background for students planning to further their education at the graduate level. The factual and conceptual program offers students a foundation in the interdisciplinary nature of human movement. The charge of the program is to prepare students in the primary disciplines of:

- Anatomy
- Biomechanics and Functional Human Anatomy
- Exercise Physiology
- Sport Psychology and Sociology
- Motor Learning/Control
- Nutrition
- Health and Disease Prevention
- Injury Prevention

The exercise science/human performance major offers students excellent preparation for graduate work in adult or corporate fitness, biomechanics, exercise physiology, motor control, sport psychology, or sports medicine. In addition, the exercise science/human performance major may prepare students for graduate level education in physical therapy, occupational therapy, medicine, podiatry, osteopathy, or other professional allied health care fields.

Students planning to enter the job market with an undergraduate major in exercise science/human performance prepare for entry level employment in the areas such as corporate and community fitness venues, personal training, health clubs, and similar fitness-related industries. In addition, the major makes it a suitable option for those students interested in the coaching profession, but not wishing to teach in a secondary education setting.

Students who major in exercise science/human performance may also select from a variety of institutionally offered minor degrees to gain the background necessary for success in adjacent job markets. Examples may include coaching, psychology, business, and chemistry.

**MAJOR IN EXERCISE SCIENCE: HUMAN PERFORMANCE:** 48 credit hours

- BIOL 142 Introduction to Human Physiology
- EXSC 140 Functional Human Anatomy
- EXSC 170 Fundamentals of Athletic Training
- EXSC 180 Lifetime Health Management
- EXSC 192 Introduction to Exercise Science
- EXSC 200 History, Philosophy and Ethics of Sport
- EXSC 251 First Aid and Injury Prevention
- EXSC 310 Nutrition
- EXSC 321 Adapted Physical Education
- EXSC 345 Facility and Event Management
- EXSC 350 Biomechanics of Human Motion
- EXSC 351 Motor Learning
- EXSC 352 Exercise Physiology
- EXSC 360 Physiological Principles of Conditioning
- EXSC 435 Psycho-Social Dimensions of Sport
- EXSC 495 Internship
- PSYC 100 General Psychology or PSYC 102 The Science of Psychology
Exercise Science: Physical Education And Coaching:
The physical education and coaching major specifically allows students to be licensed to teach K-8 and 5-12 physical education and to coach at all grade levels. It is recommended that students with this emphasis complete another teaching endorsement to increase the possibilities of placement.

MAJOR IN EXERCISE SCIENCE: PHYSICAL EDUCATION AND COACHING (K-8 AND 5-12): 72 credit hours
- BIOL 142 Introduction to Human Physiology
- EXSC 140 Functional Human Anatomy
- EXSC 170 Fundamentals of Athletic Training
- EXSC 180 Lifetime Health Management
- EXSC 181 Lifetime Leisure Activities
- EXSC 182 Teaching Team Sports
- EXSC 200 History, Philosophy, and Ethics of Sport
- EXSC 240 Dance and Rhythms
- EXSC 251 First Aid and Injury Prevention
- EXSC 321 Adapted Physical Education
- EXSC 350 Biomechanics of Human Motion
- EXSC 351 Motor Learning
- EXSC 432 Measurement and Evaluation in Health/Physical Education
- EXSC 435 Psycho-Social Dimensions of Sport

2 courses from:
- EXSC 210 Coaching Volleyball
- EXSC 211 Coaching Basketball
- EXSC 212 Coaching Baseball/Softball
- EXSC 213 Coaching Wrestling
- EXSC 214 Coaching Soccer
- EXSC 215 Coaching Football
- EXSC 216 Coaching Track, Field and Cross Country

Plus requirements under secondary education and education core and:
- EDUC 360 Elementary Health and Physical Education Methods and Field Experience
- EDUC 460 Professional Seminar III: Elementary Student Teaching (K-8 PE)

Note: A minor is strongly recommended.

MINOR IN EXERCISE SCIENCE HEALTH EDUCATION WITH TEACHING LICENSURE (K-8 & 5-12): 24 credit hours
Only students seeking education licensure are eligible for a health minor.
- EXSC 180 Lifetime Health Management
- EXSC 202 Public and Community Health
- EXSC 291 Current Health Issues
- EXSC 310 Nutrition
- PSYC 100 General Psychology or PSYC 102 The Science of Psychology
- SCWK 270 Family Relationships

6 credit hours from:
- BIOL 108 Human Reproduction and Development
- EXSC 352 Exercise Physiology
- EXSC 435 Psycho-Social Dimensions of Sport
- PSYC 201 Child Development or PSYC 210 Developmental Psychology
- PSYC 203 Social Psychology
- PSYC 239 Abnormal Psychology
- PSYC 265 Health Psychology
- SCWK 100 Modern Social Problems or SOCI 101 Introduction to Sociology
- SCWK 353 Social Intervention with Families

Additional certification for non-exercise science majors:
Select the courses consistent with the level of your teaching endorsement
K-8 TEACHING LICENSURE:
EDUC 360 Elementary Health and Physical Education Methods and Field Experience
EDUC 460 Professional Seminar III: Elementary Student Teaching (K-8 PE)
5-12 teaching licensure:
SEDU 365 Methods of Reading in the Content Areas
SEDU 431 Methods of Teaching Secondary Health/Physical Education and Field Experience
SEDU 490 Professional Seminar III: Secondary Student Teaching

MINOR IN EXERCISE SCIENCE/COACHING: 24 credit hours
EXSC 140 Functional Human Anatomy
EXSC 170 Fundamentals of Athletic Training
EXSC 351 Motor Learning
Note: The student must select at least one course from each area below to total 24 credit hours for the coaching minor. Remaining hours to reach 24 must also come from the courses listed below.

Coaching: (Maximum of two courses will count towards the minor)
EXSC 210 Coaching Volleyball
EXSC 211 Coaching Basketball
EXSC 212 Coaching Baseball/Softball
EXSC 213 Coaching Wrestling
EXSC 214 Coaching Soccer
EXSC 215 Coaching Football
EXSC 216 Coaching Track, Field and Cross Country

Health:
EXSC 180 Lifetime Health Management
EXSC 202 Public and Community Health
EXSC 291 Current Health Issues
EXSC 310 Nutrition

General:
EXSC 350 Biomechanics of Human Motion
EXSC 352 Exercise Physiology
EXSC 435 Psycho-Social Dimensions of Sport

EXERCISE SCIENCE COACHING AUTHORIZATION/ENDORSEMENT: 11 credit hours
This (K-12) coaching authorization meets the minimum state requirements for coaching
EXSC 140 Functional Human Anatomy
EXSC 170 Fundamentals of Athletic Training
EXSC 351 Motor Learning

1 course from:
EXSC 210 Coaching Volleyball
EXSC 211 Coaching Basketball
EXSC 212 Coaching Baseball/Softball
EXSC 213 Coaching Wrestling
EXSC 214 Coaching Soccer
EXSC 215 Coaching Football
EXSC 216 Coaching Track, Field, and Cross Country

GENDER AND WOMEN’S STUDIES
The Gender and Women’s Studies (GWST) program at Buena Vista University seeks to enable students to develop an understanding of women and other marginalized perspectives in past, present, and future society. It focuses on theories and perspectives of traditionally marginalized groups, exploring the forgotten, ignored, or suppressed contributions to knowledge, history, and culture. The program creates a new dimension in education about issues of gender, race, class, sexuality, and ability, a dimension with implications that go well beyond the walls of the university.
The GWST program is interdisciplinary. Courses may be offered across all divisions of the university and are chosen from among existing courses with subject matter appropriate to the area. They also include new, experimental courses developed by faculty who are themselves exploring the contributions of women and other marginalized groups. Theories and perspectives of women and other marginalized groups are explored through these courses with respect to social, psychological, cultural, and biological factors influencing the construction and representation of gender.

As a minor, Gender and Women’s Studies also offers a unique opportunity for interdisciplinary study by exploring how disciplines interact in their treatment of a distinctive area of study. Gender and Women’s Studies is especially appropriate for students who wish to expand their horizons beyond the traditional curriculum divisions.

Gender and Women’s Studies provides students with preparation for a wide range of careers and continued professional training. In addition to providing familiarity with the issues which may be pursued further in graduate study, the program prepares students who intend to work primarily with women or on women-centered issues such as rape, harassment, and discrimination. The minor is an excellent auxiliary study for students wishing to pursue professional careers in areas in which women and/or other marginalized groups are currently making a major contribution as well as public service areas which demand tolerance and familiarity with the changing nature of society. Gender and Women’s Studies is an appropriate minor for careers in health, law, management, government, teaching, science administration, art, and many others requiring new understanding of how gender is transforming social structures.

MINOR IN GENDER AND WOMEN'S STUDIES: 22 credit hours
GWST 110 Introduction to Gender and Women’s Studies
15 credit hours of GWST designated courses from 2 different disciplines. (Students may select from the following course list or consult with the GWST coordinator for additional offerings)
GWST 489 Capstone Proposal
GWST 490 Capstone
Note: Contact the coordinator of gender and women’s studies for current list of approved gender and women’s studies courses or check the course enrollment report for current semester.

Offerings may include:
COMM 302 Intercultural Communication
ENGL 215 Measuring Jack’s Beanstalk
ENGL 300 Advanced Composition
ENGL 340 Introduction to Literary Theory
ENGL 395/THEA 395 Plays By and About Women
ENGL 485 Literature By and About Women
GWST 499 Independent Study
PHIL 321 Feminist Theory
PSYC 329 Psychology of Gender
PSYC 429 Stereotypes & Prejudice
RELI 321 Women in Philosophy and Religion
SCWK 100/SOCI 100 Modern Social Problems
SCWK 270/SOCI 270 Family Relationships
SOCI 361/PHIL 361 Racism and Sexism in American Life
We recommend that students complete GWST 110 and GWST 490 at Buena Vista University to obtain a BVU gender and women’s studies minor.

GERMAN
See modern languages for a description of requirements and course listings.

GRAPHIC DESIGN & VISUAL COMMUNICATION
The Graphic Design & Visual Communication program provides broad professional and cultural studies for students interested in careers in the area of visual communication. In addition to the graphic design classes and internship, the major includes coursework from the disciplines of art, corporate communication, marketing, and digital media.
The program focuses on guiding students to create effective solutions to visual problems so that the audience may be inspired, informed, and/or persuaded by the message. Students will be instructed in using the elements and principles of design to successfully communicate. Emphasis is placed on developing an ability to speak & write effectively about design; appropriate time management skills; and a unique, personal design style. Students will be immersed in the latest trends in design as well as learn from design history.

BVU offers all students access to the most current Adobe Creative Suite (or industry standard software), which is widely used in the design industry for project creation. Graphic Design and Visual Communication majors and minors will graduate as proficient users of this software. The program’s coursework is designed to provide the student with the experience necessary to confidently enter a career in graphic design with a competitive design portfolio.

Graphic Design & Visual Communication majors and minors must earn a final grade of C- or better in required GDES courses.

**MAJOR IN GRAPHIC DESIGN & VISUAL COMMUNICATION:** 58 credit hours

- ART 201 Art Foundations I
- ART 202 Art Foundations II
- ART 301 Prehistoric and Medieval Art History or ART 302 European Renaissance to Baroque Art History
- ART 303 Romanticism to Modern Art History or ART 304 Modern to Contemporary Art History
- ART/GDES 392 Junior Seminar
- ART/GDES 492 Senior Seminar
- ART 493 Senior Exhibition
- DIGI 101 Media Studio: Photo
- DIGI 104 Media Studio: Web
- DIGI 210 Media and Society
- DIGI 300 Legal and Ethical Perspectives
- DIGI 304 Multimedia Web Design
- GDES 223 Graphic Design Foundations
- GDES 305 History of Graphic Design
- GDES 349 Graphic Design
- GDES 350 Typography
- GDES 449 Advanced Graphic Design
- GDES 495 Internship (3 credit minimum)

Graphic Design and Visual Communication majors must earn a final grade of C- or better in required GDES courses (GDES 223, GDES 305, GDES 349, GDES 350, GDES 392, GDES 449, GDES 492).

**9 credit hours from:**

- ART 301 Prehistoric and Medieval Art History or ART 302 European Renaissance to Baroque Art History (class not taken above)
- ART 303 Romanticism to Modern Art History or ART 304 Modern to Contemporary Art History (class not taken above)
- ART 340 Printmaking: Intaglio
- ART 341 Printmaking: Lithography
- COMM 230 Business and Professional Communication
- DIGI 102 Media Studio: Video and DIGI 103 Media Studio: Audio
- DIGI 220 New Media
- DIGI 230 Introduction to Integrated Communications
- DIGI 301 Advanced Digital Photography
- GDES 440 Illustration
- MRKT 306 Principles of Marketing
- MRKT 355 Consumer Behavior

**MINOR IN GRAPHIC DESIGN & VISUAL COMMUNICATION:** 22 credit hours

- GDES 223 Graphic Design Foundations
- GDES 305 History of Graphic Design
- GDES 349 Graphic Design
GDES 350 Typography
GDES 449 Advanced Graphic Design

Graphic Design and Visual Communication minors must earn a final grade of C- or better in required GDES courses (GDES 223, GDES 305, GDES 349, GDES 350, GDES 449).

6 credit hours from:
- ART 201 Art Foundations I
- ART 340 Printmaking: Intaglio
- ART 341 Printmaking: Lithography
- DIGI 101 Media Studio: Photo
- DIGI 104 Media Studio: Web
- DIGI 210 Media and Society
- DIGI 300 Legal and Ethical Perspectives
- DIGI 301 Advanced Digital Photography
- DIGI 304 Multimedia Web Design
- GDES 440 Illustration

**HISTORY**

The history major is designed to provide breadth and depth of study in American, world, and European history. Upon completion of the program, history majors should be able to: utilize both a factual and interpretive knowledge of history to help make informed choices about the world around them; understand as well as relate various local, national, and world events, ideas, and beliefs to their historical antecedents; create, verify, or challenge historical interpretations based upon focused reading and research; demonstrate competency in analyzing, synthesizing, and evaluating evidence and interpretations; effectively construct and communicate an argument in a knowledgeable and technically proficient manner; understand and adhere to the ethical standards in the field both as teachers and as practitioners. Combined with their other coursework and experiences at BVU, a student graduating with a degree in history should possess basic intellectual tools to continue developing an historical consciousness and for cultivating the life of the mind after graduation. Courses in the program cover the history and cultures of Asia, the Middle East, Africa, Europe, and the United States. The small size of the major, the diversity of offerings, and flexibility within the requirements allow students to choose courses based on interest and to pursue a second major.

**MAJOR IN HISTORY:** 30 credit hours

**AREA 1:** Students must take 12 credit hours at the 100-level in a minimum of 3 fields

**U.S. history field:**
- HIST 101 History of the United States to 1877
- HIST 102 History of the United States after 1877

**World history field:**
- HIST 111 World Civilizations I
- HIST 112 World Civilizations II

**European history field:**
- HIST 121 The Emergence of Western Civilization
- HIST 122 The Revolutions of Western Civilizations

**Asian history field:**
- HIST 125 Asian Civilizations

**AREA 2:** 9 credit hours HIST 300 level or above

**AREA 3:** 6 credit hours HIST electives

**AREA 4:** HIST 481 The Historian’s Craft (World) or HIST 482 The Historian’s Craft (US)
MINOR IN HISTORY: 21 credit hours

AREA 1: Students must take 9 credit hours at the 100-level in a minimum of 2 fields.

U.S. history field:
- HIST 101 History of the United States to 1877
- HIST 102 History of the United States after 1877

World history field:
- HIST 111 World Civilizations I
- HIST 112 World Civilizations II

European history field:
- HIST 121 The Emergence of Western Civilization
- HIST 122 The Revolutions of Western Civilization

Asian history field:
- HIST 125 Asian Civilizations

AREA 2: 12 credit hours HIST electives (minimum)

MAJOR IN HISTORY WITH TEACHING LICENSURE (5-12): 30 credit hours

- HIST 101 History of the United States to 1877
- HIST 102 History of the United States after 1877
- 9 additional credit hours of American history (if taking History 482, then 6 credit hours)
- HIST 111 World Civilizations I or HIST 121 The Emergence of Western Civilization
- HIST 112 World Civilizations II or HIST 122 The Revolutions of Western Civilization
- HIST 125 Asian Civilizations
- 6 additional credit hours of World history (if taking History 481, then 3 credit hours)
- HIST 481 The Historian’s Craft (World, Counts for elective credit in World history) or
  HIST 482 The Historian’s Craft (U.S., Counts as elective credit in U.S. history)
- Plus requirements for secondary education and education core

MINOR IN HISTORY WITH TEACHING LICENSURE (5-12) AMERICAN HISTORY:

Option 1: 24 credit hours
- HIST 101 History of the United States to 1877
- HIST 102 History of the United States after 1877
- 18 credit hours additional American history
- Plus requirements for secondary education and education core

Option 2: 30 credit hours
- HIST 101 History of the United States to 1877
- HIST 102 History of the United States after 1877
- 9 credit hours additional American history
- 15 credit hours of social sciences
- Plus requirements for secondary education and education core

MINOR IN HISTORY WITH TEACHING LICENSURE (5-12) WORLD HISTORY:

Option 1: 24 credit hours
- HIST 111 World Civilizations I and HIST 112 World Civilizations II or HIST 121
  The Emergence of Western Civilization and HIST 122 The Revolutions of
  Western Civilization
- 18 credit hours additional world history
- Plus requirements for secondary education and education core

Option 2: 30 credit hours
- HIST 111 World Civilizations I and HIST 112 World Civilizations II or HIST 121
  The Emergence of Western Civilization and HIST 122 The Revolutions of
  Western Civilization
- 9 additional credit hours of world history
- 15 credit hours of social sciences
- Plus requirements for secondary education and education core
HIST 101 History of the United States to 1877
HIST 102 History of the United States after 1877
6 additional credit hours of American history
HIST 111 World Civilizations I and HIST 112 World Civilizations II or HIST 121 The Emergence of Western Civilization and HIST 122 The Revolutions of Western Civilizations
6 additional credit hours of world history
Plus requirements for elementary education and education core

HONORS PROGRAM

In order to be enrolled in the honors courses, students must be admitted to the honors program. All transfer and current BVU students, having completed at least one semester of appropriate college coursework consisting of a minimum of 15 credit hours and who have achieved a 3.5 cumulative GPA may apply to the honors program. New first-year students meeting two of the three following standards: ACT 28 or higher, HS rank in top 10 percent or HS GPA of 3.75 are eligible to apply to the honors program. New international students wishing to enroll in the honors program should see the honors program director. Continuing participation requires all honors students to maintain a 3.5 minimum cumulative GPA. Honors students whose GPAs fall below 3.5 will be placed on probationary status relative to the program for a term of one semester, after which they may be re-admitted provided their GPA returns to 3.5. Students who successfully complete the program will receive transcript recognition to that effect.

All college honors with research: 15 credit hours
HONR 100 Honors Orientation
9 hours of Honors Explorations from among HONR 200, 210, 220, 230
HONR 300 Honors Proposal
HONR 350 Honors Research
HONR 498 Honors Capstone

Honors research: 6 credit hours
HONR 100 Honors Orientation
HONR 300 Honors Proposal
HONR 350 Honors Research
HONR 498 Honors Capstone

Students may choose either track for honors distinction. Students on the research track may enroll in honors explorations courses if they wish (and are encouraged to do so), but the “all college honors with research” designation will only appear on the transcripts of those students who have nine honors explorations credit hours. To qualify for All College Honors with Research designation, honors exploration courses must be taken in at least three areas of explorations from among fine arts, science, humanities, or social science.

Students may repeat HONR 210, HONR 220, or HONR 230 for general education credit intellectual explorations provided the repeated courses are from distinct disciplines within a given area. Students seeking to do so must complete an academic action requesting that the repeated course apply toward a specific intellectual explorations requirement.

INTERNATIONAL STUDIES MINOR

An understanding of the world in which we live and work and an ability to relate to the people who populate that world are considered essential ingredients in a liberal arts education. The international studies minor was devised to give students the opportunity to develop cultural understanding in a flexible program which will add support to any major.

MINOR IN INTERNATIONAL STUDIES: 24 credit hours
No more than 15 credit hours may be taken in a given school. At least 15 of the 24 credit hours must be in courses numbered 200 or above. Each year additional courses are available in various departments. The course list is currently under revision. Contact the history department for more information.
JAPANESE
See modern languages for a description of requirements and course listings.

MATHEMATICS
Mathematics is the discipline that analyzes the quantitative behavior of naturally occurring as well as human-designed systems. Through mathematical analysis we gain a more complete understanding of such diverse areas as motion of objects within systems from planetary to subatomic levels, growth and decline of populations from human to cellular levels, the flow and growth of money within financial systems, the secure dissemination and retrieval of information in communications systems, and many other such applications. With a firm grounding in mathematics, we are better prepared to more thoroughly understand the nature of the world and society in which we live and work, and to predict the future behavior of the systems with which we interact on a daily basis.

Through the study of mathematics at Buena Vista University, students learn the broad array of concepts and techniques required for studying the quantitative behavior of the varied systems of the world in which we live. A major in mathematics can lead to careers in areas such as actuarial science, statistical analysis, computer science, financial analysis, cryptography, a cognate field such as physics or engineering, and teaching.

MAJOR IN MATHEMATICS: 38-39 credit hours
MATH 160 Calculus I: Differential Calculus
MATH 161 Calculus II: Integral Calculus
MATH 240 Foundations of Advanced Mathematics
MATH 260 Calculus III: Intermediate Calculus
MATH 261 Calculus IV: Multivariable Calculus
MATH 322 Linear Algebra
MATH 361 Differential Equations
MATH 433 Probability and Mathematical Statistics II** or MATH 140 Elementary Applied Statistics
MATH 480 Senior Capstone
**Students interested in actuarial science must elect MATH 433

3 courses from: ***
MATH 320 History of Mathematics
MATH 330 Applied Regression Analysis
MATH 341 Modern Algebra
MATH 352 Elements of Geometry
MATH 371 Numerical Analysis
MATH 432 Probability and Mathematical Statistics I
MATH 460 Complex Variables
MATH 470 Intermediate Analysis
***For students pursuing secondary teaching licensure, the three courses must be MATH 320, MATH 352 and MATH 432
***Students interested in actuarial science should choose MATH 330, MATH 371 and MATH 432.
***Students with a double major in biochemistry, biology, or chemistry may reduce the requirement to one elective from the indicated group.

Recommended support work:
CMSC 181 Computer Science I
PHYS 211 General Physics I: Calculus Based
(Credit in these courses may not replace credit in the indicated mathematics courses.)
Note: Mathematics majors pursuing secondary teaching licensure are required to complete CMSC 181 Computer Science I as an additional requirement for licensure in mathematics.

MAJOR IN MATHEMATICS: CORPORATE: 51-52 credit hours
ACCT 200 Accounting Foundations
ECON 200 Economics Foundations
ECON 301 Microeconomic Theory or ECON 302 Macroeconomic Theory or any FNBK course with FNBK 306 Managerial Finance as a prerequisite
FNBK 306 Managerial Finance
MATH 160 Calculus I: Differential Calculus
MATH 161 Calculus II: Integral Calculus
MATH 240 Foundations of Advanced Mathematics
MATH 260 Calculus III: Intermediate Calculus
MATH 261 Calculus IV: Multivariable Calculus
MATH 322 Linear Algebra
MATH 330 Applied Regression Analysis
MATH 361 Differential Equations
MATH 432 Probability and Mathematical Statistics I
MATH 433 Probability and Mathematical Statistics II** or MATH 140 Elementary Applied Statistics
MATH 480 Senior Capstone
MGMT 205 Decision Science Foundations
**Students interested in actuarial science should elect MATH 433.

**Recommended support work:**
CMSC 181 Computer Science I
PHYS 211 General Physics I
(Credit in these “recommended” courses may not replace credit in the indicated courses required for the major.)

**MINOR IN MATHEMATICS:** 20 credit hours
MATH 160 Calculus I: Differential Calculus
MATH 161 Calculus II: Integral Calculus
MATH 240 Foundations of Advanced Mathematics
MATH 260 Calculus III: Intermediate Calculus
MATH 261 Calculus IV: Multivariable Calculus
MATH 361 Differential Equations

**MAJOR IN MATHEMATICS WITH TEACHING LICENSURE (K-8):** 33 credit hours
CMSC 160 Introduction to Computer Science or CMSC 181 Computer Science I
MATH 130 Mathematical Ideas for the Liberal Arts
MATH 140 Elementary Applied Statistics
MATH 160 Calculus I: Differential Calculus
MATH 161 Calculus II: Integral Calculus
MATH 240 Foundations of Advanced Mathematics
MATH 260 Calculus III: Intermediate Calculus
MATH 320 History of Mathematics
MATH 352 Elements of Geometry
MATH 480 Senior Capstone
Plus requirements for elementary education and education core

**MAJOR IN MATHEMATICS WITH TEACHING LICENSURE (5-12):** 41-42 credit hours
CMSC 181 Computer Science I
MATH 160 Calculus I: Differential Calculus
MATH 161 Calculus II: Integral Calculus
MATH 240 Foundations of Advanced Mathematics
MATH 260 Calculus III: Intermediate Calculus
MATH 261 Calculus IV: Multivariable Calculus
MATH 320 History of Mathematics
MATH 322 Linear Algebra
MATH 352 Elements of Geometry
MATH 361 Differential Equations
MATH 432 Probability and Mathematical Statistics I
MATH 433 Probability and Mathematical Statistics II or MATH 140 Elementary Applied Statistics
MATH 480 Senior Capstone
Plus requirements for secondary education and education core
MINOR IN MATHEMATICS WITH TEACHING LICENSURE (K-8): 27 credit hours
CMSC 160 Introduction to Computer Science or CMSC 181 Computer Science I
MATH 130 Mathematical Ideas for the Liberal Arts
MATH 140 Elementary Applied Statistics
MATH 160 Calculus I: Differential Calculus
MATH 161 Calculus II: Integral Calculus
MATH 240 Foundations of Advanced Mathematics
MATH 260 Calculus III: Intermediate Calculus
MATH 352 Elements of Geometry
Plus requirements for elementary education and education core

MINOR IN MATHEMATICS WITH TEACHING LICENSURE (5-12): 29 credit hours
CMSC 160 Introduction to Computer Science or CMSC 181 Computer Science I
MATH 130 Mathematical Ideas for the Liberal Arts
MATH 160 Calculus I: Differential Calculus
MATH 161 Calculus II: Integral Calculus
MATH 240 Foundations of Advanced Mathematics
MATH 260 Calculus III: Intermediate Calculus
MATH 261 Calculus IV: Multivariable Calculus
MATH 322 Linear Algebra
MATH 352 Elements of Geometry
Plus requirements for secondary education and education core

MEDIA STUDIES
See digital media for a description of requirements and course listings.

MILITARY SCIENCE
The military science program does not offer an academic degree and is a part of the School of Social Science, Philosophy and Religion. The mission of the program is derived directly from the regulations governing the Army Reserve Officers Training Corps (AROTC) which are issued by the Army Cadet Command and Army Training and Doctrine Command and cannot be modified by this program.

Army ROTC is an elective curriculum that students take along with their major program of study through which they will gain an appreciation for ground warfare and doctrine. ROTC is designed to give students tools, training and experiences that will help them succeed in any competitive environment. ROTC courses promote leadership and sound management practices that investigate the military’s role in American domestic and foreign policy, and can be used in any career path. Enrolling in the Army ROTC basic course does NOT involve a commitment of service to the Army unless students have received a ROTC Scholarship. Students may participate in ROTC as first-year and sophomore students without any obligation to join the Army. Students completing four years of the ROTC program upon graduation will be commissioned as an officer in the Army. At that point, graduates have a wide range of interest areas in which to specialize.

ROTC is bound by congressional policy, which is not consistent with Buena Vista University’s nondiscrimination policies for employment, education, admission, scholarship and loan programs, athletics, and other University-administered programs. Students are cautioned that contracted cadets enrolled in ROTC who identify themselves, or are identified as gay, lesbian, or bisexual, will be discharged from the program and may be required to repay scholarships received from the program. This policy is established by the federal government, and Buena Vista University has no authority to alter or ignore it.
MODERN LANGUAGE MINOR
In addition to a Spanish major and minor (see Spanish), Buena Vista University offers language instruction using a combination of on-campus offerings and exchange programs. Languages offered in this form are Chinese, German, and Japanese. The aim of such programs is to provide a degree of language competency as well as an understanding of the culture of the country in which the language is predominantly spoken.

A minor in one of these languages is available with the approval of the dean of the School of Communication and Arts. A minor requires 18 credit hours, including 101, 102, 201, 202, 490 in the specific language area and COMM 302. Teaching licensure is not available.

MINOR IN CHINESE: 18 credit hours
CHIN 101 Elementary Chinese I
CHIN 102 Elementary Chinese II
CHIN 490 International Experience
COMM 302 Intercultural Communication

MINOR IN GERMAN: 18 credit hours
COMM 302 Intercultural Communication
GERN 101 Elementary German I
GERN 102 Elementary German II
GERN 201 Intermediate German I
GERN 202 Intermediate German II
GERN 490 International Experience (may be 3-9 credit hours)

MINOR IN JAPANESE: 18 credit hours
COMM 302 Intercultural Communication
JAPN 101 Elementary Japanese I
JAPN 102 Elementary Japanese II
JAPN 490 International Experience

MUSIC
In keeping with Buena Vista University’s tradition of a comprehensive teaching institution, the music department provides a curriculum that prepares students for professional careers and life-long learning.

The Buena Vista University music program offers degree programs in three areas. The music performance degree prepares students for careers in the music performing arts. The music education degree prepares students interested in careers in public and private school education. Core courses for both majors include a study in music theory, music history, conducting and private instruction in the student’s applied area. Other requirements include participation in major ensembles and passing a piano proficiency exam. The performance capstone for music majors and minors is a recital in the final semesters before graduation.

The music production & technology program offers students a broad education in the liberal arts, humanities, social sciences and quantitative reasoning to enable them to function in a diverse and rapidly changing world. Students are presented with opportunities to sharpen their artistic skills and deepen their understanding of art, theatre, or music, while also developing a working understanding of business. Emphasizing the dual importance of a strong arts background and a competent understanding of business theories and procedures, the music production and technology program challenges students to synthesize an understanding of their chosen art field with a comprehension of business foundations.

MAJOR IN MUSIC EDUCATION INSTRUMENTAL WITH TEACHING LICENSURE (5-12): 41 credit hours
MUSC 100-400 Private Lessons on Major Instrument (7 semesters)
MUSC 111 Music Theory I
MUSC 112 Music Theory II
MUSC 127 Concert Band (7 semesters)
MUSC 192 Class Piano I for Music Majors
MUSC 193 Class Piano II for Music Majors
MUSC 194 Piano Proficiency
MUSC 203 Instrumental Techniques – Woodwinds
MUSC 204 Instrumental Techniques – Brass
MUSC 207 Instrumental Techniques – Percussion
MUSC 211 Music Theory III
MUSC 212 Music Theory IV
MUSC 307 Music History and Literature I
MUSC 308 Music History and Literature II
MUSC 321 Conducting I
MUSC 322 Conducting II
MUSC 490 Recital
Piano proficiency and recital must be passed prior to the student teaching experience
Plus requirements for secondary education and education core

MAJOR IN MUSIC EDUCATION VOCAL WITH TEACHING LICENSURE (K-8): 37 credit hours
MUSC 100-400 Private Voice Lessons (7 semesters)
MUSC 111 Music Theory I
MUSC 112 Music Theory II
MUSC 121 Diction in Foreign Languages
MUSC 122 Concert Choir (7 semesters)
MUSC 192 Class Piano I for Music Majors
MUSC 193 Class Piano II for Music Majors
MUSC 194 Piano Proficiency
MUSC 211 Music Theory III
MUSC 212 Music Theory IV
MUSC 307 Music History and Literature I
MUSC 308 Music History and Literature II
MUSC 321 Conducting I
MUSC 322 Conducting II
MUSC 490 Recital
Piano proficiency and recital must be passed prior to the student teaching experience
Plus requirements for elementary education and education core
MAJOR IN MUSIC PERFORMANCE – INSTRUMENTAL: 40 credit hours
MUSC 100-400 Private Lessons on Major Instrument (12 credit hours)
MUSC 111 Music Theory I
MUSC 112 Music Theory II
MUSC 127 Concert Band (7 semesters)
MUSC 192 Class Piano I for Music Majors
MUSC 193 Class Piano II for Music Majors
MUSC 194 Piano Proficiency
MUSC 211 Music Theory III
MUSC 212 Music Theory IV
MUSC 307 Music History and Literature I
MUSC 308 Music History and Literature II
MUSC 321 Conducting I
MUSC 322 Conducting II
MUSC 490 Recital

MAJOR IN MUSIC PERFORMANCE - VOCAL: 42 credit hours
MUSC 100-400 Private Voice Lessons (12 credit hours)
MUSC 111 Music Theory I
MUSC 112 Music Theory II
MUSC 121 Diction in Foreign Languages
MUSC 122 Concert Choir (7 semesters)
MUSC 192 Class Piano I for Music Majors
MUSC 193 Class Piano II for Music Majors
MUSC 194 Piano Proficiency
MUSC 211 Music Theory III
MUSC 212 Music Theory IV
MUSC 307 Music History and Literature I
MUSC 308 Music History and Literature II
MUSC 321 Conducting I
MUSC 322 Conducting II
MUSC 490 Recital

MINOR IN MUSIC PERFORMANCE: 20 credit hours
MUSC 100-200 Level Private Lessons on Major Instrument or Voice (4 credit hours)
MUSC 111 Music Theory I
MUSC 112 Music Theory II
MUSC 122 Concert Choir or MUSC 127 Concert Band (4 semesters)
MUSC 307 Music History and Literature I
MUSC 308 Music History and Literature II
MUSC 321 Conducting I
MUSC 490 Recital

Courses taken for credit or no credit will appear on student’s permanent record along with an assigned grade. All required course work in the music major and minor must be taken for a letter grade.

MAJOR IN MUSIC PRODUCTION AND TECHNOLOGY - BUSINESS TRACK: 46-49 credit hours
ACCT 200 Accounting Foundations
AMGT 425 Topics in Arts Management
AMGT 490 Portfolio Project
COMM 100 Fundamentals of Communication
ECON 200 Economics Foundations
FNBK 306 Managerial Finance
MGMT 314 Legal Environment of Business
MRKT 306 Principles of Marketing
MUSC 106 Music Fundamentals I
MUSC 107 Music Fundamentals II
MUSC 110 Introduction to Digital Recording
MUSC 115 Advanced Digital Recording Techniques
MUSC 122 Major Performance Ensemble – Concert Choir
    or MUSC 127 Major Performance Ensemble – Concert Band or MUSC 130 Major Performance Ensemble – Jazz Ensemble (6 semesters required for chosen ensemble)
MUSC 188 Class Piano I for Non-Music Majors
MUSC 189 Class Piano II for Non-Music Majors
MUSC 300 Creating Music/Effects for Video Games
MUSC 350 Understanding the Music Industry
MUSC 400 Introduction to Film Scoring
MUSC 495 Internship

**DEGREE IN MUSIC PRODUCTION & TECHNOLOGY: FILM SCORING/AUDIO FOR VIDEO GAMES TRACK:** 48-54 credit hours
CMSC 181 Computer Science I
CMSC 182 Computer Science II
CMSC 351 User Interface Design and Development or CMSC 391 Topics in Computer Science, when topic is related to audio gaming
DIGI 101 Media Studio: Photo
DIGI 102 Media Studio: Video
DIGI 103 Media Studio: Audio
DIGI 104 Media Studio: Web
DIGI 302 Advanced Digital Video
MUSC 106 Music Fundamentals I
MUSC 107 Music Fundamentals II
MUSC 110 Introduction to Digital Recording
MUSC 115 Advanced Digital Recording Techniques
MUSC 120 Introduction to Music Notation Software
MUSC 122 Major Performance Ensemble-Concert Choir or MUSC 127 Major Performance Ensemble-Concert Band or MUSC 130 Major Performance Ensemble-Jazz Ensemble (6 semesters required)
MUSC 188 Class Piano I for Non-Music Majors
MUSC 189 Class Piano II for Non-Music Majors
MUSC 300 Creating Music/Effects for Video Games
MUSC 310 Introduction to Arranging Commercial Music
MUSC 350 Understanding the Music Industry
MUSC 400 Introduction to Film Scoring
MUSC 495 Internship

**MINOR IN MUSIC PRODUCTION AND TECHNOLOGY:** 21 credit hours
MUSC 106 Music Fundamentals I
MUSC 107 Music Fundamentals II
MUSC 110 Introduction to Digital Recording
MUSC 115 Advanced Digital Recording Techniques
MUSC 188 Class Piano I for Non-Music Majors
MUSIC 189 Class Piano II for Non-Music Majors
MUSC 300 Creating Music/Effects for Video Games
MUSC 350 Understanding the Music Industry
MUSC 400 Introduction to Film Scoring
PHILOSOPHY
The philosophy program engages students in the academic study of the methods, theories, traditions, and practice of philosophy and religion. A philosophy and religion major equips students to question, to reflect, and to act on what they learn about the moral, political, and spiritual dimensions of our world. Majors in philosophy and religion develop writing and critical thinking skills that prepare them for any number of careers, including advanced study in philosophy or religion, the ministry, business, education, law, or medicine. We encourage minors and double majors in order to enhance other fields of study.

MAJOR IN PHILOSOPHY AND RELIGION: 31 credit hours
18 credit hours at the 200 level or above, of which at least 9 credit hours must be at the 300 level or above (in either philosophy or religion)
PHIL or RELI 497 Capstone Proposal
PHIL or RELI 498 Senior Capstone
9 credit hours of philosophy and religion electives
A minimum of 9 credit hours must be earned in each field

MINOR IN PHILOSOPHY AND RELIGION: 18 credit hours
At least 9 credit hours at the 200 level or above (in either philosophy or religion)
9 credit hours of philosophy and religion electives
A minimum of 6 credit hours must be earned in each field

PHYSICAL EDUCATION
See exercise science for a description of requirements and course offerings.

PHYSICS
Physics is the discipline that studies the natural behavior of the physical universe. It considers phenomena as large as clusters of galaxies to smaller than a proton. Some examples of the branches of physics are astronomy, astrophysics, optics, solid state, nanotechnology, computational, nuclear, medical physics and biophysics. Graduates of this program can work in engineering, computer science, and other technical fields. Graduates also go onto graduate programs in any branch of physics, engineering, or computer science. Also, graduates enter professional fields such as medicine or law where problem-solving skills are essential.

At Buena Vista University there are two tracks you can take to a physics degree: physics, and engineering physics. The engineering physics option is only available to students enrolled in the Dual Degree program with Washington University.

MAJOR IN PHYSICS: 51 credit hours
MATH 160 Calculus I: Differential Calculus
MATH 161 Calculus II: Integral Calculus
MATH 260 Calculus III: Intermediate Calculus
MATH 261 Calculus IV: Multivariable Calculus
MATH 361 Differential Equations
PHYS 211 General Physics I: Calculus Based
PHYS 212 General Physics II: Calculus Based
PHYS 310 Mechanics
PHYS 360 Mathematical Physics
PHYS 370 Quantum Mechanics
PHYS 380 Theoretical Electricity and Magnetism
PHYS 481 Research I
PHYS 482 Research II
Electives from MATH, CMSC, or PHYS at the 300 level
Recommended support work:
- CMSC 181 Computer Science I
- CMSC 182 Computer Science II
- PHYS 353 Thermodynamics

MAJOR IN ENGINEERING PHYSICS: 31 credit hours
This option is available only to the students in the dual degree program. A description of the dual degree program is available in the academic catalog.
- MATH 160 Calculus I: Differential Calculus
- MATH 161 Calculus II: Integral Calculus
- MATH 260 Calculus III: Intermediate Calculus
- MATH 261 Calculus IV: Multivariable Calculus
- MATH 361 Differential Equations
- PHYS 211 General Physics I: Calculus Based
- PHYS 212 General Physics II: Calculus Based
- 2 courses from PHYS 310, 360, 370, or 380
Plus completion of engineering curriculum at Washington University

Minor in Physics: 17 credit hours
- PHYS 211 General Physics I: Calculus Based
- PHYS 212 General Physics II: Calculus Based

3 courses from:
- PHYS 310 Mechanics
- PHYS 353 Thermodynamics
- PHYS 370 Quantum Mechanics
- PHYS 380 Theoretical Electricity and Magnetism

MAJOR IN PHYSICS WITH TEACHING LICENSURE (5-12): 42 credit hours
- MATH 160 Calculus I: Differential Calculus
- MATH 161 Calculus II: Integral Calculus
- MATH 260 Calculus III: Intermediate Calculus
- MATH 261 Calculus IV: Multivariable Calculus
- MATH 361 Differential Equations
- PHYS 211 General Physics I: Calculus Based
- PHYS 212 General Physics II: Calculus Based
- PHYS 310 Mechanics
- PHYS 360 Mathematical Physics
- PHYS 370 Quantum Mechanics
- PHYS 380 Theoretical Electricity and Magnetism
Physics electives at the 300 level
Plus requirements for secondary education and education core

Recommended support work:
- PHYS 353 Thermodynamics

GENERAL SCIENCE TEACHING LICENSURE (5-12): Add the following courses:
- BIOL 163 Biological Principles I
- CHEM 151 General Chemistry I

MINOR IN PHYSICS WITH TEACHING LICENSURE (5-12): 24 credit hours
- PHYS 211 General Physics I: Calculus Based
- PHYS 212 General Physics II: Calculus Based
Physics electives at the 300 level
Plus requirements for secondary education and education core
The political science program at Buena Vista University offers students a choice between two major programs of study—political science (PSCN) and public administration (PSPA). Each program of study equips students with an optimal combination of theoretical awareness, methodological skill, and pre-professional experience. Students enrolled in the political science program enjoy maximum flexibility in completing core requirements, choosing from a broad range of course offerings in the traditional fields of American politics, public law, public policy, public administration, political philosophy, research methods, and international affairs. Moreover, political science and public administration majors benefit from a world-class array of internship opportunities and participate actively in Buena Vista University’s international travel programs. As a result, students completing either the political science or public administration programs of study are well prepared for employment in the private, non-profit, and public sectors. Many graduates of the political science program pursue advanced degrees in political science, public administration, public policy, or law.

Students pursuing a political science major entertain the key questions of political life. Beginning political science majors explore in-depth the normative concerns of philosophers of ancient, modern, and contemporary lineage. In addition, beginning political science majors engage in comparative and historical examinations of the American public policy process, focusing on the key institutions, actors, and ideologies that shape outcomes in the policy game. Broad training in international affairs completes lower division offerings and prepares students for focused, advanced coursework and international study opportunities. Upper-division courses develop professional skills and ask students to cull deeply from their liberal arts background as they construct their own, independent contributions to the study of political life.

The public administration program of study is dedicated to the development of professional-level management and policy analysis skills. Public administration majors complete coursework in American government and politics, public sector management, basic accounting principles, economic theory, public finance, computer science, personnel administration, and organizational behavior. Particular emphasis is placed on the acquisition of problem-solving, policy planning, and policy analytic skills. Most public administration majors gain invaluable experiences in a professional setting by completing an internship assignment in their final year of study. Similar to the political science major, the public administration program of study calls upon each student’s ability to fully integrate a liberal arts background and the specific knowledge gained in specialized, pre-professional curricula. Most important, public administration majors participate actively in Buena Vista University’s nationally recognized program of experiential learning.

**MAJOR IN POLITICAL SCIENCE: 40 credit hours**

- MATH 140 Elementary Applied Statistics
- PSCN 110 Introduction to American Government
- PSCN 115 Introduction to Politics
- PSCN 205 Introduction to Political Philosophy
- PSCN 240 Judicial Process or PSCN 245 Introduction to American Law
- PSCN 310 Comparative Politics or PSCN 315 International Relations
- PSCN 400 Pre-Professional Seminar
- PSCN 460 Constitutional Law
- PSCN 465 Civil Liberties or PSCN 485 Special Topics in Political Science
- PSPA 320 State and Local Politics or PSPA 380 Administrative Agencies
- PSPA 360 Introduction to Public Affairs

**Option A:** 2 courses from:

- HIST 320 History of the Middle East
- HIST 349 Modern Europe
- HIST 360 History of China
- HIST 362 History of Japan
- HIST 364 History of India
- PSCN 495 Political Science Internship

Additional PSCN or PSPA course at the 300 level or higher not previously completed to satisfy a PSCN requirement
Option B: PSCN 490 Washington Center internship program

MINOR IN POLITICAL SCIENCE: 24 credit hours
- PSCN 110 Introduction to American Government
- PSCN 115 Introduction to Politics
- PSCN 205 Introduction to Political Philosophy
- PSCN 310 Comparative Politics or PSCN 315 International Relations
- PSCN 460 Constitutional Law
- PSPA 360 Introduction to Public Affairs

2 courses from:
- PSCN or PSPA at the 300 level or higher

MAJOR IN PUBLIC ADMINISTRATION: 45 credit hours
- ACCT 200 Accounting Foundations
- ECON 200 Economics Foundations
- MATH 140 Elementary Applied Statistics
- MGMT 306 Principles of Management
- MGMT 320 Human Resource Management
- PSCN 110 Introduction to American Government
- PSCN 115 Introduction to Politics
- PSCN 240 Judicial Process or PSCN 245 Introduction to American Law
- PSPA 165 Introduction to Public Administration
- PSPA 320 State and Local Politics or PSPA 380 Administrative Agencies
- PSPA 360 Introduction to Public Affairs
- PSPA 400 Pre-Professional Seminar

Option A: 6 credit hours from:
- PSPA 485 Special Topics in Public Administration
- PSPA 495 Senior Internship
- Additional PSCN or PSPA course at the 300 level or higher not previously completed to satisfy a PSPA requirement

Option B: PSCN 490 Washington Center internship program

MINOR IN PUBLIC ADMINISTRATION: 19 credit hours
- ECON 200 Economics Foundations
- PSCN 110 Introduction to American Government
- PSCN 115 Introduction to Politics
- PSPA 165 Introduction to Public Administration
- PSPA 320 State and Local Politics or PSPA 380 Administrative Agencies
- PSPA 360 Introduction to Public Affairs

MAJOR IN POLITICAL SCIENCE WITH TEACHING LICENSURE (5-12):
- Political science major (40 credit hours)
- Plus requirements for secondary education and education core

MINOR IN POLITICAL SCIENCE WITH TEACHING LICENSURE (5-12):
Students pursuing a licensure minor must complete one of the following options:

Option 1:
- Political science minor (24 credit hours)
- Plus requirements for secondary education and education core

Option 2: 15 credit hours of social science courses and 15 credit hours of political science courses including:
- PSCN 110 Introduction to American Government
- PSCN 115 Introduction to Politics
- PSCN 460 Constitutional Law
Psychology
Psychology is the scientific study of behavior and mental processes. The psychology major prepares students for graduate training in psychology, counseling, school psychology, and social work. It is also excellent pre-professional training for many other graduate programs such as medicine, law, the ministry, physical therapy, and occupational therapy. The major provides a background for careers in a variety of areas including business, marketing, management, law enforcement, education, personnel, and the helping professions.

**MAJOR IN PSYCHOLOGY:** 33 credit hours

Psychology majors must receive a grade of C- or higher in the following courses:
- PSYC 100 General Psychology or PSYC 102 The Science of Psychology
- PSYC 300 Experimental Design and Statistical Analysis I
- PSYC 303 Experimental Design and Statistical Analysis II
- PSYC 498 Capstone in Psychology

3 courses from:
- PSYC 201 Child Development or PSYC 210 Developmental Psychology
- PSYC 203 Social Psychology
- PSYC 220 Behavior Modification
- PSYC 230 Sleep and Dreams
- PSYC 239 Abnormal Psychology
- PSYC 265 Health Psychology
- PSYC 281 Introduction to Biological Psychology
- PSYC 291 Learning and Memory

3 courses from:
- PSYC 329 Psychology of Gender
- PSYC 364 Industrial Psychology
- PSYC 369 Psychology of Personality
- PSYC 389 Introduction to Counseling
- PSYC 415 Sensation and Perception
- PSYC 429 Stereotypes and Prejudice
- PSYC 440 Cognition
- PSYC 480 Advanced Research

**Electives:**
Psychology electives (to reach 33 credit hours in psychology)

**MINOR IN PSYCHOLOGY:** 21 credit hours

Psychology minors must receive a grade of C- or higher in the following course:
- PSYC 100 General Psychology or PSYC 102 The Science of Psychology

2 courses from:
- PSYC 201 Child Development or PSYC 210 Developmental Psychology
- PSYC 203 Social Psychology
- PSYC 220 Behavior Modification
- PSYC 230 Sleep and Dreams
- PSYC 239 Abnormal Psychology
- PSYC 265 Health Psychology
- PSYC 281 Introduction to Biological Psychology
- PSYC 291 Learning and Memory
2 courses from:
- PSYC 329 Psychology of Gender
- PSYC 364 Industrial Psychology
- PSYC 369 Psychology of Personality
- PSYC 389 Introduction to Counseling
- PSYC 415 Sensation and Perception
- PSYC 429 Stereotypes and Prejudice
- PSYC 440 Cognition
- PSYC 480 Advanced Research

Electives:
- Psychology electives (to reach 21 credit hours in psychology)

Note: Students at BVU Graduate & Professional Studies locations that do not offer the 200 level courses listed in first group may substitute additional 300 and 400 level courses from those required in the second group.

MAJOR IN PSYCHOLOGY WITH TEACHING LICENSURE (5-12):
- Psychology major (33 credit hours)
- Plus requirements listed under secondary education and education core

Note: Because of limited placement options for secondary psychology student teachers, the candidate must complete a second teaching major.

MINOR IN PSYCHOLOGY WITH TEACHING LICENSURE (5-12):

Option 1:
- 24 credit hours in psychology (same as the 21 credit hour minor plus 3 credit hours elective credit)
- Plus requirements for secondary education and education core

Option 2:
- 30 credit hours in the social sciences with 15 hours in psychology, which must include PSYC 100 General Psychology or PSYC 102 The Science of Psychology and PSYC 291 Learning and Memory
- Plus requirements for secondary education and education core

PUBLIC ADMINISTRATION
See political science for a description of requirements and course offerings.

RELIGION
The religion program at Buena Vista University offers a major and minor in philosophy and religion. The major is based on individual needs and interests and is individually designed by the student in consultation with the professors. Ethical issues, sacred texts, and philosophical problems are examined from a contemporary perspective, based on modern critical methods of theology and philosophy. The major provides the background for advanced study in philosophy or religion, the ministry, counseling, law, or teaching. The minor also provides the opportunity for developing a theological or philosophical perspective to support other fields of study.

MAJOR IN PHILOSOPHY AND RELIGION: 31 credit hours
- 18 credit hours at the 200 level or above, of which at least 9 credit hours must be at the 300 level or above (in either philosophy or religion)
- PHIL or RELI 497 Capstone Proposal
- PHIL or RELI 498 Senior Capstone
- 9 credit hours of philosophy and religion electives
- A minimum of 9 credit hours must be earned in each field
MINOR IN PHILOSOPHY AND RELIGION: 18 credit hours
At least 9 credit hours at the 200 level or above (in either philosophy or religion)
9 credit hours of philosophy and religion electives
A minimum of 6 credit hours must be earned in each field

SOCIAL SCIENCE
The social science major combines courses in economics, history, political science, and sociology.

MAJOR IN SOCIAL SCIENCE WITH TEACHING LICENSURE (5-12): 60 credit hours
A major in history with teaching licensure (5-12)
15 credit hours in 2 of the following: political science, economics, sociology, or psychology
Plus requirements for secondary education and education core

Recommended support work:
- GEOG 200 World Regional Geography of the Developed World or GEOG 201 World Regional Geography of the Developing World or GEOG 300 Human & Cultural Geography

MINOR IN SOCIAL STUDIES WITH TEACHING LICENSURE (K-8): 24-25 credit hours
- ECON 200 Economics Foundations (or 3 hours of approved economics course from another institution)
- GEOG 200 World Regional Geography of the Developed World or GEOG 201 World Regional Geography of the Developing World or GEOG 300 Human & Cultural Geography
- HIST 101 History of the United States to 1877 or HIST 102 History of the United States After 1877
- HIST 121 The Emergence of Western Civilization or HIST 122 The Revolutions of Western Civilizations
- PSCN 110 Introduction to American Government or PSPA 320 State and Local Politics
- SOCI 101 Introduction to Sociology or PSYC 100 General Psychology or PSYC 102 The Science of Psychology
- Electives from history, sociology, government or economics
- Plus requirements for secondary education and education core

ALL SOCIAL SCIENCE INTERDISCIPLINARY PACKAGE WITH TEACHING LICENSURE (5-12):
Upon completion of a teaching major in one of the social science disciplines (history, government, economics or psychology), one can obtain the requirements for all social sciences interdisciplinary endorsement by completing the following:
- American history: 9 credit hours
  - HIST 101 History of the United States to 1877
  - HIST 102 History of the United States after 1877
  - Any American history elective, 300 level or above
- World history: 9 credit hours
  - HIST 111 World Civilizations I or HIST 121 The Emergence of Western Civilizations
  - HIST 112 World Civilizations II or HIST 122 The Revolutions of Western Civilizations
  - HIST 125 Asian Civilizations
- Government: 9 credit hours
  - PSCN 110 Introduction to American Government
  - PSCN 115 Introduction to Politics
  - Any PSCN elective, 300 level or above
- Psychology (other than educational psychology): 6 credit hours
  - PSYC 100 General Psychology or PSYC 102 The Science of Psychology
  - Any PSYC elective
Sociology: 6 credit hours
   SOCI 101 Introduction to Sociology
   Any SOCI elective

Geography: 6 credit hours
   GEOG 200 World Regional Geography of the Developed World
   GEOG 201 World Regional Geography of the Developing World (or an approved course from another institution)
   GEOG 300 Human and Cultural Geography (or an approved course from another institution)

Business Economics: 6 credit hours
   ECON 200 Economics Foundations
   Any ECON elective (or 6 hours of approved economics courses from another institution)

Note: In order to obtain this endorsement, one must complete the entire all social science endorsement program. If one is not choosing to add the all social science endorsement, one may add other social science endorsements to any social science major by completing 15 credit hours in each discipline area. (See social science major).

SOCIAL WORK
Social workers assist people to make positive changes within themselves and their environments. The Social Work Program prepares its students for generalist practice through mastery of ten core competencies provided by the Council on Social Work Education (CSWE). Students in the Social Work Program develop professional knowledge, skills, and values needed to successfully practice generalist social work with individuals, families, groups, organizations, and communities through courses in theory, practice, policy, and research. Coursework is accompanied by practice in the field, the signature pedagogy of social work education. Students complete a 120 hour field observation and a 480 hour field instruction in social work agencies as part of their education.

   Students who graduate with a degree in social work may find careers working in the areas of child welfare; residential and community care with children and adolescents, older adults; people with developmental disabilities, mental illness, and substance use disorders; in-home family services; juvenile and adult probation; hospital social work; hospice; case management; policy development and advocacy; community organization; administration; and research.

   The Council on Social Work Education (CSWE) accredits the Baccalaureate Social Work Program at Buena Vista University. Upon graduation with a B.A. in Social Work, the student is prepared for entry-level generalist social work practice, state licensure as a social worker, and advanced standing in CSWE accredited graduate schools of social work. Students should be aware that a degree from an accredited social work program is necessary for certain positions within the social welfare field.

Admissions Policy and Procedure:
   Students may declare a major in social work at any time. Students must apply for formal admission in the fall of their junior year. Students may be admitted conditionally if they have not completed a full semester at Buena Vista University or have not achieved the required grade point averages and have a plan to correct the problem.

   Students should plan their social work courses with social work faculty regardless of their official advisor. The social work program manual describes the social work program and is available from the director of the Social Work Program.

Admission Requirements:
   1. Students should have completed SCWK 200, 211, & 235 prior to admission.*
   2. Students must have and maintain a 2.0 GPA in all university coursework.
   3. Students must obtain a minimum grade of “C-” or Pass in all required social work courses.
   4. Students must abide by the NASW Code of Ethics throughout their social work education at Buena Vista University. A violation of the ethical principles of professional social work could result in removal from the Social Work Program and the major.
   5. Admission to the Social Work Program is based on academic preparation. Criteria include academic achievement, knowledge of and adherence to the National Association of Social Worker Code of Ethics, and the development of the knowledge, skills, and values that provide the foundation for professional social work competence.
6. Students must be able to perform the duties of a social work student with or without reasonable accommodations.

*Transfer students will not have had the opportunity to complete these courses before applying for admission. Assuming they meet other criteria, students will be admitted conditionally and admission will be changed to full acceptance upon completion of all requirements.

*Note: The CSWE accredited degree program is offered at the Storm Lake campus only.*

Social work courses must have been taken within a CSWE accredited social work program in order to be considered for transfer into the social work major. In order to have the course considered, the student must submit a copy of the syllabus to the director of the Social Work Program to be reviewed for: 1) equivalence to Buena Vista University’s program; and 2) completion in a CSWE accredited social work program.

Students who have not been accepted into the social work major may not take the social work practice classes (SCWK 390 & 410). Students must satisfactorily complete all social work major courses prior to taking Field Instruction (SCWK 440,441,442) and Senior Seminar (SCWK 443).

**Application Process:**
1. Students must complete and submit the following to the director of the Social Work Program by the due date:
   a. Social Work Program application form
   b. Degree audit from Buena Vista University
   c. Transcripts from previous colleges if any coursework has been transferred to BVU
   d. Two letters of reference
   e. Application essay
   f. Signed statement asserting that they have reviewed and agree to adhere to the National Association of Social Workers (NASW) Code of Ethics
2. Students will complete an interview with social work faculty.
3. Admission to the program is decided by the social work faculty.
4. Students may be accepted, accepted with conditions, or not accepted and will be notified of the decision in writing.
5. Decisions may be appealed by following the appeals process outlined in the Social Work Handbook. Appeals must be made in writing.

**MAJOR IN SOCIAL WORK:** 61 credit hours

**Required support work:**
- ECON 200 Economics Foundations
- PHIL/SOCI 361 Racism and Sexism in American Life
- PSCN 110 Introduction to American Government
- PSYC 100 General Psychology or PSYC 102 The Science of Psychology
- SCWK 100 Modern Social Problems or SOCI 101 Introduction to Sociology

3 credit hours from:
- BIOL 104 Cancer and Aging
- BIOL 106 The Brain
- BIOL 107 Human Genetics
- BIOL 108 Human Reproduction and Development
- BIOL 109 Ecology
- BIOL 110 Infectious Diseases

**Required courses:**
- SCWK 200 Introduction to Social Work and Social Welfare
- SCWK 211 Field Observation
- SCWK 235 Psycho-Social Dimensions of the Human Life Cycle
- SCWK 255 Human Behavior and the Social Environment
- SCWK 350 Social Welfare Programs and Policies
- SCWK 380 Methods of Social Research I SCWK 381 Methods of Social Research II SCWK 390 Social Work Practice I
**SOCIAL WORK • SOCIOLOGY MINOR • SPANISH**

SCWK 410 Social Work Practice II  SCWK 440 Field Instruction  SCWK 441 Field Instruction  SCWK 442 Field Instruction  SCWK 443 Senior Seminar

1 course from:
- SCWK 351 Aging in American Society
- SCWK 352 Child and Family Welfare

**SOCIOLOGY MINOR**

Sociology analyzes human social behavior from the humanistic and objective viewpoints. Attitudes, social institutions and social behavior patterns are examined to unveil some of the complexities of modern culture. Sociology encourages the student to see the individual’s role in the larger cultural setting. The sociology minor supplements such fields as personnel management, law enforcement, government service, public relations, community development, market research and sales.

**MINOR IN SOCIOLOGY: 20 credit hours**
- SOCI 101 Introduction to Sociology
- SOCI 203 Social Psychology
- 14 credit hours of electives in sociology

**MINOR IN SOCIOLOGY WITH TEACHING LICENSURE (5-12):**

**Option 1:** 24 credit hours
- SOCI 101 Introduction to Sociology
- SOCI 203 Social Psychology
- Electives in sociology
- Plus requirements for secondary education and education core

**Option 2:** 30 credit hours
- SOCI 101 Introduction to Sociology
- SOCI 203 Social Psychology
- 9 credit hours of sociology electives
- Additional 15 credit hours of electives in social science
- Plus requirements for secondary education and education core

SCWK 351 Aging in American Society may be used as a sociology elective

**SPANISH**

The Spanish department provides a solid foundation in verbal, writing, and reading skills and lifelong learning experiences in Spanish. We emphasize the development of a cultural understanding of the Hispanic people through study of culture, literature, foreign travel, and/or a semester abroad. Mastery in Spanish and understanding of the Hispanic culture are our goals. Students majoring in Spanish are required to have an international immersion experience. This can be accomplished through the January interim programs provided by the Spanish department or a semester abroad. An international experience is also strongly recommended for students minoring in Spanish. Arrangements for academic credit and Spanish faculty approval must be made prior to the international experience.

The Spanish placement test must be taken before registering for Spanish classes (see Spanish department web page for information on the placement test). Upon recommendation of the department, advanced students who successfully complete an upper-level course with a grade of “B-” or higher may receive up to 6 credit hours for the lower-level classes for which competencies have been demonstrated. For example, a student starting at SPAN 201 typically would receive credit for SPAN 101 and 102.

**MAJOR IN SPANISH: 30 credit hours**
- SPAN 201 Intermediate Spanish I
- SPAN 202 Intermediate Spanish II
- SPAN 301 Advanced Grammar and Conversation
SPANISH • SPECIAL EDUCATION • THEATRE

SPAN 302 Advanced Grammar and Composition
SPAN 335 Introduction to Spanish Literature
SPAN 490 International Experience
SPAN 498 Senior Seminar

6 to 12 credit hours from:
SPAN 303 Spanish for Careers
SPAN 311 Culture and Civilization of Spain
SPAN 312 Culture and Civilization of Latin America
SPAN 410 Survey of the Literature of Spain
SPAN 415 Survey of the Literature of Latin America
SPAN 425 Spanish in Action
SPAN 450 Special Topics

MINOR IN SPANISH: 24 credit hours
SPAN 201 Intermediate Spanish I
SPAN 202 Intermediate Spanish II
SPAN 301 Advanced Grammar and Conversation
SPAN 302 Advanced Grammar and Composition
SPAN 335 Introduction to Spanish Literature

9 credit hours from:
SPAN 303 Spanish for Careers
SPAN 311 Culture and Civilization of Spain
SPAN 312 Culture and Civilization of Latin America
SPAN 410 Survey of the Literature of Spain
SPAN 415 Survey of the Literature of Latin America
SPAN 425 Spanish in Action
SPAN 450 Special Topics
SPAN 490 International Experience
SPAN 498 Senior Seminar

MAJOR IN SPANISH WITH TEACHING LICENSURE (5-12):
Spanish major or minor
Plus requirements for secondary education and education core

SPECIAL EDUCATION
See education for a description of requirements and course listings.

SPEECH AND DRAMA
See communication studies or theatre for a description of requirements and course listings.

THEATRE
The theatre program provides students with opportunities to acquire and master the artistic skills necessary for making theatre and the research and analytical skills essential to understanding and communicating about theatre. Students learn theatrical arts through a combination of focused skills-based courses, including acting, directing, and technical theatre, and active involvement in BVU Theatre productions. Linking practical experiential learning to a firm foundation in theatrical history, dramatic theory, and literary development, the program helps students prepare for graduate school or for creative, customer-oriented, or educational jobs.

MAJOR IN THEATRE: 39 credit hours
THEA 110 Introduction to the Theatre
THEA 220 Fundamentals of Acting
THEA 242 Production and Performance I
THEA 300 Fundamentals of Directing
THEA 352 Production and Performance II
THEA 401 History of the Theatre I
THEA 402 History of the Theatre II
THEA 411 Dramatic Literature
THEA 462 Production and Performance III
THEA 490 Portfolio
THEA 495 Internship

3 credit hours from:
THEA 190 Stagecraft or THEA 290 Production Design or THEA 390 Specialty Design

6 credit hours from:
THEA 395 Plays By and About Women or THEA 405 Advanced Acting or
THEA 406 Advanced Directing

6 credit hours from:
THEA or AMGT courses at the 300 level or higher

MINOR IN THEATRE: 21 credit hours
THEA 110 Introduction to the Theatre
THEA 220 Fundamentals of Acting
THEA 242 Production and Performance I
THEA 300 Fundamentals of Directing
THEA 352 Production and Performance II
THEA 462 Production and Performance III

3 credit hours from:
THEA 190 Stagecraft or THEA 290 Production Design or THEA 390 Specialty Design

6 credit hours from the following list:
THEA 395 Plays By and About Women
THEA 401 History of Theatre I
THEA 402 History of Theatre II
THEA 405 Advanced Acting
THEA 406 Advanced Directing
THEA 411 Dramatic Literature

Recommended support work
AMGT 425 Topics in Arts Management
COMM 302 Intercultural Communication
COMM 340 Civic Communication
COMM 355 Conflict Management
DIGI 102 Media Studio II: Video
DIGI 103 Media Studio III: Audio
DIGI 210 Media and Society
MUSC 136 Class Voice
Private Voice Lessons (MUSC 161/162, 261/262, 361/362, 461/462)

MAJOR OR MINOR IN COMMUNICATION STUDIES & THEATRE WITH TEACHING LICENSURE (5-12):
See communication studies for a description or requirements and course offerings.

WOMEN’S STUDIES
See gender and women’s studies for a description of requirements and course listings.
GRADUATE & PROFESSIONAL STUDIES PROGRAM DESCRIPTIONS

BVU SEMINAR
The BVU Seminar is a three-credit course focused on the exercise of basic academic skills using an emphasis on the topic of globalism. The course is specifically designed to assist students transferring to the Graduate & Professional Studies Program in achieving the necessary academic skills and familiarity with BVU resources to be successful in their program of study, and to do so within the context of a global topic of contemporary importance. BVU Seminar is also offered on the Storm Lake campus to transfer students with more than 60 credit-hours. The goal of the course is to enhance critical thinking while sharpening basic academic abilities such as writing, reading, speaking, listening, etc. Registration in this course is required of all new Graduate & Professional Studies students seeking their first baccalaureate degree, and must be taken within the first 12 credit hours at BVU. Graduate & Professional Studies students who fail to complete BVU Seminar within the first 12 credit hours relinquishes the privilege to continue studying at BVU until the seminar is completed. This Seminar is also required of all new transfers on the Storm Lake campus, and must be taken during the first Fall semester at BVU. The BVU Seminar carries the Intellectual Explorations: Humanities designation, is graded only on a letter grade basis.

GRADUATE & PROFESSIONAL STUDIES MAJORS AND MINORS
Requirements and course listings for most of the majors and minors offered at BVU Graduate & Professional Studies are listed alphabetically in the General Majors and Course Listing sections of the catalog.

BVU Graduate & Professional Studies students may complete the psychology major and minor. Students at locations that do not offer the 200 level courses listed in first group may substitute additional 300 and 400 level courses from those required in the second group.

Programs listed below have been modified to accommodate the educational needs and schedule constraints of adult students. Where programs have been redesigned, the major theories, tools, and concepts are unchanged. The same requirements and outcomes comprise the curriculum.

Customized transfer options for graduates of specific community college programs and cooperative four-year programs with partnering community colleges are also offered at the locations as noted below.

Cooperative Majors
Cooperative majors are programs in which a partnership between a community college and Buena Vista University was forged to ensure full transfer of credits from the community college to BVU. Requirements are met at both institutions to complete the major.

Distributive Majors
Distributive majors are cross-disciplinary programs designed to build on the expertise of the graduates of selected A.S. or A.A.S. degree programs. Course substitutions may be made to meet professional requirements or special interests. (See BVU Graduate & Professional Studies general information section for guidelines.)

Distributive Minors
Distributive minors are cross-disciplinary programs that allow more breadth than traditional minors. Each of these career cluster minors is designed to support professional requirements or special interests. (See BVU Graduate & Professional Studies general information section for rules governing distributive minors.)

ACCOUNTING
Along with the accounting courses specified for the major, accounting students take several business courses to enrich their program. Internship provide on-the-job experience. Completion of the major qualifies the student for work experience in accounting and provides the background for the certified public accounting examination and the certificate of management accounting.

Beginning January 1, 2001, students wanting to be certified in public accounting in Iowa are required to have completed 150 hours of university credit.
MAJOR IN ACCOUNTING: 59-61 credit hours

Common business core:
- ACCT 205 Financial Accounting
- ACCT 206 Managerial Accounting
- ECON 205 Principles of Microeconomics
- ECON 206 Principles of Macroeconomics
- FNBK 306 Managerial Finance
- MATH 140 Elementary Applied Statistics
- MGMT 206 Management Science
- MGMT 306 Principles of Management
- MGMT 315 Business Law I
- MGMT 492 Business Policy and Strategy
- MRKT 306 Principles of Marketing

MAJOR COURSES:
- ACCT 306 Intermediate Accounting I
- ACCT 307 Intermediate Accounting II
- ACCT 308 Intermediate Accounting III
- ACCT 309 Cost Accounting
- ACCT 403 Advanced Accounting or ACCT 413 and ACCT 414 Advanced Accounting I & II
- ACCT 405 Auditing
- ACCT 415 Individual Federal Income Tax
- ACCT 416 Corporate Federal Income Tax

AGENCY ADMINISTRATION

DISTRIBUTIVE MINOR: 21 credit hours
The agency administration minor is designed to support the administrative responsibilities of the individual working in a smaller human services agency.

5 courses from:
- ACCT 205 Financial Accounting
- COMM 230 Business and Professional Communication
- ECON 205 Principles of Microeconomics
- ECON 206 Principles of Macroeconomics
- MGMT 206 Management Science
- MGMT 306 Principles of Management
- MGMT 315 Business Law I
- MGMT 320 Human Resource Management
- MGMT 375 Entrepreneurship/Small Business
- MRKT 306 Principles of Marketing

Six credit hours of upper division electives from PSYC, SCWK, or SOCI

BUSINESS
A minor in business will provide non-business majors an opportunity to gain some exposure and breadth to the study of business. This is desirable because a minor in business will enhance a student’s education and job placement opportunities.

MINOR IN BUSINESS: 24 credit hours
- ACCT 205 Financial Accounting
- ACCT 206 Managerial Accounting
- ECON 205 Principles of Microeconomics
- ECON 206 Principles of Macroeconomics
- FNBK 306 Managerial Finance
- MGMT 306 Principles of Management
- MGMT 315 Business Law I
- MRKT 306 Principles of Marketing
BUSINESS ADMINISTRATION
The business administration major equips the graduate to understand the fundamentals of good business practices, be conversant in the processes of input procurement, operations and their costs, strategic planning, product placement, financial analysis, and the gains from participation and exchange in numerous markets. The practicality of the courses, combined with their breadth, utilize the common business core as a foundation on which to build, expand, and sharpen one’s analytical skills and theoretical understandings. The program emphasizes the tools, skills, and abilities needed to utilize one’s talents in a wide variety of profit and not-for-profit, goods and service providing businesses.

MAJOR IN BUSINESS ADMINISTRATION: 58 credit hours
Common Business Core:
- ACCT 205 Financial Accounting
- ACCT 206 Managerial Accounting
- ECON 205 Principles of Microeconomics
- ECON 206 Principles of Macroeconomics
- FNBK 306 Managerial Finance
- MATH 140 Elementary Applied Statistics
- MGMT 206 Management Science
- MGMT 306 Principles of Management
- MGMT 315 Business Law I
- MGMT 492 Business Policy and Strategy
- MRKT 306 Principles of Marketing

Major courses:
- ACCT 309 Cost Accounting
- ECON 306 Managerial Economics
- FNBK 322 Analysis of Financial Statements
- MRKT 355 Consumer Behavior
- MGMT 465 Production and Operations Management

3 electives from:
- ACCT 415 Individual Federal Income Tax
- ECON 405 International Economics
- FNBK 301 Personal Finance
- MRKT 340 Business Marketing
- MGMT 410 Organization Theory

BUSINESS ECONOMICS
This field of study emphasizes and examines the intersection of human needs and desires with physical, monetary, and institutional limits. The examination of human behavior, market’s allocative and price discovery roles, economic efficiency, economic growth, economic measurement and assessment, and trade in both descriptive and prescriptive contexts satisfy the student bent on problem recognition, analysis, and solving. Economics also serves those studying law, public administration, political science, and applied business disciplines such as finance, marketing, management, and accounting.

MAJOR IN BUSINESS ECONOMICS: 52 credit hours
Common business core:
- ACCT 205 Financial Accounting
- ACCT 206 Managerial Accounting
- ECON 205 Principles of Microeconomics
- ECON 206 Principles of Macroeconomics
- FNBK 306 Managerial Finance
- MATH 140 Elementary Applied Studies
- MGMT 206 Management Science
- MGMT 306 Principles of Management
- MGMT 315 Business Law I
- MGMT 492 Business Policy and Strategy
- MRKT 306 Principles of Marketing
Major Courses:
ECON 301 Microeconomic Theory
ECON 302 Macroeconomic Theory
ECON 405 International Economics

9 credit hours from:
ECON 340 Econometrics
ECON 420 Money and Credit Institutions
ECON 485 Topics in Economics (may be repeated once)
MATH 330 Applied Regression Analysis

MINOR IN BUSINESS ECONOMICS: 18 credit hours
ECON 205 Principles of Microeconomics
ECON 206 Principles of Macroeconomics
ECON 301 Microeconomic Theory or ECON 302 Macroeconomic Theory
ECON 405 International Economics

6 additional credit hours from:
ECON 301 Microeconomic Theory or ECON 302 Macroeconomic Theory
(one not taken above)
ECON 340 Econometrics or MATH 330 Applied Regression Analysis
ECON 420 Money and Credit Institutions
ECON 485 Topics in Economics*
*May not be repeated for credit in the economics minor

MAJOR IN BUSINESS ECONOMICS WITH TEACHING LICENSURE (5-12):

Option 1: 52 credit hours
Business economics major
Plus requirements for secondary education and education core

Option 2: 40 credit hours
Business Education - All (5-12)

9 credit hours from:
ECON 301 Microeconomic Theory
ECON 302 Macroeconomic Theory
ECON 340 Econometrics
ECON 405 International Economics
ECON 420 Money and Credit Institutions
Plus requirements for secondary education and education core

Option 3: 60 credit hours
Social science licensure major (see page ??)
One option area must be economics
Plus requirements for secondary education and education core

CLIENT CENTERED

DISTRIBUTIVE MINOR: 21 credit hours
The client centered minor is designed for individuals who work directly with clients in human services related agencies.

5 courses from:
EDCO 240 Development of School-Age Child
EDCO 245 Learning and Motivation
EDCO 370 Human Relations
SCWK 270 Family Relationships
SCWK 351 Aging in American Society
SCWK 352 Child and Family Welfare
SCWK 353 Social Intervention with Families
SOCI 361 Racism & Sexism in American Life
PSYC 291 Learning & Memory
PSYC 364 Industrial Psychology
6 credit hours of upper division electives from PSYC, SCWK, or SOCI

EDUCATION
See main catalog education listing for more information, requirements and course descriptions regarding elementary education, secondary education, special education, Post Baccalaureate Certification Program, ESL endorsement, PK/K Endorsement, Middle School endorsement, and reading endorsements.

EDUCATION & TRAINING
DISTRIBUTIVE MINOR: 21 credit hours
The education and training minor supports individuals involved in training in human services agencies and related organizations.

5 courses from:
EDCO 240 Development of the School-Age Child
EDCO 245 Learning and Motivation
EDCO 280 History of American Education
EDCO 370 Human Relations
EDCO 390 Instructional Technology
EDCO 401 Classroom Management and Evaluation Techniques
PSYC 291 Learning and Memory
PSYC 364 Industrial Psychology
SCWK 351 Aging in American Society
SCWK 352 Child and Family Welfare
SCWK 353 Social Intervention with Families
SOCI 361 Racism and Sexism in American Life

2 courses from:
6 credit hours of upper division electives from PSYC, SCWK, or SOCI

ENGLISH
The English department cultivates teachers, scholars, poets, critical thinkers, and lifelong lovers of learning. The major and minor both guide students through surveys and advanced courses in classical and modern literatures, studies of language and various forms of genres of composition, and creative writing. An English major provides for further studies at the graduate level as well as preparation for a broad spectrum of opportunities for careers in public relations, advertising, government, public school teaching, international relations, and law.

MAJOR IN ENGLISH: 40 credit hours
ENGL 220 Introduction to Literature: Early Literary Classics
ENGL 250 American Literature
ENGL 261 British Literature, Beginnings to 1750
ENGL 262 British Literature, 1750 to Present
ENGL 276 World Literature
ENGL 300 Advanced Composition
ENGL 320 Creative Writing
ENGL 331 Introduction to Linguistics
ENGL 490 Major Portfolio
ENGL 491 Senior Seminar or elective above ENGL 400
1 elective ENGL300 or above
1 elective ENGL 370 or above
2 electives ENGL 400 or above
MINOR IN ENGLISH: 21 credit hours
  ENGL 220 Introduction to Literature: Early Literary Classics
  ENGL 250 American Literature
  ENGL 261 British Literature, Beginnings to 1750
  ENGL 262 British Literature, 1750 to Present
  ENGL 320 Creative Writing or ENGL 300 Advanced Composition
  ENGL 331 Introduction to Linguistics
  1 elective ENGL 340 or above

MAJOR IN ENGLISH WITH TEACHING LICENSURE (5-12): 40 credit hours
  ENGL 220 Introduction to Literature: Early Literary Classics
  ENGL 250 American Literature
  ENGL 261 British Literature, Beginnings to 1750
  ENGL 262 British Literature, 1750-Present or ENGL 276 World Literature
  ENGL 300 Advanced Composition
  ENGL 331 Introduction to Linguistics
  ENGL 332 Modern English Grammar
  ENGL 340 Introduction to Literary Theory
  ENGL 350 Shakespeare
  ENGL 490 Major Portfolio
  ENGL 491 Senior Seminar or elective above ENGL 400
  1 elective ENGL 400 or above

Support work:
  SEDU 333 Young Adult Fiction and Nonfiction
  SEDU 454 Reading Strategies and Instructional Methods
  Plus requirements for secondary education and education core

MINOR IN ENGLISH WITH TEACHING LICENSURE (5-12): 30 credit hours
  ENGL 220 Introduction to Literature: Early Literary Classics
  ENGL 250 American Literature
  ENGL 261 British Literature, Beginnings to 1750
  ENGL 300 Advanced Composition
  ENGL 331 Introduction to Linguistics
  ENGL 332 Modern English Grammar
  ENGL 350 Shakespeare
  One elective ENGL 370 or above

Support work:
  SEDU 333 Young Adult Fiction and Nonfiction
  SEDU 454 Reading Strategies and Instructional Methods
  Plus requirements for secondary education and education core

MAJOR IN ENGLISH WITH TEACHING LICENSURE (K-8): 24 credit hours

MAJOR IN ELEMENTARY EDUCATION
  ENGL 250 American Literature
  ENGL 261 British Literature, Beginnings to 1750 or ENGL 262 British Literature, 1750 to Present
  ENGL 300 Advanced Composition
  ENGL 331 Introduction to Linguistics
  ENGL 332 Modern English Grammar
  ENGL 350 Shakespeare
  THEA 220 Fundamentals of Acting or THEA 260 Oral Interpretation of Literature
  1 elective ENGL 370 or above

Support work:
  SEDU 333 Young Adult Fiction and Nonfiction
  Plus requirements for secondary education and education core.
FINANCE AND BANKING
Finance and banking explores the financial management of traditional corporations, banks, and financial services firms and insurance companies. As a finance and banking major, you will gain knowledge in bank management, portfolio and investment management, and the financial services industry. The major courses are integrated with other School of Business courses in order to provide you with a well-rounded and practical business curriculum to take into your future career.

MAJOR IN FINANCE AND BANKING: 58 credit hours

Common business core:
- ACCT 205 Financial Accounting
- ACCT 206 Managerial Accounting
- ECON 205 Principles of Microeconomics
- ECON 206 Principles of Macroeconomics
- FNBK 306 Managerial Finance
- MATH 140 Elementary Applied Statistics
- MGMT 206 Management Science
- MGMT 306 Principles of Management
- MGMT 315 Business Law I
- MGMT 492 Business Policy and Strategy
- MRKT 306 Principles of Marketing

Major courses:
- FNBK 316 Corporate Finance
- FNBK 322 Analysis of Financial Statements
- FNBK 356 Financial Planning
- FNBK 405 International Finance
- FNBK 420 Money and Credit Institutions
- FNBK 430 Capital Markets and Investments
- FNBK 440 Insurance and Real Estate
- FNBK 495 Internship

For maximizing career and graduate school potential, finance and banking majors are strongly encouraged to supplement their major courses by advancing their communication, accounting, and quantitative skills. Please consult with the FNBK faculty in determining the appropriate coursework to achieve these objectives.

HEALTH CARE ADMINISTRATION
DISTRIBUTIVE MAJOR: 45 credit hours
Distributive health care administration major designation will be awarded to graduates of a state licensure approved program in long term care administration who complete the distributive human services major and 9 credit hours of business with 3 credit hours at the 300/400 level.

Recommended 400 level health care administration supporting courses may be offered in cooperation with state licensure approved programs in long term care administration.

HEALTH SERVICES LEADERSHIP
DISTRIBUTIVE MAJOR: 42 credit hours
Leadership in health fields today is essential in the rapidly changing, highly regulated healthcare field. Graduates of community college nursing and related health fields are often given some management responsibilities within 5 years of graduation. Managers face difficult decisions when managing changing populations, new technologies, and limited resources.

The study of healthcare leadership provides the educational base for effective leadership in healthcare organizations. Tracks can be designed to prepare graduates to qualify for admission to graduate programs in business or hospital administration. The interdisciplinary approach of the Buena Vista University program enhances the competitive edge critical in today’s environment.
The distributive healthcare leadership major is designed to build on the expertise of the graduates of health related A.D.N., A.S., or A.A.S. degree programs. As with all distributive majors, course substitutions may be made to meet professional requirements or special interests. (See guidelines in the academic section.) Selected courses in the major may also be used toward meeting general education requirements.

Please review the academic information section of the catalog for rules governing interdisciplinary (distributive) majors and a complete listing of graduation requirements.

The distributive healthcare leadership major degree plan will include a primary field of 18 credit hours of courses selected from following:

**Business:**
- ACCT 205 Financial Accounting
- ACCT 206 Managerial Accounting
- ACCT 309 Cost Accounting
- ECON 205 Principles of Microeconomics
- ECON 206 Principles of Macroeconomics
- FNBK 306 Managerial Finance
- FNBK 322 Analysis of Financial Statements
- FNBK 356 Financial Planning
- MGMT 206 Management Science
- MGMT 315 Business Law I
- MGMT 316 Business Law II
- MGMT 320 Human Resource Management
- MGMT 375 Entrepreneurship/Small Business
- MGMT 380 Social Responsibility of Business
- MGMT 492 Business Policy and Strategy
- MIS 300 Introduction to Management Information Systems
- MRKT 306 Principles of Marketing
- Additional management, marketing and finance courses as approved

The degree plan must include 12 credit hours from each of the following 2 categories:

**Communication and Behavior:**
- COMM 100 Fundamentals of Communication
- COMM 230 Business and Professional Communication
- COMM 302 Intercultural Communication
- COMM 330 Messages, Meaning & Society
- COMM 355 Conflict Management
- COMM 370 Leadership Communication
- COMM 374 Interviewing
- DIGI 230 Introduction to Integrated Communication
- ENGL 300 Advanced Composition
- ENGL 450 Business and Technical Writing
- MRKT 355 Consumer Behavior
- PSYC 329 Psychology of Gender
- Other related upper division courses as approved

**Institutions and Society:**
- ART 304 Modern to Contemporary Art History
- ENGL 250 American Literature
- ENV S 100 The Biological Environment
- ENV S 101 The Physical Environment
- ENV S 201 Conservation Ecology
- ENV S 312 Environmental Chemistry
- HIST 311 Problems in World History: The Vietnam Wars
- HIST 358 Women around the World
- HIST 390 America and the World Wars
- HIST 397 Recent American History
- PSCN 465 Civil Liberties
- PSPA 320 State and Local Politics
- PSPA 360 Introduction to Public Affairs
- PSYC 364 Industrial Psychology
HUMAN SERVICES

DISTRIBUTIVE MAJOR: The distributive human services major is designed to build on the expertise of the graduates of A.S. or A.A.S. degree programs in the human services field. Course substitutions may be made to meet professional requirements or special interests. (See academic section for guidelines.) The distributive human services major is not a social work major and does not qualify graduates to sit for the state social worker licensing exam, nor do the SCWK-designated courses transfer back to the Council on Social Work Education-accredited program available at the Storm Lake campus.

DISTRIBUTIVE MAJOR IN HUMAN SERVICES: 36 credit hours

Recommended prerequisites:
- PSYC 100 General Psychology or PSYC 102 The Science of Psychology
- PSYC 203 Social Psychology
- PSYC 239 Abnormal Psychology
- SCWK 200 Introduction to Social Work and Social Welfare

Major Requirements:
- PHIL/RELI 336 Professional Ethics
- PSYC 389 Introduction to Counseling
- SCWK 350 Social Welfare Programs and Policies
- SOCI 380 Methods of Social Research I

2 courses from:
- PSYC 329 Psychology of Gender
- PSYC 450 Selected Topics in Psychology
- PSYC 364 Industrial Psychology
- PSYC 369 Psychology of Personality

5 courses from:
- SCWK 351 Aging in American Society
- SCWK 352 Child and Family Welfare
- SCWK 353 Social Intervention with Families
- SCWK 375 Selected Topics in Social Work (see course listings for examples)
- SCWK 381 Methods of Social Research II
- SOCI 301 Human Services in Rural Communities
- SOCI 302 Sociology of Deviant Behavior
- SOCI 361 Racism and Sexism in American Life
- SOCI 450 Selected Topics in Sociology (see course listings for examples)

3 credit hours from:
- HCAD Practicum in Health Care Administration (transfer)
- SOCI 450 Practicum in Human Services
- PSYC 495 Internship
- Elective upper division elective from PSYC, SCWK, or SOCI

Note: Human services majors who have not completed a career-oriented two-year degree program should select a minor or second major that strengthens their professional preparation. Recommended minors include agency administration (distributive), business, criminal justice, education and training (distributive), or political science/public administration.
MANAGEMENT

Management is one of the majors offered by the School of Business. The basic goals of this major are to help prepare students to enter the workforce across a variety of organizations, to allow students flexibility in structuring their education, and to allow students to build a knowledge base for further development within their career field and as citizens after successfully completing their college education.

Students selecting a management major will choose the Entrepreneurship track, the Human Resource track, or the Sports track. Each track is built on the learning and coverage of the business core plus the management core.

MAJOR IN MANAGEMENT: 58 credit hours

Common Business Core:
- ACCT 205 Financial Accounting
- ACCT 206 Managerial Accounting
- ECON 205 Principles of Microeconomics
- ECON 206 Principles of Macroeconomics
- FNBK 306 Managerial Finance
- MATH 140 Elementary Applied Statistics
- MGMT 206 Management Science
- MGMT 306 Principles of Management
- MGMT 315 Business Law I
- MGMT 492 Business Policy and Strategy
- MRKT 306 Principles of Marketing

Major Courses:
- MGMT 307 International Business
- MGMT 320 Human Resource Management
- MGMT 380 Social Responsibility of Business

Choose one track from below:

Entrepreneurship Track:
- MGMT 375 Entrepreneurship/Small Business

Pick FOUR of the following courses:
- ACCT 309 Cost Accounting
- FNBK 301 Personal Finance
- FNBK 322 Analysis of Financial Statements
- MGMT 410 Organization Theory
- MGMT 495 Management Internship
- MIS 300 Introduction to Management Information Systems
- MRKT 410 E-Commerce
- MRKT 414 Selling
- MRKT 418 Market Research

Human Resource Track:
- MGMT 420 Advanced Human Resource Management

Pick FOUR of the following courses:
- COMM 355 Conflict Management
- COMM 374 Interviewing
- FNBK 301 Personal Finance
- MGMT 410 Organization Theory
- MGMT 495 Management Internship
- MIS 300 Introduction to Management Information Systems
- PHIL 336 Professional Ethics
- PSYC 364 Industrial Psychology

Sports Track:
- MGMT 390 Sports Management

Pick FOUR of the following courses:
- DIGI 230 Introduction to Integrated Communications
- EXSC 345 Facility and Event Management
EXSC 435 Psycho-Social Dimensions in Sport  
MGMT 495 Management Internship  
MIS 300 Introduction to Management Information Systems  
MRKT 353 Field Experiences in Sports Marketing and Management  
MRKT 354 Sports Marketing  
MRKT 414 Selling

**MARKETING**

Marketing is one of the majors offered in the School of Business. Along with specialized marketing courses, students are also provided experiential opportunities outside the classroom with possible membership in the Buena Vista Marketing Association, consultancy to local businesses through our small business institute program, internships throughout Iowa and the United States, and travel opportunities both inside and outside the U.S.

**MAJOR IN MARKETING:** 61 credit hours

**Common business core:**
- ACCT 205 Financial Accounting  
- ACCT 206 Managerial Accounting  
- ECON 205 Principles of Microeconomics  
- ECON 206 Principles of Macroeconomics  
- FNBK 306 Managerial Finance  
- MATH 140 Elementary Applied Statistics  
- MGMT 206 Management Science  
- MGMT 306 Principles of Management  
- MGMT 315 Business Law I  
- MGMT 492 Business Policy and Strategy  
- MRKT 306 Principles of Marketing

**Major courses:**
- MGMT 307 International Business  
- MRKT 340 Business Marketing  
- MRKT 355 Consumer Behavior  
- MRKT 418 Market Research  
- MRKT 432 Strategic Marketing  
- MRKT 495 Marketing Internship

**2 electives from:**
- MRKT 350 Retailing  
- MRKT 353 Field Experience in Sports Marketing and Management  
- MRKT 354 Sports Marketing  
- MRKT 400 Practicum in Marketing Problems/Small Business Institute (SBI)  
- MRKT 407 International Marketing  
- MRKT 410 E-Commerce  
- MRKT 414 Selling  
- MRKT 415 Sales Management

**1 course from:**
- ACCT 309 Cost Accounting  
- COMM 230 Business and Professional Communication  
- COMM 302 Intercultural Communication  
- COMM 355 Conflict Management  
- DIGI 230 Introduction to Integrated Communication  
- FNBK 322 Analysis of Financial Statements  
- MGMT 320 Human Resource Management

**Recommended support work:**
- Florida interim  
- International interim
ORGANIZATIONAL LEADERSHIP

MAJOR IN ORGANIZATIONAL LEADERSHIP: 45 credit hours

This cross-disciplinary program provides the tools and organizational skills necessary to effectively perform administrative roles within an organization. Course work focuses on general business practices and procedures along with communication skills necessary to interact, problem solve, and lead other members of a working community. This program is best suited for students with work experience and/or strong interest in interdisciplinary studies. Students will need to select an area of emphasis of human services or business.

Organizational leadership core:
- ACCT 310 Accounting for Managers**
- COMM 350 Organizational Communication Theory and Practice
- COMM 355 Conflict Management
- COMM 370 Leadership Communication
- COMM 374 Interviewing
- MGMT 306 Principles of Management
- MGMT 315 Business Law I
- MGMT 380 Social Responsibility of Business
- MRKT 306 Principles of Marketing

**ACCT 310 contains both financial and managerial accounting topics. This requirement can be met by having completed both ACCT 205 and ACCT 206, or equivalents.

Select either an emphasis in human services or business

Emphasis in human services:
- SCWK 350 Social Welfare Programs and Policies
- SOCI 301 Human Services in Rural Communities
- SOCI 380 Methods of Social Research I

3 courses from:
- PSYC 329 Psychology of Gender
- PSYC 364 Industrial Psychology
- SCWK 351 Aging in American Society
- SCWK 352 Child and Family Welfare
- SCWK 353 Social Intervention with Families
- SOCI 302 Sociology of Deviant Behavior
- SOCI 361 Racism and Sexism in American Life

Emphasis in business:
- MGMT 320 Human Resource Management
- MGMT 410 Organization Theory
- MRKT 340 Business Marketing

3 courses from:
- MGMT 375 Entrepreneurship/Small Business
- MGMT 420 Advanced Human Resource Management
- MGMT 465 Production and Operations Management
- MRKT 355 Consumer Behavior
- MRKT 415 Sales Management
- PSYC 364 Industrial Psychology

PUBLIC ADMINISTRATION

The public administration program of study is dedicated to the development of professional-level management and policy analysis skills. Public administration majors complete coursework in American government and politics, public sector management, basic accounting principles, economic theory, public finance, computer science, personnel administration, and organizational behavior. Particular emphasis is placed on the acquisition of problem-solving, policy planning, and policy analytic skills. Most public administration majors gain invaluable experiences in a professional setting by completing an internship assignment in their final year of study. Similar to the political science major, the public administration program of study calls upon each student’s ability to fully integrate a liberal arts background and the specific knowledge gained in specialized,
pre-professional curricula. Most important, public administration majors participate actively in Buena Vista University’s nationally recognized program of experiential learning.

MAJOR IN PUBLIC ADMINISTRATION: 46 credit hours
- ACCT 205 Financial Accounting
- ECON 205 Principles of Microeconomics
- ECON 206 Principles of Macroeconomics
- MATH 140 Elementary Applied Statistics
- MGMT 306 Principles of Management
- MGMT 320 Human Resource Management
- PSCN 110 Introduction to American Government
- PSCN 115 Introduction to Politics
- PSCN 240 Judicial Process or PSCN 245 Introduction to American Law
- PSPA 165 Introduction to Public Administration
- PSPA 320 State and Local Politics or PSPA 380 Administrative Agencies
- PSPA 360 Introduction to Public Affairs
- PSPA 400 Pre-Professional Seminar

Option A: 6 credit hours from:
- PSPA 485 Special Topics in Public Administration
- PSPA 495 Senior Internship
- Additional PSCN or PSPA course at the 300 level or higher not previously completed to satisfy a PSPA requirement

Option B: PSPA 490 Washington Center internship program

MINOR IN PUBLIC ADMINISTRATION: 21 credit hours
- ECON 205 Principles of Microeconomics
- ECON 206 Principles of Macroeconomics
- PSCN 110 Introduction to American Government
- PSCN 115 Introduction to Politics
- PSPA 165 Introduction to Public Administration
- PSPA 320 State and Local Politics or PSPA 380 Administrative Agencies
- PSPA 360 Introduction to Public Affairs

SALES MINOR
A minor in sales provides non-marketing majors with both academic knowledge and practical experience to build an excellent foundation for a career that is both flexible and financially rewarding. Students will complete courses in business, marketing, consumer behavior, selling, and sales management along with an internship experience in sales, MRKT 496. This level of preparedness will be very beneficial to organizations hiring these talented students.

MINOR IN SALES: 18 credit hours
- MRKT 306 Principles of Marketing
- MRKT 340 Business Marketing
- MRKT 355 Consumer Behavior
- MRKT 414 Selling
- MRKT 415 Sales Management
- MRKT 496 Sales Internship
TECHNOLOGY MANAGEMENT

DISTRIBUTIVE MAJOR: 42 credit hours
The distributive technology management major is designed to build on the expertise of the graduates of selected A.S. or A.A.S. degree programs. As with all distributive majors, course substitutions may be made to meet professional requirements or special interests. (See guidelines in the Academic Section.)

The distributive technology management major will be made up from one primary (18 credit hours) and 2 secondary (12 credit hours) fields selected from the following.

Communication and Behavior:
- COMM 100 Fundamentals of Communication
- COMM 230 Business and Professional Communication
- COMM 302 Intercultural Communication
- COMM 330 Messages, Meaning and Society
- COMM 355 Conflict Management
- COMM 370 Leadership Communication
- COMM 374 Interviewing
- DIGI 230 Introduction to Integrated Communication
- ENGL 300 Advanced Composition
- MRKT 355 Consumer Behavior
- PSYC 329 Psychology of Gender
- Up to 6 credit hours of other related upper-division courses

Management/Marketing/Finance:
- FNBK 306 Managerial Finance
- FNBK 322 Analysis of Financial Statements
- FNBK 356 Financial Planning
- FNBK 405 International Finance
- MGMT 206 Management Science
- MGMT 306 Principles of Management
- MGMT 307 International Business
- MGMT 315 Business Law I
- MGMT 316 Business Law II
- MGMT 320 Human Resource Management
- MGMT 375 Entrepreneurship/Small Business
- MGMT 492 Business Policy and Strategy
- MGMT 495 Internship
- MRKT 306 Principles of Marketing
- MRKT 407 International Marketing
- Up to 6 credit hours of upper division electives from these and related fields such as ag management and marketing

Technology:
- CMSC 181 Computer Science I (and above)
- MATH 143 Discrete Mathematics
- MIS 300 Introduction to Management Information Systems (and above)

Institutions and Society:
- ART 304 Modern to Contemporary Art History
- ENGL 250 American Literature
- ENV S 100 The Biological Environment
- ENV S 101 The Physical Environment
- ENV S 201 Conservation Ecology
- ENV S 312 Environmental Chemistry
- HIST 311 Problems in World History: The Vietnam War
- HIST 358 Women Around the World
- HIST 390 America and the World Wars
- HIST 397 Recent American History
- PSCN 315 International Relations
PSCN 465 Civil Liberties
PSPA 320 State and Local Politics
PSPA 360 Introduction to Public Affairs
PSYC 364 Industrial Psychology
PHIL/RELI 336 Professional Ethics
SCWK 255 Human Behavior in the Social Environment
SCWK 351 Aging in American Society
SOCI 302 Sociology of Deviant Behavior
SOCI 361 Racism and Sexism in American Life
THEA 411 Dramatic Literature
Up to 6 credit hours of other related upper-division courses
Buena Vista University established a graduate program with the master of science in education (M.S.Ed.) degree in 1996. In 2005 it added a master of education (M.Ed.) designed to provide working teachers with opportunities to deepen their understanding of current best practices in education and to broaden their knowledge base as educational practitioners. Offerings in the M.Ed. program include two 30-credit hour options - an effective teaching and instructional leadership (ETIL) track and a talented and gifted (TAG) track. The program also includes a 31-credit hour option with a teaching English as a second language track (TESL). In addition, teachers have the option of pursuing an Iowa endorsement program in TESL consisting of 21 hours of graduate level coursework or TAG consisting of 12 hours of graduate level coursework.

**MASTER OF SCIENCE IN EDUCATION (M.S.ED.) – PROFESSIONAL SCHOOL COUNSELING**

The master of science in education program is intended to enhance the skills of practicing professionals that they might become effective school counselors. The Higher Learning Commission of the North Central Association for Colleges and Secondary Schools and the Iowa Department of Education accredits the program and courses. Licensure in professional school counseling includes K-8 and 5-12 levels. A minimum of 37 credit hours is required in the program. The program can be completed within three years, during which the student accumulates graduate credit through course work delivered during summers and online. In keeping with the practical orientation of the program, the major involves supervised field experiences within the student’s own work setting.

**Degree Requirements**

**Year one:**
GEDU 519 Professional & Ethical Orientation to School Counseling - Summer I
GEDU 546 Methods in Professional School Counseling – Summer II
GEDU 544 Social and Cultural Foundations of School Counseling - Fall
GEDU 543 Administration of Comprehensive School Counseling Programs – Spring

**Year two:**
GEDU 527 Developmental Assessment & School Counseling Core Curriculum– Spring
GEDU 548 Group Counseling in the Schools – Summer II
GEDU 528 Action Research, Data Analysis, & Informational Resources - Fall
GEDU 529 Human Development & Learning in the School and Family - Spring

**Year three:**
GEDU 549 Career Development & Assessment in the Schools - Summer I
GEDU 538 Consultation, Leadership & Advocacy Roles in School Counseling - Summer II
GEDU 551 Supervised Prepracticum in School Counseling - Fall
GEDU 547 Elementary Field Practicum - Spring or GEDU 550 Secondary Field Practicum - Spring
GEDU 555 Capstone Professional Portfolio in School Counseling

*Additional practicums for those seeking K-12 licensure are offered on an arranged basis*

**Registration and Tuition**

The 2013-2014 tuition cost for the program is $464 per credit hour. Registration and payment for all courses must occur prior to the first class meeting. Methods of payment include check, MasterCard, Discover, Visa, online through Campus Connect, by mail, phone, or in person at the Business Office. Contact the Business Office at 800.383.2821, ext. 2041, or mail to Business Office, Buena Vista University, 610 W. Fourth St., Storm Lake, Iowa 50588.

**Graduate Financial Aid**

**Loans Available**

Federal Direct loans are available to students who complete a Free Application for Federal Student Aid (FAFSA) and enroll at least half-time in college. The Budget Control Act eliminated the availability of Federal Direct Subsidized Loans to graduate and professional students effective for loans made for periods of enrollment (loan periods) on or after July 1, 2012 and the availability of certain repayment incentives for loans made on or after July 1, 2012. The annual loan limit for graduate and professional students remains unchanged at $20,500, but this amount will now be limited to Federal Direct Unsubsidized Loans. With Federal Direct Unsubsidized Loan, students are responsible for all interest charges upon receipt of the loan. The interest rate for a Federal Direct Unsubsidized Loan is 6.8%. The aggregate maximum a graduate or professional student may borrow is $138,500. No more than $65,500 of this amount may be in subsidized loans. The graduate debt limit includes all federal loans received for undergraduate study.
Awards are restricted to students who are enrolled in the M.S.Ed. program as a half-time student. Half-time status is defined as three credit hours per semester. To qualify for a Federal Unsubsidized Loan, fill out the online FAFSA, Free Application for Federal Student Aid – after January 1. More information, including repayment information, can be found in the financial aid section of the catalog.

Please contact the Office of Financial Assistance at Buena Vista University, 800.383.2821, ext. 2164, for more information or visit BVU’s Financial Assistance web site.

**Satisfactory Academic Progress Policy**

The Higher Education Act of 1965, as amended, requires that all federal financial aid recipients make satisfactory academic progress toward degree completion. In addition to receiving financial aid from one or more of the various federal funds, receipt of state or institutional funds will also rely on a student meeting these standards. These standards apply to a graduate student’s entire degree program including terms in which financial aid was not received. Specific aid programs or departmental standards may require more than the minimum standards described below to continue in the program.

**The Standards**

1. **Cumulative grade point average**
   
   All students are expected to achieve an overall program cumulative g.p.a. of 3.0. Credits transferred into the program (up to 9) must also have a 3.0 or better to be accepted. The BVU CGPA will not reflect the grades for courses completed elsewhere. Hours accepted into the BVU program will be included in the SAP analysis.

   Students must continue to maintain a cumulative grade point average (CGPA) of 3.0 in order to remain in good standing. If the cumulative grade point average drops below 3.0 at the end of any semester, the student may continue to receive aid for one more semester on financial aid warning with the approval of the Office of Financial Assistance. If, following approval to continue past a warning period, the CGPA has been raised to 3.0, the student may continue with the program in good standing for financial aid purposes. Students who fail to improve to the level of good standing after one payment period on financial aid warning may have financial assistance suspended. However, an appeal process is available and upon a successful appeal through the Office of Financial Assistance, which will include an academic plan, the student may be allowed to continue to receive financial assistance. Students in this situation will continue to be eligible for financial assistance as long as they are meeting the standards in the plan.

2. **Pace**
   
   All courses completed at BVU are included in the analysis of academic standing. Incompletes are not a grading option. If a course is repeated, the repeat(s) will count in attempted hours for pace calculation purposes. The same is true for courses in which the student withdraws. A student will be placed on financial aid warning following any semester in which he/she withdraws.

   Students in the Master of Education-Professional School Counseling Program are expected to complete 12 hours each academic year. See Duration of Eligibility for additional information.

**Review Process**

The Academic Standing Committee will review students' progress three times each academic year (following fall, spring and summer semesters). The Office of Financial Assistance will use each semester review provided by the Academic Standing Committee to notify in writing those students whose academic record falls short of the standards for financial assistance eligibility, as detailed above. Based on the results of that review, a student may be placed in financial aid warning for the first occurrence. If a student is placed on financial aid warning, financial aid eligibility will continue through the warning period. A student who fails to achieve good academic standing after a warning period will have financial assistance suspended, unless an appeal is submitted and approved. Appeals may be granted by the Office of Financial Assistance in cases of extenuating circumstances such as illness, family emergencies, etc., that may affect a student’s ability to achieve SAP. An academic plan must be developed in these situations and the student will remain eligible for financial assistance as long as the plan standards are being met.

A student without a successful appeal will have financial aid suspended.

**Appeal Process**

All appeals must be in writing and received by the Office of Financial Assistance within one week of notification of suspension of financial assistance. The written appeal must include
and document the extenuating circumstance that prevented the student from meeting the SAP requirements, what has changed in the student’s situation, and the specific steps that will be taken to ensure future success, including a schedule of classes to be taken, when those classes will be taken, and if there will be transfer work.

Before a decision is made, the student’s progress, along with details in the appeal, will be reviewed by the Graduate Council and then by the SAP Committee to determine if and how the student can regain good academic standing.

Re-establishing SAP

Other than in situations where an appeal is granted, a student who has lost eligibility for federal or state aid can only regain eligibility by taking action that brings them back into satisfactory academic progress. Neither paying for classes nor sitting out any length of time affects a student’s academic standing so neither is sufficient to re-establish eligibility.

If a previously suspended student applies for readmission to BVU (which would include a new reason for appeal), that student may be allowed to return, with the benefit of financial assistance, if an academic plan is created to assist the student in attaining satisfactory progress. The student would continue to be eligible for financial assistance as long as the plan specifics are being met.

Duration of Eligibility for Financial Assistance

Students enrolled in this program will be allowed to attempt 43 total credit hours in the program. If the attempted program is not completed within this timeframe, even in situations where there has been a change of course of study, financial aid eligibility will be terminated. Appeals for duration of eligibility for financial assistance will be allowed on a case-by-case basis and must be made to the Office of Financial Assistance.

Withdrawal Process

This policy will assist students who feel the need to completely withdraw from the university after a semester has begun but before its conclusion. For a student who officially withdraws, the withdrawal date will be the earlier of the following (unless a later date can be documented):

- The date the student begins the official process mentioned below, or
- The date the student officially notifies the institution of intent to withdraw

If a student triggers both definitions above of official withdrawal on different dates, the university will use the earlier date, unless a later academically related activity can be documented. An academically related activity is defined as one that has been confirmed by an employee of BVU, such as taking an exam, actively logging into the coursework, turning in a class assignment, attending a study group, etc. Official notification can come in written form, via telephone, in person, or through e-mail. If a graduate student finds the need to completely withdraw within a semester, the withdrawal process should be initiated with the Office of Graduate Studies or the Registrar’s Office.

The Office of Student Affairs/Office of Graduate Studies/Registrar’s Office will then contact each affected office to provide the official withdrawal date. This date will then be used in the refund calculation. (See Return of Title IV Funds/State Aid Policy.) No return of federal aid will be required for a withdrawal that occurs on or after sixty percent of the enrollment period.

If a student begins and completes semester coursework, but does not officially withdraw as described above, they will be considered to have unofficially withdrawn. A student is considered to be withdrawn from a credit-hour program if the student does not complete all of the days in the payment period that the student was scheduled to complete. One example of a student who unofficially withdraws would be one who receives only failing grades for a semester.

If a student unofficially withdraws, he/she will be fully charged for tuition. If a student left without notification because of circumstances beyond the student’s control, such as those mentioned below, BVU might determine a withdrawal date related to those circumstances. In addition, a withdrawal date determination can be appealed for extenuating circumstances such as:

- Illness.
- Accident.
- Grievous personal loss.
- Or other circumstances beyond the student’s control.

The appeal request should be made through, and will be approved by the Office of Graduate Studies. The student or an interested party can initiate this process.

A student can rescind a withdrawal by providing a written request to the Office of Graduate Studies.

Students who cease to be academically engaged may also be administratively withdrawn. Administrative withdrawals will be treated as an unofficial withdrawal. The full administrative withdrawal policy can be found under the academic program policies & particulars section. If disciplinary action results
in the loss of any college or college-contracted service for the student, there will be no refund of charges. Federal or state aid will be returned based on the Return of Title IV Funds/State Aid Policy.

If a student wishes to request a leave of absence instead of withdrawing, he/she should contact the Office of Graduate Studies to begin that process. Under this policy, a leave of absence will be treated as an official withdrawal. The Office of Financial Assistance can be contacted with questions concerning the withdrawal process.

**Institutional Charges & Aid Policy for Withdrawals**

Students who withdraw completely from Buena Vista University will have their tuition, and applicable room and board reduced on a percentage basis up to 4 weeks into the semester. Correspondingly, a student’s institutional aid will be returned based on their official date of withdrawal and the same percentage. The Business Office will notify the student of their final billing information after all of the appropriate adjustments have been made. Any additional fees a student accrues, will not be adjusted and the student will be fully charged for the fee.

**The Institutional Charges & Aid reduction percentage schedule will be:**

1. 1st week of classes: 95% return of charges & institutional aid
2. 2nd week of classes: 75% return of charges & institutional aid
3. 3rd week of classes: 50% return of charges & institutional aid
4. 4th week of classes: 25% return of charges & institutional aid

**Return of Title IV Funds/State Aid Policy**

To calculate the amount of assistance earned by a student, BVU will first determine the percentage of assistance the student earned. The percentage of assistance earned is equal to the percentage of the period of enrollment that was completed as of and including the day the student withdrew, up to the 60 percent point in time. The percentage will be calculated using calendar days completed as of the day the student withdraws divided by the number of days in the enrollment/payment period. Interim will be included with the Spring semester when appropriate. All scheduled breaks of five or more days, including Saturdays and Sundays, will be taken out of the calculation. The calculated earned percentage is applied to the total amount of assistance that was disbursed or could have been disbursed to the student (allowable post withdrawal disbursements included), or on the student’s behalf, for the period of enrollment, as of the withdrawal date. If the withdrawal occurs after the 60 percent point, then the percentage of aid earned is 100 percent.

BVU must return the lesser of the unearned amount of Title IV (federal) and state aid, or an amount equal to the total institutional charges the student incurred for the enrollment period, multiplied by the unearned percentage of Title IV and state assistance (which is the complement of the earned percentage). The student is required to return federal funds when the total amount of unearned assistance exceeds the amount the school must return. The student returns the difference between the total amount of unearned assistance minus what BVU returns. However, a student is not required to return 50 percent of Title IV grant assistance, the student will be given 45 days from the day the calculation is performed to submit the owed amount to, or make satisfactory arrangements with, the Buena Vista University Business Office. If payment or an arrangement for payment is not made within 45 days, the Department of Education will be notified of the overpayment and the student may face losing consideration for future financial assistance until payment is received.

**The order of the return of Title IV funds will be as follows:**

1. Unsubsidized Direct Loans
2. Subsidized Direct Loans
3. Perkins Loan
4. Direct PLUS Loans
5. Pell Grants
6. FSEOG
7. Federal Teach Grant
8. Iraq and Afghanistan Service Grant

**Other Title IV assistance for which return of funds is required**

If a student or parent feels that individual circumstances warrant exceptions from stated policy, the following appeal order can be followed:

1. Accounts Receivable Manager
2. Director of Financial Assistance
3. Assistant Controller
4. Director of Business Services/Controller
5. Vice President for Business Services
6. President of Buena Vista University

Contact the Office of Student Affairs for a copy of BVU’s Leave of Absence Policy. Contact the Office of Financial Assistance for an example of a refund calculation.
Course Delivery and Schedule
The program is scheduled so that it will be accessible to teachers and others with full-time employment. Two courses will be offered each summer, while one course will be delivered each fall and spring semester. The program will require 3 years to complete, assuming the student maintains consistent enrollment. Each summer, graduate students come to the Buena Vista University campus for two 2-week courses to complete 6 hours of graduate instruction during the month of June. Classes meet 8 days total for 6 hours per day for each 3 credit hour course. The format and content of the courses that are offered on campus in the summer is conducive to research study in the library, access to the Information Technology Center, “hands-on” preparation of materials, integrated computer laboratory experiences and real time interaction with peers and the graduate faculty.

During the first two fall and spring semesters, the courses will be taught online. One or two six-hour Saturday sessions may be scheduled at the discretion of the instructor to allow face-to-face instruction for certain assignments. This course format meets the 45 contact hours required per graduate course.

Admission Requirements
• Bachelor of arts or bachelor of science degree, completed prior to start of summer courses
• A minimum undergraduate college grade point average (GPA) of 2.75 (on a 4.0 scale)
• The BVU analytic writing assessment (administered by BVU staff)
• Three letters of recommendation from specified sources
• Official transcripts from all undergraduate or graduate institutions attended
• Access to minimum technology requirements
• Acceptance by the admissions committee into the program

Note: Preference will be given to candidates who have an education background or school based work experience.

Admission Procedures
Apply online at www.bvu.edu/grad. Submitting applications through our web site is preferred, but applications by mail are acceptable.

1. Complete the application form, including auto-biographical statements. The three autobiographical questions are:
   • Describe significant personal experiences that influenced you to pursue the counseling profession.
   • Describe significant professional experiences that influenced you to pursue the counseling profession.
   • Discuss how you would make a contribution as a school counselor to the counseling profession, both within a local school district and the profession at large.

2. Obtain 3 letters with supportive endorsement or recommendation from:
   • Your current supervisor,
   • A professional colleague, and
   • A person of your choice who has direct knowledge of your professional experience.

Recommendation forms are available online in a pdf (Adobe Acrobat) format or by mail.

3. Request official transcripts be forwarded to the Graduate Program Office.

4. Prepare for and take the BVU analytical writing assessment test, as arranged by the graduate specialist following submission of the application.

Contact Information
Graduate Program, Box 2014
Buena Vista University
610 W. Fourth Street
Storm Lake, Iowa 50588
Toll-Free: 800.383.2821, ext. 2162
Direct: 712.749.2162
Fax: 712.749.1468
E-mail: grad@bvu.edu
Web site: www.bvu.edu/grad

Application Timeline
A new program cycle begins each summer on the Monday of the first full week in June. Applicants are encouraged to submit application materials as early as possible, but no later than the April 15 deadline preceding the first summer course. The Admissions Committee will review completed applications following the April 15 deadline, and notice regarding the admission decision will be mailed by April 25. The application materials are available online or upon request from:

Note: Applicants for Iowa counseling license are not required to hold a bachelor’s degree in education, nor a teaching license. Non-education majors must complete two undergraduate education courses to obtain the counseling license: Exceptional Learner (or an equivalent course in special education) and classroom management. Each course must be a minimum of two credits each. The additional state requirement for human relations is met through GEDU 544.
Admission Decisions
All students are admitted to the program on a provisional status. Students must earn a grade of “B-” or better in all course work in the completion of the 9 credit hour core (GEDU 519: Professional & Ethical Orientation to School Counseling, GEDU 546: Methods in Professional School Counseling, and GEDU 544: Social and Cultural Foundations of School Counseling). Students successfully completing this core will be granted full candidacy in the program. Students admitted on a provisional status who do not earn a minimum grade of “B-” or better in all course work while on provisional status will be reviewed by the graduate council and may be dismissed from the program. The provisional status agreement is communicated to the applicant in writing.

Transfer of Graduate Credit
Only students who are in good standing as graduate students at a regionally accredited institution are eligible to apply as graduate transfer students. Transfer credit guidelines are applicable to both degree-seeking (master’s degree) and non-degree seeking (licensure only) candidates.

Transfer of credits is limited as follows:
- No more than 9 semester hours of credit may be transferred into the student’s program. The admissions committee will examine the courses for similarity of content and will approve or disapprove the transfer by a simple majority vote.
- Transfer credit must consist of course work that has been obtained from an accredited graduate program within the past 8 years.
- Only course work with an obtained grade of “B-” (3.0) or above may be transferred.

The acceptance of the full 9 credit hours is conditional on the applicability of the requested credit to the student’s planned degree program. The student must request, in writing, consideration of potential transfer credit to the Associate Vice President of Academic Affairs and Dean of Graduate & Professional Studies. If the student chooses to pursue transfer of credit, he or she must provide the admissions committee with an official transcript along with a catalog description and/or syllabus of the course or courses from the offering institution.

Retention Policies
Following successful completion of the first 3 courses, the student must continue to maintain a cumulative grade point average (CGPA) of 3.0 in order to remain in good standing. If the cumulative grade point average drops below 3.0 at the end of any semester, the student may continue to attend for one more semester with the approval of the graduate council. If, following approval to continue through a probationary period, the CGPA has been raised to 3.0, the student may continue with the program in good standing. Students who fail to improve to the level of good standing after one semester of probation will be dismissed from the program. Courses with a grade lower than “C-” do not count toward the degree and must be repeated.

The structure of the curricular offerings necessitates that students maintain active continuous enrollment in the program. If students find it necessary to skip a semester offering, they may maintain good standing if the course can be made up at a later time. However, if the student fails to enroll for 2 consecutive semesters, he or she will be classified as inactive and advisory services will be curtailed.

If, for whatever reason, a student fails to engage in continuous enrollment (as defined above), he or she must petition the graduate council for consideration for re-admittance. The petition must be done formally in writing to the Associate Vice President of Academic Affairs and Dean of Graduate & Professional
Studies, and must outline the student’s request and plan for program completion. Depending on the circumstances of a student’s departure from the program and the availability of space in the current cohorts, the graduate council may provide varied recommendations and requirements for re-admittance. Students will be notified in writing of the council’s decision and re-entry requirements.

**Time Limitations**

All requirements submitted in fulfillment of the M.S.Ed. degree requirements must be completed within a period of 8 years. These limitations will be extended only for the period of active duty for students entering the military service. The student must submit a petition upon his or her return from military service.

**Application for School Counseling License**

Upon satisfactory completion of the appropriate program, the Buena Vista University School of Education licensure officer will recommend the student for counseling license from the Iowa Board of Educational Examiners. The recommendation is contingent upon the successful completion of the specific program requirements (K-8, 5-12) and application for licensure and fee submitted by the student to BVU’s certification officer. Applications are available on the Iowa Board of Educational Examiners web site (www.state.ia.us/boee) or from the graduate office.

**Licensure Only Admissions**

Persons who have completed a master’s degree may be eligible for licensure in school guidance and counseling. An analysis of the applicant’s graduate transcript(s) is necessary to determine the courses that are needed to obtain the license. Individuals interested in licensure only may contact the Graduate Office at 800.383.2821 extension 2162 for further information and to arrange for a graduate transcript analysis. Licensure only candidates must take at least six hours of course work from BVU, not including the practicum and capstone experiences, in order to be recommended for licensure. That is, students are not allowed to enroll in only the practicum or capstone experiences in order to be recommended.

**Technology**

BVU’s graduate program uses computer technology to deliver course information over the internet through e-mail and web sites. Student access, whether at home or school, is essential to graduate study at Buena Vista University.

**Recommended computer hardware & software requirements:**

- A PC or Macintosh with Core 2 Duo or higher processor
- 2GB RAM or more
- Windows 7 or Macintosh Lion Operating Systems
- Internet Explorer 7 or Firefox 9
- Access to Microsoft Office 2007 or 2010 (Work, Excel, Powerpoint)
- High-Speed/Broadband internet connection
- Some courses may require a webcam and microphone

Students who do not have recent versions of Microsoft Office may purchase the software at significant savings through an agreement between BVU and Microsoft. A student ID is required. For more information, follow the “Student Resources” link at www.bvu.edu/grad.

**MASTER OF EDUCATION (M.ED.) - CURRICULUM & INSTRUCTION WITH EMPHASIS IN EFFECTIVE TEACHING AND INSTRUCTIONAL LEADERSHIP, TALENTED AND GIFTED, OR TEACHING ENGLISH AS A SECOND LANGUAGE**

The master of education in curriculum and instruction program is an online program intended to enhance the skills of practicing professionals. The Higher Learning Commission of the North Central Association of Colleges and Secondary Schools and the Iowa Department of Education accredits the program and courses. Within the program, students choose one of three tracks, effective teaching and instructional leadership, talented and gifted or teaching English as a second language. The program requires 30-31 credit hours of study, and can be completed in as little as two years. In keeping with the practical orientation of the program, the program curriculum involves field experiences and application opportunities within the student’s own work setting.

**Effective Teaching and Instructional Leadership**

GEDU 510 Introduction to Graduate Study and Research  
GEDU 512 Learning, Development and Motivation  
GEDU 517 Social and Cultural Foundations of Education  
GEDU 518 Assessment and Evaluation of Classroom Learning  
GECI 501 Principles of Instructional Design and Curriculum Planning
GECI 502 Cognition and Instruction: Research Based Instructional Strategies
GECI 503 Differentiating Instruction for Diverse Learners
GECI 504 Professional Development and Instructional Leadership
GECI 505 Collaborating with Home, School and Community Partners
GEDU 591 Capstone Portfolio: Effective Teaching and Instructional Leadership

GECI 506 – Psychology of the Gifted
GECI 507 – Gifted Education Programming
GECI 508 – Action Research and Practicum in Gifted Education
GECI 509 – Administration and Supervision in Gifted Education
GECI 510 – Differentiating Instruction for Gifted Learners

TAG Endorsement only option (Iowa endorsement)
The Talented and Gifted Teacher endorsement only option is available to Iowa teachers. The endorsement requires 12 credit hours of study including the following courses:
GECI 506 – Psychology of the Gifted
GECI 507 – Gifted Education Programming
GECI 508 – Action Research and Practicum in Gifted Education
GECI 509 – Administration and Supervision in Gifted Education

TESL Certification only option (Iowa endorsement)
The graduate certification in Teaching English as a Second Language (K-12) is an online program intended to enhance the skills of educators who hold a degree and teaching license in their content area. The Higher Learning Commission of the North Central Association of Colleges and Secondary Schools and the Iowa Department of Education accredit the program and courses. Within the program, students earn an ESL (K-12) endorsement from the State of Iowa. The program requires 19 credit hours of study, and can be completed in as little as one year. In keeping with the practical orientation of the program, the program curriculum involves field experiences.

GECI 503 Differentiating Instruction for Diverse Learners
GECI 541 Second Language Acquisition for Classroom Teachers
GECI 542 Applied Linguistics
GECI 543 Methods and Curriculum Development in Teaching English as a Second Language
GECI 503 Differentiating Instruction for Diverse Learners
GECI 544 Assessment Issues in Second Language Learning
GECI 558 Practicum in Teaching English as a Second Language (K-6) or GECI 559 Practicum in Teaching English as a Second Language (7-12)
GEDU 517 Social and Cultural Foundations of Education
GEDU 510 Introduction to Graduate Study and Research
GEDU 512 Learning, Development and Motivation
GEDU 517 Social and Cultural Foundations of Education
GEDU 518 Assessment and Evaluation of Classroom Learning
GECI 506 – Psychology of the Gifted
GECI 507 – Gifted Education Programming
GECI 508 – Action Research and Practicum in Gifted Education
GECI 509 – Administration and Supervision in Gifted Education
GEDU 517 Social and Cultural Foundations of Education
GEDU 510 Introduction to Graduate Study and Research
GEDU 512 Learning, Development and Motivation
GEDU 517 Social and Cultural Foundations of Education
GEDU 518 Assessment and Evaluation of Classroom Learning
GECI 506 – Psychology of the Gifted
GECI 507 – Gifted Education Programming
GECI 508 – Action Research and Practicum in Gifted Education
GECI 509 – Administration and Supervision in Gifted Education
GEDU 592 Capstone Portfolio: Teaching English as a Second Language

Graduate level endorsements
Students desiring the Iowa endorsement as a talented and gifted teacher coordinator may complete 12 hours of special coursework. Students desiring an Iowa endorsement only option in TESL may complete 21 hours of special coursework.

Talented and Gifted
GEDU 510 Introduction to Graduate Study and Research
GEDU 512 Learning, Development and Motivation
GEDU 517 Social and Cultural Foundations of Education
GEDU 518 Assessment and Evaluation of Classroom Learning
GECI 506 – Psychology of the Gifted
GECI 507 – Gifted Education Programming
GECI 508 – Action Research and Practicum in Gifted Education
GECI 509 – Administration and Supervision in Gifted Education
GEDU 517 Social and Cultural Foundations of Education
GEDU 510 Introduction to Graduate Study and Research
GEDU 512 Learning, Development and Motivation
GEDU 517 Social and Cultural Foundations of Education
GEDU 518 Assessment and Evaluation of Classroom Learning
GECI 506 – Psychology of the Gifted
GECI 507 – Gifted Education Programming
GECI 508 – Action Research and Practicum in Gifted Education
GEDU 592 Capstone Portfolio: Teaching English as a Second Language

TAG Endorsement only option
The Talented and Gifted Teacher endorsement only option is available to Iowa teachers. The endorsement requires 12 credit hours of study including the following courses:
GECI 506 – Psychology of the Gifted
GECI 507 – Gifted Education Programming
GECI 508 – Action Research and Practicum in Gifted Education
GECI 509 – Administration and Supervision in Gifted Education
GEDU 517 Social and Cultural Foundations of Education
GEDU 510 Introduction to Graduate Study and Research
GEDU 512 Learning, Development and Motivation
GEDU 517 Social and Cultural Foundations of Education
GEDU 518 Assessment and Evaluation of Classroom Learning
GECI 506 – Psychology of the Gifted
GECI 507 – Gifted Education Programming
GECI 508 – Action Research and Practicum in Gifted Education
GEDU 592 Capstone Portfolio: Teaching English as a Second Language

TESL Certification only option
The graduate certification in Teaching English as a Second Language (K-12) is an online program intended to enhance the skills of educators who hold a degree and teaching license in their content area. The Higher Learning Commission of the North Central Association of Colleges and Secondary Schools and the Iowa Department of Education accredit the program and courses. Within the program, students earn an ESL (K-12) endorsement from the State of Iowa. The program requires 19 credit hours of study, and can be completed in as little as one year. In keeping with the practical orientation of the program, the program curriculum involves field experiences.

GECI 503 Differentiating Instruction for Diverse Learners
GECI 541 Second Language Acquisition for Classroom Teachers
GECI 542 Applied Linguistics
GECI 543 Methods and Curriculum Development in Teaching English as a Second Language
GECI 503 Differentiating Instruction for Diverse Learners
GECI 544 Assessment Issues in Second Language Learning
GECI 558 Practicum in Teaching English as a Second Language (K-6) or GECI 559 Practicum in Teaching English as a Second Language (7-12)
GEDU 517 Social and Cultural Foundations of Education

GEDU 592 Capstone Portfolio: Teaching English as a Second Language
MASTER OF EDUCATION (M.ED.) - SPECIAL EDUCATION WITH EMPHASIS IN MILD TO MODERATE NEEDS K-8, MILD TO MODERATE NEEDS 5-12, SEVERE/ MULTIPLE DISABILITIES, OR EARLY CHILDHOOD SPECIAL EDUCATION

The master of education in special education program is an online program intended to advance the skills of practicing professionals. The Higher Learning Commission of the North Central Association of Colleges and Secondary Schools and the Iowa Department of Education accredits the program and courses. Within the program, students choose one of four tracks, K-8 Mild to Moderate Needs, 5-12 Mild to Moderate Needs, Severe/Multiple Disabilities, or Early Childhood Special Education. The program requires 31-37 credit hours of study, and can be completed in as little as two years. Students may also elect to complete the endorsement only, which would require completion of 25-28 hours of coursework. Students will collaborate in breadth courses while also developing track-specific depth in a selected area. Each depth course culminates in an application experience. In keeping with the practical orientation of the program, the program curriculum involves field experiences and application opportunities within the student’s own work setting.

COURSE CODES:
GECI: Graduate Education Core Courses
These courses present the core M.Ed. coursework as well as coursework specific to breadth of the graduate program, by ensuring that knowledge and pedagogy are grounded in current theory and research surrounding the education of students with a variety of exceptionalities from Preschool through age 21.
CSPD: Combined K-8 & 5-12 Mild and Moderate Needs courses
ESPD: K-8 Moderate Needs courses
MSPD: Severe/Multiple Disabilities (learning, behavior, cognitive, physical, multiple)
PSPD: Early Childhood Special Education courses
SSPD: 5-12 Moderate Needs courses

Core Coursework (to be completed by all M.Ed. candidates in this program, Endorsement only candidates are not required to see these):
GEDU 510 Introduction to Graduate Study and Research
GEDU 512 Learning, Development and Motivation
GEDU 517 Social and Cultural Foundations of Education

Breadth Coursework (to be completed by all M.Ed. candidates, Endorsement only candidates complete these without the core):
GECI 561 Characteristics of Learners with Disabilities and the IEP Process
GECI 562 Professional Practices & Collaboration
GECI 563 Methods for Instruction & Intervention
GECI 566 Behavior & Classroom Management
GECI 567 Assessment & Diagnosis

Depth and Application Coursework by area of emphasis completed by all candidates based on the track selected:

Mild to Moderate Needs K-8
CSPD 561 Characteristics of Learners: Mild to Moderate Disabilities
CSPD 566 Behavior & Classroom Management: Mild to Moderate Disabilities
CSPD 567 Assessment & Diagnosis: Mild to Moderate Disabilities
ESPD 563 Specific Methods & Instructional Strategies: Mild to Moderate Disabilities K-8
GECI 569 Self-determination for Early Education Transitions (optional course)
GECI 580 Student Teaching Experience Mild to Moderate K-8
Or GECI 584 Capstone Portfolio in Special Education

Mild to Moderate Needs 5-12
CSPD 561 Characteristics of Learners: Mild to Moderate Disabilities
CSPD 566 Behavior & Classroom Management: Mild to Moderate Disabilities
CSPD 567 Assessment & Diagnosis: Mild to Moderate Disabilities
GECI 568 Transition & Post-secondary Outcomes
SSPD 563 Specific Methods & Instructional Strategies: Mild to Moderate Disabilities 5-12
GECI 581 Student Teaching Experience Mild to Moderate 5-12
Or GECI 584 Capstone Portfolio in Special Education

Severe /Multiple Disabilities
GECI 568 Transition & Post-secondary Outcomes
MSPD 561 Characteristics of Learners: Severe & Multiple Disabilities
MSPD 563 Specific Methods & Instructional Strategies: Severe & Multiple Disabilities
MSPD 566 Behavior & Classroom Management: Severe & Multiple Disabilities
MSPD 567 Assessment & Diagnosis: Severe & Multiple Disabilities
GECI 582 Student Teaching Experience Severe and Multiple Disabilities
Or GECI 584 Capstone Portfolio in Special Education

Early Childhood Special Education
GECI 569 Self-determination for Early Education Transitions
PSPD 561 Characteristics of Learners: Early Childhood Special Education
PSPD 563 Specific Methods & Instructional Strategies: Early Childhood Special Education
PSPD 566 Behavior & Classroom Management: Learners: Early Childhood Special Education
PSPD 567 Assessment & Diagnosis: Early Childhood Special Education
GECI 583 Student Teaching Experience Early Childhood Special Education
Or GECI 584 Capstone Portfolio in Special Education

Endorsement Only
Students seeking graduate credits for endorsement only should select the appropriate Breadth and Depth coursework without graduate foundations courses. These students will be required to complete the appropriate Student Teaching in Special Education course according to the selected area of endorsement (GECI 580-583).

Tuition
The 2013-2014 tuition cost for the program is $488 per credit hour for all online courses. Tuition payment is due by the first day of the term/semester. It is the student’s responsibility to pay fees and any other financial obligations to the University as they become due. The non-payment of any financial obligation may result in the administrative withdrawal of the student or in legal action. Records (grade and academic transcript) will be held for failure to meet payment deadlines, and the student will not be allowed to register for the next sequenced course. Student accounts may be viewed through Campus Connect at any time. Methods of payment include check, MasterCard, Discover, Visa by mail, phone, or in person at the Business Office. Contact the Business Office at 800.383.2821, ext. 2041, or mail to Business Office, Buena Vista University, 610 W. 4th St., Storm Lake, Iowa 50588.

Statements concerning fees are announcements and are not to be regarded as offers to contract. The university reserves the right to change fees and other charges at any time by published notice before the opening of any semester or session.

Graduate Financial Aid
Opportunities Grants available from BVU for the Master of Education Program (online)
- BVU Iowa Regional Opportunity Grant for Graduate Studies
  - $100 per credit hour grant for teachers currently employed in P-12 teaching positions in Iowa or one of the approved border states (NE, SD, MN, IL, MO)
- BVU Graduate Opportunity Grant for Graduate Studies
  - $130 per credit hour grant for those who have graduated from either an undergraduate or graduate program at Buena Vista University (as determined by the Registrar’s Office) and are teachers currently employed by P-12 teaching positions.
- Note – These grants are only available for the M.Ed online program. Students enrolled in the M.Ed. program are only eligible to receive one of the grant programs listed above.

Federal Direct loans are available to students who complete a Free Application for Federal Student Aid (FAFSA) and enroll at least half-time in college. The Budget Control Act eliminated the availability of Federal Direct Subsidized Loans to graduate and professional students effective for loans made for periods of enrollment (loan periods) on or after July 1, 2012 and the availability of certain repayment incentives for loans made on or after July 1, 2012. The annual loan limit for graduate and professional students remains unchanged at $20,500, but this amount will now be limited to Federal Direct Unsubsidized Loans. The aggregate maximum a graduate or professional student may borrow is $138,500, which includes all federal loans received for undergraduate study. With Federal Direct Unsubsidized Loan, students are responsible for all interest charges upon receipt of the loan. The interest rate for a Federal Direct Unsubsidized Loan is 6.8%.

Awards are restricted to students who are enrolled in the M.S.Ed. program as a half-time student. Half-time status is defined as continuous enrollment in the prescribed series of courses (3 hours per term). To qualify for a Federal Unsubsidized Loan, fill out the online FAFSA, Free Application for Federal Student Aid – after January 1. More information, including repayment information, can be found in the financial aid section of the catalog.

Satisfactory Academic Progress Policy
The Higher Education Act of 1965, as amended, requires that all federal financial aid recipients make satisfactory academic progress toward
degree completion. In addition to receiving financial aid from one or more of the various federal funds, receipt of state or institutional funds will also rely on a student meeting these standards. These standards apply to a graduate student’s entire degree program including terms in which financial aid was not received. Specific aid programs or departmental standards may require more than the minimum standards described below to continue in the program.

The Standards

1. Cumulative grade point average
All students are expected to achieve an overall program cumulative g.p.a. of 3.0. Credits transferred into the program (up to 6) must also have a 3.0 or better to be accepted. The BVU CGPA will not reflect the grades for courses completed elsewhere. Hours accepted into the BVU program will be included in the SAP analysis.

Students must continue to maintain a cumulative grade point average (CGPA) of 3.0 in order to remain in good standing. If the cumulative grade point average drops below 3.0 at the end of any semester, the student may continue to receive aid for one more semester on financial aid warning with the approval of the Office of Financial Assistance. If, following approval to continue past a warning period, the CGPA has been raised to 3.0, the student may continue with the program in good standing for financial aid purposes. Students who fail to improve to the level of good standing after one semester on financial aid warning may have financial assistance suspended. However, an appeal process is available and upon a successful appeal through the Office of Financial Assistance, the student may be allowed to continue to receive financial assistance. Students in this situation will continue to be eligible for financial assistance as long as they are meeting the standards in the plan.

2. Pace
All courses completed at BVU are included in the analysis of academic standing. Incompletes are not a grading option. If a course is repeated, the repeat(s) will count in attempted hours for pace calculation purposes. The same is true for courses in which the student withdraws. A student will be placed on financial aid warning following any semester in which he/she withdraws.

Students in the Master of Education-Curriculum and Instruction Program are expected to complete 15 hours each academic year. See Duration of Eligibility for additional information.

Review Process
The Academic Standing Committee will review students’ progress three times each academic year (following fall, spring and summer semesters, where each semester is comprised of two terms). The Office of Financial Assistance will use each semester review provided by the Academic Standing Committee to notify in writing those students whose academic record falls short of the standards for financial assistance eligibility, as detailed above. Based on the results of that review, a student may be placed in financial aid warning for the first occurrence. If a student is placed on financial aid warning, financial aid eligibility will continue through the warning period.

A student who fails to achieve good academic standing after a warning period will have financial assistance suspended from the University unless an appeal is submitted and approved. Appeals may be granted by the Office of Financial Assistance in cases of extenuating circumstances such as illness, family emergencies, etc., that may affect a student’s ability to achieve SAP. An academic plan must be developed in these situations and the student will remain eligible for financial assistance as long as the plan standards are being met. A student without a successful appeal will have financial assistance suspended.

Appeal Process
All appeals must be in writing and received by the Office of Financial Assistance within one week of notification of suspension of financial assistance. The written appeal must include and document the extenuating circumstance that prevented the student from meeting the SAP requirements, what has changed in the student’s situation, and the specific steps that will be taken to ensure future success, including a schedule of classes to be taken, when those classes will be taken, and if there will be transfer work.

Before a decision is made, the student’s progress, along with details in the appeal, will be reviewed by the Graduate Council and then by the SAP Committee to determine if and how the student can regain good academic standing.

Re-establishing SAP
Other than in situations where an appeal is granted, a student who has lost eligibility for federal or state aid can only regain eligibility by taking action that brings them back into
satisfactory academic progress. Neither paying for classes nor sitting out any length of time affects a student’s academic standing so neither is sufficient to re-establish eligibility. If a previously suspended student applies for readmission to BVU (which would include a new reason for appeal) after an academic suspension, that student may be allowed to return, with the benefit of financial assistance, if an academic plan is created to assist the student in attaining satisfactory progress. The student would continue to be eligible for financial assistance as long as the plan specifics are being met.

Duration of Eligibility for Financial Assistance
Students enrolled in this program will be allowed to attempt 37 total credit hours in the program. If the attempted program is not completed within this timeframe, even in situations where there has been a change of course of study, financial aid eligibility will be terminated. Appeals will be allowed on a case-by-case basis and must be made to the Office of Financial Assistance.

Withdrawal Policy
This policy will assist students who feel the need to completely withdraw from the university after a semester has begun but before its conclusion. A student is considered to be withdrawn from a credit hour program if the student does not complete all of the days in the payment period that the student was scheduled to complete.

For a student who officially withdraws, the withdrawal date will be the earlier of the following (unless a later date can be documented):

- The date the student begins the official process mentioned below, or
- The date the student officially notifies the institution of intent to withdraw.

If a student triggers both definitions above of official withdrawal on different dates, we will use the earlier date, unless we can document academically related activity later. Academically related activity is defined as one that has been confirmed by an employee of BVU, such as taking an exam, actively logging into the coursework, turning in a class assignment, attending a study group or class, etc.

Official notification can come in written form, via telephone, in person, or through e-mail and should be made with the BVU Graduate & Professional Studies Office. This process must also be followed for withdrawal from online courses.

If a student begins but does not complete coursework for a term/semester, but does not officially withdraw as described above, they will be considered to have unofficially withdrawn. The withdrawal date for a federal or state aid recipient who unofficially withholds will be the midpoint of the payment period or the last day of academically related activity, whichever is later. No federal or state aid will be returned for a withdrawal that occurs after sixty percent of the payment period (which could be based on one term or two, depending on enrollment at the time of withdrawal).

If a student unofficially withdraws, the student will be fully charged for tuition. If a student left without notification because of circumstances beyond the student’s control, the BVU Graduate & Professional Studies program staff might determine a withdrawal date related to those circumstances.

A student can rescind a withdrawal by providing a written request to a GPS office. If disciplinary action results in the loss of any college or college-contracted service for the student, there will be no refund of charges. Federal or state aid may be returned based on the Return of Title IV Funds/State Aid Policy. The Office of Financial Assistance can be contacted with questions concerning the withdrawal process or the refund calculation. A copy of the Return of Title IV Funds/State Aid Policy can be found in the financial assistance section of this catalog and our web site, or can be requested from the Office of Financial Assistance or the Business Office.

GPS – Institutional Charges & Aid Policy for Withdrawals
Students who withdraw completely from a course at Buena Vista University, Graduate & Professional Studies, will have their tuition reduced on a percentage basis. Correspondingly, a student’s institutional aid will be returned based on their official date of withdrawal and the same percentage. The Business Office will notify the student of their final billing information after all of the appropriate adjustments have been made. Any additional fees a student accrues will not be adjusted and the student will be fully charged.

The following schedules will determine the calculation for students’ tuition for the particular courses the withdrawal applies to. Refunds are based on the official start date of the term and not the first day of class.

Face to Face GPS T1 – T6 courses:

Prior to the end of the 4th calendar day of the term: 95% return of charges & institutional aid
Prior to the end of the 8th calendar day of the term: 75% return of charges & institutional aid
Prior to the end of the 11th calendar day of the term: 50% return of charges & institutional aid
Prior to the end of the 15th calendar day of the term: 25% return of charges & institutional aid

Online (Undergraduate & Graduate courses)

GPS T1 – T6 courses:
Prior to the end of the 4th calendar day of the term: 95% return of charges & institutional aid
Prior to the end of the 10th calendar day of the term: 75% return of charges & institutional aid
Prior to the end of the 15th calendar day of the term: 50% return of charges & institutional aid
Prior to the end of the 18th calendar day of the term: 25% return of charges & institutional aid

GPS CO-OP T1 – T3 courses:
Prior to the end of the 4th calendar day of the term: 95% return of charges & institutional aid
Prior to the end of the 15th calendar day of the term: 75% return of charges & institutional aid
Prior to the end of the 20th calendar day of the term: 50% return of charges & institutional aid
Prior to the end of the 25th calendar day of the term: 25% return of charges & institutional aid

Seated Graduate Courses:
1st week of classes: 95% return of tuition charges & institutional aid
2nd week of classes: 75% return of tuition charges & institutional aid
3rd week of classes: 50% return of tuition charges & institutional aid
4th week of classes: 25% return of tuition charges & institutional aid

Saturday Courses:
Prior to the end of the 3rd calendar day of the term: 95% return of tuition charges & institutional aid
Prior to the end of the 6th calendar day of the term: 75% return of tuition charges & institutional aid
Prior to the end of the 9th calendar day of the term: 50% return of tuition charges & institutional aid

Prior to the end of the 11th calendar day of the term: 25% return of tuition charges & institutional aid

All students taking Summer-Term courses related to Summer Trips will be fully charged on the first day of classes.
All students taking courses that do not fall into one of the above course categories will be fully charged on the first day of class and charges will not be reduced in the event of a withdrawal.

Registration
Registration for online graduate courses is open on a rolling basis. However, space in courses may be limited. We recommend students register for courses at least four weeks prior to the start of a term to ensure availability and to allow time to order books. The schedule of courses is posted on the web at www.bvu.edu/online. Deadlines and policies for late registration, adds, drops, and withdraws follow those established for BVU Graduate & Professional Studies term schedule.

Typical Course Load
The normal class load is three credit hours per eight week term for five terms per year in order to complete the minimum required 21 credit hours during a one-year program of study through BVU Online. Students in the online graduate program cannot take more than three credit hours per term with the exception of Term 6 (July-August) when students may enroll in a maximum of six credit hours, if courses are available. The university reserves the right to regulate class size, add, delete, or otherwise alter the published course listings.

Admissions Requirements
- Completed application packet
- Completed undergraduate degree from an accredited institution. An official transcript denoting the degree awarded must be submitted as part of the application package
- A minimum cumulative undergraduate college grade point average (GPA) of 2.75 (on a 4.0 scale)*
- Submission of a writing sample/autobiography (see application procedures below)
- Three letters of recommendation from specified sources (see application)
- Official transcripts from all undergraduate or graduate institutions attended
- Copy of a valid K-12 teaching certificate or license. Candidates must have appropriate access to a classroom in order
to be successful in this program, due to its practical and application oriented nature
- Access to minimum technology requirements
- Acceptance by the admissions committee into the program

*Applicants who cannot meet this requirement may be considered for probationary admission status and may enroll in up to nine credit hours of graduate study at BVU. These applicants will be reviewed at that time and, pending successful completion of these nine credit hours (at least a “B-” in each course), may be granted full status.

Admissions Procedures
Online applications are available through the “Apply” link at www.bvu.edu/grad. Applications for this program are submitted online. For any assistance with the application process contact the BVU Online Programs Office.

The process for successful completion of the application packet is as follows:

1. Complete the application form, including written responses (please limit responses to approximately 250-300 words each) to the following questions:
   - Why are you applying to this program at this time?
   - How do you plan to contribute to this program? What do you expect to take from it?
   - How will support your own success in this program? That is, what steps will you take to ensure your success in this academically rigorous endeavor?

   Candidates are advised that these written responses ought to reflect both depth and breadth of understanding and/or interest in the program. These statements are considered by the admissions committee as a writing sample indicative of the candidate’s command of the English language, ability to engage in graduate level writing both mechanical and conceptual/analytical, and the applicant’s readiness for graduate study.

2. Obtain three letters with supportive endorsement or recommendation from:
   - Your current supervisor
   - A professional peer
   - A person of your choice who has direct knowledge of your professional experience

   Recommendation forms are available online in a .PDF (Adobe Acrobat) format.

3. Request official transcripts to be forwarded to the BVU Online Programs Office. If you are a graduate of Buena Vista University, we can access those documents for you.

4. Submit copy a valid K-12 teaching certificate or license to the BVU Online Programs Office

Admission Decisions
Upon receiving ALL application materials, an admissions packet is compiled by the BVU Online Programs Office. The completed admissions packet is submitted to the admissions committee for review. The result of the decision is communicated to the applicant in writing. Students must confirm acceptance to BVU Online in response to the acceptance notification. All students are admitted to the program on a provisional status. Students must earn a grade of “B-” or better in all coursework in the completion of the first 9 credit hours of coursework attempted. Students meeting this criteria will be granted full candidacy in the program. Students admitted on a provisional status who do not earn a minimum grade of “B-” or better in all coursework while on provisional status will be reviewed by the graduate council and may be dismissed from the program. The provisional status agreement is communicated to the applicant in writing.

Special Admissions Status
Students may be allowed to take a single graduate level course from BVU. Candidates must be granted special permission to do so from the assistant dean of education and graduate studies, and permission to do so will be only granted if there is course space available, with full admission candidates given first priority for registration in these courses. Candidates interested in this status must submit all previous official transcripts, provide a copy of a valid teaching license, and send a request in writing to the assistant dean of education and graduate studies for consideration to take courses on this status. Students may be granted special admissions status for up to 9 credit hours of course work. Students will not be allowed to continue enrollment after this time until full admission is sought and gained

Admissions Appeal
Students may appeal a negative admission decision. A formal letter of appeal must be written to the vice president for academic affairs and dean of faculty at BVU, outlining the concerns regarding the admissions decision. The case is forwarded to the appeals panel comprised of the associate dean of faculty, the
vice president for enrollment services, and the dean of the school of education. The student may request an interview with the panel. After review of the evidence provided by the applicant, the panel makes a second ruling with regard to admission.

**Advising**
If the admissions decision is positive, the applicant is notified and an advisor is assigned by the assistant dean of graduate & professional studies.

**Time Limitations**
All requirements submitted in fulfillment of the master of education degree requirements must be completed within a period of 8 years. These limitations will be extended only for the period of active duty for students entering the military service. The student must submit a petition upon his or her return from military service.

**Grading System**
With the exception of the capstone portfolio, all graduate courses are evaluated only by letter grade.

**Transfer of Graduate Credit**
Only students who are in good standing as graduate students at a regionally accredited institution are eligible to apply as graduate transfer students. Transfer credit guidelines are applicable to both degree-seeking (master’s degree) and non-degree seeking (licensure only) candidates.

*Transfer of credits is limited as follows:*
- No more than 6 credit hours may be transferred into the student’s program. The admissions committee will examine the courses for similarity of content and will approve or disapprove the transfer by a simple majority vote.
- Transfer credit must consist of course work that has been obtained from an accredited graduate program within the past 8 years.
- Only course work with an obtained grade of “B-” (3.0) or above may be transferred.
- No transfer credit will be granted for the required introductory course, GEDU 510 Introduction to graduate study

The acceptance of the full 6 credit hours is conditional on the applicability of the requested credit to the student’s planned degree program. The student must request, in writing, consideration of potential transfer credit to the assistant dean of education and graduate studies. Only work evaluated “B-” or above is acceptable for transfer credit and applicable to a specific master’s in education degree specialty area. Course work taken for ungraded credit cannot be used toward a degree. Official transcripts must show that the credit is at the graduate level. No transfer credit will be accepted for courses taken by correspondence.

If students wish to seek graduate credit from an institution while enrolled at Buena Vista University and the student wishes that coursework credit to be applied to his/her current program of studies, the transfer student must secure the prior approval of the assistant dean of education and graduate studies. This is to ensure that the course meets the conditions described above. A copy of the approval note will be filed in the Graduate Office.

If the student chooses to pursue transfer of credit, he or she must provide the admissions committee with an official transcript along with a catalog description of the course or courses from the offering institution. Students must request that a specific course be considered for transfer credit for a specific course within the BVU program of studies. Requests for blanket consideration of entire transcripts will not be honored.

**Correspondence Courses**
Buena Vista University does not accept any course work taken by correspondence for graduate credit.

**Attendance and Absentee Policy**
Students are expected to follow the participation parameters set by each instructor. Difficulties or conflicts with this expectation should be addressed through the individual instructor for each course. Students who do not log into the course side for a period of more than 7 consecutive days may be considered as no longer attending. Access to the online course may be blocked for non-attending students and may require instructor permission to reactivate access. Students deemed to be non-attending and blocked from course access are not withdrawn from the course unless they indicate so in writing.

**Retention Policies**
Following successful completion of the first 3 courses, the student must continue to maintain a cumulative grade point average (CGPA) of 3.0 in order to remain in good standing. If the cumulative grade point average drops below 3.0 at the end of any semester, the student may continue to attend for one more semester with the approval of the graduate council.
If, following approval to continue through a probationary period, the CGPA has been raised to 3.0, the student may continue with the program in good standing. Students who fail to improve to the level of good standing after one semester of probation will be dismissed from the program. Courses with a grade lower than “C-” do not count toward the degree and must be repeated. All coursework from courses must be complete and a final grade assigned, with no outstanding circumstances such as change of grade contract, before students will be permitted to continue on in the program.

Continuous enrollment will allow a student to complete his or her M.Ed. in as little as two years. If students find it necessary to skip a term offering, they may maintain good standing if the course can be made up at a later time. However, if the student fails to enroll for more than three consecutive eight week terms, he or she will be classified as inactive and advisory services will be curtailed.

If, for whatever reason, a student fails to engage in continuous enrollment (as defined above), he or she must petition the graduate council for consideration for re-admittance. The petition must be submitted formally in writing to the assistant dean of education and graduate studies, and must outline the student’s request and plan for program completion. Depending on the circumstances of a student’s departure from the program and the availability of space in the current courses, the graduate council may provide varied recommendations and requirements for re-admittance. Students will be notified in writing of the council’s decision and re-entry requirements.

**Graduation**

The student must have been already admitted to candidacy, and he or she must have been recommended for graduation in the prescribed manner. Recommendations for the awarding of the graduate degree originate with the graduate advisory committee, and are acted upon by the President and the Board of Trustees.

**Technology**

The BVU graduate program online uses computer technology to deliver course information over the internet through a course management system. Student access, whether at home or school, is essential to successful study at Buena Vista University. Students are responsible for their own computer access that meets the minimum technical requirements for BVU online as well as internet service of at least 56k or faster speed (high speed recommended).

For the most current computer hardware requirements, follow the “Technical Requirements” link at www.bvu.edu/online.

Students will need access to Microsoft Office applications (Word, Excel, and PowerPoint). Students who do not have these may contact the graduate office and for a small fee will be given copies of the appropriate applications.

Students are also required to use a current and supported web browser, such as Internet Explorer (recommended). Students may also need certain plug-ins to access multimedia files used as part of BVU online courses. BVU online maintains a browser checker that will determine whether your browser version is supported and if you have the necessary plug-ins. The checker will provide links to free download sites for any missing plug-ins or for supported browser versions. You should check your software configuration by pointing your browser to: www.bvu.edu/online. You may check your software configuration by pointing your web browser to the main page of our online Learning Management System (ANGEL) located at http://lms.bvu.edu. This will verify if you have a supported browser and necessary plug-ins by viewing the “System Check” window.

**Graduate Student Appeals Process**

Graduate students having concerns in the academic area are encouraged to resolve these concerns through direct communication with the professor or administrative office involved, with the assistant dean of education and graduate studies, the dean of the School of Education or the vice president for academic affairs. Often these concerns will involve a dispute over a grade. On those rare occasions when disagreements may not be resolved directly, the appeals process detailed below may be used.

Students having academic related concerns should first consult with the faculty member involved. In the case of a grade, no grade may be changed after it has been filed in the Registrar’s Office except by action of the faculty member or the decision of an appeal by the vice president for academic affairs. If a grade remains uncontested for a period of six weeks into a subsequent semester/term following the date published as the official end of the semester/term, it will be assumed to be correct and will not be eligible for change.

Prior to a formal appeal, the student should discuss his/her questions with the faculty member involved. The appeal process is intended for those rare occasions when students and faculty cannot come to understanding of the faculty member’s assessment of the student’s work.
Steps students must take in this process must include:

1. In writing, the student identifies his/her concerns by drafting a letter indicating the course, instructor, the grade received, the grade the student believes he/she should have received, and the reasons why a grade different from the one assigned is more appropriate in his/her judgment.

2. The letter must include the student’s signature and is delivered or mailed to the assistant dean of education and graduate studies.

3. Generally within a week’s time, the assistant dean of education and graduate studies will meet with the student. The student should bring any related course materials from the course in question with him/her to this meeting.

4. The assistant dean of education and graduate studies will meet with the faculty person involved with the grade challenge. At this point, the faculty member may also have documents for review (papers, final exams, etc. for which the student does not have ownership).

5. Based on the materials and information from the student and faculty member, assistant dean of education and graduate studies resolves the question(s) identified in the appeal. The assistant dean of education and graduate studies may choose to ask for a meeting with the student and faculty member or consult with others as appropriate; the assistant dean of education and graduate studies decision of the appeal will be communicated in writing to the student and faculty person involved within two weeks of receiving the request for appeal from the student. If a change of grade is warranted, appropriate paperwork for a change of grade will be initiated by the assistant dean of education and graduate studies.

6. The student or faculty member in the graduate program may appeal the assistant dean of education and graduate studies’ decision to the dean of the School of Education. Such an appeal must state the reason(s) and be presented in writing within two (2) class days after receiving the decision from the assistant dean of education and graduate studies and includes forwarding the paperwork the assistant dean of education and graduate studies received to the dean of the School of Education who reviews the materials and may ask for meetings with the student and/or faculty member involved. The dean of School of Education may also need to confer with appropriate school deans or others. The dean of the School of Education communicates her/his decision in writing within two weeks of receiving the request for appeal.

7. The student or faculty member may appeal the dean of the School of Education’s decision to the vice president for academic affairs (VPAA). Such an appeal must state the reason(s) and be presented in writing within two (2) class days after receiving the decision from the dean of the School of Education and includes forwarding the paperwork the dean received to the VPAA. The VPAA reviews the materials and may ask for meetings with the student and/or faculty member involved. The VPAA communicates her/his decision in writing within two weeks of receiving the request for appeal. The decision of the VPAA is final.

Student concerns which are for issues other than grades should be handled similarly. Because of the specific nature of a concern a student may have about how the interaction with a faculty member is occurring, it may be most appropriate for the student to meet with the assistant dean of education and graduate studies initially rather than first speaking to the faculty member.
COURSE DESCRIPTIONS

<table>
<thead>
<tr>
<th>COURSE FREQUENCY KEY:</th>
<th>ALT F = Alternate Fall</th>
</tr>
</thead>
<tbody>
<tr>
<td>F = Fall/Storm Lake</td>
<td>ALT I = Alternate Interim</td>
</tr>
<tr>
<td>I = Interim</td>
<td>ALT S = Alternate Spring</td>
</tr>
<tr>
<td>S = Spring/Storm Lake</td>
<td>ALT 3 S = Alternative every third spring</td>
</tr>
<tr>
<td>AN = As needed</td>
<td>ALT 3 F = Alternative every third fall</td>
</tr>
</tbody>
</table>

BVU Graduate & Professional Studies students consult specific location schedules for frequency of course offerings.

Graduate students consult graduate schedule for course offerings.

BUENA VISTA UNIVERSITY COURSES (OBVU)

OBVU 100  University Seminar  F  4 CR
The University Seminar is a small-section course, developed around a common theme shared among all sections, which focuses on the exercise and development of basic academic skills essential for success in university study. The goal of the course is to enhance critical thinking while sharpening ability in the skills areas of writing, reading, speaking, listening, and quantitative reasoning. The course is also intended to assist students in the transition to life within a learning community, and to facilitate understanding of the privileges, responsibilities, and expectations that accompany membership in such a community. Registration in this course in the first semester of enrollment is required of all new first year students and all new transfer students with less than 60 credit-hours who enter Buena Vista University. The course is a four-credit course, and is offered only on a graded basis and may not be repeated.

OBVU 210  Exploring American Culture  F,S  3 CR
A general overview and exploration of the characteristics generally associated with being an American. This course is specifically designed to introduce the student to the characteristics of life in northwest Iowa within the general concept of American culture. Emphasis is given to understanding traditions, holidays, values, and general aspects of everyday life associated with the region, with consideration to the diversity of American culture in various other regions as well. This course includes field-based activities to assist students in experiencing first hand a variety of aspects associated with living in northwest Iowa. Enrollment is limited to international students, with priority given to those who are coming to Buena Vista University for one or two semesters with the primary intent of working on their expressive and receptive English skills. P/F grading. Not repeatable for credit. Prerequisite: Permission of instructor.

OBVU 300  BVU Seminar  AN  3 CR
This course focuses on the exercise of basic academic skills within the context of a specific topic. It is intended to: a) immerse new Graduate & Professional students in a topic relevant to BVU’s emphasis on globalism, b) assist them in further developing important academic skills, and c) familiarize them with the BVU resources they will need to be successful in their program of study. The course will be required of all new GPS students seeking their first baccalaureate degree and is to be taken during their first 12 credit hours at BVU. Students who have not completed the course by the end of their first 12 credit hours will not be allowed to enroll in any other courses until they have completed this course. On the Storm Lake campus, transfer students with between 60 and 86 credit-hours are also required to take this Seminar during their first Fall semester of enrollment. This is a three-credit course and is offered only on a graded basis. General education explorations – humanities course.
ACCOUNTING (ACCT)

ACCT 200  Accounting Foundations F, S  4 CR
This course is an introduction to accounting information that is used by external users and/or managers for business decision-making. Topics include financial statements, the accounting cycle, inventory, cash, receivables, long-lived assets, liabilities, stockholders’ equity, product costing, cost behavior and CVP analysis, budgeting and performance evaluation.

ACCT 205  Financial Accounting  3 CR
An introduction to financial accounting that includes the purpose of each financial statement, fundamentals of transaction analysis, accrual accounting, accounting for a merchandising entity, inventory systems and cost flow assumptions, internal controls over cash, reporting and analyzing receivables, long-lived assets, liabilities, stockholders’ equity and investments, and financial statement analysis. Offered only at specific BVU Graduate & Professional Studies locations.

ACCT 206  Managerial Accounting  3 CR
A study of the use of accounting information for managerial decision-making that includes determining the cost of cost objects, ABC costing, CVP relationships, budgets, responsibility, standard costs and performance evaluation, incremental analysis, capital budgeting, and pricing decisions. Prerequisite: ACCT 205. Offered only at specific BVU Graduate & Professional Studies locations.

ACCT 300  Accounting Information Systems AN  3 CR
A study of accounting information systems and their roles in the accounting environment. Includes emphasis on the design, operation and control of accounting information systems and the processing of accounting data. Prerequisite: ACCT 200 or ACCT 206.

ACCT 301  Intermediate Accounting I F  4 CR
A study of financial accounting and reporting issues, including the conceptual framework, accounting information system, balance sheet and income statement preparation, cash and receivables, inventories, plant assets, intangible assets, current liabilities, and long-term liabilities. Prerequisite: ACCT 200 or ACCT 206.

ACCT 302  Intermediate Accounting II S  4 CR
A continuation of ACCT 301. A study of financial accounting and reporting issues, including stockholders’ equity, dilutive securities, earnings per share, investments, revenue recognition, accounting for income taxes, pensions, leases, accounting changes, error analysis, and statement of cash flows. Prerequisite: ACCT 301.

ACCT 306  Intermediate Accounting I  3 CR
A study of accounting of the more complex and advanced type; valuation of balance sheet, income statement and analysis of retained earnings; account analysis and definition. Prerequisite: ACCT 206. Offered only at specific BVU Graduate & Professional Studies locations.

ACCT 307  Intermediate Accounting II  3 CR
A continuation of ACCT 306. Prerequisite: ACCT 306. Offered only at specific BVU Graduate & Professional Studies locations.

ACCT 308  Intermediate Accounting III  3 CR
A continuation of ACCT 307. Prerequisite: ACCT 307. Offered only at specific BVU Graduate & Professional Studies locations.

ACCT 309  Cost Accounting F  3 CR
A study of fundamental cost accounting concepts, budgets, inventory costing and management issues, relevant information in non-routine decision making, pricing decisions, and an introduction to strategic analysis. Prerequisite: ACCT 200 or ACCT 206.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT 310</td>
<td>Accounting for Managers</td>
<td>3 CR</td>
<td>An introduction to accounting as the means for recording, summarizing, and communicating events of the business enterprise. Basic accounting fundamentals and concepts which underlie the preparation, analysis, and interpretation of financial statements will be explored. The use of accounting information by business management in planning and controlling operations will also be emphasized. Exposure will be given to such topics as budgeting, performance evaluation, relevant decision making, cost behavior, and cost accumulation techniques.</td>
</tr>
<tr>
<td>ACCT 320</td>
<td>Professional Ethics for Accountants</td>
<td>1 CR</td>
<td>A study of ethics and professional responsibility in the accounting profession. Includes review of professional regulations and codes of conduct, including the AICPA Code of Professional Conduct. Prerequisite: ACCT 200 or ACCT 205.</td>
</tr>
<tr>
<td>ACCT 390</td>
<td>Volunteer Income Tax Assistance</td>
<td>S</td>
<td>2 CR Students will participate in the IRS Volunteer Income Tax Assistance program. Involves preparation of Federal and Iowa tax returns free of charge to low and moderate-income individuals in the community. May be repeated one time for maximum of 4 credit hours. P/F grading. Prerequisite: ACCT 205, completion of IRS ethics exam and IRS certification exams to advanced level, and permission of instructor.</td>
</tr>
<tr>
<td>ACCT 403</td>
<td>Advanced Accounting</td>
<td>F</td>
<td>4 CR A study of advanced accounting techniques and theory. Prerequisite: ACCT 302.</td>
</tr>
<tr>
<td>ACCT 405</td>
<td>Auditing</td>
<td>S</td>
<td>3 CR A study of what constitutes a strong internal control system for insuring quality financial information. Also includes a study of the collection of evidence and preparation of the auditor’s opinion on the quality of reported financial information. Introduces the student to auditing as a profession in both private and public settings. Prerequisite: ACCT 302 or ACCT 308.</td>
</tr>
<tr>
<td>ACCT 413</td>
<td>Advanced Accounting I</td>
<td>F</td>
<td>3 CR A study of advanced accounting techniques and theory. Prerequisite: ACCT 302 or ACCT 308.</td>
</tr>
<tr>
<td>ACCT 414</td>
<td>Advanced Accounting II</td>
<td></td>
<td>3 CR A continuation of ACCT 413, includes governmental and not-for-profit accounting. Prerequisite: ACCT 413. Offered only at specific BVU Graduate &amp; Professional Studies locations.</td>
</tr>
<tr>
<td>ACCT 415</td>
<td>Individual Taxation</td>
<td>F</td>
<td>3 CR A study of the federal income tax laws governing the taxation of individuals. Includes tax research, writing of research memorandums and preparation of tax returns using software applications. Prerequisite: ACCT 200 or ACCT 205.</td>
</tr>
<tr>
<td>ACCT 416</td>
<td>Business Taxation</td>
<td>S</td>
<td>3 CR A study of the federal income tax laws governing the taxation of corporations, partnerships, S corporations, estates and trusts. Also includes a study of gift and estate tax. Includes tax research, writing of research memorandums and preparation of tax returns using software applications. Prerequisite: ACCT 415.</td>
</tr>
<tr>
<td>ACCT 428</td>
<td>Governmental/Nonprofit Accounting</td>
<td>AN</td>
<td>3 CR This course is intended to provide comprehensive coverage of accounting and financial reporting standards for governmental and not-for-profit organizations. Includes budgetary, fund, not-for-profit, healthcare, and college accounting. Prerequisite: ACCT 302 or ACCT 307.</td>
</tr>
</tbody>
</table>
ACCT 430  Current Accounting Issues  AN  3 CR
A study of the ethical responsibilities an accountant has to the public, exposure to some of the research tools and computer programs currently used by the professional accountant and discussion of current domestic and international accounting issues. Prerequisite: ACCT 302 or ACCT 308.

ACCT 465  Auditing and Attestation  AN  3 CR
A systematic study program, successful examination strategies, and an intensive review of auditing concepts to prepare students for the Auditing & Attestation part of the CPA examination. Prerequisite: ACCT 405.

ACCT 466  Financial Accounting and Reporting  AN  3 CR
A systematic study program, successful examination strategies, and an intensive review of financial accounting to prepare students for the Financial Accounting & Reporting part of the CPA examination. Prerequisite: ACCT 403.

ACCT 495  Accounting Internship  Variable  CR
The business internship is an intensive work experience which is related to the student’s academic major. Students will be placed in selected businesses which are willing to help students become involved in day-to-day operations. P/F grading. Repeatable for credit. Prerequisite: Accounting major with 70 credit hours and consent of instructor.

ACADEMIC ENRICHMENT (AEXL)

AEXL  courses are offered from the Center for Academic Excellence and are considered developmental courses. See page 20 for listing of courses available.

ART (ART)

ART 100  Art Survey  F, S  3 CR
The course is designed to provide the student with a basic knowledge of the principles involved in understanding, creating, and the criticizing of the visual arts. Does not apply for major or minor credit in art. General education explorations – fine arts course.

ART 201  Art Foundations I  F  3 CR
The course is designed to cause students to see, respond, and think of themselves as artists. Art Foundations deals with problems of value as they occur in drawing with a variety of non-color materials. Additional work in dimensional expression is included. General education explorations – fine arts course.

ART 202  Art Foundations II  S  3 CR
The course is directed toward the study of color theory and its application. Problems of color illusion and psychology will be addressed, as well as an introduction to drawing and painting with colored mediums. General education explorations – fine arts course.

ART 300  Methodology of Art Criticism and Analysis  3 CR
This course is designed to introduce students to the study of art criticism and analysis. Through a combination of readings, writing assignments and viewing works of art, various aspects of art historical methodologies, fields, theories and practices will be explored. This course seeks to solidify the ability of the student to apply what is learned in art historical writings toward the critical analysis of works of art that they may see throughout their lifetime. General education explorations – fine arts course.

ART 301  Prehistoric and Medieval Art History  ALT F  3 CR
The course will consider the art of developing cultures and trace its evolution through prehistoric and primitive, ancient, classical, and medieval periods. General education explorations – fine arts course.
ART 302  European Renaissance to Baroque Art History  ALT F  3 CR
The course will consider stylistic developments in European art during the Renaissance through the Baroque period. General education explorations – fine arts course.

ART 303  Romanticism to Modern Art History  ALT S  3 CR
The course will consider stylistic developments in European art between the periods of Romanticism and Surrealism. In addition to a chronological overview, various aspects of art historical methodologies, theories, and practices will be explored. General education explorations – fine arts course.

ART 304  Modern to Contemporary Art History  ALT S  3 CR
The course will consider the stylistic developments in art from American and European art during modern, post modern, and present day. Current issues and theories necessary for a thorough understanding of contemporary art and artists will be explored. General education explorations – fine arts course.

ART 310  Painting  ALT F, S  3 CR
Introductory level oil and/or acrylic painting. The class deals with subject matter selection, technique, color mixing and application, and critique. Prerequisite: ART 201 and ART 202 or permission of the instructor.

ART 320  Sculpture  S  3 CR
Introductory level problems in three dimensions. The class will study various processes for the production of and expression in sculptural form. Prerequisite: ART 201 and ART 202 or permission of the instructor.

ART 331  Ceramics: Introduction to Wheel Throwing  F  3 CR
This course is an introduction to functional ceramics. The class will consider techniques of wheel throwing, trimming, decorating, glazing, and firing of ceramic materials. Prerequisite: ART 201, ART 202 or permission of the instructor.

ART 332  Ceramics: Basic Handbuilding and Sculptural Forms  S  3 CR
This course is an introduction to fine arts ceramics. The class will consider techniques of handbuilding, mold-making for ceramics, glazing, clay preparation, and firing. Prerequisite: ART 201, ART 202 or permission of the instructor.

ART 340  Printmaking: Intaglio  ALT F, S*  3 CR
Introductory level problems in art printmaking. The course will acquaint the student with the processes of intaglio, collograph, and monoprint production. Prerequisite: ART 201 and ART 202 or permission of the instructor. *Alternates with ART 341.

ART 341  Printmaking: Lithography  ALT F, S*  3 CR
Introductory level problems in art printmaking. The course will acquaint the student with the processes of lithography, relief, and silkscreen production. Prerequisite: ART 201 and ART 202 or permission of the instructor. *Alternates with ART 340.

ART 392  Junior Seminar  S  3 CR
Preparation for advanced, independent work in studio art for graphic design, art, art education, and arts management majors only. In addition to independent studio work, this seminar includes readings in contemporary art and covers portfolio preparation, resume, grant writing, gallery installation, and artist’s statement. It is designed to help majors prepare for their Senior Exhibition. Required before taking Senior Seminar and must be taken on the letter grade basis. Same as GDES 392. Prerequisites: Junior standing and three studio courses.
ART 415  Advanced Topics in Two Dimensional Art  
This course focuses on a specific theme, technique or issue within the painting and experimental 2-dimensional media. Topics are selected based on student and faculty interest, as well as current developments in the discipline and may include, but are not limited to figurative, storytelling, identity, abstraction, realism, encaustic, mixed media, etc. This course may be repeated for credit. Prerequisites: ART 201, ART 202, and two studio courses, one from the following (ART 310, 340, or 341).

ART 425  Advanced Topics in Three Dimensional Art  
This course focuses on a specific theme, technique or issue within the experimental 3-dimensional media. Topics are selected based on student and faculty interest, as well as current developments in the discipline and may include, but are not limited to casting, mold-making, welding, installation art, etc. This course may be repeated for credit. Prerequisites: ART 201, ART 202, and two studio courses, one from the following (ART 320, 331, 332).

ART 460  Advanced Drawing  
This course focuses on the study of the human figure through problem-solving. Students will face a variety of drawing situations throughout the course and will be directed to use specific techniques to respond to the situations in order to expand their awareness of technical choices in drawing. This studio course places emphasis on human anatomy and the subsequent rendering of proportion, weight, form and mass of the figure on a two-dimensional surface. Prerequisite: ART 201, ART 202, and one from the following (ART 310, 320, 331, 332, 340, or 341).

ART 470  Advanced Studio  
Emphasis placed on development of proposals for works of art and independent research on the concepts and techniques of media not included in the regular departmental offerings. Medium/theme to be selected by the student with the support of the sponsoring faculty member. Assigned reading and individual criticism. Must be taken on the letter grade basis. Prerequisite: Permission of the Instructor.

ART 492  Senior Seminar  
A capstone course for art and graphic design majors designed to strengthen critical, theoretical, and practical skills on an advanced level. Students will read and discuss notable essays and interviews which will initiate the writing of the thesis for the senior exhibition. Same as GDES 492 and AMGT 492.

ART 493  Senior Exhibition  
The preparation, installation, advertising, and presentation of the student artist’s work. Prerequisite: Permission of the instructor and ART 492.

ART 495  Internship  
The internship is an intensive work experience which is related to the student’s major interest. Students will be placed in selected organizations which are willing to help them become involved in their chosen career path. P/F grading. Repeatable for credit. Prerequisite: Approval of supervising faculty member.

ART 497  Senior Directed Research  
Senior Directed Research provides the Art History minor with an opportunity to design and pursue a substantial research project in the field. Intensive independent work is required, culminating in a major paper and formal presentation. Prerequisite: Approval of supervising faculty member.
ARTS MANAGEMENT (AMGT)

AMGT 225  Fundamentals of Arts Management  S  3 CR
This course will explore the intersections of art and business by providing an overview of the conceptual and practical structures of arts management for not-for-profit organizations with attention paid to the for-profit marketplace. Emphasis will be on developing arts leaders for communities. Overview of concepts, policies, and practices related to the business of managing nonprofit arts organizations and people working in arts-related professions. Topics include leadership, planning, organizational and financial controls, marketing, public policy and advocacy, and vocational planning.

AMGT 425  Topics in Arts Management  AN  3 CR
This course focuses on specific trends or issues within the field of arts management. Topics are selected based on student and faculty interest, as well as current developments in the discipline and may include, but are not limited to cultural policy and advocacy, grant-making and application writing, funding sources and strategies, contracts and negotiations, educational outreach, marketing and audience development, and programming. This course may be repeated for credit.

AMGT 490  Portfolio Project  F, S  1 CR
A collection of the student’s work across the major in preparation for job searches and demonstration of intellectual and creative growth. Individual presentations of portfolio required. Prerequisite: Senior standing.

AMGT 492  Senior Seminar  F  2 CR
A capstone course for arts management, art and graphic design majors designed to strengthen critical, theoretical, and practical skills on an advanced level. Students will read and discuss notable essays and interviews which will initiate the writing of the thesis for the senior exhibition. Same as GDES 492 and ART 492. Prerequisite: Senior class standing and AMGT 225.

AMGT 495  Internship in Arts Management  Variable CR
Intensive work experience that is related to the student’s major interest. Students will be placed in selected organizations that are willing to help them become involved in their chosen career path. P/F grading. Repeatable for credit. Prerequisite: Approval of supervising faculty member.

ATHLETIC TRAINING
See listings under exercise science.

BIOCHEMISTRY (BCHM)

BCHM 401  Introductory Biochemistry  F  3 CR
A one-semester survey of the chemical aspects of life. Topics include the relationship between chemical structures and functions of biological macromolecules; enzyme catalysis and kinetics; and principles of metabolism with a focus on energy production. Three lecture hours per week. Prerequisites: CHEM 261 and BIOL 164.

BCHM 403  Advanced Biochemistry  ALT S  3 CR
This course serves as the capstone experience in the Biochemistry major. It is a continuation of BCHM401, providing students with a more comprehensive examination of cellular metabolism and an introduction to laboratory methods and primary research in biochemistry. Two lecture hours plus two hours of laboratory per week. Prerequisite: BCHM 401.

BCHM 495  Biochemistry Internship  A/N Variable CR
An intensive, hands-on supervised work experience in a discipline-related work environment. P/F grading. Repeatable for credit. Prerequisite: Approval of supervising faculty member.
**BIOLOGY (BIOL)**

**INTRODUCTION TO BIOLOGICAL SCIENCE**

One-hour classes oriented to the non-science major. Each is devoted to an in-depth study of a current topic in biology of human concern. *General education explorations – science course.* Minimum of 2 courses offered each semester.

- **BIOL 103**  
  **Biology of Bats**  
  1 CR

- **BIOL 104**  
  **Cancer and Aging**  
  1 CR

- **BIOL 106**  
  **The Brain**  
  1 CR

- **BIOL 107**  
  **Human Genetics**  
  1 CR

- **BIOL 108**  
  **Human Reproduction and Development**  
  1 CR

- **BIOL 109**  
  **Ecology**  
  1 CR

- **BIOL 110**  
  **Infectious Diseases**  
  1 CR

- **BIOL 112**  
  **Evolution**  
  1 CR

- **BIOL 113**  
  **Biology of Birds**  
  1 CR

- **BIOL 114**  
  **Aquatic Biology**  
  1 CR

- **BIOL 115**  
  **Introduction to Biological Science Lab**  
  AN  
  1 CR

  A laboratory designed for elementary education majors using biological principles and examples of experiments which may be used in the classroom. *General education explorations – science course.*

- **BIOL 120**  
  **Life Science with a Human Focus**  
  AN  
  3 CR

  A course designed for the non-science major, focused on the human body as a physical system and how humans influence and are influenced by their environment. *General education explorations – science course.*

- **BIOL 142**  
  **Introduction to Human Physiology**  
  S  
  3 CR

  A course designed for athletic training and exercise science human performance majors as a study of the function of the organ systems responsible for maintaining the human body in a dynamic state. *General education explorations – science course.* Prerequisite: EXSC 140.

- **BIOL 163**  
  **Biological Principles I**  
  F  
  4 CR

  Fundamental concepts pertaining to evolution, ecology and genetics are developed in this course intended for biology majors. Three lecture hours plus two hours of laboratory per week. *General education explorations – science course.*

- **BIOL 164**  
  **Biological Principles II**  
  S  
  4 CR

  Fundamental concepts pertaining to organismal and cell biology are developed in this course intended for biology majors. Three lecture hours plus two hours of laboratory per week. *General education explorations – science course.*

- **BIOL 200**  
  **Biology Research Experience I**  
  S  
  1 CR

  Sophomore biology majors participate in an ongoing research study with a biology faculty member and develop the intellectual and experiential foundation for the research they will complete as juniors. P/F grading. *Prerequisite: BIOL 163 and BIOL 164 or permission from instructor.*

- **BIOL 210**  
  **Zoology**  
  S  
  4 CR

  A study of representatives of the animal kingdom, their structure, life processes, distribution, development, adaptation, and classification. Three lecture hours plus two hours of laboratory per week. *Prerequisite: BIOL 163 and BIOL 164 or permission from instructor.*
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Offered</th>
<th>Credits</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 222</td>
<td>Botany</td>
<td>ALT F</td>
<td>4 CR</td>
<td>A study of the anatomy, physiology, reproduction, and development of plants. Life cycles and characteristics of the monera, protista, and fungi are also considered. Three lecture hours plus two hours of laboratory per week. Prerequisite: BIOL 163 and BIOL 164 or permission from instructor.</td>
</tr>
<tr>
<td>BIOL 240</td>
<td>Microbiology</td>
<td>F</td>
<td>4 CR</td>
<td>A study of microorganisms with an emphasis on laboratory technique. Topics include microbial cell biology and genetics, survey of microorganisms, immunology, and host-pathogen interactions in the context of human disease. Three lecture hours plus two hours of laboratory per week. Prerequisite: BIOL 163 and BIOL 164 or permission from instructor.</td>
</tr>
<tr>
<td>BIOL 260</td>
<td>Genetics</td>
<td>S</td>
<td>4 CR</td>
<td>Principles of heredity in animals and plants with applications to human disease, agriculture, biochemistry, and evolution. Synthesis of classical Mendelian and modern molecular perspectives is emphasized. Three lecture hours plus two hours of laboratory per week. Prerequisite: BIOL 163 and BIOL 164 or permission from instructor.</td>
</tr>
<tr>
<td>BIOL 270</td>
<td>Evolution</td>
<td>S</td>
<td>3 CR</td>
<td>A study of the historical development of evolutionary thinking and the processes and results of organic evolution. BIOL 163 and BIOL 164 or permission from instructor.</td>
</tr>
<tr>
<td>BIOL 300</td>
<td>Biology Research Experience II</td>
<td>S</td>
<td>1 CR</td>
<td>Junior biology majors work closely with faculty and other students to complete a hands-on primary research project of their design. P/F grading. Prerequisite: BIOL 200.</td>
</tr>
<tr>
<td>BIOL 303</td>
<td>Ecology and Society</td>
<td>AN</td>
<td>3 CR</td>
<td>This course, intended for Graduate &amp; Professional Studies students wishing to complete a science general education requirement, will address interactions between organisms and their environments and how these interactions cause change in the world. Specifically, this course will consider how the demographics of populations change in response to environmental phenomena, how organisms of different species have evolved to interact in many ways, how energy flow and nutrient cycling cause ecosystems to have different structure and how humans continue to cause significant biological change. The course will consider biological evidence of these phenomena and how human societies have responded to this understanding. This course cannot be used to fulfill the requirements of the biology major. General education explorations – science course.</td>
</tr>
<tr>
<td>BIOL 305</td>
<td>Cell Biology</td>
<td>F</td>
<td>4 CR</td>
<td>A study of biological organization and function at the cellular level. Cellular anatomy, metabolism, and reproduction are emphasized. Three lecture hours plus two hours of laboratory per week. Prerequisite: BIOL 163 and BIOL 164 or permission from instructor.</td>
</tr>
<tr>
<td>BIOL 311</td>
<td>Developmental Biology</td>
<td>ALT S</td>
<td>3 CR</td>
<td>A study of basic processes of embryogenesis in a variety of vertebrate organisms. Cellular and molecular mechanisms that underlie cell fate determination, cell differentiation, and organogenesis are emphasized. Three lecture hours per week. Prerequisite: BIOL 163 and BIOL 164 or permission from instructor.</td>
</tr>
<tr>
<td>BIOL 325</td>
<td>Endocrinology</td>
<td>AN</td>
<td>3 CR</td>
<td>An introduction to the fundamentals of endocrinology. Topics include production and effect of hormonal chemical messengers from secretory glands; emphasis on cell signaling in vertebrate systems; actions of hormones in regulating growth, physiology, and reproduction; organ to molecular levels. Three lectures hours per week. Prerequisite: BIOL 163 and BIOL 164 or permission from instructor.</td>
</tr>
</tbody>
</table>
BIOL 360  Ecology  ALT F  4 CR
Study of the relationship between organisms and their environment, interrelations in the species, population and community. Three lecture hours plus two hours of laboratory per week. Prerequisite: BIOL 163 and BIOL 164 or permission from instructor.

BIOL 365  Freshwater Ecology  ALT F  4 CR
A study of scientific concepts related to the physico-chemical and biological environment as well as problems and issues of freshwater systems. Students are introduced to methods of freshwater investigations within a combination of three different lotic and lentic systems. Three lecture hours plus two hours of laboratory per week. Prerequisite: BIOL 163 and BIOL 164 and CHEM 152 or permission from instructor.

BIOL 380  Human Physiology  S  4 CR
Critical study of the biochemical and biophysical processes emphasizing integrated body functions. Topics include respiration, circulation, contractility, osmoregulation, endocrinology, and neurophysiology. Three lecture hours plus two hours of laboratory per week. Prerequisites: BIOL 163 and BIOL 164 or permission from instructor.

BIOL 385  Neuroscience  F  3 CR
The study of the biology of the nervous system and its relationship to behavior and disease. A range of topics including neuronal structure and function, synaptic communication, autonomic regulation, and higher order functions are covered at an introductory level. Three lecture hours per week. Prerequisite: BIOL 163 and BIOL 164 or permission from instructor.

BIOL 400  Biology Research Capstone  S  1 CR
Senior biology majors complete their research project and present their findings in a formal setting. P/F grading. Prerequisite: BIOL 300.

BIOL 418  Molecular Biology  A/N  4 CR
An investigation of the importance and effects of DNA, RNA, and proteins within the context of a class project. Emphasis is placed on active learning, the development of laboratory skills, and genuine discovery. Three lecture hours plus two hours of laboratory per week. Prerequisite: BIOL 260 or BIOL 305 or permission from instructor.

BIOL 420  Immunology  ALT S  3 CR
An introduction to the immune system with an emphasis on innate immunity, structure and function of the lymphatic system, hematopoiesis, cellular and humoral adaptive responses, and immune function in the context of disease. Prerequisite: BIOL 240 or BIOL 305 or permission from instructor.

BIOL 422  Virology  AN  3 CR
A study of animal viruses with an emphasis on viral replication, pathogenesis, and epidemiology. Prerequisite: BIOL 240 or BIOL 305 or permission from instructor.

BIOL 424  Parasitology  AN  4 CR
A study of representative parasitic protozoa, helminthes, and arthropods with consideration of the interaction of host and parasite. Three lecture hours plus two hours of laboratory per week. Prerequisite: BIOL 210 or BIOL 380 or permission from instructor.

BIOL 426  Ornithology  ALT F  3 CR
This course introduces students to basic bird biology, the major groups of birds worldwide, and the families and species of birds of Iowa. Birdwatching, capturing birds for observation, and studying preserved specimens are significant components of the course. Upon completing the course successfully, students will be able to identify local birds in the field and in the laboratory, recognize major anatomical structures, and discuss the ecology and evolution of major groups of birds. Two lecture hours plus two hours of laboratory per week. Prerequisite: BIOL 210 or BIOL 270 or permission from instructor.
BIOL 428  Mammalogy  ALT F  3 CR
Study of the taxonomy, ecology, and anatomical or physiological adaptations of mammals with special emphasis given to mammals of Iowa. Two lecture hours plus two hours of laboratory per week. Prerequisite: BIOL 210 or BIOL 270 or permission from instructor.

BIOL 430  Human Anatomy  F  4 CR
A survey of human anatomy taught from a regional perspective. The lecture portion of the course includes skeletal, muscular, vascular, and nervous system components of all body regions. The lab portion of the course will include the dissection, prosection, and study of human cadavers. This course is designed primarily for biology majors, athletic training majors, and pre-professional students. Prerequisites: Junior or Senior standing and either BIOL 210, or BIOL 380, or both EXSC 140 and BIOL 142, or permission from the instructor.

BIOL 450  Special Topics in Biology  AN  1-4 CR
A special topics course designed for biology majors to explore a biological topic not currently in the permanent curricular offerings. Topics will be determined by the faculty member teaching the course. Repeatable for credit. BIOL 163 and BIOL 164 or permission from instructor.

BIOL 495  Internship  AN  Variable CR
This course involves an internship in which the student works closely with a professional in his/her field. Repeatable for credit, although only one credit may count toward the Biology major. P/F grading. Prerequisite: Approval of supervising faculty member.

BIOL 498  Senior Capstone Seminar  F  1 CR
Designed as a final course in biology. This seminar considers philosophical perspectives of science and the role of the scientist in society. Repeatable for credit.

BUSINESS (BUSN)
BUSN 100  Contemporary Business and Free Enterprise  F, S  4 CR
This introductory business course is designed to excite students and introduce them to the multiple and interwoven areas of business. Potential topics will cover: today’s business environment; challenges businesses face; why businesses fail; challenges of earning a profit; myth busting the business world; the Free Enterprise system; teamwork; decision-making issues; constraints that businesses operate within; and the history of the Harold Walter Siebens School of Business. Students will learn about these topics through business simulations, classroom lectures, external readings, internal discussion groups, and interactions with members of BVU’s business community.

BUSN 300  You in the Business World  F, S  4 CR
In this course, students will consider business occupations that are most likely to grow in the near future, how to prepare themselves for these opportunities, and what skills and capabilities the changing work environment will require. Emphasis will be placed on communicating, presenting ideas and concepts as well as entrepreneurial decision making. Course content will be based on a combination of: professional development (business attitude, attire, work ethic, communication, presentation, office etiquette, office politics, resume construction, professional risk taking) and creative analysis and presentation (research, data mining, decision-making, interviewing skills, persuasion, networking, selling strategies). Prerequisite: BUSN 100.

BUSN 305  Enterprise Decision Making  F, S  4 CR
Using the case-method approach, this course will examine business decision making from the perspective of the entire firm or organization. Special attention will be devoted to developing students’ ability to work in groups or committees; the ability to make decisions under uncertainty; the ability to recognize and satisfy the various stakeholders in making firm-level decisions; ethical, legal, and social responsibility concerns; and will refine their research, problem solving, and presentation skills. Prerequisites: BUSN 300 and all Business Foundation courses.
BUSN 400  Business Project Management  F, S  4 CR
In this course students will apply their knowledge and skills to understand the business environment as an integrated whole. They will also explore business opportunities and develop their own business plan, which is ready to execute. The business plan serves as the primary tangible outcome of the course, as well as the student’s final project of the entire School of Business integrated curriculum. Through cross-functional teamwork, students will have a management team to develop and implement their business plan. At the end of semester, students will have the opportunity to present their portfolio (business plan) for evaluation by internal and external members of BVU’s business community. Prerequisite: BUSN 305.

BUSN 496  Business Practicum  F, S  0-15 CR
This course is designed to complement students’ classroom learning. It is an experiential learning engagement that is customized by the mutual consent of supervising faculty and the student. Typical examples of such learning engagements include, but are not limited to, internships, consultancy projects, research projects, relevant travel courses and study abroad, and business project implementations. Prerequisites: Junior standing; BUSN 300. P/F grading.

BUSINESS ECONOMICS
See listings under economics.

BUSINESS EDUCATION (BUED)
BUED 320  Technical Applications in Business  Online  1 CR
This web-based course familiarizes business education majors with a number of the commonly used software programs employed in the 5-12 business curriculum.

CHEMISTRY (CHEM)
CHEM 110  Everyday Chemistry  AN  3 CR
This course is designed to introduce the non-science major to the concepts and basic principles of chemistry by contextually integrating today’s technological issues and the chemical principles imbedded within them. General education explorations – science course.

CHEM 115  Chemistry In Art  AN  3 CR
This course is designed to teach the non-science major basic principles and theories of chemistry as applied to art. Students will explore the scientific principles behind sculpture, metallurgy, colorants, and paint while learning about practical applications of each of these principles to the field of art. General education explorations – science course.

CHEM 151  General Chemistry I  F, S  4 CR
A study of chemical elements and compounds, their structure and properties. An introduction to the natural laws, theories, and principles of matter as affected by temperature, pressure, and concentration. Three lectures and one two-hour laboratory period. General education explorations – science course. Prerequisite: MATH 100 or equivalent.

CHEM 152  General Chemistry II  F, S  4 CR
The lectures and laboratories of CHEM 151 are continued to include equilibrium, solution properties, kinetics, acid-base chemistry, electrochemistry and fundamental concepts of thermodynamics. Three lectures and one two-hour laboratory period. Prerequisite: CHEM 151.

CHEM 261  Organic Chemistry I  F  4 CR
First in a two-semester sequence introducing the chemistry of carbon compounds. Emphasis on structure, spectroscopic analysis, synthesis, reaction mechanisms, and properties. Laboratory emphasizes technique and synthesis. Three lectures and one three-hour laboratory period. Prerequisite: CHEM 152.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Prerequisites</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHEM 262</td>
<td>Organic Chemistry II</td>
<td>4 CR</td>
<td>CHEM 261</td>
<td>This course covers more complex syntheses and functional groups, including the chemistry of carbonyl compounds. Expansion and application of organic manipulations to biologically relevant and pharmaceutical compounds is addressed. Laboratory continues organic synthesis and includes qualitative analysis of organic compounds. Three lectures and one three-hour laboratory. <em>Prerequisite: CHEM 261.</em></td>
</tr>
<tr>
<td>CHEM 263</td>
<td>Organic Chemistry II</td>
<td>3 CR</td>
<td></td>
<td>Continuation of CHEM 261 concurrent lecture with existing course, CHEM 262 (4 hours), but with no laboratory. <em>Prerequisite: CHEM 261.</em></td>
</tr>
<tr>
<td>CHEM 300</td>
<td>Chemistry Research</td>
<td>Variable CR</td>
<td>CHEM 261, or consent of instructor.</td>
<td>Individuals will participate in a chemistry research project, directed by a member of the chemistry faculty. P/F grading option only. Repeatable for credit. <em>Prerequisite: CHEM 262, or consent of instructor.</em></td>
</tr>
<tr>
<td>CHEM 311</td>
<td>Analytical Chemistry</td>
<td>4 CR</td>
<td></td>
<td>Introduction to the theory and practice of standard techniques of chemical analysis, especially in the areas of gravimetry, titration, electrochemistry, and chromatography. Three lectures and one three-hour laboratory period. <em>Prerequisite: CHEM 152.</em></td>
</tr>
<tr>
<td>CHEM 312</td>
<td>Analytical Chemistry II</td>
<td>4 CR</td>
<td>CHEM 311</td>
<td>Presents the basic theories underlying spectroscopy while incorporating modern viewpoints of practical utility in spectroscopy research. Also includes the theory and practice of chromatography and extractions as applied to organic, inorganic, biochemical, and environmental problems. GC, HPLC, ion exchange, size exclusion affinity chromatography, SPE and SPME methods will be studied. Three lectures and one three-hour laboratory period. <em>Prerequisite: CHEM 311.</em></td>
</tr>
<tr>
<td>CHEM 321</td>
<td>Spectroscopy</td>
<td>2 CR</td>
<td></td>
<td>Presents the basic theories underlying spectroscopy while incorporating modern viewpoints of practical utility in spectroscopy research. One lecture and one three-hour laboratory period. <em>Prerequisite: CHEM 311.</em></td>
</tr>
<tr>
<td>CHEM 322</td>
<td>Chemical Separations</td>
<td>2 CR</td>
<td></td>
<td>Theory and practice of chromatography and extractions as applied to organic, inorganic, biochemical, and environmental problems. GC, HPLC, ion exchange, size exclusion, affinity chromatography, SPE and SPME methods will be studied. One lecture and one three hour laboratory period. <em>Prerequisite: CHEM 311.</em></td>
</tr>
<tr>
<td>CHEM 323</td>
<td>Kinetics</td>
<td>2 CR</td>
<td></td>
<td>A study of the mechanisms and rates of chemical reactions including their dependence on experimental parameters such as concentration, temperature and catalysts. One lecture and one three hour laboratory period. <em>Prerequisite: CHEM 311.</em></td>
</tr>
<tr>
<td>CHEM 353</td>
<td>Physical Chemistry I</td>
<td>3 CR</td>
<td>PHYS 202 or 212 and MATH 160.</td>
<td>A study of the laws and principles of chemistry with an emphasis on thermodynamics. Same as PHYS 353. <em>Prerequisite: PHYS 202 or 212 and MATH 160.</em></td>
</tr>
<tr>
<td>CHEM 354</td>
<td>Physical Chemistry II</td>
<td>3 CR</td>
<td></td>
<td>An introductory study of quantum mechanics and their use in understanding chemical processes at the molecular level. <em>Prerequisite: CHEM 353, PHYS 212 and MATH 161.</em></td>
</tr>
<tr>
<td>CHEM 355</td>
<td>Physical Chemistry Laboratory</td>
<td>2 CR</td>
<td></td>
<td>Illustrates principles of physical chemistry, techniques of measurement, analysis and interpretation of data. 1 lecture and 1 three-hour laboratory. <em>Prerequisite: CHEM 353.</em></td>
</tr>
</tbody>
</table>
CHEM 380  Advanced Chemical Synthesis  AN  3 CR
Advanced synthetic techniques from organic, inorganic, and biochemical fields are reviewed and implemented in a laboratory setting. *Prerequisite:* CHEM 262.

CHEM 381  Inorganic Chemistry  AN  3 CR
A basic course on theoretical and descriptive inorganic chemistry. *Prerequisite:* CHEM 262.

CHEM 391  Chemistry for Elementary/ Middle Level Teachers  AN  1 CR
This course will focus on introductory chemistry consistent with Iowa state guidelines for chemistry content.

CHEM 495  Chemistry Internship  Variable CR
An intensive, supervised work experience in a discipline-related work environment. Repeatable for credit. P/F grading. *Prerequisite:* Approval of supervising chemistry faculty member.

CHEM 496  Chemistry Research I  F  0 to 1 CR
Individuals will learn the fundamentals of research while developing and proposing an independent research project. P/F grading option only. *Prerequisite:* CHEM 262, or consent of instructor.

CHEM 497  Chemistry Research II  S  Variable CR
Continuation of CHEM 496. Individuals will participate in a chemistry research project, directed by a member of the chemistry faculty. Research findings will be presented in written form, and orally in chemistry seminar (CHEM 498). Participants will be encouraged to present their research at other on campus events, and at off campus meetings. P/F grading option only. Repeatable for credit. *Prerequisite:* CHEM 496, or consent of instructor.

CHEM 498  Chemistry Seminar  S  1 CR
Designed for advanced students, this course develops written and oral presentation communication skills and literature research abilities. Students will present results of their research or internship. *Prerequisite:* CHEM 300 or CHEM 495, senior status or consent of instructor.

CHINESE (CHIN)

CHIN 101  Elementary Chinese I  AN  3 CR
An introduction to the fundamentals of Chinese, including pronunciation, grammar, and culture. No prior experience with the language is required. General education explorations – humanities course.

CHIN 102  Elementary Chinese II  AN  3 CR
Continuation of CHIN 101 with an emphasis on expanding vocabulary and an increased awareness of Chinese culture. General education explorations – humanities course. *Prerequisite:* CHIN 101 or equivalent.

CHIN 250  Experiences in Conversation  AN  1-3 CR
A course intended for students who complete 1 or 2 years of a language on campus, and/or go on an international exchange and wish to maintain their language ability but cannot pursue upper division courses in that language. Does not count for major or minor credit.

CHIN 490  International Experience  AN  3-9 CR
Credit may be obtained by students who have the opportunity to study abroad or who can apply living experiences abroad to academic disciplines. Arrangements for academic credit and faculty approval must be made prior to the international experience. The experience will be approved and evaluated on the same basis as an on-campus course. P/F grading.
COMBINED K-8 & 5-12 MILD AND MODERATE NEEDS (CSPD)
See listings under Graduate Special Education section.

COMMUNICATION STUDIES (COMM)

COMM 100 Fundamentals of Communication F, S 3 CR
This course is a study and application of basic elements and processes essential to effective oral communication. With an emphasis placed upon practical speaking experiences that are relevant to individuals and groups, students will be able to demonstrate an understanding of the foundations of human communication, such as the self and communication, the listening process, verbal and nonverbal messages, interpersonal communication, public speaking, and group presentation dynamics. Must earn a grade of “C-” or better to complete foundation requirement. General education foundations course.

COMM 180 Communication Perspectives F 3 CR
This course is an introduction to the oral communication discipline including its theory, practice, career paths and career preparation. Employers consistently cite communication as the most important knowledge and skill-set their employees need in the 21st century noting that a person’s value is determined often by his/her success in communicating with others. This course lays the foundation of communication studies and examines a variety of communication situations through critical analysis and applications of discussion and practical experiences. General education explorations--humanities course.

COMM 225 Advanced Interpersonal Communication F 3 CR
This course focuses on communicating one-on-one and examines the importance of relational communication in a variety of contexts or relationships such as within families, in romantic relationships, among friends, in the workplace, etc. Emphases are on the roles of self, perception, awareness, language, listening, and culture in verbal and nonverbal communication. This is not a course in public speaking. Prerequisite: COMM 100 or permission of instructor.

COMM 227 Advanced Public Speaking S 3 CR
This course focuses on the process of speaking to a group of people in a structured, sophisticated manner intended to inform, influence, or entertain listeners. Students will gain an understanding of the process of human communication in public situations. Students participate in the art of public speaking through in-class presentations. Emphases are on the organization, research, development, delivery, and critical analysis of the public presentations in a variety of contexts. Prerequisite: COMM 100 or permission of instructor.

COMM 230 Business and Professional Communication S 3 CR
This course focuses on the development of oral and written communication skills for business and professional contexts. Students write business letters, deliver professional presentations (persuasive proposals, technical presentations, and crisis briefings), and work in teams to complete projects. Students also explore issues of conflict, diversity, and technology as they relate to communication in the workplace. Prerequisite: COMM 100 or permission of instructor.

COMM 280 Group and Team Communication AN 3 CR
This course focuses on the theory, research, and practice in communicating in groups and teams. Among the topics addressed are analyzing problems in group discussion, decision-making techniques, effective group and team designs, compliance gaining and team-building strategies. Students apply course concepts by participating in a team project. General education explorations--social science course.
COMM 300 Argumentation  F  3 CR
This course explores the theories, research and practice in developing and presenting arguments emphasizing reasoning skills, sound communicative strategies, and the use of language for argumentative purposes. Focusing on the analysis, evaluation and production of argumentation, students learn the importance that argumentation plays in everyday life. Our conversations with friends, exposure to the media, as well as our social and political lives are wrapped in arguments making it essential each of us is able to understand, criticize, and respond to the arguments we hear and see. Prerequisite: 45 credit hours or permission of instructor.

COMM 302 Intercultural Communication  S  3 CR
This course is a culture-general overview of how people communicate. Students learn to communicate more competently with people from other cultures by understanding how cultural factors inform how people approach communication. Prerequisite: 45 credit hours or permission of instructor.

COMM 330 Messages, Meaning and Society  AN  3 CR
This course considers the major approaches to human creation and transmission of meaning introducing students to the nature of language and communication as it relates to the social construction of reality. Concepts such as attitude formation and change are explored via how language and communication help define who we are, why we think and act as we do and the ways in which society contributes to our ways of knowing. An emphasis is placed on speech communication as a force in the process of social influence.

COMM 340 Civic Communication  ALT S  3 CR
This course examines the role that public communication and civic engagement play in the maintenance of a healthy democratic society. Students are introduced to basic issues, perspectives, and theories regarding civic discourse; develop skills necessary to communicate ethically and effectively in the public sphere; and experience the challenges and rewards of active civic engagement through a group project.

COMM 350 Organizational Communication Theory and Practice  ALT S  3 CR
This course focuses on communication research, theory, and practice relevant to the organizational context. Topics such as the changing world of work, globalization, organizational culture, identity, teams and networks, community, leadership, integrity, and strategic alignment are addressed. Prerequisite: 45 credit hours or permission of instructor.

COMM 355 Conflict Management  F  3 CR
This course examines the role of communication in the effective management of conflict. The course examines conflict in various contexts: intrapersonal, interpersonal, group, organizational, national, and international. Students are also introduced to basic mediation topics, gendered communication, intercultural communication, and nonverbal communication. General education explorations – social science course. Prerequisite: 45 credit hours or permission of instructor.

COMM 370 Leadership Communication  S  3 CR
This course is a survey of issues associated with effective leadership and effective communication among leaders and followers. An emphasis is placed on communication dynamics essential for effective leadership including topics such as styles and types of leadership, leader versus leadership qualities, diversity enhancement, ethics, building credibility, and power and influence among leaders and followers. Students are asked to evaluate themselves as leaders or potential leaders based on the concepts included during the term. Prerequisite: 45 credit hours or permission of instructor.
COMM 374  Interviewing  F  3 CR
This course is an in-depth study of various organizational interviews, including informational gathering, employment, performance appraisals, disciplinary, grievance, panel, and exit interviews. Interviews are examined from the perspective of both the interviewer and interviewee. A series of transition to the workplace issues are also addressed including salary negotiation, benefit packages and the influence of social media on the interview process. Prerequisite: junior standing or permission of instructor.

COMM 380  Topics in Communication Studies  AN  3 CR
This course focuses on a specific topic related to the study of oral communication. Topics are selected based on student and faculty interest, as well as current developments in the discipline or the community-at-large. Potential topics may be related to rhetorical theory, family communication, consulting and training, gender communication, religious communication, and listening among others. Prerequisite: 45 credit hours or permission of instructor.

COMM 442  Communication Theory  F  3 CR
This course is designed as the first course in a two-course series that serve as the capstone experience. The course concentrates on the foundational theories and research that ground and extend our understanding of the communication discipline. Prerequisite: senior standing or permission of instructor.

COMM 462  Communication Research Methods  S  3 CR
This course is designed as the second course in a two-course series that serve as the capstone experience. The course examines a variety of means by which communication research is conducted. Students continue their work from COMM 442 by selecting appropriate methodologies to investigate a topic of their choosing. An emphasis is placed on learning and evaluating research, argument, design, and measurement. Prerequisite: COMM 442.

COMM 495  Internship  I  Variable CR
The communication internship is an intensive work experience that is related to the student’s major interest. Students will be placed in selected organizations that are willing to help students become involved in their chosen career paths. P/F grading. Repeatable for credit. Prerequisite: Approval of supervising faculty member.

COMPUTER SCIENCE (CMSC)
CMSC 160  Introduction to Computer Programming  F, S  3 CR
Introduction to computer programming using a high-level computer programming language. Emphasis on the fundamentals of structured design, development, testing, implementation, and documentation. Includes language syntax, data and file structures, input/output devices, and files. General education explorations – science course.

CMSC 171  Introduction to Information Technology  ALT S  3 CR
The course is an introduction to the role of information technology (IT) in society and in business. Students will study organizational structures, the history of IT, information management, e-commerce/e-business, current and emerging technologies, and the social and ethical context of computing.

CMSC 181  Computer Science I  F, S  3 CR
The course covers basic principles of computer science such as machine organization and representation of data, as well as an introduction to programming in a high-level language. General education explorations – science course.

CMSC 182  Computer Science II  F, S  3 CR
A continuation of CMSC 181 Computer Science I with emphasis on data structures and their implementation. Prerequisite: CMSC 181.
<table>
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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Type</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CMSC 280</td>
<td>Computer Architecture</td>
<td>F</td>
<td>4 CR</td>
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<tr>
<td></td>
<td>This course introduces students to computer organization and architecture. Topics covered include digital logic, instruction set architecture, assembly language, pipelining, memory, and busses. RISC and parallel architectures will be investigated as time allows. Prerequisite: CMSC 182.</td>
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<tr>
<td>CMSC 291</td>
<td>Programming Language Study</td>
<td>AN</td>
<td>3 CR</td>
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<td></td>
<td>An in-depth study of a selected programming language. Students may repeat this course when a different language is offered. Prerequisite: permission of the instructor.</td>
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<tr>
<td>CMSC 305</td>
<td>Artificial Intelligence</td>
<td>ALT F</td>
<td>3 CR</td>
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<td></td>
<td>Artificial intelligence is the art and science of creating computer programs that perceive and interact intelligently with their environment. This course explores the logical, philosophical, linguistic, psychological, and engineering foundations of this rapidly evolving field. Prerequisite: CMSC 182.</td>
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<tr>
<td>CMSC 310</td>
<td>Algorithms and Data Structures</td>
<td>S</td>
<td>3 CR</td>
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<td>In this course, students study the methods and strategies for the analysis and design of efficient algorithms. Topics include asymptotic analysis, sorting, searching, string processing, algorithm design strategies, heaps, hash tables, binary search trees, self-balancing trees, greedy algorithms, graph algorithms, numerical algorithms, dynamic programming, and NP-completeness. Prerequisite: CMSC 182.</td>
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<tr>
<td>CMSC 321</td>
<td>Database Management Systems</td>
<td>ALT F</td>
<td>3 CR</td>
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<tr>
<td></td>
<td>An examination of topics relevant to database management systems including entity-relationship models, normalization, database query language, data warehousing, and transactions. Prerequisite: CMSC 182.</td>
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</tr>
<tr>
<td>CMSC 322</td>
<td>Web and Network Programming</td>
<td>ALT S</td>
<td>4 CR</td>
</tr>
<tr>
<td></td>
<td>Network programming with emphasis on transport layer and application layer programming, protocols, sockets, synchronous/asynchronous modes of communication, scripting languages, and both standard and emerging Web technologies. Prerequisite: CMSC 321.</td>
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</tr>
<tr>
<td>CMSC 330</td>
<td>Operating Systems and Networking</td>
<td>ALT F</td>
<td>3 CR</td>
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<tr>
<td></td>
<td>A survey of operating systems concepts including processes/threads, synchronization, scheduling, cache, memory, file systems, protection, security, processors, interrupts, virtual machines, and networks. Prerequisite: CMSC 182.</td>
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<tr>
<td>CMSC 340</td>
<td>Theory of Computation</td>
<td>ALT S</td>
<td>3 CR</td>
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<td></td>
<td>This course covers topics from the theory of computation, including finite automata, formal languages, Turing machines, computability, and computational complexity. Prerequisites: CMSC 182 and MATH 143.</td>
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<tr>
<td>CMSC 351</td>
<td>User Interface Design and Development</td>
<td>ALT S</td>
<td>3 CR</td>
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<tr>
<td></td>
<td>Students will learn to build user interfaces that meet the needs of a user population by exploring topics from user interface design and human-computer interaction theory. Prerequisite: CMSC 182.</td>
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<tr>
<td>CMSC 352</td>
<td>Computer Security</td>
<td>ALT S</td>
<td>3 CR</td>
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<tr>
<td></td>
<td>A survey of computer and network security topics including Web security, cryptography, protocol vulnerabilities, protection, denial-of-service attacks, and overflows. Prerequisite: CMSC 182.</td>
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</tr>
<tr>
<td>CMSC 365</td>
<td>Principles of Programming Languages</td>
<td>ALT F</td>
<td>3 CR</td>
</tr>
<tr>
<td></td>
<td>This course exposes students to imperative languages, functional languages, object-oriented languages, declarative languages, and languages from other relevant paradigms. Students will entrench themselves in programming language theory and will then exploit the strengths of each language to solve problems in new and more elegant ways. Prerequisite: CMSC 310.</td>
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</tr>
</tbody>
</table>
**CMSC 390 Computational Science**  
**AN**  
**3 CR**  
An introduction to the technique of applying computers, both serial and parallel, and numerical methods to the solving of physical problems in science and engineering. Specific topics include finite difference methods, Monte Carlo simulations, boundary value problems, and N-body simulations. This course is useful to the physicist, engineer, and computer scientist. Same as PHYS 390. *Prerequisites: CMSC 182 and MATH 160.*

**CMSC 391 Topics in Computer Science**  
**AN**  
**3 CR**  
This course is designed for focused exploration of a subfield or topic within computer science. Possible topics include computer graphics, video game programming, bioinformatics, advanced algorithms, parallel programming, network administration, mobile device programming, and other subjects depending on student interest. Students may repeat this course as new topics are offered. *Prerequisite: permission of the instructor.*

**CMSC 420 Principles of Compiler Design**  
**ALT S**  
**3 CR**  
This course introduces the concepts and techniques involved in compiler design. Topics include lexical analysis, parsing, syntax analysis, and code generation and optimization. *Prerequisites: CMSC 280 and CMSC 310.*

**CMSC 460 Software Engineering**  
**ALT F**  
**3 CR**  
A survey of modern software engineering practices and theory. Emphasis on software development lifecycle models and processes, software specification, software design, modeling, object orientation, frameworks, APIs, testing, project management, risk mitigation, and ethics. *Prerequisite: CMSC 310.*

**CMSC 480 Computer Science Capstone Proposal**  
**F**  
**1 CR**  
In this course, students begin by exploring recent computer science literature, then design and propose a capstone project to be completed in CMSC 481. *P/F grading.*  
*Prerequisite: At least 37 hours toward the major and permission of instructor.*

**CMSC 481 Computer Science Capstone**  
**S**  
**2 CR**  
A continuation of CMSC 480 in which students complete their capstone project and give a formal presentation to an audience. *P/F grading.*  
*Prerequisite: CMSC 480 and permission of instructor.*

**CMSC 491 Topics in Computer Science**  
**AN**  
**3 CR**  
This course is designed for focused exploration of a subfield or topic within computer science. Possible topics include computer graphics, video game programming, bioinformatics, advanced algorithms, parallel programming, network administration, mobile device programming, and other subjects depending on student interest. Students may repeat this course as new topics are offered. *Prerequisite: permission of the instructor.*

**CMSC 495 Computer Science Internship**  
**Variable CR**  
An intensive experience with an approved organization for the purpose of obtaining practical experience in the field of computer science. Repeatable for credit. *P/F grading.*  
*Prerequisite: permission of the instructor.*

**CRIMINOLOGY AND CRIMINAL JUSTICE (CRIM)**

**CRIM 101 Criminal Justice Systems**  
**F**  
**3 CR**  
An introduction to the field of criminal justice, this course examines the main components of the criminal justice system. It provides the students with a broad overview of the history and functions of the police, courts, and correctional system in the United States. *General education explorations – social science course.*

**CRIM 102 Survey of Criminology**  
**S**  
**3 CR**  
An overview of the discipline of criminology, this course examines major theoretical perspectives, basic assumptions, and definitions. Crime typologies and measurement of crime are an integral part of this course. *General education explorations – social science course.*
CRIM 220  Introduction to Law Enforcement  S  3 CR
As an introduction to law enforcement in society, this course will examine the historical and contemporary role of law enforcement, the politics of law enforcement practice, law enforcement administration and discretion. Prerequisite: CRIM 101.

CRIM 230  Survey of Criminal Courts  ALT S  3 CR
This course will provide a comprehensive understanding of the theory and practice of the United States criminal court system. It will explore the structure and function of the courts as well as the process and politics of the state and federal judicial systems. Prerequisite: CRIM 101.

CRIM 240  Criminal Law  AN  3 CR
This course discusses the goals and rationale of criminal law. Students will learn the basic elements of crimes and criminal defenses. An exploration of the fundamental issue of the relationship of the individual to the state is also reviewed. Prerequisite: CRIM 101.

CRIM 276  Topics in Offender Populations  AN  3 CR
Current issues in adult and juvenile offender populations will be examined. Possible topics include, but are not limited to, the life and times of offenders, offender characteristics and typologies, mental health and substance abuse issues of offenders, offender classification and treatment, offender management in both institutions and the community, special populations, and correctional administration. Prerequisite: CRIM 101.

CRIM 290  Institutional Corrections  F  3 CR
The history, organization, and functions of correctional settings are examined. Students will explore the purpose and procedures of these institutions at the local, state, and federal levels. Prerequisite: CRIM 101, CRIM 102, & CRIM 220 or permission of instructor.

CRIM 291  Community Corrections  AN  3 CR
This course is an in depth analysis of alternatives to incarceration such as intermediate sanctions and probation. Other programs reviewed include parole, community correctional centers, half-way houses, and restorative justice programs. The prevalence of private interests in community-based corrections is also examined. Prerequisite: CRIM 101.

CRIM 302  Deviant Behavior  AN  3 CR
An analysis of causes and forms of deviant behavior from the sociological perspective. Focus is on sociological theories and processes by which behaviors are defined as deviant and how such definitions affect the individual. We will also study the social reactions to these forms of deviant behavior. This course focuses on criminal as well as non-criminal deviance. Same as SOCI 302. Prerequisite: CRIM 102 or SOCI 101.

CRIM 330  Victimology  AN  3 CR
This course examines victim-offender relationships, the interactions between victims and the criminal justice system, and the connections between victims and other social groups and institutions (such as the media, social movements, advocacy groups, legislatures, and the state). This course will address the theory, history, research, legislation, and policy implications related to the social construction of the victim. In addition, this course will explore current trends concerning the victim in the criminal justice system, victim rights and compensation, measurement of victimization, and the impact of victimization on the individual.

CRIM 343  Juvenile Justice Systems  F  3 CR
This course traces the historical, philosophical and legal development of the juvenile justice system in the United States and examines the various stages of the juvenile justice process and critical issues currently facing the system. Prerequisite: CRIM 290 and junior standing.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Description</th>
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<tbody>
<tr>
<td>CRIM 350</td>
<td>Organization and Management in Criminal Justice</td>
<td>AN 3 CR</td>
<td>This course covers contemporary concepts, principles and theories of organization and administration in criminal justice agencies including issues of budgeting, forecasting, human resource management, and project implementation. Prerequisite: CRIM 101.</td>
</tr>
<tr>
<td>CRIM 371</td>
<td>Criminal Procedure</td>
<td>AN 3 CR</td>
<td>Constitutional development of the law of criminal procedure including search and seizure, arrest, interrogation, trial, and post-conviction proceedings are reviewed in this course. Prerequisite: CRIM 101.</td>
</tr>
<tr>
<td>CRIM 375</td>
<td>Criminal Investigation</td>
<td>AN 3 CR</td>
<td>The procedures of crime investigations, the preservation of evidence, and courtroom preparation is studied in this course. Prerequisite: CRIM 101.</td>
</tr>
<tr>
<td>CRIM 376</td>
<td>Advanced Topics in Policing</td>
<td>AN 3 CR</td>
<td>This course will focus on specific issues related to the practice of law enforcement including but not limited to: problem oriented policing, police use of force, racial profiling, and police corruption. Prerequisite: CRIM 101.</td>
</tr>
<tr>
<td>CRIM 398</td>
<td>Criminological Research Methods</td>
<td>F 3 CR</td>
<td>Basic criminological research methods are examined to assist the student in understanding both the qualitative and quantitative paradigms. The development and organization of a research proposal is an integral part of this course. A review of ethical considerations in research design is also discussed. Prerequisite: CRIM 290 and junior standing.</td>
</tr>
<tr>
<td>CRIM 430</td>
<td>Death Penalty</td>
<td>AN 3 CR</td>
<td>An examination of the legal and social issues associated with the death penalty, including an in-depth analysis of the use of capital punishment as a criminal sanction throughout the world. The class will focus on the historical origins, methods, purposes, costs, and other issues associated with the use of this criminal sanction. Special attention will be given to the use of capital punishment in the United States. Additionally, the class will explore the arbitrary and discriminatory administration of the death penalty, as well as miscarriages of justice that have been associated with the use of capital punishment in our society. Prerequisite: CRIM 101 and CRIM 102.</td>
</tr>
<tr>
<td>CRIM 440</td>
<td>Drugs, Crime, and Criminal Justice</td>
<td>AN 3 CR</td>
<td>This course looks at the socially constructed nature of drugs and drug policy, focusing on the variety of ways drugs and crime are connected and the socio-historical context of contemporary U.S. drug policy. Prerequisites: CRIM 101 and CRIM 102.</td>
</tr>
<tr>
<td>CRIM 470</td>
<td>Criminological Theory</td>
<td>S 3 CR</td>
<td>Major criminological theories are examined and critiqued. Emphasis is placed on connecting theory to practice by focusing on the empirical validity as well as the practical and policy implications of the major theoretical perspectives. New and emerging criminological theories will also be examined. Prerequisite: CRIM 343, CRIM 398, and junior standing.</td>
</tr>
<tr>
<td>CRIM 476</td>
<td>Seminar in Contemporary Issues in Criminology</td>
<td>AN 3 CR</td>
<td>Current issues in criminology will be explored. Possible topics include, but are not limited to, environmental crime, terrorism, organized crime, economic and corporate crime, ethical and legal issues, and alternative approaches for dealing with criminological issues. With permission of the instructor, students may repeat this course once. Prerequisite: CRIM 101 and CRIM 102.</td>
</tr>
</tbody>
</table>
CRIM 477 Seminar in Contemporary Issues in Criminal Justice AN 3 CR
Current issues in criminal justice will be explored. Possible topics include, but are not limited to, treatment interventions in correctional facilities, special populations in criminal justice, comparative criminal justice, policy and planning in criminal justice, and technological advances in criminal justice. With permission of the instructor, students may repeat this course once. Prerequisite: CRIM 101 and CRIM 102.

CRIM 477 Seminar: Criminal Justice in the Community AN 3 CR
The history of criminal justice in America and its effect on communities. Topics include community oriented policing, citizen involvement in the judicial process, and the evolution of community based corrections. Offered only at specific BVU Graduate & Professional Studies locations.

CRIM 477 Seminar: Probation & Parole AN 3 CR
Procedures, practices and personnel which constitute probation, parole and other community-based sanctions, presented in the historical, philosophical, theoretical and legal contexts. Offered only at specific BVU Graduate & Professional Studies locations.

CRIM 495 Internship Variable CR
The criminology and criminal justice internship provides students with an opportunity to apply theoretical concepts learned in the classroom to real world practice through supervised experience in criminal justice or a related field. P/F grading. Repeatable for credit. Prerequisite: Permission of instructor, minimum 2.5 GPA (both cumulative and within major/minor), and junior standing.

CRIM 498 Capstone in Criminology and Criminal Justice F 3 CR
This seminar is meant to be taken as a final course in criminology and criminal justice. The course will focus on connecting criminological theories, policy implications, and practice in the criminal justice field. Additionally, students will cultivate professional development skills. Prerequisite: CRIM 470 and senior standing.

DIGITAL MEDIA (DIGI)

DIGI 101 Media Studio: Photo F 1.5 CR
Introduction to photo storytelling, including digital capture, manipulation, and distribution to the web of still images. This course is organized around a single seven-week project. Seven-week course.

DIGI 102 Media Studio: Video S 1.5 CR
Introduction to digital video storytelling, including the principles of professional production techniques with an emphasis on basic shooting, lighting, editing and distribution to the web. This course is organized around a single seven-week project. Seven-week course.

DIGI 103 Media Studio: Audio S 1.5 CR
Introduction to digital audio storytelling, including capture, manipulation, and distribution to the web. This course is organized around a single seven-week project. Seven-week course.

DIGI 104 Media Studio: Web F 1.5 CR
Introduction to distributing multimedia to the web through a variety of existing platforms. Using basic HTML and WYSIWYG editors, students will manipulate these platforms to create publishing sites appropriate for their media stories. This course assumes students have skills in one or more of the areas of digital storytelling–photo, video, or audio–and focuses on the publication of digital stories to the world wide web with consideration given to delivery platforms and user interaction. Seven-week course.
DIGI 105  **Media Studio: Writing for Digital Journalism**  S  1.5 CR
In an age when consumers actively seek multiple platforms and sources for vital information, strong writing skills have never been so important. This course develops digital journalists’ writing muscles by focusing on: organizing complex information, layering primary and secondary sources, developing leads that hook, structuring narrative and teasing out tension, and developing a credible voice. Students will also advance their understanding of grammar and editing and refine their creative thinking and language skills. Seven-week course.

DIGI 106  **Media Studio: Information Gathering**  S  1.5 CR
Most journalists would say that the toughest—but most exciting—part of the job is finding the story. Stories are the result of locating, verifying, and expertly assembling individual facts, voices and pieces of information. This course develops digital journalists’ research muscles by focusing on: differentiating between primary and secondary sources; designing and executing interviews; public records and legal access issues, structuring and teasing out narrative tension, and developing a credible voice. Students will also advance their understanding of follow-up inquiry; analysis of numeric data; ethics; and attribution. Seven-week course.

DIGI 210  **Media and Society**  F, S  3 CR
Students trace and describe the historical development of communication media while identifying, discussing and debating current communication media issues. Students articulate and analyze the cultural impact of representations of media messages. Students apply key theories, knowledge of history, and methods of critical inquiry in creative media projects. **General education—Humanities course.**

DIGI 220  **New Media**  F  3 CR
Students will survey the newest practices and tools in the rapidly changing media landscape and their implications and possibilities for media creation and promotion. Course content will include an examination of how individuals, organizations, and businesses strategically use new media as well as a critical look at the cultural importance of these new practices. Students will build analytical and practical skills in these new media and awareness of the changes they bring to the traditional media industry. Topics may include social networking, media sharing tools, viral media, digital community building, podcasts, blogging/vlogging, and interactive media.

DIGI 230  **Introduction to Integrated Communications**  F, S  3 CR
This course researches and compares the effectiveness of communications between advertising and public relations. Students explore the impact and interaction of these forms of communications. Historical and current issues are identified using defined strategies and tactics. The students learn the basic process and concepts of these communication methods: research, planning, communications and evaluation. Course study revolves around the foundation of networking and relationships in different career fields.

DIGI 240  **Digital Journalism**  S  3CR
This course is project-driven and challenges students to use multimedia platforms as they identify, research and tell vital stories to specific communities. Students hone the research, writing, design, video and audio skills they have learned in the foundations 100-level media studios as they create and distribute original stories. To contextualize the use of those skills, students will also study the use of digital technology in contemporary journalism, the distribution of information and importance of social responsibility. **Prerequisite: DIGI 101, 102, 103, 104, 105, 106.**

DIGI 300  **Legal and Ethical Perspectives**  S  3 CR
An introduction to current legal and ethical issues regarding the rights and responsibilities of media professionals. Students study the range of ethical values and legal regulations guiding and controlling media practices. **Prerequisite: DIGI 210.**
Digi 301  Advanced Digital Photography  S  3 CR
A continuation of Digi 101 Media Studio: Photo. Advanced digital capture, manipulation and publication. Emphases include such commercial applications as documentary, commercial, and portrait photography with output in an array of formats including digital prints, slide shows, and the web. Prerequisite: Digi 101.

Digi 302  Advanced Digital Video  ALT F  3 CR
This is a production-based course where students work to develop a critical attitude towards the profession of media storytelling. It is an exploration of advanced video production techniques, including lighting, sound, editing, visual/sound effects, CGI and composition. Students produce and direct in all aspects of video. Students gain professional production skills using the “effect-to-cause” model for effective storytelling. Prerequisite: Digi 102.

Digi 303  Advanced Digital Audio  ALT S  3 CR
A continuation of Digi 103 Media Studio: Audio. Advanced digital audio capture, manipulation and publication. Emphases include such commercial applications as radio, podcasting, and sound tracking with output in an array of formats including broadcast radio, slide shows, and the web. Alternates with Digi 103 every other spring semester. Prerequisite: Digi 103.

Digi 304  Multimedia Web Design  S  3 CR
This course combines development of practical skills creating multimedia projects for world wide web with an exploration of key design considerations, drawing upon diverse fields of visual media. Students will learn web markup language to create interactive multimedia projects. Students will engage in various practical and aesthetic problems of web design. This course assumes students have skills in one or more of the areas of digital storytelling—photo, video, or audio. Prerequisite: Digi 104.

Digi 330  Integrated Media Campaigns  S  3 CR
This is a service learning project-based course. Students develop a coherent communications campaign integrating the framework from public relations and advertising. Emphasis is placed on field research techniques, campaign strategies, tactics and evaluation in advertising, public relations and marketing to determine the nature of a media campaign design. The class is divided up into media campaign teams using analytical skills to understand message impact on internal and external audiences. Students produce, design and implement a specific campaign for an actual client using current media platforms. Prerequisite: Digi 230.

Digi 400  Media Theory and Representation  S  3 CR
This course introduces students to theoretical approaches to the study of media. Students will survey a range of media and cultural theorists and critics, with a particular focus on the critical study of representations of race, class, gender and sexuality in popular media. They will develop the ability to analyze media texts and critically discuss meaning production in popular culture especially as they relate to issues of culture, ideology, hegemony, privilege, and power. Prerequisite: Digi 210.

Digi 410  Media Project  F  3 CR
A capstone experience that aims to synthesize both practical and theoretical learning in the major and prepare students for professional work or further study in the rapidly changing media landscape. Media Project explores personal and professional development, personal branding, media portfolio, industry/career investigation, job prospects and searches. Media Project focuses on student development of a comprehensive media project/media business founded in research of current developments and distributed/launched via the web. Prerequisite: Senior standing or permission of the instructor.
DIGI 490 Disney Experience  
F,S  3 CR  
The Disney Experience provides students the opportunity to participate in a Disney College course at the Walt Disney World Resort in Orlando, Florida. Possible course options are Corporate Communication, Creativity & Innovation, Marketing You and Corporate Analysis. Students wishing to take part in the Experience must first apply for the Disney College Program. After acceptance by Walt Disney World into the Disney College Program, students will take an on-site communication course at Disney. P/F grading.

DIGI 495 Media Internship  
Variable CR  
Students will work in a professional media area of their interest to develop and articulate career goals and develop the necessary career preparation to achieve those goals. At least one three-credit internship is required for the application of theory to practice. P/F grading. Repeatable for credit. Prerequisites: Junior standing or permission of the instructor.

DIGI 496 Digital Media Intraship  
3 CR  
The involvement of the digital media student in the Digital Media Intraship is designed to provide the student with in-depth study and application in one of three specific co-curricular programs with digital media while working hand in hand with media advisors. The intraship requires a significant commitment of time and responsibility in the weekly planning and production of media programming. This course is a comprehensive lesson offering the development of knowledge and skills under the oversight of the digital media faculty and staff. The intraship may be repeated once for credit in each of the 3 separate campus media. P/F grading. A student may apply a total of 15 internship/intraship credits to their program of study. Prerequisite: Permission of co-curricular media advisor.

ECONOMICS (ECON)  
ECON 110 Introduction to International Political Economy  
AN  3 CR  
An exploration of the politics, economics, culture, and history of a particular world region as determined by the instructor. A variety of countries will be examined in these facets, allowing for comparisons of their pasts and prospects for their futures both economically and politically. Repeatable for credit if different topic. General education explorations – social science course.

ECON 200 Economics Foundations  
F, S  4 CR  
This course introduces students to the discipline of economics and the economic way of thinking. It covers the broad areas traditionally known as microeconomics and macroeconomics, but the focus is on understanding the market process and how economics can help us to make sense of the world. Students will learn microeconomic topics such as how individuals, households, and firms make decisions, as well as how those widely varied decisions are coordinated. Students will also learn macroeconomic topics such as how national income, unemployment, and inflation are determined, as well as how the material prosperity of societies varies around the world and across time. Prerequisite: University Mathematics General Education Foundations.

ECON 205 Principles of Microeconomics  
3 CR  
A study of supply and demand in the context of consumer preferences and the theory of the firm. General education explorations – social science course. Prerequisite: University math foundational skills. Offered only at specific BVU Graduate & Professional Studies locations.

ECON 206 Principles of Macroeconomics  
3 CR  
A study of the aggregate economic variables including determination of Gross Domestic Product, fiscal policy, monetary policy, growth and stagnation theory. General education explorations – social science course. Prerequisite: ECON 205. Offered only at specific BVU Graduate & Professional Studies locations.
ECON 301 Microeconomic Theory  ALT S  3 CR
A study of intermediate theory of consumer demand, production and cost; analysis of various market structures and income distribution. Prerequisite: ECON 200 or ECON 205 and ECON 206.

ECON 302 Macroeconomic Theory  ALT F  3 CR
A study of intermediate theory concerning national income determination models, measurement of Gross National Product, and fiscal policy decisions based on this aggregate theory. Prerequisite: ECON 200 or ECON 205 and ECON 206.

ECON 306 Managerial Economics  AN  3 CR
An advanced course in applied economics. Students explore the economics of management, incentives, advertising, promotion, and organization applied to businesses. The vertical and horizontal boundaries of firms, profit maximizing and cost minimizing decisions, cost relationships and behaviors in firms, economies of scale, economies of scope, and quantitative demand analysis are studied. Managerial responses to government in the marketplace are evaluated. Prerequisite: ECON 206 and MGMT 205 or MGMT 206.

ECON 340 Econometrics  ALT S  3 CR
Review and application of univariate and multiple variable linear regression; ANOVA procedure in research/control/treatment settings; estimation and prediction of cost, revenue, profit and utility functions from relevant data; exploration of data patterns, correlation and covariance examinations; analysis of cross-classification and contingency tables (proportion testing using the $\chi^2$ distribution); and analysis of qualitative, rank, and likert-scale data using non-parametric methods. Prerequisite: MATH 140, ECON 200 or ECON 205 and ECON 206.

ECON 391 Economics for Elementary/ Middle Level Teachers  AN  1 CR
Study of basic concepts in economics, consistent with Iowa state guidelines for economics content.

ECON 405 International Economics  S  3 CR
A view of international economic activity including trade theory and policy, exchange rates, and economic growth. Prerequisite: ECON 200 or ECON 205 and ECON 206.

ECON 420 Money and Credit Institutions  F  3 CR
Same as FNBK 420. Prerequisite: ECON 200 or ECON 205 and ECON 206 and either FNBK 301 or 306.

ECON 485 Topics in Economics  F  3 CR
Upper level courses with foci and content fitting students and faculty preferences. Prospective offerings include, but are not limited to: economics and law; agricultural finance and policy; public finance and public choice; history of economic thought; general equilibrium and welfare economics; economies of scale, scope, and market regulation; economics of sports. Repeatable for up to 6 credit hours. Prerequisite: ECON 200 or ECON 205 and ECON 206.

ECON 495 Economics Internship  Variable CR
The business internship is an intensive work experience which is related to the student’s academic major. Students will be placed in selected businesses which are willing to help students become involved in day-to-day operations. Repeatable for credit. P/F grading. Prerequisite: Business Economics major with 70 credit hours and consent of instructor.
**Course Descriptions**

**Early Childhood Special Education (PSPD)**
See Graduate Special Education Section for a description of requirements and course offerings.

**Education Core (EDCO)**

**EDCO 240 Development of the School-Age Child**
F, S 3 CR
This course introduces human growth and development of children and adolescents, associated with how students learn and relate, physically, cognitively, socially, and behaviorally, to include how students differ in their approaches to learning, within these developmental frameworks. It will include an introduction to instructional strategies that are equitable and adaptable to diverse learners, through addressing emotional, physical, and mental characteristics of elementary-age children. Prerequisite: PSYC 100 or PSYC 102.

**EDCO 245 Learning and Motivation**
F, S 3 CR
A study of classroom behavior with emphasis on motivation and promotion of learning. This course explores the nature and theories of learning and instructional strategies based on students’ learning needs, classroom management, motivational processes in the classroom and assessment of student learning. It will include exploration of various contributions to theories of learning and motivation, overt classroom management and instructional strategies based on developmental theory, and an understanding of the value of professional practices addressing reflection, ethics, and relationships. This class is to be taken in conjunction with EDCO 255. Prerequisite: EDCO 240.

**EDCO 250 Educational Psychology/Human Development**
AN 3 CR
A study of classroom behavior with emphasis on motivation and promotion of learning. Introduces development of children, the nature and theories of learning, instructional strategies based on students’ learning needs, motivational processes in the classroom and assessment of student learning. This class is to be taken in conjunction with EDCO 255. Prerequisite: PSYC 100 or PSYC 102.

**EDCO 255 Professional Seminar I & Field Experience: Learning and Motivation**
F, S 1 CR
An initial field experience in a classroom setting for a minimum of 15 hours per semester/term. Taken in conjunction with EDCO 245 where students relate clinical experiences to the concepts of the course. The directed observation and related seminar expects participant observers to make connections between theoretical concepts and actual classroom practices, focusing on learning and motivation, and classroom management and instructional strategies based on developmental theory. Through classroom experience and professional seminar participation, students will begin to focus on principles of learning as seen in the effective practices of planning and teaching which are expected as exit outcomes for the Teacher Education Program. Additionally, this course emphasizes the development of reflective skills related to observation experiences. P/F grading.

**EDCO 256 Professional Seminar I: Learning and Motivation**
AN 0 CR
This course is designed for students who transfer a 15-hour field experience equivalent to EDCO 255, but without the supporting Professional Seminar. This professional seminar expects participant to make connections between theoretical concepts and actual classroom practices, focusing on learning and motivation, and classroom management and instructional strategies based on developmental theory. Students will begin to focus on principles of learning as seen in the effective practices of planning and teaching which are expected as exit outcomes for the Teacher Education Program. Additionally, this course emphasizes the development of reflective skills related to observation experiences. P/F grading.
EDCO 280  History of American Education  F, S  3 CR
History of American Education is a survey course that provides an awareness of the
development of American education in respect to social, historical, and philosophical
foundations. In the process of addressing the foundation areas particular attention
will be given to the education of all populations and their respective backgrounds,
contributions and rights, the legal and ethical foundations of schooling and teaching, and
the organizational structure of schooling in America. The topics covered will provide
beginning educators, future tax payers, and potential school board members with a broad
picture of education and schooling in the United States, and give them a framework in
which to make informed decisions in a complicated educational environment. EDCO
280 satisfies the Iowa Department of Education requirement of knowledge in the broad
areas of foundations of education and related issues, and in conjunction with EDCO 290
and EDCO 300 fulfills the human relations coursework requirements. General education
explorations – humanities course.

EDCO 281  Legal Issues and Professional Ethics  1 CR
Legal responsibilities of the teaching profession are explored. This course is offered
only to those students who transfer in coursework equivalent to EDCO 280 History of
American Education without the legal component being addressed.

EDCO 290  Professional Seminar II and Field Experience:
Human Relations  I  2 CR
A clinical experience in an appropriate classroom setting for a minimum of 80 hours
per semester/term. Supervised participation provides students with an opportunity
to demonstrate practical applications of educational theory in actual classroom
settings. Throughout the field experience and related seminar, students will focus on
implementation of a variety of instructional strategies, individual and group motivational
factors, characteristics of effective instruction, and working with diverse learners.
EDCO 290 in conjunction with EDCO 280 and EDCO 300 fulfills the Iowa Department
of Education human relations coursework requirements. This field experience also
provides students with an opportunity to observe and to continue development of skills
of the reflective practitioner. P/F Grading. Prerequisite: Checkpoint Two of the Teacher
Education Program.

EDCO 291  Professional Seminar II and Field Experience:
Human Relations  AN  1 CR
A clinical experience in an appropriate classroom setting for a minimum of 40 hours.
Supervised participation provides students with an opportunity to demonstrate practical
applications of educational theory in actual classroom settings. Throughout the field
experience and related seminar, students will focus on implementation of a variety of
instructional strategies, individual and group motivational factors, characteristics of
effective instruction, and working with diverse learners. EDCO 291 in conjunction
with EDCO 280 and EDCO 300 fulfills the Iowa Department of Education human
relations coursework requirements. This field experience also provides students with an
opportunity to observe and to continue development of skills of the reflective practitioner.
Course limited to those students who have completed sufficient previous experiences and
can provide documentation and other evidence that would verify those experiences to
have included a minimum of 60 hours in an appropriate classroom in an aiding capacity.
Qualified students must apply for and submit appropriate documentation to the director of
field experiences (or appropriate personnel) for consideration. P/F Grading. Prerequisite:
Checkpoint Two of the Teacher Education Program.
EDCO 300  
**Differentiated Instruction for Exceptional Learners**  
**F, S**  
3 CR
Elementary and secondary exceptional students should be integrated into regular classes whenever possible; thus teachers must be prepared to address needs as well as human relations concepts of biases related to students with exceptionalities through instructional methods and collaborative practices. This course provides a foundation for teachers, particularly those planning to teach in regular classrooms, to differentiate instruction in order to serve the developmental, emotional, academic and social needs of exceptional students. The course includes an overview of special education processes and history, as well as targeted environmental and classroom management strategies for creating differentiated and inclusive classrooms. EDCO 300 in conjunction with EDCO 280 and EDCO 290 fulfills the Iowa Department of Education human relations coursework requirements.

EDCO 370  
**Human Relations**  
**Online**  
3 CR
A study of the issues related to cultural pluralism, individual and group learning, exceptionality, second language acquisition, and human motivation in education. Satisfies state of Iowa requirements in human relations.

EDCO 390  
**Instructional Technology**  
**F, S**  
3 CR
This course provides foundational learning regarding the integration of digital and interactive technologies in order to provide instruction and assessment that maximizes learning for all students. Determining how to select which technologies best meet instructional purposes is an ongoing focus. Attention will be given to how the varying content, inquiry processes, and global perspectives of each discipline impact the use of instructional technologies. In addition, the course will address the professional use of technology as part of analyzing learner data and self-assessment through reflective practice. Ethical use of technology will be emphasized throughout the course.

EDCO 401  
**Classroom Management and Evaluation Techniques**  
**F, S**  
3 CR
A study of the comprehensive research-based framework on cognition and learning in relation to classroom applications and management. The practical framework will provide K-12 educators with a basis to improve the quality of teaching and learning in any content area. The premise of this course will be to explore how educators organize curriculum and instruction in order to optimize effective management issues. In addition, this course will examine a full array of assessment procedures (observation strategies, formal and informal assessment strategies) as well as current trends and issues of assessment and evaluation of student performance.

EDUCATION (EDUC)  
EDUC 305  
**Preschool and Kindergarten Curriculum Development and Organization**  
3 CR
This course explores current trends in curriculum for preschool children. Issues influencing the planning, development and implementation of early childhood curricula are examined. Preparation to plan, organize, and operate public and non-public/private programs for young children, including working with families and other social agencies, obtaining and administering funds, staffing, providing for health and safety, and curriculum decisions is included. **Offered only at specific BVU Graduate & Professional Studies Locations.**

EDUC 317  
**Foundations of Literacy**  
**F**  
3 CR
This course is a theoretical study of how the interconnected components of a comprehensive literacy program (phonemic awareness, word study, vocabulary, comprehension, fluency, writing) have been taught throughout history including the changing perspectives, practices, and laws related to teaching students with diverse needs, interests, motivation, and backgrounds. Topics also include management of the literacy classroom to support all learners and the psychological, sociocultural, and linguistic foundations of reading, writing, and instructional methods.
EDUC 330 **Guidance and Instructional Methods in Preschool and Kindergarten Education** 3 CR
This course will discuss the role of the teacher in guiding young children in their learning activities. Planning and implementing early childhood programs will be emphasized. Basic assumptions underlying curriculum for young children to prepare students to improve teaching practices are reviewed and direction provided for evaluation and effective decision making on future programs and materials. *Offered only at specific BVU Graduate & Professional Studies locations.*

EDUC 332 **Children’s Fiction and Nonfiction** AN 3 CR
A study of old and modern literature suited to elementary and middle school students. It includes the use of literature to enhance learning and to promote literacy; the development of an appreciation for childhood literature and for the connections to students’ everyday lives; technology and media based information; and nonprint materials.

EDUC 335 **Development of Oral Communications** Online 2 CR
This course is a study of building and sharing meaning in oral communication (speaking and listening) through the use of spoken and unspoken messages in a variety of communication contexts. Understanding of aligning progressive learning goals, assessments, and instructional strategies considering the content and the individual needs of all students is developed throughout the course. Language differences among diverse learners are studied with an emphasis on strategies to develop critical and creative thinking, problem solving, and Standard English by all learners. Selecting and integrating digital and interactive technologies as part of oral communication are also investigated. This course is cross-listed as SEDU 335 Prerequisite: EDUC 317.

EDUC 342 **Methods of Written Communications** F 3 CR
This course develops understanding of the connections between oral and written language, and also the writing process. Focus is on designing aligned progressive learning goals, assessments, and differentiated instructional strategies considering the content (genres, purposes for writing, audience, conventions of writing) and the individual needs of all students. The unique needs in written communication for students of diverse languages and backgrounds are examined with an emphasis on developing strategies for all learners to develop critical and creative thinking, problem solving, and Standard English. Selecting and integrating digital and interactive technologies as part of written communication and writing instruction are also investigated. This course is cross-listed as SEDU 342 Prerequisite: EDUC 317.

EDUC 360 **Elementary Health and Physical Education Methods and Field Experience** F 3 CR
This course is a study of the history, theory and practice of health and wellness, games and sports, rhythms and assessment activities for kindergarten through sixth grade. Student will learn how to recognize and deal with biases, diversity and issues of innate ability to create favorable learning environments. Students will also learn the importance of developing strategies for diverse learners, communication, and collaboration with others. Student will demonstrate their content knowledge by sharing lesson plans, incorporating technology, and practicing classroom management skills and appropriate teaching strategies to the class and elementary students. This course includes a minimum experience.
EDUC 362  Methods of Physical Education and Health for Elementary Teachers  S  2 CR
This course is a study of the history, theory and practice of health and wellness, emphasizing personal and social development, using movement to integrate academic concepts, brain break activities, rhythms, and assessment activities for kindergarten through sixth grade. Student will learn how to recognize and deal with biases, diversity and issues of innate ability to create favorable learning environments. Students will also learn the importance of developing strategies for diverse learners, communication, and collaboration with others. Student will demonstrate their content knowledge by sharing lesson plans, incorporating technology, and practicing classroom management skills and appropriate teaching strategies.

EDUC 363  Methods of Visual Arts  Online  1 CR
This course is a study of instructional methods that promote students’ development of visual arts integrated into the elementary classroom. Focus is on designing learning goals, assessments, and instructional strategies aligned to the content and the individual needs of all students.

EDUC 371  Methods of Data-Driven Literacy Instruction  S  3 CR
This course is a foundational study of using analysis of literacy assessment data to make instructional decisions based on knowledge of the subject matter, individual differences of diverse students including English Language Learners, the community, and local and state curriculum goals. Current research-based approaches to literacy instruction will provide Response to Intervention options for developing critical thinking and problem solving. Participants will act as consumers of research throughout the course and specifically to investigate elementary reading programs, including, but not limited to, reading recovery. Prerequisite: EDUC 317 or SEDU 365.

EDUC 380  Language Development and Methods  Online  3 CR
This course includes an examination of the development of communication and language styles and processes across the lifespan. Students will explore a variety of theoretical beliefs of language development, as well as language’s basic building blocks. Participants will learn to recognize the existence of language development and usage problems, to improve their ability to provide appropriate strategies to enhance development for all K-8 students, and to enhance their ability to differentiate between language differences and disorders for the language referral process. Course participants will explore variations related to cultural and linguistic development in order to provide effective differentiated instruction in reading and writing. This course is cross-listed as SEDU 380 Prerequisite: EDUC 317.

EDUC 392  Elementary Math and Science  AN  3 CR
A study of instructional strategies that promotes students’ development of critical thinking, problem solving and performance skills in mathematics and science; characteristics and benefits of authentic assessment; teaching practices that promote understanding of concepts, principles, and themes of science as well as the processes of science; the role of investigation and collaboration; a constructivist approach to teaching and learning; teaching strategies that encourage students to think mathematically.

EDUC 393  Elementary Math Methods & Field Experience  F, S  3 CR
A study of instructional strategies that promotes elementary students’ development of critical thinking, problem solving, and performance skills in mathematics; a constructivist approach to teaching and learning; teaching strategies that encourage students to think mathematically. This course also addresses classroom management, assessment, and technology within the content area of mathematics. This course includes a minimum of 10 hours of clinical experience promoting the integration of methods and field experience. In both classroom and field experience participants will demonstrate understanding of theory into practice (including an understanding of human growth and development, differentiated instruction, and creative thinking). Prerequisite: Acceptance to the Teacher Education Program.
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<th>Course Code</th>
<th>Course Title</th>
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<tr>
<td>EDUC 394</td>
<td>Elementary Science Methods</td>
<td>F, S</td>
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<td>This course is a study of instructional methods that promote critical thinking, problem solving, and scientific inquiry. Focus is on designing progressive learning goals, assessments, and instructional strategies aligned to the content and the individual needs of the students in order to build conceptual understanding. This course also addresses classroom management and technology within the content area of science. Putting theory into practice will be expected during this course— including an understanding of human growth and development, differentiated instruction, and creative thinking.</td>
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<td>EDUC 400</td>
<td>Home, School, and Community Relations</td>
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<td>3 CR</td>
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<td>Procedures for developing home-community-school relationships to promote the education of each child in reaching his or her maximum potential. Emphasis on preschool-kindergarten level. <em>Offered only at specific BVU Graduate &amp; Professional Studies locations.</em></td>
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<td>EDUC 403</td>
<td>Elementary Music Methods and Field Experience</td>
<td>ALT F</td>
<td>3 CR</td>
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<td>A study of the methods, material, and problems of teaching general music in the elementary schools. This course includes a minimum of 10 hours of clinical experience promoting the integration of methods and field experience. <em>Required of elementary music education majors.</em></td>
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<td>EDUC 405</td>
<td>Field Experience/Methods</td>
<td>AN</td>
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<td>This 10 hour clinical experience promotes the integration of methods and field experiences. It is available for students who have taken an equivalent methods course, but are missing a related field experience. <em>P/F Grading.</em></td>
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<td>EDUC 410</td>
<td>Elementary Curriculum/Social Studies Methods</td>
<td>F, S</td>
<td>3 CR</td>
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<td>This course is a study of backwards curriculum design including conceptual learning goals with essential questions, assessment, and instructional strategies. Participants will develop and use their knowledge of the concepts of the discipline, curriculum goals, tools of inquiry, instructional technology, classroom management, and students' diversity to develop meaningful social studies learning experiences for all students. A unit will be designed using the Understanding by Design framework and integrating cross-curricular learning including literacy development and writing for learning. A focus of the course will be designing instruction that recognizes different perspectives and takes learning beyond the classroom by studying culturally relevant content in the context of authentic local, national, and global issues. This course is most meaningful when it is taken after or concurrently with EDUC 420.</td>
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<tr>
<td>EDUC 415</td>
<td>Reading Strategies and Instructional Methods: Fiction</td>
<td>F</td>
<td>3 CR</td>
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<td>A study of quality fiction appropriate for elementary and middle school students, this course also includes research-based strategies for teaching reading comprehension, fluency, conceptual vocabulary, and methods of performing arts. Participants develop plans that maximize learning opportunities for all students including English Language Learners, use assessment for learning to modify instruction, utilize appropriate instructional technology, and consider the learning environment to actively and equitably engage learners. Gradual release of responsibility as teachers vary their role is an emphasis in this course. This course is designed to be taken concurrently with EDUC 443, the literacy field experience. <em>Prerequisite: EDUC 317.</em></td>
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EDUC 420  Reading Strategies and Instructional Methods:
Informational Text
S  3 CR
A study of quality informational text appropriate for elementary and middle school
students, this course also includes research-based strategies for teaching reading
comprehension, fluency, and conceptual vocabulary with an emphasis on content-
area reading. Participants develop plans that maximize learning opportunities for all
elementary students, use assessment for learning to modify instruction, utilize appropriate
instructional technology, and consider the learning environment to actively and equitably
engage learners. This course is meant to be taken before or concurrently with EDUC 410.
Prerequisite: EDUC 317.

EDUC 425  Adolescent Growth & Development  3 CR
Surveys theories and research about development during the period from late childhood
to early adolescence. Addresses the rapid physical, cognitive, social, personality, and
emotional changes which are unique to this age group. This course will provide the
requisite knowledge of middle school growth and development. Offered only at specific
BVU Graduate & Professional Studies locations.

EDUC 426  Methods & Materials for Teaching Middle School  3 CR
Compares the traditional junior high with current middle school development and
examines characteristics of exemplary middle school programs, including disciplinary
and interdisciplinary trends. Students participate in a number of hands-on activities
which explore a variety of teaching methods both group and individually based. This
course will provide the requisite middle school methodology, curriculum design, and
instructional knowledge needed for teaching in a middle school. Offered only at specific
BVU Graduate & Professional Studies locations.

EDUC 428  Student Teaching in Preschool  3 CR
A supervised field experience which includes observation, participation in class activities,
and student teaching at the pre-school level. This field experience must follow the
12-credit hour elementary education student teaching experience. Offered only at specific
BVU Graduate & Professional Studies locations.

EDUC 429  Professional Seminar III: K Student Teaching  F, S  6 CR
A supervised field experience at the kindergarten level, in which participants assume
responsible for designing, modifying, implementing, and assessing instruction that
maximizes achievement of ALL kindergarten students across content areas. Participants
will reflectively demonstrate best practice utilizing the 21st century skills and legal and
ethical conduct as defined by law/district policy. A mandatory seminar is attached to this
field experience.

EDUC 430  Professional Seminar III: 1st-3rd Student Teaching  F, S  6 CR
A supervised field experience at the first through third grade level, in which participants
assume responsibility for designing, modifying, implementing, and assessing instruction
that maximizes achievement of ALL students across content areas. Participants will
reflectively demonstrate best practice utilizing the 21st century skills and legal and ethical
contact as defined by law/district policy. A mandatory seminar is attached to this field
experience.

EDUC 440  Professional Seminar III: 4th-6th Student Teaching  F, S  6 CR
A supervised field experience at the fourth through sixth grade level, in which
participants assume responsibility for designing, modifying, implementing, and assessing
instruction that maximizes achievement of ALL students across content areas. Students
will reflectively demonstrate best practice utilizing the 21st century skills and legal and
ethical conduct as defined by law/district policy. A mandatory seminar is attached to this
field experience.
EDUC 443  **Literacy Field Experience**  F  2 CR
In this field experience the BVU student participates in supervised observation and practice in teaching reading strategies and developing reading materials for K-8 students with reading difficulties. Forty hours are required in this placement, with a minimum of ten and maximum of 20 of those hours spent working with colleagues and parents in support of reading and writing development. A diagnostic individual case study and the development of reading instruction and assessments, along with feedback regarding knowledge, dispositions, and implementation are the major assignments for this reading field experience. This course is designed to be taken concurrently with EDUC 415. This course is cross-listed with SEDU 455. **Prerequisite:** EDUC 317 and 371 with a grade of C- or better.

EDUC 451  **K-8 Art Methods and Field Experience**  ALT F  3 CR
The theory of contemporary art education, teaching methods, and training in the use of media suitable for work with elementary children. This course includes a minimum of 10 hours of clinical experience promoting the integration of methods and field experience. If a student is completing an endorsement at the elementary and secondary levels, 5 hours are completed at each level. This course is designed for art majors/minors.

EDUC 460  **Professional Seminar III: Elementary Student Teaching K-8 (Art, Music, Exercise Science)**  F, S  6-12 CR
A supervised field experience in K-8 art, music or exercise science, in which participants assume responsibility for designing, modifying, implementing, and assessing instruction that maximizes achievement of ALL students. Students will reflectively demonstrate best practice utilizing the 21st century skills and legal and ethical conduct as defined by law/district policy. A mandatory seminar is attached to this field experience.

**ELEMENTARY EDUCATION (ESPD)**
See listings under Graduate Special Education section.

**ENGLISH (ENGL)**
ENGL 050  **Basic Written Communication**  F  3 CR
English 050 presents writing as a process and focuses on the mechanics of written expression, combining sentences, and paragraph building. May not be taken P/F option. **Must earn a grade of “C-” or better.**

ENGL 100  **Written Communication I**  F, S  3 CR
English 100 emphasizes writing as a process of learning and focuses on student skills in the preparation, organization, and development of articulate short essays. Appropriate documentation within essays will be included. May not be taken P/F option. **Must earn a grade of “C-” or better. General education foundations course.**

ENGL 200  **Written Communication II**  F, S  3 CR
English 200 is a continuation of English 100 emphasizing appropriate documentation of opinion in persuasive essays designed to satisfy the needs of a variety of writing situations. May not be taken P/F option. **Must earn a grade of “C-” or better. General education foundations course.**

ENGL 215  **Measuring Jack’s Beanstalk: Fairy Tales and Critical Thinking**  ALT S  3 CR
The fairy tale has been examined by psychiatrists and psychologists, by educators, historians, sociologists, feminists, and cultural critics. One concern shared by nearly all of these folks is how the fairy tale might function as propaganda—as a tool to train the attitudes of even the youngest children. What values, morals, ideologies and prejudices are “hidden” in the innocent-seeming fairy tale? We will look at a variety of fairy tales and find out what the critics have had to say. **No prerequisite; students from all disciplines welcome.**
ENGL 220  Introduction to Literature: Early Literary Classics  
F, S  3 CR 
An introduction to literary study, focusing on major classics from Western Literature (exclusive of British and American) from its beginnings to 1850. General education explorations – humanities course.

ENGL 250  American Literature  
F, S  3 CR 
A one-semester survey of American literature, from its colonial roots to the present, emphasizing literary movements, historical context, and cultural diversity. General education explorations – humanities course. Prerequisite: ENGL 220 or permission of the instructor.

ENGL 261  British Literature, Beginnings to 1750  
F  3 CR 
A study of the literature of Anglo-Saxon Britain from 450 to 1750, emphasizing the types and techniques of literature and the historical backgrounds of the periods. General education explorations – humanities course. Prerequisite: ENGL 220 or permission of the instructor.

ENGL 262  British Literature, 1750 to Present  
S  3 CR 
A continuation of ENGL 261. The Romantic era (Blake, Wordsworth, etc.) to the present. General education explorations – humanities course. Prerequisite: ENGL 220 or permission of the instructor.

ENGL 276  World Literature  
F, S  3 CR 
A survey of world literature that explores a range of themes, styles and genres from storytellers from around the globe. It focuses on analysis of the forces and thoughts that influenced the works, and helps develop students’ understanding of the intellectual, moral, and spiritual dimensions of human life in an international context. General education explorations—humanities. No prerequisite; students from all disciplines welcome.

ENGL 300  Advanced Composition  
F, S  3 CR 
A course devoted primarily to expository writing in academic, professional, and reflective genres. The course is designed to advance students’ independent, collaborative, and service writing and is intended for all students looking forward to professional careers.

ENGL 320  Creative Writing  
F, S  3 CR 
An introduction to the theory and practice of creative writing, with an emphasis on short fiction and poetry. Students will produce a portfolio of original work.

ENGL 331  Introduction to Linguistics  
S  3 CR 
A structural linguistics approach to the study of human language and its origins, development, varieties, and function in society. Emphasis is placed on the history, phonetics, phonology, syntax, and morphology of Indo-European languages, including standard English and its dialects. Secondary emphases are placed on sociolinguistics (language change) and psycholinguistics (language and behavior). The course is designed to help students understand the organizational structures and uses of language.

ENGL 332  Modern English Grammar  
ALT F  3 CR 
A pedagogical approach to grammar, emphasizing analysis of, and critical thinking about, the forms and functions of language structures. Both constitutive rules (describing how grammar operates) and regulative rules (prescribing standard American usage) will be studied. The course integrates orientations from both structural linguistics and transformational grammar. Reed-Kellogg diagrams and phrase structure trees will be employed as means of visualizing analysis. The goal of the course is to enable students to articulate what they already know about the English language, to add to that knowledge, and to be able to teach others. Prerequisite: ENGL 331 or permission of instructor.
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<th>Course Code</th>
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<tr>
<td>ENGL 340</td>
<td>Introduction to Literary Theory</td>
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<td>3 CR</td>
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<td>An introduction to the major approaches in contemporary literary theory, including feminist, Marxist, psychoanalytic, post-structuralist, and post-colonial. Prerequisite: ENGL 220.</td>
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<td>ENGL 350</td>
<td>Shakespeare</td>
<td>S</td>
<td>3 CR</td>
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<td>The study of selected plays by Shakespeare, combined with examples of the most important critical and interpretive thought; attention to the Bard’s life, era and theatre; designed to benefit future teachers of English, as well as students merely wishing to gain an appreciative knowledge of Shakespeare’s poetic and dramatic art. Same as THEA 350. General education explorations – humanities course.</td>
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<td>ENGL 370</td>
<td>Literary Movement</td>
<td>AN</td>
<td>3 CR</td>
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<td>An intensive study of literature from a single period in literary history, such as the Middle Ages, Renaissance, British or American Romantic Period, Victorian Age, or Postmodernist Era, focusing upon common characteristics of the literature produced during a specific period or “movement.” Subject will be announced each time the course is given. May be repeated for a total of six credit hours. Prerequisite: ENGL 220 or permission of instructor.</td>
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<tr>
<td>ENGL 373</td>
<td>Literary Movement – British</td>
<td>AN</td>
<td>3 CR</td>
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<td>An intensive study of literature from a single period in literary history, such as the Middle Ages, Renaissance, Romantic Period, Victorian Age, or Postmodernist Era, focusing upon common characteristics of the literature produced during a specific period or “movement.” Subject will be announced each time the course is given. May be repeated for a total of six credit hours. Prerequisite: ENGL 220 or permission of instructor.</td>
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<td>ENGL 374</td>
<td>Literary Movement – American</td>
<td>AN</td>
<td>3 CR</td>
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<td>An intensive study of literature from a single period in literary history, such as the Romantic Period or Postmodernist Era, focusing upon common characteristics of the literature produced during a specific period or “movement.” Subject will be announced each time the course is given. May be repeated for a total of six credit hours. Prerequisite: ENGL 220 or permission of instructor.</td>
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<td>ENGL 375</td>
<td>Literary Movement – World</td>
<td>AN</td>
<td>3 CR</td>
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<td>An intensive study of literature from a single period in literary history, such as the Middle Ages, Renaissance, Romantic Period, Victorian Age, or Postmodernist Era, focusing upon common characteristics of the literature produced during a specific period or “movement.” Subject will be announced each time the course is given. May be repeated for a total of six credit hours. Prerequisite: ENGL 220 or permission of instructor.</td>
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<td>ENGL 395</td>
<td>Plays By and About Women</td>
<td>ALT S</td>
<td>3 CR</td>
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<td>Same as THEA 395. General education explorations – humanities course. Prerequisite: ENGL 220 or permission of instructor.</td>
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<td>ENGL 411</td>
<td>Dramatic Literature</td>
<td>ALT F</td>
<td>3 CR</td>
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<td>A study of significant plays representing various periods and styles in the development of drama, from the Golden Age of Greece to the modern era. Production histories, as well as literary values of plays, are examined. Same as THEA 411. General education explorations – humanities course.</td>
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<td>ENGL 425</td>
<td>Literary Genre</td>
<td>AN</td>
<td>3 CR</td>
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<td>An intensive study of a single genre by British and/or American and/or world authors: poetry, the novel, the short story, or drama. Specific attention will be given to similarities and dissimilarities in technique, style and form, as well as to content. Repeatable for credit if different topic up to 6 credit hours. Prerequisites: ENGL 220 and either ENGL 250, 261 or 262.</td>
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ENGL 426  Literary Genre - British  AN  3 CR
An intensive study of a single genre by British authors: poetry, the novel, the short story, or drama. Specific attention will be given to similarities and dissimilarities in technique, style and form, as well as to content. Repeatable for credit if different topic up to 6 credit hours. Prerequisites: ENGL 220 and either ENGL 250, 261 or 262.

ENGL 427  Literary Genre - American  AN  3 CR
An intensive study of a single genre by American authors: poetry, the novel, the short story, or drama. Specific attention will be given to similarities and dissimilarities in technique, style and form, as well as to content. Repeatable for credit if different topic up to 6 credit hours. Prerequisites: ENGL 220 and either ENGL 250, 261 or 262.

ENGL 428  Literary Genre - World  AN  3 CR
An intensive study of a single genre by world authors: poetry, the novel, the short story, or drama. Specific attention will be given to similarities and dissimilarities in technique, style and form, as well as to content. Repeatable for credit if different topic up to 6 credit hours. Prerequisites: ENGL 220 and either ENGL 250, 261 or 262.

ENGL 430  Major Figures  AN  3 CR
An intensive study of the work produced by one, two, or several major writers, e.g. Chaucer and Milton, Hawthorne and Melville, Hemingway, Faulkner, or Eliot. Specific writers will be announced each time the course is offered. Repeatable for credit if different topic for up to 6 credit hours. Prerequisite: ENGL 220 and either ENGL 250, 261, or 262.

ENGL 431  Major Figures – British  AN  3 CR
An intensive study of the work produced by one, two, or several major writers, e.g. Chaucer and Milton. Specific writers will be announced each time the course is offered. Repeatable for credit if different topic for up to 6 credit hours. Prerequisite: ENGL 220 and either ENGL 250, 261, or 262.

ENGL 432  Major Figures – American  AN  3 CR
An intensive study of the work produced by one, two, or several major writers, e.g. Hawthorne and Melville, Hemingway, Faulkner, or Eliot. Specific writers will be announced each time the course is offered. Repeatable for credit if different topic for up to 6 credit hours. Prerequisite: ENGL 220 and either ENGL 250, 261, or 262.

ENGL 433  Major Figures – World  AN  3 CR
An intensive study of the work produced by one, two, or several major writers, e.g. Rushdie and Murakami. Specific writers will be announced each time the course is offered. Repeatable for credit if different topic for up to 6 credit hours. Prerequisite: ENGL 220 and either ENGL 250, 261, or 262.

ENGL 440  Advanced Creative Writing  AN  3 CR
An intensive study of creative writing in a particular genre or genres (i.e., fiction, poetry, dramatic writing, creative non-fiction), with genres offered according to the discretion of the instructor, in which students can fine tune their creative writing skills and work toward the completion of a major project. Prerequisite: ENGL 320 or permission of the instructor.

ENGL 485  Literature By and About Women  AN  3 CR
An intensive study of women authors from the Greek poet Sappho to the present. All genres—poetry, novel, short story, essays, letters, biographies—will be considered, as well as works by authors from around the world. Prerequisite: GWST 110, ENGL 220 and ENGL 370 or permission of the instructor.
ENGL 490  Major Portfolio  F  1 CR
A selection of your best work across your years at BVU and across disciplines. All work
from Senior Seminar (ENGL 491) must be included. Also included will be a table of
contents, your resume, an evaluation of your experience in the English Program, and any
letters of reference or recognition you may wish to include. A graduation requirement. A
co-requisite with ENGL 491, to be registered concurrently.

ENGL 491  Senior Seminar  F  3 CR
A senior capstone course offered to English and English education majors. Emphasis
is placed on literary theories and criticism, as well as on aesthetics. Various theorists
may be considered, from Plato to Postmodernists. In-depth analysis of specific works
from specific theories will be expected. A final project will include a paper and
presentation to the entire English Department and an external assessor. Both paper and
presentation should demonstrate a solid background in literary terms and discourse.
Taken concurrently with ENGL 490. Prerequisite: Completion of all other English major
requirements.

ENGL 495  Internship  Variable CR
An intensive, supervised work experience, over Interim or a semester, in a discipline-
related work environment. Such internships may include working in a publishing house,
teaching English in a foreign setting, or working on a foreign newspaper. All require
the guidance of an English faculty supervisor. Repeatable for credit. Grading is P/F.
Prerequisite: Approval of faculty sponsor, GPA 3.0 and minimum of sophomore standing.

ENGLISH AS A SECOND LANGUAGE (ESL)
ESL courses address remedial reading, writing, listening and speaking needs that are
required to bring the student’s English language proficiency up to the level required for
admission to the academic program. Grading is P/F only. Students have the option of
enrolling in these courses for a maximum of two semesters.

ESL 050  Listening and Speaking – Beginning  AN  6 CR
This course aims at developing students’ ability to handle a variety of basic social
situations (introductions, ordering meals, asking directions, making purchases, taking
and leaving simple messages, etc.). Students will learn to tell simple stories and describe
pictures in simple sentences, and to understand simple narratives. They will also increase
their vocabulary. The course includes an introduction to North American vowels and
consonants as well as basic intonation patterns. ESL courses do not apply toward
graduation. P/F grading. Prerequisite: Permission of ESOL director.

ESL 051  Reading and Writing – Beginning  AN  6 CR
This course focuses on developing basic reading and writing skills. After completing the
course, students are expected to be able to write short messages and descriptions; fill out
simple forms; apply basic principles of capitalization and punctuation; read simplified
short texts on familiar topics and answer factual questions about the reading; scan to
locate information in text; categorize vocabulary (synonyms, antonyms). Students will
also increase their vocabulary. ESL courses do not apply toward graduation. P/F grading. Prerequisite: Permission of ESOL director.

ESL 052  Listening and Speaking – Low-Intermediate  AN  6 CR
This course focuses on developing students’ oral communication skills, including their
ability to make simple oral presentations, retell simple stories, participate in face-to-face
conversations on topics going beyond the most immediate needs, and identify the main
ideas and factual information in level-appropriate listening passages. This course includes
a review of English sounds, word-level stress, and reduction, linking, and contractions.
ESL courses do not apply toward graduation. P/F grading. Prerequisite: Permission of
ESOL director.
ESL 053  Reading and Writing – Low-Intermediate  AN  6 CR
This course will help students improve their reading comprehension skills and begin to learn how to write well-structured paragraphs. Students will learn to use a variety of pre-reading strategies to become more effective readers, to identify main and supporting ideas of a text, and to identify pronoun antecedents. In addition, students will learn the organization of a well-developed paragraph and write, edit, and format written assignments. ESL courses do not apply toward graduation. P/F grading. Prerequisite: Permission of ESOL director.

ESL 054  Listening and Speaking – Intermediate  AN  6 CR
This course focuses on developing students’ oral communication skills, including their ability to make simple oral presentations, retell simple stories, participate in face-to-face conversations on topics going beyond the most immediate needs, and identify the main ideas and factual information in level-appropriate listening passages. This course includes a review of English sounds, word-level stress, and reduction, linking, and contractions. ESL courses do not apply toward graduation. P/F grading. Prerequisite: Permission of ESOL director.

ESL 055  Reading and Writing – Intermediate  AN  6 CR
In this course, students will further improve their reading comprehension and writing skills. Specifically, students will learn: (1) to use a variety of pre-reading strategies to become more effective readers, to identify main and supporting ideas of a text; (2) to identify pronoun antecedents. In addition, students will conduct basic internet searches and use word-processing software to write, edit, and format written assignments. ESL courses do not apply toward graduation. P/F grading. Prerequisite: Permission of ESOL director.

ESL 056  Listening and Speaking – Low-Advanced  AN  6 CR
This course is designed to help develop academic listening and speaking skills needed for academic success in undergraduate study in the United States. Students will be able to: (1) develop effective note-taking skills on academic lectures/presentations; (2) comprehend the main idea and supporting details; (3) recognize mode and organizational patterns; (4) make valid inferences; (5) discuss in group settings; (6) prepare and give 5-minute speeches/presentations in expository or persuasive mode; and (7) express and defend viewpoint. ESL courses do not apply toward graduation. P/F grading. Prerequisite: Permission of ESOL director.

ESL 057  Reading – Low-Advanced  AN  3 CR
This course is designed to help students become familiar with authentic and selected academic reading passages of several pages. Students will learn to: (1) recognize main idea of lengthy passages and supporting details; (2) recognize which arguments or facts support a particular argument; (3) determine the viewpoint; (4) make inferences; (5) summarize a lengthy passage; and (6) summarize the pros and cons of an argument. ESL courses do not apply toward graduation. P/F grading. Prerequisite: Permission of ESOL director.

ESL 058  Writing – Low-Advanced  AN  3 CR
This course is an introduction to compositions. Students will learn to produce a composition, based on an assigned writing task, with an objective point of view, demonstrating level-appropriate word choice and control of mechanics and grammar. Students will be able to: (1) write compositions of exemplification, classification (logical division of ideas), process, comparison/contrast, cause/effect; (2) organize the composition; (3) support the topic; (4) express point of view; (5) construct compound and complex sentences; and (6) summarize a passage. ESL courses do not apply toward graduation. P/F grading. Prerequisite: Permission of ESOL director.
ESL 059 Listening and Speaking – Advanced AN 6 CR
This course is designed to help develop academic listening and speaking skills for advanced level students interested in undergraduate study in the United States. Students will be able to: (1) comprehend the main ideas and supporting details of complex but abbreviated academic lectures and instructions spoken naturally; (2) develop effective note-taking skills; (3) recognize mode and organizational patterns; (4) comprehend academic vocabulary; (5) apply concepts and information from the listening materials to other contexts, problems, and questions; (6) prepare and give 5 to 7-minute speeches/presentations in expository or persuasive mode; and (7) express and defend viewpoint. ESL courses do not apply toward graduation. P/F grading. Prerequisite: Permission of ESOL director.

ESL 060 Reading – Advanced AN 3 CR
This course will introduce students to authentic and selected academic reading passages of several pages. Students will be able to: (1) recognize main idea of lengthy passages and supporting details; (2) recognize which arguments or facts support one theory/thesis or another; (3) determine the viewpoint; (4) make inferences; (5) summarize an article; and (6) summarize the pros and cons of an argument. ESL courses do not apply toward graduation. P/F grading. Prerequisite: Permission of ESOL director.

ESL 061 Writing – Advanced AN 3 CR
This course is designed to help students comprehend the organizational structures of various types of academic essays. Students will be able to: (1) write well-developed essays of exemplification, classification (logical division of ideas), process, comparison/contrast, cause/effect, and argumentation; (2) organize the essay; (3) support the topic; (4) express point of view; (5) construct compound and complex sentences; (6) paraphrase; (7) summarize a reading; and (8) use sources appropriately without plagiarizing. ESL courses do not apply toward graduation. P/F grading. Prerequisite: Permission of ESOL director.

ESL 062 TOEFL iBT Preparation AN 1-3 CR
Students will learn effective test-taking strategies and extensively practice completing all types of exercises found on the TOEFL iBT. This is an elective course. ESL courses do not apply toward graduation. P/F grading. Prerequisite: Permission of ESOL director.

ESL 063 Introduction to Debate AN 3 CR
This course focuses on helping students build strong conversation skills through a variety of problem-solving activities and discussion of controversial issues. This is an elective course. ESL courses do not apply toward graduation. P/F grading. Prerequisite: Permission of ESOL director.

ESL 064 Introduction to American Culture AN 3 CR
This is a content-based course covering various aspects of American culture, such as famous people and places, important historical events, and traditions. The linguistic component of the course focuses on vocabulary and reading skills. The course will culminate with individual oral presentations or exhibits focusing on specific aspects of American culture. This is an elective course. ESL courses do not apply toward graduation. P/F grading. Prerequisite: Permission of ESOL director.

ESL 065 English Grammar I AN 3 CR
This course includes a review of basic sentence types and simple tense forms and introduces the students to a variety of higher-level grammatical constructions, with a particular focus on developing the students’ ability to use simple, continuous and perfective forms; modal verbs; comparative constructions; and quantifiers. This is an elective course. ESL courses do not apply toward graduation. P/F grading. Prerequisite: Permission of ESOL director.
### Course Descriptions

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<tr>
<th>Course Code</th>
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<tbody>
<tr>
<td>ESL 066</td>
<td>English Grammar II</td>
<td>AN 3 CR</td>
<td>This course includes a thorough review of the English tense and aspect system as well as basic principles of capitalization and punctuation. The course focuses on complex and compound sentences (including relative clauses and embedded questions), conditional forms; passive, gerunds, infinitives, and perfective forms with modal verbs. This is an elective course. ESL courses do not apply toward graduation. P/F grading. Prerequisite: Permission of ESOL director.</td>
</tr>
<tr>
<td>ESL 067</td>
<td>English Pronunciation</td>
<td>AN 3 CR</td>
<td>In this course, students will engage in listening and speaking activities to develop clear speech and appropriate intonation. The course includes a review of the sound system and focuses on the patterns of English stress, intonation, and timing. This is an elective course. ESL courses do not apply toward graduation. P/F grading. Prerequisite: Permission of ESOL director.</td>
</tr>
<tr>
<td>ESOL 100</td>
<td>International Student Seminar</td>
<td>F, S 1 CR</td>
<td>This class is designed to assist new international students with the transition to student life at Buena Vista University. Course materials and assignments are intended to assist students with developing positive study habits, time management skills, stress management and healthy student life decisions. We will also spend time learning about our different cultures and personal interests. P/F grading. Prerequisite: Permission of ESOL director.</td>
</tr>
<tr>
<td>EAP 155</td>
<td>Integrated Skills</td>
<td>F, S Variable CR</td>
<td>This course is designed for international exchange students who require additional instruction to improve their specific academic language skills or need additional instruction in combined areas of listening, speaking, reading, or writing. This course can be repeated for credits. Prerequisite: Permission of ESOL director.</td>
</tr>
<tr>
<td>EAP 160</td>
<td>Listening and Speaking for International Students I</td>
<td>F, S 3 CR</td>
<td>In this course, students will improve their academic listening and speaking skills. Students will learn various note-taking strategies and will be able to: (1) become an active listener; (2) listen to various academic lectures and identify the main points and supporting details; and (3) actively participate in group or in-class discussions. In addition, students will give short structured presentations and improve their ability to comprehend and analyze academic discourse. The course includes an accent-reduction component that focuses on helping students speak clearly and with appropriate intonation patterns. Prerequisite: Permission of ESOL director.</td>
</tr>
<tr>
<td>EAP 161</td>
<td>Listening and Speaking for International Students II</td>
<td>F, S 3 CR</td>
<td>This course is a continuation of EAP160 and is designed to provide additional instruction to help students further develop their academic listening and speaking skills. Students will: (1) listen to more challenging academic lectures or news reports and summarize the information orally; (2) prepare and deliver structured technology-assisted presentations on mutually-agreed topics; (3) participate in and orally summarize the outcome of group discussions; and (4) develop an ability to support opinions, explain in detail, and hypothesize. Conditionally-admitted students must complete Level II courses successfully to meet the requirement of full admission. Prerequisite: Permission of ESOL director.</td>
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</table>
EAP 170  **Reading and Academic Vocabulary for International Students I**  
*F, S*  
3 CR  
In this course, students will work with a variety of academic reading materials to develop basic academic reading skills (skimming for main ideas and scanning for specific information) as well as higher-level skills (making inferences and distinguishing between fact and opinion). Students will also learn to deduce the meaning of unfamiliar words from contextual and structural clues. **Prerequisite:** Permission of ESOL Director.

EAP 171  **Reading and Academic Vocabulary for International Students II**  
*F, S*  
3 CR  
This course is a continuation of EAP170 and is designed to provide additional instruction to improve academic reading skills. Students will develop their reading skills in the interpretation, analysis, summarization, and criticism of ideas encountered in academic reading, including newspapers, such as Wall Street Journal. Students will also learn to deduce the meaning of unfamiliar words from contextual and structural clues. The course includes a review of effective strategies for understanding unfamiliar academic vocabulary and a remedial needs-based review of higher-level grammatical constructions. Conditionally-admitted students must complete Level II courses successfully to meet the requirement of full admission. **Prerequisite:** Permission of ESOL Director.

EAP 180  **Writing for International Students I**  
*F, S*  
3 CR  
In this course, students will review the basic principles of paragraph organization, formatting, and revision, and will learn to write five-paragraph essays. In addition, the course includes a review of punctuating complex and compound sentences, fixing run-ons and avoiding fragments. **Prerequisite:** Permission of ESOL director.

EAP 181  **Writing for International Students II**  
*F, S*  
3 CR  
This course is a continuation of EAP180 and is designed to provide additional instruction to improve academic writing skills. Students will learn the various types of essays, as well as research paper formatting, such as APA style. Additionally, students will be required to write a 5-7 page research paper. Conditionally-admitted students must complete Level II courses successfully to meet the requirement of full admission. **Prerequisite:** Permission of ESOL director.

**ENVIRONMENTAL SCIENCE (ENVS)**

ENVS 100  **The Biological Environment**  
*S*  
3 CR  
Human population growth and resource consumption contribute to habitat loss, ecosystem degradation, loss of biodiversity, and diminished quality of life. The course examines biogeography, natural ecosystems, and food webs. It considers human impacts on biomes and ecosystems through agriculture, fisheries, aquaculture, and forestry. **General education explorations – science course.**

ENVS 101  **The Physical Environment**  
*F*  
3 CR  
The course reviews the environmental impact of human activity on the quality of air, water and land from a primarily chemical and physical perspective. Climate change, global warming, ozone depletion, and pollution will be studied. Since many problems arise from our insatiable demand for energy, energy consumption, energy conservation, and renewable sources of energy are treated early on. **General education explorations – science course.**

ENVS 102  **Environmental Science Laboratory**  
*F*  
1 CR  
Designed as an introductory laboratory course for Environmental Science majors. Students will have the opportunity to apply basic field and laboratory assessments to the investigation of human impacts on natural systems.
ENVS 105  Stream Conservation/Fly Fishing  ALT F  3 CR
The biological and chemical attributes of streams and their influence on insect and fish populations is the focus of this course. Rehabilitation of streams through subtle means or significant construction activity will be studied. The connection between a conservation ethic and sport is demonstrated through the techniques, equipment, and activity of fly fishing. General education explorations – science course.

ENVS 201  Conservation Ecology  ALT S  3 CR
Historically high extinction rates are the most pressing issue in natural resource management. This course is a survey of the biodiversity crisis and its causes, and efforts to achieve a sustainable relationship between biotic resources and human activities. General education explorations – science course.

ENVS 301  Human Ecology  ALT S  3 CR
Human ecology is the study of how human societies relate to and depend upon the ecosystems that support them. Sustainability of human population and human activities will be the predominant theme of the course. Ecosystem services including clean water, air, soil, and biodiversity will be considered in the context of human impacts on the environment. Prerequisite: ENVS 100 and 101 or consent of instructor.

ENVS 302  Historical Geology  ALT S  3 CR
The climate, environment, and flora and fauna of past geologic times ill be studied. Emphasis will be placed on the role of life in altering the biosphere and on the role of geological processes in altering biogeography and in selectively preserving and destroying the fossil record. Prerequisite: ENVS 100, GENS 300 Geology recommended.

ENVS 310  Topics in Environmental Science  Variable (2 or 3 CR)
Prerequisite: ENVS 100 and 101. Possible topics are listed below. Other topics may be offered.

Global Climate Change  3 CR
Historic patterns of global climate suggest oscillations of temperature and associated affects upon flora and fauna of the world. Such patterns and their comparison to current climatic change will be the focus of this course. Factors contributing to current global warming will be studied.

Remote Sensing and Geographic Information Systems  3 CR
Technology presently enables the collection of vast amounts of global information. This course will consider how to store, organize, retrieve and present such information.

Water Quality Analysis  2 CR
Chemical and biological indicators are now widely gathered for natural bodies of water. The actual collection of such samples, their analysis and the meaning of such data will be the topic of this course. Students will conduct tests of local lakes and streams.

Environmental Political Theory  2-3 CR
Various viewpoints will be offered on how environmental issues either have or have not gained a place in political decisions.

Environmental Policy and Regulation  2-3 CR
National, state and county governmental agencies have oversight for the creation, protection and management of natural resources. This course will focus on government jurisdiction and regulation of these entities.

Saving Wild Places  2 CR
Preservation of natural areas is a complex undertaking. The problems of designating, protecting and managing such preserves will be the topic of this course.
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<td>ENVS 312</td>
<td>Environmental Chemistry</td>
<td>ALT S</td>
<td>4 CR  Environmental problems associated with the atmosphere, pesticides, toxic industrial materials and the contamination of natural waters will be studied from a chemical viewpoint. Students will work on a variety of real-life environmental projects while utilizing various chemical assessment tools. Three lectures plus one two-hour laboratory period. Prerequisite: CHEM 151 and 152.</td>
</tr>
<tr>
<td>ENVS 400</td>
<td>Supervised Project</td>
<td></td>
<td>3 CR  A supervised research project that is appropriate for the student’s background and interest within environmental science. P/F grading. Prerequisite: Junior standing, approval of supervising faculty and ENVS 100 and 101.</td>
</tr>
<tr>
<td>ENVS 498</td>
<td>Senior Capstone Seminar</td>
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<td>1 CR  This seminar is meant to be taken as a final course in environmental science. It will consider the connections between the various disciplines which are part of environmental science. Students may elect to take a senior seminar in social science or science as an alternative to this course. Prerequisite: Junior standing, approval of supervising faculty, and ENVS 100 and ENVS 101.</td>
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#### Exercise Science (EXSC)

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<tr>
<td>EXSC 100</td>
<td>Individual Sport</td>
<td>AN</td>
<td>1 CR  Instruction and practice in the fundamental skills and knowledge of the history, rules, strategy, and games of individual sports.</td>
</tr>
<tr>
<td>EXSC 140</td>
<td>Functional Human Anatomy</td>
<td>F, S</td>
<td>3 CR  A study of the essential features of human anatomy with special reference to structure of the skeletal, muscular, nervous, and circulatory systems as they pertain to human movement. Includes lecture and laboratory.</td>
</tr>
<tr>
<td>EXSC 160</td>
<td>Athletic Training Observation</td>
<td>F, S</td>
<td>0 CR  Orientation to a variety of intercollegiate sports, participation in the controlled setting of the athletic training room and in field settings under the supervision of full-time staff. Enroll concurrently with EXSC 170.</td>
</tr>
<tr>
<td>EXSC 170</td>
<td>Fundamentals of Athletic Training</td>
<td>F, S</td>
<td>3 CR  Instruction and practice in fundamental athletic training skills. Includes a historical perspective of athletic training as a career and familiarizes the student with basic terminology of athletic injuries, injury prevention, taping and immediate care of athletic injuries. Includes lecture and laboratory. Lab fee.</td>
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</table>
EXSC 173  Introductory Techniques in Athletic Training  S  2 CR
This course is designed to present the practical study of procedures for injury prevention and acute athletic injury management. Topics include the application of taping, splinting, padding, and environmental evaluation techniques. This course also involves an introduction to palpable anatomy as it relates to injury evaluation. Lab fee.

EXSC 180  Lifetime Health Management  F, S  3 CR
A study of those health-related components necessary to maintain physical fitness. An emphasis is on the knowledge and self assessment of muscular strength, muscular endurance, body composition, cardiovascular health, stress management, special populations and how they relate to a healthy lifestyle.

EXSC 181  Lifetime Leisure Activities  F  2 CR
Practice in the fundamental skills and knowledge of the history, rules, strategy, and general methods of play and teaching lifetime leisure activities. Examples of activities presented are golf, tennis, and archery.

EXSC 182  Teaching Team Sports  S  2 CR
Practice in the fundamental skills and knowledge of the history, rules, strategy, general methods of play and teaching team sports and games. Examples of activities presented are softball, soccer, and volleyball.

EXSC 192  Introduction to Exercise Science  F, S  3 CR
This is an introductory course in the area of Exercise Science. The course will cover different career possibilities in the Exercise Science field. The course will also cover basic issues in sports administration.

EXSC 200  History, Philosophy and Ethics of Sport  F  3 CR
This course will study the history of modern sport, the philosophical foundation of sport, and the ethical and moral issues in the sport industry. Students will develop a personal philosophy outlining their ethical values when confronted with difficult issues or decisions that often arise in the world of sport.

EXSC 202  Public and Community Health  S  3 CR
Designed to enrich the student’s understanding of public and community health programs, school health, self care, and hygiene in relation to the environment.

EXSC 205  Clinical Experiences in Athletic Training I  F  1 CR
This course is the first in a series of 6 which focuses around the supervised clinical experiences with procedures for the prevention, evaluation, management, and rehabilitation of athletic injuries. Coursework relates to the development of taping, bracing, and bandaging skills, risk management and injury prevention techniques, use and fitting of protective equipment, utilization of an emergency action plan, wound care, and management of environmental concerns. Prerequisite: Formal acceptance to the ATEP and completion of EXSC 173.

EXSC 210  Coaching Volleyball  F  2 CR
This course covers rules, offensive and defensive strategies, and techniques of volleyball.

EXSC 211  Coaching Basketball  F  2 CR
This course covers rules, offensive and defensive strategies, and techniques of basketball.

EXSC 212  Coaching Baseball and Softball  S  2 CR
This course covers rules, offensive and defensive strategies, and techniques of baseball and softball.

EXSC 213  Coaching Wrestling  S  2 CR
This course covers rules, strategies, and techniques of wrestling.
EXSC 214 | Coaching Soccer | AN | 2 CR
This course covers rules, offensive and defensive strategies, and techniques and practices of soccer.

EXSC 215 | Coaching Football | S | 2 CR
This course covers rules, offensive and defensive strategies, and techniques of football.

EXSC 216 | Coaching Track, Field and Cross Country | S | 2 CR
This course covers rules and techniques of track and field.

EXSC 240 | Dance and Rhythms | ALT F | 2 CR
A course designed to introduce the student to dance and basic elementary movement. This course will cover several different areas of dance including square, folk, and modern.

EXSC 251 | First Aid and Injury Prevention | F, S | 2 CR
Standard first aid and CPR/AED for the professional rescuer are presented along with basic care and prevention of athletic injuries. These are presented in lecture and laboratory format.

EXSC 272 | Therapeutic Modalities in Athletic Training | S | 3 CR
This course is designed to provide students with underlying theories that support the use of physical agents and electrotherapeutic modalities. Basic principles of tissue trauma, wound healing, pain theories, and pain management will be explored. Students will demonstrate a mastery of clinical application of the following contemporary therapeutic modalities: cryotherapy, thermotherapy, electrotherapy, ultrasound, traction, intermittent compression, and massage. Prerequisite: EXSC 140 and 170.

EXSC 273 | Therapeutic Exercise and Reconditioning | S | 3 CR
This course will provide the athletic training student with a foundation of the most current trends in injury rehabilitation. A systematic approach to exercise development and evaluation, techniques, indications, contraindications, and exercise progression will be detailed. Students will be exposed to the specificity of exercise for the physically active, the use of exercise in prevention, rehabilitation, and recondition of the physically active. In addition, psychosocial issues as they are related to injury to the physically active will be addressed. Prerequisite: EXSC 272.

EXSC 291 | Current Health Issues | F | 3 CR
Course designed to acquaint the prospective teacher with current health topics that are relative to teaching and working with school age children. Topics will include consumer health and substance abuse.

EXSC 304 | Clinical Experiences in Athletic Training II | F | 1 CR
This course focuses around the supervised clinical experiences with procedures for the prevention, evaluation, management, and rehabilitation of athletic injuries. Coursework relates to competencies and clinical proficiencies in therapeutic modalities. Prerequisite: Formal acceptance to the ATEP and EXSC 205.

EXSC 305 | Clinical Experiences in Athletic Training III | ALT S | 1 CR
This course focuses around the supervised clinical experiences with procedures for the prevention, evaluation, management, and rehabilitation of athletic injuries. Coursework relates to the competencies and clinical proficiencies associated with assessment and evaluation of the lower body. Prerequisite: Formal acceptance to the ATEP and EXSC 304.

EXSC 306 | Clinical Experiences in Athletic Training IV | ALT S | 1 CR
This course focuses around the supervised clinical experiences with procedures for the prevention, evaluation, management, and rehabilitation of athletic injuries. Coursework relates to competencies and clinical proficiencies associated with assessment and evaluation of the upper body. Prerequisite: Formal acceptance to the ATEP and EXSC 304.
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<tr>
<td>EXSC 309</td>
<td>Health, Safety, and Nutrition in Early Childhood Education</td>
<td>3 CR</td>
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<td>This course will explore current concepts relating to health, safety, and nutrition in the early childhood setting. Topics presented will include current issues, promotion of children’s health, components of a healthy lifestyle, basic concepts of food and nutrients, and providing safe environments for children. <em>Offered only at specific BVU Graduate &amp; Professional Studies locations.</em></td>
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<tr>
<td>EXSC 310</td>
<td>Nutrition</td>
<td>S 3 CR</td>
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<td>A course to introduce the basic nutritional aspects of health, fitness, and human physical performance. Topics presented include the body’s nutrient needs, the nutrient density concept, diet planning, energy balance, dietary supplements, ergogenic aid, and the relationship between fitness, exercise, and nutrition.</td>
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<tr>
<td>EXSC 321</td>
<td>Adapted Physical Education</td>
<td>ALT F 2 CR</td>
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<td>Deals with the methods used in teaching students unable to participate in regular physical education and those special students who are mainstreamed in regular physical education classes.</td>
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<tr>
<td>EXSC 333</td>
<td>Lower Extremity Evaluation</td>
<td>ALT F 3 CR</td>
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<td>This course provides the student with information and basic skills used to evaluate athletic orthopedic injuries and other special problems of the lower body in a clinical and on field setting. Skill acquisition will be developed in palpation methods, range of motion assessments, manual muscle exams, neurological evaluations, and special tests. <em>Prerequisite: Formal acceptance to the ATEP.</em></td>
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<tr>
<td>EXSC 334</td>
<td>Upper Extremity Evaluation</td>
<td>ALT F 3 CR</td>
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<td></td>
<td>This course provides the student with information and basic skills used to evaluate athletic orthopedic injuries, general medical conditions, and other special problems of the upper body in a clinical and on field setting. Skill acquisition will be developed in palpation methods, range of motion assessments, manual muscle exams, neurological evaluations, and special tests. <em>Prerequisite: Formal acceptance to the ATEP.</em></td>
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<tr>
<td>EXSC 335</td>
<td>Selected Topics in General Medicine and Pharmacology</td>
<td>F 2 CR</td>
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<td>This course is designed to provide the student with information related to general medical conditions and pharmacological issues commonly seen in active populations. Skill acquisition for proper evaluation, treatment, or referral of general medical conditions will be developed. Students will receive instruction on the recognition, physiological effects, and management of common medications.</td>
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<tr>
<td>EXSC 345</td>
<td>Facility and Event Management</td>
<td>S 3 CR</td>
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<td>This course focuses on the guidelines and principles of managing sport and recreation events and facilities. Topics include event logistics, critical planning techniques, crowd control, liability, funding, contracts, personnel and programming, facility design, operation, and maintenance.</td>
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<tr>
<td>EXSC 350</td>
<td>Biomechanics of Human Motion</td>
<td>F 2 CR</td>
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<td>A study of the mechanical principles applicable to human motion. Emphasis is on the application of these principles to the analysis of fundamental movement and sport skills. <em>Recommended prerequisite: EXSC 140.</em></td>
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<tr>
<td>EXSC 351</td>
<td>Motor Learning</td>
<td>F, S 3 CR</td>
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<td>Designed to develop the student’s understanding of the process by which children learn movement skills and how the teacher takes students beyond this stage by helping them consolidate positive gains, by adding new insights, and by teaching to higher levels of achievement. <em>Prerequisite: EXSC 140.</em></td>
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EXSC 352  Exercise Physiology  S  3 CR
A course designed to acquaint students with the functional responses and adaptation which accompany single and repeated prescribed exercises. Prerequisite: BIOL 142 or permission of instructor.

EXSC 360  Physiological Principles of Conditioning  F  3 CR
An entry-level study into the fundamental principles of conditioning and their application to conditioning for specific skill or sport. The course will introduce current scientific principles in order to create evidence-based individual-person training plans and periodized team workout programs with an emphasis on the training of the body’s energy systems. Prerequisites: EXSC 140, EXSC 180 or instructor’s approval.

EXSC 405  Clinical Experiences in Athletic Training V  F  1 CR
This course focuses around the supervised clinical experiences with procedures for the prevention, evaluation, management, and rehabilitation of athletic injuries. Coursework relates to competencies and clinical proficiencies associated with body composition, therapeutic exercise, psychosocial aspects of athletic training, nutrition, and organization and administration of athletic training. Prerequisite: Formal acceptance to the ATEP and EXSC 304.

EXSC 406  Clinical Experiences in Athletic Training VI  S  1 CR
This course focuses around the supervised clinical experiences with procedures for the prevention, evaluation, management, and rehabilitation of athletic injuries. Coursework relates to competencies and clinical proficiencies associated with general medical conditions as related to athletic training, pharmacology, accessing and managing data using computer software and e-mail, administration of an athletic training facility, and professional development. Prerequisite: Formal acceptance to the ATEP and EXSC 304.

EXSC 432  Measurement and Evaluation in Health/Physical Education  ALT S  2 CR
Course designed to effectively implement measurement evaluation techniques in school and non-school settings.

EXSC 435  Psycho-Social Dimensions of Sport  S  3 CR
This course will seek to identify and understand the psychological theories and techniques that can be applied to sport to enhance the performance and personal growth of athletes. Students will be able to recognize that sport is a microcosm of society and is influenced by cultural traditions, social values, and psycho social experiences. Issues such as violence in sport, sport aggression, gender, race, and professionalization of sport will be topics for discussion.

EXSC 444  Organization and Administration of Athletic Training  F  3 CR
This course is designed to provide the student with an understanding of the principles and techniques associated with the managerial aspects of athletic training programs. Students shall demonstrate knowledge of health care management concepts including facility development, fiscal management, insurance, and billing concerns, pharmacological related issues, licensure and personal management. Prerequisite: Formal acceptance to the ATEP.

EXSC 495  Internship  Variable CR
The exercise science internship is an intensive work experience which is related to the student’s academic major. P/F grading. Repeatable for credit. Prerequisite: Permission of instructor.
**Course Descriptions**

**EXSC 496 Athletic Training Clinical Intraship**  
Variable CR  
The involvement of the athletic training student in the Athletic Training Clinical Intraship is designed to provide the student with in-depth study and application in one of seven specific programs within athletic training while working hand in hand with athletic health care professionals. This course is a comprehensive lesson offering the development of knowledge and skills under the oversight of the athletic training program faculty and staff. P/F grading. Repeatable for credit. Maximum 12 credits applied toward graduation.

**FINANCE AND BANKING (FNBK)**

**FNBK 301 Personal Finance**  
F  
3 CR  
An introduction to the study of personal financial planning. Topics include budgeting, time value of money, tax planning, use of credit, risk management and insurance, investing, mutual funds, and planning for life cycle events. Course not open to FNBK majors. Does not count as part of the FNBK major. **Prerequisite: Junior or senior status.**

**FNBK 306 Managerial Finance**  
F, S  
3 CR  
An introduction to fundamental concepts financial managers use in making decisions. Topics include the analysis of financial statements, time value of money, risk/return tradeoffs, investment decisions, and valuation methods for stocks and bonds. **Prerequisite: ACCT 206 and ECON 206 OR ACCT 200 and ECON 200.**

**FNBK 316 Corporate Finance**  
F  
3 CR  
Examines the decisions firms make regarding financing and investment, both in the short-run and long-run. Topics include debt versus equity financing decisions, short-term financial decisions, capital structure and dividend policy, mergers & acquisitions, ethical financial decision making, and basic risk management techniques. **Prerequisite: FNBK 306.**

**FNBK 322 Analysis of Financial Statements**  
S  
3 CR  
Exploration of how to perform credit and equity analysis of firms using financial statements. Discussion also centers on the motivation of the corporations who self-report, the inside and outside analysts, and what further information is needed beyond the statements to conduct thorough analyses. **Prerequisite: FNBK 306.**

**FNBK 356 Financial Planning**  
S  
3 CR  
A broad-based study of the financial planning process. Specific emphasis will be on tax planning and the use of mutual funds to facilitate college planning, retirement planning, estate planning, and other life cycle issues. **Prerequisite: FNBK 306.**

**FNBK 405 International Finance**  
S  
3 CR  
An examination of the financial difficulties and opportunities firms face when conducting business internationally. Topics include exchange rate behavior, types of exchange rate risk and risk management, and capital budgeting decisions for multinational companies. **Prerequisite: FNBK 306.**

**FNBK 420 Money and Credit Institutions**  
F  
3 CR  
A study of the medium of exchange, the institutions which perform the financing functions, and the underlying principles by which the economy is regulated through the banking system. Cross-listed with ECON 420. **Prerequisite: FNBK 306.**

**FNBK 430 Investments**  
F  
3 CR  
An investigation of the fundamentals of capital markets, security analysis and valuation, investment strategies, and portfolio management. Special attention will be given to random walk theory, fundamental and technical analysis, and the role of the institutional investor. **Prerequisite: FNBK 306.**

**FNBK 440 Insurance and Real Estate**  
S  
3 CR  
A broad-based study of risk management and insurance vehicles from an introductory, consumer viewpoint. In addition, an introduction to the basics of real estate law, markets, and financing. **Prerequisite: FNBK 306.**
FNBK 460  Enterprise Risk Management  S  3 CR  
This course will examine the various risk management tools and techniques to deal with the various risk exposures of the enterprise. Prerequisite: FNBK 306.

FNBK 465  Advanced Financial Management  F  3 CR  
This course will examine the various financial management tools and techniques used in more complex business settings. Prerequisite: FNBK 306.

FNBK 495  Internship  Variable CR  
The business internship is an intensive work experience which is related to the student’s academic major. Students will be placed in selected businesses which are willing to help students become involved in day-to-day operations. P/F grading. Repeatable for credit. Prerequisite: Finance and Banking major with 70 credit hours and consent of instructor.

GENDER AND WOMEN’S STUDIES (GWST)  
GWST 110  Introduction to Gender and Women’s Studies  S  3 CR  
The foundation course for gender and women’s studies, this course offers students an opportunity to deal with concepts through feminist perspectives in such fields as women in history, women in society, and women in literature. The focus will be on connecting information from several different disciplines and discussing ideas and approaches which can help describe and cultivate a better understanding of women’s experiences. General education explorations - humanities course.

GWST 489  Capstone Proposal  AN  1 CR  
This course is intended to assist students in accomplishing the following: 1) developing a topic; 2) conducting a literature review, in the process of which they will build a reading list for their GWST 490 syllabus; and 3) generating a formal proposal for the capstone project they will complete in GWST 490. P/F grading. Prerequisite: approval of supervising faculty member.

GWST 490  Capstone  AN  3 CR  
This capstone course allows the student the opportunity to create a project that integrates theory and practice. Feminist/gender studies methodology and research are the focus of the capstone course, which culminates in a project connecting feminist/gender theory and research with relevant community activism. The capstone course includes a public presentation of the student’s work. Prerequisite: GWST 489.

GWST 495  Internship  Variable CR  
Intensive experiential opportunity related to student’s interest in Gender and Women’s Studies. Placement arranged with approval of gender and women’s studies coordinator and supervising faculty member. P/F grading. Repeatable for credit.

GWST 499  Independent Study  Variable CR  
To be arranged in consultation with gender and women’s studies coordinator. Permission of instructor required.

GENERAL SCIENCE (GENS)  
GENS 115  Atmosphere, Weather and Climate  S  3 CR  
This course is an introduction to meteorology, the study of the atmosphere, weather and climate and consists of lectures, discussions, and laboratory work. General education explorations –science course.

GENS 125  Oceanography  F, S  3 CR  
This course is a multi-disciplinary introduction to the basic workings of the ocean. Laboratory exercises and internet environmental investigations will encourage understanding and highlight the relevance of this knowledge. General education explorations –science course.
GENS 130  Introduction to Forensic Science  AN  3 CR
This course is an introduction to forensic science. Students will learn about the history of forensic science and explore a variety of forensic science techniques including chromatography, spectroscopy, and analysis of fingerprints, glass, soil, hair, and fiber. General education explorations – science course.

GENS 300  Geology  ALT F  4 CR

GENS 320  Physical Geography  S  3 CR
Physical Geography, a course in landscape appreciation or understanding, examines the various components of the natural environment, the nature and characteristics of the physical elements, the processes involved in their development, their distribution over the Earth, and their basic inter-relationships. Typical components include geological processes, rocks and minerals, landforms, hydrology, climate, soils, flora, and fauna. General education explorations – science course.

GEOGRAPHY (GEOG)

GEOG 200  World Regional Geography of the Developed World  AN  3 CR
This course surveys the world’s major developed regions and their physical and human characteristics from a geographic perspective. The physical environment includes landforms and climate while the human landscape is characterized by language, religion, population characteristics, and economic development.

GEOG 201  World Regional Geography of the Developing World  AN  3 CR
This course surveys the world’s major developing regions and their physical and human characteristics from a geographic perspective. The physical environment includes landforms and climate while the human landscape is characterized by language, religion, population characteristics, and economic development.

GEOG 300  Human and Cultural Geography  AN  3 CR
This course introduces the distinguishing features of human cultures including language and religion as well as occupational and political characteristics. The course includes case studies involving competition for limited resources in an increasingly urbanized and interdependent world.

GEOG 391  Geography for Elementary/Middle Level Teachers  AN  1 CR
Study of basic concepts in geography, consistent with Iowa state guidelines for geography content.

GERMAN (GERN)

GERN 101  Elementary German I  F  3 CR
An introduction to the fundamentals of German, including pronunciation, grammar, and culture. No prior experience with the language is required. General education explorations – humanities course.

GERN 102  Elementary German II  S  3 CR
Continuation of GERN 101. General education explorations – humanities course. Prerequisite: GERN 101 or equivalent.

GERN 201  Intermediate German I  F  3 CR
This course expands students’ knowledge of German. Oral proficiency is encouraged. Listening, speaking, reading, and writing skills extended and developed. Cultural knowledge of German-speaking countries broadened. General education explorations – humanities course. Prerequisite: GERN 102 or equivalent.

GERN 202  Intermediate German II  S  3 CR
Continuation of GERN 201. General education explorations – humanities course. Prerequisite: GERN 201 or equivalent.
GERN 202  Intermediate German II  \textit{S}  3 CR
Continuation of GERN 201. \textit{General education explorations – humanities course.}
Prerequisite: GERN 201 or equivalent.

GERN 250  Experiences in Conversation  \textit{AN}  1-3 CR
A course intended for students who complete 1 or 2 years of a language on campus, and/or go on an international exchange and wish to maintain their language ability, but cannot pursue upper division courses in that language. Does not count for major or minor credit.

GERN 490  International Experience  \textit{ALT I}  3-9 CR
Credit may be obtained by students who have the opportunity to study abroad or who can apply living experiences abroad to academic disciplines. Arrangements for academic credit and faculty approval must be made prior to the international experience. The experience will be approved and evaluated on the same basis as an on-campus course. P/F grading.

GRADUATE EDUCATION CURRICULUM AND INSTRUCTION PROGRAM (GECI)

GECI 501  Principles of Instructional Design and Curriculum Planning  3 CR
This course introduces students to the foundational principles of curriculum and instructional design as they relate to student achievement. This course promotes acquisition of the knowledge and skills for elementary middle and secondary schools in curriculum leadership and development. It asks the student to examine curriculum areas focusing on the logical structure of the content, and use the results of this analysis suggest logical sequences of the content. Individual assignments and requirements will be made specific to the educational level and content specialization of the student. \textit{Prerequisite: GEDU 510.}

GECI 502  Cognition And Instruction: Research Based Instructional Strategies  3 CR
This course focuses on the development of memory, knowledge and expertise in school learning from the cognitive psychology perspective. Instructional strategies developed from within this framework are explored. Students are required to select, design, implement and assess the effectiveness of one or more of these strategies in their respective classrooms. \textit{Prerequisite: GEDU 510.}

GECI 503  Differentiating Instruction for Diverse Learners  3 CR
This course explores various instructional models and methods and requires the student to select, design, present and evaluate those approaches in order to teach more effectively. Individual assignments and requirements will be made specific to the educational level and content specialization of the student. Considering individual differences, students will formulate appropriate expectations, educational goals/objectives, learning experiences, and assessment and evaluation tools and techniques. Individual assignments and requirements will be made specific to the educational level and content specialization of the student.

GECI 504  Professional Development and Instructional Leadership  3 CR
This course gives the experienced educator the skills to adopt a leadership role in his/her school. The course focuses on social processes within the school community with an emphasis on leadership and collaboration skills. The literature on teacher development is reviewed and characteristics of effective schools and their practices are presented. \textit{Prerequisite: GEDU 510.}

GECI 505  Collaborating with Home, School and Community Partners  3 CR
This course prepares students to become effective leaders and collaborators with a variety of constituents and stakeholders. Students will examine models of leadership, collaboration and consultation, and will understand how these models can be used to create and maintain positive and mutually supportive relationships with families, communities and within the school to promote student growth, development and learning. As a part of this course, students will develop a targeted intervention within their school. \textit{Prerequisite: GEDU 510 and GECI 504.}
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Description</th>
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<tbody>
<tr>
<td>GECI 506</td>
<td>Psychology of the Gifted</td>
<td>3 CR</td>
<td>Examines the development and learning characteristics specific to talented and gifted students. Examines models of data gathering methods using both formal and informal assessment instruments and analysis for identifying talented students. Includes topics concerning definitions of giftedness and research in teaching strategies.</td>
</tr>
<tr>
<td>GECI 507</td>
<td>Gifted Education Programming</td>
<td>3 CR</td>
<td>Examines teaching methods, models, and materials used for teaching talented and gifted students. This course studies the factors involved in designing and implementing effective instructional environments and examines classroom learning opportunities, program objectives, program types, and strategies and tools appropriate for this population. Examines models of data gathering methods using both formal and informal assessment instruments, analysis and report preparation for educational programming of gifted students.</td>
</tr>
<tr>
<td>GECI 508</td>
<td>Action Research and Practicum in Gifted Education</td>
<td>3 CR</td>
<td>A field-based experience related to the student’s professional goals. This practicum experience is a supervised on-the-job experience in the special area of talented and gifted education. The student will perform those tasks appropriate for the teacher of Talented and Gifted programs under the supervision of an experienced and competent professional in the field.</td>
</tr>
<tr>
<td>GECI 509</td>
<td>Administration and Supervision in Gifted Education</td>
<td>3 CR</td>
<td>Develops the knowledge, skills, and techniques for managing the talented and gifted instructional programs; explores theory, strategies, and systems for supervising programs and evaluating personnel in special school programs. This course places emphasis on various aspects of educational leadership and management regarding talented and gifted programs.</td>
</tr>
<tr>
<td>GECI 510</td>
<td>Differentiating Instruction for Gifted Learners</td>
<td>3 CR</td>
<td>This course provides an overview of instructional strategies, both general and content-specific, used in meeting individual learner needs. Assessment of learner styles, strengths, and preferences will also be addressed as participants learn to differentiate curriculum.</td>
</tr>
<tr>
<td>GECI 511</td>
<td>Contemporary Issues and Trends in Gifted Education</td>
<td>3 CR</td>
<td>A critical examination of current trends and controversies in the field of gifted education. Recent studies and journal articles will be examined as participants engage in lively discourse on current topics affecting gifted learners.</td>
</tr>
<tr>
<td>GECI 512</td>
<td>Creativity</td>
<td>3 CR</td>
<td>An examination of the 21st century skill of creativity as it applies to the gifted learner. Participants will examine major definitions and theories of creativity and how it is developed and nurtured in students. Specific topics include creativity assessment, creative problem solving, and curricular modifications and programs to enhance creativity in students.</td>
</tr>
<tr>
<td>GECI 513</td>
<td>Thinking Skills for Gifted Learners</td>
<td>3 CR</td>
<td>An examination of thinking skills theory and curriculum models. Research on thinking skills, questioning, problem solving, and other related areas will be examined as participants develop an understanding of the importance of critical and creative thinking in 21st century learners.</td>
</tr>
<tr>
<td>GECI 541</td>
<td>Second Language Acquisition for Classroom Teachers</td>
<td>3 CR</td>
<td>This course gives an overview of second language learning and teaching in the K-12 setting in the U.S. Linguistic, cognitive, affective, cultural, social and instructional factors as well as the basic principles of second language learning research are addressed. The course introduces participants to foundational theory in both first and second language acquisition and instruction. It explores how students acquire language, what influences the learning process, and how instruction best aids that process.</td>
</tr>
</tbody>
</table>
GECI 542  Applied Linguistics  3 CR
This course is designed to introduce participants with little or no recent acquaintance with linguistics to the concepts and issues relevant to the field of applied linguistics and second language acquisition. It will survey phonetics, phonology, morphology, semantics and syntax. The course will also include an examination of the role of the brain in language learning, the nature of both first and second language acquisition and its application when working with English language learners.

GECI 543  Methods and Curriculum Development in Teaching English as a Second Language  3 CR
This course provides an overview of the theoretical foundations and applications of language instruction approaches, methods, and techniques that are effective in the second language classroom. The course emphasizes the role of ESL teachers as course developers and action researchers. It focuses on effective lesson planning, task design, materials development, assessment and evaluation, and the use of technology in instruction.

GECI 544  Assessment Issues in Second Language Learning  3 CR
This course provides a general background in language assessment issues, opportunities to examine language assessment instruments, and practical experience developing and using formal and informal assessment measures. The students will be able to critically analyze and select evaluation techniques for measuring English language learners’ performance in academic settings.

GECI 558  Practicum in Teaching English as a Second Language (K-6)  1 CR
Students will engage in a 30 hour approved supervised teaching experience with English language learners in an elementary school setting. This course is designed for teachers who are currently licensed at the secondary level, but who need an elementary practicum experience to satisfy Iowa endorsement requirements. May be taken concurrently with GEDU 592. P/F grading.

GECI 559  Practicum in Teaching English as a Second Language (7-12)  1 CR
Students will engage in a 30 hour approved supervised teaching experience with English language learners in a secondary school setting. This course is designed for teachers who are currently licensed at the elementary level, but who need a secondary practicum experience to satisfy Iowa endorsement requirements. May be taken concurrently with GEDU 592. P/F grading.

GECI 561  Characteristics of Learners with Disabilities and the IEP Process  2 CR
This course first presents the philosophical, historical and legal bases for special education, including the definitions and etiologies of individuals with disabilities, exceptional child, and including individuals from culturally and linguistically diverse backgrounds. This course further explores current thinking about the role of observing and understanding unique learner characteristics of students with a variety of disabilities. The consideration of legal requirements and characteristics related to authoring and implementation of meaningful IEPs is central to this course.

GECI 562  Professional Practices & Collaboration  3 CR
This course emphasizes student awareness of the sources of unique services, networks, and organizations for individuals with disabilities including transitional support. Knowledge of family dynamics, parent rights, advocacy, multicultural issues, and communication are key topics. Students will learn strategies for working with regular classroom teachers, support services personnel, paraprofessionals, and other individuals involved in the educational program. Practice in implementing and communicating aspects of the individualized education program (IEP), individualized family service plan (IFSP) and basic legal understanding will be incorporated into this course. An authentic application activity is required as part of this course.
GECI 563  Methods for Instruction & Intervention  2 CR
This course provides an overview of a variety of learning theories, with an emphasis on those viewed as promoted current best practices. Specific attention is given to instructional design and delivery including coteaching, collaboration, explicit instruction, and direct instruction.

GECI 566  Behavior & Classroom Management  2 CR
This course provides a foundation in individual behavioral management, behavioral change strategies, and classroom management theories, methods, and techniques. It gives attention to ethical and professional concerns of modifying and managing behavior of individuals with learning, cognitive, and behavioral exceptionalities and the use of non-aversive techniques for the purpose of controlling targeted behavior and maintaining attention.

GECI 567  Assessment & Diagnosis  2 CR
This course provides a foundation in assessment, identifies its role in the response to intervention and special education process, and its use in instructional planning and delivery. It addresses legal provisions, regulations and guidelines regarding unbiased assessment and use of psychometric instruments and instructional assessment measures with individuals with disabilities.

GECI 568  Transitions & Post-Secondary Outcomes  3 CR
This course provides a basic understanding of the possibilities and potential of transition services as it explores current research and practice. Additionally, it explores critical issues that directly impact the lives of young adults with special needs. Students will identify and work with sources of services, organizations, and networks for individuals with a variety of disabilities. Programming explored includes career, vocational and transitional support to post-school settings with maximum opportunities for decision making and participation in the community. This will include a focus on increasing self-determination skills across the academic experience. An authentic application activity is required as part of this course.

GECI 569  Self-Determination for Early Education Transitions  2 CR
This course provides a basic understanding of the possibilities and potential of self-determination and transitions practices grounded in current research and practice. A focus is placed on self-determination and awareness of school and community based services to develop skills to achieve higher levels of independence and readiness for continuing education and transition across grades. An authentic application activity is required as part of this course.

GECI 580  Student Teaching Experience Mild to Moderate K-8  6 CR
Students will complete a seven-week minimum student teaching experience in an approved classroom/program serving students with mild/moderate disabilities within grades K-8.

GECI 581  Student Teaching Experience Mild to Moderate 5-12  6 CR
Students will complete a seven-week minimum student teaching experience in an approved classroom/program serving students with mild/moderate disabilities within grades 5-12.

GECI 582  Student Teaching Experience Severe & Multiple Disabilities  6 CR
Students will complete a seven-week minimum student teaching experience in an approved classroom/program serving students with severe and/or multiple disabilities.

GECI 583  Student Teaching Experience Early Childhood Special Education  6 CR
Students will complete a seven-week minimum student teaching experience in an approved classroom/program serving students with disabilities in Early Childhood settings.
GECI 584  Capstone Portfolio in Special Education  3 CR
The capstone portfolio is designed to promote student synthesis of learning across the program, within the national standards framework. Students will assemble learning artifacts which demonstrate their competency in the standards and their growth within the program. P/F grading.

GRADUATE EDUCATION PROGRAM (GEDU)
GEDU 510  Introduction to Graduate Study and Research  3 CR
This course prepares the student for graduate study in general and with the specific skills required for competent performance in the program. The course is designed to orient the new student to the logical sequence of the program and to the use of the internet and electronic library databases available for research. The course prepares students to become competent consumers of educational research as well as providing them with the necessary skills for producing applied research in their professional setting. This is a required prerequisite course for continued study within the graduate program.

GEDU 512  Learning, Development and Motivation  3 CR
This course will explore the psychological foundations for school learning. A brief survey of historical learning theories as they apply to education will precede the examination of the psychological principles which related specifically to classroom learning, human development and motivation. The primary focus will be on the recent and current research from the cognitive viewpoint.

GEDU 517  Social and Cultural Foundations of Education  3 CR
Survey diversity across cultural and ethnic dimensions and the impact this has on school learning. In this course, students will explore the intersection of education and culture, and the historical and philosophical foundations of each. The course will also explore the implications of legislation, values, assessment and policies in a cultural context, designed to heighten student awareness, knowledge and skills necessary for successful teaching with an increasingly diverse student population.

GEDU 518  Assessment and Evaluation of Classroom Learning  3 CR
Building on the assumption that assessment is an integral part of curriculum design at the lesson, unit, and course levels, this course asks the student to begin with an understanding of content standards at the national, state, or local levels and then design instruction to meet those standards using multiple assessment strategies to gauge the effectiveness of that instruction. Norm-referenced, criterion-referenced, and authentic assessment strategies are introduced and applied through course assignments. Assessment is presented as the basis on which to make valid reports to appropriate parties and to plan and modify instruction aimed at increasing student achievement.

GEDU 519  Professional & Ethical Orientation to School Counseling  3 CR
This course provides a professional orientation to the role and function of the K-12 professional school counselor. The functions of school counseling are examined as well as the history, roles, organizational structure of the comprehensive school counseling programs, professional ethics, standards, and credentialing. Students will have an opportunity to practically explore the field of school counseling and current issues related to comprehensive developmentally based counseling programs in the school setting. Moreover, this course should facilitate the process of the future graduate coursework by giving the student a firm foundation from which to base one’s professional school counseling career.

GEDU 525  Adolescent Growth & Development  3 CR
Surveys theories and research about development during the period from late childhood to early adolescence. Addresses the rapid physical, cognitive, social, personality, and emotional changes which are unique to this age group. This course will provide the requisite knowledge of middle school growth and development. Research component will be expected in this course. Offered only at specific BVU Graduate & Professional Studies locations.
GEDU 526  **Methods & Materials for Teaching Middle School**  3 CR
Comes the traditional junior high with current middle school development and examines characteristics of exemplary middle school programs, including disciplinary and interdisciplinary trends. Students participate in a number of hands-on activities which explore a variety of teaching methods both group and individually based. This course will provide the requisite middle school methodology, curriculum design, and instructional knowledge needed for teaching in a middle school. Research component will be expected in this course. Offered only at specific BVU Graduate & Professional Studies locations.

GEDU 527  **Developmental Assessment & School Counseling Core Curriculum**  3 CR
This course addresses important conceptual and practical issues of effective school counseling practice, with an emphasis on the critical importance of proactive, primary prevention applications that positively impact student development. Topics include introduction to individual and group developmental assessment practices translated into a developmental school counseling core curriculum. Also addressed are the practical aspects in developing a positive learning climate in the classroom and coping with conflict, cultural diversities, and special needs while instructing a developmental based school counseling curriculum. Also examines assessment procedures of students with primary focus on the administration and interpretation of standardized and non-standardized tests, inventories, observations, and case study approaches of appraisal.

GEDU 528  **Action Research, Data Analysis and Informational Resources**  3 CR
This course prepares and teaches the student specific action research and data analysis skills required for competent performance in the graduate program. The course is designed to orient the student to the Internet, electronic library databases, and related informational resources available for action research. The course prepares students to become competent consumers of educational based research as well as providing them with the necessary skills for producing applied action research and program evaluation analysis in their professional setting.

GEDU 529  **Human Development and Learning in the School and Family**  3 CR
The course examines the impact that the community, family and school contexts have on the development of children and youth as well as how developmental concepts, principles, and theories apply to the learning process in children and youth. The course examines the developmental processes and their implications for curriculum, classroom teaching and management, and understanding human behavior in context of learning. Provides a survey of learning theories as they apply to healthy human development and the examination of the psychological, familial, and community-based issues that relate specifically to classroom learning and academic achievement.

GEDU 538  **Consultation, Leadership & Advocacy Roles in School Counseling**  3 CR
This course provides knowledge of theories, models, and processes of consultation with teachers, administrators, and other school personnel parents, community groups, agencies, and pupils as appropriate; and to provide a background of knowledge and skills applicable to the multiple roles required of school counselors in a comprehensive based guidance program. Course will focus on all the aspects of consultation – with teachers, with parents, and with other professionals. Course will emphasize the diverse and multiple roles of school counselors, including cross-cultural counseling, crisis intervention, conflict resolution, leadership, and advocacy roles that school counselors must assume. Emphasis is placed on oral and written communication, and applying interpersonal and counseling skills to all interactions.
GEDU 542  Human Growth and Development in School and Family  3 CR  
This course explores the dynamics of human lifespan development and the behavioral characteristics of individual development, basic developmental principles and age-stage characteristics. The course examines the impact that the community, family and school contexts have on the development of children and youth as well as how developmental concepts, principles and theories apply to contemporary problems of children and youth. Emphasis is given to possible causes, children’s emotional reactions and ways of coping with these situations in the classroom. Separate components specific to elementary, middle and secondary level students are included.

GEDU 543  Administration of Comprehensive School Counseling Programs  3 CR  
This course explores comprehensive school counseling approaches applicable to elementary, middle, and secondary school students. Current counseling, coordinating, and consulting practices are examined as they relate to students, parents, and school professionals. Emphasis is placed on working within the school and community power structures to establish and redefine program objectives designed to meet the needs of all students. Curriculum and evaluation approaches designed to measure these objectives will also be discussed. Separate components specific to elementary, middle, and secondary level students are included. The course content aligns itself with both ASCA and Iowa standards for the delivery of counseling programs in the schools.

GEDU 544  Social and Cultural Foundations of School Counseling  3 CR  
This course examines the theoretical basis for establishing helping human relationships. Special consideration will be given to the social and cultural foundations of these theories, to assist counselors in developing multicultural awareness necessary for working successfully with increasingly diverse school and community populations. Course content includes a study of each of the predominant theories and their relevance to social and educational settings. Learners are encouraged to develop their own theories of interpersonal relationships consistent with their personal philosophies. The course will provide them with the basis for conceptualizing client concerns and facilitating client choice and/or behavioral change.

GEDU 546  Methods in Professional School Counseling  3 CR  
This course emphasizes the development of advanced-level communication skills and complex interpersonal processes involved in helping relationships. The course deals with population-specific interviewing including intakes, decision-making, goal setting and the implementation and termination of strategies, while stressing principles, procedures and processes of consultation with emphasis on developing consultation skills. Separate components specifically designed for elementary or secondary are provided.

GEDU 547  Practicum in Elementary Professional School Counseling  3 CR  
An intensive supervised experience designed to integrate the student’s developing professional school counseling skills into the K-8 workplace where both interpersonal communication skills as well as the organizational skills are reinforced. Separate elementary, middle and/or secondary experiences are provided.

GEDU 548  Group Counseling in the Schools  3 CR  
This course studies the rationale and methodology of counseling groups from the developmental perspective. Group processes and techniques appropriate for elementary and secondary school settings are demonstrated. The class offers an opportunity for individual growth through the group experience. Separate components specific to elementary, middle, and secondary level students are included.
GEDU 549  **Career Development and Assessment in Schools**  3 CR
The course reviews current trends in career development and assessment as part of a comprehensive school counseling program. The course will study the theoretical approaches to educational based career planning and assessment, and integrate these with career counseling practices. Career development is viewed as a life-long process that has impact on self, significant others, and career choices. Special attention will be given to the integration of interest, abilities, and personality assessments data as it relates to person of various cultures.

GEDU 550  **Practicum in Secondary Professional School Counseling**  3 CR
An intensive supervised experience designed to integrate the student’s developing professional school counseling skills into the 5-12 workplace where both interpersonal communication skills as well as the organizational skills are reinforced. Separate elementary, middle and/or secondary experiences are provided.

GEDU 551  **Supervised Pre-practicum in School Counseling**  3 CR
This course is an advanced class for students preparing for their field practicum experiences through the supervised practicing of counseling skills and conceptualization processes acquired through direct counseling experiences. The class will cover skill development through active practice and review of tapes and in-class role playing. Skills include: empathy, reflection, theory specific applied counseling techniques, basic behavioral and cognitive restructuring interventions, treatment planning, intake and diagnostic interviewing, and termination. Ethical issues, diversity in counseling, and self-reflection will also be addressed.

GEDU 555  **Capstone Professional Portfolio in School Counseling**  1 CR
This course provides an integrative experience requiring students to bring together all of what they have learned in courses, imbedded internship experiences, clinical field experiences, and other professional venues and to demonstrate how that learning has been applied both personally and professionally. The capstone professional portfolio should provide evidence of the development of knowledge and skills expected of an entry-level school counseling professional. The portfolio will be reviewed and assessed by the school-counseling faculty. P/F grading.

GEDU 591  **Capstone Portfolio: Effective Teaching and Instructional Leadership.**  1-3 CR
The capstone portfolio is designed to promote student synthesis of learning across the program, within the national standards framework. Using an appropriate set of standards identified by the student, students will assemble learning artifacts which demonstrate their competency in the standards and their growth within the program. May be repeated for up to 3 credits. P/F Grading.

GEDU 592  **Capstone Portfolio: Teaching English as a Second Language**  3 CR
The capstone portfolio is designed to promote student synthesis of learning across the program, within the national standards framework. Students will assemble learning artifacts which demonstrate their competency in the standards and their growth within the program. The capstone will prepare students, to proceed with national certification, should they choose to do so, though this is not a program requirement. P/F grading.

GRADUATE EDUCATION (GRED)
GRED 550  **Topics in Graduate Education**  Variable CR
This course will focus on a specific topic in education, selected based on current developments in the discipline or current research in the education community. Topics will vary. This course may be repeated for credit if it is a different topic.
GRADUATE SPECIAL EDUCATION SECTION

COMBINED K-8 & 5-12 MILD AND MODERATE NEEDS (CSPD)

CSPD 561  Characteristics of Learners with Disabilities:  
          Mild to Moderate          2 CR
This course is for both K-8 and 5-12 Strategist 1. Students will learn about various  
etiologies of mild and moderate disabilities, current trends in educational programming,  
educational alternatives and related services, and the importance of the multidisciplinary  
team. A focus is placed on general developmental, academic, psychological, social-  
emotional, career, and functional characteristics. An authentic application activity is  
required as part of this course. This course is taken in conjunction with GECI 561.

CSPD 566  Behavior & Classroom Management:  
          Mild to Moderate Disabilities          2 CR
Students will gain skills in individual behavioral management, behavioral change  
strategies, and classroom management theories, methods, and techniques for individuals  
with mild to moderate exceptional learning needs. Theories of behavior problems in  
individuals with disabilities and the use of non-aversive techniques for the purpose of  
controlling targeted behavior and maintaining attention of individuals with disabilities.  
Students will design, implement, and evaluate instructional programs that enhance an  
individual’s social participation in family, school, and community activities. An authentic  
application activity is required as part of this course. This course is taken in conjunction  
with GECI 566.

CSPD 567  Assessment & Diagnosis: Mild to Moderate Disabilities          2 CR
This course focuses on application of assessment results to individualized program  
development and management, and the relationship between assessment and placement  
decisions of students with mild to moderate disabilities. Knowledge of specialized  
strategies such as functional behavioral assessment, classroom and curriculum-based  
assessments, response to intervention decision-making, and specialized terminology used  
in the assessment of various disabling conditions is developed. An authentic application  
activity is required as part of this course. This course is taken in conjunction with GECI  
567.

EARLY CHILDHOOD SPECIAL EDUCATION (PSPD)

PSPD 561  Characteristics of Learners with Disabilities: Early Childhood          2 CR
Preparation will include an overview of theories of child development, both typical and  
atypical; the identification of pre-, peri-, and postnatal development and factors that affect  
children’s development and learning. Identification of specific disabilities, including  
etiology, characteristics, and classification of common disabilities in young children  
will be central to this course, including the application of the knowledge of cultural and  
linguistic diversity and the significant sociocultural context for the development of and  
learning in young children. An authentic application activity is required as part of this  
course. This course is taken in conjunction with GECI 561.

PSPD 563  Specific Methods & Instructional Strategies:  
          Early Childhood Special Education          2 CR
This course specifically examines current best practices as identified by research to  
enhance the learning capacity of students with special needs in the preschool setting. It  
explores the basics of curriculum design and the components of data based instruction.  
Additionally, it examines traditional curricular areas and specific strategies to enhance  
learning. An authentic application activity is required as part of this course. This course is  
taken in conjunction with GECI 563.
PSPD 566  Behavior & Classroom Management: Early Childhood Special Education  2 CR
Students will gain skills in individual behavioral management, behavioral change strategies, and classroom management theories, methods, and techniques for individuals with mild to moderate exceptional learning needs in the preschool setting. Theories of behavior problems in individuals with disabilities and the use of non-aversive techniques for the purpose of controlling targeted behavior and maintaining attention of individuals with disabilities. Students will design, implement, and evaluate instructional programs that enhance an individual’s social participation in family, school, and community activities. An authentic application activity is required as part of this course. This course is taken in conjunction with GECI 566.

PSPD567  Assessment & Diagnosis: Early Childhood  2 CR
Students will develop knowledge and application of legal provisions, regulations and guidelines regarding unbiased assessment and use of psychometric instruments and instructional assessment measures with individuals with disabilities in early childhood settings. This will include application of assessment results to individualized program development and management, and the relationship between assessment and placement decisions. Skills will address the preservice teacher’s ability to understand and/or assess children’s cognitive, social-emotional, communication, motor, adaptive, and aesthetic development; and select, adapt, and administer assessment instruments and procedures for specific sensory and motor disabilities. An authentic application activity is required as part of this course. This course is taken in conjunction with GECI 567.

ELEMENTARY K-8 MODERATE NEEDS (ESPD)
ESPD 563  Specific Methods & Instructional Strategies: Mild to Moderate Disabilities K-8  2 CR
This course specifically examines current best practices as identified by research to enhance the learning capacity of students with special needs in grades K-8. It explores the basics of curriculum design and the components of data based instruction, accommodation, and modification. Additionally, it examines traditional curricular areas and specific strategies to enhance learning. An authentic application activity is required as part of this course. This course is taken in conjunction with GECI 563.

MULTIPLE/SEVERE DISABILITIES (MSPD)
MSPD 561  Characteristics of Learners with Disabilities: Severe & Multiple  2 CR
Students will learn about the characteristics of severe learning, behavioral, cognitive, physical and multiple disabilities and implications and preventions that best meet students’ needs. Students will consider characteristics of emotional, behavioral, cognitive, perceptive, memory, and language development. Medical considerations for student support needs, including seizure management, tube feeding, catheterization and CPR; and the medical aspects of significant disabilities and their implications for learning will be central to this course. The social-emotional aspects of severe disabilities, including adaptive behavior, social competence, social isolation and learned helplessness are additional course topics. An authentic application activity is required as part of this course. This course is taken in conjunction with GECI 561.
MSPD 563  **Specific Methods & Instructional Strategies: Severe & Multiple Disabilities**  2 CR

This course specifically examines current best practices, as identified by research, to enhance the learning capacity of students with more profound learning, behavior, physical, and/or cognitive needs for students ages 5-21. Curriculum design and the components of data based instruction for the development of cognitive, academic, social, language and functional life skills for individuals with severe and/or multiple disabilities, and related instructional and remedial methods and techniques, including appropriate assistive technology are examined. This preparation includes alternatives for teaching skills and strategies to individuals with disabilities who differ in degree and nature of disability, and the integration of appropriate age- and ability-level academic instruction. Strategies for meaningful inclusion opportunities and appropriate physical management techniques are addressed as well. An authentic application activity is required as part of this course. *This course is taken in conjunction with GECI 563.*

MSPD 566  **Behavior & Classroom Management: Severe/Multiple Disabilities**  2 CR

Students will gain skills in individual behavioral management, behavioral change strategies, and classroom management theories, methods, and techniques for individuals with multiple and/or severe exceptional needs. Theories of behavior problems in individuals with disabilities and the use of non-aversive techniques for the purpose of controlling targeted behavior and maintaining attention of individuals with disabilities. Students will design, implement, and evaluate instructional programs that enhance an individual’s social participation in family, school, and community activities. An authentic application activity is required as part of this course. *This course is taken in conjunction with GECI 566.*

MSPD 567  **Assessment & Diagnosis: Severe & Multiple Disabilities**  2 CR

This course focuses on application of assessment results to individualized program development and management, and the relationship between assessment and placement decisions of students with significant learning, behavior, cognitive, physical, and multiple disabilities. Knowledge of specialized strategies such as functional behavioral assessments, adaptive skills awareness, and specialized terminology used in the assessment of various disabling conditions is developed. An authentic application activity is required as part of this course. *This course is taken in conjunction with GECI 567.*

SECONDARY 5-12 MODERATE NEEDS (SSPD)

SSPD 563  **Specific Methods & Instructional Strategies: Mild to Moderate Disabilities 5-12**  2 CR

This course examines the unique needs of the adolescent with exceptionality and focuses on the development of appropriate educational and behavior management programs. It specifically examines current best practices as identified by research to enhance the learning capacity of students with special needs. Instructional methods that support learning content in the general education classroom or in support of content area learning are central to this course, including data based instruction, accommodation, and modification. An authentic application activity is required as part of this course. *This course is taken in conjunction with GECI 563.*

GRAPHIC DESIGN AND VISUAL COMMUNICATION (GDES)

GDES 223  **Graphic Design Foundations**  F, S  4 CR

Elements and principles of design are studied and applied to various graphic design projects. This course will also include an introduction to the history of graphic design and typography. This course includes two lectures and one laboratory period. Graphic Design and Visual Communication majors are required to get a final grade of C- or better in this course. *Prerequisite/Co-requisite: ART 201 or permission of instructor.*
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<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Type</th>
<th>Credits</th>
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<tbody>
<tr>
<td>GDES 305</td>
<td>History of Graphic Design</td>
<td>ALT F</td>
<td>3 CR</td>
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<tr>
<td>GDES 349</td>
<td>Graphic Design</td>
<td>S</td>
<td>3 CR</td>
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<tr>
<td>GDES 350</td>
<td>Typography</td>
<td>F</td>
<td>3 CR</td>
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<tr>
<td>GDES 392</td>
<td>Junior Seminar</td>
<td>S</td>
<td>3 CR</td>
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<tr>
<td>GDES 440</td>
<td>Illustration</td>
<td>ALT F</td>
<td>3 CR</td>
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<tr>
<td>GDES 449</td>
<td>Advanced Graphic Design</td>
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<td>3 CR</td>
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<tr>
<td>GDES 492</td>
<td>Senior Seminar</td>
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<td>2 CR</td>
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<tr>
<td>GDES 495</td>
<td>Internship</td>
<td>Variable CR</td>
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**HISTORY (HIST)**

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<tr>
<th>Course Code</th>
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<tbody>
<tr>
<td>HIST 101</td>
<td>History of the United States to 1877</td>
<td>F</td>
<td>3 CR</td>
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<tr>
<td>HIST 102</td>
<td>History of the United States After 1877</td>
<td>S</td>
<td>3 CR</td>
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<tr>
<td>HIST 111</td>
<td>World Civilizations I</td>
<td>ALT F</td>
<td>3 CR</td>
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<tr>
<td>HIST 112</td>
<td>World Civilizations II</td>
<td>ALT S</td>
<td>3 CR</td>
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<td>Course Code</td>
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<td>HIST 121</td>
<td>The Emergence of Western Civilization</td>
<td>AN</td>
<td>3 CR</td>
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<td>This course examines the cultures and people of</td>
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<td>western civilization from the classical era</td>
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<td>until the emergence of the modern nation state.</td>
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<td></td>
<td>General education explorations – humanities</td>
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<td>course.</td>
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<td>HIST 122</td>
<td>The Revolutions of Western Civilizations</td>
<td>AN</td>
<td>3 CR</td>
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<td>This course examines the forces that have</td>
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<td>shaped western industrialized society, focusing</td>
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<td>on the scientific, French and industrial</td>
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<td>revolutions, from their origins to their</td>
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<td>effects on the 20th century. General education</td>
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<td>explorations – humanities course.</td>
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<td>HIST 125</td>
<td>Asian Civilizations</td>
<td>ALT S</td>
<td>3 CR</td>
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<tr>
<td></td>
<td>This course is an overview of Asia from cultural,</td>
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<td>social, and political viewpoints. General</td>
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<td>education explorations – humanities course.</td>
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<td>HIST 222</td>
<td>The History of Iowa</td>
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<td>3 CR</td>
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<td></td>
<td>This course studies the social, political, and</td>
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<td>economic developments in Iowa from the 17th</td>
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<td>century to the present. General education</td>
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<td>explorations – humanities course.</td>
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<td>HIST 223</td>
<td>History of American Indians</td>
<td>ALT 3 S</td>
<td>3 CR</td>
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<td></td>
<td>This course examines the economic, social, and</td>
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<td>cultural lives of Native Americans and their</td>
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<td>encounters with European-Americans and the</td>
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<td>policies of the United States government.</td>
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<td>HIST 227</td>
<td>Topics in World History</td>
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<td></td>
<td>This course focuses on an important topic in</td>
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<td>world history. Topics will vary in response to</td>
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<td>both faculty and student interest. Repeatable</td>
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<td>for credit.</td>
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<td>HIST 228</td>
<td>Topics in American History</td>
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<td>3 CR</td>
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<td>This course focuses on an important topic in</td>
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<td>American history. Topics will vary in</td>
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<td>response to both faculty and student interest.</td>
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<td>Repeatable for credit.</td>
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<td>HIST 230</td>
<td>The Vietnam Wars</td>
<td>ALT 3 F</td>
<td>3 CR</td>
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<tr>
<td></td>
<td>This course examines the history of Vietnam</td>
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<td>including the wars for independence from the</td>
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<td>Chinese and French and the war with the United</td>
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<td>States. General education explorations –</td>
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<td>humanities course.</td>
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<td>HIST 235</td>
<td>The American Civil War</td>
<td>ALT S</td>
<td>3 CR</td>
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<tr>
<td></td>
<td>A survey of the American Civil War and</td>
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<td>reconstruction period from cultural, social,</td>
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<td></td>
<td>political, and military perspectives. General</td>
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<td>education explorations – humanities course.</td>
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<td>HIST 240</td>
<td>The History of the American West</td>
<td>ALT F</td>
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<td>A survey of the American west from the late</td>
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<td>1700s to the present, this course examines the</td>
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<td></td>
<td>American west as both a region and an image in</td>
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<td>the American historical consciousness,</td>
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<td>emphasizing how historians and Americans in</td>
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<td>general have viewed the region and interpreted</td>
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<td>its past as part of the American experience.</td>
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<td>General education explorations – humanities</td>
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<td>course.</td>
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<td>HIST 241</td>
<td>History of World War II</td>
<td>ALT F</td>
<td>3 CR</td>
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<tr>
<td></td>
<td>This course is a survey of World War II, the</td>
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<td></td>
<td>most catastrophic war in human history.</td>
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<td>Throughout the semester we will examine the</td>
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<td>causes of the conflict, the allies and axis</td>
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<td>powers, the buildup and outbreak of fighting in</td>
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<td>Europe and the Pacific, the conduct and</td>
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<td>outcome of major campaigns, the Holocaust, and</td>
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<td></td>
<td>the end of the war and its aftermath. We will</td>
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<td>also focus on moral judgments made during the</td>
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<td>stress of war and on the ideological and</td>
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<td>racial dimensions of the conflict and their</td>
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<td>impact on how the war began, the brutal nature</td>
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<td></td>
<td>in which it was waged, and its legacies. General</td>
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<td></td>
<td>education explorations – humanities course.</td>
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### Course Descriptions

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<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Notes</th>
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<tbody>
<tr>
<td>HIST 242</td>
<td>The Holocaust</td>
<td>3</td>
<td>ALT 3 F</td>
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<tr>
<td></td>
<td>The Holocaust refers to the period between 1939 and 1945 when between 13 and 15 million people, 6 million of them Jews, were murdered by the German Nazi Party. This class will explore Jewish life before World War II, the rise of Adolf Hitler and the Nazi Party, the planning and execution of the so-called “final solution” to the “Jewish problem,” life and death in the ghettos and camps, liberation, and the aftermath of the war years. <strong>General education explorations – humanities course.</strong></td>
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<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>HIST 245</td>
<td>Renaissance and Reformation</td>
<td>3</td>
<td>AN</td>
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<td>3 CR</td>
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<td></td>
<td>This course is an exploration of the great cultural, intellectual, and spiritual transformations wrought in the overlapping eras of the renaissance and reformation in Europe, ca. 1300-1648. <strong>General education explorations – humanities course.</strong></td>
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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Notes</th>
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<tbody>
<tr>
<td>HIST 284</td>
<td>Empires: The Colonial Experience</td>
<td>3</td>
<td>ALT 3 S</td>
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<td></td>
<td>This course is an examination of modern European imperialism and focuses on the response of colonial peoples and emphasizes nontraditional sources such as novels and films. <strong>General education explorations – humanities course.</strong></td>
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<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>HIST 304</td>
<td>Military History of the U.S.</td>
<td>3</td>
<td>ALT S</td>
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<td></td>
<td>This course examines Americans at war from the colonial period to the present day, focusing on the origins, conduct, and consequences of the wars fought during this time, the creation and development of American military institutions, the development and perpetuation of the citizen-soldier ideal, the impact of warfare on American society, and the role and consequences of our martial past in our development as a world power.</td>
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<th>Course Code</th>
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<tr>
<td>HIST 311</td>
<td>Problems in World History</td>
<td>3</td>
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<td>3 CR</td>
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<tr>
<td></td>
<td>This course focuses on an important problem in the field of world history. Topics vary in response to faculty and student interests. Repeatable for credit.</td>
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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>HIST 312</td>
<td>Problems in American History</td>
<td>3</td>
<td>AN</td>
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<td>3 CR</td>
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<td></td>
<td>This course focuses on an important problem in the field of American history. Topics vary in response to faculty and student interests. Repeatable for credit.</td>
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<tr>
<td>HIST 315</td>
<td>History of Immigration in the U.S.</td>
<td>3</td>
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<td>This course is an exploration of individual beliefs about ethnicity, culture, and race in the U.S. It will allow an exploration of the U.S. immigration from colonial American to the present. <strong>General education explorations – humanities course. This course is only offered through BVU Graduate &amp; Professional Studies.</strong></td>
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<tr>
<td>HIST 320</td>
<td>History of the Middle East</td>
<td>3</td>
<td>ALT F</td>
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<td>This course examines the history of West Asia from the time of Mohammed in the seventh century through the current difficulties confronting the region.</td>
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<tr>
<td>HIST 342</td>
<td>Exploring the Holocaust</td>
<td>3</td>
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<td>The Holocaust refers to the period between 1939 and 1945 when between 13 and 15 million people, 6 million of them Jewish, were murdered by Nazi Germany and its accomplices. This course will explore pre-war anti-Semitism, the growth of the Nazi Party, the planning and execution of the Final Solution to the so-called Jewish Problem, life and death in the ghettos and camps, liberation and the aftermath of the war years. All students will engage in independent research using both primary and secondary sources. <strong>General education explorations - humanities course.</strong></td>
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<tr>
<td>HIST 349</td>
<td>Modern Europe</td>
<td>3</td>
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<td></td>
<td>This course examines the cultural, political, military, and social forces that have shaped 20th century Europe.</td>
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<tr>
<td>HIST 358</td>
<td>Women Around the World</td>
<td>3</td>
<td>ALT 3 S</td>
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<td>This course is an examination of how individual women and groups of women have significantly influenced their communities and countries, as well as helped define their various roles in their families and societies.</td>
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HIST 360 History of China ALT 3 F 3 CR
This course explores the history of China from cultural, social, and political viewpoints, with an emphasis on the continuity of Confucianism and the modern communist state.

HIST 362 History of Japan ALT 3 F 3 CR
This course surveys the history of Japan from cultural, social, and political perspectives, stressing the Japanese feudal, Meiji, and post-World War II periods.

HIST 364 History of India AN 3 CR
This course concentrates on the development of India’s “Great Tradition,” including Hinduism, the caste system, and civilization which existed in India dating from 2-600 BCE.

HIST 375 American Revolution and Early Republic, 1763-1848 ALT S 3 CR
This course investigates the causes, conduct and consequences of the American Revolution from political, social, and military perspectives and then examines the Founding and development of the new American Republic from the Confederation through the War with Mexico.

HIST 390 America and the World Wars ALT F 3 CR
This course examines the role of the United States in World War I and World War II in social, political, and military contexts. It will focus not only on the impact of the wars of the U.S., but also on the United States’ impact on the world as it emerged from these global conflicts and became a prominent power on the world stage.

HIST 397 Recent American History ALT 3 S 3 CR
This course is an examination of the American people from 1945 to the present, including the McCarthy era, the Cold War (especially the Vietnam War), the New Left, the Civil Rights Movement, the Feminist Movement, and the Green Revolution.

HIST 481 The Historian’s Craft (World) F 3 CR
This course is the senior seminar for history majors who are emphasizing world history and focuses on historiography and on independent research and writing in the field. For history education majors, this course can count for elective credit in world history. Prerequisite: Junior standing or above.

HIST 482 The Historian’s Craft (U.S.) F 3 CR
This course is the senior seminar for history majors who are emphasizing US history and focuses on historiography and on independent research and writing in the field. For history education majors, this course can count for elective credit in U.S. history. Prerequisite: Junior standing or above.

HIST 495 Internship Variable CR
An intensive, supervised work experience in a discipline related work environment. P/F grading. Repeatable for credit. Prerequisite: Approval of supervising faculty member.

HONORS (HONR)
HONR 100 Honors Orientation AN 1 CR
A seminar intended to introduce all students admitted to the honors program to the demands and features of honors work. P/F grading. Prerequisite: Admission to the honors program and permission of the honors program director.

HONR 200 Honors Fine Arts AN 3 CR
The fine arts explorations seminar for honors students. Examines one topic in depth via cross-disciplinary methods of inquiry employing diverse ways of knowing grounded in the fine arts. Topics vary. Repeatable for credit. May not be taken P/F. General education explorations – fine arts course. Prerequisite: Admission to the honors program or permission of the honors program director.
HONR 210  **Honors Social Science**  AN  3 CR
The social science explorations seminar for honors students. Examines one topic in depth via cross-disciplinary methods of inquiry employing diverse ways of knowing grounded in the social sciences. Topics vary. Repeatable for credit. May not be taken P/F. General education explorations – social science course. Prerequisite: Admission to the honors program or permission of the honors program director.

HONR 220  **Honors Science**  AN  3 CR
The science explorations seminar for honors students. Examines one topic in depth via cross-disciplinary methods of inquiry employing diverse ways of knowing grounded in the sciences. Topics vary. May not be taken P/F. Repeatable for credit. General education explorations – science course. Prerequisite: Admission to the honors program or permission of the honors program director.

HONR 230  **Honors Humanities**  AN  3 CR
The humanities explorations seminar for honors students. Examines one topic in depth via cross-disciplinary methods of inquiry employing diverse ways of knowing grounded in the humanities. Topics vary. May not be taken P/F. Repeatable for credit. General education explorations – humanities course. Prerequisite: Admission to the honors program or permission of the honors program director.

HONR 300  **Honors Proposal**  AN  1 CR
The honors proposal hour is intended to help students develop a topic, recruit a faculty member to serve as a research mentor, write a proposal, and create a research plan for a final honors research project. P/F grading. Prerequisite: HONR 100 and permission of the honors program director.

HONR 350  **Honors Research**  AN  3 CR
The purpose of the honors research course is the completion of the project proposed and passed in HONR 300. P/F grading. Prerequisite: HONR 300 and permission of the honors program director.

HONR 498  **Honors Capstone**  AN  1 CR
Students enrolled in HONR 498 will make any required revisions to the project completed in HONR 350, prepare parts or the whole for public presentation (conference, Scholars Day, etc.) and defend the finished work before the honors committee. P/F grading. Prerequisite: HONR 350 and permission of the honors program director.

**INTERIM (INTM)**
INTM courses are offered during the January interim session and are intended to be elective hours toward graduation. INTM courses do not count as major/minor credit.

**JAPANESE (JAPN)**

JAPN 101  **Elementary Japanese I**  F, I  3 CR
An introduction to the fundamentals of Japanese, including pronunciation, grammar, and culture. No prior experience with the language is required. General education explorations – humanities course.

JAPN 102  **Elementary Japanese II**  S  3 CR
Continuation of JAPN 101. General education explorations – humanities course. Prerequisite: JAPN 101 or equivalent.

JAPN 125  **Japanese Culture**  AN  3 CR
The course introduces students to the various aspects of Japanese traditional and contemporary culture including historical background and the major characteristics of Japanese language through readings and film viewing. The course materials will use English translations of readings and subtitled films, no prior knowledge of Japanese language is required. General education explorations – humanities course.
JAPN 201  Intermediate Japanese I  AN  3 CR
This course expands students’ knowledge of the Japanese language and culture. Focus is on greater oral proficiency and enhanced grammar understanding. Course credit is usually earned through study abroad. Prerequisite: JAPN 102 or equivalent.

JAPN 202  Intermediate Japanese II  AN  3 CR
Continuation of JAPN 201. Course credit is usually earned through study abroad. Prerequisite: JAPN 201 or equivalent.

JAPN 250  Experiences in Conversation  AN  1-3 CR
A course intended for students who complete one or two years of a language on campus, and/or go on an international exchange and wish to maintain their language ability, but cannot pursue upper division courses in that language. Does not count for major or minor credit.

JAPN 490  International Experience  F, I, S  3-9 CR
Credit may be obtained through study abroad. Arrangements for academic credit and faculty approval must be made prior to the international experience. The experience will be approved and evaluated on the same basis as an on campus course. P/F grading.

MANAGEMENT (MGMT)

MGMT 120  Business in Society  AN  3 CR
An exploratory course for anyone considering the possibility of a business career. Subject matter includes the goals, structure, and culture of business organizations. Restricted to freshmen business majors, business minor students, and other non-business majors for major and elective credit. No credit given to upper-class business majors.

MGMT 205  Decision Science Foundations  F, S  2 CR
This course is focused on the development of quantitative decision-making tools, techniques, and methods. Emphasis is on understanding the business context and problems to which these analytical techniques and methods should be applied. Prerequisite: MATH 140.

MGMT 206  Management Science  3 CR
The development of quantitative decision-making tools, techniques, and methods, and their managerial applications. Topics include fundamental business models; probability theory and applications; basic forecasting methods; formal decision models; applied game-theoretic decision strategies; graphical sensitivity and risk analyses; indicator information and efficiency; utility theory and applications; and linear programming decision models. Prerequisite: MATH 140 or MATH 432. Offered only at specific BVU Graduate & Professional Studies locations.

MGMT 306  Principles of Management  F, S  3 CR
A course emphasizing the skills and knowledge needed to become a successful manager. It examines basic management functions, including planning, organizing, staffing, directing, and controlling, as well as decision making, communication, and problem solving. Ethical behavior, operations management, and international management will also be covered.

MGMT 307  International Business  F  3 CR
An introduction to the field of international business, this course provides a survey of the key factors, including cultural, geographic, economic, financial, political, legal, technological, and social influences, which affect all aspects of doing business globally. Prerequisite: ECON 206.

MGMT 314  Legal Environment of Business  F, S  2 CR
This course will introduce students to the legal, regulatory, and compliance issues which impact business decision-making. Current legal and ethical issues will be of particular topical interest. Prerequisite: University Mathematics, Oral Communication, and Written Communication General Education Foundations.
MGMT 315  Business Law I  F, S  3 CR
A study of legal principles as they impact business. Topics include legal environment of business, contracts, business organizations, Uniform Commercial Code, government regulation of business and international law. Prerequisite: Junior standing.

MGMT 316  Business Law II  ALT S  3 CR
Continuation of MGMT 315. Prerequisite: MGMT 315.

MGMT 320  Human Resource Management  F  3 CR
A study of the responsibility of personnel directors and managers in the selection, training, and supervising of employees. Emphasis on leadership techniques is stressed. Prerequisite: MGMT 306.

MGMT 375  Entrepreneurship/Small Business  F  3 CR
A study of the process of starting a new business through managing the business after the initial (start-up) phase has been completed. Specific topics include developing a business plan, financing, competitive analysis, and problems encountered by small businesses. Prerequisite: MGMT 306.

MGMT 380  Social Responsibility of Business  F  3 CR
The identification and assessment of forces which have shaped the relationships between business and society. Specific topics include moral and ethical questions in business, stakeholder concepts and issues, and the application of philosophical models of ethics to business situations, and decision-making. Prerequisite: MGMT 306 or permission of the instructor.

MGMT 390  Sports Management  S  3 CR
A course emphasizing the knowledge, skills and abilities needed to successfully manage in the sports field. Students will learn the relevance of legal, cultural, political and psychological concepts and theories to the management of sports. Students will research current trends in the sports industry, develop strategies and formulate business solutions in response to ever-changing forces. Prerequisites: MGMT 306 and MRKT 306.

MGMT 410  Organization Theory  AN  3 CR
The course surveys relationship(s) of organizations to the environment surrounding the organization. Topics include the similarity in structure of companies operating in particular industry (e.g., oil refining, chemicals) and the implications of structure for managerial responsibilities and power (e.g., how organizational structure affects the behavior of individuals and groups working in an organization). Prerequisite: MGMT 306.

MGMT 420  Advanced Human Resource Management  S  3 CR
Designed to study the sub-set of topics/issues in the human resource management area. Some of these topics/issues may include compensation and benefits, performance appraisal, motivation, job satisfaction, retention, absenteeism, grievance handling. Prerequisite: MGMT 320 and senior standing, or by permission of instructor.

MGMT 465  Production and Operations Management  AN  3 CR
Topics include inventory management, plant location and layout, queuing theory, scheduling with PERT and CPM, and the use of expert systems and other mathematical tools in product and operations management. Prerequisite: MGMT 205 or 206 and 306.

MGMT 475  Advanced Entrepreneurship  F  3 CR
This course provides students with the opportunity to study advanced topics/issues in the entrepreneurship/small business management area. Topics include social trend analysis, sustainability, social entrepreneurship, science/technology-oriented entrepreneurship, public entrepreneurship, and part-time entrepreneurship. Prerequisite: MGMT 306 and MGMT 375.
**MGMT 492**  
**Business Policy and Strategy**  
F, S  
3 CR  
An integrative application of the theories and tools of functional business areas to decision-making in organization-wide situations using case analysis. Specific topics include experience curve cost reductions, portfolio analysis and management, and the fit between strategy and structure. **Prerequisite:** FNBK 306, MGMT 205 or 206, MGMT 306, MGMT 315 and MRKT 306.

**MGMT 495**  
**Management Internship**  
Variable CR  
An intensive experience in which the student is placed in a selected business and becomes involved in day-to-day operations. Repeatable for credit. P/F grading. **Prerequisites:** MGMT 306, MRKT 306 and consent of the instructor.

**MANAGEMENT INFORMATION SYSTEMS (MIS)**  
**MIS 300**  
**Introduction to Management Information Systems**  
F S  
3 CR  
The purpose of the course is to make students aware of the need to understand the change that computer usage has brought about in our society. Focus is on hardware, software, personnel in CMSC, and a brief look at systems development using the life cycle concept. Special emphasis is also given to E-Business and E-Commerce. Case studies are used where appropriate. **Offered only at specific BVU Graduate & Professional Studies locations.**

**MARKETING (MRKT)**  
**MRKT 306**  
**Principles of Marketing**  
F, S  
3 CR  
An introduction to the vocabulary, theories, and practices of the business functional area of marketing, including segmentation, target marketing, and positioning. It emphasizes developing and implementing marketing strategies and deciding appropriate product distribution, price, and promotion strategies for identified target markets.

**MRKT 340**  
**Business Marketing**  
F  
3 CR  
A course designed to develop a managerial perspective regarding the marketing of goods and services to organizations. The text, lectures, cases, and assigned readings will provide a foundation from which to achieve this purpose; the student must actively participate to gain this perspective. **Prerequisite:** MRKT 306.

**MRKT 350**  
**Retailing**  
ALT S  
3 CR  
A managerially-oriented course in retailing with an emphasis on practical applications of retailing policies, methods, and procedures for both small and large operations. These fundamental retail management concepts are presented using a conceptual, theoretical, and strategic framework consistent with the dynamics of both the practitioner environment and current academic thought. **Prerequisite:** MRKT 306.

**MRKT 353**  
**Field Experiences in Sports Marketing and Management**  
I  
3 CR  
During this two-week field experience in Phoenix, Ariz., students will meet with marketing and management professionals at organizations such as the Phoenix Suns, Mercury, Rattlers, Coyotes, the Phoenix Open, and the Greater Phoenix Convention and Visitors Bureau. P/F grading. **Prerequisite:** MRKT 306 and MGMT 306.

**MRKT 354**  
**Sports Marketing**  
ALT S  
3 CR  
This course is designed to introduce students to the world of sports marketing, including event marketing and management, strategic planning, hospitality and protocol, sales and negotiations, celebrity sponsorships, advertising, and media choices. To apply their newfound knowledge, students will complete a strategic market analysis for a major sport or event of their choice. **Prerequisites:** MRKT 306.
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<tr>
<td>MRKT 355</td>
<td>Consumer Behavior</td>
<td>3 CR</td>
<td>The course provides a foundation for analyzing the consumer-buying decision process, consumer lifestyles and behavior patterns, and influences on those patterns. Special attention will be given to predictive techniques and implications for marketing strategy.</td>
<td>Prerequisite: MRKT 306.</td>
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<tr>
<td>MRKT 400</td>
<td>Practicum in Marketing Problems/Small Business Institute (SBI)</td>
<td>3 CR</td>
<td>A course designed to provide the student with a chance to observe and participate in the “real world.” (SBI projects are application-based, faculty-led experiences offered at the discretion of the marketing faculty.) Working in teams of 3 or 4, students will be paired with an actual small business as consultants. Depending on the client’s needs, the consulting team will complete a marketing/business plan for the business. Although supervised by the instructor, team members will need to work independently with their client to complete the project. Repeatable for credit.</td>
<td>Prerequisite: 12 credit hours of marketing and junior standing, or permission of instructor.</td>
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<tr>
<td>MRKT 407</td>
<td>International Marketing</td>
<td>3 CR</td>
<td>An investigation of the influence of global economic, cultural, political, and infrastructural forces on marketing strategy for the international, multinational, or global firm. A case approach will be used to study the problems and techniques of international marketing strategy development and implementation.</td>
<td>Prerequisite: MRKT 306 and MGMT 307.</td>
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<td>MRKT 410</td>
<td>E-Commerce</td>
<td>3 CR</td>
<td>The Internet promises to change the way we do business. Certainly, the internet has been a stimulus to adoption of the information highway. Practitioners of e-commerce are claiming that they are doing tomorrow’s business today. This class considers where the internet is today and where it is going tomorrow. It provides the student with an opportunity to analyze web sites of both marketing and e-commerce entities. These analyses will provide the student with a foundation on which to build a web site for an existing profit/non-profit organization.</td>
<td>Prerequisite: MRKT 306.</td>
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<tr>
<td>MRKT 414</td>
<td>Selling</td>
<td>3 CR</td>
<td>The course covers general sales techniques from the initial introduction stage to closing the sale. This includes such topics as knowing and understanding your market, how to establish the relevant decision makers in an organization, call techniques, and how to introduce yourself and the company you represent. It covers the general sales cycle and associated sales skills such as closing and how to overcome objections plus how to build ongoing relationships and establishing a rapport with the client. The course includes role-plays to aid the learning process.</td>
<td>Prerequisite: MRKT 306.</td>
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<tr>
<td>MRKT 415</td>
<td>Sales Management</td>
<td>3 CR</td>
<td>The purpose of this course is to help the student become familiar with the various aspects of professional selling and the sales management process (i.e., planning, staffing, administering, and controlling the selling function). The text, lectures, cases, and current literature will be used to accomplish this goal.</td>
<td>Prerequisite: MRKT 306.</td>
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<tr>
<td>MRKT 418</td>
<td>Market Research</td>
<td>3 CR</td>
<td>This course is designed to introduce students to fundamental marketing research design issues encompassing the conceptualization of research problems, the design of appropriate research methodologies, statistical analysis, the communication of results, and the discussion of managerial implications. The ethical considerations of collecting data and presenting research findings will also be discussed.</td>
<td>Prerequisite: MRKT 306 and MGMT 205 or 206.</td>
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</table>
MRKT 432  Strategic Marketing  S  3 CR
Designed to involve students in the problems, decisions and decision-making process of marketing managers as they seek to develop effective marketing strategies in an ever-changing, challenging environment. Prerequisite: MRKT 306, at least two other marketing courses, and senior standing.

MRKT 495  Marketing Internship  Variable CR
This experiential learning activity adds a resume-building, real-world experience to a marketing student’s list of accomplishments. Internship experiences often lead to full-time employment at the end of the internship. Repeatable for credit. P/F grading. Prerequisite: MRKT 306 and junior standing.

MRKT 496  Sales Internship  Variable CR
This internship specifically focuses on sales. In this internship students will experience cold-calling, prospecting, relationship building, and/or other pertinent steps in the selling process as directed by their internship employer. P/F grading. Prerequisite: MRKT 306, at least junior standing, and consent of the instructor.

MATHEMATICS (MATH)
MATH 050  Basic Mathematics  F, S  3 CR
This course covers basic mathematics topics such as arithmetic of fractions, decimals, and signed numbers; percents, ratios, and proportions; elementary geometry including area and perimeter; and basic algebra. Enrollment by university placement. Must earn a grade of “C-” or better.

MATH 100  Algebra Review  F, S  3 CR
This course covers concepts and techniques of algebra and geometry which are fundamental to understanding the role of mathematics in a variety of application areas. Topics include rules and techniques for manipulation of algebraic symbols and expressions (including exponents and radicals), solution methods and applications of linear and quadratic equations, graphs of equations with special emphasis on linear equations, geometric concepts and applications, and solution techniques and applications of systems of equations. General education foundations course. Must earn a grade of “C-” or better to complete foundations requirement. Prerequisite: MATH 050 or university placement.

MATH 123  Mathematics for Elementary Education I  F  3 CR
In this course, future educators focus on a conceptual understanding of K-8 mathematics, the basis for mathematical processes taught in the elementary classroom, and methods suitable for enhancing their future students’ understanding of mathematics. Topics include: problem solving, reasoning and proof, algebraic thinking, number patterns, number systems and bases, whole number operations, fractions, and number theory. Prerequisite: MATH 100 or university placement. Open only to Elementary Education majors, or by consent of instructor. A passing score on the mathematics portion of Praxis I is strongly recommended prior to enrollment in this course.

MATH 124  Mathematics for Elementary Education II  S  3 CR
This course builds on conceptual constructs established in MATH 123. Topics include: integers, decimals, proportional reasoning, percents, data analysis, probability, geometry, and measurement. General education foundations course. Must earn a grade of “C-” or better to complete foundations requirement. Prerequisite: MATH 123, and MATH 100 or university placement. Open only to Elementary Education majors, or by consent of instructor. A passing score on the mathematics portion of Praxis I is strongly recommended prior to enrollment in this course.
MATH 130  Mathematical Ideas for the Liberal Arts  F, S  3 CR
This course emphasizes the nature of mathematical thought and the role played by mathematics in modern society. Topics such as graphs, social choice and decision making, geometry and patterns, and elementary probability and descriptive statistics will be used to demonstrate the role played by mathematics in contemporary settings. General education foundations course. Must earn a grade of “C-” or better to complete foundations requirement. Prerequisite: MATH 100 or university placement.

MATH 140  Elementary Applied Statistics  F, S  4 CR
Descriptive statistics, probability and probability distributions, confidence intervals, hypothesis testing, correlation and bivariate regression, analysis of variance. Applications involving the use of microcomputer software are an integral part of the course. Generally taken in the sophomore year. General education foundations course. Must earn a grade of “C-” or better to complete foundation requirement. Prerequisite: MATH 100 or university placement; and also either completion of the technology skills foundational requirement or consent of instructor.

MATH 141  Business Calculus  AN  3 CR
This course for business and economics students develops the appropriate conceptual and computational calculus background for future study and use in business environments. The course emphasizes business applications involving single-variable calculus (derivatives and integrals, including exponential and logarithmic functions) and introductory multivariable calculus (partial derivatives and local extrema). Prerequisite: MGMT 205 or 206.

MATH 143  Discrete Mathematics  F  3 CR
This course covers basic sets, relations, functions, logic, proofs, induction, recurrences, matrices, counting, and graphs. Special attention will be paid to general problem solving with applications in computer science. General education foundations course. Must earn a grade of “C-” or better to complete foundations requirement. Prerequisite: MATH 100 or university placement.

MATH 145  Elementary Functions  F, S  3 CR
This course covers concepts and techniques relating to functions, and specifically addresses the study of exponential, logarithmic, and trigonometric functions. General education foundations course. Must earn a grade of “C-” or better to complete foundations requirement. Prerequisite: MATH 100 or university placement.

MATH 160  Calculus I: Differential Calculus  F, S  4 CR
This course covers analytical geometry, limits, differentiation of basic functions (polynomial, rational, power, trigonometric, exponential, and logarithmic), and applications of differentiation to problems in the natural sciences, social sciences, business, and economics. General education explorations – science course. Prerequisite: MATH 145 or a high school precalculus course.

MATH 161  Calculus II: Integral Calculus  F, S  4 CR
This course covers antiderivatives, definite integrals, techniques of integration, and applications of integration to problems in the natural sciences, social sciences, business, and economics. General education explorations – science course. Prerequisite: MATH 160.

MATH 215  Formal Logic  AN  3 CR
This course covers basic sentential logic, first- and higher- order predicate logic, and proof techniques for establishing validity and invalidity of arguments within these frameworks. Specific topics include truth tables, basic rules of inference, conditional and indirect proof, Venn diagrams, basic syllogisms, and quantification. Not recommended for freshmen.
### Course Descriptions

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<tr>
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<th>Prerequisite(s)</th>
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<tbody>
<tr>
<td>MATH 240</td>
<td>Foundations of Advanced Mathematics</td>
<td>F</td>
<td>3 CR</td>
<td>Topics central to all higher mathematics including proofs, logic, sets, relations and functions, and abstract systems.  <em>Pre/Co-requisite: MATH 161.</em></td>
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<tr>
<td>MATH 260</td>
<td>Calculus III: Intermediate Calculus</td>
<td>F</td>
<td>3 CR</td>
<td>This course covers infinite sequences and series, Taylor polynomials, Taylor series and general power series, polar coordinates, parametric equations, and basic vector algebra.  <em>Prerequisite: MATH 161.</em></td>
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<tr>
<td>MATH 261</td>
<td>Calculus IV: Multivariable Calculus</td>
<td>S</td>
<td>3 CR</td>
<td>This course covers the calculus of functions of several variables. Topics include basic vector review, partial derivatives, multiple integrals, line integrals, vector calculus, and applications.  <em>Prerequisite: MATH 260.</em></td>
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<tr>
<td>MATH 320</td>
<td>History of Mathematics</td>
<td>ALT F</td>
<td>3 CR</td>
<td>In this course students examine historical developments and trends in mathematics, their broader scientific and societal contexts, and the lives and contributions of major figures in the field of mathematics from antiquity through the twentieth century.  <em>Prerequisite: MATH 240.</em></td>
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<tr>
<td>MATH 322</td>
<td>Linear Algebra</td>
<td>ALT S</td>
<td>3 CR</td>
<td>A study of Euclidean space and abstract vector spaces. Topics include subspaces, bases, eigenvalues, eigenvectors, determinants, and linear transformations. Applications of linear algebra to systems of equations, differential equations, and difference equations may be covered if time permits.  <em>Prerequisite: MATH 161 and MATH 240, or permission of instructor.</em></td>
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<tr>
<td>MATH 330</td>
<td>Applied Regression Analysis</td>
<td>ALT S</td>
<td>3 CR</td>
<td>Applied statistical analysis techniques including multiple regression and associated topics, categorical variables, and logistic regression. Applications involving the use of microcomputer software and cross-disciplinary datasets are an integral part of the course.  <em>Not recommended for freshmen. This course is offered only on the Storm Lake campus. General education explorations – science course. Prerequisite: MATH 140 or MATH 433.</em></td>
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<tr>
<td>MATH 341</td>
<td>Modern Algebra</td>
<td>ALT S</td>
<td>3 CR</td>
<td>A study of algebraic systems, including groups, rings, integral domains, and fields.  <em>Prerequisite: MATH 240.</em></td>
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<tr>
<td>MATH 352</td>
<td>Elements of Geometry</td>
<td>ALT S</td>
<td>3 CR</td>
<td>Geometry from an advanced viewpoint, including topics in Euclidean and non-Euclidean geometries.  <em>Prerequisite: MATH 240.</em></td>
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<tr>
<td>MATH 361</td>
<td>Differential Equations</td>
<td>S</td>
<td>3 CR</td>
<td>A study of differential equations of the first, second, and higher orders, linear equations with constant coefficients, series techniques, numerical techniques, and Laplace transforms.  <em>Prerequisite: MATH 161.</em></td>
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<tr>
<td>MATH 371</td>
<td>Numerical Analysis</td>
<td>ALT F</td>
<td>3 CR</td>
<td>The basic numerical methods used in solving algebraic and differential equations. Computer use and error analysis are integral parts of the course. Knowledge of computer programming language is helpful.  <em>Prerequisite: MATH 161.</em></td>
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</tr>
<tr>
<td>MATH 391</td>
<td>Topics in Pure Mathematics</td>
<td>AN</td>
<td>3 CR</td>
<td>Depending on students’ needs and interests, topics such as number theory, topology, theory of rings, measure theory, and mathematical logic and foundations may be included.  <em>Prerequisite: Permission of instructor.</em></td>
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</tr>
</tbody>
</table>
MATH 392  **Topics in Applied Mathematics**  AN  3 CR
Depending on students’ needs and interests, topics such as Fourier series techniques and applications, numerical analysis techniques for algebraic and differential equations, biomathematics, and advanced topics in probability, statistics, or differential equations may be included. *Prerequisite: Permission of instructor.*

MATH 432  **Probability and Mathematical Statistics I**  ALT F  3 CR
The course examines probability from an advanced (calculus based) point of view. Topics include the theory and application of discrete and continuous probability distribution and density functions, mathematical expectation, moment generating functions, several specific probability distributions (binomial, normal, poisson, exponential, geometric, hypergeometric, negative binomial, gamma, chi-square, etc.), and the central limit theorem. Calculus is used throughout. *Prerequisite: MATH 161 and MATH 240.*

MATH 433  **Probability and Mathematical Statistics II**  ALT S  3 CR
A continuation of MATH 432 which examines the theory and application of statistical inference techniques including confidence intervals, hypothesis testing, regression, correlation, and analysis of variance. *Prerequisite: MATH 432.*

MATH 460  **Complex Variables**  AN  3 CR
A study of complex numbers, analytic functions, complex integration, power series, residues and poles, and conformal mapping. *Prerequisites: MATH 240 and MATH 260, or permission of instructor.*

MATH 470  **Intermediate Analysis**  ALT S  3 CR
A rigorous study of the fundamental concepts of higher mathematics including the real numbers, limits and continuity, integration and differentiation, elementary topology of Euclidean spaces, and aspects of the foundations of mathematics. *Prerequisite: MATH 240.*

MATH 480  **Senior Capstone**  F  3 CR
This capstone course will be an interactive seminar developed around a selected topic in advanced mathematics. Significant student presentation and interaction, engagement with current literature in mathematics, and a formal paper will be central to the course. *Prerequisites: Senior standing, a declared mathematics major, and completion of a minimum 24 hours of MATH courses (including MATH 240 and Math 261) that count toward the student’s mathematics major; or consent of instructor.*

MATH 495  **Internship**  Variable CR
An intensive, supervised work experience in a discipline related work experience. P/F grading. Repeatable for credit. *Prerequisite: Approval of supervising faculty member.*

**MILITARY SCIENCE (MILS)**

MILS 101  **Introduction to Military Science**  F  1 CR
This course explores how the Army’s values and the goals of its officers drive the development of leadership in the Officer Corps. Hands-on activities enable students to gain the skills and abilities required of cadets and officers to succeed as leaders. *Prerequisite: Student must be concurrently enrolled in MILS 102.*

MILS 102  **Lab – Basic Military Skills I**  F  1 CR
Leadership lab designed to provide hands on training on individual tasks such as basic rifle marksmanship, land navigation and on complex tasks such as battle drills, field leadership reaction course, and combat water survival training. Students assume a followership learning role. Labs will focus on leadership at the individual and team levels. *Prerequisites: Student must be concurrently enrolled in MILS 101.*

MILS 103  **Military Communication Skills**  S  1 CR
Students will develop an understanding of the role that morals and ethics play in becoming an Army officer and leading American Soldiers. Introduction to basic officer/soldier skills will expound upon the complex role of the officer in the modern Army. *Prerequisite: Student must be concurrently enrolled in MILS 104.*
MILS 104  Lab – Basic Military Skills I  S  1 CR
Leadership lab designed to provide hands on training such as but not limited to individualized tasks like basic rifle marksmanship, land navigation and complex tasks like battle drills, field leadership reaction course, and combat water survival training. Students assume a followership learning role. Lab will focus on collective training. Prerequisites: Student must be concurrently enrolled in MILS 103.

MILS 160  Military Physical Training  F, S  1 CR
This lab is designed to use basic military training skills and instruction to develop confidence, leadership, and physical fitness. The team approach is utilized in the instruction and application of Army physical fitness requirements. Students will learn various Army physical fitness techniques, how to conduct physical fitness sessions, and proper nutrition. Full participation in all events will be determined based on student’s physical and medical eligibility. Repeatable for credit for a maximum of 8 credits.

MILS 201  Basic Principles of Leadership  F  2 CR
Uses basic military training, missions and scenarios to provide a hands-on method of developing confidence and leadership skills. Learn to communicate effectively and work as a team. Students increase professional knowledge in areas such as first aid, water survival, personal physical fitness, and land navigation. Prerequisite: Student must be concurrently enrolled in MILS 202.

MILS 202  Lab – Basic Military Skills II  F  1 CR
Leadership lab designed to provide hands on training such as but not limited to individualized tasks like basic rifle marksmanship, land navigation and complex tasks like battle drills, field leadership reaction course, and combat water survival training. Lab will focus on performance as a team leader or as part of a specialty team. Students may assume learning or team leader role. Prerequisite: Student must be concurrently enrolled in MILS 201.

MILS 203  Basic Military Planning  S  2 CR
This is a leadership based class. In class students will learn how to utilize troop leading procedures and communicate with operation orders. Students will also learn how to navigate from place to place using different techniques. Prerequisite: Student must be currently enrolled in MILS 204.

MILS 204  Lab – Basic Military Skills II  S  1 CR
Leadership lab designed to provide hands on training such as the individualized tasks of basic rifle marksmanship, land navigation and the complex tasks of battle drills, field leadership reaction course, and combat water survival training. Lab will focus on performance as a squad leader, platoon or company leadership. Students may assume role of team leader, staff or learning role. Prerequisite: Student must be concurrently enrolled in MILS 203.

MILS 260  Basic Military Study  F, S  1-3 CR
Students authorized to take MILS 260 will meet with the MILS supervisor within 72 hours of enrollment. The MILS supervisor will assign specific projects designed to develop their skills in military administration, logistics, training, and/or leadership. This course is specifically designed to educate students through a “hands-on” approach to project planning, time management, and project completion. This course may be taken twice. For students adding this course after the formal add/drop period, a special academic action must be completed.

MILS 301  Advanced Principles of Leadership  F  3 CR
This class prepares students for positions of greater responsibility by building self-confidence, developing communications skills and broadening their knowledge of leadership responsibilities and duties. Students are expected to plan, resource, validate, and execute laboratory training for the cadet company. Prerequisite: Student must be concurrently enrolled in MILS 302 lab and hold cadet status.
MILS 302  Lab – Advanced Military Skills I  F  1 CR
This lab prepares Students for positions of greater responsibility by building self-confidence, developing communications skills and broadening their knowledge of leadership responsibilities and duties. Students are expected to plan, resource, validate, and execute laboratory training for the cadet company. Prerequisite: Student must be concurrently enrolled in MILS 301 and hold cadet status.

MILS 303  Advanced Military Planning  S  3 CR
Develop student’s proficiency in communicating plans through the use of operations orders and the use of troop leading procedures. Students are placed in leadership roles throughout the semester and evaluated on their leadership potential. Students must be contracted with the program to attend the classes. Prerequisite: MILS 301, 302, be concurrently enrolled in MILS 304, and hold cadet status.

MILS 304  Lab – Advanced Military Skills I  S  1 CR
This lab prepares Army ROTC advanced program cadets for positions of greater responsibility by building self-confidence, developing communications skills, and broadening their knowledge of leadership responsibilities and duties. Advanced cadets are expected to plan, resource, validate, and execute laboratory training for the cadet company in unique ways from MILS 302. Prerequisite: MILS 301, MILS 302, be concurrently enrolled in MILS 303, and hold cadet status.

MILS 401  The Military Team  F  3 CR
Develops student proficiency in analyzing and evaluating leadership behaviors, values, attributes, skills, and actions. Students will assess and provide feedback to other students placed in leadership roles, communicate thoughts and ideas orally, develop and execute a plan, and evaluate the planning and execution of complex operations within a military organizational structure. Prerequisite: Permission of professor of military science.

MILS 402  Lab – Advanced Military Skills II  F  1 CR
The lab compliments the instruction from class by demonstrating the indelible link between personal values and successful leadership. On-the-job training and evaluation provided by the ROTC cadre. Students will develop training programs, structure laboratories, present classes, plan various events, and accept responsibility for the leadership labs in unique ways from MILS 402. Prerequisite: Permission of professor of military science and hold cadet status.

MILS 403  Seminar: The Professional Officer  S  3 CR
Explores the dynamics of leading in the complex situations of current military operations in a contemporary world. Students will examine the differences in customs, courtesies and operational principles in the face of international terrorism using case studies, scenarios, and practical exercises, which prepare the student to face complex ethical and practical demands of leading soldiers within a multifaceted military organizational structure. Prerequisite: Permission of professor of military science and hold cadet status.

MILS 404  Lab – Advanced Leadership Laboratory  S  1 CR
The lab compliments the instruction from class by demonstrating the indelible link between personal values and successful leadership. On-the-job training and evaluation provided by the ROTC cadre. Students will be in charge of developing training programs, structuring laboratories, presenting classes, planning various events, and accepting responsibility for the leadership labs. Prerequisite: Permission of assistant professor of military science and hold cadet status.

MILS 410  Practicum: Advanced Military Skills  F, S  1 CR
An annual 72-hour military field training exercise designed for the advanced ROTC student in preparation for being commissioned as an officer in the U.S. Army. Conducted as a weekend exercise requiring the student to develop and execute a plan, organize tasks, and manage people and resources. Prerequisite: Permission of assistant professor of military science and hold cadet status.
MILS 460  Advanced Military Study  AN  1 CR
Investigation of an approved topic. Must result in a professional journal-worthy paper on ethics, current military issues, interpersonal communications, or leadership development. Prerequisite: Permission of assistant professor of military science and hold cadet status. Repeatable twice for credit.

MILS 490  International Experience  0-6 CR
Credit may be obtained by ROTC cadets who have been accepted to study abroad as part of the Cultural Understanding and Language Proficiency (CULP) program during Interim or Summer. This includes language and cultural immersion both prior to departure and in the host country. Cadets will gain an appreciation and understanding of their host culture as well as greater awareness of international perspectives. P/F grading. May be repeated for credit up to a total of 6 credit hours. Prerequisites: ROTC and formal acceptance into the CULP program.

MILS 495  Military Science Internship  0-3 CR
An intensive, supervised work experience in a discipline related work environment. P/F grading. Repeatable for credit. Prerequisite: Approval of supervising faculty member.

MULTIPLE/SEVERE DISABILITIES (MSPD)
See listings under Graduate Special Education section.

MUSIC (MUSC)
MUSC 101  Music Appreciation  F  3 CR
An introductory course encouraging increased understanding of all types of music in relation to historical changes and societal developments. Students gain experience listening to significant literature and examining the basic components that contribute to creating compositions. General education explorations – fine arts course.

MUSC 103  Jazz Appreciation  S  3 CR
An introductory course which gives the student the tools for creative listening. It encourages an appreciation and enjoyment of jazz with an emphasis on understanding through listening. General education explorations – fine arts course.

MUSC 106  Music Fundamentals I  F  2 CR
An introductory course that places particular emphasis on the basic skills of reading and writing music. Areas covered include: notation, time and rhythm reading. It is geared to the student with little or no prior knowledge of music. Music production majors will take a diagnostic exam to determine their music theory knowledge for possible consideration to waive this course requirement in their major.

MUSC 107  Music Fundamentals II  S  2 CR
A continuation of MUSC 106. More advanced skills of reading and writing music are studied. Basic ear training is also introduced. Prerequisite: MUSC 106 with a grade of “C-” or better.

MUSC 110  Introduction to Digital Recording  F  3 CR
The student will learn the basic principles needed to complete recording projects using Avid Pro Tools, from initial setup to mix-down. Whether the project involves multi-track recordings of live instruments, MIDI sequencing/software synthesizers, or audio looping, the student will learn real-world examples with frequent hands-on assignments designed to teach the student how to record, edit, and mix on a basic level.

MUSC 111  Music Theory I  F  4 CR
A study of the fundamental principles of traditional harmony which include time, rhythms, notes/values, intervals, scales, key signatures, and triads. The ear training component will study intervals recognition and rhythm dictation.
MUSC 112  Music Theory II  S  4 CR
A continuation of MUSC 111. Principles covered will include four-part writing and analysis, non-chord tones, and modulations. The ear training component will study chord recognition, harmonic progressions, and sight-singing. Prerequisite: MUSC 111 with a grade of “C-” or better.

MUSC 115  Advanced Digital Recording Techniques  S  3 CR
The purpose of this course is for the student to gain a greater understanding of two key elements of production by learning mixing and mastering. Essential knowledge for engineers, producers, or hobbyists who have their own home studio up and running, this course presents concepts that go beyond basic EQ and panning. Students will be exposed to more advanced mixing and mastering techniques including parallel compression, understanding reverb parameters as well as discussing compression techniques in mastering. By the end of the course the student will have acquired a thorough understanding of the entire mixing and mastering process using Avid Pro Tools. Prerequisite: MUSC 110.

MUSC 121  Diction in Foreign Languages  ALT S  2 CR
A study in pronunciation and basic vocabulary using IPA phonetics for German, Italian, Latin, and French.

MUSC 120  Introduction to Music Notation Software  F (even year)  3 CR
Students will learn to write, arrange, and publish music using music notation software. Through hands-on lessons and activities they will learn proven methods and techniques to enter, edit and modify music notation including single and multiple staff scores. Students will create lead sheets, choral and instrumental scores, drum maps and guitar notation, and explore many other ways to use the software for their own personal and professional needs. Upon completing this course, the student will have learned to use music notation software to create scores and parts including professional-looking lead sheets, arrangements, and worksheets; enter notation with and without a MIDI instrument, enter multiple verses of lyrics, chord symbols, articulations, expressions, and a wide variety of text styles; master dozens of shortcuts to dramatically speed up music entry and editing. Prerequisite: MUSC 106, 107, 188, 189, or consent of instructor.

MUSC 122  Concert Choir  F, S  0-1 CR
Open to all students interested in singing in large ensemble. Rehearsals or sectionals five days per week; two performances per semester. Wide range of literature performed. Admission by permission of director. May be repeated for credit.

MUSC 123  Vista Chamber Singers  F, S  0-.5 CR
Meets three times per week. First semester: Madrigal Dinner presentation. Second semester: Jazz Show presentation. May be repeated for credit. Co-requisite: MUSC 122 and vocal audition or permission of director.

MUSC 127  Concert Band  F, S  0-1 CR
Open to all students who play band instruments. Three rehearsals per week with two performances. Traditional to contemporary band literature performed. Admission by audition or permission of director. May be repeated for credit.

MUSC 129  Instrumental Ensemble  F, S  0-.5 CR
For small group ensembles as organized by music faculty. Admission by audition or permission of director. May be repeated for credit.

MUSC 130  Jazz Band  F, S  0-.5 CR
Study and performance of various jazz idioms and styles. May be repeated for credit. Co-requisite: MUSC 127, and permission of director.

MUSC 136  Class Voice  F  1 CR
A group voice experience for non-major beginning singers. The technical considerations of breath, range, and appropriate repertoire for those desiring more individual vocal experience will be studied.
MUSC 139  Jazz Improvisation  F  0-1 CR
An introductory course which gives the student tools for creative improvisational
concepts. Major, minor, whole tone, and blues scales will be covered during the course.
Also included will be melodic minor and melodic major, and bebop, jazz scales. Basic
format for solo building will be discussed. The students will actively participate by
playing their instruments in the class. May be repeated for credit. Prerequisite: Consent
of instructor.

MUSC 188  Class Piano I for Non-Music Majors  F  1 CR
A piano lab class designed for the non-music major having had no piano background who
wants to learn the basics of keyboard playing.

MUSC 189  Class Piano II for Non-Music Majors  S  1 CR
A continuation of MUSC 188. Prerequisite: MUSC 188.

MUSC 192  Class Piano I for Music Majors  F  2 CR
The piano lab class is geared to help the student pass the required piano proficiency
exam. A diagnostic piano exam will be given the first week. Depending on the results of
the exam, students will remain in MUSC 192 or be placed in MUSC 193 or MUSC 194.
This course is required for all first semester music majors. Must earn a grade of “C-” or
better.

MUSC 193  Class Piano II for Music Majors  S  2 CR
A continuation of MUSC 192. Students will register for this course in the semester
immediately following completion of MUSC 192. Must earn a grade of C- or better.
Prerequisite: MUSC 192 with a grade of “C-” or better or placement as determined by
a diagnostic exam. Students will complete MUSC 194 immediately upon completion of
MUSC 193.

MUSC 194  Piano Proficiency  F, S  0 CR
Piano Proficiency is required of all music majors. Skills tested include: major/minor
scales, harmonization, transposition and solo literature. Vocal majors will also be required
to accompany and play voice parts from a vocal score. Students are expected to complete
this requirement in the second semester as a music major.

MUSC 203  Instrumental Techniques - Woodwinds  ALT S  2 CR
Class instruction in the fundamentals of playing and teaching flute, clarinet, saxophone,
oboe, and bassoon.

MUSC 204  Instrumental Techniques - Brass  ALT S  2 CR
Class instruction in the fundamentals of playing and teaching trumpet, horn, trombone,
tuba, and other related brass instruments.

MUSC 207  Instrumental Techniques - Percussion  ALT F  2 CR
Class instruction in the fundamentals of playing and teaching snare drum, mallets,
timpani, trap set, and other related percussion instruments.

MUSC 211  Music Theory III  F  3 CR
The study of the advanced principles of harmonic progression. Areas covered will
include fugue style of J. S. Bach, harmonic practices of the classical period, 18th Century
variation techniques, Neapolitan 6th and augmented chords, mode mixture, and chromatic
3rd relationships. Prerequisite: MUSC 112 with a “C-” or above grade.

MUSC 212  Music Theory IV  S  3 CR
A continuation of MUSC 211. Areas covered will include expanded tonicization &
harmonic sequence of classical and romantic periods, early 20th Century tonal music,
intervalllic organization, serial procedures, set theory, and an introduction to Schenkerian
analysis. Prerequisite: MUSC 211 with a “C-” or above grade.
MUSC 300 *Creating Music/Effects for Video Games*  
This course will introduce the student to creating audio for video games using a variety of techniques and software. The student will learn about the history of the development of video games as well as kinds of software platforms that are currently being used in the gaming industry today. The student will learn how to create basic video games on multiple platforms as well as learn how to create music from Avid Pro Tools (and other DAW platforms) and embed it into the games. The focus will be learning how to create the various styles of music and Foley effects needed in video games. The primary DAW will be the Avid Pro Tools platform using Reason, Komplete, and other software engines as plug-ins. *Prerequisite: MUSC 110, 115.*

MUSC 307 *Music History and Literature I*  
A study of the chronological development of music from Greek origins to classical period using sequential introduction of significant music literature and composers. Survey material and listening identification will augment student research and presentations on genre, styles, and context.

MUSC 308 *Music History and Literature II*  
Continuation of study into chronological development of music from classical period to present with focus on styles of music literature and listening. *Prerequisite: MUSC 307.*

MUSC 310 *Introduction to Arranging Commercial Music*  
The student will learn how to write and arrange for the rhythm section (drums, percussion, bass, guitar, keyboards and melody) in a number of styles including: rock, pop, soul, R’n’B, funk, and hip-hop. The focus will be on arranging needed for the recording studio such as for strings, horn section, vocal groups, etc. Emphasis will be placed on styles that are currently used in the industry today. *Prerequisite: MUSC 106, 107, 120 or consent of instructor.*

MUSC 321 *Conducting I*  
The art of conducting is one of the most complex and demanding activities in the realm of music. This class is designed to give the student technical tools necessary to be a success on the podium. Conducting fundamentals learned include beat patterns, cuing, and baton technique.

MUSC 322 *Conducting II*  
Expansion of conducting experiences with emphasis on performance preparation. Concentrations include musical expressiveness, rehearsal organization, and score study related to choral, instrumental, and combined ensembles. *Prerequisite: MUSC 321.*

MUSC 350 *Understanding the Music Industry*  
This course presents a broad overview of the recording and music industry, and explains how the various segments operate on a day-to-day basis: where monies are generated, who the key players are, how deals are made and broken, how to protect your interests, new developments in digital technology, and career planning and preparation.

MUSC 400 *Introduction to Film Scoring*  
This course guides the student through the process of creating music to accompany a visual medium using Avid Pro Tools as the DAW. The course begins by focusing on the aesthetics, terminology, procedures, and technical aspects of film scoring. The student becomes an active participant by creating numerous projects producing both the film as well as the audio. By using a broad range of techniques including click tracks, spotting, scoring under dialogue, free timing, and the creative use of overlap cues, the student will learn how to develop a dramatic concept for the music score and how to synchronize it seamlessly to visual events. This course will progress with ever more complex film/scoring music projects. For the final project, the student will create a short film and write and record all the music, voice overs, and Foley effects. *Prerequisite: MUSC 110, 115.*
### Course Descriptions

#### MUSC 490: Recital

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The recital is designed as the capstone performance for music majors and minors. Students may elect to perform two half-recital programs over a two semester period or one full recital.

#### MUSC 495: Internship

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An intensive, supervised work experience in a discipline related work environment related to music performance. P/F grading. Repeatable for credit. **Prerequisite:** Approval of supervising faculty member.

#### Private Lessons

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Individual instruction for music majors and non-music majors. 100-400 level in the following applied areas: woodwind, brass, strings, percussion, organ, voice, piano, organ. Course numbering is dependent on the student’s number of semesters of study in that area. For example, a student in the first semester of study in woodwind would register for 141, in the fourth semester of study would register for 242. This numbering does not necessarily reflect the semester of the student’s study in the university (i.e., a senior-level student taking woodwind for the first time would register for 141).

**Woodwind:**
- MUSC 141 – 1st semester, MUSC 142 – 2nd semester, MUSC 241 – 3rd semester,
- MUSC 242 – 4th semester, MUSC 341 – 5th semester, MUSC 342 – 6th semester,
- MUSC 441 – 7th semester, MUSC 442 – 8th semester

**Brass:**
- MUSC 143 – 1st semester, MUSC 144 – 2nd semester, MUSC 243 – 3rd semester,
- MUSC 244 – 4th semester, MUSC 343 – 5th semester, MUSC 344 – 6th semester,
- MUSC 443 – 7th semester, MUSC 444 – 8th semester

**Strings:**
- MUSC 145 – 1st semester, MUSC 146 – 2nd semester, MUSC 245 – 3rd semester,
- MUSC 246 – 4th semester, MUSC 345 – 5th semester, MUSC 346 – 6th semester,
- MUSC 445 – 7th semester, MUSC 446 – 8th semester

**Percussion:**
- MUSC 147 – 1st semester, MUSC 148 – 2nd semester, MUSC 247 – 3rd semester,
- MUSC 248 – 4th semester, MUSC 347 – 5th semester, MUSC 348 – 6th semester,
- MUSC 447 – 7th semester, MUSC 448 – 8th semester

**Organ:**
- MUSC 151 – 1st semester, MUSC 152 – 2nd semester, MUSC 251 – 3rd semester,
- MUSC 252 – 4th semester, MUSC 351 – 5th semester, MUSC 352 – 6th semester,
- MUSC 451 – 7th semester, MUSC 452 – 8th semester

**Voice:**
- MUSC 161 – 1st semester, MUSC 162 – 2nd semester, MUSC 261 – 3rd semester,
- MUSC 262 – 4th semester, MUSC 361 – 5th semester, MUSC 362 – 6th semester,
- MUSC 461 – 7th semester, MUSC 462 – 8th semester

**Piano:**
- MUSC 171 – 1st semester, MUSC 172 – 2nd semester, MUSC 271 – 3rd semester,
- MUSC 272 – 4th semester, MUSC 371 – 5th semester, MUSC 372 – 6th semester,
- MUSC 471 – 7th semester, MUSC 472 – 8th semester

### PHILOSOPHY (PHIL)

#### PHIL 100: Introduction to Philosophy

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A survey of the perennial problems of human thought, using texts from a wide variety of traditions and historical periods, in order to think about philosophy as a kind of method or practice, not merely for thinking well, but for living the best sort of human life. **General education explorations – humanities course.**
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Type</th>
<th>Credits</th>
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<tbody>
<tr>
<td>PHIL 110</td>
<td>Ethics</td>
<td>S</td>
<td>3 CR</td>
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<td>A study of the many forms in which human beings encounter or conceive of the Good. Includes discussions about the nature of values, attempts to imagine solutions to contemporary and historical moral problems across various cultures, and visions of social transformation by reflection and action. <strong>General education explorations – humanities course.</strong></td>
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<td>PHIL 130</td>
<td>Logic</td>
<td>S</td>
<td>3 CR</td>
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<td>Deals with the order of reason in human languages, the structure of arguments, and the methods used to determine the strengths and weaknesses of our reasoning processes. Course may include both formal (symbolic) and informal elements. <strong>General education explorations – humanities course.</strong></td>
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<tr>
<td>PHIL 230</td>
<td>Studies in Philosophy</td>
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<td>3 CR</td>
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<td>Focus on a single problem or subject of central concern to philosophy. Topics will vary, possibly including human self and animal other; the good and the beautiful; knowledge and reality; language, mind, and meaning; morality and the law. May be repeated for credit if a different topic. <strong>General education explorations – humanities course.</strong></td>
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<tr>
<td>PHIL 240</td>
<td>Philosophy of Religion</td>
<td>ALT S</td>
<td>3 CR</td>
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<td>An introduction to the central metaphysical, epistemological, linguistic, ethical, and logical problems that confront the philosopher who studies religion. Attention will be paid to such issues as the nature and existence of the divine, the possibility and character of faith, the relationship between reason and religious belief, evil and suffering, and what it means to be human and to live well. <strong>General education explorations – humanities course.</strong></td>
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<td>PHIL 321</td>
<td>Women in Philosophy and Religion</td>
<td>AN</td>
<td>3 CR</td>
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<td>Subtitles will vary. An in-depth study of figures, works, or movements focused on women’s engagement with the world. Possible topics include feminist theory; woman spirit; women in world religions; women in religious literature; women in philosophy; and feminist theology. May be repeated for credit if a different topic. May be cross-listed with RELI 321, depending on course content. <strong>General education explorations – humanities course.</strong></td>
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<td>PHIL 335</td>
<td>Topics in Ethics</td>
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<td>3 CR</td>
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<td>Subtitles will vary. An in-depth study of ethical perspectives or a selected area of moral concern. Possible topics include bioethics; business ethics; queer ethics; science, technology, and society; sexual ethics; and comparative religious ethics. May be repeated for credit if a different topic. May be cross-listed with RELI 335, depending on course content. <strong>General education explorations – humanities course.</strong></td>
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<td>PHIL 336</td>
<td>Professional Ethics</td>
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<td>An examination of the varied theories of moral rules used in the construction of codes of ethical behavior followed in a variety of areas including business, medical and legal professions, human and social services, and education. The course assists in development of a familiarity with the discipline of professional ethics and assists the learner in appreciating the personal, organizational and societal benefits of behavioral regulation within a professional setting. <strong>General education explorations – humanities course.</strong></td>
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<td>PHIL 340</td>
<td>Environmental Ethics</td>
<td>ALT S</td>
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<td>An in-depth study of ethical problems related to the environment, including global warming, ozone depletion, overpopulation, overconsumption, pollution and toxic wastes, etc. This class will examine the history of philosophical and religious thinking about the environment; biocentric, ecocentric, deep ecology, and ecofeminist perspectives; obligations to future generations; animal rights; non-western perspectives; economic growth, global justice and sustainability. May be cross-listed with RELI 340, depending on course content. <strong>General education explorations – humanities course.</strong></td>
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PHIL 350  Major Figures in Philosophy  AN  3 CR
Focus on individual philosophers whose thought remains central to philosophy. The course involves close reading of primary texts. Possible thinkers/subjects include Plato; Kant; Hegel and After; Kierkegaard; Nietzsche; Wittgenstein; Simone de Beauvoir and Simone Weil; and the Frankfurt School. May be repeated for credit if a different topic.

PHIL 361  Racism and Sexism in American Life  F  3 CR
An examination of the problems of racial oppression, the quest of women and minorities for equality, the structural arrangements of our society. Same as SOCI 361. General education explorations – humanities course.

PHIL 380  Topics in the History of Philosophy  ALT F  3 CR
Focus on a particular historical period or movement in philosophy and its unique philosophical questions. Topics vary, and may include ancient Greek philosophy; medieval philosophy; early modern philosophy (from Descartes to Kant); 19th century philosophy; existentialism; 20th century analytic or continental philosophy; and postmodernism. May be repeated for credit if a different topic.

PHIL 495  Internship  Variable CR
An intensive, supervised work experience in a discipline related work environment. P/F grading. Repeatable for credit. Prerequisite: Approval of supervising faculty member.

PHIL 497  Capstone Proposal  F  1 CR
This course is intended to assist students in accomplishing the following: 1) developing a topic; 2) conducting a literature review, in the process of which they will build a bibliography; and 3) generating a formal proposal for the research project they will complete in PHIL 498. P/F grading. Prerequisite: approval of supervising faculty member.

PHIL 498  Senior Capstone  S  3 CR
Advanced philosophy and religion students will reflect upon and integrate several different subfields in the discipline. Requirements involve the reading of original sources, examining historical developments, writing critically, development of a portfolio, and oral presentations. Prerequisite: successful completion of PHIL 497.

PHYSICAL EDUCATION
See listings under exercise science.

PHYSICS (PHYS)
PHYS 101  Everyday Physics  F, S  3CR
This course introduces the non-science major to how concepts of physics affect our everyday lives. General education explorations – science course.

PHYS 110  Introduction to Astronomy  F  3 CR
This course provides the student with an introduction to the field of astronomy. Topics include the historical development of astronomy, the evolution and structure of astrophysical systems such as the solar system, stars, and galaxies, and modern cosmological views. During the semester there will be several opportunities to observe the universe with a telescope. Observations may be required by the instructor. General education explorations – science course.

PHYS 201  General Physics I: Trigonometry-Based  F  4 CR
A treatment of mechanics, waves, and thermodynamics for premedical, chemistry, math, and computer science majors. Three lectures and one two-hour laboratory period. General education explorations – science course. Prerequisite: Knowledge of algebra and trigonometry.
PHYS 202  General Physics II: Trigonometry-Based
S  4 CR
A treatment of electricity, magnetism, light, and a survey of modern physics. Continuation of PHYS 201. Three lectures and one two-hour laboratory period. General education explorations – science course. Prerequisite: PHYS 201.

PHYS 211  General Physics I: Calculus-Based
F  4 CR
A treatment of mechanics, waves, and thermodynamics for physics, engineering, chemistry, math, and computer science majors. Three lectures and one two-hour laboratory period. General education explorations – science course. Prerequisite: MATH 160 or concurrent enrollment in MATH 160.

PHYS 212  General Physics II: Calculus-Based
S  4 CR
A treatment of electricity, magnetism, light, and a survey of modern physics. Three lectures and one two-hour laboratory period. Prerequisite: PHYS 211, MATH 161 or concurrent enrollment in MATH 161.

PHYS 210  Classical Mechanics
ALT F  3 CR
An applied mathematics course employing calculus in the study of kinematics, force, motion of particles, work, energy, and related topics. 3 lectures. Prerequisite: PHYS 212 and MATH 161.

PHYS 253  Thermodynamics
F  3 CR
This course is the same as CHEM 353 Physical Chemistry I. See CHEM 353 for a description. Prerequisite: PHYS 212 and MATH 161.

PHYS 360  Mathematical Physics
ALT F  3 CR
An introduction to the study of modern physics topics utilizing the methods of quantum mechanics. Topics include wave functions, operators, the Schrodinger equation, the harmonic oscillator, the hydrogen atom, angular momentum, and perturbation theory. Prerequisite: PHYS 212, MATH 361 or concurrent enrollment in MATH 361.

PHYS 370  Quantum Mechanics
ALT S  3 CR
An introduction to the study of modern physics topics utilizing the methods of quantum mechanics. Topics include wave functions, operators, the Schrodinger equation, the harmonic oscillator, the hydrogen atom, angular momentum, and perturbation theory. Prerequisite: PHYS 212, MATH 361 or concurrent enrollment in MATH 361.

PHYS 380  Theoretical Electricity and Magnetism
ALT S  3 CR
A theoretically rich course dealing with the nature of electricity and magnetism. Prerequisite: PHYS 212, MATH 361 or concurrent enrollment in MATH 361.

PHYS 390  Computational Physics
ALT S  3 CR
An introduction to the technique of applying computers, both serial and parallel, and numerical methods to the solving of physical problems in science and engineering. Specific topics include finite difference methods, Monte Carlo simulations, boundary value problems, and N-body simulations. This course is useful to the physicist, engineer, and computer scientist. Prerequisite: PHYS 212 and CMSC 181. Same as CMSC 390.

PHYS 391  Physics for Elementary/Middle Level Teachers
AN  1 CR
This course will focus on introductory physics consistent with state guidelines for physics content.

PHYS 481  Research I
F  3 CR
An intensive emersion into an applied or theoretical physics research project. Prerequisite: Permission of instructor.

PHYS 482  Research II
S  2 CR
Continuation of PHYS 481. Students are required to write a paper based on their research and present it to an audience. Prerequisite: PHYS 481.
PHYS 495  Internship  Variable CR
An intensive, supervised work experience in a discipline related work environment. P/F grading. Repeatable for credit. Prerequisite: Approval of supervising faculty member.

POLITICAL SCIENCE (PSCN)

PSCN 110  Introduction to American Government  F, S  3 CR
A survey of the institutions, actors, ideologies, and processes characterizing the American polity. Course readings include selections from a standard American government text and, typically, classic works of 18th and 19th century political thinkers. Debates, discussions, and simulations are employed routinely to enhance rhetorical skills and increase familiarity with contemporary political issues. General education explorations – social science course.

PSCN 115  Introduction to Politics  F, ALT S  3 CR
Involves carefully structured examinations of political life in its various dimensions. Particular attention is paid to non-traditional modes of political participation. The final phase of the course includes introductory lectures on the major streams of scholarly inquiry in contemporary political science and an initial consideration of various methodologies employed in the study of political life. The majority of classroom sessions follow a seminar format. General education explorations – social science course.

PSCN 205  Introduction to Political Philosophy  ALT F  3 CR
Students undertake a survey of key writings in the ancient, medieval, and modern bibliographies. Course readings are selected from the works of Plato, Aristotle, St. Augustine, St. Thomas Aquinas, Machiavelli, Hobbes, Locke, Rousseau, Mill, Marx, Hayek, and Rawls. Readings are selected for their potential to produce enlightened answers to the normative question “How ought persons to live together?” Course readings and discussions are especially useful to students seeking familiarity with basic principles of formal logic. Most classroom sessions are highly interactive and follow a seminar format.

PSCN 240  Judicial Process  ALT S  3 CR
A detailed examination of the structure and processes that characterize American state and federal judicial systems. Significant attention is directed to America’s common law heritage and decision making in common law courts. In-depth examination of the role of the United States Supreme Court in American politics precedes several lectures dedicated to comparative analysis of civil law systems.

PSCN 245  Introduction to American Law  ALT F  3 CR
A survey of the law of civil procedure, torts, property, contracts, employment, and domestic relations. Also included are brief introductions to administrative law, criminal law, criminal procedure, and legal research and writing. Several discussions address the development of the law of equity and various common law remedies. Students also examine the role of the bench and bar in shaping public policy. General education explorations – social science course.

PSCN 310  Comparative Politics  AN  3 CR
A survey of global variations in political culture, policy making processes, and institutional structure as each accounts for differences in internal development and domestic policy making. Particular attention is paid to the uneven pace of democratic transitions in the international community. Students enjoy an optimal combination of lecture sessions, discussions, and student presentations. This course is especially rewarding to students planning foreign travel or study.

PSCN 315  International Relations  ALT S  3 CR
A survey of major theoretical perspectives in the international relations field. Significant effort is directed toward the concept of security in the 21st century. Additional objects of inquiry include China and the developing economies of Asia, the role of non-governmental organizations (NGOs) in shaping international affairs, and economic globalization. Some attention is directed to the issues of inter-state conflict over natural resources and threats to international stability posed by pandemic infectious diseases.
PSCN 400  **Pre-Professional Seminar**  ALT S  3 CR
This seminar-format, capstone course is taken by all political science majors during their final year of baccalaureate study. This course deepens students’ awareness of the major streams of scholarly inquiry in the political science discipline and enhances methodological skills. Each student prepares a unique, original contribution to the enterprise of modeling and understanding political life. *Prerequisite: Political science major and senior status.*

PSCN 460  **Constitutional Law**  ALT F  3 CR
Using the case-analysis method of instruction, this course involves in-depth examination of important historical shifts in constitutional doctrine as applied to the subjects of judicial review, legislative power, executive authority, federalism, and separation of powers. Particular attention is directed at 19th and early 20th century U.S. Supreme Court decisions regarding economic and property rights. A principle feature of the course is a full exploration of the various modes of constitutional interpretation and the ways in which each is employed to justify votes on the merits in key decisions. *Prerequisite: PSCN 110 or permission of the instructor.*

PSCN 465  **Civil Liberties**  ALT F  3 CR
A focused consideration of U.S. Supreme Court decisions in the areas of free speech, assembly, press, and religion. In-depth analysis of key decisions concerning the right to privacy and equal protection are followed by examinations of voting rights. Using the case analysis method, students enjoy opportunities to draft their own original judicial opinions and develop argumentation skills via a Supreme Court simulation. *Prerequisite: PSCN 110 or consent of the instructor.*

PSCN 485  **Special Topics in Political Science**  F  3 CR
Offered on a periodic basis, this course is designed for focused exploration of one or more subfields in the political science discipline. Possible course topics include political psychology, women and politics, legislative behavior, the American presidency, judicial politics, U.S. Supreme Court decision making, advanced research methods, and other subjects depending on student interest. Students may repeat course as new topics are offered. *Prerequisite: PSCN 110.*

PSCN 485  **Special Topics: Legal Reasoning**  3 CR
An analysis of the nature of reasoning and legal reasoning, with emphasis upon developing critical thinking abilities. Topics include the nature and elements of reasoning, statutory, common law, and constitutional reasoning and reasoning by example with precedent. *Offered only at specific BVU Graduate & Professional Studies locations.*

PSCN 485  **Special Topics: Debtor/Creditor**  3 CR
Explore the laws of debtor/creditor and bankruptcy. Topics will also include collection, fair debt, and collection practices. *Offered only at specific BVU Graduate & Professional Studies locations.*

PSCN 485  **Special Topics: Legal Ethics**  3 CR
Legal Ethics is primarily a readings course focusing on application of ethical doctrines to the American legal system. *Offered only at specific BVU Graduate & Professional Studies locations.*

PSCN 485  **Special Topics: American Political Institutions**  3 CR
The origins and development of American Political Institutions in their historical context as well as by custom, legal change and usage. Students will examine the various institutions, critically analyze and evaluate past and present application, and develop hypotheses regarding the prospects for the 21st century. *Offered only at specific BVU Graduate & Professional Studies locations.*
PSCN 490  Washington Center Internship Program  F, S  3-12 CR
The Washington Center internship program provides students with a professional development opportunity in Washington, D.C. Students wishing to participate in the Washington Center program may apply for internship openings in a variety of professional settings. Following admission to the Washington Center, participating students register for 12 hours of BVU credit. P/F grading. Not repeatable for credit. Prerequisite: Consent of the political science department liaison to the Washington Center.

PSCN 495  Political Science Internship  Variable CR
In consultation with political science faculty, students engage in a closely supervised, experiential learning opportunity in a private, not-for-profit, or public organization. Students are called upon to demonstrate communication, analytical, and problem-solving skills acquired in the political science major. P/F grading. Not repeatable for credit. Prerequisite: Political science major, junior status, and consent of the instructor.

PSYCHOLOGY (PSYC)

PSYC 100  General Psychology  F, S  3 CR
A broad introduction to the field of psychology with an emphasis on the experimental study of behavior. The course will focus on theories, methods, and phenomena along with the history of the discipline. General education explorations – social science course.

PSYC 102  The Science of Psychology  F,S  3 CR
This course offers a broad introduction to the science of psychology with an emphasis on the application of scientific methods to the understanding of human behavior and mental processes. The focus is on theories of and methods for investigating psychological phenomena at the interface of biology, psychology, and sociology. This course is recommended for biology and/or health sciences majors who aspire to graduate training in biology, medicine and related fields. General education explorations – Social Science Course. This course should be treated as equivalent to PSYC 100 for purposes of program requirements and course prerequisites.

PSYC 201  Child Development  GPS/Online Only  3 CR
Theoretical and empirical perspectives on development from the prenatal period through adolescence will be addressed. The practical application of theory and research will also be stressed. Prerequisite: PSYC100 or PSYC 102.

PSYC 203  Social Psychology  S  3 CR
This course is an introduction to theories and research methods in the field of social psychology. Classical and contemporary theories pertaining to self, person, and group perceptions, interpersonal attraction, social cognition, attitudes, conformity, obedience, altruism, aggression, and group processes will be examined using both a text and original journal articles. Applications of social psychology to the career fields of law, health, and business will also be examined. General education explorations – social science course. Prerequisite: PSYC100 or PSYC 102.

PSYC 210  Developmental Psychology  AN  3 CR
Developmental Psychology focuses on theoretical, empirical, and practical perspectives on development across the lifespan including infancy, childhood, adolescence, and adulthood. This includes development of cognitive abilities, ethical and moral reasoning, personality, identity, relationships, and others aspects of human life and social interactions. The influence of heredity, family, culture, school, and peers will be considered. Prerequisite: PSYC100 or PSYC 102. This course is only offered on the Storm Lake campus.
PSYC 220  Behavior Modification  ALT S  3 CR
This course offers a guided, hands-on experience designed to acquaint students with general principles of human behavior through the development and implementation of a comprehensive plan for behavior change. Students will learn to observe and record behavior and to incorporate observational data into an extensive behavior change plan. Data will be presented regularly to classmates in narrative, numeric, and graphic formats. An extensive end-of-plan report will be presented to the class and submitted in writing. Grading is based on completeness, comprehensiveness, and sophistication of the behavior change plan as presented throughout the semester and in the final report. Prerequisite: PSYC100 or PSYC 102.

PSYC 230  Sleep and Dreams  S  3 CR
The decades since the 1950s have seen an explosion of scientific research on the psychological and biological processes which are responsible for sleep. This course will introduce students to the basic methods and findings of contemporary sleep research, including a consideration of the brain processes which underlie sleep and dreams. Prerequisite: PSYC 100 or PSYC 102.

PSYC 239  Abnormal Psychology  S  3 CR
This course will look at the history of psychopathology, the major psychiatric syndromes, and the differing theoretical perspectives and approaches to treatment and therapy. Prerequisite: PSYC 100 or PSYC 102.

PSYC 265  Health Psychology  ALT F  3 CR
This course is an introduction to the rapidly emerging field of health psychology. The emphasis will be on the role of psychological processes in maintaining wellness and in the treatment of, recovery from, or adjustment to illness. Central to this introduction will be an investigation of the uses of psychology's research methods and theories in producing useful scientific information for better understanding human health. Prerequisite: PSYC 100 or PSYC 102.

PSYC 281  Introduction to Biological Psychology  F  3 CR
This course will introduce students to the methods, theories, and research findings which constitute the modern field of biological psychology. Included will be consideration of the basic structure and functioning of the human nervous system, CNS development, and the brain mechanisms which underlie a variety of psychological processes (e.g., vision, movement, learning, memory, and biological rhythms). General education explorations – science course. Prerequisite: PSYC 100 or PSYC 102 or one college level biology course.

PSYC 291  Learning and Memory  F  3 CR
Learning and memory are two of the core psychological mechanisms which underlie our ability to adapt to an ever-changing world. This course will look at the last 100 years of theory and research in these areas. Special emphasis will be placed on operant and classical conditioning and human memory processes. The course will also provide students with a hands-on introduction to data collection and technical writing in psychology. Prerequisite: PSYC 100 or PSYC 102.

PSYC 300  Experimental Design and Statistical Analysis I  F  3 CR
This is the first semester of a two-semester sequence which presents the methods and principles of experimental design and statistical analysis. SPSS will be incorporated throughout the course. Students will design, implement and present their own research project. Students majoring in psychology should complete the 300/303 sequence in their sophomore or junior year. Prerequisite: 3 semesters of high school algebra.

PSYC 303  Experimental Design and Statistical Analysis II  S  3 CR
This is a continuation of PSYC 300. Prerequisite: PSYC 300.
Course Descriptions

PSYC 329  Psychology of Gender  ALT F  3 CR
This course will examine the empirical literature and theories in psychology that document sex differences in behavior, and analyze the origins and development of these sex differences. The relationship between psychological processes and societal sex role structures will also be explored. Prerequisite: PSYC 100 or PSYC 102 and one 200-level psychology course.

PSYC 333  Adolescent Psychology  GPS/Online Only  3 CR
Adolescent psychology will focus on development of youth from pre-adolescence to late adolescence and emerging adulthood from a historical and cultural view as well as theoretical and practical perspectives. Critical thinking based on research in this field will be emphasized. The influence of heredity, family, culture, school, and peers will be considered as contexts within which adolescents develop. Common adolescent problems as well as adolescent psychopathological disorders will be discussed as well. Prerequisite: PSYC 100 or PSYC 102 and one 200 level psychology course.

PSYC 364  Industrial Psychology  ALT F  3 CR
In this course students learn about methodological and measurement issues and examine research findings related to job analysis, job description, job evaluation, employee selection, performance evaluation, motivation, and job satisfaction. Students will design and conduct research in simulated work, situations, collect and analyze data using SPSS for Windows, interpret the analysis, and submit written APA style research reports. Prerequisite: PSYC 100 or PSYC 102, a statistics course, and either one 200 level psychology course or MGMT 320.

PSYC 369  Psychology of Personality  ALT S  3 CR
This course is an introduction to theories, research methods and controversies in the field of personality psychology. Major approaches to the study of personality including biological and evolutionary determinants, traits and situations, social cognition, motives, needs, and humanistic themes will be examined using both a text and original journal articles. Emphasis is placed on important theorists, measurement issues, and research evidence. Prerequisite: PSYC 100 or PSYC 102 and one 200-level psychology course.

PSYC 389  Introduction to Counseling  AN  3 CR
A survey of the basic theories and techniques of psychological counseling. Prerequisite: PSYC 100 or PSYC 102 and one 200 level psychology course.

PSYC 401  GRE Preparation  S  1 CR
This course is intended for juniors or seniors who plan to take the GRE general test. Students will work on vocabulary and math skills, take several practice tests and share test-taking strategies with each other. Students who also plan to take the psychology advanced GRE test will have a chance to prepare for that exam as well. P/F grading.

PSYC 415  Sensation and Perception  AN  3 CR
This course considers the structure and function of human sensory systems (with an emphasis on vision and audition) along with an exploration of the psychological processes by which the output of those systems is converted into conscious experience. The course covers both data and theory and provides an extensive hands-on introduction to basic procedures and phenomena in the field through laboratory exercises and computer simulations. Prerequisite: PSYC 100 or PSYC 102 and one 200 level psychology course.
PSYC 429  **Stereotypes and Prejudice**  S  3 CR
Students will learn about the major psychological theories behind the origins of stereotypes and prejudice, cognitive biases used to maintain stereotypes over time, and theories regarding changing or reducing prejudice. Classes will be a combination of lecture, activities, and discussion. Students will read both a traditional textbook and several primary sources, including research articles from peer-reviewed journals. Papers will focus on critical analysis of the theories discussed in class and on application of these theories to everyday life and behaviors. In addition, specific areas of prejudice, such as racism, sexism, ageism, and heterosexism will be explored. **Prerequisite:** PSYC 100 or PSYC 102 and one 200-level psychology course.

PSYC 440  **Cognition**  AN  3 CR
This course studies human cognitive processes including memory, perception, reasoning, and language. Students will be introduced to the basic theories and phenomena of the field through a variety of hands-on activities, including laboratory experiments, computer simulations, and classroom exercises. **Prerequisite:** PSYC 100 or PSYC 102 and one 200-level psychology course.

PSYC 480  **Advanced Research**  ALT F  3 CR
Designed to offer students the opportunity for a year-long, in-depth research project in their own area of interest. Students will generate an idea for their project, complete a literature review, and write the Introduction and Methods section of their project in APA style. Classes will include meetings with all students enrolled to discuss their project progress, as well as one-on-one meetings with the instructor for individual attention and guidance. Class will also include peer review of students’ projects. Students taking this class are typically expected to take PSYC 481, Research Thesis, the following semester to complete their theses. **Prerequisite:** PSYC 100 or PSYC 102, one 200-level psychology course, and permission from instructor.

PSYC 481  **Research Thesis**  ALT S  3 CR
Designed to offer students the opportunity for a year-long, in-depth research project of their own area of interest. This course is the extension of PSYC 480, Advanced Research. Students will complete data collection, statistically analyze their results, and complete their APA written thesis by writing the Results and General Discussion sections. Classes will include meetings with all students enrolled to discuss their project progress, as well as one-on-one meetings with the instructor for individual attention and guidance. Class will also include peer review of students’ projects. In addition, students will be required to present their projects to the class at the end of the year and answer questions, similar to an oral defense in graduate school. **Prerequisite:** PSYC 480.

PSYC 495  **Internship**  Variable CR
This experience will familiarize students with the applied aspects of psychology as a profession. The student will be placed in a mental health/human service agency or in a research laboratory. The specifics of the student experience will vary with the site, but generally will include observation and contact with professionals in a work setting. Students will spend approximately 40 on-site contact hours for each credit hour awarded. **P/F grading. Repeatable for credit. Prerequisite:** PSYC 100 or PSYC 102, one 200-level psychology course, and permission of the instructor.

PSYC 498  **Capstone in Psychology**  F  3 CR
In this course advanced psychology students will reflect upon and integrate several subfields within psychology. They will be reading original sources, examining historical developments, writing technically, and giving oral presentations. **Prerequisite:** Senior standing and psychology major or minor.
PSYC 499  Independent Study in Psychology  AN  1-3 CR
This course allows students in collaboration with a faculty sponsor to pursue further study on topics within psychology. It is generally expected that the course will involve some original empirical research and writing. This course may be taken twice. Prerequisite: Students must identify a faculty sponsor who will approve a proposal submitted by the student. This proposal will describe the scope of the independent study and the method of evaluation.

PUBLIC ADMINISTRATION (PSPA)

PSPA 165  Introduction to Public Administration  ALT S  3 CR
An introduction to basic principles of public sector management, this course examines the political context in which public programs are administered, bureaucratic-legislative relations, judicial review of administrative action, intergovernmental relations, ethics in public service, elementary concepts in financial management, principles of human resources management, basic issues in policy planning, and group dynamics in public sector organizations. General education explorations – social science course.

PSPA 320  State and Local Politics  ALT 3 S  3 CR
Political and administrative processes in the American states are examined from comparative and historical perspectives. Several class meetings are dedicated to studying various accounts of policy variation between states, focusing on the subjects of political culture, procedural and structural differences, and the importance of socioeconomic variables. Additional topics may include electoral and budgetary politics. General education explorations – social science course.

PSPA 360  Introduction to Public Affairs  ALT S  3 CR
An introduction to various models of the public policy process. Several weeks are dedicated to discussion of the common “stages” model of the policy process followed by exploration of alternative explanations of policy making. Particular attention is paid to the subjects of congressional, presidential, and bureaucratic decision making. Students examine basic techniques of program evaluation and policy analysis. General education explorations – social science course.

PSPA 380  Administrative Agencies  AN  3 CR
This course focuses on the politics and legal issues arising in the contexts of administrative rule making, adjudication, and investigation. In addition, several lectures are dedicated to the subjects of procedural due process and judicial review of administrative action. Students also examine key features of the statutory environment of public sector management. Common discussion topics include the rights and potential liabilities of public employees.

PSPA 400  Pre-Professional Seminar  ALT S  3 CR
Taken by students during their final year of study, the senior seminar involves focused consideration of the key theoretical streams in the public administration field and the preparation of an original, creative demonstration of advance skills. This seminar-format, capstone course enhances students’ methodological training and completes the public administration major. Prerequisite: public administration major and senior status.

PSPA 485  Special Topics in Public Administration  AN  3 CR
Designed to address topics not fully treated in other BVU courses, this course is offered periodically, depending on student demand. Possible topics include bureaucratic politics, public sector labor and employment law, advanced research methods, program planning, and program evaluation. Other subjects may be addressed depending on student interest. Students may repeat course as new topics are offered. Prerequisite: PSCN 110 and PSPA 165.
PSPA 495  Public Administration Internship  Variable CR
In consultation with a political science department advisor, students engage in a closely
supervised, experiential learning opportunity in a public, not-for-profit, or private sector
organization. Particular emphasis is placed on application of communication, problem
solving, and analytical skills gathered in the public administration curriculum. P/F
grading. Not repeatable for credit. Prerequisite: Political administration major, junior
status, and consent of instructor.

RELIGION (RELI)
RELI 102  Introduction to the Biblical Heritage  ALT S 3 CR
An introductory exploration of the Hebrew Bible and the New Testament. Through a
variety of approaches, literary, historical, ethical, cultural, and theological issues will be
explored. General education explorations – humanities course.

RELI 110  Introduction to World Religions  AN 3 CR
This course surveys the major religious traditions of the world, including Native
American traditions, Hinduism, Buddhism, Confucianism, Taoism, Judaism, Christianity,
and Islam. General education explorations – humanities course.

RELI 111  Introduction to Judaism, Christianity, and Islam  ALT S 3 CR
This course is an introduction to the monotheistic traditions of Judaism, Christianity,
and Islam. In this course, we explore various literary, historical, cultural, and theological
approaches to the texts and practices of these traditions. We examine how these three
Abrahamic traditions deal with ideas regarding the nature of God, the relationship of
God to humankind, and the overall human condition. General education explorations –
humanities course.

RELI 112  Religions of Asia  F 3 CR
A literary and historical survey of Hinduism, Jainism, Buddhism, Confucianism, Daoism,
and Shinto. General education explorations – humanities course.

RELI 122  Religion and Culture  S 3 CR
An exploration of the interface between religion and society. Basic forms and views
of religious phenomena in their social and institutional context, including encounter,
ritual, community, practice, ethics, and mysticism, will be examined. General education
explorations – humanities course.

RELI 220  Religious Texts of the World  AN 3 CR
Focus on a single text of central concern in religion. Possible texts might include the
Hebrew Bible; the New Testament; the Qur’an; the Bhagavad-Gita; the Analects; and the
Dao de Jing and the Zhuangzi. May be repeated for credit if a different topic.

RELI 230  Religious Traditions of the World  AN 3 CR
Focus on a single religious tradition of the world. Possible traditions might include
indigenous religious traditions, Hinduism, Buddhism, Confucianism and Daoism,
Judaism, Christianity, and Islam. May be repeated for credit if a different topic. General
education explorations – humanities course.

RELI 321  Women in Philosophy and Religion  AN 3 CR
Subtitles will vary. An in-depth study of figures, works, or movements focused on
women’s engagement with the world. Possible topics include feminist theory; woman
spirit; women in world religions; women in religious literature; women in philosophy;
and feminist theology. May be repeated for credit if a different topic. May be cross-
listed with PHIL 321, depending on course content. General education explorations –
humanities course.
COURSE DESCRIPTIONS

RELI 335 Topics in Ethics AN 3 CR
Subtitles will vary. An in-depth study of ethical perspectives or a selected area of moral concern. Possible topics include bioethics; business ethics; queer ethics; science, technology, and society; sexual ethics; and comparative religious ethics. May be repeated for credit if a different topic. May be cross-listed with PHIL 335, depending on course content. General education explorations – humanities course.

RELI 336 Professional Ethics AN 3 CR
Same as PHIL 336. General education explorations – humanities course.

RELI 340 Environmental Ethics ALT S 3 CR
An in-depth study of ethical problems related to the environment, including global warming, ozone depletion, overpopulation, overconsumption, pollution and toxic wastes, etc. This class will examine the history of philosophical and religious thinking about the environment; biocentric, ecocentric, deep ecology, and ecofeminist perspectives; obligations to future generations; animal rights; non-Western perspectives; economic growth, global justice and sustainability. May be cross-listed with PHIL 340, depending on course content. General education explorations – humanities course.

RELI 345 Topics in Theology AN 3 CR
Subtitles will vary. An in-depth study of major thinkers, works, or movements in classical and contemporary theology. Debates about such issues as God, human nature, free will, sin, salvation, faith, and culture will be explored, and might themselves become topics for this course. Other possible topics include reformation theology; 20th century Christian theology; liberation and political theology; Post-Holocaust theology; and mysticism. May be repeated for credit if a different topic.

RELI 355 Topics in Religious History AN 3 CR
Subtitles will vary. An in-depth study of the contexts, literature, movements, and individuals that contributed to the emergence of a particular religious tradition. Possible topics include second temple history; Muhammad, Jesus and the Buddha; early Christianity; and the reformation. May be repeated for credit if a different topic. General education explorations – humanities course.

RELI 495 Internship Variable CR
An intensive, supervised work experience in a discipline related work environment. P/F grading. Repeatable for credit. Prerequisite: Approval of supervising faculty member.

RELI 497 Capstone Proposal F 1 CR
This course is intended to assist students in accomplishing the following: 1) developing a topic; 2) conducting a literature review, in the process of which they will build a bibliography; and 3) generating a formal proposal for the research project they will complete in RELI 498. P/F grading. Prerequisite: approval of supervising faculty member.

RELI 498 Senior Capstone S 3 CR
Advanced philosophy and religion students will reflect upon and integrate several different subfields in the discipline. Requirements involve the reading of original sources, examining historical developments, writing critically, development of a portfolio, and oral presentations. Prerequisite: successful completion of RELI 497.

SECONDARY EDUCATION (SEDU)
SEDU 290 Middle School Supervised Participation 1 CR
A 40 hour clinical experience in an appropriate classroom setting. Students perform duties typically assigned to a teacher aide. Course limited to those students who have completed sufficient previous experiences and can provide documentation and other evidence that would verify those experiences to have included a minimum of 60 hours in an appropriate classroom in an aiding capacity. Qualified students must apply for and submit appropriate documentation to the Student Professional Experiences Director (or appropriate personnel) for consideration. P/F grading.
SEDU 291  Middle School Supervised Participation  0 CR
This field experience is intended for students who have completed a minimum of 80 hours of verified experience in an appropriate classroom setting and who have not received credit for this experience as part of other course work. The student can apply to have this course added to their transcript for no credit. Students must demonstrate an understanding of the classroom environment and must provide sufficient documentation and other evidence to verify a satisfactory classroom experience. Qualified students must submit appropriate documentation to the Education Coordinator or appropriate personnel for consideration.

SEDU 333  Young Adult Fiction and Nonfiction  S  3 CR
A survey of books for middle school and high school students with special attention to their reading interests, developmental needs and abilities. Includes adult titles for adolescents and materials for gifted and reluctant readers.

SEDU 335  Development of Oral Communications  Online  2 CR
Oral communication is the building and the sharing of meaning through the use of spoken and unspoken symbols in a variety of communication contexts. This course presents a study of the language differences among diverse learners with an emphasis on developing strategies for facilitating the learning of standard English by all learners. This course is cross-listed as EDUC 335.

SEDU 342  Methods of Written Communications  Online  3 CR
This course reflects an examinations of the connections between reading, writing, and speaking for the teaching of the skills and processes necessary for writing in various forms including narrative, expressive, persuasive, informational, and descriptive prose with an emphasis on text structures and mechanics such as grammar, usage, and spelling. This course is cross-listed as EDUC 342.

SEDU 355  Multicultural Fiction and Nonfiction for Middle School Students  3 CR
The intent of this course is to offer the prospective middle school teacher an opportunity to explore fiction and non-fiction literature appropriate for middle school students (ages 10-14) from a variety of cultural perspectives. Course participants will develop an increased knowledge of a variety of contemporary cultures other than their own, and will increase their understanding of, and the skills and attitudes critical to working with middle school students from diverse cultural backgrounds.

SEDU 365  Methods of Reading in the Content Areas  S  3 CR
This course develops skills that assist in adapting and applying a variety of reading techniques to reading in the content areas at the secondary school level. Reading in the Content Areas is required for all students seeking secondary education licensure. This course is to be taken prior to or concurrent with the methods course. Prerequisite: Acceptance to the Teacher Education Program.

SEDU 380  Language Development and Methods  Online  3 CR
This course includes an examination of the development of communication and language styles and processes across the lifespan. Students will explore a variety of theoretical beliefs of language development, as well as language’s basic building blocks. Students will learn to recognize the existence of language development and usage problems, to improve their ability to provide appropriate strategies to enhance development, and to enhance their ability to differentiate between language differences and disorders for the language referral process. Course participants will explore variations related to cultural and linguistic development in order to provide effective instruction in reading and writing. This course is cross-listed as EDUC 380.
SEDU 400  
**Reading Strategies for Secondary Teachers**  
1 CR  
This course explores and develops skills which will assist in adapting and applying a variety of reading techniques to the problems associated with reading in the content areas at the secondary school level. Reading Strategies for Secondary Teachers is required for students seeking a major in secondary education and having a content major in a certifiable teaching area other than English/Language Arts. It may not be used as a substitute for SEDU 365 in the secondary content area major of English/Language arts nor in the reading endorsement program. This web-based course is designed for independent work through an interaction between the student and the instructor on an individual basis. This course is to be taken prior to or concurrent with the methods course. (Not required for secondary language arts major or other individuals who have completed SEDU 365.)

SEDU 401  
**Methods of Teaching Secondary Art and Field Experience**  
ALT F  
3 CR  
The intent of this course is to help students translate educational theory into best practices in order to teach effectively in a secondary art classroom. Particular attention will be given to the following topics: awareness of and development of a broad range of learning resources and instructional strategies that are appropriate to diverse classrooms, use of assessment strategies and technology as a means to enhance student learning, awareness of the standards and resources of the professional organization, consideration of curricular and ethical issues relative to teaching the subject area, and opportunities to practice instructional skills through such approaches as micro teaching. This course includes a minimum of 10 hours of clinical experience promoting the integration of methods and field experience. **Prerequisite:** Acceptance to the Teacher Education Program.

SEDU 402  
**Methods of Teaching Secondary Business and Field Experience**  
ALT F  
3 CR  
The intent of this course is to help students translate educational theory into best practices in order to teach effectively in a secondary business classroom. Particular attention will be given to the following topics: awareness of and development of a broad range of learning resources and instructional strategies that are appropriate to diverse classrooms, use of assessment strategies and technology as a means to enhance student learning, awareness of the standards and resources of the professional organization, consideration of curricular and ethical issues relative to teaching the subject area, and opportunities to practice instructional skills through such approaches as micro teaching. This course includes a minimum of 10 hours of clinical experience promoting the integration of methods and field experience. **Prerequisite:** Acceptance to the Teacher Education Program.

SEDU 404  
**Post Baccalaureate Certification Secondary Field Experience/Methods**  
0 CR  
This 10 hour clinical experience promotes the integration of methods and field experiences. It will be taken in conjunction with the secondary methods course.

SEDU 405  
**Field Experience/Methods**  
F, S  
0 CR  
This 10 hour clinical experience promotes the integration of methods and field experiences. It will be taken in conjunction with secondary methods courses. If a student is completing an endorsement at the elementary and secondary levels, 5 hours are completed at each level. P/F grading.
SEDU 411  Methods of Teaching Secondary English Language Arts and Field Experience  ALT F  3 CR
The intent of this course is to help students translate educational theory into best practices in order to teach effectively in a secondary English/language arts classroom. Particular attention will be given to the following topics: awareness of and development of a broad range of learning resources and instructional strategies that are appropriate to diverse classrooms, use of assessment strategies and technology as a means to enhance student learning, awareness of the standards and resources of the professional organization, consideration of curricular and ethical issues relative to teaching the subject area, use of reading strategies to improve learning, and opportunities to practice instructional skills through such approaches as micro teaching. This course includes a minimum of 10 hours of clinical experience promoting the integration of methods and field experience. Prerequisite: Acceptance to the Teacher Education Program.

SEDU 412  Methods of Teaching Secondary Foreign Language and Field Experience  ALT F  3 CR
The intent of this course is to help students translate educational theory into best practices in order to teach effectively in a secondary foreign language classroom. Particular attention will be given to the following topics: awareness of and development of a broad range of learning resources and instructional strategies that are appropriate to diverse classrooms, use of assessment strategies and technology as a means to enhance student learning, awareness of the standards and resources of the professional organization, consideration of curricular and ethical issues relative to teaching the subject area and opportunities to practice instructional skills through such approaches as micro teaching. This course includes a minimum of 10 hours of clinical experience promoting the integration of methods and field experience. Prerequisite: Acceptance to the Teacher Education Program.

SEDU 421  Methods of Teaching Secondary Mathematics and Field Experience  ALT F  3 CR
The intent of this course is to help students translate educational theory into best practices in order to teach effectively in a secondary mathematics classroom. Particular attention will be given to the following topics: awareness of and development of a broad range of learning resources and instructional strategies that are appropriate to diverse classrooms, use of assessment strategies and technology as a means to enhance student learning, awareness of the standards and resources of the professional organization, consideration of curricular and ethical issues relative to teaching the subject area, and opportunities to practice instructional skills through such approaches as micro teaching. This course includes a minimum of 10 hours of clinical experience promoting the integration of methods and field experience. Prerequisite: Acceptance to the Teacher Education Program.

SEDU 431  Methods of Teaching Secondary Health and Physical Education and Field Experience  S  3 CR
The intent of this course is to help students translate educational theory into best practices in order to teach effectively in a secondary health/physical education classroom. Particular attention will be given to the following topics: awareness of and development of a broad range of learning resources and instructional strategies that are appropriate to diverse classrooms, use of assessment strategies and technology as a means to enhance student learning, awareness of the standards and resources of the professional organization, consideration of curricular and ethical issues relative to teaching the subject area, and opportunities to practice instructional skills through such approaches as micro teaching. This course will also address the administration of physical education within the school. This course includes a minimum of 10 hours of clinical experience promoting the integration of methods and field experience. Prerequisite: Acceptance to the Education Program.
SEDU 432  **Methods of Teaching Secondary Science and Field Experience**  
F  
3 CR  
The intent of this course is to help students translate educational theory into best practices in order to teach effectively in a secondary science classroom. Particular attention will be given to the following topics: awareness of and development of a broad range of learning resources and instructional strategies that are appropriate to diverse classrooms, use of assessment strategies and technology as a means to enhance student learning, awareness of the standards and resources of the professional organization, consideration of curricular and ethical issues relative to teaching the subject area, and opportunities to practice instructional skills through such approaches as micro teaching. This course includes a minimum of 10 hours of clinical experience promoting the integration of methods and field experience. *Prerequisite: Acceptance to the Teacher Education Program.*

SEDU 441  **Methods of Teaching Social Science and Field Experience**  
ALT F  
3 CR  
The intent of this course is to help students translate educational theory into best practices in order to teach effectively in a secondary social science classroom. Particular attention will be given to the following topics: awareness of and development of a broad range of learning resources and instructional strategies that are appropriate to diverse classrooms, use of assessment strategies and technology as a means to enhance student learning, awareness of the standards and resources of the professional organization, consideration of curricular and ethical issues relative to teaching the subject area, and opportunities to practice instructional skills through such approaches as micro teaching. This course includes a minimum of 10 hours of clinical experience promoting the integration of methods and field experience. *Prerequisite: Acceptance to the Teacher Education Program.*

SEDU 442  **Methods of Teaching Secondary Music and Field Experience - Vocal**  
ALT F  
3 CR  
The intent of this course is to help students translate educational theory into best practices in order to teach effectively in a secondary vocal music classroom. Particular attention will be given to the following topics: awareness of and development of a broad range of learning resources and instructional strategies that are appropriate to diverse classrooms, use of assessment strategies and technology as a means to enhance student learning, awareness of the standards and resources of the professional organization, consideration of curricular and ethical issues relative to teaching the subject area, and opportunities to practice instructional skills through such approaches as micro teaching. This course includes a minimum of 10 hours of clinical experience promoting the integration of methods and field experience. *Prerequisite: Acceptance to the Teacher Education Program.*

SEDU 443  **Methods of Teaching Secondary Music and Field Experience - Instrumental**  
ALT F  
3 CR  
The intent of this course is to help students translate educational theory into best practices in order to teach effectively in a secondary instrumental music classroom. Particular attention will be given to the following topics: awareness of and development of a broad range of learning resources and instructional strategies that are appropriate to diverse classrooms, use of assessment strategies and technology as a means to enhance student learning, awareness of the standards and resources of the professional organization, consideration of curricular and ethical issues relative to teaching the subject area, and opportunities to practice instructional skills through such approaches as micro teaching. This course includes a minimum of 10 hours of clinical experience promoting the integration of methods and field experience. *Prerequisite: Acceptance to the Teacher Education Program.*
SEDU 448 Post Baccalaureate Certification General Secondary Methods 2 CR
The intent of this course is to help students translate educational theory into best practices in order to teach effectively in a secondary classroom. Particular attention will be given to the following topics: awareness of and development of a broad range of learning resources and instructional strategies that are appropriate to diverse classrooms, use of assessment strategies and technology as a means to enhance student learning, awareness of the standards and resources of the professional organization, consideration of curricular and ethical issues relative to teaching the subject area and opportunities to practice instructional skills through both micro teaching and field-based classrooms. Students enrolled in this course must concurrently enroll in SEDU 404, which is a ten-hour field experience linking theory to practice. In addition, students must complete a one-hour methods course that is specific to their discipline. The requirement for secondary methods is not met until all methods components are complete.

SEDU 451 Post Baccalaureate Certification Secondary Methods in Art 1 CR
This course will address the standards and resources of the professional organization(s) that represent the teaching of art at the secondary level, consideration of curricular and ethical issues specific to art, exposure to the classroom resources and instructional strategies available in the field, and a review of the assessment approaches specific to the discipline. Students will be required to demonstrate learned knowledge through the development of course materials that could be used in the secondary art classroom.

SEDU 452 Post Baccalaureate Certification Secondary Methods in Business 1 CR
This course will address the standards and resources of the professional organization(s) that represent the teaching of business at the secondary level, consideration of curricular and ethical issues specific to business, exposure to the classroom resources and instructional strategies available in the field, and a review of the assessment approaches specific to the discipline. Students will be required to demonstrate learned knowledge through the development of course materials that could be used in the secondary business classroom.

SEDU 454 Reading Strategies and Instructional Methods F 3 CR
This course, designed to be taken concurrently with the practicum course, expands the range of research-based strategies and instructional technology that will allow the student to design and deliver effective instruction across the curriculum. The student will also evaluate and select materials appropriate for learners at various stages of reading and writing development and from varied cultural and linguistic backgrounds. Materials developed in this course will be implemented and evaluated in the practicum course. Prerequisite: Acceptance to the Teacher Education Program.

SEDU 455 Literacy Field Experience F 2 CR
The student will participate in supervised observation and practice in teaching reading strategies and developing reading materials for students with reading difficulties. Forty hours are required in this placement with twenty hours to be spent working with colleagues and with parents in support of reading and writing development. A diagnostic individual case study and the development of reading activities, lesson plans and assessment will be the major assignments for this reading practicum. The student will be placed in a specific reading or regular classroom setting. This course is cross-listed with EDUC 443. Prerequisite: EDUC 371 and a grade of “C-” or better in both EDUC 317 and EDUC 371.
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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>SEDU 461</td>
<td>Post Baccalaureate Certification Secondary Methods in English/Language Arts</td>
<td>1 CR</td>
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<td>This course will address the standards and resources of the National Council of Teachers of English and the International Reading Association that represent the teaching of English/Language Arts at the secondary level, consideration of curricular and ethical issues specific to English/Language Arts, exposure to the classroom resources and instructional strategies available in the field, and a review of the assessment approaches specific to the discipline. Students will be required to demonstrate learned knowledge through the development of course materials that could be used in the secondary English/Language Arts classroom.</td>
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<td>SEDU 462</td>
<td>Post Baccalaureate Certification Secondary Methods in Foreign Language</td>
<td>1 CR</td>
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<td>This course will address the standards and resources of the professional organization(s) that represent the teaching of foreign language at the secondary level, consideration of curricular and ethical issues specific to foreign language, exposure to the classroom resources and instructional strategies available in the field, and a review of the assessment approaches specific to the discipline. Students will be required to demonstrate learned knowledge through the development of course materials that could be used in the secondary foreign language classroom.</td>
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<td>SEDU 471</td>
<td>Post Baccalaureate Certification Secondary Methods in Mathematics</td>
<td>1 CR</td>
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<td>This course will address the standards and resources of the professional organization(s) that represent the teaching of mathematics at the secondary level, consideration of curricular and ethical issues specific to mathematics, exposure to the classroom resources and instructional strategies available in the field, and a review of the assessment approaches specific to the discipline. Students will be required to demonstrate learned knowledge through the development of course materials that could be used in the secondary mathematics classroom.</td>
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<td>SEDU 481</td>
<td>Post Baccalaureate Certification Secondary Methods in Health/Physical Education</td>
<td>1 CR</td>
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<td>This course will address the standards and resources of the professional organization(s) that represent the teaching of health/physical education at the secondary level, consideration of curricular and ethical issues specific to health/physical education, exposure to the classroom resources and instructional strategies available in the field, and a review of the assessment approaches specific to the discipline. Students will be required to demonstrate learned knowledge through the development of course materials that could be used in the secondary health/physical education classroom.</td>
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<td>SEDU 482</td>
<td>Post Baccalaureate Certification Secondary Methods in Science</td>
<td>1 CR</td>
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<td>This course will address the standards and resources of the professional organization(s) that represent the teaching of science at the secondary level, consideration of curricular and ethical issues specific to science, exposure to the classroom resources and instructional strategies available in the field, and a review of the assessment approaches specific to the discipline. Students will be required to demonstrate learned knowledge through the development of course materials that could be used in the secondary science classroom.</td>
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<tr>
<td>SEDU 490</td>
<td>Professional Seminar III: Secondary Student Teaching</td>
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<td>6-12 CR</td>
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<td>A supervised field experience which includes observation, participation in class activities, and student teaching at the secondary level. A mandatory seminar is attached to this field experience. (No courses will be taken concurrently with student teaching.) Most students will complete two six-credit placements.</td>
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SEDU 491  Post Baccalaureate Certification Secondary Methods in Social Science  1 CR
This course will address the standards and resources of the professional organization(s) that represent the teaching of social science at the secondary level, consideration of curricular and ethical issues specific to social science, exposure to the classroom resources and instructional strategies available in the field, and a review of the assessment approaches specific to the discipline. Students will be required to demonstrate learned knowledge through the development of course materials that could be used in the secondary social science classroom.

SEDU 492  Post Baccalaureate Certification Secondary Methods in Music - Vocal  1 CR
This course will address the standards and resources of the professional organization(s) that represent the teaching of vocal music at the secondary level, consideration of curricular and ethical issues specific to vocal music, exposure to the classroom resources and instructional strategies available in the field, and a review of the assessment approaches specific to the discipline. Students will be required to demonstrate learned knowledge through the development of course materials that could be used in the secondary vocal music classroom.

SEDU 493  Post Baccalaureate Certification Secondary Methods in Music - Instrumental  1 CR
This course will address the standards and resources of the professional organization(s) that represent the teaching of instrumental music at the secondary level, consideration of curricular and ethical issues specific to instrumental music, exposure to the classroom resources and instructional strategies available in the field, and a review of the assessment approaches specific to the discipline. Students will be required to demonstrate learned knowledge through the development of course materials that could be used in the secondary instrumental music classroom.

SEDU 498  Post Baccalaureate Certification Secondary Student Teaching (14 weeks)  F, S  6-12 CR
A supervised field experience which includes observation, participation in class activities, and student teaching at the secondary level. (No courses will be taken concurrently with student teaching.) Students will have an option of one placement for 12 credits or two placements at two different levels (middle and high school) for 6 credits each.

SECONDARY 5-12 MODERATE NEEDS (SSPD)
See listings under Graduate special education section.

SOCIAL WORK (SCWK)
SCWK 100  Modern Social Problems  F  3 CR
This course provides a critical examination of major problems in contemporary American society such as poverty, race, gender, economic inequality, health, old age, the environment and education. The course seeks to promote understanding of the origins and development of the problems and to discover directions in which solutions may be sought. Same as SOCI 100. General education explorations – social science course.

SCWK 200  Introduction to Social Work and Social Welfare  F  3 CR
This course provides the history and philosophy of social welfare and social work while exploring social welfare issues and social work as a profession. Students begin to identify as a professional social worker; learn social work ethical principles that guide professional practice; learn beginning skills to advance human rights and social and economic justice; engage in research-informed practice and practice-informed research; learn how to engage policy to advance well-being and deliver effective services; and begin to learn the skills to engage, assess, intervene, and evaluate clients of all sizes. General education explorations – social science course.
SCWK 211  Field Observation  
Students are placed in a social service agency to observe the provision of generalist social work services, understand how social welfare agencies perform their work, and begin hands on work with people. Students begin the process of identification as a social worker and beginning level engagement, assessment, intervention, and evaluation with clients. Students complete a 120-hour placement for three credit hours under the supervision of a social worker. This course may be repeated for up to three additional credit hours in a different agency providing service to another population of people. Field Observation is completed during Interim. P/F grading. **Prerequisite: SCWK 200.**

SCWK 235  Psycho-Social Dimensions of the Human Life Cycle  
This is the first of two courses in the human behavior and the social environment sequence. It focuses on the biological, social, and psychological development of the individual in the environment from conception to death. This course addresses the complex interpersonal relationships of the family as a system within the larger social structures of the community and the impact of oppressions on individuals and communities. Students apply critical thinking skills, engage diversity in practice, advance human rights and justice, and apply knowledge of human behavior and the social environment.

SCWK 255  Human Behavior and the Social Environment  
The second human behavior and the social environment course focuses on generalist social work theory with large systems such as communities, organizations, and groups. Theoretical perspectives and economic and policy influences are used to understand the interaction between the environment and the person. Use of critical thinking skills, engaging diversity and difference, advancing human rights and social and economic justice, applying knowledge of human behavior and the social environment, and understanding and responding to contexts that shape social work practice are focused on in this class. **General education explorations – social science course.**

SCWK 270  Family Relationships  
The family as a primary social institution is investigated. Diverse issues and challenges affecting families in modern society are explored as are the influences of society and family policy. Students engage the ideas of diversity and difference as they apply to families, research-informed practice and practice-informed research, apply knowledge of human behavior and the social environment, understand how policy influences social and economic well-being, and respond to the contexts that shape the practice of social work with families. Same as SOCI 270.

SCWK 311  Social Justice Experience  
This course provides experiential learning for students interested in addressing social justice issues. Students explore social justice issues relevant to a particular population or location that experiences oppression. Students participate in service learning to develop understanding of the issues first-hand and, if possible, attempt to redress these issues. Students document their learning and integrate the experiential knowledge with the theoretical knowledge acquired prior to the service learning. May be repeated for up to three additional hours with a different experience. P/F grading. **Prerequisite: Permission of the instructor.**

SCWK 350  Social Welfare Programs and Policies  
Students examine the historical, economic, political, and social forces that have impacted the development of social welfare policy. Major social welfare programs are analyzed from a generalist perspective, proposed policies are evaluated using an analysis framework, and students engage in legislative education advocacy. Students apply critical thinking to inform and communicate professional judgments, advance humans rights and economic justice, and engage in policy practice to advance social and economic well being and to deliver effective services. **Prerequisite: SCWK 200 and 255 or permission of the instructor.**
**SCWK 351  Aging in American Society**

Social work policies with this increasingly significant population in society are examined along with the range of settings in which social work with older adults may be practiced. Students apply social work ethical principles differentially with older adults; engage the principles of diversity and difference with older adults; learn ways to advance human rights and social and economic justice relative to older adults; engage in research-informed practice and practice-informed research with older adults; apply knowledge of human behavior and the social environment as it applies to older adults, respond to contexts that shape practice with older adults; and engage, assess, intervene, and evaluate practice with older adults and their families as well as the groups, organizations, and communities with which they interact. General education explorations – social science course.

**SCWK 352  Child and Family Welfare**

Social work policies with this population are examined along with the range of settings in which social work with children and their families may be practiced. Students apply social work ethical principles differentially with families and children; engage the principles of diversity and difference to families and children; learn ways to advance human rights and social and economic justice relative to families and children; engage in research-informed practice and practice-informed research with families and children; apply knowledge of human behavior and the social environment as it applies to families and children; respond to contexts that shape practice with families and children; and engage, assess, intervene, and evaluate practice with children and their families as well as the groups, organizations, and communities with which they interact.

**SCWK 353  Social Interventions with Families**

This course examines and assesses dynamics of behavior within family relationships. Theories of human behavior, family strengths, and coping styles are emphasized in the development of intervention strategies.

**SCWK 375  Special Topics in Social Work**

Topics courses are offered periodically as they are needed. Courses that are offered under special topics include but are not limited to the following: group work; case management; abuse issues; and health and mental health. May be repeated for credit if it is different topics. Offered at the Storm Lake campus.

**SCWK 375  Special Topics in Social Work: Stress Management Strategies**

Stress management strategies for helping professionals (SMSFHP) investigates the stress management process. Recognition of the factors surrounding endogenous and exogenous stress and the personal responsibility each person has in developing methods of managing stress is also an explicit part of this course. Offered only at specific BVU Graduate & Professional Studies locations.

**SCWK 375  Special Topics in Social Work: Alcohol, Tobacco, Other Drugs and Other Addictions**

Alcohol, tobacco, other drugs, and other addictions (ATODOA) presents the basic facts and the major issues concerning drug-taking behavior in modern American society. The course content is designed to show the great diversity among drugs that impact the mind and the body, both illicit and legally available drugs. Recognition of the problems surrounding drug misuse and abuse and the personal responsibility each person has in making such choices is also an explicit part of this course. Offered only at specific BVU Graduate & Professional Studies locations.

**SCWK 375  Special Topics in Social Work: Chemical Dependency Issues**

Chemical dependency issues in health/human services professions provides students with knowledge of the issues involved in practice with clients with alcohol or other drug problems. The ecological framework will be utilized for studying the disease alcoholism and its treatment. Offered only at specific BVU Graduate & Professional Studies locations.
SCWK 375  **Special Topics in Social Work: Social Work in Health Care**  3 CR
An overview of the concept of chronicity as it applies to illness, the consequences of long term illness to clients, their families and society, and the principles of sound practice that are of vital importance to this type of practice. *Offered only at specific BVU Graduate & Professional Studies locations.*

SCWK 380  **Methods of Social Research I**  S  3 CR
Students engage in research-informed practice and practice-informed research as they learn to utilize conceptual frameworks to guide the processes of assessment, intervention, and evaluation. They critique and apply knowledge to understand the person and environment. Research concepts, designs, and analysis procedures are introduced. Students develop knowledge and theory of research problems relevant to social work and sociology by designing and conducting a research project. Students develop competence in various analysis and evaluation methods. Same as SOCI 380. *Prerequisite: SCWK 200 or permission of the instructor.*

SCWK 381  **Methods of Social Research II**  F  3 CR
Continuation of SCWK 380. *Prerequisite: SCWK 380.*

SCWK 390  **Social Work Practice I**  S  3 CR
Students apply generalist social work principles with emphasis on developing their competencies relative to practice with individuals, families, and small groups. Students continue to develop their identity and conduct as professional social workers; apply social work ethical principles to their professional practice; apply the ideas of diversity and difference in practice; engage in research-informed practice; apply knowledge of human behavior and the social environment to their practice; respond to contexts that shape practice; and apply the skills to engage, assess, intervene, and evaluate clients. *Prerequisite: Admitted to the social work major.*

SCWK 402  **Field Instruction Readiness**  F  1 CR
This course is intended for social work seniors who plan to complete their senior practicum (Field Instruction: SCWK 440, 441, 442) the following semester. Students complete a self-assessment on the core competencies, apply for a placement for Field Instruction, and complete the work necessary to secure a placement. P/F grading. *Prerequisite: SCWK 390.*

SCWK 410  **Social Work Practice II**  F  3 CR
Students develop knowledge the theory and methods of generalist social work practice specifically with families, groups and communities; specifically, how to engage, assess, intervene and evaluate systems of all sizes. Practice competencies developed include identification as a professional social worker, application of ethical principles to guide practice, engagement of diversity and difference in practice, application of knowledge of human behavior and the social environment, and responsiveness to contexts that shape practice. *Prerequisite: SCWK 390 and admitted to the social work major.*

SCWK 440  **Field Instruction**  S  3 CR
SCWK 441  **Field Instruction**  S  3 CR
SCWK 442  **Field Instruction**  S  3 CR
Students demonstrate the integration of social work knowledge, values and skills with practice in a social welfare agency. Field Instruction is an individually planned experience where students spend 480 hours in social work service in an approved agency under the guidance of a social work supervisor. A learning contract is developed by the student to guide activities and assure mastery of all ten CSWE core competencies. *Prerequisites: Satisfactory completion of all social work major courses.*
### SCWK 443 Senior Seminar  
This course is taken concurrently with Field Instruction (SCWK 440, 441, 442) and provides for the integration of social work knowledge, values and skills learned in the classroom with social work practice activities in the field. Students apply critical thinking to inform and communicate professional judgments, engage diversity and difference in practice, advance human rights and social and economic justice, engage in research informed practice and practice-informed research, and engage in policy practice to advance social and economic well-being and to deliver effective social services.  
**Prerequisites:** Satisfactory completion of all social work major courses.

### SOCIOLOGY (SOCI)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credit Hours</th>
<th>Term(s)</th>
<th>Description</th>
<th>Prerequisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOCI 100</td>
<td>Modern Social Problems</td>
<td>3</td>
<td>AN</td>
<td>Same as SCWK 100. <em>General education explorations – social science course.</em></td>
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<tr>
<td>SOCI 101</td>
<td>Introduction to Sociology</td>
<td>3</td>
<td>F, S</td>
<td>A survey of sociological concepts and their implication to the study of everyday life. The goal of the course is to introduce a new perspective - the sociological perspective - in order to develop a new way to view, understand, and explain the social world in which we all live. <em>General education explorations – social science course.</em></td>
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<tr>
<td>SOCI 203</td>
<td>Social Psychology</td>
<td>3</td>
<td>S</td>
<td>Same as PSYC 203. <em>General education explorations – social science course.</em></td>
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<tr>
<td>SOCI 230</td>
<td>Population Problems</td>
<td>3</td>
<td></td>
<td>A theoretical study of population trends, their social consequences and controlling factors. Prerequisites: SOCI 101 and SOCI 203. <em>Offered only at specific BVU Graduate &amp; Professional Studies locations.</em></td>
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<tr>
<td>SOCI 270</td>
<td>Family Relationships</td>
<td>3</td>
<td>ALT S</td>
<td>Same as SCWK 270.</td>
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<tr>
<td>SOCI 301</td>
<td>Human Services in Rural Communities</td>
<td>3</td>
<td></td>
<td>An examination of rural problems, services, and skills needed for effective social intervention, planning, and activities in rural areas. Prerequisite: SOCI 101 and SOCI 203. <em>Offered only at specific BVU Graduate &amp; Professional Studies locations.</em></td>
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<tr>
<td>SOCI 302</td>
<td>Deviant Behavior</td>
<td>3</td>
<td>AN</td>
<td>An analysis of causes and forms of deviant behavior from the sociological perspective. Focus is on sociological theories and processes by which behaviors are defined as deviant and how such definitions affect the individual. We will also study the social reactions to these forms of deviant behavior. This course focuses on criminal as well as non-criminal deviance. Same as CRIM 302. <em>Prerequisite: CRIM 102 or SOCI 101.</em></td>
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<tr>
<td>SOCI 361</td>
<td>Racism and Sexism in American Life</td>
<td>3</td>
<td>F</td>
<td>Same as PHIL 361. <em>General education explorations – humanities course.</em></td>
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<tr>
<td>SOCI 380</td>
<td>Methods of Social Research I</td>
<td>3</td>
<td>S</td>
<td>Same as SCWK 380.</td>
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<tr>
<td>SOCI 402</td>
<td>Sociological Theory</td>
<td>3</td>
<td>AN</td>
<td>An evaluation of the development of social thinking and the contribution of major European and American sociologists in the direction of sociological theory. <em>Prerequisite: SOCI 101 and SOCI 203.</em></td>
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</tbody>
</table>
SOCI 450 Special Topics in Sociology: Death & Dying 3 CR
The purpose and primary goal of the course is to examine the relationship of death and death concerns to the process of living well and dying well. Demographic trends and related cultural developments in our society today add importance to the need for heightened awareness and understanding when viewing death and death issues in a multi-cultural world. Mortality is a basic condition of life and we must view death as a natural part of the life cycle. Offered only at specific BVU Graduate & Professional Studies locations.

SOCI 450 Special Topics in Sociology: Social Work/Welfare Cases 3 CR
This course is designed to explore special populations and concerns in social work. The emphasis will be on groups that are too often undervalued by society and under served by service agencies. Special populations especially in need of social work services include women, the elderly, ethnic and racial minorities, the homeless, mentally ill and persons suffering and dying from AIDS. Offered only at specific BVU Graduate & Professional Studies locations.

SOCI 450 Practicum in Human Services 3-4 CR
An individually planned and supervised experience in a public or private human services agency. Normally completed during the senior year. May be repeated with program approval. Offered only at specific BVU Graduate & Professional Studies locations.

SOCI 495 Internship Variable CR
An intensive, supervised work experience in a discipline related work environment. P/F grading. Repeatable for credit. Prerequisite: Approval of supervising faculty member.

SPANISH (SPAN)
SPAN 101 Elementary Spanish I F 3 CR
An introduction to the fundamentals of Spanish, including pronunciation, grammar, and culture. No prior experience with the language is required. This course does not apply towards a major or minor. General education explorations – humanities course.

SPAN 102 Elementary Spanish II S 3 CR
A continuation of SPAN 101. This course does not apply towards a major or minor. General education explorations – humanities course. Prerequisite: SPAN 101 or appropriate placement through the BVU placement exam.

SPAN 201 Intermediate Spanish I F 3 CR
An intermediate course in which we build on Spanish fundamentals previously learned. It further develops reading skills while continuing to emphasize communication, pair and group work, learning in context, and the use of critical thinking skills. This is the first course in the Spanish major core. General education explorations – humanities course. Prerequisite: SPAN 102 or appropriate placement through the BVU placement exam.

SPAN 202 Intermediate Spanish II S 3 CR
A continuation of Spanish 201. It is also part of the core. General education explorations – humanities course. Prerequisite: SPAN 201 or appropriate placement through the BVU placement exam.

SPAN 301 Advanced Grammar and Conversation F 3 CR
An advanced study of grammar nuances, idiomatic expressions, and vocabulary in a conversational context. Readings will encourage class discussion. Students will be evaluated based on their oral and written proficiency through class discussions, written and oral reports. This class is part of the core. General education explorations – humanities course. Prerequisite: SPAN 202 or appropriate placement through the BVU placement exam.

SPAN 302 Advanced Grammar and Composition S 3 CR
A continuation of the grammar principals studied in 301 with an addition of emphasis on composition. This course is taught in Spanish. This course is part of the core. Prerequisite: SPAN 301.
SPAN 303 Spanish for Careers  
**ALT S**  
3 CR  
An advanced course designed to meet the students’ needs for special vocabulary and expressions for the different careers. Emphasis will be placed on business, bilingual education, law-enforcement, social-work, and health care professions. **Prerequisite:** SPAN 301 or appropriate placement through the BVU placement exam.

SPAN 311 Culture and Civilization of Spain  
**ALT F**  
3 CR  
A study of the culture and civilization of Spain through its history of social, political, and religious institutions. Conducted in Spanish. **Prerequisite:** SPAN 301 or appropriate placement through the BVU placement exam.

SPAN 312 Culture and Civilization of Latin America  
**ALT S**  
3 CR  
A study of the culture and civilization of Latin America through its history of social, political, and religious institutions. Conducted in Spanish. **Prerequisite:** SPAN 301 or appropriate placement through the BVU placement exam.

SPAN 335 Introduction to Hispanic Literature  
S  
3 CR  
An introduction to the study of literature in Spanish. Emphasis will be placed on the skills necessary to study literature in a foreign language including an introduction to the literary genres and vocabulary used to analyze literature in Spanish. Works from all periods and from both Latin America and Spain will be studied. Conducted in Spanish. **This course is part of the core. Prerequisite:** SPAN 301.

SPAN 410 Survey of the Literature of Spain  
**ALT F**  
3 CR  
An introduction of the major writers and movements in Spanish literature. The genres of poetry, drama, and narrative will be studied and analyzed. Conducted in Spanish. **Prerequisite:** SPAN 335.

SPAN 415 Survey of the Literature of Latin America  
**ALT F**  
3 CR  
An introduction of the major writers and movements in Latin American literature. The genres of poetry, drama, and narrative will be studied and analyzed. Conducted in Spanish. **Prerequisite:** SPAN 335.

SPAN 425 Spanish in Action  
**ALT F**  
3 CR  
An introduction to readers’ theater, Spanish plays and/or Hispanic films. This course will facilitate the study of Hispanic culture and language. Conducted in Spanish. **Prerequisite:** SPAN 335.

SPAN 450 Special Topics  
S  
3 CR  
A more in depth study of just one genre, one time period, or one author from the Hispanic world. This course may be repeated for credit. Conducted in Spanish. **Prerequisite:** SPAN 335.

SPAN 490 International Experience  
F, I, S  
0-6 CR  
An opportunity to study abroad for a minimum of 3 weeks. This includes a complete immersion into Hispanic language and culture. Arrangements for academic credit and faculty approval must be made prior to the international experience. The experience will be approved and evaluated on the same basis as an on-campus course. If the student chooses to participate in a study abroad program, this course must be taken as part of the program, but can be taken for 0 credit or as an elective up to 6 credit hours. A student must have either a semester abroad-like experience or a minimum of 3 credit hours of SPAN 490. P/F grading. May be repeated for credit up to a total of 6 credit hours. **Recommended:** SPAN 201 or equivalent.

SPAN 495 Internship  
Variable CR  
An intensive, supervised work experience in a discipline related work environment. P/F grading. Repeatable for credit. **Prerequisite:** Approval of supervising faculty member.

SPAN 498 Senior Seminar  
**ALT F**  
3 CR  
A capstone course focusing on grammar review as well as oral and written competency. Conducted in Spanish. **Prerequisite:** Junior or senior status and permission of instructor.
SPECIAL EDUCATION (SPED)

SPED 205  Characteristics of Students with Mild/Moderate Disabilities  F  3 CR
Students will learn about various etiologies of mild and moderate disabilities, and will explore current trends in educational programming regarding students with mild and moderate disabilities, educational alternatives and related services, and the importance of the multidisciplinary team. A focus is placed on general developmental, academic, psychological, social-emotional, career, and functional characteristics of individuals with mild and moderate disabilities as they relate to the levels of instructional support required. Authoring IEPs based on characteristics, preferences, interests, and needs, is introduced in this course.

SPED 284  Self-determination and Person-Centered Planning  ALT F  2 CR
This course is taken alongside students in the SPED 285 course (Transitions and Self-determination) and is intended to focus on application of transition issues strategies in the elementary and middle school settings. Students will learn how to develop self-determination skills early in a student’s academic career as well as how to engage multidisciplinary IEP teams in person-centered planning to promote improved student outcomes as teams prepare for post-secondary planning in high school.

SPED 285  Transitions and Self-Determination  ALT F  3 CR
Students will identify and work with sources of services, organizations, and networks for individuals with mild and moderate disabilities, including career, vocational and transitional support to post-school settings with maximum opportunities for decision making and full participation in the community. This will include a focus on increasing self-determination skills across the community experience.

SPED 321  Multidisciplinary Assessment and Evaluation Practices  F  3 CR
Students will understand legal provisions, regulations and guidelines regarding unbiased assessment, Response to Intervention, and use of psychometric instruments and instructional assessment measures with individuals with disabilities. Application of assessment results to individualized program development and management, and the relationship between the use of multiple assessment sources and placement decisions will be central tasks in this course.

SPED 352  Professional Practices in Communication and Collaboration  S  3 CR
This course emphasizes student awareness of the sources of unique services, networks, and organizations for individuals with disabilities including transitional support. Knowledge of family dynamics, parent rights, advocacy, multicultural issues, and communication are key topics. Students will learn strategies for working with regular classroom teachers, support services personnel, paraprofessionals, and other individuals involved in the educational program. Practice in implementing and communicating aspects of the individualized education program (IEP) and basic legal understanding will be incorporated into this course.

SPED 391  Supervised Participation in Special Education  1 CR
This field experience includes 40 credit hours in an appropriate special education classroom setting. The student would perform duties typically assigned to a teacher aide. The course is limited to students who have completed sufficient previous experiences and can provide documentation verifying those experiences to have included a minimum of 60 credit hours working in an appropriate special education classroom in an aiding capacity. Qualified students must apply for and submit appropriate documentation to the education coordinator or appropriate personnel for consideration. P/F grading.
SPED 392  Supervised Participation in Special Education  0 CR
This field experience is intended for students who have completed a minimum of 80 credit hours of verified experience in an appropriate classroom setting and who have not received credit for this experience as part of other course work. The student can apply to have this course added to their transcript for no credit. Students must demonstrate an understanding of the classroom environment and must provide sufficient documentation and other evidence to verify a satisfactory classroom experience at the pre-student teaching level. Qualified students must apply for and submit appropriate documentation to the education coordinator or appropriate personnel for consideration. P/F grading.

SPED 396  Supervised Participation in Special Education  F,I,S  2 CR
This field experience involves a minimum of 80 hours working with a teacher of exceptional children in an education setting. Students have the opportunity to participate in a wide variety of educationally related experiences with children who represent differing categories of disabilities. P/F grading. Students must also complete EDCO 290.

SPED 401  Methods and Teaching Strategies for Students With Mild/Moderate Disabilities  S  2 CR
Students will learn about and apply regular and remedial instructional strategies for the development of cognitive, academic, social, language and functional life skills for individuals with mild to moderate exceptional learning needs. This preparation includes alternatives for teaching skills and strategies to individuals with disabilities who differ in degree and nature of disability, and the integration of appropriate age – and ability – level academic instruction.

SPED 402  Teaching in a K-8 Special Education Program  S  1 CR
This course focuses specifically on teaching strategies utilized with K-8 learners with mild/moderate disabilities. Specific emphasis is given to educational program development as articulated in IEPs and lesson modifications to support learners with mild/moderate disabilities in regular classrooms. Prerequisite: Acceptance to the Teacher Education Program.

SPED 403  Teaching in a 5-12 Special Education Program  S  1 CR
This course focuses specifically on teaching strategies utilized with 5-12 learners with mild/moderate disabilities. The course focuses on compensatory educational strategies and educational program development to meet the needs of the secondary learner with mild/moderate disabilities as well as strategies to assist exceptional students within the regular classroom. Prerequisite: Acceptance to the Teacher Education Program.

SPED 405  Field Experience/Methods (K-8)  F,S  0 CR
This 10-hour clinical experience promotes the integration of methods and field experiences. It will be taken in conjunction with SPED 402. If a student is completing an endorsement at the elementary and secondary levels, 5 hours are completed at each level. P/F grading.

SPED 406  Field Experience/Methods (5-12)  F,S  0 CR
This 10-hour clinical experience promotes the integration of methods and field experiences. It will be taken in conjunction with SPED 403. If a student is completing an endorsement at the elementary and secondary levels, 5 hours are completed at each level. P/F grading.

SPED 410  Behavior and Classroom Management  S  3 CR
Students will develop skills in individual behavioral management, behavioral change strategies, and classroom management theories, methods, and techniques for working with individuals with exceptional learning needs. Theories of behavior problems in individuals with disabilities and the use of nonaversive techniques for the purpose of controlling targeted behavior and maintaining attention of individuals with disabilities. This course will also address conducting functional behavior assessments and supporting a variety of behavioral needs through applies behavior analysis and positive behavioral interventions and supports.
SPED 447 Professional Seminar III: Special Education Student Teaching – Mild/Moderate (K-8)  
A seven-week minimum student teaching experience in an approved classroom/program serving students with mild/moderate disabilities.

SPED 448 Professional Seminar III: Student Teaching – Mild/Moderate (5-12)  
A seven-week minimum student teaching experience in an approved classroom/program serving students with mild/moderate disabilities.

TEACHING ENGLISH AS A SECOND LANGUAGE (TESL)  
TESL 270 Introduction to Second Language Acquisition  
This course gives an overview of second language learning and teaching in the K-12 setting in the U.S. Linguistic, cognitive, affective, cultural, social and instructional factors as well as the basic principles of second language learning research are addressed. This course introduces pre-service teachers to foundational theory in both first and second language acquisition and language proficiency. It explores how students acquire language, what influences the learning process, and how instruction best aids that process.

TESL 320 International Teaching Practicum  
Supervised TESL teaching practicum in an international location with non-native English speakers. Location, prerequisites, degree of supervision, age group of students, and duration may vary according to student interest and availability and needs of partner organization. For further information, please consult with the Dean of the School of Education. May be repeated for credit, but total credits earned in TESL 320 may not exceed 12. P/F Grading. Prerequisite: Permission of instructor.

TESL 330 Methods of Teaching English as a Second Language  
This course provides an overview of the theoretical foundations and applications of language instruction approaches, methods, and techniques that are effective in the second language classroom. Recent trends and historical approaches to teaching English as a second language and their applicability will be investigate. The concept of communicative language teaching will be thoroughly studied. Appropriate connections with other disciplines will be made. Pre-service teachers will demonstrate teaching and learning principles that lead to a student-centered, interactive classroom. Prerequisite: TESL 270.

TESL 405 Field Experience in Teaching English as a Second Language  
This 10-hour clinical experience promotes the integration of methods and field experiences. It will be taken in conjunction with TESL 330 Teaching English as a Second Language Methods. P/F grading.

TESL 407 Curriculum Development and Assessment in ESL  
The course emphasizes the role of ESL teachers as course developers and action researchers. It focuses on effective lesson planning, task design, materials development, assessment and evaluation, and the use of instructional technology in instruction. It also provides a general background in language and academic content assessment issues, opportunities to examine assessment instruments, and practical experience developing and using formal and informal assessment measures. The students will be able to critically analyze and select evaluation techniques for measuring ESL students’ performance in academic settings. Prerequisite: TESL 330.
Course Descriptions

TESL 408 Practicum in ESL Classroom K-6 F 2 CR
This is an 80-hour clinical experience in an ESL classroom setting. This experience provides pre-service teachers with an opportunity to demonstrate practical applications of different language approaches and methods. Pre-service teachers are required to demonstrate effective use of techniques including cooperative learning, group and individual motivation, and working with diverse students. It is taken in conjunction with TESL 407 Curriculum Development and Assessment in ESL. P/F grading. Prerequisite: TESL 330; Co-requisite: TESL 407.

TESL 409 Practicum in ESL Classroom 7-12 F 2 CR
This is an 80-hour clinical experience in an ESL classroom setting. This experience provides pre-service teachers with an opportunity to demonstrate practical applications of different language approaches and methods. Pre-service teachers are required to demonstrate effective use of techniques including cooperative learning, group and individual motivation, and working with diverse students. It is taken in conjunction with TESL 407 Curriculum Development and Assessment in ESL. P/F grading. Prerequisite: TESL 330; Co-requisite: TESL 407.

TESL 447 Professional Seminar III: ESL Student Teaching (K-6) F, S 3-6 CR
This is a supervised field experience which includes observation, participation in class activities and student teaching in ESL classrooms.

TESL 448 Professional Seminar III: ESL Student Teaching (7-12) F, S 3-6 CR
This is a supervised field experience which includes observation, participation in class activities and student teaching in ESL classrooms.

THEATRE (THEA)

THEA 110 Introduction to the Theatre F, S 3 CR
An introduction to the theatre as an art form, including theory of theatre, historical development, and present-day means of production; emphasis on the theatre as a building, an institution, and an art; and on the playwright, the director, the actors, and the designers — intended to create intelligent theatre-goers. General education explorations — fine arts course.

THEA 190 Stagecraft ALT 3 S 3 CR
The techniques of theatrical construction. Emphasis on design, construction, and use of basic and some advanced theatrical and/or scenic elements.

THEA 220 Fundamentals of Acting ALT F 3 CR
A study of acting techniques emphasizing the use of the body and voice to communicate character. Students develop expressiveness, a willingness to take risks, an understanding of the nature of dramatic conflict, and the ability to communicate character motivation through physical and vocal techniques, improvisational theatre games, and scene study. Performance and active participation stressed. General education — fine arts course.

THEA 242 Production and Performance I F, S 1 CR
Practical experience in the rehearsal/performance or construction processes for a theatrical production. May be repeated for up to 4 credits.

THEA 260 Oral Interpretation of Literature AN 3 CR
The theory and practice of preparing and performing literary works from manuscript. Students learn how to analyze and adapt works of fiction and non-fiction for dramatic presentation.

THEA 290 Production Design ALT 3 S 3 CR
A course designed to give students historical and working knowledge of the elements of production design. Emphasis is placed on analyzing the script for production elements, creating a technical production script and conceptualization of design possibilities.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Degree</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>THEA 300</td>
<td>Fundamentals of Directing</td>
<td>ALT F</td>
<td>3 CR</td>
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<td>Designed for the study of the preparation</td>
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<td></td>
<td>and staging techniques of realistic plays.</td>
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<td>Director-actor communication, organization of</td>
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<td>a production staff, pictorial composition</td>
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<td>and action, and an introduction to stage and</td>
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<td></td>
<td>lighting design are among the topics emphasized.</td>
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<td>Each student stages a realistic one-act play.</td>
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<td>Previous experience and/or coursework in drama</td>
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<td>recommended.</td>
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<tr>
<td>THEA 350</td>
<td>Shakespeare</td>
<td>S</td>
<td>3 CR</td>
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<td>Same as ENGL 350.</td>
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<td>General education explorations – humanities</td>
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<td>course.</td>
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<tr>
<td>THEA 352</td>
<td>Production and Performance II</td>
<td>F, S</td>
<td>1 CR</td>
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<td>Practical experience in leadership of</td>
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<td>rehearsal/performance or construction processes</td>
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<td>for a theatrical production. May be repeated for</td>
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<td>up to 4 credits.</td>
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<td>Prerequisite: THEA 242, or by permission of</td>
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<td>instructor.</td>
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<tr>
<td>THEA 380</td>
<td>Topics in Theatre</td>
<td>AN</td>
<td>3 CR</td>
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<td>This course focuses on a specific topic of study</td>
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<td>in theatre. Topics are selected based on</td>
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<td>student and faculty interest, as well as current</td>
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<td>developments in the discipline or the</td>
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<td>community-at-large and may include, but are not</td>
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<td>limited to Children’s Theatre, Theatre for</td>
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<td>Social Change, Playwriting, Improvisation, and</td>
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<td>Ensemble Theatre.</td>
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<td>THEA 390</td>
<td>Specialty Design</td>
<td>ALT 3 S</td>
<td>3 CR</td>
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<td>This course looks at the design aspects of</td>
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<td>properties, costume, sound, and lighting and</td>
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<td>their application in theatrical productions.</td>
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<td>Students will research, design, and construct or</td>
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<td>competently apply these specialty elements.</td>
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<td>THEA 395</td>
<td>Plays By and About Women</td>
<td>ALT S</td>
<td>3 CR</td>
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<td>A study of the growth of dramatic literature</td>
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<td>written by women with special emphasis on</td>
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<td>developments from the Restoration to the present.</td>
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<td>Plays are placed within the social and</td>
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<td>historical context of the status of women</td>
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<td>during the centuries the class examines. Literary</td>
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<td>comparisons across countries and cultures will</td>
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<td>enhance the student’s appreciation of this</td>
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<td>important literary movement. Same as ENGL 395.</td>
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<td>Also available for GWST credit.</td>
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<td>General education explorations – humanities</td>
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<td>course.</td>
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<td>THEA 397</td>
<td>Film Studies</td>
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<td>3 CR</td>
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<td>Film studies focuses on techniques for critical</td>
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<td>reading of narrative film texts, both</td>
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<td>contemporary and historical. The course</td>
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<td>approaches film as a system for creating,</td>
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<td>distributing, and producing meaning; and engages</td>
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<td>methods for serious film analysis within</td>
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<td>historical, social, and economic contexts.</td>
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<td>Students will develop their own critical</td>
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<td>analysis of a variety of films including</td>
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<td>classic Hollywood, independent, and foreign</td>
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<td>cinema. General education explorations –</td>
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<td>humanities course.</td>
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<td>THEA 401</td>
<td>History of the Theatre I</td>
<td>ALT F</td>
<td>3 CR</td>
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<td></td>
<td>A survey of the development of various phases of</td>
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<td>the theatre, from primitive cultures through</td>
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<td>the 20th century. Emphasis is on the style and</td>
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<td>growth of acting, design, architecture,</td>
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<td>playwriting, and dramatic theory through major</td>
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<td>periods of world history. First semester: Greek</td>
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<td>through neo-classical theatre.</td>
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<td>General education explorations – fine arts</td>
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<td>THEA 402</td>
<td>History of the Theatre II</td>
<td>ALT S</td>
<td>3 CR</td>
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<td>Continuation of THEA 401 concentrating on the</td>
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<td>19th and 20th centuries. General education</td>
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<td>explorations – fine arts course.</td>
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<td>THEA 405</td>
<td>Advanced Acting</td>
<td>ALT S</td>
<td>3 CR</td>
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<td>A study of theories of acting and the application</td>
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<td>of acting techniques to the performance of play</td>
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<td>texts. Students develop an understanding of</td>
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<td>acting from a historical perspective through</td>
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<td>scene study and analysis of dramatic material</td>
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<td>from the Ancient Greeks to the present, the</td>
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<td>practice of physical skills such as fencing and</td>
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<td>commedia techniques, and the use of the</td>
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<td>voice for poetic and heightened language.</td>
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<td>Performance and active participation stressed.</td>
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<td>Prerequisite: THEA 220 or permission of</td>
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<td>Course Code</td>
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<td>THEA 406</td>
<td>Advanced Directing</td>
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<td>Designed for the study and production of complex performance forms including traditional theatre, film and video, and performance art. Possible topics address directing problems such as period and style, differing space configurations, musical theatre, non-realistic theatre forms, film and video, and non-traditional performance. Final project demonstrating the student’s use and understanding of directing techniques culminates the semester. <strong>Prerequisite:</strong> THEA 300 or permission of instructor.</td>
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<td>THEA 411</td>
<td>Dramatic Literature</td>
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<td>3 CR</td>
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<td>A study of significant plays representing various periods and styles in the development of drama, from the Golden Age of Greece to the modern era. Production histories, as well as literary values of plays, are examined. Same as ENGL 411. <strong>General education explorations – humanities course.</strong></td>
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<td>THEA 462</td>
<td>Production and Performance III</td>
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<td>Practical hands-on leadership experience in the direction, design, or dramaturgical research of a theatrical production. May be repeated for up to six credits. It is advised that students complete at least one section of THEA 242 and 352 before requesting to enroll in this course. <strong>Prerequisite:</strong> Permission of Instructor.</td>
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<td>THEA 490</td>
<td>Portfolio</td>
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<td>A collection of the student’s work across the major in preparation for job searches and demonstration of intellectual and creative growth. Individual presentations of portfolio are required. <strong>P/F grading. Prerequisite:</strong> Senior standing.</td>
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<td>THEA 495</td>
<td>Internship</td>
<td>F, S</td>
<td>Variable CR</td>
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<td>An intensive work experience that is related to the student’s major interest. Students will be placed in selected organizations that are willing to help students become involved in their chosen career paths. <strong>P/F grading. Repeatable for credit. Prerequisite:</strong> Approval of supervising faculty member.</td>
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<td><strong>ACTING STUDIO</strong></td>
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<td>Individual instruction and coaching on various topics relevant to acting and performance. Students should select and enroll in a course after consultation with the instructor. Only 1 course can be taken in a semester. <strong>Prerequisite:</strong> Permission of instructor.</td>
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<td>THEA 121</td>
<td>Basic Movement Technique</td>
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<td>THEA 122</td>
<td>Basic Vocal Production and Technique</td>
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<td>THEA 221</td>
<td>Monologue Study</td>
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<td>THEA 222</td>
<td>Scene Study</td>
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<td>THEA 321</td>
<td>Musical Theatre</td>
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<td>THEA 322</td>
<td>Non-Realistic Approaches to Acting</td>
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<td>THEA 421</td>
<td>Auditioning Technique</td>
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<td>THEA 422</td>
<td>Acting for Media</td>
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<td><strong>TRAUMA ADVOCACY</strong></td>
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<td>TRAC 300</td>
<td>Introduction to Trauma Advocacy</td>
<td>Online</td>
<td>3 CR</td>
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<td>An introduction to the human response to violent trauma and the corresponding physical, emotional, intellectual, and spiritual issues that arise. The course involves lecture, guided discussion, relevant readings, and written responses to topics such as the psychology of victims and perpetrators, options within the criminal justice system, social service resources, and the spiritual and philosophical implications of victimization. In summary, the course provides introductory instruction for preventing and responding to various forms of violent trauma. This course is only available in online format.</td>
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A listing of adjunct faculty at Buena Vista University is available by writing the office of vice president of academic affairs/dean of faculty, Buena Vista University, Storm Lake, Iowa 50588. If you are requesting BVU Graduate & Professional Studies adjuncts, please specify which location list you desire.
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