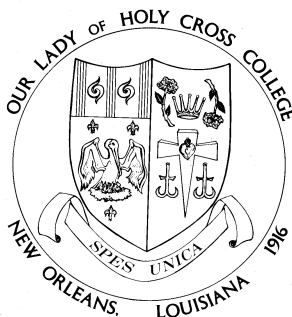


**OUR LADY OF HOLY CROSS COLLEGE
NEW ORLEANS, LOUISIANA**

2014-2015 CATALOG



Our Lady of Holy Cross College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award the Associate, Baccalaureate and Master Degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia, 30033-4097 or call 404-679-4500 for questions about the accreditation of Our Lady of Holy Cross College.

The Education and School Counseling Programs of Our Lady of Holy Cross College are accredited by the National Council for Accreditation of Teacher Education Standards, which are operated under the Council for the Accreditation of Educator Preparation (CAEP) system (1140 19th Street, NW, Suite 400, Washington, D.C., 20036, telephone number 202-223-0077).

The Department of Nursing at Our Lady of Holy Cross College is accredited by the Accreditation Commission for Education in Nursing (ACEN) (3343 Peachtree Road NE, Suite 850, Atlanta, GA 30326 telephone number 404-975-5000 fax number 404-975-5020)

The Business Degree Programs of Our Lady of Holy Cross College are accredited by the International Assembly for Collegiate Business Education (11374 Strang Line Road Lenexa, KS 66215 telephone number 913-631-3009 fax number 913-631-9154).

The Clinical Mental Health Counseling Program, Marriage, Couple, and Family Counseling Program, and the School Counseling Program of Our Lady of Holy Cross College are accredited by the Council for Accreditation of Counseling and Related Programs (5999 Stevenson Avenue, Alexandria, VA 22304, telephone number 703-823-9800, ext. 301).

The Radiologic Technology Programs of Our Lady of Holy Cross College are accredited by the Joint Review Committee on Education and Radiologic Technology (20 North Wacker Street, Suite 2850 Chicago, Illinois 60606-3182, telephone number 312-704-5300)

Students must meet all the requirements for a degree outlined in the issue of the College Catalog in force during their residence at the College. Students whose residence is interrupted for two regular semesters and those students changing majors or changing from undecided status to a major must abide by the Catalog in force at the time of re-entry or change. Under no circumstances may a Catalog more than eight years old be used.

Printed by the Office of the Chief Academic Officer, this Catalog contains the current curricula, educational plans, offerings, and requirements which may be altered from time to time to carry out the purposes and objectives of the College. The provisions of the Catalog do not constitute an offer of a contract which may be accepted by students through registration and enrollment. The College reserves the right to change any provision, offering, or requirement at any time within the student's period of study.

Our Lady of Holy Cross College assures equal opportunity for all qualified persons without regard to race, color, religion, sex, national origin, age, handicap, marital status, or veteran's status in the admission to, participation in, or employment of its programs and activities.

CAMPUS LOCATION

The Campus is situated on 40 acres in the Algiers section of Orleans Parish. It is located on the West Bank of the Mississippi River, within ten minutes of the metropolitan area of New Orleans. The Campus can be reached by crossing the Crescent City Connection and traveling east down General DeGaulle Drive to Woodland Drive. It is within easy access to Plaquemines and Jefferson Parishes, both within 10 minutes of the Campus. St. Bernard Parish lies just northeast across the Mississippi River and is within a 15-minute ferry ride of the Campus.

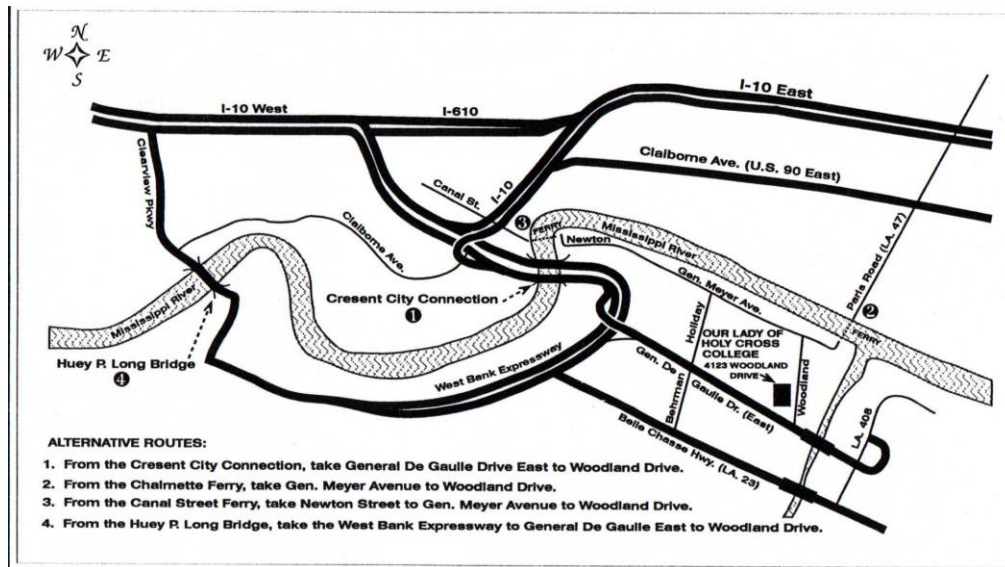


TABLE OF CONTENTS

Message from the President	5
Accreditations	6
Approvals	6
Affiliations	6
Articulation Agreements	6
Consortial	6
Contractual Agreements.....	6
Memberships.....	6
Description of Our Lady of Holy Cross College	8
History of Our Lady of Holy Cross College	9
Mission Statement.....	12
Vision Statement.....	12
The Catholic Intellectual Tradition	12
ADMISSION TO OUR LADY OF HOLY CROSS COLLEGE	13
Refunds	19
Financial Aid.....	20
Scholarships	24
ADMISSIONS AND STUDENT AFFAIRS	26
Programs and Services	26
Activities and Organizations.....	29
Disability Accommodation Policy	30
ACADEMIC POLICIES	31
Family Educational Rights and Privacy Policy (FERPA)	43
College Offerings.....	45
Assessment Program.....	50
Library Services	54
Religious Education Centers.....	55
DIVISION of LIBERAL ARTS and SCIENCES	56
Biology and Physical Sciences	57
History, Social Sciences and Mathematics	79
History.....	80
Social Sciences.....	82
General Studies	92
Preparing Students for Success Program	95
Humanities	100
English	101
Liberal Arts	105
Theology	111
DIVISION of PROFESSIONAL STUDIES	118
Business Administration	119
Concentration in Accounting	120
Concentration in Management.....	121
Concentration in Marketing	121
Organizational Management.....	121

Counseling and Behavioral Sciences	126
Associate of Science	128
Addiction Counseling	128
Juvenile Counseling	129
Bachelor of Science	130
Addiction Counseling	130
Applied Behavioral Sciences	132
Psychology	134
Social Counseling	136
Early Entry Program	138
Graduate Counseling	140
Master of Arts	140
Clinical Mental Health Counseling (formerly Community Counseling)	152
Marriage, Couple, and Family Counseling	153
School Counseling	154
Ph.D. in Counselor Education and Supervision	155
Education	165
Elementary Education	170
Alternative Certification Programs	172
Graduate Education	176
Master of Education in Educational Leadership	178
Nursing	184
Pre-Licensure Program	184
RN-BSN Program	189
Allied Health	193
Program in Radiologic Technology	195
A.S. Radiologic Technology	199
B.S. Radiologic Technology	199
Program in Respiratory Care	205
B.S. Respiratory Care	205
Health Sciences	208
Diagnostic Medical Sonography	209
Radiologic Technologist	210
Respiratory Therapists	211
Health Sciences	212
COURSES OF INSTRUCTION	214
Marianite College Corporation	306
President’s Cabinet	306
Chief Academic Administrator	306
Full-Time Faculty	307
Part-Time Faculty	311
Professor Emeritus	320
Administrative and Professional Staff	322
Coat of Arms	326
ADDENDUM	i

President's Message

College Catalog 2014-2015

Dear Our Lady of Holy Cross College Community:


The rich Marianite tradition that has guided the College since 1916 is also the deeply scholastic foundation of the education of the mind and the heart described in this College Catalog. In addition to the Marianite tradition, this Catalog contains information about the academic programs, policies, and services offered at the College.

Furthermore, the information that is listed in this Catalog is essential for both current and future students. You will notice that there is an emphasis on the quality of our programs, the accessibility of our outstanding faculty and staff, and the integration of the Marianite Mission with intellectual and practical resources here at the College.

Welcome to a community of people who care for individual students by assisting them in pursuing their dreams. As President of OLHCC, I thank you for your interest in our College. Like you, I have come here filled with a vision of hope and lifelong learning.

This College is where you will be prepared for both the present and the future.

Sincerely,

A handwritten signature in dark ink that reads "David 'Buck' Landry". The signature is written in a cursive, flowing style.

David "Buck" Landry, Ph. D
President

ACCREDITATIONS	<p>Accreditation Commission for Education in Nursing (ACEN) Council for Accreditation of Counseling and Related Educational Programs Joint Review Committee on Education and Radiologic Technology International Assembly for Collegiate Business Education National Council for Accreditation of Teacher Education National League for Nursing Accrediting Commission Southern Association of Colleges and Schools</p>
APPROVALS	<p>Louisiana State Board of Nursing Louisiana State Department of Education</p>
AFFILIATIONS	<p>The CODOFIL Consortium of Louisiana Colleges and Universities Gulf Coast Research Laboratory Louisiana Universities Marine Consortium</p>
ARTICULATION	<p>Delgado Community College Fletcher Technical Community College Elaine P. Nunez Community College</p>
AGREEMENTS	<p>Loyola University of New Orleans of New Orleans Nunez Community College St. Francis University St. Joseph Seminary College</p>
CONSORTIAL	<p>Council for Academic Library Liaison (CALL) Louisiana Academic Library Information Network Consortium (LALINC) LOUIS: Louisiana Library Network LYRASIS OCLC Service Members Opportunity College Network Southeastern Library Network U.S. Army and U.S. Air Force R.O.T.C.</p>
CONTRACTUAL AGREEMENTS	<p>Aquinas Institute Notre Dame Seminary Ochsner Clinic Foundation School of Allied Health</p>
MEMBERSHIPS	<p>American Association of Colleges of Nursing American Association for Marriage and Family Therapy American Counseling Association American Library Association Association of American Colleges and Universities Association of Catholic Colleges and Universities Association of College Registrars and Admissions Officers Association of Governing Boards of Universities and Colleges College and University Professional Association for Human Resources Council on Collegiate Education of Nursing Council for Higher Education Accreditation Greater New Orleans Catholic Library Association International Assembly for Collegiate Business Louisiana Association of Colleges for Teacher Education Louisiana Association for Independent Colleges and Universities Louisiana Association of Collegiate Registrars and Admissions Officers</p>

Louisiana Association of Financial Aid Administrators
Louisiana Library Association Annual Membership
National Association of College Admissions Counselors
National Association of College and University Business Officers
National Association of Independent College and Universities
National Association of Student Financial Aid Administrators
National Association of Student Personnel Administrators
National Student Clearing House
Service Members Opportunity Network
Southern Association for Collegiate Registrars and Admissions Officers
Southern Association of College and University Business Officers
Southern Regional Education Board

DESCRIPTION OF OUR LADY OF HOLY CROSS COLLEGE

Our Lady of Holy Cross College is a privately administered, accredited, coeducational, Catholic college offering undergraduate, graduate, and professional curricula to a student population that reflects the diversity found in Louisiana. The College focuses on teaching, public service, and research.

The College remains faithful to its liberal arts tradition in committing itself to academic challenge, professional preparation, attainment of marketable skills, personal enrichment, and the rightful integration of Catholic philosophy and theology. It takes pride in its low professor/student ratio and in the quality of its diverse programs and services.

Our Lady of Holy Cross College lives out its commitment to the educational mission of the Catholic Church by its participation in the educational ministry of the Marianites of Holy Cross. As a faith community of teaching, learning, and service, actively involved in the life of the local, state, national, and international communities, it is a leader and a responsible innovator in liberal arts education and professional programs.

We believe that education flourishes in a community motivated by a Catholic Christian vision, Gospel values, and a commitment to the education of the total person. We accept the responsibility to respond to the needs of our students by challenging and empowering them to develop holistically in the attainment of knowledge, skills, and values necessary to thrive in an ever-changing world.

Therefore, we endeavor to foster in the College an environment that nurtures the following core values:

- **a clear Catholic identity and a strong commitment to Gospel principles**
We relate with and serve others in a spirit of compassion, justice, and selflessness.
- **healthy and growth-filled relationships within the College and between the College and the wider community**
We welcome cultural diversity, and we foster effective communication, fairness, inclusion, respectfulness, and hospitality.
- **student-centeredness**
We value our students, who are the primary reason for the existence of the College. We respect and treasure their diverse life experiences, their achievements, and their contributions to the community, and we reverence their human dignity.
- **excellence in teaching and learning**
We provide spiritual, intellectual, social, aesthetic, and physical education to develop the total person. We devote a generous share of the financial and technological resources of the College to improve teaching and learning. We encourage research to improve both instruction and learning.

- **responsible stewardship of resources**

We acquire, maintain, update, and use our resources in a caring and responsible way.

HISTORY

Our Lady of Holy Cross College has the distinction of being the only four-year college on the West Bank of New Orleans, as well as one of eight Holy Cross colleges and universities nationwide. It has provided South Louisiana with a tradition of academic excellence and has been setting the standard for quality education for nearly a century.

Our Lady of Holy Cross College was established by the Marianites of Holy Cross. The history of the Congregation of the Marianites of Holy Cross began in 1841 with the founding of the Marianites by Father Basil Anthony Moreau in Le Mans, France. Two years after their founding, the Sisters were ready to leave Le Mans to establish foundations in North America. Several Marianites accepted the invitation of Archbishop Antoine Blanc in 1848 to come to New Orleans to work with the Holy Cross Brothers in administering the St. Mary's Orphan Boys Asylum. Soon, the Sisters were concerned about the plight of young girls who were orphaned as a result of the yellow fever epidemic. Thus, in 1851, the Sisters began the Immaculate Conception Industrial School to instruct orphan girls. This school evolved into the Academy of the Holy Angels, which was dedicated in 1866 as a high school for girls. Holy Angels was the parent school of Our Lady of Holy Cross College.

In 1916, the Louisiana State Board of Education granted the Marianites the right to open Holy Angels Normal School to provide teachers for the many schools the Marianites staffed in southern Louisiana. This approval assured that teachers would be prepared according to the Louisiana State Norms of Education.

In 1938, the Louisiana State Department of Education, again at the request of the Sisters, approved a program which would lead to the Bachelor of Arts degree in Education. Its first graduation was held in 1942 in the renamed College Department at the Academy of Holy Angels. Five years later, the Ernest B. Norman family presented the Sisters with a gift of forty acres of land on the West Bank of the Mississippi River in Algiers to be used for educational and religious purposes.

In the early 1950s, the College admitted lay women who were teaching in schools administered by the Marianites. When it was moved to its new quarters in Algiers in 1960, the name of the College was changed to Our Lady of Holy Cross College. During that same year, the first lay student received her degree. The first male students were admitted in 1967.

The Marianite Corporation organized a governing board in the late 1960s according to the requirements of the Commission on Colleges (COC) of the Southern Association of Colleges and Schools (SACS). The Provincial Superior of the Marianites was the President of the College until 1969, when the two positions were separated, and for the first time the Board of Regents of Our Lady of Holy Cross College selected the President.

In the spring of 1971, the Board of Regents submitted the first status report, and the Commission on Colleges of SACS approved candidacy for accreditation of the College. The College grew in

student enrollment, adding new academic and professional programs to the initial teacher education curriculum. In the academic year 1975-1976, the College awarded its first honorary degree and celebrated its sixtieth anniversary. In 1976, the College received accreditation for a ten-year period from the Commission on Colleges of SACS.

To coordinate the best use of faculties and facilities on the West Bank, Our Lady of Holy Cross College and Delgado Community College, also accredited by the Commission on Colleges of SACS, formed the West Bank Higher Education Union in 1976. They pledged cooperation, exchange of faculty, mutual support of programs, and agreements for joint degree programs and use of libraries. The Colleges continued this arrangement until 1993.

In the spring of 1984, the Louisiana State Board of Nursing (LSBN) granted approval for a four-year Baccalaureate degree program in Nursing. Today, it remains the only Catholic generic Baccalaureate nursing program in the state of Louisiana. The LSBN gave full approval to the program in July 1987. In the fall of 1989, a self-study was submitted to the Council of Baccalaureate and Higher Degree programs of the National League for Nursing, and the Nursing program was granted full approval.

A Master of Education program was begun in the fall of 1984. In 1986, the program received approval from the SACS Commission on Colleges as a Level Three Master's degree program and graduated its first students.

In 1990, the College received approval from the SACS Commission on Colleges to grant the Master of Arts degree in Counseling. Students select one of the following areas of specialization: Clinical Mental Health Counseling; Marriage, Couple, and Family Counseling; or School Counseling. Certification is offered at the post-Master's level in Marriage, Couple, and Family Counseling. The program educates students to provide services that are preventive and developmental in nature in order to help individuals and families deal more effectively with problems and decisions of everyday living in urban/rural environments. The department offers a comprehensive program in counselor preparation, leading to professional licensure, professional certification, and state certification. It respects individual differences among students, provides for a balance of didactic and experiential learning activities, and offers experiences for the personal growth and development of students. The Thomas E. Chambers Counseling and Training Center was dedicated in 1998. Providing counseling services to the OLHCC family and the community at large, it also serves as an educational resource for students pursuing both Master's and undergraduate degrees in counseling.

In the late 1980s, 1990s, and into the Twenty-first Century, the College has attained financial stability, made substantial renovations to the physical plant, built an addition to the library, added classroom and office space, increased parking facilities, and established a program of long-range maintenance. New science labs and a state-of-the art nursing lab have also been recent additions. The College has been successful in increasing student scholarships and financial aid, as well as the endowment fund. Ongoing curriculum renewal has taken place in order to maintain the College's compliance with accreditation standards and cultural needs. More effective marketing strategies have enabled the College to become better known in the wider community, thus helping to increase the student population.

Largely undamaged by the effects of Hurricane Katrina in August of 2005, the College resumed instruction in January of 2006. The RN to BSN online program at Our Lady of Holy Cross College was begun in 2007, with approval from NLNAC, when the Christus Health System provided a grant to the Department of Nursing and Allied Health to fund the program. SACS accreditation followed as the program was being established. The curriculum and courses were developed, and the first program was launched in the spring of 2009, with the first student entering in fall 2009. The program continues to grow and graduated its first two students in the summer of 2011.

In 2011 Our Lady of Holy Cross College signed articulation agreements with Delgado Community College to facilitate the entrance of Delgado graduates in Our Lady of Holy Cross College to pursue Bachelor's degrees in Education and Business. A similar agreement was signed with Nunez Community College to accommodate its Education graduates.

Today, as in the past, the College continues to meet the growing needs of its students, the community, and the Church. The Business department offers an Accelerated Organizational Management Program for a Bachelor of Science degree in Business Administration. The Education department provides Alternative Certification Programs for elementary and secondary teachers. The Archdiocesan Teachers Institute (ATI) is a partnership between the Office of Catholic Schools and Our Lady of Holy Cross College. This exciting program was created to provide additional educational opportunities for the teachers of the Archdiocese of New Orleans. All of these programs are designed for non-traditional adult students who are already working in the community.

With the 2013-2014 academic year, Our Lady of Holy Cross College entered a new era with the offering of its first doctoral program, a Ph.D. in Counselor Education and Supervision by the Department of Counseling and Behavioral Sciences. Another doctoral program, an Ed.D in Executive Leadership, will commence later this year.

Rich in historical experience and led by a dynamic new President, Dr. David "Buck" Landry, as its centennial nears, the College continues to guide its students toward self-realization, professional competency, and dedicated service to the human family.

MISSION STATEMENT

Our Lady of Holy Cross College participates in the teaching mission of the Catholic Church through the heritage and charism of the Marianites of Holy Cross. The administration, staff, and faculty educate the minds and hearts of the undergraduate and graduate students through dedicated service and innovative teaching methods. All are challenged to seek truth, goodness, and beauty through critical thinking, research, and dialogue. Called to be a prophetic presence in an ever-changing world, the College community shares its spiritual, material, and educational resources with all.

VISION STATEMENT

Our Lady of Holy Cross College, a ministry of the Marianites of Holy Cross, will be an excellent model of Catholic higher education in the Holy Cross tradition. At the heart of the College education will be an affordable, high quality liberal arts program providing the foundation for its professional and student life programs. These will be enhanced by the Catholic intellectual tradition while appreciating the value and wisdom of other religious traditions.

The College will provide an effective, comprehensive education to a diverse and multicultural student body that primarily resides in the greater New Orleans area. The College's faculty and staff will engage students in a relationship that fosters the intellectual and spiritual growth and development of the person through a combination of personal attention, innovative teaching, technological advances, and service to the community as servant leaders.

THE CATHOLIC INTELLECTUAL TRADITION AT OUR LADY OF HOLY CROSS COLLEGE

The mission of Our Lady of Holy Cross College is that of the Marianite Sisters: to serve God and the community. Our Lady of Holy Cross College serves God and the community as a beacon of the Catholic Intellectual Tradition. This tradition is catholic, encompassing all peoples seeking Truth. Because it is a tradition, persons communicate, interact, and share experiences over time and through cultures. Finally, this catholic tradition strives for intellectual excellence—knowing what can be known through desire, honesty, and integrity. This tradition has included great theologians, scientists, artists, writers, teachers, and philosophers. It also arises in everyday teaching and learning from person to person, parent to child, and educator to student. Our Lady of Holy Cross College embraces this excellence, which flows from the Catholic Intellectual Tradition.

ADMISSION TO THE COLLEGE

Our Lady of Holy Cross College accepts applications for admission from students of accredited secondary schools, students holding or pursuing the General Education Development diploma (GED), and students transferring from accredited colleges and universities without regard to race, religion, color, sex, age, handicap, national origin, marital status, or veteran's status.

All materials for admission should be received at least three weeks before the first day of registration. Under no circumstances will a student remain eligible for admission if complete records have not been received within 30 days of the first day of class. After 30 days, applicants who have not completed the admission process will be ineligible to attend classes.

The admission requirements listed in this section of the Catalog are considered the general admission requirements of the College. Academic departments and specific programs, in many cases, have additional requirements. Please refer to the appropriate section of the Catalog to obtain applicable information.

The College requires a non-refundable application processing fee of all new applicants (students not previously enrolled at Our Lady of Holy Cross College). The fee is payable when the application is submitted to the Office of Admissions. Priority deadlines for applying are June 1st for the fall semester, November 1st for the spring semester, and May 1st for the summer sessions. An additional, non-refundable, late application fee is charged for all applications received after the listed deadlines.

Students who have not attended another college or university and are graduates of a state-approved high school and transfer students who do not have college credit in College Algebra and English Composition may be asked to take the Our Lady of Holy Cross College Placement Examination prior to registering for classes. The examination scores are used for placement of students in the correct English, reading, and mathematics courses. Placement examinations are offered by appointment by calling the Center for Teaching and Learning at (504) 398-2123.

UNDERGRADUATE ADMISSION

Freshman Admission

Applicants may be accepted to the freshman class based on the completion or expected completion of high school work, a home school program, or a General Education Development diploma. At the time of enrollment, the applicant must have graduated from an accredited secondary school or recognized home school program or have received a General Education Development diploma.

Admission Requirements

Admission is granted to any entering freshman who meets all of the following criteria:

- The student has completed a high school diploma or a General Education Development diploma (GED);
- High school Grade Point Average is 2.5 or higher;
- ACT composite score is 20 or higher or ACT COMPASS Placement Test equivalent;
- ACT subtest scores are not less than 16 or its ACT COMPASS Placement Test equivalent; and
- The student does not need more than one developmental course, based on ACT subtest scores.

Home Schooled Students

Home schooled students must submit ACT scores (same criteria as listed above), documentation from an accredited institution that the program of studies has been recognized by the State Board of Education, and sample copies of course work completed.

Conditional Admission

Conditional admission is granted to any entering freshman who meets the following criteria:

- High school or GED grade-point average is 2.0 or higher, and;
- ACT composite score is 17-19; and
- ACT subtest score (English/writing, mathematics, and reading) is no less than 16.

Upon completion of the first two consecutive semesters, students who are conditionally admitted must have

- Earned a 2.0 cumulative Grade Point Average (GPA), and
- Successfully completed (minimum grade of P or C) all prescribed developmental courses (ENG 100, ICS 100, MAT 099, MAT 100, or REA 100)

If both these conditions are not met, the student is placed on academic probation. (Financial aid probation differs and takes place after one semester.) Exceptions to conditional admission limitations must be approved by the Chief Academic Officer or his or her designee.

Note: Any applicant who does not meet the above requirements is denied admission to the College. The applicant may decide to request an Appeal to the Admission Review Committee by submitting a written statement and three letters of recommendation. The statement should address why the applicant should be granted admission to the College.

Application Procedures

In addition to a completed application form and fee, the following items must be received by the College within the published deadlines:

- an official transcript of completed high school work (showing at least six completed semesters); or an official transcript of the General Education Development diploma;
- official scores on the ACT; and
- complete immunization records;

Transfer Admission

Applicants intending to transfer to Our Lady of Holy Cross College from regionally accredited colleges and universities must be considered in good standing at the last school attended. Regardless of the date when courses were taken, credit may be transferred to OLHCC only for those in which a minimum grade of “C” was earned and which may be applied directly to a program of study at Our Lady of Holy Cross College, unless otherwise informed.

Transfer students with less than 12 credit hours of completed college-level credit are considered first-time freshmen. Applicants in this category must refer to the policy for freshman admission.

Transfer students with 12 or more credit hours of completed college-level credit and who attained a Grade Point Average of 2.0 or higher at their previous institution are granted admission to the College. If a student has not completed English and/or mathematics with a “C” or better at the previous institution, a placement test is required prior to registration.

Transfer students with 12 or more credit hours of completed college level credit and who have attained a grade-point average of 1.75-1.99 at their previous institution may be granted probational admission to the College. If probationally admitted, students may have certain requirements which may include a lighter course load, approval for online course registration, and required advising sessions, among other requirements. Students admitted on probation must earn at least a 2.00 GPA during their first semester, or they may face being placed on suspension.

Suspensions at another college or university are honored at Our Lady of Holy Cross College for the length of the suspension. Students on academic suspension may be admitted to the College only as non-degree seeking students. Under this particular circumstance, course work completed in a non-degree seeking status is not applied to any degree or certification program at Our Lady of Holy Cross College. *Note:* Students must officially change their academic status at the Registrar's office from non-matriculating to undergraduate after the suspension period has ended.

Note: Any applicant who does not meet the above requirements is denied admission to the College. The applicant may decide to request an Appeal to the Admission Review Committee by submitting a written statement and three letters of recommendation. The statement should address why the applicant should be granted admission to the College.

Experiential Learning Credits Policy

Our Lady of Holy Cross College considers the acceptance of credits earned through the College Level Examination Program (CLEP), the Defense Activity Non-Traditional Educational Support (DANTES) Programs’ DANTEs Subject Standardized Test (DSST), the Service Members Opportunity Colleges Network (SOC), the Proficiency Examination Program (PEP), Advanced Placement (AP), the College Entrance Examination Board (CEEB), as well as articulation agreements and life experience, which include military credits and law enforcement training. The following conditions must be met:

1. The student must be degree-seeking.
2. All credits must be awarded before applying for graduation.
3. Only three credits may be earned during the final fifteen hours of program completion.
4. A maximum of twenty-four credit hours may be earned through this option.
5. Credits are not awarded in a course that the student has completed or enrolled in at any institution of higher education.
6. The student may not receive more than one-third of credits needed in required major courses.
7. The student agrees to additional testing, if required by the College.

Applications for experiential learning credits must be accompanied by a written request for consideration to the Registrar and payment of corresponding fees. Documentation of experiential learning, according to the following options, is also required:

1. Passing CLEP scores (The College is an authorized CLEP Center; testing is available by appointment in the Center for Teaching and Learning); OR
2. A professional training portfolio, which includes documentation of completion of training courses, number of training hours, course description, etc.; OR
3. Completion of proctored OLHCC Advanced Standing Examinations (ASE), also known as challenge examinations, for the courses in which credits are requested, according to the stipulations below:
 - a. The ASE may be the final examination of the course for which credits are requested or another examination agreed upon by the academic department.
 - b. Successful completion of the ASE is defined as a grade of 75% or higher, as assessed by the three separate faculty readers within the department, one of whom may be the department Chair.
 - c. A maximum of two ASEs may be requested per student during the course of his or her career at OLHCC.

The Registrar forwards applications for experiential learning credits, which must include a letter of request and the documents described above, to a three-person committee comprised of the Director of the Center for Teaching and Learning, the Chair of the faculty department appropriate to the request for credits, and an additional faculty member of the department Chair's choosing. Each member of the committee receives copies of the documents submitted and assesses them using a rubric collaboratively developed by the department, and then the committee jointly make a recommendation, through the Registrar, to the Chief Academic Officer or his or her designee, who makes the final decision. The Registrar notifies the student of the Chief Academic Officer's decision.

International Student Admission

Our Lady of Holy Cross College welcomes applicants from other countries. The College is authorized under federal law to enroll non-immigrant alien students who have had all official transcripts evaluated by an international student transcript evaluating agency and have had results forwarded to the Office of Admissions.

To be considered for admission to the College, international applicants must submit all of the following items at least six months before the intended semester of matriculation:

- a completed application for admission and the application fee;
- official transcripts from each secondary and post-secondary institution attended (Note: transcripts must be translated by an evaluation agency—see Office of Admissions for list of companies—and sent directly by the company to OLHCC);
- acceptable scores on the ACT;
- official scores on the *Test of English as a Foreign Language* (TOEFL) with a minimum paper-based TOEFL score of 500 (the conditions of admission, as stated elsewhere in the *Catalog*, also apply to international applicants).
- a statement and supporting evidence of financial resources as required by the United States Immigration and Naturalization Service; and
- complete immunization records.

For complete information and assistance in applying for admission to the College, international applicants should contact the Office of Admissions.

NON-DEGREE SEEKING ADMISSION

Applicants who desire to enroll in courses offered by Our Lady of Holy Cross College but who do not intend that their course work be credited toward a degree or certification program offered by the College may apply as non-degree seeking students. Students in this classification may earn up to 36 semester hours of credit. Under no circumstances may course work completed in a non-degree seeking status be applied to any degree or certification program at Our Lady of Holy Cross College. Non-degree seeking students are not eligible to receive any form of financial aid administered by the College. There are two types of non-degree admissions: Visiting Student Admission and Personal Enrichment Admission.

Visiting Student Admission

Visiting students are students presently enrolled at other colleges and universities who desire to take courses offered at Our Lady of Holy Cross College. The visiting student should complete an application for admission, submit an application fee, and request to have a letter of good standing sent by the home institution. Visiting students are advised to obtain written permission to take specific courses offered by Our Lady of Holy Cross College that are intended to be applied to their degree programs.

Personal Enrichment Admission

In order to be admitted for the purpose of personal enrichment, applicants must complete an application for admission and submit the application fee.

HIGH SCHOOL SCHOLARS OUTREACH PROGRAM ADMISSION

High school students who have completed their sophomore year and who desire to begin college-level course work may, with the written permission of their principals, be admitted as special students. Credit for successfully completed courses is given only when the student is granted admission to Our Lady of Holy Cross College or another regionally accredited institution of higher learning.

ALTERNATIVE CERTIFICATION

Applicants who have already earned a Baccalaureate degree from an accredited institution and desire to pursue teacher certification must have a minimum overall 2.5 GPA in all undergraduate coursework or in the last 60 credit hours of coursework.

GRADUATE ADMISSION

See Graduate Programs in the Departments of Counseling and Education.

READMISSION TO THE COLLEGE

Students who seek readmission to the College must submit another application for admission. There is no fee for readmission. Students applying for readmission are not automatically guaranteed admission to the College. The Office of Admissions reserves the right to forward any application packet to the Admission Review Committee and/or the Department Chair for further review.

Students who have attended any other college or university during their absence must have transcripts sent to the Office of Admissions. Policies described in the section entitled Undergraduate Transfer Admission apply.

Students who seek readmission to the College after being academically suspended may be readmitted only when they have satisfied the conditions of suspension described in the section covering academic policies.

PAYMENT FOR REGISTRATION

Students must pay full tuition and fees at the time of registration. For a complete list of tuition and fees, please go to the OLHCC website at <http://www.olhcc.edu/financial-aid/cost-of-attendance-what-does-it-cost-to-attend/tuition-2014-2015.html>.

REFUNDS

All computations for refunds are based on the official withdrawal date, as shown on the *Change of Course* form properly filed by the student, regardless of the date of last attendance. Refunds are made for tuition only. Fees are not refundable (unless indicated). FAILURE TO ATTEND CLASSES DOES NOT CONSTITUTE A WITHDRAWAL.

Refund checks to accounts paid by personal check are made only after the initial payment has been credited to Our Lady of Holy Cross College by the issuing bank. Refunds to accounts paid by cash or guaranteed financial assistance are made with the normal disbursement cycle.

Return of Title IV Funds FOR TITLE IV AID RECIPIENTS ONLY (Section 668.22[i])

When a student withdraws from school, the withdrawal date as determined by Our Lady of Holy Cross College is the date the student notifies the Registrar's office, in writing, of his or her intent to withdraw.

If a student takes a leave of absence that does not meet the requirements of a Title IV approved leave of absence, the date when the student began the leave of absence is considered the withdrawal date.

If a student does not return from a Title IV approved leave of absence, the date that the institution determines the student began the leave of absence is considered the withdrawal date.

Unofficial withdrawal

The mid-point of the payment period of enrollment is considered the withdrawal date.

Another date, determined by the institution, related to an accident, illness, grievous personal loss, or other circumstances beyond the student's control that prevented the student from withdrawing officially, may also be considered the withdrawal date.

Treatment of Title IV Funds When a Student Withdraws

When a recipient of Title IV grant or loan assistance withdraws during a payment period, the institution must determine the amount of Title IV grant or loan assistance that the student has earned as of the student's withdrawal date. If the total amount is less than the amount of Title IV assistance that was disbursed, the difference must be returned to the Title IV programs. If the total amount is greater than the amount disbursed, the difference must be treated as a post-withdrawal disbursement. Once the withdrawal date has been established and the calculations completed, the institution follows specified procedures for notifying the student (or parent, in the case of Parent Plus loans) and disbursing or returning funds. If any outstanding charges exist on the student's account and the student is entitled to a post-withdrawal disbursement, the institution may use some or all of the funds to cover certain charges outstanding on the student's account, such as tuition and fees.

As a requirement for making a post-withdrawal disbursement, an institution must offer to the student, or parent for Parent Plus loans, any amount of a post-withdrawal disbursement that is not credited to the student's account. In addition to written notification of eligibility, in some cases institutions must also make the student or parent aware of the outcome of any post-withdrawal disbursement request. If a response is not received from the student or parent declining the funds, the institution need not make follow-up contact and may return any funds earned by the student or parent to the Title IV program. Section 668.22(a)(4)(ii)(E), however, requires an institution to notify a student or parent when the student's or parent's acceptance of the post-withdrawal disbursement was received after the 14-day time limit for responding has elapsed and the institution does not choose to make the post-withdrawal disbursement.

Order of Return of Title IV Funds

Section 668.22(i) specifies the order in which funds are to be returned. Loans are repaid in an order that gives highest priority for repayment to higher cost loans (unsubsidized) and lastly to Perkins loans. According to Section 668.22(i), the regulations take the 50% of the unused portion of the Pell Grant at the end of the calculation, not the beginning, and thus the potential liability for students who withdraw is greater. In short, the percentage of the unused portion of the Pell Grant is protected, not 50% of the original Pell Grant.

Time Frame for the Return of Title IV Funds

An institution must return the amount of Title IV funds for which it is responsible as soon as possible but no later than 45 days after the date of the institution's determination that the student withdrew. The institution must determine the withdrawal date for a student who withdraws without providing notification to the institution no later than 30 days after the end of the payment period of enrollment, academic year, or educational program, as appropriate.

FINANCIAL AID

The fundamental purpose of the Office of Student Financial Aid of Our Lady of Holy Cross College is to assist students in pursuing a post-secondary education. To this end, financial aid assistance at Our Lady of Holy Cross College is designed to supplement what the student and his or her family are able to contribute to his or her educational expenses.

The types of aid and their sources are varied. The basic types of financial aid are scholarships and grants, loans, and work-study. Sources range from the federal Title IV program, state programs, civic and private organizations, to individuals. Our Lady of Holy Cross College is committed to providing funds to students as long as funds are available. Funds are disbursed and awards made according to established institutional policies and prescribed government regulations without regard to age, sex, race, religion, color, creed, handicap, national origin, marital status, or veteran's status. Financial aid is applied to direct educational expenses (tuition and fees) in the following order: first, grants; second, scholarships; and, third, loans.

In order to determine the types of awards a student may be eligible for and the amounts of the awards, a student must

1. be enrolled as a degree-seeking or otherwise eligible student;
2. be enrolled for a minimum of six hours per term, including summer. Auditing of classes does not count toward required enrollment. This applies to both undergraduate and graduate students;
3. submit a Free Application for Federal Student Aid (FAFSA), as directed by the Office of Student Financial Aid, to the appropriate processor. It should be noted that the resulting needs analysis document must also be on file in the Office of Student Financial Aid;
4. submit all forms and documents requested by the Office of Student Financial Aid. Our Lady of Holy Cross College cannot process a student's financial aid until it has all of the necessary documents;
5. return a signed award letter.

Once these steps are completed, the student is considered for all financial aid sources available at Our Lady of Holy Cross College. All financial aid is packaged on a first come, first served basis. It should be noted that all required forms and documents must be complete and accurate in order to be accepted by the Office of Student Financial Aid.

Continuing Students

All financial aid awards are made for no more than one academic year. Continuing students who wish to be considered for financial aid reapply every year. Every award year is based on tax information; thus, a student should never assume that financial aid amounts are the same for the following year. If the reapplication process is not completed by July 1st for the fall semester, December 1st for the spring semester, or April 1st for the summer semester, the student should not assume that he or she will be eligible for federal financial aid. Also, students submitting their paperwork after the priority deadline may not assume they will receive their aid at registration.

First-Time Freshman Applicants

Applicants must

1. Apply for admission to Our Lady of Holy Cross College;
2. Begin the Financial Aid process in January of the year the student plans to enter the College:
 - a. Complete the FAFSA form online at www.fafsa.ed.gov. Be sure to include the Our Lady of Holy Cross College's SCHOOL CODE, 002023, on the FAFSA form.

- b. Read any letter Our Lady of Holy Cross sends and return the letter or any forms that are requested.
3. Read the award letter carefully. Follow the directions in the letter and return it to the Office of Student Financial Aid by the designated date.

If students are taking out a loan, they must attend an Entrance Interview online. The College cannot release a loan to anyone who does not have an Entrance Interview on file. Students must also complete a Master Promissory Note (MPN). This can be completed at <http://www.studentloans.gov>.

In order for aid to be processed, admission paperwork must be completed (i.e., academic transcripts and immunization records).

Transfer Students

Applicants must

1. Apply for admission to Our Lady of Holy Cross College;
2. Cancel the financial aid at the school from which they are transferring. (Financial aid is not transferable.) If Our Lady of Holy Cross College processes a loan for a transfer student, Our Lady of Holy Cross College cannot not obtain a guarantee until the previous loan is cancelled.
3. Complete the FAFSA form online, at www.fafsa.ed.gov, if it has not already been completed, and be sure to include the Our Lady of Holy Cross College's SCHOOL CODE, 002023, on the FAFSA form, whether students are making a correction or completing a new FAFSA.
4. Wait to receive a letter from Our Lady of Holy Cross College, read the letter carefully, and return the signed letter and any forms requested in the letter.
5. Read the award letter carefully. Follow the directions on the letter and return it to the Office of Student Financial Aid by the designated date.

If taking out a loan for the first time, students must complete an Entrance Interview and MPN.

In order for aid to be processed, the admission paperwork must be completed (i.e., academic transcripts and immunization records).

Financial Aid Award Letter

After the FAFSA has been received, a Financial Aid Award Letter describing the aid package is sent to the student. Students should read the Award Letter carefully and follow the instructions included. All pages of the Award Letter must be returned to the Office of Student Financial Aid, signed, and dated by the specific deadline (usually within 30 days). Receipt of the signed Award Letter constitutes acceptance of the award as written. Award Letters not returned by the specified deadline are considered declined, and those funds may be reallocated to other applicants.

Students not eligible for assistance are notified.

Federal Direct Loans

Students must first have completed and submitted a Free Application for Federal Student Aid (FAFSA), and the resulting needs analysis must be on file before a student's loan application can be certified. Master Promissory Notes for Federal Direct Loans are available online on the United States Department of Education webpage at <http://www.studentsloans.gov>. Students need their ED PIN to sign both the MPN and the Entrance Interview. All students expecting to receive a loan must complete an Entrance Interview. It is also a requirement that all borrowers have an Exit Interview at the time of graduation or withdrawal. It is the responsibility of the students to notify the Office of Student Financial Aid when they are graduating or withdrawing so they may complete their Exit Interview.

When completing the Master Promissory Note, students should keep in mind that this request is for a loan that must be paid back.

Federal Direct Loans Limits

The following table outlines the limits which undergraduate and graduate students can borrow in Federal Direct Loans for an academic year:

Annual Loan Limits – Federal Direct Loan			
Dependent Students (whose parents were not denied a PLUS loan)	Combined Base Limit for Subsidized and Unsubsidized Loans	Additional Limit for Unsubsidized Loans	Total Limit for Unsubsidized Loans (minus subsidized amounts)
First-Year Undergraduate (Freshman)	\$3,500	\$2,000	\$5,500
Second-Year Undergraduate (Sophomore)	\$4,500	\$2,000	\$6,500
Third-Year and Beyond Undergraduate (Junior, Senior)	\$5,500	\$2,000	\$7,500
Teacher Certification Course work	\$5,500	\$0	\$5,500
Independent Students (and dependent students whose parents were denied a PLUS loan)	Combined Base Limit for Subsidized and Unsubsidized Loans	Additional Limit for Unsubsidized Loans	Total Limit for Unsubsidized Loans (minus subsidized amounts)
First-Year Undergraduate (Freshman)	\$3,500	\$6,000	\$9,500

Second-Year Undergraduate (Sophomore)	\$4,500	\$6,000	\$10,500
Third-Year and Beyond Undergraduate (Junior, Senior)	\$5,500	\$7,000	\$12,500
Teacher Certification Course work	\$5,500	\$7,000	\$12,500
Graduate and Professional Students	Combined Base Limit for Subsidized and Unsubsidized Loans	Additional Limit for Unsubsidized Loans	Total Limit for Unsubsidized Loans (minus subsidized amounts)
Graduate and Professional Students	\$8,500	\$12,000	\$20,500

Federal Direct Parent Plus Loan

The federal Parent PLUS loan is designed for parents of dependent students. Unmarried students between the ages of 17 and 24 years of age who meet the standards of a dependent student qualify to apply for a Parent PLUS loan. The parent may borrow the amount of the student's annual budget, less any student financial aid received. The parent is expected to begin repaying the loan 30 days after the date of disbursement. Approval for the Parent PLUS loan is subject to a credit check by the United States Department of Education and final loan certification by the Office of Student Financial Aid.

Grants

The grants received by Our Lady of Holy Cross College students are the Federal Pell, SEOG, TOPS, and the Louisiana GOGrant.

SCHOLARSHIPS

Please check the Our Lady of Holy Cross website for a list of available scholarships at <http://www.olhcc.edu/financial-aid/olhcc-scholarship-information.html>.

Satisfactory Academic Progress (SAP)

To be eligible for student financial aid, students must meet the standard of Satisfactory Academic Progress (SAP). The Office of Student Financial Aid (OSFA) has established the guidelines, based on Federal regulations, for evaluating student progress, taking into consideration cumulative OLHCC GPA, the cumulative number of hours attempted and completed at OLHCC, and the hours that have been successfully transferred to OLHCC from any other post-secondary institution. The OSFA's SAP policy and standards are not the same as the academic standards of the College, including specific departments or programs (i.e., the

Nursing department). Enrollment in the College is not synonymous with financial aid satisfactory academic progress.

Minimum GPA and Credits SAP Standards for OLHCC Students

Undergraduate students must successfully complete a minimum of 75% of cumulative attempted hours AND maintain a minimum cumulative 2.0 OLHCC GPA.

Graduate students must successfully complete a minimum of 75% of cumulative attempted hours AND maintain a minimum cumulative 3.0 OLHCC GPA.

Academic progress is reviewed once a semester (defined as fall, spring, or summer). Classes graded "F," "FN," "Incomplete," "No Credit," "Drop," or "Withdrawal" are evaluated as courses attempted, although not successfully completed. Attempted hours include all OLHCC hours in which a student is enrolled after the last day of the College's Drop/Add period, as well as all hours transferred from any other postsecondary institution. Repeated courses count toward academic progress; each of the repeated courses counts as an attempted course not successfully completed. Any course that is academically forgiven is still counted as attempted OLHCC credits.

Financial Aid Warning Period

If a student is denied financial aid based on SAP status, that denial takes precedence over any previous award notification he or she may have received previously. Students not meeting the minimum standards at the end of a semester receive a financial aid warning for the next semester. Students may continue to receive financial aid for this probationary period. Students failing to meet the minimum SAP standards by the end of the probationary period are placed on financial aid suspension.

For further information on the SAP policy, please consult the Our Lady of Holy Cross website at http://www.olhcc.edu/Documents/admissions_financial_aid/SAP%20Policy%2009_02_2011.pdf.

For more information on the SAP Policy, see attached addendum.

ADMISSIONS AND STUDENT AFFAIRS

The most important challenges of one's career are academic success and intellectual growth. Whether a student thrives or perishes in college is dependent on a variety of factors, many of which extend beyond the classroom.

Working in concert with academics, the Department of Admissions and Student Affairs seeks to improve the overall quality of student life and, in turn, to increase the likelihood of individual success and growth.

The College recognizes its responsibility and renews its commitment to holistic personal development – social, physical, intellectual, emotional, and spiritual – through the program services of the Office of Student Affairs and the Office of Campus Ministry.

The office maintains an open-door policy and welcomes suggestions for the improvement of student life.

PROGRAMS AND SERVICES

Textbooks and Gift Shop

Our Lady of Holy Cross College has contracted with an online vendor to provide textbook services to students and faculty. Specific policies and information can be found at www.ecampus.com/olhcc.

The College also maintains a gift shop on campus where members of the community may purchase school supplies and Our Lady Holy Cross College logo items. For more information, contact The Hurricane Café at (504) 398-2195.

Bulletin Boards

Bulletin boards are a means of communicating within the College community and have been placed in strategic locations around campus. Each board has been designated for a specific purpose: SGA/student organizations, Student Life, Alumni Affairs, Career Services, and General Announcements.

All posts must be submitted to the Coordinator of Student Life for approval, before being posted on campus. All postings that have not been approved are removed. *Please refrain from posting signs on painted surfaces.*

Career Planning and Placement

The Office of Student Affairs, in cooperation with the Thomas E. Chambers Counseling and Training Center, offers a wide variety of free services to students seeking career guidance. Some

of the services available include individual career counseling, occupational and aptitude testing, and an extensive library of materials to assist students with career exploration. Workshops covering the topics of effective career planning, résumé writing, and successful interviewing are conducted throughout the fall and spring semesters. Job postings, career services information, and resources are made available through the Our Lady of Holy Cross College website. For more information, contact the Office of Student Affairs at bmsmith@olhcc.edu or (504) 398-2110.

Counseling Services

The Thomas E. Chambers Counseling and Training Center provides free personal, academic, career, and crisis counseling to students desiring such assistance, either directly or by referral. Students in need of counseling services should call (504) 398-2168 to make an appointment.

Health Services

Our Lady of Holy Cross College provides an Office of Student Health Services. Limited routine health care checkups are provided free of charge to students, who should contact the Office of Student Health Services at (504) 398-2127 for more information. The Office of Student Health Services also provides a wide variety of information and programming, covering a host of physical, medical and psychological issues. Limited first aid supplies and over the counter medications are maintained in the Office of Student Health Services. Students are advised and encouraged to provide the Office of Student Health Services with information regarding special health needs. As part of the enrollment process, students are required to provide a copy of immunization records to the Office of Student Health Services. In emergency situations requiring immediate attention, the College utilizes the services of nearby hospitals, physicians, and ambulances.

The Hurricane Student Center

The Hurricane Student Center provides an area on campus for students to meet casually, study in groups, dine, and relax. It is comprised of Zydeco Point, the Hurricane Café, and the connecting courtyard. Zydeco Point, also known as the Student Lounge, is the perfect place to gather with friends to eat, relax, and study between classes. This area provides comfortable seating arrangements, access to OLHCCNet (wireless Internet access), and various recreational games. The courtyard provides additional seating outdoors. The Hurricane Café is a one-stop-shop for all food service needs, including beverages and snacks, as well as hot and cold meal options.

ID Cards

Student ID cards are issued to new students each semester, including fall, spring, and summer. The cards are used to provide access to college services, including borrowing books from the library, the Bayou Bucks debit system for food services, and as a means of identification. ID cards are not transferable. If a student's ID card is lost, stolen, or misplaced, the student must visit the Office of Admissions immediately to obtain a replacement and to deactivate the missing card. The College is not responsible for Bayou Bucks funds used on the lost, stolen, or misplaced card.

Lost and Found

Those finding or seeking lost articles should contact the Copy Center at (504) 394-7744.

New Student Orientation

New student orientation is offered in the fall and spring semesters to all new students and their families. The program is designed to help foster a smooth transition to the OLHCC experience. All new students are strongly encouraged to attend, since orientation provides a valuable opportunity to learn about college resources, become familiar with faculty and staff, and begin building relationships with other students. Any freshman student attending college for the first time is required to attend an orientation session. For more information about orientation, please contact the Office of Student Affairs at (504) 398-2110 or the Office of Admissions at (504) 398-2175.

Parking

Certain areas on campus are designated for student, faculty, staff, and administration parking. Students are expected to park in areas designated for student use. Visitors to the College may park in the visitor parking spaces. Vehicles parked in unauthorized areas are subject to a fine. The parking rules and regulations are given in the *Student Handbook*. For more information about parking on campus, contact the Director of Security at (504) 398-2108.

Photocopying

Coin-operated copy machines for student use are available in the Library.

Campus Security

The College has certain rules and regulations, which provide for the safety and security of students and campus property. Security guards are authorized to police the College property and request proper identification from all on campus.

Student Handbook

This publication contains information on the non-instructional aspects of campus life. College regulations and policies on student conduct are referenced in the *Student Handbook* and require compliance by all students.

ACTIVITIES AND ORGANIZATIONS

At Our Lady of Holy Cross College, the family spirit extends beyond the classroom. Students work and relax together in a variety of service and academic organizations, spiritual groups, and sports activities.

The Student Government Association (SGA) is the governing body and voice of the students at Our Lady of Holy Cross College. Every student is automatically a member and is encouraged to participate and to become involved in the many activities and efforts sponsored by the SGA each semester.

The College boasts numerous organizations in which students participate. Honor organizations include Kappa Delta Pi (Education); Kappa Gamma Pi (Catholic Students); Sigma Theta Tau (Nursing); Sigma Tau Delta (English); Beta Beta Beta (Biology); Phi Alpha Theta (History); and Chi Sigma Iota (Counseling). Professional organizations include the Association of Graduate Students in Counseling (AGSC); the Student Nurses Association (SNA); the Pre-Dental Society; the Literary Club (English and Liberal Arts); the Association of Psychology Students (Psychology); and the Associated Professional Educators of Louisiana (A+PEL). Service organizations include Heart 2 Heart, Student Educators and Leaders (S.E.A.L.s), and the Literary Club.

Student Newspaper

The Holy Cross Chronicle, a student newspaper by and for students, is offered each year. Students interested in editing, writing, or composing should contact the Office of Student Life at (504) 398-2110.

Campus Ministry

Campus Ministry provides for the spiritual well-being of students through pastoral counseling and the organizing of prayer services, evenings of reflection, and retreats. Students are also encouraged to embrace volunteerism to aid those in need.

Recreational Sports and Fitness

Sports play an important part in student activities. Athletics include a variety of recreational sports, including volleyball, flag football, and kickball. Whether as participants or spectators, students are encouraged to become involved in order to balance academic and social responsibilities and achievements.

All Our Lady of Holy Cross College students are offered access to a local fitness center. The facility includes a fully equipped weight training and fitness area, as well as individual guidance in these areas as requested. Additional information is available in the Office of Student Affairs.

DISABILITY ACCOMMODATION POLICY

In accordance with the Americans with Disabilities Act, Our Lady of Holy Cross College provides disability accommodations for students with identified and/or diagnosed disabilities. Students with disabilities need not inform their instructors about the nature of their disabilities, but they are responsible for contacting and providing appropriate documentation to the Disability Services Coordinator prior to receiving accommodation(s). Requests for accommodations must be made each semester in which the student wishes to receive service. The process for requesting an accommodation is

- The student contacts the Disability Services Coordinator to provide appropriate documentation regarding the disability.
- The Disability Services Coordinator provides a letter of accommodation, which must be signed by the student prior to its being distributed to faculty.
- The student submits his or her schedule each semester to request the release of the accommodation letter to faculty. Accommodation letters are NOT automatically sent to faculty – the student must request accommodation(s) each semester.
- The Disability Services Coordinator notifies the student when the accommodation letter has been sent to the faculty members requested.
- Once the accommodation letter has been sent to the faculty requested by the student, it is the student's responsibility to meet with each faculty member to discuss how his or her accommodation(s) may be met within each course.

Our Lady of Holy Cross College attempts to meet reasonable accommodations requested. A reasonable accommodation is a modification to a non-essential aspect of a course, program, service, or facility, which does not impose an undue burden and which enables a qualified student with a disability to have adequate opportunity to participate and to demonstrate his or her ability. Such accommodations are determined on an individual basis, depending upon the nature and extent of the disability. If a student has a documented disability which requires accommodation(s), or if more information is needed, please contact the Disability Services Coordinator at (504) 398-2236.

ACADEMIC POLICIES

Students must meet all the requirements for a degree outlined in the current version of the College Catalog upon admission to the College. Students whose residence is interrupted for two regular semesters and those students changing majors or changing from undecided status to a major must abide by the current Catalog at the time of re-entry or change. Under no circumstances may a Catalog more than eight years old be used.

STUDENT CLASSIFICATION

Class status is defined as follows:

Freshman	00 - 29 semester hours
Sophomore	30 - 59 semester hours
Junior	60 - 89 semester hours
Senior	90 + semester hours

Degree-Seeking

A degree-seeking student is a candidate for a degree. During the first 60 hours of study, depending on majors, students seeking Bachelor's degrees are required to complete the 28 hour core curriculum within the 54 hour General Education requirements with a cumulative grade-point average of at least 2.0, before they may continue their studies for a major in any discipline. When a major is declared, the student is assigned an academic advisor within the major discipline. Students seeking the Associate's degree and those without a declared major are also assigned an academic advisor.

Non-Degree Seeking

A non-degree seeking student, although taking courses in regular classes with other students, is one who is not a candidate for a degree. The student either does not fulfill minimum requirements for entrance as a regular student or has been formally permitted to take a limited or special selection of courses without regard to requirements for a degree. Courses taken in non-degree status cannot be applied to a degree or certification. Non-degree seeking students are not eligible for the awarding of financial aid.

COURSE LOAD LIMIT

Enrollment Status

The maximum course load for full-time undergraduate students in a regular semester is 18 credit hours. Students need the Department Chair's permission to register for 19 to 21 credit hours. Students are recommended to have earned a Grade Point Average of 3.0 for two consecutive semesters in order to register for more than 21 credit hours, and this exception must have the written approval of the Departmental Chair. Students who are currently enrolled in two or more developmental courses are limited to a maximum of 12 credit hours per semester.

Summer Term

The maximum course load for students in the summer term is 9 credit hours. To receive financial aid in the summer session, the student must enroll in and complete a minimum of 6 semester hours.

Candidates for Graduation

A candidate for graduation may submit a request in writing to the appropriate Department Chair to be classified as a full-time student in a semester during which requirements for a degree are to be completed, even though the number of hours scheduled is less than that ordinarily required for classification as a full-time student.

Independent Study Courses

In special circumstances, students may request permission for a maximum of one independent study course per semester for a maximum of three per student while attending Our Lady of Holy Cross College. No course that fulfills core curriculum requirements is permitted through independent study without the permission of the Chief Academic Officer. Independent study requires the written consent of the instructor, the Chair of the Department, and the Chief Academic Officer. Independent studies are not normally available for courses currently on the schedule.

STUDENT ADVISING

Each new student, first-time or transfer, is assigned an academic advisor who helps the student plan his or her program, explore career alternatives, and resolve any academic problems. Transfer students whose records have been received are processed by the Registrar, prior to priority registration for the following semester. Copies of their academic records and unofficial transcripts are available via Self Service.

Students who apply on registration day are directed to an advisor through the Office of Admissions. Since the schedules recommended by these advisors are made without a review of official transcripts, provisionally admitted students and students who apply during the registration period accept the full responsibility for their schedules.

PRIORITY REGISTRATION

Priority registration, regular registration, and late registration are held for each academic term.

Each student is assigned an academic advisor who is a member of the faculty. A student's schedule is planned with the advisor. It is, however, the responsibility of each student to be aware of the requirements of the curriculum in which he or she is enrolled and to register for course work applicable to the intended degree.

A period of advising for priority registration for the next semester is provided at the end of each regular semester. Currently enrolled students are expected to register for classes during the priority registration period using the available online tool – Self Service. Those who do not

priority register are required to register during regular or late registration at the beginning of the semester. These students risk not being able to enroll in classes in their proper sequence. By priority registering, students may avoid the problem of closed classes that occurs during regular registration. Priority registration is the responsibility of the student.

Regular registration is held prior to the beginning of the term for new students and for students enrolled in the previous term who did not participate in priority registration.

A late registration period during the first week of classes is also provided for students who are not able to register during priority registration or regular registration.

Dates and procedures for priority registration, regular registration, and late registration are provided in the Academic Calendar, which is published on the College's website at www.olhcc.edu. These procedures may change during the Catalog life.

DUAL ENROLLMENT

A student enrolled in a degree program at the College may be given permission, under certain circumstances, to enroll at another college. The student must submit the completed form (Request to Pursue Courses at Another Institution) to the Office of the Registrar. Unless this completed form is in the student's file, no credit is given for courses taken elsewhere.

A student must have earned a minimum of 18 hours at Our Lady of Holy Cross College and be in good academic standing with at least a 2.0 semester average before being allowed to take course(s) elsewhere. Upon completion of the course(s) taken, the student is responsible for having an official transcript sent to the Office of the Registrar at Our Lady of Holy Cross College in a timely manner. Such transcripts must be received during the semester following that in which the credits were earned.

Special circumstances may require consideration. These circumstances must be presented in writing to the Chief Academic Officer who makes the final decision in consultation with the appropriate department Chair.

TRANSFER OF CREDIT POLICY

The Admissions Office performs the initial evaluation of credits for all course work completed at a regionally accredited college or university. The review is conducted in accordance with courses of study and requirements for graduation at Our Lady of Holy Cross College (OLHCC). Courses taken at a regionally accredited college or university for which a grade of D or below was earned are not accepted for transfer credit. Only sixty-six (66) semester hours of credit are transferable from an accredited college or university, unless otherwise stated for a particular course of study. Accepted transferrable courses are calculated into the student's OLHCC cumulative GPA. The Registrar or his or her designee is responsible for the final evaluation of credits.

Transfer students who have not successfully completed (minimum grade of P or C) a course equivalent to the College Algebra course (MAT 105) offered at the College, or who have not successfully completed (minimum grade of P or C) a developmental mathematics course in three or more years are required to take the mathematics placement test administered by Our Lady of Holy Cross College. If placement test results indicate that a developmental course(s) is needed (according to the matrix used by the College), successful completion of that course(s) (minimum grade of P or C), within the first two regular semesters on campus, becomes a requirement.

Credit earned while on suspension from another college or university are not accepted or applied toward a degree at OLHCC.

ATTENDANCE POLICY

Students are responsible for class attendance determined by individual instructors, as stated in each course syllabus. Students whose attendance is determined by external agencies must also abide by the attendance policies of those entities.

GRADING PROCEDURES

Instructors are permitted to determine their grading procedures. These are stated in each course syllabus and distributed to students at the beginning of each semester.

Course grades are assigned on a numerical quality-point basis, with 1.0 as the minimum passing quality point in each subject. Grades are to be interpreted according to the following scale:

- A** - 4.0 quality points, indicates not only high achievement but also an unusual degree of intellectual initiative.
- B** - 3.0 quality points, well above average.
- C** - 2.0 quality points, the normal attainment for the average student.
- D** - 1.0 quality points, passing but showing deficiency in either ability or application. Students who receive a grade of D in ENG 101, ENG 102, or MAT 105 must repeat the course and attain a grade of C. Students who receive a grade of D in a required course in their field of concentration must repeat the course and attain a grade of C.
- P** - 0.0 quality points, indicates passing.
- AU** - Audit (audited courses cannot be converted to credit courses.)

Students who earn credit through the College Level Examination Program (CLEP), the Proficiency Examination Program (PEP), Advanced Placement (AP), departmental examinations, or the College Entrance Examination Board (CEEB) Advanced Placement Program receive the grade of P. This grade is not computed in the student's average, carries no quality points, and cannot be translated to the grade of A, B, C, or D.

The following acronyms are used in the official recording of a student's lack of academic achievement:

- F** - Failure, unacceptable work.
- FN** - Failure due to excessive absences. This grade is calculated in the student's GPA in the same manner as an F.
Note: the FN is given to 1) students who never attended class but did not withdraw, or 2) students who stopped attending before the withdrawal deadline but did not withdraw. Students who stop attending after the withdrawal deadline and do not complete their course requirements receive an F not an FN.
- I** - Incomplete. This grade is to be assigned when the instructor has been presented with serious and compelling reasons why the student should be allowed more time to complete the course requirements. The grade of I is not an automatic extension but rather must be requested by the student. **In order to receive a grade of I in a course, the student must agree in writing to complete the requirements within a specified period of time, not to exceed 10 weeks after the end of the semester in which the course was taken, including the summer sessions. Failure of the student to submit the work by the specified date results in a grade of F being recorded for the course.** An extension of the deadline must be requested by the instructor and approved by the Chief Academic Officer. All changes of I grades must be indicated on a Change of Student Record form, signed by the instructor, and given to the Registrar.
- NC** - In a developmental course NC grade indicates that the student has met minimum requirements but has not successfully completed the course. The student receiving a NC grade must re-enroll in the course the following semester, pay the tuition, and continue to work toward completing the course requirements. The NC grade is not included in the calculation of the cumulative average. Similarly, NC earns neither credit hours nor quality points. If a passing grade is not earned within the two semesters, the student receives the grade of F and incurs an academic suspension for one full year, including summer.
- W** - Authorized withdrawal within a specified time.
- WAD** - Withdrawal by administrative action.
- WM** - Authorized withdrawal from the College for the student's medical reasons. The medical reasons must relate specifically to the student. Medical emergencies related to others do not qualify a student for consideration to receive the grade WM. The request for a medical withdrawal must be made within the semester of the medical emergency. If, during the term in question, the student's course or courses are finished within the term's

calendar dates before he or she requests a Medical Withdrawal, those courses are considered completed and an appropriate final grade other than WM is awarded. The WM grade can be assigned only by the Chief Academic Officer after proper documentation is received from the student's physician.

GRADE POLICY

Midterm and final grades are posted on Self Service.

Midterm Grades

Midterm grades are given for all courses listed as 099-299 level courses. Midterm grades do not necessarily reflect 50% of a student's grade; they are only meant to give an estimate of the student's progress up to that point in time.

Final Grades

Final grades are compiled by the Office of the Registrar at the end of each semester. The Office of the Registrar cannot issue grades by telephone. No grades or transcripts are issued to students until all financial, administrative, and library obligations are met.

Errors in grades must be called to the attention of the Registrar within the next semester from the date on which grades were issued.

Grade appeals must be made within ten (10) days of the beginning of the following semester, inclusive of summer semester. The student should follow this process:

1. First, the student should consult the instructor to discuss the situation and attempt to arrive at a solution.
2. If the student cannot arrive at a solution with the instructor or cannot reach the instructor, the student should contact the instructor's department Chair and attempt to arrive at a solution.
3. If the student cannot arrive at a solution with either the instructor or the appropriate department Chair, then the student may submit a written statement of the problem with the grade to the Chief Academic Officer, with a copy to the instructor and Chair. After meeting with the student and the instructor, the Chief Academic Officer considers the grade appeal. Copies of all materials that have been considered to date must be submitted to the Chief Academic Officer. Failure to submit all documentation with the appeal results in the appeal's not being considered by the Chief Academic Officer.
4. The decision of the Chief Academic Officer related to the grade appeal is final.
5. The student is informed in writing of the decision of the Chief Academic Officer.

Faculty members have six months after the last day of the semester to submit a change of grade for that semester to the Office of the Registrar. Requests for grade changes after the six-month period must have the approval of the Chief Academic Officer.

GRADE POINT AVERAGE

The semester Grade Point Average (GPA) is obtained by dividing the sum of the quality points earned by the sum of the semester hours attempted during the same period. Grades of P, W, WAD, WM, I, and NC are not included in the calculation of the cumulative Grade Point Average. The cumulative GPA is obtained by dividing the total number of quality points by the total number of semester hours attempted and hours accepted in transfer. Grades of P, W, WAD, WM, I, and NC are not included in the calculation of the cumulative Grade Point Average.

SEMESTER HONORS

The President's List and the Dean's List, announced at the end of each regular semester, are made up of full-time students whose semester GPA is at least 3.90 and 3.70, respectively, with no grade lower than a C. To be eligible for a semester honor, a student must complete a minimum of 12 semester hours. Students with an I grade are not considered for the President's or the Dean's List. Semester honors are not awarded during a semester in which a student is registered for a developmental studies course. Semester honors are noted on students' grade reports and transcripts.

GRADUATION HONORS

A student graduates with honors when the following requirements have been met:

- Required Grade Point Average:
 - A cumulative Grade Point Average of at least 3.70
 - A cumulative Grade Point Average of at least 3.80
 - A cumulative Grade Point Average of at least 3.90
 - No grade of D or F
- | | |
|--|------------------------|
| | CUM LAUDE |
| | MAGNA CUM LAUDE |
| | SUMMA CUM LAUDE |

Graduation with honors is considered for transfer students who complete 50% or more of their total semester hours at Our Lady of Holy Cross College.

REPEATING COURSES

When a student repeats a course, only the highest grade and credits earned are used in computing the Grade Point Average. However, no grade or course is erased from the Our Lady of Holy Cross College transcript.

SCHOLASTIC PROBATION, SUSPENSION, AND READMISSION

All full-time or part-time students who fail to earn at least a C average (2.0) for all hours pursued during a semester are placed on probation.

Students placed on probation as full-time students may remove themselves from probation after successfully completing twelve semester hours of credit with a Grade Point Average of 2.0 or better. Part-time students are not removed from probation until they have successfully completed at least as many hours as they were pursuing at the time they were placed on probation over a period of no more than two consecutive semesters.

Students who do not earn a C (2.0) on all hours as required are suspended for one full semester and ineligible to attend the summer session. After the suspended semester, the student may be readmitted on probation.

A student suspended for a second or subsequent time must remain out of the College for at least one calendar year. In addition, after two semesters in a developmental course, if a student attains a grade of NC, the student is suspended from the College for one full year. The student may apply for readmission after one full year, which may be granted or denied.

Notice of probation or suspension is entered on the student's transcript.

Procedure for Formal Appeal of Academic Suspension

A student may initiate a formal appeal of academic suspension within thirty (30) days of receipt of the suspension. The student must submit a written appeal to the Chair, Director, or Coordinator of their specific department/program and include

- a full description of the basis for the student's appeal for reconsideration,
- a statement of the decision the student is seeking, and
- any supporting documents

The department Chair then forwards the appeal and all documentation to the Chief Academic Officer. The department Chair should take these steps within seven days of receiving the appeal to ensure that its review takes place in a timely manner.

Once reviewed, the Chief Academic Officer either approves or denies the student's request and produces an accurate and official recording of the decision.

Each student has the right to a meaningful opportunity to be heard and for his or her information and documentation presented to be reviewed with an unbiased opinion on the part of the reviewers, regardless of any unrelated discrepancies in the student's past academic performance.

SCHEDULE CHANGES

Dropping or adding courses or changing to audit status must be done within the dates assigned on the Academic Calendar. The appropriate form, available from the Office of the Registrar, should be completed, and the procedure printed on the CHANGE OF SCHEDULE FORM should be followed. **Students assume full responsibility for all changes in schedule.** To be official all changes in a student's schedule must be processed through the Office of the Registrar. Within the prescribed time interval, a grade of W or AU is recorded on the student's permanent academic record for each course dropped.

CHANGE OF MAJOR

Students may change their majors in the Office of the Registrar or at the time of admission in the Office of Admissions. Students who change their majors must follow the *Catalog* in effect at the time of the change.

WITHDRAWAL FROM THE COLLEGE

Students who wish to withdraw from the College during the semester must obtain the appropriate form from the Office of the Registrar and follow the instructions therein. All signatures of individuals listed on the withdrawal form must be obtained before the withdrawal is processed. Dates for withdrawal are listed on the Academic Calendar. Students who withdraw from the College receive a grade of W or WM in each course.

Students who absent themselves from the College without official withdrawal will not be assigned a grade of W and, at the end of the semester, will receive a grade of F or FN in all courses for which they are registered.

REQUIREMENTS FOR A DEGREE

1. Completion of all degree requirements including the minimum semester hours and Grade Point Average as determined by the department to which the student was admitted.
2. Completion at the College of at least one-fourth of the total number of credit hours in a degree program and at least 50% of the major courses of the curriculum.
3. Ascertaining by conference with the Advisor that his or her academic record is accurate and complete no later than the semester prior to the one during which the student expects to complete degree requirements.
4. Payment of all financial indebtedness, including library fees, traffic violations, and graduation fees to the College.
5. Submission of an application for degree the semester prior to the graduation semester. The deadline is stipulated on the Academic Calendar. The form may be obtained in the Office of the Registrar.

6. Completion of a graduation clearance during the semester prior to the graduation semester. The clearance form must be signed by the department Chair.
7. Successful completion of all academic and institutional requirements.

Graduates are encouraged to attend all commencement ceremonies. Diplomas and transcripts are released only to students who have discharged their financial, administrative, and library obligations to the College.

SECOND BACCALAUREATE

If the first Baccalaureate degree has been earned at a regionally accredited college or university, a student may earn a second Baccalaureate degree by completing a minimum of 30 semester hours in addition to the number of hours required for the first degree. The second degree must be earned in residence with required courses prescribed in writing by the Chair/Coordinator of the degree area. A student who pursues a second degree is accountable for all departmental requirements associated with the degree.

EXAMINATIONS

Course Examinations

Instructors are free to give tests or quizzes at their discretion. Additionally, final examinations/evaluations are usually required and are administered at the end of each semester, in accordance with the schedule issued by the Registrar's office. Exceptions to this requirement may be made upon approval of the department Chair. All students are required to take examinations at the time officially scheduled. A student who, because of serious, valid reasons, such as personal illness or death of a family member, is absent from any final examination may request to take a special examination, only with the recommendation of the department Chair and the agreement of the course instructor.

CREDIT FOR OTHER THAN FORMAL COURSE WORK

Students interested in receiving credit for other than formal course work should request information from the department Chair or Chief Academic Officer. Total credit earned by all types of examinations may not exceed forty-five (45) semester hours.

Advanced Placement

Our Lady of Holy Cross College participates in the Advanced Placement (AP) Program of the College Board. In most cases, the College grants advanced placement and/or credit to students who score three (3) or better on the College Entrance Examination Board's (CEEB) AP examinations. Students should have their scores sent directly to the Office of the Admissions and Student Affairs at Our Lady of Holy Cross College from the Educational Testing Service in Princeton, New Jersey. The Registrar's office has a complete list of AP credit equivalencies.

Students who have received AP credits at other institutions must submit official AP transcripts for reevaluation. Credit awarded by another college or university for AP is not transferable without proper documentation from the College Board verifying acceptable advanced placement scores. Students may not receive AP credit for courses taken at Our Lady of Holy Cross College or elsewhere that duplicate content. In other words, if any student earns credit in a course deemed equivalent to the AP credits already earned, the AP credits are deleted from their records.

AP credits are accepted and recorded as transfer credits counting toward the minimum graduation requirement of 120 credits. Letter grades are not assigned for courses granted AP credit or calculated into the cumulative Grade Point Average at Our Lady of Holy Cross College. A grade of P is recorded. AP exams may not be taken once students have enrolled at Our Lady of Holy Cross College. In addition, AP credits do not count toward residency requirements.

ACT Advanced Placement

Students who score 24 or above on the English section of the ACT are placed in ENG 102 (English Composition II). A grade of P and three credits for ENG 101 (English Composition I) is recorded on the transcript. A grade of P is not used in determining the cumulative Grade Point Average (GPA). If the student does not obtain a grade of C or higher in ENG 102, the student must retake ENG 102 and attain a grade of C or higher. Credit for ENG 101 and Eng 102 is given to a student who scores 30 or above on the ACT. This does not replace, however, the Nursing requirement for the reading test.

Students who score 25 or above on the mathematics section of the ACT are exempt from taking MAT 105 (College Algebra). A grade of P and three credits for MAT 105 (College Algebra) is recorded on the transcript. A grade of P is not utilized in determining the cumulative Grade Point Average (GPA). Students exempt from taking MAT 105 (College Algebra) must enroll in a mathematics class numbered above MAT 105 to satisfy their General Education requirements.

Challenge Examinations

Students who can demonstrate a fundamental knowledge of selected General Education subjects offered may be permitted to take a Challenge Examination for advanced standing in specific courses after having earned at least 12 semester hours of credit in residency with a Grade Point Average of at least 2.5. The student must obtain permission from the appropriate department Chair. An examination in a given course may be taken only once, and the grade must be submitted within 30 days after the initiation of the request. A grade of P and regular credit in the course are entered on the student's record if a grade of C or higher is earned on the examination. A grade of P is not included in the calculation of the Grade Point Average. Credit by examination is not permitted for a course that the student has attended beyond the first week of classes. Credit may not be received for a course that is at a level more elementary than one in which the student is currently or was previously enrolled.

Credits earned by examination may not be used to determine the number of registered hours. Credits earned by examination cannot be used to reduce the residency requirements of the College for a degree. The challenge examinations are coordinated and approved by the Chief Academic Officer by appointment only.

College Level Examinations (CLEP or DANTES)

College Level Examination Program (CLEP) and Defense Activity Non-Traditional Educational Support (DANTES), now called DANTES Subject Standardized Test (DSST), are national, standardized testing programs. CLEP and DANTES/DSST measure knowledge a student has gained outside of a formal educational setting and offer the student the chance to obtain college credit by examination.

Students who achieve a score at the 50th percentile level or higher on the CLEP General or DANTES College GED examination or the CLEP or DANTES subject examinations may gain college credit for subjects related to those portions of the test for which the 50th percentile score is reached. The Chief Academic Officer determines the application of these credits to a degree program.

Credit by any College Level Examination is not permitted in a course which the student has attended beyond the first week of classes. Credit may not be received for a course that is at a level more elementary than one in which the student is currently or was previously enrolled. Credits earned by examination cannot be used to reduce the residency requirements of the College for a degree.

Our Lady of Holy Cross College accepts CLEP scores but is not currently administering the test on campus.

Students in the Military

The Service Members Opportunity Colleges Network (SOC) was created in 1972 to provide educational opportunities to service members who, because they frequently moved from place to place, had trouble completing college degrees. Today SOC is a consortium of more than 1800 colleges and universities that provide educational opportunities to service members and their families. SOC is co-sponsored by the American Association of State Colleges and Universities and the American Association of Community Colleges in cooperation with 13 other educational associations.

Hundreds of thousands of service members and their family members enroll annually in programs offered by SOC Consortium member universities, colleges, community colleges, and technical institutes. Military students may enroll in Associate, Bachelor, and graduate-level degree programs on school campuses, military installations, and armories within the United States and overseas.

Service personnel applying for admission should submit DOD Forms DD-295 and/or DD-2586 for evaluation of military education and training in terms of academic credit. The Registrar determines college credit earned through military education.

Extension and Correspondence

Credit earned through accredited extension or correspondence courses is recognized. Written permission of the department Chair in consultation with the Chief Academic Officer is

necessary. Degree credit may also be granted for certain resident and nonresident extension courses conducted by the Armed Forces.

REPORTS AND TRANSCRIPTS

Reports of final grades earned are posted on Self Service at the end of each semester. For purposes of confidentiality, grades are not released by the Office of the Registrar other than through the issuance of transcripts.

Requests for transcripts must be made in writing and signed by the student. Partial transcripts or the records of testing services or other universities are not issued. Every effort is made to issue transcripts by the next workday. At the end of the semester, approximately two weeks are required to post grades and to issue transcripts for students who have just completed courses.

No student will receive a semester report or transcript until all financial obligations to the College have been met.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY POLICY

In accordance with the Family Educational Rights and Privacy Act (FERPA) of 1974, Our Lady of Holy Cross College students may review any official records and data directly related to them that are on file in the administrative offices. The files include identifying data, academic work completed, grades, family background information, disciplinary referrals, references, ratings, and/or observations. Requests to review the aforementioned documents should be made in writing to the Office of the Registrar, Our Lady of Holy Cross College, 4123 Woodland Drive, New Orleans, LA 70131. The records and files will be made available no later than 45 days from the time the written request is received.

The act further provides that certain information designated as directory information may be released. Directory information commonly includes name, local and permanent addresses and telephone numbers, dates of attendance, class standing, previous institution(s) attended, major field of study, awards, honors, degree(s) conferred (including dates), full-time or part-time status, and e-mail address. Currently enrolled students may request in writing that the College withhold disclosure of any category of information under the act. Forms for requesting the withholding of Directory Information are available in the Office of the Registrar. This form must be renewed after every term registration.

In certain other situations, a student's consent is not required to disclose his or her educational information:

1. to school officials who have "legitimate educational interests";
2. to schools at which a student seeks to enroll;
3. to Federal, State, and local authorities involving an audit or evaluation of compliance with educational programs;
4. in connection with financial aid;
5. to accrediting organizations;

6. to comply with a judicial order or subpoena;
7. in a health or safety emergency;
8. to the student;
9. to the Attorney General of the United States in response to an *ex parte* order in connection with the investigation or prosecution of terrorism crimes; and
10. for results of a disciplinary hearing to an alleged victim of a crime of violence.

A school official is a person employed by the College in an administrative, supervisory, academic, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom the College has contracted as its agent to provide a service instead of using College employees or officials (such as an attorney, auditor, or collection agent); a person serving on the Board of Regents or a member of the Marianite Congregational Leadership; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

Requests to disclose educational information are always handled with caution and approached on a case-by-case basis. Students who believe their education records contain information that is inaccurate or misleading or is otherwise in violation of their privacy should discuss their problems informally with the person in charge of the records involved. If the problems cannot be resolved, the student may request a formal hearing with the Registrar. The request must be made in writing to the Registrar who, within seven days after receiving the request, informs the student of the date, place, and time of the hearing. Students may present evidence relevant to the issues raised. The hearing officer who adjudicates such challenges is the Registrar, or a person designated by the Registrar who does not have a direct interest in the outcome of the hearing. The educational records are corrected or amended in accordance with the decisions of the hearing officer, if the decision is in favor of the student. If the decision is unsatisfactory to the student, the student may place in his or her educational records statements concerning the information in the records or statements setting forth any reasons for disagreeing with the decisions of the hearing officer. The statements are placed in the educational records, maintained as part of the student's records, and released whenever the records in question are disclosed.

Students may contact the Registrar's Office with questions:

Office of the Registrar
Our Lady of Holy Cross College
4123 Woodland Drive
New Orleans, LA 70131
Phone: (504) 398-2235
FAX: (504) 392-9460
Email: registrar@lhcc.edu

STATEMENT ON OTHER POLICIES

Additional policies and regulations may be promulgated for the welfare of the academic community.

COLLEGE OFFERINGS

With the intention of enabling its students to gain insight into human existence and into the natural world, Our Lady of Holy Cross College seeks to develop their intellectual, psychological, and spiritual potential and their talents to the fullest. To this end, the tradition of liberal arts education through the General Education curriculum is required for all degree programs.

Student Outcomes of the General Education Curriculum

Upon successful completion of the general education curriculum, students should be able to

1. Communicate logically and effectively their ideas and concerns in writing and in speaking correctly, using standard English;
2. Demonstrate critical thinking skills in interpreting data logically, discovering faulty logic, clarifying values, and making rational decisions;
3. Demonstrate mathematical skills sufficient to complete successfully a course in College Algebra or Finite Mathematics.

DEGREES OFFERED

Doctoral Degree

Counseling

Counselor Education and Supervision (Ph.D.)

Master's Degrees

Counseling

Clinical Mental Health Counseling (M.A.)

Marriage, Couple and Family Counseling (M.A.)

School Counseling (M.A.)

Early Entry Program (B.S. /M.A.)

Education

Educational Leadership (M.Ed.)

Bachelor's Degrees

Bachelor of Arts

Elementary Education (B.A. /B.S.)

English

History

Liberal Arts

Social Sciences
Social Sciences with a Concentration in Criminal Justice
Social Sciences with a Concentration in Legal Studies
Social Sciences with a Concentration in Teacher Certification for
Secondary Schools
Theology
Theology with a Concentration in Religious Education

Bachelor of Science

Addiction Counseling
Applied Behavioral Sciences
Biology
Biology with Tracks in
Cell & Molecular Biology
Pre-Dentistry
Pre-Medicine
Pre-Optometry
Pre-Physical Therapy
Pre-Veterinary Medicine
Certification in Secondary Schools
Business Administration
Concentrations in
Accounting
Management
Marketing
Organizational Management (non-traditional students)
Elementary Education*
General Studies
Health Sciences
Concentrations in
Radiologic Technologists
Respiratory Therapists
Diagnostic Medical Sonography
Non-Clinical Track
Nursing
Psychology
Radiologic Technology
Social Counseling

*A Bachelor of Arts degree may be awarded when a student has completed six semester hours in a foreign language.

Associate Degrees

Associate of Arts

Liberal Arts

Associate of Science

Addiction Counseling

Biology

Track in

Pre-Dental Hygiene

Juvenile Counseling

Radiologic Technology

CORE REQUIREMENTS IN GENERAL EDUCATION

During the first 60 hours of study, all students are required to complete the following Core Curriculum within the General Education requirements with a cumulative Grade Point Average of at least 2.0 to 2.5, depending on departmental requirements, before they may continue their studies for a major in any department:

English Composition I and II	6 semester hours
Mathematics	3 semester hours
Natural Sciences	4 semester hours
Philosophy	3 semester hours
Social Sciences	6 semester hours*
Fundamentals of Public Speaking	3 semester hours
Theology	3 semester hours
TOTAL	28 semester hours

*Of these 6 semester hours in Social Sciences a student must take 3 hours in Sociology or Psychology and 3 hours in History, Geography, or Political Science.

Students wishing to register for a social science elective may choose a course from the following academic discipline prefixes: CJU, ECO, GEO, HIS, PSC, PSY or SOC.

GENERAL EDUCATION REQUIREMENTS

The following courses form the General Education requirements for all programs (including the 28 hours of core requirements):

English Composition I and II	6 semester hours
English Literature (must be 200 level or above)	3 semester hours
Fine Arts (Art, Fine Arts, Music)	3 semester hours
Mathematics (with a minimum of 3 hours of College Algebra or Finite Mathematics, depending on degree requirements)	6 semester hours
Natural Sciences	9 semester hours

Philosophy	6 semester hours
Social Sciences (with a minimum of 3 hours in History)	12 semester hours*
Fundamentals of Public Speaking	3 semester hours
Theology	6 semester hours
TOTAL	54 semester hours

*Students wishing to register for a Social Science elective may choose a course from the following academic discipline prefixes: CJU, ECO, GEO, HIS, PSC, PSY or SOC.

GENERAL EDUCATION REQUIREMENTS FOR ASSOCIATE PROGRAMS

The following courses form the general education requirements for all Associate programs:

English 101 and English 102	6 semester hours
Mathematics 105	3 semester hours
Natural Science	4 semester hours
Philosophy	3 semester hours
Social Sciences	3 semester hours*
Speech 101	3 semester hours
Theology	3 semester hours
TOTAL	25 semester hours

*Students wishing to register for a Social Science elective may choose a course from the following academic discipline prefixes: CJU, ECO, GEO, HIS, PSC, PSY or SOC.

REQUIREMENTS FOR A MAJOR

A major is at least 30 hours in a discipline, 24 of which must be 300 or 400-level courses. The courses in the major may not be used to fulfill the Core or General Education requirements.

REQUIREMENTS FOR A MINOR

A minor is at least 18 hours in a discipline, 9 of which must be 300 or 400-level courses. The courses in the minor may not be used to fulfill the Core or General Education requirements.

AFFILIATIONS

Our Lady of Holy Cross College, a member of the **Consortium of Louisiana Colleges and Universities**, in cooperation with CODOFIL (Council for Development of French in Louisiana), provides Louisiana residents with an academic program in France geared largely, but not exclusively, toward French studies.

The affiliation of Our Lady of Holy Cross College with the **Gulf Coast Research Laboratories** provides students with the opportunity for research in marine biology.

Membership in the **Louisiana Universities Marine Consortium (LUMCON)** provides students with the opportunity for research in marine biology.

ARTICULATION AGREEMENTS

Our Lady of Holy Cross College has official articulation agreements with Delgado Community College, Loyola University of New Orleans, Nunez Community College, St. Francis University, and St. Joseph Seminary College.

CONSORTIUM ARRANGEMENTS

Council for Academic Library Liaison (CALL) is a consortium of the 11 academic libraries in the New Orleans area (Delgado Community College, Dillard University, Loyola University of New Orleans, New Orleans Baptist Theological Seminary, Notre Dame Seminary, Nunez Community College, Our Lady of Holy Cross College, Southern University at New Orleans, Tulane University, the University of New Orleans, and Xavier University). Our Lady of Holy Cross College graduate students and faculty members who wish to have borrowing privileges at these libraries may obtain a CALL card from the Director of Library Services.

Louisiana Academic Library Information Network Consortium (LALINC) fosters cooperation and resources sharing among college and university libraries throughout the State of Louisiana. The Blaine S. Kern Library participates in the LALINC Reciprocal Borrowing Agreement. Our Lady of Holy Cross College faculty members who obtain a LALINC card from the Director of Library Services receive borrowing privileges at participating academic libraries.

As a member of the **Louisiana Library Network (LOUIS)**, the Blaine S. Kern Library shares resources with other Louisiana public and private academic libraries. From their headquarters on the LSU campus in Baton Rouge, the LOUIS staff work relentlessly to provide resources and services that include electronic databases, the LOUISiana Digital Library, a Louisiana union catalog, and training seminars and workshops. LOUIS members provide input by participating in committees, listservs, and the LOUIS Users Conference.

Our Lady of Holy Cross College is a member of the **Service Members Opportunity College Network (SOC)** of some 400 post-secondary institutions, which is dedicated to serving the educational needs of active duty, reserve, and recently separated military personnel. Service personnel applying for admission should submit DOD Form DD-295 for evaluation of military education and training in terms of academic credit. As a member of the SOC Network, Our Lady of Holy Cross College is committed to supporting and complying fully with SOC principles and criteria.

Southeastern Library Network (SOLINET) is a non-profit organization providing services to libraries, information organizations, and cultural organizations in the Southeastern United States. As an affiliate member, the Blaine S. Kern Library has access to discounts on electronic databases and library products, training classes, preservation services, consulting services, and the OCLC resources sharing program.

Several affiliations with selected agencies are recognized for the placement of education, nursing, counseling, and social science majors.

AIR FORCE RESERVE OFFICERS TRAINING CORPS PROGRAM

The Air Force Reserve Officers Training Corps (AFROTC) offers one-, two-, three- and four-year programs leading to a commission as a second lieutenant in the United States Air Force. The four-year program is divided into two parts: the General Military Course (GMC) for freshmen and sophomores and the Professional Officer Course (POC) for juniors, seniors, and graduate students.

GMC students attend a one-hour academic class and a two-hour laboratory each week, while POC students attend a three-hour academic class and a two-hour laboratory each week. In addition, all cadets are encouraged to maintain a physical fitness regimen and are required to participate in a monthly physical fitness test.

The two-year program begins with a five-week summer training at an Air Force base. Upon its successful completion, students enter the POC. Students interested in the two-year program should apply no later than February in the spring semester of their sophomore year. Applicants normally have four semesters of either undergraduate or graduate work remaining prior to entry into the two-year POC. However, the one-year College program allows selected seniors or graduate students to complete requirements in only two terms plus a summer program.

For GMC students, entry into the POC is competitive and is determined in late spring of their sophomore year. Prior to entry into the POC, all students in the four-year program must attend a four-week field training session, typically held in the summer between the sophomore and junior years.

AFROTC cadets may compete for one-, two-, and three-year scholarships that pay tuition, fees, textbook allowance, and a monthly subsistence of up to \$400 per month. Orientation flights in military aircraft and visits to Air Force bases are optional parts of AFROTC training.

Many summer opportunities are available on a volunteer basis. Cadets may attend the free fall parachute course or powered glider training at the Air Force Academy. Cadets may participate in Army Airborne Training or a Language Immersion Program. (The Language Immersion Program selects students with three years of college-level language to attend a foreign university for 30 days.) The Operation Air Force program gives cadets an opportunity to better understand Air Force life and careers, while spending three weeks at a base. Finally, cadets selected for pilot training complete 50 hours of civilian flight time and receive a FAA private pilot certificate.

ARMY RESERVE OFFICERS TRAINING CORPS

Army Reserve Officers Training Corps (ROTC) is a comprehensive program of studies through which a student can qualify to be commissioned as an officer in the United States Army, the

National Guard, or the United States Army Reserve. Students learn leadership and management skills that will help in any profession. The Army ROTC program consists of a two-year Basic Course, which is open to freshmen and sophomores only, and a two-year Advanced Course. Non-scholarship students participating in the first two years of ROTC do not incur any obligation to the U.S. Army. A variety of Army ROTC scholarships is offered. These provide tuition assistance, up to \$600 for textbooks, and a \$250 to \$400 per month stipend allowance (up to 10 months per year).

Admission to ROTC is conditioned on meeting academic, physical, and age requirements, as well as the approval of the Professor of Military Science. Physical fitness training is a requirement. A minimum of three days per week of physical fitness training is required.

To be commissioned as an officer, a student must complete either the regular four-year program, a three-year program (whereby the Basic Course is compressed into one year), or a two-year program (requiring completion of the summer ROTC Leaders Training Course giving the student credit for the Basic Course). Advanced placement for ROTC training may be given to veterans (including members of the National Guard or Army Reserve) and to students with previous ROTC experience. In addition to these requirements, a student must complete at least one course each in the areas of written communication, human behavior, military history, computer literacy, and mathematical logic reasoning.

Uniforms and military science textbooks are issued without cost to all students. Advanced Course students receive a subsistence allowance of \$250 to \$400 per month, as well as payment for the Advanced Leadership Camps they must attend prior to completing the Advanced Course. For more information on the ARMY ROTC program call (504) 865-5594.

Students should consult the ROTC Coordinator for complete details and an advisor for integration of Military Science into their academic program. Satisfactory completion of both the Basic and Advanced courses satisfies the requirements for a minor in any degree program.

CONTRACTUAL AGREEMENTS

Aquinas Institute of Theology and Catholic Studies is an agency of the Diocese of Lafayette. Although the Institute offers courses for academic credit through Our Lady of Holy Cross College in New Orleans, the Aquinas Institute is not presently a degree program.

Ochsner Clinical Foundation School of Allied Health Sciences provides professional training in selected health sciences.

The Notre Dame Seminary and Our Lady of Holy Cross College Consortium is a unique cooperative effort between two private, Catholic colleges. Through this effort seminarians from Notre Dame Seminary may avail themselves of selected offerings at Our Lady of Holy Cross College.

OUR LADY OF HOLY CROSS COLLEGE ASSESSMENT PROGRAM

INTRODUCTION

At Our Lady of Holy Cross College, three areas of college life are assessed: 1) student achievement, 2) academic programs, and 3) student attitudes toward the College.

The purpose of assessing student achievement is 1) to determine the students' readiness for entrance into the College and their placement in selected courses; 2) to ascertain their degree of proficiency in English and mathematics; 3) to determine their proficiency level in individual courses; 4) to verify their level of achievement in the General Education curriculum; 5) to ascertain student learning in relation to course objectives; and 6) to verify the level of achievement in their chosen degree program.

The purpose of assessing student attitudes toward the College is to obtain information concerning the degree of satisfaction with degree programs and the various services offered by the College and to determine the adequacy of preparation for the workplace.

ASSESSMENT OF STUDENT ACHIEVEMENT

Assessment for Entrance and for Placement

Our Lady of Holy Cross College accepts applications for admission from students of accredited secondary schools, students holding or pursuing the General Education Development Diploma (GED), and students transferring from regionally accredited colleges and universities.

To place students in an environment most conducive to their academic abilities and knowledge level upon entrance into the College, several different assessment parameters are utilized.

American College Test (ACT) scores may be presented as a basis for course placement in English and mathematics. In other areas of study previous course work and achievement of a minimum grade of C are also considered adequate to place students in appropriate level course work. Additionally, Our Lady of Holy Cross College administers placement tests for mathematics, English, and reading to all students who do not have current ACT scores or previous college credit in these subjects in order to achieve appropriate placement in the curriculum.

Assessment for Proficiency in the General Education Curriculum Prior to Acceptance into a Department

To assess the achievement of students in the General Education curriculum prior to acceptance into a department, the College uses both standardized tests and/or institutionally developed prompted essays. It is the responsibility of the students to schedule a testing session at an appropriate time in order to be accepted into an academic department.

Standardized testing is required for all students seeking admission to a degree program in Education or Nursing. The PRAXIS I (pre-professional skills test in reading, writing, and mathematics) is required for admission to the Teacher Education program. The Test for Essential Academic Skills (TEAS) is required for admission to the Nursing department.

For each of the aforementioned standardized tests, students are expected to adhere to all procedures that emanate from the national testing service sponsoring a particular test. These procedures may be obtained from the national testing service, from the Office of Admissions, or from the appropriate department Chair.

Assessment for Baccalaureate Achievement

During the semester prior to graduation, the achievement of students in their chosen degree program is assessed. Our Lady of Holy Cross College utilizes both standardized testing and institutionally developed, comprehensive examinations. It is the responsibility of the students to schedule a testing session at an appropriate time to meet the requirements of the degree program for graduation.

Standardized tests appropriate to the degree are required for all students seeking a degree in Education, Nursing, or Health Sciences. All required parts of the PRAXIS must be successfully completed prior to methods courses and student teaching or internship. All students in Theology with a Concentration in Religious Education and Social Sciences with a Concentration in Teacher Certification for Secondary Schools must pass all required parts of the PRAXIS before completing their methods courses and student teaching or internship (i.e., EDU 305, EDU 310, EDU 421, EDU 460B, EDU 460C, EDU 460D, EDU 461A, and EDU 461B). In order to graduate from the College, Nursing majors must successfully pass the standardized *RN Comprehensive* that focuses on command of the curriculum content. In addition, *The National Council Examination for Licensure* (Registered Nurses) is required of Nursing graduates. The purpose of this test is to determine the degree of competency of the Nursing graduate for safe practice. For all students seeking a degree in Health Sciences, a certifying examination is required. For each of the aforementioned standardized tests, students are expected to adhere to all procedures that emanate from the national testing service sponsoring a particular test. These procedures may be obtained from the national testing service, from the Office of Admissions, or from the Chair of Allied Health.

For most other curricula, institutionally developed, comprehensive exit examinations are administered. For the institutionally developed comprehensive exit examinations in each of the aforementioned curricula, students are expected to adhere to all procedures that emanate from the department with authority and responsibility for the course of study. Failure to meet defined standards may delay graduation, certification, and/or licensure.

Assessment of Academic Programs

The purpose of this assessment is to discover the strengths and weaknesses of the academic programs of the College. To determine the level of student success in relation to stated desired program outcomes, a variety of means is used: standardized tests, institutionally developed tests, and attitudinal surveys. The results of the testing and the surveys are analyzed, interpreted, and evaluated by the appropriate administrative offices and are used as a component of the decision-

making process with regard to the continuance, discontinuance, and/or improvement of academic programs.

Graduate Survey

The Division of Liberal Arts and Sciences and the Division of Professional Studies have instituted surveys for graduating students. These instruments measure satisfaction with the curriculum to determine whether students think they have been prepared for a chosen profession. The surveys are mandatory for each graduating student. Candidates for graduation are given the *Survey of Graduating Seniors* by the Office of the Registrar at the same time they receive the *Graduation Application*. These two documents are available during the semester prior to the semester of anticipated graduation. A filing date for graduation is stipulated in the Academic Calendar. The *Graduation Application* is not accepted by the Office of the Registrar without the completed *Graduate Survey*.

Periodic Survey of Employers of Graduates

Within two years after graduation from Our Lady of Holy Cross College, some departments survey employers of recent graduates. Obtaining information about graduates' job performance, especially in comparison with that of employees with similar preparation at other colleges and universities, enables the department Chairs, program coordinators, and faculty to evaluate the effectiveness of their programs in preparing students for an occupation.

LIBRARY SERVICES

The Blaine S. Kern Library, the heart of intellectual pursuit on campus, provides resources and services to complement the educational and research activities of the students, faculty, staff, and administrators of Our Lady of Holy Cross College. Professional librarians are available to assist in serving the needs of the patrons. Bibliographic instruction, conducted by the librarians, is provided to individuals as requested and to groups and classes by appointment.

The fully automated Library has a comprehensive collection of print and electronic books, periodicals, and audiovisual materials, which totals nearly half a million items. The Library houses integrated media areas containing software, viewing, and listening equipment. In cooperation with LOUIS: The Louisiana Library Network, general and specialized databases and the LOUISiana Digital Library are provided. Remote access to the Library catalog, KERNAC, and the electronic databases is available twenty-four hours a day, seven days a week. The Blaine S. Kern Library is a selective depository for federal government documents in the Second Congressional District. It provides free government information, including electronic sources, to the general public, students, faculty, staff, and administrators. Special collections are the Sidney Villere Genealogy Collection, the Reverend Thomas E. Ellerman International Streetcar Collection, and the papers of Tom Fox and Richard Dixon.

An interlibrary loan service is provided to all students and faculty to borrow materials not owned by the Library. Graduate students and faculty are eligible for a Council for Academic Library Liaison (CALL) Card, which entitles them to library privileges at colleges and universities in the

New Orleans area. Louisiana Academic Library Information Consortium (LALINC) provides faculty with library privileges in academic libraries throughout the state.

Computers with printing capabilities are provided. A coin-operated microform reader/printer and photocopy machines are available.

Detailed information about library resources and services is available by accessing the Library home page on the College web site: www.olhcc.edu/x504.xml.

RELIGIOUS EDUCATION CENTERS

An essential component of the Mission of Our Lady of Holy Cross College is to share its spiritual, material, and educational resources with all. Toward this end, the Theology Program at Our Lady of Holy Cross College assists three Louisiana dioceses in preparing catechists for work in primary, secondary, and other areas of religious education: the Diocese of Lafayette (Aquinas Institute), the Diocese of Lake Charles (Office of Religious Education), and the Diocese of Shreveport (Greco Institute). In these dioceses the College sponsors activities for the personal enrichment, training, and continuing studies of catechists and others who desire further Christian formation through theological and philosophical courses in which students earn college credit.

Through participation in course work for credit or audit, students in these dioceses are assisted in

1. strengthening the intellectual foundation of their faith;
2. renewing their spiritual lives; and
3. enriching their experience of Christian community.

CAMPUS MINISTRY

The Office of Campus Ministry is staffed by the Campus Minister. The staff provides for and nurtures the spiritual development of the College community by offering pastoral counseling, evenings of reflection, retreats, discussion and prayer groups, and opportunities for volunteerism through Christian witness. Religious services and celebrations are provided in accordance with College needs. A daily Mass is offered in the Mater Dei Chapel. For further information, contact the Office of Campus Ministry at 398-2117.

FOREIGN STUDIES

From time to time Our Lady of Holy Cross College sponsors excursions to foreign countries, which may include courses for credit. It also encourages its students to participate in foreign study programs sponsored by other colleges and universities, especially those of the Holy Cross Family of Colleges and Universities. Information about these programs may be obtained at the Office of Academic Affairs and the Office of the Admissions and Student Affairs.

Welcome to the Division of Liberal Arts and Sciences

It is a pleasure to welcome you to the Division of Liberal Arts and Sciences. The three departments housed in this Division are the Department of Biology and Physical Sciences; the Department of History, Social Sciences, and Mathematics; and the Department of Humanities.

The liberal arts form the core and infrastructure of every degree offered here at Our Lady of Holy Cross College. The philosophy of a liberal arts education is that a broad, well-founded education is the key to developing an active and adaptive mind. A person with such a mind naturally stands ready to set out on any of various paths, career or otherwise. Indeed, a literate, logical, motivated person who has facility with oral and written communication, connection of ideas, and quantitative and critical thinking is well prepared for any endeavor or occupation.

Within the division, the disciplines we offer cover a wide variety of topics, which together promote the basic aims of the liberal arts education and the development of faithful, dutiful, and capable citizens of the world. We currently offer Bachelor's degrees with majors in Biology, Business Administration, English, General Studies, History, Liberal Arts, Social Sciences, and Theology. Additionally, we offer an Associate of Arts degree in Liberal Arts and an Associate of Science degree in Biology.

In this supportive learning community that is Our Lady of Holy Cross College, our students are taught by an exceptional and dedicated faculty.

I hope you will consider the degree programs in the Division of Liberal Arts and Sciences. The Liberal Arts and Sciences faculty and I stand ready to assist and guide you.

Very truly yours,

Michael F. Labranche, Ph.D.
Dean of Liberal Arts and Sciences

[Department of Biology and Physical Sciences](#)

[Department of Business Administration](#)

[Department of History, Social Sciences, & Mathematics](#)

[Preparing Students for Success Program](#)

[Department of Humanities](#)

BIOLOGY AND PHYSICAL SCIENCES

Chair: Dr. Lehman Ellis

Program Description

The curricula in Biology and Physical Sciences provide instruction in the discipline of biology with support from the areas of chemistry, earth science, and physics, which assists students in the development of competence in their chosen field.

The department offers two degrees: an Associate of Science in Biology and a Bachelor of Science in Biology. The Associate degree is offered primarily to provide a core curriculum for students who are pursuing a Baccalaureate clinical program at an institution other than Our Lady of Holy Cross College. Since these programs are often on campuses where general education requirements are not offered, students applying must have already completed these requirements prior to acceptance into the program. The Associate of Science in Biology degree can be tailored to meet the prerequisites for application to these programs. The Bachelor's degree is offered using several tracks that are intended to provide a biological background, with each track constituted to prepare a student for one of the professional programs where biological and scientific preparation is often used as a prerequisite. Students may also elect to accomplish a minor concentration in Biology or Chemistry.

Degree Requirements

Associate of Science in Biology

The degree of Associate of Science in Biology offered by the Department of Biology and Physical Sciences is conferred upon students who complete an approved program of study with a minimum Grade Point Average of 2.0. Transfer students may apply a maximum of 30 hours of transfer credit toward this degree. An additional limitation of transfer credits is that no more than 8 hours of the transferred credit may be science credits. A minimum grade of C must be earned in all courses to apply for graduation credit. This requirement is necessary to meet the primary goal of this program, which is to prepare students to pursue clinical training leading to a Bachelor's degree at another college or university. That transfer requires that all courses be completed with a grade of C or better.

Currently, there are two approved tracks for the Associate's degree. One track represents the approved minimum requirements necessary for an Associate's degree. The other track is specifically designed to meet the published requirements for the Dental Hygiene program at the LSU School of Dentistry in New Orleans. Completion of a particular track does not guarantee admission into any program, since programs are generally competitive in their selection process.

ASSOCIATE DEGREE TRACK DESCRIPTIONS

Biology

The Associate of Science in Biology degree is a program of a general nature designed for the student who has not decided on a career path in Biology. It is readily adaptable to a specific goal and is the type of degree associated with the completion of General Education requirements for progression into science or clinical programs not currently offered at Our Lady of Holy Cross College.

ASSOCIATE OF SCIENCE BIOLOGY

FRESHMAN

BIO 101	General Biology	4
ENG 101	English Composition I	3
ENG 102	English Composition II	3
HIS	History Elective	3
MAT 105-160	College Algebra and Statistics	6
PHI	Philosophy elective	3
ART/FNA/MUS	Fine Arts Elective	3
SPE 101	Fundamentals of Public Speaking	3
THE	Theology Elective	3
		(31)

SOPHOMORE

BIO	Biology elective	9
Elective	Free elective	6
CHE 141-142	General College Chemistry I and II	8
ENG	Literature Elective	3
HIS	History Elective	3
		(29)
		Total: 60

ASSOCIATE OF SCIENCE IN BIOLOGY SUMMARY

Biology.....	13		
Chemistry	8	Philosophy.....	3
Electives	6	History.....	6
English	9	Speech.....	3
Fine Arts.....	3	Theology	3
Mathematics	6		
			Total: 60

Pre-Dental Hygiene track

The track of Pre-Dental Hygiene leading to an Associate of Science in Biology degree is a degree program that meets the minimum requirements for acceptance into the Dental Hygiene program at LSU. Completion of this degree does not guarantee admission and more course work may be necessary to be a competitive candidate for the program at LSU or other similar programs in the United States. Guidance from the departmental advisor and contact with the admissions office of the dental hygiene programs should be sought in order to make the most effective applications.

**ASSOCIATE OF SCIENCE in BIOLOGY
Pre-Dental Hygiene track**

FRESHMAN

BIO 101	General Biology	4
ENG 101	English Composition I	3
ENG 102	English Composition II	3
HIS	History Elective	3
MAT 105-160	College Algebra and Statistics	6
PHI	Philosophy elective	3
SOC 101	Sociology	3
SPE 101	Fundamentals of Public Speaking	3
THE	Theology Elective	3
PSY 101	General Psychology	3
		(34)

SOPHOMORE

BIO 370	Microbiology.....	4
BIO 251	Zoology	4
BIO 351	Anatomy & Physiology I	4
BIO 352	Anatomy & Physiology II.....	4
CHE 141-142	General College Chemistry I and II	8
ENG	Literature Elective.....	3
HIS	History Elective	3
ART/FNA/MUS	Fine Arts Elective.....	3
		(33)
		Total: 67

**ASSOCIATE OF SCIENCE IN BIOLOGY SUMMARY
Pre-Dental Hygiene track**

Biology.....	20	Philosophy.....	3
Chemistry	8	Sociology	3
Psychology.....	3	History.....	6
English	9	Speech	3
Fine Arts.....	3	Theology	3
Mathematics	6		Total: 67

BACHELOR OF SCIENCE IN BIOLOGY

The degree of Bachelor of Science in Biology offered by the Department of Biology and Physical Sciences is conferred upon students who complete an approved program of study with a minimum Grade Point Average of 2.0. A minimum grade of C must be earned in Biology, Chemistry, Physics, and Mathematics courses and in the College's core curriculum courses to apply for graduation. Passing grades of less than C in core curriculum may be applied as free elective credit if a suitable substitution course is available. This course could be taken and a minimum grade of C must be earned to be credited as a core curriculum or science component. For example, a student takes HIS101 and receives a grade of D. This student then elects to take HIS201 and receives a grade of C. The result is that the HIS 201 is counted as core curriculum credit and HIS 101 is counted as elective credit in the Social Sciences or free electives. In order to complete the program of study and receive a degree, a student must complete an exit exam by taking one of the following national exams: the ETS Major Field Test, Biology; the GRE Subject Exam in Biology; the GRE Subject Exam in Biochemistry, Cell, and Molecular Biology; the Medical College Admissions Test (MCAT); the Dental Admission Test (DAT); the Optometry Admissions Test (OAT); or the Pharmacy College Admission Test (PCAT) (with the student paying the costs). The results must be reported to the College. Some tracks in Biology have a specific requirement for an exit exam; for example, students graduating with the Bachelor of Science in Biology following the track in pre-medicine are required to take the MCAT exam.

There are several tracks developed by the Department of Biology and Physical Sciences that lead to the Bachelor's degree. Each track includes 38 credit hours of Biology, 8 credit hours of Chemistry, 6 credit hours of Mathematics, 9 credit hours of English, 8 credit hours of Physics, 6 credit hours of History, 6 credit hours of Philosophy, 6 credit hours of Theology, 6 hours of Social Sciences (courses in Psychology, Sociology, Criminal Justice, Geography, or Political Science), 3 credit hours of Fine Arts (courses in Music, Art, or Fine Arts), 3 credit hours of Speech, and elective credits for a total of 120 hours of credit required for the degree. Some tracks have more requirements or have specific course selections for the course areas listed above, and the requirements of some tracks may not allow for any free elective credit to be applied toward graduation. The current tracks are General Biology, Cell and Molecular Biology, Biology leading to Teacher Secondary Certification, Pre-Medicine, Pre-Veterinary, Pre-Dentistry, Pre-Pharmacy, Pre-Optometry, and Pre-Physical therapy. Other professional programs, such as Pre-Physician's Assistant and Pre-Occupational Therapy, can also be accomplished while at Our Lady of Holy Cross College. Students seeking to apply to these programs should speak with their departmental advisor for guidance.

Selection of a particular track does not guarantee admission to any post-graduate or professional program. These programs are often extremely competitive, and admission is subject to the selection processes of the institutions offering the advanced programs. It is also possible to encounter Professional schools with slightly different requirements, and it is incumbent on students to ensure that the alternative requirements are incorporated into their degree program with the assistance of their departmental advisor. The tracks simply allow the student to complete the requisite course work to be eligible for the application process. Selection of a particular track does not prevent students from applying to programs outside their track. Should

students want to change their focus or apply to a different post-graduate program, an advisor in the department can provide guidance to accomplish the students' goals.

A minor in Biology or Chemistry is also offered by the Department of Biology and Physical Sciences. A minor is 18 credit hours in a discipline, nine of which must be 300 or 400-level courses. The courses in the minor may not be used to fulfill the core or General Education requirements. In Chemistry, students earn a minor if they complete the following sequence of courses: General Chemistry I and II, Organic Chemistry I and II, and Biochemistry; therefore, students receiving a Bachelor of Science in Biology degree who take the CHE 141, CHE 142, CHE 201, CHE 202, and CHE 360 sequence earn a minor in Chemistry.

HONORS PROGRAM

An Honors Program is available in the Department of Biology and Physical Sciences. This program is intended to provide an exceptional educational experience for high-achieving students and opportunities for these students to grow academically, socially, and intellectually through service and research. Entry into the program is by one of three routes. First-time freshman may qualify by graduating in the top 10% of their high school class, having at least a 3.75 GPA in high school, or by scoring 29 or higher on the ACT or 1280 or higher on the SAT college placement tests. In general, first-time freshmen applying to the College who meet one or more of the requirements for the Honors Program receive an invitation letter if they are declared Biology majors. Students who transfer to Our Lady of Holy Cross College from other institutions can qualify for the Honors Program provided they have at least 60 hours of credit remaining to be taken in their degree program, have no grades of D or F on their transcripts, and have a minimum 3.7 GPA in all college credit. Transfer students with less than 12 hours of college credit must meet the first-time freshman standards to be eligible for the Honors Program. Continuing students at Our Lady of Holy Cross College who may not have qualified upon admission to the College may qualify later for the Honors Program, provided they have at least 60 hours of credit remaining in their degree program and have a minimum 3.7 GPA in all college credit.

Once a student is accepted to the Honors Program, the degree requirements and course structure are the same as all other students attending the College. Honors credit is only acquired after the completion of the standard course. The student then petitions the Department Honors Committee for honors credit in the course. Once the petition is approved, the student enrolls in a special honors course that corresponds to the petition. Honors credit must be achieved for four courses: two in Biology and two in Chemistry, Physics, or Mathematics. Honors credit is earned for at least two of the courses by serving as a peer-mentor in the sciences. The peer-mentor service must be split between Biology and the Physical Sciences (which include Mathematics). For the other two courses, the student receives Honors credit either through an approved research project or peer-mentoring, as determined by mutual agreement of the Department Honors Committee and the student. In the student's senior year, two honors research courses, only available to students in the Honors Program, must be taken. These two courses are for 3 hours credit each and serve as Biology elective credit or as free elective credit in the degree program. The research

course is directed by a faculty advisor, and the project undertaken for this course is published College-wide.

A student graduating from the Honors program has 18 hours of honors credit and an overall GPA of at least 3.7. Student who fail to maintain the required GPA are dropped from the Honors Program but may be reinstated if the minimum GPA is reattained and there is enough time to complete any remaining Honors credits prior to graduation. When a student graduates from the Honors Program, the Honors award is noted on his or her diploma and transcripts. At Commencement, Honor Program graduates wear a special embellishment on their caps and gowns and are mentioned in the Commencement Program as an extra recognition of their achievement.

BACHELOR OF SCIENCE IN BIOLOGY TRACK DESCRIPTIONS

General Biology Track

The General Biology track leading to a Bachelor of Science in Biology degree is a program of a general nature, designed for the student who has not decided on a career path in Biology. It is readily adaptable to a specific goal and represents a minimal concentration in the Life Sciences. Students completing this minimal curriculum may have no more than 12 hours of credit at the 100 or 200 levels. Hours in excess of this amount may be used as free elective credit. In addition to the limit of credit at the freshman and sophomore levels, students completing this curriculum must have at least six courses in Biology with lab credit.

BACHELOR OF SCIENCE BIOLOGY General Biology Track

FRESHMAN

BIO	101	General Biology	4
ENG	101	English Composition I	3
ENG	102	English Composition II	3
HIS		History Elective	3
MAT	105-106	College Algebra and Trigonometry	6
PHI		Philosophy Elective	3
PSY/SOC		Psychology/Sociology Elective	3
SPE	101	Fundamentals of Public Speaking.....	3
THE		Theology Elective	3

(31)

SOPHOMORE

BIO		Biology elective	4
BIO (Organismal)		BIO 250, BIO 251, BIO 253, BIO 254, or BIO 355.....	4
CHE	141-142	General College Chemistry I and II	8
ENG		Literature Elective.....	3
HIS		History Elective	3

MAT 160	Introductory Statistics	7
Elective	Free elective	4
		(29)

JUNIOR

BIO (Environmental)	BIO 400 or BIO 385	4 or 3
BIO 375	Genetics.....	4
Elective	Free elective	8
PHI	Philosophy elective	3
PHY 151-152	General Physics I and II.....	8
Social Sciences	Elective	3
		(30)

SENIOR

BIO	Biology elective	17
BIO 499	Exit Exam.....	0
BIO 409	Senior Seminar.....	1
ART/FNA/MUS	Fine Arts Elective	3
THE	Theology Elective	3
Elective	Free elective	6
		(30)
		Total: 120

BIOLOGY SUMMARY

Biology.....	38	Philosophy.....	6
Chemistry.....	8	Social Sciences.....	12
Electives.....	29	Speech.....	3
English.....	9	Theology.....	6
Fine Arts.....	3		
Mathematics.....	6		Total: 120

Cell Biology and Molecular Biology Track

The Cell and Molecular Biology track leading to a Bachelor of Science in Biology degree is a program of a general nature, designed for the student who has decided on a research career path in Biology but is more inclined to seek courses focused on the cellular and molecular organization of biological systems. It is readily adaptable to a specific goal and is a type of degree associated with application to Master's or Doctoral programs in the Life Sciences.

BACHELOR OF SCIENCE IN BIOLOGY
Cell and Molecular Biology Track

FRESHMAN

BIO 101	General Biology	4
ENG 101	English Composition I	3
ENG 102	English Composition II	3
HIS	History Elective	3
MAT 105-106	College Algebra and Trigonometry	6
PHI	Philosophy Elective	3
PSY/SOC	Psychology/Sociology Elective	3
SPE 101	Fundamentals of Public Speaking.....	3
THE	Theology Elective	3

(31)

SOPHOMORE

BIO400	Ecology	4
BIO (Organismal)	BIO 250, BIO 251, BIO 253, BIO 254, or BIO 355.....	4
CHE 141-142	General College Chemistry I and II	8
ENG	Literature Elective.....	3
HIS	History Elective	3
MAT160	Introductory Statistics	3
Elective	Free Elective	4

(29)

JUNIOR

BIO 340	Cell Biology	3
BIO 375	Genetics.....	4
CHE 201-202	Organic Chemistry I and II	8
PHI	Philosophy Elective	3
PHY 151-152	General Physics I and II.....	8
	Social Sciences Elective	3

(29)

SENIOR

BIO 370	Microbiology.....	4
BIO 409	Senior Seminar.....	1
BIO 499	Exit Exam.....	0
BIO Electives	(Major)	10
CHE/BIO 360	Biochemistry	4
ART/FNA/MUS	Fine Arts Elective	3
THE	Theology Elective	3
Electives	6

(31)

Total: 120

CELL BIOLOGY AND MOLECULAR BIOLOGY TRACK SUMMARY

Biology.....38	Philosophy.....6
Chemistry.....16	Physics8
Electives.....10	Social Sciences.....12
English9	Speech.....3
Fine Arts.....3	Theology6
Mathematics.....6	Total: 120

Biology leading to Teacher Secondary Certification

The Biology leading to teacher secondary certification is a specialized track that will enable a graduate to enter into a secondary certification curriculum upon graduation. In order to proceed into the certification program a student must pass PRAXIS I and PRAXIS II and have at least a 3.0 GPA in all courses identified as Education courses (EDU) and an overall GPA of at least 2.5. Students seeking to follow this curriculum should consult with their departmental advisor and with an advisor for the Education department to ensure that they are eligible for admission into the post-Baccalaureate certification program.

BACHELOR OF SCIENCE IN BIOLOGY Curriculum leading to Teacher Secondary Certification Track

FRESHMAN

BIO 101	General Biology.....4	
ENG 101-102	English Composition I and English Composition II.....6	
CHE 141-142	General College Chemistry I and II.....8	
MAT 105	College Algebra3	
MAT 160	Statistics3	
ART/FNA/MUS	Fine Arts Elective.....3	
THE	Theology Elective3	(30)

SOPHOMORE

BIO 375	Genetics.....4	
BIO (Zoology)	BIO 251, BIO 253, BIO 254, or BIO 3554	
BIO 250	Botany4	
ENG	Literature Elective.....3	
HIS	History Elective3	
EDU 301	Educational Psychology.....3	
EDU 304A	Multicultural Education3	
EDU 306	Classroom Organization and Management.....3	
PSY/SOC	Psychology or Sociology Elective3	(30)

JUNIOR

BIO	400	Ecology	4
BIO		Biology elective	8
HIS		History Elective	3
SPE	101	Speech	3
PHY	151	General Physics I	4
Elective		Free Elective	2
EDU	309	Human Growth and Development	3
EDU	311	Reading in the Content Area	3
			(30)

SENIOR

BIO	409	Senior Seminar	1
BIO	499	Exit Exam	0
BIO		Biology Elective	11
EDU	460D*	Instructional Methodology	3
EDU	460B*	Instructional Methodology	3
Social Science		Social Science elective	3
THE		Theology Elective	3
PHI		Philosophy elective	6
			(30)

Total: **120**

*Students taking EDU460B/D must have passed PRAXIS I and II as a prerequisite.

Post-Baccalaureate certification

EDU 461A	Internship I	3
EDU461B	Internship II	3

BIOLOGY LEADING TO TEACHER SECONDARY CERTIFICATION TRACK SUMMARY

Biology	38	Philosophy	6
Chemistry	8	Physics	4
Electives	2	Social Sciences	12
English	9	Education	21
Fine Arts	3	Speech	3
Mathematics	6	Theology	6
			Total: 120

Pre-Physical Therapy Track

The Pre-Physical Therapy track is a curriculum for students applying to a Doctor of Physical Therapy program. This curriculum is applicable to most schools of Physical therapy, but it is incumbent on students to ensure that they have met the specific requirements of a particular program in consultation with their departmental advisor in order to maximize their potential for acceptance into these competitive programs.

BACHELOR OF SCIENCE IN BIOLOGY Pre-Physical Therapy Track

FRESHMAN

BIO	101	General Biology.....	4
ENG	101-102	English Composition I and English Composition II.....	6
HIS		History Elective	3
MAT	105-106	College Algebra and Trigonometry	6
PHI		Philosophy Elective	3
PSY	101	General Psychology	3
SPE	101	Fundamentals of Public Speaking.....	3
THE		Theology Elective	3
			(31)

SOPHOMORE

BIO (Organismal)		BIO 301 or BIO 400	3 or 4
BIO (Organismal)		BIO 250, BIO 251, BIO 253, BIO 254, or BIO 355.....	4
CHE	141-142	General College Chemistry I and II	8
ENG		Literature Elective.....	3
HIS		History Elective	3
Elective		Free Elective	7
			(28 or 29)

JUNIOR

BIO	375	Genetics.....	4
BIO		Biology elective	4 or 5
Elective		Free elective	8
PHI		Philosophy elective	3
PHY	151-152	General Physics I and II.....	8
PSY		Psychology Elective.....	3
			(30or 31)

SENIOR

BIO	351-352	Human Anatomy and Physiology I and II	8
BIO	409	Senior Seminar.....	1
BIO	499	Exit Exam.....	0
BIO		Biology Elective.....	9

ART/FNA/MUS	Fine Arts Elective	3
MAT 160	Introductory Statistics	3
THE	Theology Elective	3
Elective	Free elective	3
		(30)
		Total: 120

PRE-PHYSICAL THERAPY TRACK SUMMARY

Biology.....	38	Speech.....	3
Chemistry.....	8	Fine Arts.....	3
Physics	8	Theology	6
Electives.....	21	Mathematics.....	6
Social Sciences.....	12	Philosophy.....	6
English	9		Total: 120

Pre-Medicine Track

Specifically, the Pre-Medicine track leading to the Bachelor of Science in Biology degree provides the student with the requisite course work to qualify for application to an accredited medical college. The program offers depth of study in Biology and Chemistry, as well as courses in science, mathematics, fine arts, humanities, social sciences, and business to provide the student with a broad-based foundation for graduate study and success in the workplace. While this program has been specifically tailored to meet requirements for admission to medical school, admission may also be achieved while majoring in other Baccalaureate programs within the College (for example, Bachelor of Science in Health Science). Students who wish to pursue this option should consult with the faculty pre-medical advisor to ensure that their course of study will qualify them for application to medical school. For this curriculum it is highly recommended that Biology electives be taken in upper-level Biology courses have a focus on anatomy, physiology, and cell and molecular biology, and free elective credits are also appropriate in the same concentrations as the Biology elective credits. This focus can be maintained through consultation with the Pre-Medical advisor in the Department.

If a student thinks that he or she is qualified, application to medical school should occur between the junior and senior years, following completion of the core courses in biology, chemistry, mathematics, and physics, and after taking the Medical College Admissions Test (MCAT). Most Medical Schools also require that applicants use the American Medical College Application Service (AMCAS) to submit their application materials. Consultation with the Pre-Medical advisor in the Department can help to make sure that an applicant is proceeding correctly.

The exit exam for this track must be completed by taking the Medical College Admissions Test (MCAT) (with the student paying costs) and reporting the results to the College.

BACHELOR OF SCIENCE BIOLOGY Pre-Medicine Track

FRESHMAN

BIO	101	General Biology	4
ENG	101-102	English Composition I and English Composition II	6
CHE	141-142	General College Chemistry I and II	8
PHI		Philosophy Elective	3
MAT	105	College Algebra	3
PSY	101	General Psychology	3
SPE	101	Fundamentals of Public Speaking.....	3
			(30)

SOPHOMORE

BIO	351-352	Human Anatomy and Physiology I and II	8
CHE	201-202	Organic Chemistry I and II	8
BIO		Elective	5

ENG	Literature Elective.....	3
MAT 160	Statistics	3
HIS	History Elective	3
		(30)

JUNIOR

BIO (Environmental)	BIO 301 or BIO 400	3 or 4
BIO 370	Microbiology.....	4
BIO 375	Genetics.....	4
HIS	History Elective	3
SOC101	Sociology	3
Elective	Free elective	4
PHY 151-152	General Physics I and II.....	8
		(29 or 30)

SENIOR

BIO 407	Histology.....	4
BIO	Elective	4 or 5
BIO 409	Senior Seminar.....	1
BIO 499	Exit Exam.....	0
CHE 360	Biochemistry	4
ART/FNA/MUS	Fine Arts Elective	3
PHI	Philosophy Elective	3
THE	Theology Elective	6
Free Electives	5
		(30 or 31)
		Total: 120

PRE-MEDICINE TRACK SUMMARY

Biology.....	38	Physics	8
Chemistry	20	Social Sciences.....	9
Electives	9	Speech.....	3
English	9	Theology	6
Fine Arts.....	3		
Mathematics	6		
Philosophy.....	6		
		Total: 120	

Pre-Dentistry Track

The specific purpose of the Pre-Dentistry track leading to the Bachelor of Science in Biology is to provide the student with the requisite course work to qualify for application to an accredited dental college. The program provides a depth of study in Biology and Chemistry, as well as courses in science, mathematics, fine arts, humanities, social sciences, and business to provide the student with a broad-based foundation for graduate study and success in the workplace. Dental school admission requirements may also be satisfied while majoring in other Baccalaureate programs within the College (for example, Bachelor of Science in Health Science). Students who wish to pursue this option should consult with the faculty Pre-Dentistry advisor to ensure that their course of study will qualify them for application to dental school.

If a student thinks that he or she is qualified, application to dental school should occur between the junior and senior years, following completion of the core courses in biology, chemistry, mathematics, and physics, and after taking the Dental Aptitude Test. Those students applying to schools outside of Louisiana should also consider enrolling in the American Association of Dental Schools Application Service.

The exit exam for this concentration must be completed by taking the Dental Admission Test (DAT) (with the student paying costs) and reporting the results to the College.

BACHELOR OF SCIENCE BIOLOGY Pre-Dentistry Track

FRESHMAN

BIO 101	General Biology	4
ENG 101	English Composition I	3
ENG 102	English Composition II	3
HIS	History Elective	3
MAT 105	College Algebra	3
PHI	Philosophy Elective	3
PSY/SOC	Psychology/Sociology Elective	3
SPE 101	Fundamentals of Public Speaking	3
Elective	Free Elective	3
THE	Theology Elective	3
		(31)

SOPHOMORE

BIO (Environmental)	BIO 301 or BIO 400	3 or 4
BIO (Zoology)	BIO 251, BIO 253, BIO 254, or BIO 355	4
CHE 141-142	General College Chemistry I and II	8
ENG	Literature Elective	3
HIS	History Elective	3
MAT 160	Introductory Statistics	3
Elective	Free Elective	4
		(28 or 29)

JUNIOR

BIO 370	Microbiology	4
BIO 375	Genetics.....	4
CHE 201-202	Organic Chemistry I and II	8
PHI	Philosophy Elective	3
PHY 151-152	General Physics I and II.....	8
Social Sciences	Elective	3
		(30)

SENIOR

BIO 407	Histology.....	4
BIO 409	Senior Seminar.....	1
BIO 499	Exit Exam.....	0
BIO	Biology elective	1 or 2
BIO 351-352	Human Anatomy and Physiology I and II	8
Elective	Free elective	6
BIO 360	Biochemistry.....	4
ART/FNA/MUS	Fine Arts Elective	3
THE	Theology Elective	3
		(30 or 31)
		Total: 120

PRE-DENTISTRY TRACK SUMMARY

Biology.....	38	Speech.....	3
Chemistry.....	16	Fine Arts.....	3
Electives.....	13	Mathematics.....	6
English	9	Philosophy.....	6
Physics	8	Theology	6
Social Sciences.....	12	Total: 120	

Pre-Pharmacy Track

The specific purpose of the Pre-Pharmacy track leading to the Bachelor of Science in Biology is to provide the student with the requisite course work to qualify for application to an accredited pharmacy program. The program provides a depth of study in Biology and Chemistry, as well as courses in science, mathematics, fine arts, humanities, social sciences, and business, to provide the student with a broad-based foundation for graduate study and success in the workplace. While this program has been specifically tailored to meet requirements for admission to pharmacy school, admission may also be satisfied while majoring in other Baccalaureate programs within the College (for example, Bachelor of Science in Health Science). Students who wish to pursue this option should consult with the Pre-Pharmacy advisor to ensure that their course of study will qualify them for application to pharmacy school. It should be noted that the admission requirements of the two pharmacy programs in Louisiana are quite different and that the program described here most closely matches the requirements of Xavier University. Students wishing to apply to the pharmacy program at the University of Louisiana at Monroe should check with the faculty pharmacy advisor for guidance. Admission requirements at both institutions have been recently updated and may not remain constant in the near future, so students should check with their faculty advisor and with the admitting institution for the most current requirements. If a student thinks that he or she is qualified, application to pharmacy school may occur after completion of the core courses in biology, chemistry, mathematics, physics, business, and accounting. The exit exam for this concentration must be completed by taking the Pharmacy College Admissions Test (PCAT) (with the student paying costs) and reporting the results to the College.

BACHELOR OF SCIENCE BIOLOGY Pre-Pharmacy Track

FRESHMAN

BIO 101	General Biology	4
ENG 101	English Composition I	3
ENG 102	English Composition II	3
HIS	History Elective	3
MAT 105-106	College Algebra and Trigonometry	6
PHI	Philosophy Elective	3
PSY 101	Introduction to Psychology	3
SPE 101	Fundamentals of Public Speaking.....	3
THE	Theology Elective	3
		(31)

SOPHOMORE

BIO (Environmental)	BIO 301 or BIO 400	3 or 4
BIO (Organismal)	BIO 250, BIO 251, BIO 253, BIO 254, or BIO 355.....	4
CHE 141-142	General College Chemistry I and I	8
ENG	Literature Elective.....	3
HIS	History Elective	3
MAT 160 and 250	Introductory Statistics and Calculus I.....	7
		(28 or 29)

JUNIOR

BIO	351-352	Human Anatomy and Physiology I and II	8
BIO	375	Genetics.....	4
BUS	218	Introduction to Business	3
CHE	201-202	Organic Chemistry I and II	8
PHY	151-152	General Physics I and II.....	8
			(31)

SENIOR

BIO	370	Microbiology	4
BIO	409	Senior Seminar.....	1
BIO	499	Exit Exam.....	0
BIO		Electives	5 or 6
Elective		Free Elective	3
CHE/BIO	360	Biochemistry.....	4
ECO	201	Principles of Economics	3
ART/FNA/MUS		Fine Arts Elective	3
THE		Theology Elective	3
PHI		Philosophy Elective	3
			(29 or 30)
			Total: 120

PRE-PHARMACY TRACK SUMMARY

Biology.....	38	Social Sciences.....	12
Business	3	Speech.....	3
Chemistry	16	Fine Arts.....	3
English	9	Free elective	3
Mathematics.....	13	Theology	6
Philosophy.....	6	Total: 120	
Physics	8		

Pre-Veterinary Medicine Track

The specific purpose of the Pre-Veterinary medicine track leading to the Bachelor of Science in Biology is to provide the student with the requisite course work to qualify for application to an accredited veterinary program. The program provides a depth of study in Biology and Chemistry as well as courses in science mathematics, fine arts, humanities, social sciences, and business to provide the student with a broad-based foundation for graduate study and success in the workplace. While this program has been specifically tailored to meet requirements for admission to veterinary medical school, admission may also be satisfied while majoring in other Baccalaureate programs within the College (for example, Bachelor of Science in Health Science). Students who wish to pursue this option should consult with the pre-veterinary advisor to ensure that their course of study will qualify them for application to veterinary school. If a student thinks that he or she is qualified, application to veterinary school should occur between the junior and senior years, following completion of the core courses in biology, chemistry, mathematics, and physics, and after taking the Graduate Record Examination or the Medical Colleges Admissions Test. Experience working with animals must also be demonstrated, either through volunteer work or employment activities that involve care and familiarity with animals. Generally, admission to veterinary medical school is limited by the state residency requirements of the individual veterinary schools. The exit exam for this concentration must be completed by taking the GRE Biology Subject Exam or the Medical College Admissions Test (MCAT) (with the student paying costs) and reporting the results to the College.

BACHELOR OF SCIENCE IN BIOLOGY Pre-Veterinary Medicine Track

FRESHMAN

BIO 101	General Biology	4
ENG 101	English Composition I	3
ENG 102	English Composition II.....	3
HIS	History Elective	3
MAT 105	College Algebra	6
PHI	Philosophy Elective	3
PSY/SOC	Psychology/Sociology Elective	3
SPE 101	Fundamentals of Public Speaking.....	3
THE	Theology Elective	3
Elective	Free Elective	3
		(31)

SOPHOMORE

BIO (Environmental)	BIO 301 or BIO 400	3 or 4
BIO (Zoology)	BIO 251, BIO 253, BIO 254, or BIO 355	4
CHE 141-142	General College Chemistry I and II	8
ENG	Literature Elective.....	3
HIS	History Elective	3
MAT 160	Statistics	3
Elective	Free Elective	4
		(28 or 29)

JUNIOR

BIO	Biology Elective.....	4 or 5
BIO 375	Genetics.....	4
CHE 201-202	Organic Chemistry I and II.....	8
PHI 305	Ethics and Value Theory.....	3
PHY 151-152	General Physics I and II.....	8
Social Sciences	Elective	3
		(30 or 31)

SENIOR

BIO 370	Microbiology.....	4
BIO 409	Senior Seminar.....	1
BIO	Electives (Major)	9
BIO 499	Exit Exam.....	0
BIO 360	Biochemistry.....	4
ART/FNA/MUS	Fine Arts Elective	3
THE	Theology Elective	3
Electives	6
		(30)
		Total: 120

PRE-VETERINARY MEDICINE TRACK SUMMARY

Biology.....	38	Mathematics... ..	6
Chemistry.....	16	Physics.....	8
Electives.....	13	Social Sciences.....	12
English	9	Speech	3
Fine Arts.....	3	Total:120	

Pre-Optometry Track

The specific purpose of the Bachelor of Science in Biology with a concentration in Pre-Optometry program is to provide the student with the requisite course work to qualify for application to an accredited optometry college. The program provides a depth of study in biology and chemistry, as well as courses in science, mathematics, fine arts, humanities, social sciences, and business to provide the student with a broad-based foundation for graduate study and success in the workplace. While this program has been specifically tailored to meet requirements for admission to optometry school, admission requirements can also be satisfied while majoring in other Baccalaureate programs within the College (for example, Bachelor of Science in Biology). Students who wish to pursue this option should consult with the faculty Pre-Optometry advisor to ensure that their course of study will qualify them for application to optometry school. If a student thinks that he or she is qualified, application to optometry school should occur between the junior and senior years, following completion of the core courses in biology, chemistry, mathematics, and physics, and after taking the Optometry Aptitude Test. The exit exam for this concentration must be completed by taking the Optometry Admission Test (OAT) (with the student paying costs) and reporting the results to the College.

BACHELOR OF SCIENCE BIOLOGY Pre-Optometry Track

FRESHMAN

BIO 101	General Biology	4
ENG 101	English Composition I	3
ENG 102	English Composition II	3
HIS	History Elective	3
MAT 105	College Algebra	6
PHI	Philosophy Elective	3
PSY/SOC	Psychology/Sociology Elective	3
SPE 101	Fundamentals of Public Speaking	3
THE	Theology Elective	3
Elective	Free Elective	3

(31)

SOPHOMORE

BIO (Environmental)	BIO 301 or BIO 400	3 or 4
BIO (Organismal)	BIO 250, BIO 251, BIO 253, BIO 254, or BIO 355	4
CHE 141-142	General College Chemistry I and II	8
ENG	Literature Elective	3
HIS	History Elective	3
MAT 160	Introductory Statistics	7
Elective	Free Elective	3

(28 or 29)

JUNIOR

BIO 370	Microbiology	4
BIO 375	Genetics.....	4
CHE 201-202	Organic Chemistry I and II	8
PHI	Philosophy Elective	3
PHY 151-152	General Physics I and II.....	8
Social Sciences	Elective	3
		(30)

SENIOR

BIO 407	Histology.....	4
BIO 409	Senior Seminar.....	1
BIO 499	Exit Exam.....	0
BIO	Biology elective	1 or 2
BIO 351-352	Human Anatomy and Physiology I and II	8
BIO 360	Biochemistry	4
ART/FNA/MUS	Fine Arts Elective	3
THE	Theology Elective	3
Electives	6
		(30 or 31)
		Total: 120

PRE-OPTOMETRY TRACK SUMMARY

Biology.....	38	Philosophy.....	6
Chemistry	16	Physics	8
Electives	11	Social Sciences.....	12
English	9	Speech	3
Fine Arts.....	3	Theology	6
Mathematics	6		
		Total: 120	

DEPARTMENT OF HISTORY, SOCIAL SCIENCES, AND MATHEMATICS

Chair: Dr. Michael F. Labranche

In addition to supporting the basic goals of the liberal arts core and General Education requirements of every student through its course offerings, the Department of History, Social Sciences, and Mathematics offers Bachelor of Arts degree programs in History and Social Sciences and a Bachelor of Science degree program in General Studies. There are programs in Social Sciences with various areas of concentration, and the program in General Studies is flexible and wide-ranging. Thus, the department is an accommodating academic home to students of many and varied interests.

A full listing of those programs is given below. Please see the pertinent sections which follow for details of each of these programs.

Bachelor of Arts

History

Social Sciences

Social Sciences with a Concentration in Criminal Justice

Social Sciences with a Concentration in Legal Studies

Social Sciences with a Concentration in Teacher Certification for Secondary Schools

Bachelor of Science

General Studies

Minors

A student in any other degree program may minor in History by successfully completing eighteen (18) semester hours in addition to the core and General Education requirements. Of these eighteen (18) semester hours, at least nine (9) semester hours must be at the 325-level or higher.

In order to minor in Social Sciences, a student in any other degree program must successfully complete eighteen (18) semester hours in Social Sciences courses in addition to their core and General Education requirements. These Social Sciences courses include Criminal Justice, Economics, Geography, History, Political Science, Psychology, and Sociology. Of these eighteen (18) semester hours, at least nine (9) semester hours must be at the 300-level or higher.

BACHELOR OF ARTS IN HISTORY

Coordinator: Dr. Craig Bauer

Program Description

The History program is centered on developing each student's understanding of the recurring patterns in our nation's history and culture and an understanding of other past and present societies. The study of history is one of the oldest courses of study among the world's institutions of higher learning. It remains recognized as one of the primary pillars of a liberal arts education.

Students earning a degree in History have a foundation in the liberal arts through content courses in History and other Social Sciences and are able to relate lessons and achievements from the past to the challenges of the present. History students enhance their intellectual maturation through the development of their thinking, speaking, research, and writing. A major emphasis of the History program is the sharpening of each student's ability to analyze critically and make sound judgments concerning the past as a prelude to the future.

The skills and material presented to students of the History program are essential to any number of modern careers. Among these job-attracting skills are critical reading skills, analytic and problem-solving skills, writing skills, oral communication and listening skills, research skills, information management, and task organization skills—all talents in demand in the modern world of work. Most notably, these skills come to bear when addressing the needs of our students who plan to attend law school. History graduates are also prepared for employment in a wide variety of jobs and professions where these skills are sought after by employees. A partial list includes such occupations as archivist, curator, journalist, librarian, public relations, sports analyst, stock analyst, political and union organizer, tourism management, grant writer, foreign service staff, insurance agent and adjuster, marketing, the military, and law enforcement.

Outcomes

While discussing the need for the teaching of history, the respected historian David McCullough once noted that "Amnesia of society is just as detrimental as amnesia for the individual." Hence, the objective of the History program is to provide all students with a broad-based study of mankind's past and skills, including critical thinking, research, and writing, which will be vital for success in a student's future career and role as a contributing citizen.

Upon successful completion of the Bachelor of Arts in History, students demonstrate

1. professional competence and the ability to recognize those beliefs which are essential to and necessary for the advancement of human life;
2. critical thinking and writing skills;
3. knowledge and appreciation of the political, historical, social, economic, and broad cultural experiences of peoples from early times to the modern era;
4. the ability to engage successfully in historical research; and
5. recall of important historical facts and the ability to read, understand, and critique

historical works.

Degree Requirements

The degree of Bachelor of Arts in History is conferred upon students who complete the approved program of study with a Grade Point Average of at least 2.0 in all 120 semester hours of the curriculum, at least 2.0 in all core and General Education requirements, and at least 2.5 in all course work pertaining to the major course of study. History majors must complete a course of study that includes a minimum of 36 hours of courses in History, of which 24 must be 325-level or higher; a minimum grade of C must be earned in all courses pertaining to the major course of study. Note: MAT 100A and MAT 100B classes are not acceptable as electives.

Core and General Education Requirements

Biology	101	4	General Biology
	291	1	Stress Management
English	101	3	English Composition
	102	3	English Composition II
	Elective	3	Literature
Fine Arts	Elective	3	ART/FNA/MUS
History	101 & 102	6	Western Civilization I & II
Mathematics	105	3	College Algebra
	160	3	Intro to Statistics
Natural Science	Elective	4	BIO/ESC/CHE/MAT/PHY
Philosophy	101	3	Introduction to Philosophy
	207	3	Introduction to Logic and Critical Thinking
Political Science	250	3	American Government
Sociology	201	3	Introduction to Sociology
Speech	101	3	Fundamentals of Public Speaking
Theology	220	3	Religious Traditions and Cultures
	Elective	3	Theology Elective
Total		54	

Major Requirements

Computer Info Systems	Elective	3	CIS elective
English	Elective	3	Literature elective
Foreign Language	101 & 102	6	Elementary French/Latin/Spanish I & II
Geography	201	3	World Geography
	202	3	Geography of U.S. and Canada
History	201 & 202	6	History of U.S. I & II
	301	3	Louisiana History
	442	3	History of Contemporary America: 1945-Present

	or 485	3	Contemporary Europe: Europe since WWII
	450	3	Louisiana Heritage-Research in Louisiana History
History	Electives	15	History electives at or above 325 level
Free Electives	Electives	18	
Major Total		66	
Degree Total		120	

BACHELOR OF ARTS IN SOCIAL SCIENCES

Coordinator: Dr. Craig Bauer

Program Description

The Social Sciences program is centered on developing each student’s understanding of modern society and the recurring patterns in our nation and the world’s history and culture. Among the common themes of this program is the study of such institutions as government, family structure, religion, economics, legal studies, criminal justice, and geography. The reality of interdependence among men and women and nations on all levels brought about by advances in technology is studied in all of the Social Science disciplines. Students earning a degree in Social Sciences have a foundation in the liberal arts through a variety of content courses and are able to relate lessons and achievements from the past and other cultures to the challenges of the present. Social Sciences students enhance their intellectual maturation through the development of their thinking, speaking, research, and writing. A major emphasis of the Social Sciences program is the sharpening of each student’s ability to analyze critically and make sound judgments concerning the past as a prelude to the future.

The skills and material presented to students of the Social Sciences program are essential to any number of modern careers. Among these job-attracting skills are critical reading skills, analytic and problem-solving skills, writing skills, oral communication and listening skills, research skills, information management, and task organization skills—all talents in demand in the modern world of work. Most notably, these skills come to bear when addressing the needs of our students who plan to attend law school. Social science graduates are also prepared for employment in a wide variety of jobs and professions where these skills are sought after by employees. A partial list includes such occupations as archivist, curator, journalist, librarian, public relations, sports analyst, stock analyst, political and union organizer, tourism management, grant writer, foreign service staff, insurance agent and adjuster, marketing, the military, and law enforcement.

Outcomes

The outcome of the Social Sciences program is to provide all students with a broad-based study of mankind’s past, ancient and current cultures, and a variety of marketable skills, including critical thinking, research, and writing, which will be vital for success in a student’s future career and role as a contributing member of society.

Upon successful completion of the Bachelor of Arts in Social Sciences, students demonstrate

1. professional competence and the ability to recognize those beliefs that are essential to and necessary for the advancement of human life;
2. critical thinking and writing skills;
3. knowledge and appreciation of the political, historical, social, economic, and broad cultural experiences of peoples from early times to the modern era;
4. the ability to engage successfully in Social Science research; and
5. recall of important historical facts and the ability to read, understand, and critique works in the Social Sciences.

DEGREE REQUIREMENTS

The degree of Bachelor of Arts in Social Sciences is conferred upon students who complete the approved program of study with a Grade Point Average of at least 2.0 in all 120 semester hours of the curriculum, at least 2.0 in all core and General Education requirements, and at least 2.5 in all course work pertaining to the major course of study. Social Sciences majors must complete a course of study that includes a minimum of 36 hours of courses in social sciences, of which 24 must be 300 level or higher; a minimum grade of C must be earned in all courses pertaining to the major course of study. Note: MAT 100A and MAT 100B classes are not acceptable as electives.

Core and General Education Requirements

Biology	101	4	General Biology
	291	1	Stress Management
English	101 & 102	6	English Composition I & II
	250/251	3	American Literature
Fine Arts	Elective	3	ART/FNA/MUS
History	101 & 102	6	Western Civilization I & II
Mathematics	105	3	College Algebra
	160	3	Intro to Statistics
Natural Science	Elective	4	BIO/ESC/CHE/MAT/PHY
Philosophy	101	3	Introduction to Philosophy
	207	3	Introduction to Logic and Critical Thinking
Political Science	250	3	American Government
Sociology	201	3	Introduction to Sociology
Speech	101	3	Fundamentals of Public Speaking
Theology	220	3	Religious Traditions and Cultures
	Elective	3	Theology Elective
Total		54	

Major Requirements

Computer Info Systems	Elective	3	CIS Elective
English	Elective	3	Literature Elective
Foreign Language	101 & 102	6	Elementary French/Latin/Spanish I & II
Geography	201	3	World Geography
		3	Geography Elective
History	201 & 202	6	History of U.S. I & II
	301	3	Louisiana History
	450	3	Louisiana Heritage-Research in Louisiana History
		6	History Elective (must be 300 level or higher)
Psychology	101	3	General Psychology
Social Science	Electives	12	Courses may be taken in Criminal Justice, Economics, Geography, History, Political Science, Psychology, or Sociology
Free Electives	Electives	15	
Major Total		66	
Degree Total		120	

BACHELOR OF ARTS SOCIAL SCIENCES WITH A CONCENTRATION IN CRIMINAL JUSTICE

Program Description

The Social Sciences program is centered on developing each student's understanding of modern society and the recurring patterns in our nation's and the world's history and culture. Among the common themes of the program is the study of such institutions as government, family structure, religion, economics, legal studies, criminal justice, and geography. The reality of interdependence among men and women and nations on all levels brought about by advances in technology is studied in all of the Social Science disciplines. Students earning a degree in Social Sciences have a foundation in the liberal arts through a variety of content courses and are able to relate lessons and achievements from the past and other cultures to the challenges of the present. Social Science students enhance their intellectual maturation through the development of their thinking, speaking, research, and writing. A major emphasis of the Social Science program is the sharpening of each student's ability to analyze critically and make sound judgments concerning the past as a prelude to the future.

The Bachelor of Arts in Social Sciences with a Concentration Criminal Justice program is designed to provide students who are interested in a career in Criminal Justice and law enforcement with a strong background in the skills needed to achieve success in careers in law enforcement or post-graduate studies. The major is designed to stimulate critical and analytical thinking and inquiry about the theoretical and practical dynamics, historical framework, and

cultural parameters of the study of Criminal Justice. Among the skills covered in the program are such items as critical reading, analytic and problem solving, writing, oral communication and listening, research, information management, and task organization—all talents in demand in the preparation for a career in Criminal Justice.

Outcomes

The objective of the Social Sciences with a Concentration in Criminal Justice program is to provide all students with a broad-based study of mankind’s past, ancient and current cultures, and a variety of skills, including critical thinking, research, and writing, which will be vital for success in a student’s future career in the field of Criminal Justice in America.

Upon successful completion of the Bachelor of Arts in Social Sciences with a Concentration in Criminal Justice, students demonstrate .

1. professional competence and the ability to recognize those beliefs that are essential to and necessary for the advancement of human life;
2. critical and analytical thinking and writing skills;
3. knowledge and appreciation of the political, historical, social, economic, and broad cultural experiences of peoples from early times to the modern era;
4. the ability to engage successfully in Social Science research;
5. recall of important historical facts and the ability to read, understand, and critique works in the Social Sciences;
6. an interdisciplinary approach to the study of society and the role Criminal Justice plays in maintaining an ordered society; and
7. critical understanding of American social policy within the framework of the current concerns and practices in the administration of justice in America.

Degree Requirements

The degree of Bachelor of Arts in Social Sciences with a Concentration in Criminal Justice is conferred upon students who complete the approved program of study with a Grade Point Average of at least 2.0 in all 120 semester hours of the curriculum, at least 2.0 in all core and General Education requirements, and at least 2.5 in all course work pertaining to the major course of study. Social Sciences majors must complete a course of study that includes a minimum of 36 hours of courses in Social Sciences, of which 24 must be 300-level or higher; a minimum grade of C must be earned in all courses pertaining to the major course of study.

Note: MAT 100A and MAT 100B classes are not acceptable as electives.

For a minor in Social Sciences, students must complete 18 hours in Social Sciences courses, six of which must be at the 325 or higher level.

Core and General Education Requirements

Biology	101	4	General Biology
	291	1	Stress Management
English	101 & 102	6	English Composition I & II
	250/251	3	American Literature

Fine Arts	Elective	3	ART/FNA/MUS
History	101 & 102	6	Western Civilization I & II
Mathematics	105	3	College Algebra
	160	3	Intro to Statistics
Natural Science	Elective	4	BIO/ESC/CHE/MAT/PHY
Philosophy	101	3	Introduction to Philosophy
	207	3	Introduction to Logic and Critical Thinking
Political Science	250	3	American Government
Sociology	201	3	Introduction to Sociology
Speech	101	3	Fundamentals of Public Speaking
Theology	220	3	Religious Traditions and Cultures
	Elective	3	Theology elective
Total		54	

Major Requirements

Computer Info Sys	120	3	Intro to Computer Information System
	Elective	3	CIS elective
Criminal Justice	100	3	Intro to Criminal Justice
	200	3	Criminal Investigation
	210	3	Criminal Law
	350	3	Criminology
	374	3	Court Procedure and Evidence
	376	3	Juvenile Justice
	450	3	Forensic Evidence
	Elective	3	Criminal Justice elective
Foreign Language	101 & 102	6	Elementary French/Latin/Spanish I & II
Political Science	275	3	State and Local Government
	380	3	Constitutional Law
History	201 & 202	6	History of U.S. I & II
	301	3	Louisiana History
	450	3	Louisiana Heritage—Research in Louisiana
	Elective	3	History elective at 300 level or above
Psychology	101	3	General Psychology
English	Elective	3	Literature Elective
Free Electives	Electives	3	
Major Total		66	
Degree Total		120	

BACHELOR OF ARTS SOCIAL SCIENCES WITH A CONCENTRATION IN LEGAL STUDIES

Program Description

The Social Sciences program is centered on developing each student's understanding of modern society and the recurring patterns in our nation and the world's history and culture. Among the common themes of the program is the study of such institutions as government, family structure, religion, economics, legal studies, criminal justice, and geography. The reality of interdependence among men/women and nations on all levels brought about by advances in technology is studied in all of the social science disciplines. Students earning a degree in Social Sciences have a foundation in the liberal arts through a variety of content courses and shall be able to relate lessons and achievements from the past and other cultures to the challenges of the present. Social Science students enhance their intellectual maturation through the development of their thinking, speaking, research and writing. A major emphasis of the Social Science program is the sharpening of each student's ability to analyze critically and make sound judgments concerning the past as a prelude to the future.

The Bachelor of Arts in Social Sciences with a Concentration in Legal Studies program is designed to provide students who are interested in a career in law or law enforcement with a strong background in the skills needed to achieve success in the study of law or other similar graduate-level programs. The major is designed to stimulate critical and analytical thinking and inquiry about the theoretical and practical dynamics, historical framework, and cultural parameters of law. Among the skills covered in the program are such items as critical reading, analytic and problem solving, writing, oral communication and listening, research, information management, and task organization—all talents in demand in the preparation for a career in law.

Objectives/Outcomes

The objective of the Social Sciences with a Concentration in Legal Studies program is to provide all students with a broad-based study of mankind's past, ancient and current cultures, and a variety of skills, including critical thinking, research, and writing, which will be vital for success in a student's future career in the study of law and role as a contributing member of Society.

Upon successful completion of the Bachelor of Arts in Social Sciences with a Concentration in Legal Studies, students demonstrate

1. professional competence and the ability to recognize those beliefs which are essential to and necessary for the advancement of human life;
2. critical and analytical thinking and writing skills;
3. knowledge and appreciation of the political, historical, social, economic, and broad cultural experiences of peoples from early times to the modern era;
4. successful engagement in social science research;
5. recall of important historical facts and the ability to read, understand and critique works in the social sciences;
6. an interdisciplinary approach to the study of law and society; and
7. critical understanding of American social policy within the framework of the current

concerns and practices in jurisprudence and theories of justice.

Degree Requirements

The degree of Bachelor of Arts is conferred upon students who complete the approved program of study consisting of 120 hours of course work with a 2.0 cumulative Grade Point Average and a 2.5 grade point average in professional course work. Social Sciences majors complete a course of study that includes a minimum of 30 hours of courses in the social sciences, of which 24 must be 300 level or higher and a minimum grade of C must be earned in all courses pertaining to the major course of study.

Core and General Education Requirements

Biology	101	4	General Biology
	291	1	Stress Management
English	101 & 102	6	English Composition I & II
	250/251	3	American Literature
Fine Arts	Elective	3	ART/FNA/MUS
History	101 & 102	6	Western Civilization I & II
Mathematics	105	3	College Algebra
	160	3	Introduction to Statistics
Natural Science	Elective	4	BIO/ESC/CHE/MAT/PHY
Philosophy	101	3	Introduction to Philosophy
	207	3	Introduction to Logic and Critical Thinking
Political Science	250	3	American Government
Sociology	201	3	Introduction to Sociology
Speech	101	3	Fundamentals of Public Speaking
Theology	220	3	Religious Traditions and Cultures
	Elective	3	Theology elective
Total		54	

Major Requirements

Computer Info Sys	120	3	Introduction to Computer Information System
Criminal Justice	100	3	Introduction to Criminal Justice
	200	3	Criminal Investigation
	210	3	Criminal Law
	350	3	Criminology
Economics	201	3	Principles of Economics I
English	Elective	3	Literature Elective
Foreign Language	101 & 102	6	Elementary French/Latin/Spanish I & II
Political Science	375	3	Judicial Process
	380	3	Constitutional Law
History	201 & 202	6	History of U.S. I & II
	301	3	Louisiana History
	450	3	Louisiana Heritage-Research in Louisiana
	Elective	3	History elective at 300 or above level

Psychology	101	3	General Psychology
Business	218	3	Introduction to Business
	401	3	Business Law I
	402	3	Business Law II
Free Electives	Electives	6	
Major Total		66	
Degree Total		120	

**BACHELOR OF ARTS IN SOCIAL SCIENCES
WITH A CONCENTRATION IN
TEACHER CERTIFICATION FOR SECONDARY SCHOOLS**

Program Description

The Social Sciences program is centered on developing each student's understanding of modern society and the recurring patterns in our nation and the world's history and culture. Among the common themes of the program is the study of such institutions as government, family structure, religion, economics, legal studies, criminal justice, and geography. The reality of the interdependence among men and women and nations on all levels brought about by advances in technology is studied in all of the Social Science disciplines. Students earning a degree in Social Sciences have a foundation in the liberal arts through a variety of content courses and are able to relate lessons and achievements from the past and other cultures to the challenges of the present. Social Science students enhance their intellectual maturation through the development of their thinking, speaking, research, and writing. A major emphasis of the Social Science program is the sharpening of each student's ability to analyze critically and make sound judgments concerning the past as a prelude to the future.

The Bachelor of Arts in Social Sciences with a Concentration in Teacher Certification for Secondary Schools program is designed to provide students who are interested in a career teaching the Social Sciences at the secondary level with a strong background in their discipline. The necessary professional courses in Education provide each student with the skills and academic work needed for a successful career in teaching in Louisiana's public, private, and parochial schools. The skills and material presented to students of the Social Sciences program are important competencies for a successful teaching career. Among these skills are critical reading, analytic and problem solving, writing, oral communication and listening, research, information management, and task organization skills—all talents in demand in the Education field and the modern world of work.

Outcomes

The objective of the Social Sciences with a Concentration in Teacher Certification for Secondary Schools program is to provide all students with a broad-based study of mankind's past, ancient and current cultures, and a variety of skills, including critical thinking, research, and writing, which will be vital for success in a student's future career in education and role as a contributing

member of society. The program also provides each student with the professional Education courses needed to prepare them for teacher certification and a successful career in Education.

Upon successful completion of the Bachelor of Arts in Social Sciences with a Concentration in Teacher Certification for Secondary Schools, students demonstrate

1. professional competence and the ability to recognize those beliefs that are essential to and necessary for the advancement of human life;
2. critical thinking and writing skills;
3. knowledge and appreciation of the political, historical, social, economic, and broad cultural experiences of peoples from early times to the modern era;
4. the ability to engage successfully in Social Science research;
5. recall of important historical facts and the ability to read, understand, and critique works in the Social Sciences;
6. a passing grade in the PRAXIS I exam (reading, writing, and mathematics) or ACT of at least 22 and PRAXIS II exam (Social Studies content area); and
7. successful completion of all course work, except for EDU 461A (Internship I) and EDU 461B (Internship II), required by the Louisiana Department of Education for teacher certification.

Degree Requirements

The degree of Bachelor of Arts in Social Sciences with a Concentration in Teacher Certification for Secondary Schools is conferred upon students who complete the approved program of study with a Grade Point Average of at least 2.5 in all 123 semester hours of the curriculum, at least 2.0 in all core and General Education requirements, at least 3.0 in all Education (EDU) course work, and at least 2.5 in all other course work pertaining to the major course of study. Social Sciences majors must complete a course of study that includes a minimum of 36 hours of courses in Social Sciences, of which 24 must be 300 level or higher; a minimum grade of C must be earned in all courses pertaining to the major course of study. Note: MAT 100A and MAT 100B classes are not acceptable as electives.

To earn a concentration in Secondary Education, students must complete 18 hours in professional Education, five of which must be at the 300 or higher level. A GPA of 3.0 must be attained in the professional Education courses.

Core and General Education Requirements

Biology	101	4	General Biology
	291	1	Stress Management
English	101 & 102	6	English Composition I & II
	250/251	3	American Literature
Fine Arts	Elective	3	ART/FNA/MUS
History	101 & 102	6	Western Civilization I & II
Mathematics	105	3	College Algebra
	160	3	Introduction to Statistics
Natural Science	Elective	4	BIO/ESC/CHE/MAT/PHY

Philosophy	101	3	Introduction to Philosophy
	207	3	Introduction to Logic and Critical Thinking
Political Science	250	3	American Government
Sociology	201	3	Introduction to Sociology
Speech	101	3	Fundamentals of Public Speaking
Theology	220	3	Religious Traditions and Cultures
	Elective	3	Theology elective
Total		54	

Major Requirements

Criminal Justice	Elective	3	Criminal Justice elective (above 300-level)
Foreign Language	101 & 102	6	Elementary French/Latin/Spanish I & II
Geography	201	3	World Geography
History	201 & 202	6	History of U.S. I & II
	301	3	Louisiana History
	450	3	Louisiana Heritage-Research in Louisiana History
		9	History electives (above 300-level)
Psychology	101	3	General Psychology
	340	3	Human Growth and Development
Social Science	Electives	9	Courses may be taken in Criminal Justice, Economics, Geography, History, Political Science, Psychology, or Sociology (above 300- level).
Education*	202	3	Educational Psychology
	306	3	Classroom Organization and Management
	304A	3	Learner with Special Needs
	311	3	Reading in the Content Area
	**305	4	Curriculum and Instructional Strategies
	310	5	Instructional Methodologies
Major Total		69	
Degree Total		123	

* In order for the listed Education (EDU) courses to be counted by the State of Louisiana toward Teacher Certification, students must attain a 3.0 GPA in all courses identified as an Education class (EDU).

These courses require successful completion of Praxis I and Praxis II content exams before a student can register for them. A minimum 2.5 overall GPA is also required for graduation. **To complete Louisiana certification in Secondary Education (grades 6-12), EDU 461A Internship I and EDU461B Internship II must be taken after graduation.

BACHELOR OF SCIENCE IN GENERAL STUDIES

Program Description

The curriculum of the General Studies degree program is structured to offer a broad range of courses designed to provide the student majoring in General Studies with a choice of a major concentration of thirty-three (33) semester hours in one of four areas and a minor concentration of twenty-seven (27) semester hours in one of the remaining areas.

The program requires students to be proactive in creating a curriculum to meet their particular needs and interests. Such a curriculum is comprised of a major concentration in one group of disciplines taught at the College and a minor concentration in a second group of disciplines. Furthermore, it affords the opportunity to combine mutually enhancing areas of concentration, thereby providing more effective preparation for either the workplace or graduate studies.

For the purposes of the General Studies degree, the disciplines taught at the College are divided into four groups of allied disciplines: Business, Humanities, Natural Sciences, and Social Sciences.

The **Business** group includes all courses in Business (BUS), Computer Information Systems (CIS), and Economics (ECO).

The **Humanities** group includes all courses in Art (ART), Education (EDU), English (ENG), Fine Arts (FNA), French (FRE), Latin (LAT), Music (MUS), Philosophy (PHI), Spanish (SPA), Special Education (SED), Speech (SPE), and Theology (THE).

The **Natural Sciences** group includes all courses in Biology (BIO), Chemistry (CHE), Earth Science (ESC), Mathematics (MAT), and Physics (PHY).

The **Social Sciences** group includes all courses in Criminal Justice (CJU), Counseling (COU), Geography (GEO), History (HIS), Political Science (PSC), Psychology (PSY), and Sociology (SOC).

Each General Studies student must choose one of these groups as a major concentration, taking a minimum of 33 semester hours, 12 of which must be at the 300 level or above. No grade in a student's major concentration may be below a C. Additionally, each student must select a second group as a minor concentration, taking a minimum of 27 semester hours. The remaining hours in the curriculum are free electives. Among all chosen courses for the completion of this major, at least 39 semester hours must be at the 300 level or above.

General Outcomes of the General Studies Program

The overall purpose of the program in General Studies is to form in the student a firm foundation and a broad academic experience on which can be built further study or which can be readily applied to a wide variety of fields. This purpose is delineated as follows:

1. The successful student gains a knowledge and appreciation of the political, historical, social, economic, and cultural experiences of peoples from prehistoric times to the modern era.
2. The program provides flexible support to enable students in other disciplines to meet degree attainment or certification goals.
3. The program affords students the opportunity to pursue areas of special interest in humanities, business, psychology, sociology, natural and social sciences, and mathematics.

Student Learning Outcomes of the General Studies Program

Upon successful completion of the General Studies Program, students are able to

1. recall essential factual information in the major and minor areas of concentration;
2. read, understand, and critique standard reference works and scholarly or professional periodicals in the areas of concentration;
3. assess critical theories and trends in the chosen areas of concentration;
4. synthesize theoretical and empirical knowledge in the fields of the major and of the minor concentrations; and
5. demonstrate the ability to engage in critical thinking and independent judgment in the areas of concentration.

Degree Requirements

The degree of Bachelor of Science in General Studies is conferred upon students who complete the approved program of study with a Grade Point Average of at least 2.0 in all 123 semester hours of the curriculum, at least 2.5 in all core and General Education requirements, and at least 2.5 in all course work in the major and minor concentrations. General Studies majors must complete a course of study that includes a minimum of 33 semester hours of courses in a chosen major concentration, of which 12 must be 300 level or higher and 27 semester hours in a chosen minor concentration. A minimum grade of C must be earned in all courses pertaining to the major course of study. A minimum of 39 semester hours must be 300 level or higher.

Note: MAT 100A and MAT 100B classes are not acceptable as electives.

A partial four-year plan is given below as a suggestion, with the first two years devoted to the accomplishment of the core and General Education course requirements.

FRESHMAN		
BIO	101	General Biology4
BIO	291	Stress Management1
ENG	101	English Composition I3
ENG	102	English Composition II3
HIS	101/102 or 201/202	History of Western Civilization I or II or History of the United States I or II.....3
MAT	105	College Algebra3

PHI	Philosophy Elective	3
PSY 101	General Psychology	3
SPE 101	Fundamentals of Public Speaking.....	3
THE	Theology Elective	3
		(29)

SOPHOMORE

ENG	Literature Elective.....	3
ART/FNA/MUS	Fine Arts Elective	3
HIS	History Elective	3
MAT 160	Introductory Statistics	3
PHI	Philosophy Elective	3
THE	Theology Elective	3
	Natural Sciences Electives	4
	Social Sciences Elective	3
		(25)
		Total: 54

JUNIOR & SENIOR

During the junior and senior years, in consultation with and with the approval of the assigned General Studies advisor, the student must choose and complete a major concentration for a minimum of 33 semester hours and a minor concentration for a minimum of 27 semester hours. Additionally, 9 more semester hours must be earned in any elective courses.

GENERAL STUDIES SUMMARY

Core Curriculum Requirements	28
General Education Requirements	26
Major Concentration Requirements	33
Minor Concentration Requirements.....	27
Elective Requirements	9
	Total: 123*

*Completion of a minimum of 39 semester hours in courses numbered 300 or above is required of the major concentration, minor concentration, and electives. Of these 39 semester hours, 12 semester hours must be in courses within the major concentration.

For Education Majors who have changed their major to General Studies and who have a minimum of 33 hours in Education, the following course equivalencies may apply:

- EDU 301 Educational Psychology = PSY 212 Educational Psychology
- EDU 309 Human Growth and Development = PSY 340 Human Growth and Development
- EDU 304A Learner with Special Needs = PSY 350 Psychology of Learning
- EDU 204 Foundations of Multicultural Education = SOC 204 Foundations of Multicultural Education.

PREPARING STUDENTS FOR SUCCESS PROGRAM

DIRECTOR: D r . Victoria M. Dahmes

Program Description

In keeping with the Mission of Our Lady of Holy Cross College, the Preparing Students for Success Program (PSSP) offers holistic support for underprepared students through developmentally appropriate placement, courses, and resources. The PSSP was first implemented in the fall semester of 2009. It is a direct result of the **Our Lady of Holy Cross College Quality Enhancement Plan (QEP)** submitted to the Southern Association of Colleges and Schools Council on Colleges (SACSCOC) in partial fulfillment of accreditation renewal in 2009.

The overarching goal of the PSSP is to design, implement, maintain, and continually evaluate a program that assists underprepared students in acquiring the knowledge, critical thinking skills, and attitudes necessary for success in the General Education curriculum. Subsidiary program goals promote development of the following:

1. Vocabulary, comprehension, and fluency skills necessary for reading and understanding college-level material;
2. Logical and effective written communication skills, at the college-level, using standard English;
3. Mathematical concepts and competencies necessary for success in college algebra;
4. Personal, technical, and social skills necessary for college success, promoted by holistic support, membership in a learning community, and service learning.

The PSSP is guided by the Marianite core values, the College Mission, and best practices recommended by the National Association of Developmental Education (NADE). Engagement in the PSSP unites undergraduates in a learning community, thereby helping students to build relationships and skills that benefit them throughout their college careers.

Courses

The following PSSP courses help underprepared students acquire proficiencies needed for success in subsequent courses in the General Education curriculum in college: Introduction to College Success (ICS 100), Introduction to College English (ENG 100), Fundamentals of Mathematics (MAT 099), Introduction to College Algebra I (MAT 100A), Introduction to College Algebra II (MAT 100B), and Introduction to College Reading (REA 100).

Successful completion of ICS 100 is required of all students taking one or more PSSP courses. Exemptions are granted to students who have previously taken ICS 100 or a similar course, juniors and seniors, and those whose ACT or placement scores exceed placement requirements. ICS 100 introduces students to the Marianite core values and the College Mission. Campus involvement, service learning, and personal/career goal setting are also components of ICS 100. Course embedded sessions at the Thomas E. Chambers

Counseling and Training Center and a resource binder are provided at no cost to students. Guest speakers from various academic and administrative departments visit class sessions to orient students to the special services, curricula, and involvement opportunities available at OLHCC. Enrollment in ICS 100, therefore, helps underprepared students become part of the larger learning community.

Intended Student Learning Outcomes

Upon successful completion of corresponding PSSP courses, at least 70% of students should be able to demonstrate

1. Reading skills (REA 100) necessary to function successfully in a college-level social science course, as measured by a final semester grade of C or higher in HIS 101, HIS 102, HIS 201, or HIS 202;
2. Writing skills (ENG 100) necessary to function successfully in a college-level English composition course, as measured by a final semester grade of C or higher in ENG 101;
3. Pre-college algebra mathematics skills (MAT 100A and MAT 100B) necessary to function successfully in college-level algebra, as measured by a final semester grade of C or higher in MAT 105;
4. Prerequisite basic mathematics skills (MAT 099) necessary to function successfully in a pre-college algebra course, as measured by a final semester grade of C or higher in MAT 100A or MAT 100B;
5. Personal, technical, and social skills (ICS 100) necessary to function successfully in undergraduate college-level courses, as measured by a student satisfaction survey.

Placement

Our Lady of Holy Cross College uses American College Test (ACT) subtest scores in English, Mathematics, and Reading as criteria for placement in PSSP courses. Concordant COMPASS Placement subtest scores for writing, pre-algebra, and reading are used when ACT scores are not available. Students whose scores exceed placement requirements may enroll voluntarily. The following placement matrix defines the **PSSP Course Placement Policy**.

PSSP COURSE PLACEMENT MATRIX			
WRITING SKILLS			
SUBTEST	Cut-Off Scores		COURSE PLACEMENT
	ACT	COMPASS	
English (ACT) Writing (COMPASS)	00-15	00-59	<i>Acceptance considered on a case by case basis. Applicant may seek outside instruction and reapply and retest after one semester.</i>
	16-17	60-73	ICS 100, ENG 100 required.
	18-23	74-96	ENG 101; Also eligible to enroll in HIS 101,102, 201, & 202, as approved by an advisor.
	24-26	97-98	ENG 102 (ENG 101 exempted); also eligible to enroll in HIST 101, 102, 201, & 202, as approved by an advisor.
	27-36	99-100	ENG 101 & ENG 102 exempted.
MATHEMATICS SKILLS: Multiple scores may result from COMPASS placement testing in mathematics. The score from the highest domain attempted is used to determine placement.			
Mathematics (ACT) Pre-Algebra (COMPASS)	00-15	00-33	<i>Acceptance considered on a case by case basis. Applicant may seek outside instruction and reapply and retest after one semester.</i>
	16-17	34-100	ICS 100, MAT 099* required.
Mathematics (ACT) Algebra (COMPASS)	16-17	00-30	ICS 100, MAT 099* required.
	18	31-35	ICS 100, MAT 100A required.
	19-21	36-49	ICS 100, MAT 100 B required.
	22-24	50-100	MAT 105; Also eligible to enroll in a science course, as approved by an advisor.
Mathematics (ACT) College Algebra (COMPASS)	22-24	0-62	MAT 105; Also eligible to enroll in a science course, as approved by an advisor.
	25+	63-100	Enrollment in mathematics course beyond MAT 105 if needed (MAT 105 exempted) and approved by advisor.
READING SKILLS			
Reading (ACT/COMPASS)	00-15	00-73	<i>Acceptance considered on a case by case basis. Applicant may seek outside instruction and reapply and retest after one semester.</i>
	16-21	74-88	ICS 100, REA 100 required.
	22-36	89-100	Eligible for HIS 101,102, 201, & 202, as approved by an advisor.

Pre and Post-Testing

ACT or COMPASS subtest scores are also used as course pre-tests. Since the COMPASS placement tests are generated by a randomized item-bank, they are also used as course post-tests. Post-test results are given in the final two weeks of the semester. *COMPASS placement and pre-/post-tests are administered on campus at no cost to students.*

Resources

Multiple resources aid in providing holistic support for underprepared students. Services are centralized in the Center for Teaching and Learning (CTL), which houses the administrative office of the PSSP, the services of a skilled advisor, and three tutoring labs. The Director of the CTL monitors the effectiveness of the PSSP. Additional resources include access to the Academic Skills Center, the Blaine S. Kern Library, the Thomas E. Chambers Counseling and Training Center, the Office of Campus Ministry, and the Office of Student Life.

Computer-assisted support, such as *Learning Express*, provides PSSP participants with 24-hour electronic access to study guides, practice examinations, career information, and tutorials, which are available both on and off campus. Critical thinking, active learning, pre-/post-testing, and the posting of mid-term grades are essential components of all PSSP courses. The administrative office of the PSSP houses resource materials and equipment that may be checked out by instructors and students.

Early Intervention

In addition to posting midterm grades, PSSP instructors alert students and their advisors when grades and attendance are unsatisfactory. This is done through Early Intervention Forms, which are completed at midterm and throughout the semester. The Director receives a copy of the completed forms and follows up by requesting conferences with the students. During the conferences, the Director recommends strategies that aid each individual student in achieving greater academic success.

Evaluation

All students enrolled in PSSP courses receive midterm grades in addition to final semester grades. Midterm grades are intended to represent the instructor's estimate of the students' progress at that point in time, not 50% of the final grade. Because attendance is an important element of success in developmental courses, attendance requirements are embedded in the evaluation matrix used in each course. Students who do not satisfy the requirements of a PSSP course due to excessive absences receive a midterm or final grade of FN, meaning failure due to non-attendance. Students with low academic performance and/or too many absences are referred for early intervention and support prior to or during the midpoint of the semester. The final grade of a student who does not fulfill the counseling component (personal/career/goal setting) or campus involvement requirements of ICS 100 will be reduced by one letter grade.

Academic Credits

Institutional credit hours earned upon successful completion of ICS 100, ENG 100, MAT 100A, MAT 100B, and REA 100 do not satisfy general education requirements but may be used as electives, where applicable. Successful completion is defined as earning a final semester grade of C or higher.

Remedial credit hours earned upon successful completion of MAT 099 do not satisfy General Education requirements, nor are they applicable to any degree program. Successful completion is defined as earning a final semester grade of P on a PASS/NO CREDIT scale.

Maximum Number of Credits

Students enrolled in PSSP courses may enroll in a maximum of thirteen credit hours per semester.

Repeating Courses

Students may spend one semester or a maximum of two semesters in each PSSP course. Courses repeated should be taken in the regular semester immediately following the first time they were taken. Students who are unsuccessful in completing MAT 099 a second time will receive a final semester grade of F. PSSP courses not successfully completed within the first two semesters on campus or successfully repeated in the semester immediately following place the student in jeopardy of academic suspension for one full year, including the summer term.

Dropping Courses

A student must obtain written approval from the Director of the Center for Teaching and Learning in order to drop a PSSP course.

DEPARTMENT OF HUMANITIES

Chair: Dr. Claudia M. Champagne

DESCRIPTION OF CURRICULA

The curricula in the Humanities offer a broad spectrum of liberal arts courses aimed at educating students

1. to think critically,
2. to communicate effectively,
3. to judge carefully and discern goodness,
4. to seek the truth, and
5. to appreciate beauty.

Courses are designed to guide students in understanding their cultural heritage from theological, philosophical, and aesthetic perspectives in order that they may determine and ultimately fulfill their own personal goals as citizens serving their community.

OUTCOMES

The broad purpose of the Humanities curricula is to cultivate the qualities of mind that enable the individual to appreciate the multi-cultural human heritage.

Through the study of the Humanities in the General Education courses, students should attain basic skills and depth of knowledge. Specifically, students should demonstrate

1. proficiency in effective oral and written communication;
2. capability for disciplined, analytical, and creative thinking and problem solving;
3. sensitivity to a variety of human values and attitudes in order to develop a personal value system;
4. awareness of and respect for the spiritual dimension of human existence; and
5. critical appreciation of artistic creations and their impact on cultures, past and present.

Through the study of the Humanities in the major curricula offered, students are encouraged to acquire a broad view of human life and learning and to study in depth those subjects that are vital to a liberal arts education.

ASSOCIATE OF ARTS DEGREE:

Liberal Arts

BACHELOR OF ARTS DEGREES:

English

Liberal Arts

Theology

Theology with a Concentration in Religious Education

BACHELOR OF ARTS IN ENGLISH

Coordinator: Dr. Claudia M. Champagne

Program Description

The English curriculum offers a broad spectrum of courses aimed at training students

1. to think clearly,
2. to communicate effectively,
3. to read carefully,
4. to analyze and interpret critically, and
5. to appreciate the aesthetic beauty of great literature.

Along with required survey courses in American and British literature, the curriculum requires courses in *Shakespeare*, *Advanced Grammar* or *Advanced Composition*, and a 400-level seminar course. Other courses include *Women in Literature*, *World Literature*, *Southern Literature*, *African-American Literature*, and *Creative Writing*. A Special Topics seminar is offered as needed; possible topics are *Linguistics*, *Literary Criticism*, *Christianity and Literature*, *The Bible as Literature*, and *Epic Poetry*. During their senior year, English majors must 1) serve as interns in a pre-professional capacity in a communications-related field, such as book editing, public relations, television, radio, or newspaper, or 2) pursue an approved independent study project manifesting scholarly-level writing and research and aimed at producing a Senior Thesis.

Student Learning Outcomes of the English Program:

Upon successful completion of the English Program, English majors should be able to

1. demonstrate critical thinking;
2. demonstrate effective oral and written communication;
3. critique literary passages in terms of style, tone, historical context, genre, and technique;
4. identify themes common to various genres of both British and American literary works; and
5. critically analyze literary works.

Admission to the Bachelor of Arts in English Program

The English Program has an open enrollment policy; all students who are admitted to the College and who declare the major are admitted.

Requirements for the English Major

An undergraduate major in English consists of a total of 39 semester hours in English. English majors must complete 30 semester hours from courses above the 9 hours of General Education

requirements in English (ENG 101, 102, and 200). Most of the courses in the English major are required.

All English courses, both General Education (ENG 101, 102, and 200) and major courses, must be passed with a grade of C or higher for students to be eligible for graduation.

English courses at the 300 and 400-levels, except ENG 321 (Creative Writing), ENG 400 (Advanced Grammar), and ENG 401 (Advanced Composition) are offered according to a 2-year cycle. Students are advised to plan ahead as early as possible to make sure their major is well balanced and that courses they wish to take are available.

Note: MAT 100A and 100B are not accepted as electives.

BACHELOR OF ARTS ENGLISH

FRESHMAN

ENG 101	English Composition I	3
ENG 102	English Composition II	3
HIS 101 and 102	History of Western Civilization I and II	6
MAT 105	College Algebra	3
PHI 207	Introduction to Logic and Critical Thinking	3
SPE 101	Fundamentals of Public Speaking	3
THE	Theology Elective	3
	Biological Science Elective	4
FRE/LAT/SPA	Foreign Language Elective	3
		(31)

SOPHOMORE

ENG 200	Introduction to Literary Forms	3
ENG 250-251	American Literature I and II	6
HIS 201-202	History of the United States I and II	6
MAT	Mathematics Elective (above 105)	3
	Art/Fine Arts/Music Elective	3
FRE/LAT/SPA	Foreign Language Elective	3
	Natural Sciences Electives	5
		(29)

JUNIOR

ENG 300-301	British Literature I and II	6
ENG	English Elective (300-level or above)	3
PHI	Elective	3
SOC or PSY	Electives	6
	Social Sciences Elective	3
	Art/Fine Arts/Music Elective	3
	General Electives	6
		(30)

SENIOR

ENG 400 or 401	Advanced Composition or Advanced Grammar.....	3
ENG 352	Shakespeare I.....	3
ENG 407 or 410	Seminar in Selected Topics or Shakespeare II.....	3
ENG 498 or 499	Senior Internship or Senior Thesis.....	3
ENG	English Elective (300-level or above).....	3
	Art/Fine Arts/Music Elective.....	3
THE	Theology Elective.....	3
	General Electives.....	9
		(30)
		Total: 120

ENGLISH SUMMARY

English.....	39	Philosophy.....	6
Art/Fine Arts/Music Electives.....	9	Social Sciences.....	9
Foreign Language.....	6	Speech.....	3
History.....	12	Theology.....	6
Mathematics.....	6		
Natural Sciences.....	9	General Electives.....	15
			Total: 120

REQUIRED COURSES FOR ENGLISH MINOR

ENG 101 and 102	English 101 and 102.....	3
ENG 200	Introduction to Literary Forms.....	3
ENG 250 and 251	American Literature I and II.....	6
ENG 300 and 301	British Literature I and II.....	6
ENG 352	Shakespeare I.....	3
ENG	Elective 300 or 400-level.....	3
		Total: 27

Note: All English courses must be passed with a grade of C or higher for the successful completion of the English minor.

REQUIREMENTS FOR CERTIFICATION TO TEACH ENGLISH AT THE SECONDARY EDUCATION LEVEL:

Students who want to be certified to teach English at the Secondary Education level (Grades 6-12) may use their General Electives to fulfill 15 hours of the following Education requirements:

Education 301	Educational Psychology	3
Education 306	Classroom Organization & Management	3
Education 304A	Learners with Special Needs	3
Education 309	Human Growth and Development	3
Education 311	Reading in the Content Area	3

Education	460B	Curriculum and Instructional Strategies	3
Education	460D	Instructional Methodologies	3
			TOTAL: 21

Upon graduating with a Bachelor of Arts in English and a GPA of 3.00 in all EDU courses, students may complete the ALTERNATIVE PATH TO CERTIFICATION IN SECONDARY (Grades 6-12) EDUCATION by passing the PRAXIS I and II and successfully completing the following courses:

Education	461A	Internship I	3
Education	461B	Internship II	3
			TOTAL: 6
TOTAL FOR ALTERNATIVE PATH TO CERTIFICATION IN SECONDARY			
(Grades 6-12) EDUCATION			27

Please see the admissions requirements given in the Department of Education’s description of the Alternative Certification Program in this Catalog.

LIBERAL ARTS PROGRAMS

Program Description

The curricula of the Liberal Arts degree programs are structured to offer a broad range of courses at the Associate's level and to provide the student with a choice of concentrations in two subject areas of interest at the Bachelor's level. The Bachelor of Arts program gives the student latitude in creating a curriculum to meet his or her needs and interests. It affords the opportunity to combine areas of concentration mutually enhancing to each other, thereby providing a more effective and comprehensive education.

Outcomes/Objectives

The broad purpose of the programs in Liberal Arts is to provide a firm foundation upon which to gain understanding and appreciation of mankind's accomplishments in the arts, sciences, and humanities. This purpose is described by the following Student Learning Outcomes for the Liberal Arts degrees:

1. The successful student gains knowledge and appreciation of the artistic, political, historical, social, economic, and broad cultural experiences of peoples from prehistoric times to the modern era;
2. The student is given the opportunity to pursue areas of special interest in various disciplines of the Liberal Arts and Sciences: Art, Biology, Business, English, History, Philosophy, and Theology

DEGREES OFFERED

Associate of Arts in Liberal Arts
Bachelor of Arts in Liberal Arts

Degree Requirements for Associate of Arts in Liberal Arts

An Associate's degree in Liberal Arts prepares students through multi-disciplinary course work in Humanities, Natural Sciences, Social Sciences, and the Arts. This is an ideal course of study for a wide variety of entry-level positions or as a basis for graduate study.

Student Learning Outcomes of the Liberal Arts Associate Program

Liberal Arts graduates

1. develop thoughtful judgment;
2. understand problems;
3. imbue critical thinking with ethical values; and
4. communicate those solutions to others.

Many employers seek college graduates who possess these skills.

The Associate of Arts in Liberal Arts degree requires a total of 60 semester hours. Within that total, 54 semester hours meet the General Education requirements for Bachelor’s degrees at Our Lady of Holy Cross College; the remaining six semester hours are foreign language electives.

**ASSOCIATE OF ARTS
LIBERAL ARTS**

FRESHMAN

BIO	Biology Elective.....	4
ENG 101	English Composition I	3
ENG 102	English Composition II.....	3
FRE/LAT/SPA	Foreign Language Elective	3
HIS	Electives.....	6
MAT 105	College Algebra	3
PHI 207	Introduction to Logic and Critical Thinking.....	3
SPE 101	Fundamentals of Public Speaking.....	3
THE	Theology Elective.....	3
		(31)

SOPHOMORE

BIO 291	Stress Management	1
ENG	Literature Elective.....	3
ART/FNA/MUS/	Fine Arts Elective	3
FRE/LAT/SPA	Foreign Language Elective	3
MAT	Mathematics Elective (above 105).....	3
PHI	Elective	3
	Physical Science Elective	4
PSY 101	General Psychology	3
	Social Science Elective	3
THE	Elective	3
		(29)

Total: 60

Degree Requirements for the Bachelor of Arts in Liberal Arts

The degree of Bachelor of Arts in Liberal Arts is conferred upon students who complete an approved program of study with a 2.0 or higher cumulative Grade Point Average and a minimum grade of C in all courses within the chosen curricular modules.

Student Learning Outcomes of the Liberal Arts Bachelor’s Program

Upon successful completion of the Liberal Arts Bachelor of Arts program, with regard to the chosen areas of concentration, students should be able to

1. recall essential factual information;
2. read, understand, and critique primary texts and scholarly or professional articles;
3. assess critical theories and trends;
4. synthesize theoretical and empirical knowledge; and
5. demonstrate the ability to engage in critical thinking and independent judgment.

The Liberal Arts curriculum is made up of General Education courses, a foreign language requirement, 3 other required courses, and two (2) discipline modules chosen by the student. Each of these modules is twenty-one (21) credit hours, twelve (12) of which are at or above the 300-level. Each module includes course work pertinent to a specific discipline (or combination of allied disciplines) and a capstone course. These modules all adhere to the rules that define official minors and are formulated by departments and approved by the Academic and Curriculum Council. See Course Descriptions for prerequisites for some of the required module courses. Module courses are over and above General Education requirements in the discipline

The courses required for each of the Liberal Arts modules are listed below:

Module 1: Art

ART	101 and 102	Drawing I and II	6
ART	300	Special Topics in Art	3
ART	304 and 305	Painting I and II	6
ART	315	Art Appreciation	3
ART	400 or 404	Art Studio Seminar or Painting III	3
			Total: 21

Module 2: Biology

Biology	200 level & above	Elective	4
Biology	300 level & above	Electives	8
Biology	375	Genetics	4
Biology	400	Ecology	4
Biology	409	Senior Seminar	1
			Total: 21

Module 3: Business

Economics	201	Principles of Economics I	3
Business	205	Principles of Accounting I	3
Business	251 or 252	Principles of Management or Principles of Marketing	3
Business	321	Consumer Behavior	3
Business	416	Organizational Behavior	3
Business	455	International Management	3
Business	400 level	Elective	3
			Total: 21

Module 4: English

English	250/251	American Literature I and II	6
English	300/301	British Literature I and II	6

English	352	Shakespeare I	3
English	300 or 400 level	Elective	3
English	407 or 410	Seminar in Selected Topics or Shakespeare II	3

Total: 21

Module 6: History

History	201/202	History of U. S. I and II	6
History	301	Louisiana History	3
History	305	Intro to Public History	3
History	above 325	Elective	3
History	400-level	Elective	3
History	450 or 465	Louisiana Heritage or New Orleans Highlights	3

Total: 21

Module 5: Philosophy

Philosophy	230	Metaphysics	3
Philosophy	250	Epistemology	3
Philosophy	330	Phenomenology & Existentialism	3
Philosophy	390	Special Topics in Philosophy	3
Philosophy	405	Philosophical Issues in Bioethics	3
Philosophy	480	Senior Seminar	3
Philosophy	490	Social and Political Philosophy	3

Total: 21

Module 7: Theology

Theology	201	Christology	3
Theology	210	The Doctrine of God	3
Theology	280	Catholic Moral Principles	3
Theology	342	Eucharistic Theology	3
Theology	360	Old Testament	3
Theology	370	New Testament	3
Theology	432 or 433 or 434	Senior Thesis or Senior Comprehensive Exam or Senior Theology Practicum	3

Total: 21

**BACHELOR OF ARTS
LIBERAL ARTS**

FRESHMAN

BIO	Biology Elective.....	4
ENG 101	English Composition I	3
ENG 102	English Composition II.....	3
FRE/LAT/SPA	Foreign Language Elective	3
HIS 101	Western Civilization I.....	3
HIS 102	Western Civilization II.....	3
MAT 105	College Algebra	3
PHI 207	Introduction to Logic and Critical Thinking.....	3
SPE 101	Fundamentals of Public Speaking.....	3
THE	Theology Elective	3
	(31)	

SOPHOMORE

ENG 200	Introduction to Literary Forms.....	3
ART/FNA/MUS	Fine Arts Elective	3
FRE/LAT/SPA	Foreign Language Elective	3
MAT	Mathematics Elective (above 105).....	3
PHI 306	Philosophical Ethics.....	3
	Natural Science Electives	5
PSY or SOC	Elective	3
	Social Science Elective.....	3
THE	Elective	3
	(29)	

JUNIOR

ART/FNA/MUS	Fine Arts Elective	3
Liberal Arts	Module 1	9
Liberal Arts	Module 2	9
	Free Electives.....	9
	(30)	

SENIOR

Liberal Arts	Module 1	12
Liberal Arts	Module 2	12
	Free Electives.....	6
	(30)	

Total: 120

LIBERAL ARTS SUMMARY

General Education.....	54
Module I.....	21
Module II.....	21
Additional Requirements.....	15
Electives.....	9
	Total: 120

BACHELOR OF ARTS IN THEOLOGY

Coordinator of Theology: Dr. David Delio

Coordinator of the Catholic Intellectual Tradition: Rev. Dr. Simon Kim

Mission

The Mission of the Theology program at Our Lady of Holy Cross College is to guide students in their studies of the Catholic Tradition and to prepare them to communicate their knowledge.

Vision

We seek to be a center for Catholic theological study and practice in New Orleans and a workshop for students and scholars members that will enable those who participate to inspire the world through the Gospel.

Core Principles

1. Personal excellence—Intellectual, Moral, Spiritual
2. A “philosophic habit of mind”
3. Ecumenical and interfaith outlook
4. Theology in service to others

Program Description

The purpose of studying Catholic theology at Our Lady of Holy Cross College is to understand the extent and depth of the Christian tradition. The Theology program aspires to be faithful to Church teaching in reflecting upon Scripture, faith and practice, philosophy and culture, and other religious traditions.

In pursuing a major in Theology at Our Lady of Holy Cross College, the student also completes a minor in Philosophy. Thus, the student is prepared to pursue advanced theological studies, law, history, education, or other fields. Concentrations are available in Theology and in Religious Education. A minor in Theology is also available, as well as a Theology Module within the Liberal Arts degree.

Student Learning Outcomes of the Bachelor of Arts in Theology Program

Upon successful completion of the Bachelor of Arts in Theology program, Theology majors will be able to

1. Demonstrate a familiarity with Christian scriptures and traditions;
2. Understand the Catholic Theological Tradition and current trends in theology;
3. Think and question philosophically;
4. Communicate theology and apply it in familial, professional, and community settings;
5. Cultivate a well-formed conscience through practical judgment and ethical analysis, based upon the Catholic theological and moral traditions; and

6. Engage in successful theological research in order to demonstrate the ability to analyze critically and to articulate clearly theological arguments in both writing and speech.

Admission to the Bachelor of Arts in Theology Program

The Theology Program has an open enrollment policy; all students who are admitted to the College and who declare the major are admitted.

DEGREE REQUIREMENTS

The degree of Bachelor of Arts in Theology is conferred upon students who complete an approved program of study with a 2.0 cumulative Grade Point Average and a 2.5 Grade Point Average in professional course work. A minimum grade of C must be earned for all courses pertaining to the major course of study in each degree program.

Requirements for Theology Major

A major in Theology can be earned by successfully completing a minimum of 12 courses (36 credits) and a Senior Thesis (3 credits) or Senior Comprehensive Exams (3 credits) and a Senior Theology Practicum (3 credits) in Theology for a total of 42 credit hours in Theology.

**BACHELOR OF ARTS
THEOLOGY**

FRESHMAN

ENG 101	English Composition I	3
ENG 102	English Composition II	3
LAT	Latin Elective.....	3
HIS 101 or 102	History of Western Civilization I or II	3
MAT 105	College Algebra	3
PHI 206	History of Philosophy	3
BIO/PHY	Natural Science Elective	4
SPE 101	Fundamentals of Public Speaking	3
THE 103	The Christian Tradition	3
THE 200	Ecclesiology	3
		(31)

SOPHOMORE

ENG	Literature Elective.....	3
HIS 201 or 202	History of the United States I or II.....	3
MAT	Mathematics Elective (above MAT 105)	3
PHI 207	Introduction to Logic and Critical Thinking	3
BIO/CHE/ESC/PHY	Natural Science Elective	4
THE 201	Christology.....	3
THE 210	Doctrine of God.....	3
PHI 230	Metaphysics.....	3

SOC	Sociology Elective	3
ART/FNA/MUS	Fine Arts Elective.....	3
		(31)

JUNIOR

PHI 250	Epistemology: Belief, Knowledge and Truth	3
PHI 306	Philosophical Ethics.....	3
PSY	Psychology Elective	3
THE 230	Sacred Liturgy.....	3
THE 231	Sacramental Theology	3
THE 280	Catholic Moral Principles.....	3
THE 360	Old Testament	3
THE 370	New Testament	3
BIO/CHE/ESC/PHY	Natural Sciences Elective	1
	Free Elective	3
		(31)

SENIOR

FLA	French or Spanish Elective.....	3
THE 300	Theological Principles and Methods.....	3
PHI 315	Dynamic Synthesis of Thomas Aquinas	3
PHI 330	Phenomenology and Existentialism.....	3
PHI 260/270/380/495	Philosophy Elective.....	3
THE 380	Catholic Theological Tradition	3
THE 432 or 433	Senior Thesis or Senior Comprehensive Exams	3
THE 434	Senior Practicum.....	3
THE	Theology Elective.....	3
ART/FNA/MUS	Fine Arts Elective.....	3
		(27)

Total: 120

THEOLOGY SUMMARY

English	9	Mathematics	6
Fine Arts.....	6	Natural Sciences	9
Foreign Language	6	Philosophy.....	24
General Electives	3	Social Sciences	6
History.....	6	Speech	3
Theology	42		
Total: 120			

REQUIRED COURSES FOR THEOLOGY MINOR

General Education Requirements:

THE 103	The Christian Tradition	3
THE 200	Ecclesiology	3
		TOTAL: (6)

Minor Requirements for Theology:

THE 201	Christology	3
THE 210	Doctrine of God	3
THE 280 or	Catholic Moral Principles or	
THE 285	Theology and Health Care Ethics.....	3
THE 340 or	Sacred Liturgy or	
THE 341	Sacramental Theology	3
THE 360	Old Testament	3
THE 370	New Testament	3

TOTAL: (18)

TOTAL FOR THEOLOGY MINOR: 24

BACHELOR OF ARTS IN THEOLOGY WITH A CONCENTRATION IN RELIGIOUS EDUCATION

In addition to the traditional Theology degree, Our Lady of Holy Cross College offers a Theology degree with a major concentration in Religious Education. This program combines the course of theological study with preparation for effective classroom teaching at the elementary and high school levels. The program aspires to be faithful to authentic Church teaching. By pursuing a major in Theology with a Concentration in Religious Education at Our Lady of Holy Cross College, students are introduced to theological study and prepared to employ their theological knowledge in ministry at the parish and/or school levels. Parish catechists and religious education teachers in Catholic Schools acquire the necessary background in Theology for ministry in church or school.

Student Outcomes of the Bachelor of Arts in Theology with a Concentration in Religious Education Program

Upon successful completion of the Bachelor of Arts in Theology with a Concentration in Religious Education Program, Theology majors should be able to

1. Demonstrate a familiarity with the Christian faith, Scripture, and Tradition;
2. Understand the Catholic Theological Tradition and current trends in theology;
3. Communicate theology and apply it in familial, professional, and community settings;
4. Cultivate a well-formed conscience through critical thinking and ethical analysis based upon the Catholic theological and moral traditions in order to make moral decisions;
5. Engage in successful theological research so as to demonstrate the ability to analyze critically and articulate clearly theological arguments both in writing and in speech;
6. Plan, organize, and execute effective pedagogy in a classroom environment.

Admission to the Bachelor of Arts in Theology with a Concentration in Religious Education Program

The Theology Program has an open enrollment policy; all students who are admitted to the College and who declare the major are admitted. In order to continue in the Theology with a Concentration in Religious Education Program into the junior year (i.e., after completion of 54 credit hours and/or completion of the General Education requirements), the student must be admitted by the Education Department by successfully entering EDU 305. The student must also achieve an acceptable score (see below) on the Educational Testing Service (ETS) PRAXIS I Pre-Professional Skills Assessment (PPST). This test is divided into three sections, assessing the General Education skills of reading, writing, and mathematics. Students who have achieved an ACT composite score of 22 or higher are exempted from the PPST.

DEGREE REQUIREMENTS

The degree of Bachelor of Arts in Theology with a Concentration in Religious Education is conferred upon students who complete an approved program of study with a 2.0 cumulative Grade Point Average, a 2.5 Grade Point Average in Theology course work, and a 3.0 GPA on Education course work. A minimum grade of C must be earned for all courses pertaining to the major course of study in each degree program.

Passing of a comprehensive Theology exam is required for graduation from this program.

**BACHELOR OF ARTS
THEOLOGY
WITH A CONCENTRATION IN RELIGIOUS EDUCATION**

FRESHMAN

ENG 101	English Composition I	3
ENG 102	English Composition II	3
LAT	Latin Elective.....	3
HIS 101 or 102	History of Western Civilization I or II	3
MAT 105	College Algebra	3
PHI 206	History of Philosophy	3
PHY/BIO	Physics/Biology Elective	4
SPE 101	Fundamentals of Public Speaking	3
THE 111	Principles and Methods of Theology	3
THE 200	Ecclesiology	3

(31)

SOPHOMORE

EDU 301	Educational Psychology	3
EDU 309	Human Growth and Development (first semester)	3
EDU 311	Teaching Reading in the Content Area (second semester)	3
ENG	English Literature Elective.....	3
HIS 201 or 202	History of the United States I or II	3
MAT	Mathematics Elective (above MAT 105)	3
PHI 207	Introduction to Logic and Critical Thinking.....	3
PHY/BIO	Physics/Biology Elective	4
THE 201	Christology.....	3
THE 210	Doctrine of God.....	3
PHI 230	Metaphysics.....	3

(34)

JUNIOR

EDU 305	Curriculum and Instructional Strategies.....	4
EDU 306	Classroom and Organizational Management.....	3
PHI 250	Epistemology: Belief, Knowledge and Truth	3
PHI 306	Philosophical Ethics.....	3
THE 230	Sacred Liturgy.....	3
THE 231	Sacramental Theology	3
THE 280	Catholic Moral Principles	3
THE 308	Catholic Social Teaching	3
PSY/SOC	Psychology/Sociology Elective	3
	Natural Sciences Elective	1

(29)

SENIOR

EDU 310	Instruction Methodologies.....	5
FRE/SPA	Foreign Language Elective.....	3
THE 300	Theological Principles and Methods.....	3
THE 319	Principles of Catechesis	3

THE 360	Old Testament	3
THE 370	New Testament	3
THE 380	Catholic Theological Tradition	3
THE 441	Practicum in Teaching Religion (second semester only)	3
ART/MUS/FNA	Fine Arts/Humanities Elective.....	3
		(29)
		Total: 123

THEOLOGY RELIGIOUS EDUCATION SUMMARY

Education	21	Mathematics	6
English	9	Natural Sciences	9
Fine Arts Electives	3	Philosophy.....	15
Foreign Languages	6	Social Sciences	3
History.....	6	Speech	3
Theology	42		
			Total: 123

NOTES:

- EDU 301, 309, and 311 are prerequisites for EDU 310.
- EDU 301, 306, 309, 310, and 311 are prerequisites for EDU 305.
- Passage of PRAXIS I (PPST) is a prerequisite for EDU 305.
- EDU 305 is a prerequisite for EDU 310.
- EDU 310 is a prerequisite for THE 441.

All Theology and Philosophy courses must be completed prior to enrolling in THE 441.

Welcome to the Division of Professional Studies

The Division of Professional Studies offers exciting majors in Nursing, Allied Health, Education, Counseling/Behavioral Sciences, and the world of Business. Our highly skilled faculty is made up of dedicated individuals who will assist in providing you with the knowledge you need to succeed in the workforce. In addition to the personal attention we provide our students, we are especially proud that the majority of our professors possess real-world experience within their fields. This means our students' skill set is enhanced by first-hand knowledge that can only be gained while working on the "front lines."

Come explore the Division of Professional Studies and take a look at the exciting courses we have to offer—courses that are the stepping stones to an exciting career and a fulfilling life.

The administration, faculty, and staff of the Division of Professional Studies welcome you. My office is always open to you.

Please be reminded that admission to some areas of study may be on a competitive basis.

My best to you,

Victoria M. Dahmes, Ph.D.
Interim Provost and Dean of Professional Studies

[Department of Business Administration](#)

[Department of Counseling and Behavioral Sciences](#)

[Department of Education](#)

[Department of Nursing](#)

[Department of Allied Health](#)

DEPARTMENT OF BUSINESS ADMINISTRATION

Chair: Dr. Lawrence S. Audler

Program Description

The curricula in Business Administration generally adhere to the curriculum standards promulgated by the American Assembly of Collegiate Schools of Business, which emphasize a broad education as the best preparation for positions carrying managerial or executive responsibilities. All programs concentrate in the freshman and sophomore years on a General Education curriculum drawn from the liberal arts and sciences, with professional courses concentrated in the junior and senior years. The purpose of the arts and sciences background is to provide students with the foundation upon which they may build a mastery of the behavioral, descriptive, environmental, and quantitative elements of professional course work. The general purpose of all Business curricula is to provide a broad, common body of knowledge in Business Administration. All of the Business programs are accredited by the International Assembly for Collegiate Business Education.

Mission Statement

The Department of Business Administration offers a student-centered learning environment by providing its students a quality education that prepares them to assume successful professional careers in a dynamic global environment. An emphasis is placed on theoretical knowledge, reinforced with practical application in the areas of technological innovations, communications skills, ethical decision making, critical thinking, acceptable management practices, and Catholic values.

Outcomes

Upon completion of the Business Education Program, students will be able to

1. comprehend the process of ethical decision-making and apply that process to business decisions;
2. practice critical decision-making skills and apply those skills to business decisions;
3. comprehend and apply social and for-profit entrepreneurial concepts; and
4. apply sound international management and marketing principles.

Admission Requirements

Admission to the degree programs in the Department of Business Administration is determined by permission of the Chair of the department.

Degrees Offered

The degree offered in the Business Administration Department is a **Bachelor of Science in Business Administration**.

In addition, students may choose from one of the following **concentrations**:

**Accounting
Management
Marketing
Organizational Management**

Degree Requirements

The degree of Bachelor of Science in Business Administration is conferred upon students who

1. complete an approved program of study with a 2.0 cumulative Grade Point Average;
2. attain a 2.5 Grade Point Average in professional course work; and
3. earn a minimum grade of C in all courses pertaining to the major course of study.

CURRICULA

All Business Administration students receive a Bachelor of Science Degree in Business Administration. Students may choose an area of concentration or may choose to pursue the Business Administration degree with no area of concentration. Concentrations are earned by successfully completing 18 semester hours of advanced course work in an area of concentration. Concentrations are offered in accounting, management, organizational management (accelerated program), and marketing. The Business Administration curriculum provides broad exposure to all functions of business, a necessary requirement for a successful professional career. The Business Administration degree program requires 120 credit hours for completion.

Accounting Concentration

The accounting curriculum is designed to prepare students for positions and careers in public, private, and governmental accounting. The study of accounting provides the business student with the best possible credentials to serve the needs of today's world of commerce. Students completing this concentration are prepared in the foundations of the profession and can build upon the course requirements for graduate study in business administration, accounting, or law.

One hundred and fifty (150) credit hours are required to sit for the Certified Public Accountants Examination in the State of Louisiana. Specific required courses are included in this program. Students who plan to sit for the exam in another state should inform themselves of the requirements in that state. The Business Administration department offers continuing education classes designed to meet the course and credit hour requirements of the State of Louisiana and further prepare the student for successful completion of the CPA exam.

Students Taking the CPA Exam

The accounting concentration, Business Administration degree program requires 128 credit hours for completion. However, students planning to take the Certified Public Accountant (CPA) examination must be aware that 150 credit hours are required to sit for the Certified Public Accountants Examination in the State of Louisiana. In addition to the number of hours, specific college-level courses are required. Students who plan to sit for the exam should inform themselves of the state requirements for the exam in any state, including Louisiana, in which they plan to take the exam. The Business Administration department offers classes designed to meet the course and credit hour requirements of the State of Louisiana and further prepare the student for successfully completing the CPA exam. Student may take these courses either before or as continuing education after they graduate with a Business Administration Bachelor of Science degree. Note that additional courses may be necessary for those students graduating with Business Administration degrees without a concentration in accounting. For assistance in planning to take the CPA exam, students are encouraged to talk with their advisor or the Chair of the Business Administration department.

The following additional courses are recommended for those students who plan to sit for the CPA examination:

BUS 318	Cost Accounting.....	3
BUS 320	Tax Accounting II.....	3
BUS 375	Accounting Information Systems.....	3
BUS 402	Business Law II.....	3
BUS 404	Auditing.....	3
ELEC	General or Business Electives.....	7

Management Concentration

The curriculum in management provides the Business student with an extension or concentration beyond the basic functions of the general Business Administration principles. This curriculum meets the special demands of and topics relevant to the professional manager's individual and corporate responsibilities. In addition to the required fundamental management courses, the student is afforded the opportunity to select additional management electives for special concentration or interest.

Marketing Concentration

Marketing interests and demands are now considered essential to every entity in today's world of business. Special emphasis is placed on the needs and understanding of those demands and requirements through this discipline. Understanding the complexities of the impact of marketing upon the profitability of the business entity is the primary objective of this curriculum. The student is directed within this curriculum to develop the skills necessary for positions in the marketing profession.

Organizational Management

The Bachelor of Science (BS) in Business Administration with a concentration in Organizational Management is designed to serve the educational needs of the non-traditional learner and working adult, age 23 and older. The program prepares students to enter the field of management in a wide range of organizations and industries. Because there are many different fields within

Organizational Management, this curriculum is designed to be applicable across most fields. This program enables adult enrollees to complete course work for a college degree at times most convenient to them: evenings and weekends.

Requirements for Admission:

Students interested in pursuing the concentration in Organizational Management are admitted to the Our Lady of Holy Cross College with the same procedure as any other transfer students. The admission steps are listed below. Students

1. Must be admitted to OLHCC;
2. Must be 23 years of age or older;
3. Must have earned an Associate of Arts or Associate of Science degree from an accredited institution or must have two years of prior college work with at least 60 semester hours of college credits with grade “C” or above;
4. Must have a GPA of at least 2.00; and
5. Must be employed or have had significant work experience.

Conditional admission is possible. The candidate must have minimum of 54 semester hours of course work, along with the compensating qualities in the field of Management (5 or more years of experience in managerial work). Admission must be approved by the program’s admissions committee. More information may be obtained by contacting the Business Administration department at 504-398-2304 or the department Chair at laudler@olhcc.edu.

Class Schedules

Required Business classes are normally offered during the semesters as listed below. In addition, the classes may be offered during other semesters if circumstances permit.

Students are cautioned to register for required courses in the years and semesters listed below. Failure to do so may create a scheduling conflict in a subsequent semester that could delay graduation.

**Business Administration Level 1
Freshman – Fall**

BIO	Biological Science Elective	4
BUS 218	Introduction to Business	3
ENG 101	English Composition I	3
ART/FNA/MUS	Fine Art Elective	3
THE	Theology Elective	3
		(16)

Freshman – Spring

ENG 102	English Composition II	3
PHI 207	Introduction to Logic and Critical Thinking	3
MAT 105	College Algebra	3
PSY 101	General Psychology or	

SOC 101	Introduction to Sociology	3
SPE 101	Fundamentals of Public Speaking.....	3
		(15)

Sophomore – Fall

BUS 205	Principles of Accounting I	3
BUS 251	Principles of Management	3
ECO 201	Principles of Economics I	3
HIS 201	History of the United States I.....	3
MAT 215	Finite Mathematics.....	3
		(15)

Sophomore – Spring

BUS 206	Principles of Accounting II.....	3
BUS 252	Principles of Marketing.....	3
ECO 202	Principles of Economics II.....	3
CHE/ESC/PHY	Physical Science Elective	4
HIS 202	History of the United States II	3
		(16)

Business Administration – Level 2

Junior – Fall

BUS 210	Business Communication Skills	3
BUS 301	Business and Economic Statistics I.....	3
BUS 311	Principles of Business Finance	3
BUS/ECO	Elective at the 300 or 400 Level	3
ENG	Literature Elective.....	3
SOS	Social Science Elective	3
		(18)

Junior – Spring

BUS 302	Business and Economic Statistics II	3
BUS 307	Managerial Accounting.....	3
BUS/ECO	Electives at the 300 Level	3
PHI	Philosophy Elective	3
	Natural Science Elective	1
		(13)

Senior – Fall

BUS 401	Business Law I.....	3
BUS 409	Business and Society.....	3
BUS 416	Organizational Behavior	3
BUS 462	Internship	3

BUS/ECO	Elective at the 300 or 400 Level	3
	General Elective.....	3
		(18)

Senior – Spring

BUS 414	Business Policy and Problems	3
BUS 460	Special Topics at the 300 or 400 Level.....	3
THE	Theology Elective	3
		(12)
		Total: 120

CONCENTRATIONS

Students who select a concentration should substitute the classes listed below for Business electives (18 hours available) and/or general electives (9 hours available).

Concentration in Accounting

BUS 314-315	Intermediate Accounting I & II.....	6
BUS 319	Tax Accounting I.....	3
BUS 406-407	Advanced Accounting I & II.....	6
BUS 462 or 464	Internship.....	3

Concentration in Management

BUS 309	Personnel Management.....	3
BUS 202	Business Law II.....	3
BUS 405	Production Management.....	3
BUS 455	International Management	3
BUS 460	Special Topics.....	3
BUS 462	Internship	3

Concentration in Marketing

BUS 313	Principles of Advertising.....	3
BUS 321	Consumer Behavior.....	3
BUS 325	Marketing Research.....	3
BUS 326	Salesmanship.....	3
BUS 377	Marketing Management.....	3
BUS 462	Internship	3

Concentration in Organizational Management

MGT 301	Principles of Management.....	3
MGT 302	Ethical Issues of Business.....	3
MGT 303	Human Resource Management.....	3
MGT 305	Entrepreneurship.....	3
MGT 307	Foundations of Accounting.....	3
MGT 309	Marketing Management.....	3
MGT 311	Applied Business Statistics.....	3

MGT 312	Foundations of Economics.....	3
MGT 403	Business Law/Legal Aspects of the Business.....	3
MGT 405	Managerial Economics.....	3
MGT 406	Managerial Finance.....	3
MGT 409	Operations Management.....	3
MGT 414	Accounting for Managers.....	3
MGT 417	Organizational Behavior.....	3
MGT 418	Strategic Management.....	3
MGT 420	Senior Capstone Project 1.....	1
MGT 421	Senior Capstone Project 2.....	2
MGT 458	International Management.....	3

DEPARTMENT OF COUNSELING AND BEHAVIORAL SCIENCES

Chair: Dr. Carolyn C. White

The Department of Counseling and Behavioral Sciences offers Associate of Science degrees in Addiction Counseling and Juvenile Counseling; Bachelor of Science degrees in Addiction Counseling, Applied Behavioral Science, Psychology, and Social Counseling; a Master of Arts degree in Counseling with concentrations in Clinical Mental Health Counseling, Marriage, Couple, and Family Counseling, and School Counseling; and a Ph.D. in Counselor Education and Supervision. In addition, we offer an Early Entry program in Counseling which allows students who desire a Master's degree in Counseling to enter the graduate program in Counseling during what would be their senior year of Baccalaureate studies.

Mission Statement

The Counseling and Behavioral Sciences Department supports the Mission of Our Lady of Holy Cross College. The department's faculty strive to insure that their students have a foundation in the General Education offerings and the content courses in Behavioral Sciences. Our individual Mission is to impact social change within specific professional areas of practice, as well as within American social systems. To accomplish this, the Behavioral Sciences faculty provide highly relevant course work to the students in our program. Graduates of the department are able to implement our Mission by applying academic knowledge and expertise in a variety of institutional, agency, community, and educational settings.

UNDERGRADUATE DEGREES OFFERED

Associate of Science

Addiction Counseling
Juvenile Counseling

Bachelor of Science

Addiction Counseling
Applied Behavioral Sciences
Psychology
Social Counseling

Outcomes

The specific outcomes of the Bachelor of Science degrees in Counseling and Behavioral Sciences are to

1. prepare students for entry-level positions in the fields of Behavioral Sciences;
2. provide students with an interdisciplinary knowledge base;
3. enable students to learn through a wide variety of experiences across the fields of Counseling and Behavioral Sciences;
4. prepare students to be successful in graduate school in their major concentration.

Student Learning Outcomes

Upon successful completion of a Bachelor of Science degree in the areas of Counseling and Behavioral Sciences, students should be able to

1. Demonstrate mastery of the General Education requirements
2. Identify the foundations of the fields of Behavioral Sciences;
3. Demonstrate comprehension of the history, philosophy, and trends in the Behavioral Sciences disciplines;
4. Synthesize knowledge of a variety of models related to the Behavioral Sciences;
5. Evaluate ethical considerations related to the Behavioral Sciences disciplines;
6. Demonstrate the ability to pursue post-Baccalaureate studies in the Behavioral Sciences; and,
7. Apply the College Mission by using academic knowledge and expertise in a variety of institutional, agency, community, and educational settings.

Admission

Students who seek to enter a Bachelor of Science degree program in the Counseling and Behavioral Sciences department must have

1. successfully completed all of the core curriculum courses in their freshman and sophomore years;
2. attained a minimum overall Grade Point Average of 2.0; and
3. attained a minimum Grade Point Average of 2.5 in all Behavioral Sciences classes.

DEGREE REQUIREMENTS

The degrees of Bachelor of Science in Addiction Counseling, Applied Behavioral Sciences, Psychology, and Social Counseling are conferred upon students who complete an approved program of study with a minimum 2.0 cumulative Grade Point Average and a 2.5 Grade Point Average in all Behavioral Science classes. A minimum grade of C must be earned for all courses pertaining to the major course of study in each degree program.

ASSOCIATE OF SCIENCE IN ADDICTION COUNSELING*

FRESHMAN

BIO 101	General Biology	4
ENG 101	English Composition I	3
ENG 102	English Composition II	3
HIS	History Elective	3
MAT 105	College Algebra	3
PHI	Philosophy Elective	3
PSY 101	General Psychology	3
SOC 101	Introduction to Sociology	3
SPE 101	Fundamentals of Public Speaking.....	3
THE	Theology Elective	3
		(31)

SOPHOMORE

COU 202	Introduction to Addictive Behavior	3
COU 307	Addiction Counseling	3
COU 318	Interviewing and Counseling	3
COU 320	Recovery Counseling	3
COU 402	Advanced Studies in Addictions.....	3
COU/PSY	Counseling or Psychology Elective	3
ART/FNA/MUS	Fine Arts Elective	3
	General Electives	9
		(30)
		Total: 61

*A maximum of 1/4 of the total hours is transferable from other institutions, provided all other requirements are satisfied.

ASSOCIATE OF SCIENCE IN ADDICTIONS COUNSELING SUMMARY

Counseling	18	Philosophy	3
English	6	Psychology	3
Art, Fine Arts, Music	3	Sociology	3
History	3	Speech	3
Mathematics	3	Theology	3
Natural Sciences	4	General Electives	9
		Total: 61	

ASSOCIATE OF SCIENCE IN JUVENILE COUNSELING*

FRESHMAN

BIO 101	General Biology	4
ENG 101	English Composition I	3
ENG 102	English Composition II.....	3
HIS	History Elective	3
MAT 105	College Algebra	3
PHI	Philosophy Elective	3
PSY 101	General Psychology	3
SOC 101	Introduction to Sociology	3
SPE 101	Fundamentals of Public Speaking.....	3
THE	Theology Elective	3
		(31)

SOPHOMORE

COU 202	Introduction to Addictive Behaviors.....	3
COU 305	Juvenile Delinquency.....	3
COU 318	Interviewing and Counseling	3
COU 320	Recovery Counseling	3
COU/PSY	Counseling or Psychology Elective	3
ART/FNA/MUS	Fine Arts Elective	3
PSY 303	Adolescent Psychology.....	3
PSY 405	Abnormal Psychology.....	3
	General Electives	6
		(30)
		Total: 61

*A maximum of 1/4 of the total hours is transferable from other institutions, provided all other requirements are satisfied.

ASSOCIATE OF SCIENCE IN JUVENILE COUNSELING SUMMARY

Counseling	15	Philosophy	3
English	6	Psychology	9
Art/Fine Arts, Music	3	Sociology	3
History	3	Speech	3
Mathematics	3	Theology	3
Natural Sciences	4	General Electives	6
		Total: 61	

**BACHELOR OF SCIENCE IN
ADDICTION COUNSELING**

FRESHMAN

BIO 101	General Biology	4
ENG 101	English Composition I	3
ENG 102	English Composition II	3
HIS	History Elective	3
MAT 105	College Algebra	3
PHI	Philosophy Elective	3
PSY 101	General Psychology	3
SOC 101	Introduction to Sociology	3
SPE 101	Fundamentals of Public Speaking.....	3
	General Elective.....	3
		(31)

SOPHOMORE

COU 202	Introduction to Addictive Behaviors.....	3
ENG	Literature Elective.....	3
ART/FNA/MUS	Elective	3
HIS	History Elective	3
MAT 160	Introduction to Statistics	3
PHI	Philosophy Elective	3
THE	Theology Electives.....	6
	Natural Science Elective.....	5
		(29)

JUNIOR

COU 305	Juvenile Delinquency	3
COU 307	Addiction Counseling	3
COU 318	Interviewing and Counseling	3
COU 320	Recovery Counseling.....	3
COU 450	Sexual Trauma	3
PSY 307	Crisis Intervention.....	3
PSY 402	Human Sexuality.....	3
	General Electives	9
		(30)

SENIOR

COU 402	Advanced Studies in Addictions.....	3
COU 408	Advanced Interviewing and Counseling.....	3

PSY 490	Research	3
COU/PSY	Counseling or Psychology Electives.....	9
PSY 405	Abnormal Psychology.....	3
	General Electives	9
		(30)
		Total: 120

BACHEOR OF SCIENCE IN ADDICTION COUNSELING SUMMARY

Counseling	30	Philosophy.....	6
English	9	Psychology.....	18
Art, Fine Arts, Music	3	Sociology	3
History.....	6	Speech	3
Mathematics	6	Theology	6
Natural Sciences.....	9	General Electives	21

Total: 12

**BACHELOR OF SCIENCE IN
APPLIED BEHAVIORAL SCIENCES**

FRESHMAN

BIO 101	General Biology	4
ENG 101	English Composition I	3
ENG 102	English Composition II	3
HIS	History Elective	3
MAT 105	College Algebra	3
PHI	Philosophy Elective	3
PSY 101	General Psychology	3
SOC 101	Introduction to Sociology	3
SPE 101	Fundamentals of Public Speaking.....	3
	General Elective.....	3
		(31)

SOPHOMORE

CJU 100	Introduction to Criminal Justice.....	3
CJU 200	Criminal Investigation	3
ENG	Literature Elective.....	3
ART/FNA/MUS	Elective	3
HIS	History Elective	3
MAT 160	Introduction to Statistics	3
	Natural Science Elective.....	5
PHI	Philosophy Elective	3
THE	Theology Electives.....	6
		(32)

JUNIOR

CJU 350	Criminology	3
CJU	Criminal Justice Elective	3
PSY 307	Crisis Intervention.....	3
PSY 310	Social Psychology.....	3
PSY 340	Human Growth and Development	3
PSY	Psychology Electives (300 level or above).....	6
SOC 301	Social Problems	3
	General Electives	6
		(30)

SENIOR

COU 408	Advanced Interviewing and Counseling.....	3
PSY 405	Abnormal Psychology.....	3
PSY 490	Research.....	3
PSY	Psychology Electives (300 level or above).....	6
	General Electives	12
		(27)
		Total: 120

BACHELOR OF SCIENCE IN APPLIED BEHAVIORAL SCIENCES SUMMARY

Counseling	3	Philosophy	6
Criminal Justice	12	Psychology	30
English	9	Sociology	6
Art, Fine Arts, Music	3	Speech	3
History	6	Theology	6
Mathematics	6	General Electives	21
Natural Sciences	9		
			Total: 12

BACHELOR OF SCIENCE IN PSYCHOLOGY

FRESHMAN

BIO 101	General Biology	4
ENG 101	English Composition I	3
ENG 102	English Composition II	3
HIS	History Elective	3
MAT 105	College Algebra	3
PHI	Philosophy Elective	3
PSY 101	General Psychology	3
SOC 101	Introduction to Sociology	3
SPE 101	Fundamentals of Public Speaking.....	3
	General Elective.....	3
		(31)

SOPHOMORE

ENG	Literature Elective	3
ART/FNA/MUS	Elective	3
HIS	History Elective	3
MAT 160	Introduction to Statistics	3
PHI	Philosophy Elective	3
THE	Theology Electives	6
	Natural Science Elective	5
	General Elective.....	6
		(32)

JUNIOR

COU 450	Sexual Trauma	3
COU/PSY	Counseling or Psychology Elective (300 level or above).....	3
PSY 310	Social Psychology.....	3
PSY 340	Human Growth and Development	3
PSY 350	Psychology of Learning	3
PSY 402	Human Sexuality.....	3
PSY	Psychology Electives (300 level or above).....	6
	General Electives	6
		(30)

SENIOR

COU 408	Advanced Interviewing and Counseling.....	3
PSY 405	Abnormal Psychology.....	3
PSY 407	Death and Dying.....	3
PSY 413	History and Systems of Psychology.....	3
PSY 415	Psychological Tests and Measurements.....	3
PSY 490	Research.....	3
PSY	Psychology Electives (300 level or above).....	3
	General Electives.....	6
		(27)
		Total: 120

BACHELOR OF SCIENCE IN PSYCHOLOGY SUMMARY

Counseling.....	6	Psychology.....	42
English.....	9	Sociology.....	3
Art, Fine Arts, Music.....	3	Speech.....	3
History.....	6	Theology.....	6
Mathematics.....	6	General Electives.....	21
Natural Sciences.....	9		
Philosophy.....	6		
			Total: 12

BACHELOR OF SCIENCE IN SOCIAL COUNSELING

FRESHMAN

BIO 101	General Biology	4
ENG 101	English Composition I	3
ENG 102	English Composition II	3
HIS	History Elective	3
MAT 105	College Algebra	3
PHI	Philosophy Elective	3
PSY 101	General Psychology	3
SOC 101	Introduction to Sociology	3
SPE 101	Fundamentals of Public Speaking.....	3
	General Elective.....	3
		(31)

SOPHOMORE

ENG	Literature Elective.....	3
ART/FNA/MUS	Elective	3
HIS	History Elective	3
MAT 160	Introduction to Statistics	3
PHI	Philosophy Elective	3
THE	Theology Electives.....	6
	Natural Science Electives	5
	General Elective.....	3
		(29)

JUNIOR

COU 305	Juvenile Delinquency.....	3
COU 307	Addiction Counseling	3
COU 318	Interviewing and Counseling	3
COU 450	Sexual Trauma	3
COU/PSY	Counseling or Psychology Electives.....	6
PSY 307	Crisis Intervention.....	3
PSY 402	Human Sexuality.....	3
	General Electives	6
		(30)

SENIOR

COU 408	Advanced Interviewing and Counseling.....	3
COU/PSY	Counseling or Psychology Elective	6
PSY 405	Abnormal Psychology.....	3

PSY 407	Death and Dying	3
PSY 490	Research.....	3
	General Electives	12
		(30)
		Total: 120

BACHELOR OF SCIENCE IN SOCIAL COUNSELING SUMMARY

Counseling	15	Psychology	18
English	9	Sociology	3
Art, Fine Arts, Music	3	Speech	3
History	6	Theology	6
Mathematics	6	Psychology/Counseling Electives.....	12
Natural Sciences	9	General Electives	24
Philosophy	6		
			Total: 120

EARLY ENTRY PROGRAM FOR MAJORS IN ADDICTION COUNSELING OR SOCIAL COUNSELING FOR A MASTER'S DEGREE IN COUNSELING

A student who is enrolled in the undergraduate Addiction Counseling or Social Counseling programs may apply for admission to the Early Entry graduate program.

Upon completion of all requirements for the Early Entry program in Counseling (which includes a 60-hour Master's degree in Counseling), the student is awarded the Baccalaureate and Master's degrees concurrently.

Undergraduate students who are senior status, have completed the required undergraduate courses listed in the Early Entry Program, and intend to apply for admission to the Graduate Counseling Program at Our Lady of Holy Cross College may enroll in up to two graduate-level courses for graduate credit. Graduate credit for a graduate course completed with no less than a grade of B is given when the student has changed his or her status and is formally admitted to the Graduate Counseling program.

Within the first semester the student enrolls for a graduate-level Counseling course, he or she is required 1) to submit a completed Graduate Application to the graduate Counseling department, three letters of reference, a personal goals statement; 2) be interviewed by the graduate Counseling faculty; and 3) meet all requirements to be admitted into the Graduate Counseling department.

Eligibility for Early Entry

1. GPA 3.0 in major;
2. Completion of first three years of curriculum in Addiction Counseling or Social Counseling;
3. Proficiency in technology and writing;
4. Submission of goal statement;
5. Behavioral qualities/characteristics appropriate to the counseling profession;
6. Interview with and recommendation by Graduate Counseling faculty;
7. Three letters of recommendation (two from Addiction or Social Counseling faculty); and
8. Recommendation by the Chair of the Department of Counseling and Behavioral Sciences.

Benefits of Early Entry

Students are allowed to

1. begin graduate studies earlier;
2. begin post-Master's supervision earlier;
3. enter the profession of counseling earlier; and
4. be eligible to be licensed earlier;

EARLY ENTRY COUNSELING

BIO	101	General Biology	4
BIO		Biology Elective	5
ENG	101	English Composition I	3
ENG	102	English Composition II	3
ENG		Literature Elective	3
HIS		History Electives	6
MAT	105	College Algebra	3
MAT	160	Introduction to Statistics	3
PSY	101	General Psychology	3
SOC	101	Introduction to Sociology	3
SPE	101	Fundamentals of Public Speaking	3
ART/FNA/MUS		Elective	3
PHI		Philosophy Electives	6
THE		Theology Electives	6
		General Electives	9
COU/PSY		Counseling or Psychology Electives	9
COU/PSY		Counseling or Psychology Electives (300-level or above)	9
COU	305	Juvenile Delinquency	3
COU	318	Interviewing and Counseling	3
COU	450	Sexual Trauma	3
COU	408	Advanced Interviewing and Counseling	3
PSY	402	Human Sexuality	3
PSY	405	Abnormal Psychology	3
PSY	407	Death and Dying	3
PSY	490	Research	3
COU	600	Human Growth and Development	3
COU	602	Social and Cultural Foundations	3
COU	605	Career and Lifestyle Development	3
COU	606	Theories of Counseling	3
COU	607	Theory and Practice of Group Counseling.....	3
COU	609	Professional Orientation/Ethics	3
COU	610	Research Methodology and Program Evaluation	3
COU	615N	Diagnosis and Treatment of Mental Disorders	3
COU	616	Techniques of Counseling.....	3
COU	618	Appraisal in Counseling.....	3
COU	699	Practicum in Counseling	3
COU	701	Internship I	3
COU	702	Internship II	3
COU		Specific graduate courses in one of the three specialties for Graduate Counseling: Clinical Mental Health Counseling, Marriage, Couple, and Family Counseling, or School Counseling. (See curriculum under Graduate Counseling.)	21
		Total Hours in Early Entry Counseling	165

GRADUATE STUDIES IN COUNSELING MASTER OF ARTS IN COUNSELING

The Department of Counseling and Behavioral Sciences offers a Master of Arts degree in Counseling in three specialty areas: Clinical Mental Health Counseling; Marriage, Couple, and Family Counseling; and School Counseling. All three specialty programs are accredited by the Council for Accreditation of Counseling and Related Educational Programs (CACREP). The accreditation for all three programs runs through October 31, 2022, when the programs will be reviewed for re-accreditation.

Scope and Purpose

In keeping with the stated philosophy of Our Lady of Holy Cross College, the Graduate Programs in Counseling seek to provide opportunities for intellectual, psychological, and spiritual growth to foster individuals' contributions within a pluralistic society. The Catholic heritage of the College and the Christian understanding of service are integral to the philosophy of the Graduate Programs in Counseling.

The Graduate Programs in Counseling are specifically designed to enhance the students' knowledge, skills, and attitudes in their chosen academic arenas and to prepare them to accept professional responsibilities. Success in the Graduate Programs in Counseling is based not only on completing the required course work but also on demonstrating competencies and attitudes appropriate to the profession. Whether they counsel, administer, or teach, graduates of the Graduate Programs in Counseling of Our Lady of Holy Cross College promote holistic development of each individual and the spirit of justice that brings about social equity and global harmony.

Mission and Philosophy of the Graduate Programs

The Graduate Programs in Counseling incorporate the Mission of the College in their own statement of Mission and Philosophy. The various specialties in Counseling nurture students to become self-developing, competent professionals who can contribute to their communities, both personally and professionally. The programs emphasize the whole person's development of spiritual, intellectual, cultural, and material values necessary to live responsibly, respect individuality, seek truth and peace, and foster justice in society. The programs emphasize the delivery of services from sociocultural, systemic, developmental, and wellness perspectives. The Graduate Programs in Counseling integrate their philosophy into their Mission through measurable objectives for teaching, research, and public service.

Program Goals

The goals of the Graduate Program in Counseling include

1. to recruit, maintain, and matriculate a diverse student body;
2. to foster students' identification as professional counselors;
3. to foster students' development of a sociocultural, systemic, developmental, and wellness perspective of mental health;
4. to promote students' development of clinical skills as counselors;

5. to promote students' development of skills necessary to consume, conduct, and apply scholarly research in the field of mental health;
6. to monitor students to assess personal wellbeing and to promote personal and professional development;
7. to maintain a counseling and training center providing both an opportunity for the development of students' clinical skills, as well as opportunities to engage in public service by providing low cost counseling to the community;
8. to provide a graduate assistantship experience resulting in acquisition of professional experiences and skills; and
9. to maintain national accreditation of the program.

Student Learning Outcomes

Upon successful completion of the Master's Program in Counseling, graduates are expected to demonstrate

1. the practice of professional counseling skills within the scope of a multicultural and changing society;
2. the ability to synthesize theoretical and empirical knowledge in the field of counseling;
3. the ability to engage in critical thinking, decision making, and independent judgment;
4. the skills to conduct and evaluate research in counseling and its related disciplines for its applicability to counseling theory;
5. the practice of leadership skills in collaboration with members of the counseling profession;
6. the ability to evaluate the impact of counseling theory and practice as it relates to assisting the client in achieving the optimal level of wellness;
7. acceptance of individual responsibility and accountability for personal and professional growth; and
8. the necessary academic and clinical skills to obtain professional licensure.

Nature of Graduate Work

Course work at the graduate level serves mainly as a guide to independent study. Students are expected to demonstrate knowledge, skills, and attitudes appropriate to their respective professions rather than just to pass courses or simply to comply with formal requirements. Graduate students are expected to exceed minimum requirements and assume responsibility for pursuing lifelong learning that best meets their professional needs.

Specialties Offered

The Chair of the Department of Counseling and Behavioral Sciences, through the Provost, administers the Graduate Programs in Counseling. Upon admission the student must select one of the following areas of specialization:

Master of Arts (M.A.) in Counseling

- Specialization in Clinical Mental Health Counseling (formerly Community Counseling)
- Specialization in Marriage, Couple, and Family Counseling
- Specialization in School Counseling

Graduate Admissions

In accordance with Title VI of the Civil Rights Act and Title IX of the Education Amendments of 1972, the Chair of Counseling and Behavioral Sciences accepts applications for admission from students without regard to ethnicity, race, color, sex, age, disability status, or national origin.

ADMISSION PROCEDURES

Applicants must first be admitted to Graduate Studies. The application, all official transcripts, and proof of immunizations must be sent to the Office of Enrollment Services, Our Lady of Holy Cross College (OLHCC), 4123 Woodland Dr., New Orleans, LA 70131.

To be considered for admission to Graduate Studies in Counseling, applicants must submit the following prior to the application deadline of the semester for which they are applying:

1. A completed official graduate application form (sent to Enrollment Services);
2. Payment of a graduate application fee (a one-time, non-refundable application fee);
3. Official transcripts for all prior undergraduate and graduate course work, which must be sent directly from the institutions attended to the Office of Enrollment Services;
4. At least three letters of recommendation written by people qualified to evaluate academic potential and personal and professional promise. Letters should address the candidate's character, work ethic, leadership, ability to work with others, communication skills, and ability to complete graduate-level academic work successfully. These letters should be sent to the Chair of Graduate Counseling;
5. A two-page, double-spaced, typed personal goal statement sent to the Chair of Graduate Counseling. The goal statement should provide some background information, the reason the candidate has chosen counseling as a profession, and some future professional goals.

ACADEMIC REQUIREMENTS

Admission to Graduate Studies at Our Lady of Holy Cross College is based on the evaluation of the applicant's personal, professional, and academic records by the Graduate Faculty. The College recruits qualified applicants from diverse sociocultural backgrounds who display professional promise, intellectual achievement, personal character, and educational commitment. At a minimum, applicants are expected to have the following academic qualifications:

1. A Baccalaureate degree from a university or college approved by a recognized regional accrediting agency in the United States or proof of equivalent training at a foreign university;
2. A record of undergraduate study that is predictive of success in graduate studies, preferably in a field related to counseling, with a cumulative undergraduate Grade Point Average of 3.0 or higher on a 4.0 scale;
3. Satisfactory academic standing at the last university or college attended.

Foreign and ESL Students

A foreign or ESL (English as a Second Language) applicant must present evidence of satisfactory proficiency in reading, writing, and speaking English. The applicant may do so by presenting a satisfactory score on the TOEFL (normally 500). For information about TOEFL, the applicant should write to TOEFL, 1755 Massachusetts Avenue NW, Washington, DC 20036.

STAGES OF ADMISSION

Stage One: Conditional Admission to the College

Students conditionally admitted must possess an undergraduate degree from an accredited college or university and may take a maximum of six hours of graduate credit at Our Lady of Holy Cross College on a conditional basis. Conditional admission does not guarantee admission to any of the graduate programs and is limited to one semester.

Conditional admission constitutes the following conditions:

- A minimum 3.0 undergraduate Grade Point Average is required.
- A student accepted conditionally may take a maximum of six hours of graduate credit.
- A student accepted conditionally must attend the graduate orientation. (One is held in the fall, one is held in the spring, and one in the summer.)
- **No student under conditional acceptance may register for the next semester until he or she has been approved by the Graduate Counseling department for progression in the program.**
- Conditional admission is limited to one semester.

Stage Two: Admission to Graduate Programs

Applicants may not take more than six hours of course work until they have been accepted into the Graduate Program in Counseling. In order to be accepted, applicants must meet the following conditions:

- The graduate admission criteria must be completed. Please refer to the criteria listed above.

Deadlines to complete the graduate application package are

June 15 for Fall Registration

October 15 for Spring Registration

February 15 for Summer Registration

- Once the admission criteria are completed, the applicant is invited to attend an interview process. This includes an interview by Graduate Counseling faculty and a writing sample. Graduate Counseling applicants should submit their goal statement prior to the interview. Applicants may receive information regarding the interview process and the written statement from the Chair of the department.
- Graduate program faculty determine admission into the program. The criteria for admission are based upon the following indicators:
 1. Completed admissions criteria;
 2. Undergraduate Grade Point Averages;
 3. Three letters of recommendation;
 4. Results of writing sample, goal statement, and program interview;
 5. Recommendations from OLHCC instructors; and
 6. Available space for new students within the program (based on CACREP requirements for FTE).
- Applicants are notified in writing by the Chair of the Department of Counseling and Behavioral Sciences regarding the results of their admission application. Those who are accepted are allowed to register for the next semester. Those who are not accepted are not allowed to continue graduate studies in Counseling at OLHCC.

Stage Three: Candidacy

Students remain at stage two status until they are accepted for Candidacy. Candidacy is primarily determined through academic achievement in graduate classes and demonstration of appropriate dispositions. See page 12 of the *Handbook of Graduate Studies in Counseling: MA in Counseling* for Candidacy requirements.

Letter of Good Standing

Students enrolled in graduate programs at other institutions who wish to register for transfer credit must submit a Letter of Good Standing and are not required to submit complete transcripts. The Letter of Good Standing must come from the Chair of the student's graduate program.

Course Load

To be classified as a full-time graduate student, a student must register for at least nine (9) credit hours in a regular semester and at least six (6) credit hours in a summer term. An overload of three (3) semester hours may be approved by the Chair of the department.

GRADE POINT REQUIREMENTS

An overall Grade Point Average of 3.0 or higher on a 4.0 scale is required for the maintenance of good standing in the graduate program. A passing grade for graduate students in Counseling is no lower than a B. A graduate student who attains a C or lower in any course is automatically placed on **probationary status**, must repeat the course the next semester it is offered, and must earn a minimum grade of B in that course, or the student is dropped from the Graduate Counseling Program. Students are allowed to repeat a course only once, and the course must be repeated at OLHCC. A maximum of two grades of C may be earned during the student's program of study. If a student receives more than two grades of C, the student is dropped from the graduate program in Counseling.

Graduate students whose semester average in course work is below 3.0 are placed on **probationary status** and are not allowed to register for more than six (6) semester hours during the following semester. To be removed from probationary status, the graduate student must complete six (6) semester hours with an earned grade of not less than B and a cumulative Grade Point Average of 3.0 at the end of those six hours. If the graduate student is on probation for falling below a 3.0 overall GPA and is unable to remedy the deficient overall GPA at the end of six semester hours of the probationary period, the student is dropped from the graduate program.

Subject to the review of the Graduate Counseling faculty, students may be dropped from the programs for factors other than Grade Point Average without having a probationary period. Status is then determined by the Graduate Counseling faculty. The student may appeal decisions of the Graduate Counseling Faculty by submitting a written appeal to the Provost of the College.

Procedures for Dismissal for Other than Academic Reasons

In addition to terminating students for academic failure, students may be dismissed for ethical violations and/or personal unsuitability for the profession. The following protocol is followed as a part of ongoing student screening when faculty identify behaviors that indicate possible incompatibility with the counseling profession:

1. Faculty initiated private verbal discussions, including a collaborative dialogue between the faculty member(s) and the student, identifying problematic behaviors and addressing specific suggestions for remediation;
2. If problematic behaviors continue, documentation of specific concerns collected by faculty, including documentation of any discussions with student. This documentation continues throughout the process;
3. Meeting of graduate faculty to discuss concerns regarding the student. The meeting includes graduate faculty and the Provost of the College. Faculty collaboratively address alternatives and future courses of action;
4. Meeting with the student to discuss continued concerns and options. Specific goals for remediation are addressed, including timeline and consequences of noncompliance. The student receives written feedback detailing problem areas, including clear guidelines for retention;
5. If retention goals are not met within specified time lines, and problematic behaviors inconsistent with the goals of the Graduate Counseling program persist, the student is dismissed from the program for nonacademic reasons.

Appeal

Subject to the review of the Graduate Counseling faculty, students may be dismissed from the program for factors other than Grade Point Average (GPA) without a probationary period. Status is then determined by the Graduate Counseling faculty. The student may appeal decisions of the Graduate Counseling Faculty by submitting a written appeal to the Provost of the College. If the decision to dismiss remains firm, the student may then appeal to the Director of Student Life and follow the College Appeal Procedure.

Time Limit

A maximum of five (5) years from the first semester attended is allowed to complete the requirements for the graduate programs in Counseling. If the time limit is exceeded, the graduate student must apply for readmission to the graduate program in Counseling and document in writing the reason(s) for a need of extension. Readmission is an extension and does not qualify the applicant to begin anew the five-year requirement.

Student Responsibility

Each student is responsible for knowing all pertinent requirements and regulations for the successful completion of the Master's degree. Students should become familiar with this section of the Catalog, the *Handbook of Graduate Studies in Counseling, Master's Program*, and the offerings and requirements of their areas of specialization. Students should be aware of the fee payment required as they make progress through their academic program.

Personal Counseling Requirement

In order for Graduate Counseling students to increase self-awareness and to experience the process and benefits of counseling, students in the OLHCC Graduate Counseling program are required to engage in personal counseling at their expense for a minimum of six sessions. Students may seek personal counseling with any licensed professional they choose. There are post-Master's students available at the Thomas E. Chambers Counseling and Training Center who can counsel students in the Master's program at no charge to the student. Students should consult the program Chair for further information.

Students should be aware that the process and content of their personal counseling sessions remain confidential. OLHCC Counseling program faculty are in no way privy to any information regarding any student's personal counseling. Students are required to complete the verification form and return it to the program Chair.

Recommended Phases of Counseling Experience:

- Phase I** Students in the first year of their Counseling program should avail themselves of individual and/or group counseling experience and are responsible for scheduling their sessions.
- Phase II** It is required that, throughout the practicum and internship experience, a student remains in personal counseling or retains the availability of a counselor.

Professional Association Affiliation

Memberships in the Association for Graduate Students in Counseling (AGSC), the American Counseling Association (ACA), and the Louisiana Counseling Association (LCA) are required for Graduate Counseling students. Students should budget for this along with their other fees. Also, for purposes of early socialization in the profession, grants are sometimes available through the College organization (AGSC) for attendance at state conventions and conferences. Students are expected to attend workshops and seminars whenever possible to enhance and complement their graduate studies. Membership in other professional organizations is also strongly encouraged. Students are encouraged to join the appropriate counseling organizations that represent their respective specializations: the American Mental Health Counselors Association (AMHCA) for students in the Clinical Mental Health Counseling specialization; the International Association of Marriage and Family Counselors (IAMFC) for students in the Marriage, Couple, and Family Counseling specialization; and the American School Counselors Association (ASCA) and/or the Louisiana School Counselors Association (LSCA) for students in the School Counseling specialization.

Liability Insurance

Liability insurance is required before students can begin their practicum experience in Counseling. This insurance can be obtained through the American Counseling Association (ACA) at no additional charge to members. Documentation of proof of professional liability insurance is requested with practicum applications and must remain active and on file throughout the student's practicum and internship.

Transfer Credits

A maximum of twelve (12) semester hours may be transferred to the Master of Arts program in Counseling. Approval of all transfer credits must be obtained from the Chair of the department. These courses must be verified by an official transcript from the institution where the courses were taken. Graduate credit is not awarded for portfolio-based experiential learning. Only courses taken within the previous five years may be transferred.

Major Advisor

Each student is assigned a major advisor. The major advisor aids the student with his or her program of study and registration.

PROGRAM OF STUDY

The student works closely with the major advisor to develop a program of study that outlines the courses to be taken toward the Master's degree. The program is designed to meet the goals and objectives for graduate study of both the student and the institution. The planned program of study must be approved by the student's major advisor and the Chair. Changes in the program of study may be made with the approval of the major advisor and the Chair of the department.

Clinical course sequence begins with COU 616 (Techniques), followed the next semester by COU 699 (Practicum). Each following semester, the student must be enrolled in an internship class (and actively seeing clients) until the student graduates. If the student is unable to follow COU 616 with COU 699 in the next semester, then COU 616 must be repeated in the semester prior to beginning Practicum (COU 699) and Internship (COU 701, 702, 703).

Admission to Practicum

To be admitted to practicum, students must have completed the required core courses and submit an application for practicum to the Practicum and Internship Coordinator. This application must be submitted during the semester prior to beginning practicum. The courses required prior to practicum are COU 600, COU 606, COU 609, and COU 616. Students must also show proof of liability insurance.

Application to Candidacy

Admission to Graduate Studies does not imply admission to candidacy for a degree. Students must file a formal petition with the Chair of the Department during their practicum semester. This application must be completed and signed by the student's advisor and submitted to the Chair of Graduate Programs in Counseling. It is then presented to the Graduate Council for final approval.

To be considered for candidacy, the student must

- Be admitted to graduate studies;
- Be currently registered at Our Lady of Holy Cross College;
- Be currently enrolled in his or her practicum semester;
- Have a cumulative Grade Point Average of at least 3.0 on a scale of 4.0;
- Have a positive recommendation from his or her major advisor and a positive consensus from the Counseling Program Faculty; and
- Declare his or her counseling specialization.

Students not recommended to candidacy are informed in writing by the Chair of the Department of Counseling and Behavioral Sciences, and a remediation plan is implemented.

Admission to Internship

During the semester prior to the beginning of internship, students must apply for and plan with the Internship Coordinator the supervised intern experience. The student must have completed the following required courses prior to internship: COU 600, COU 606, COU 609, COU 616, and COU 699.

Each semester students are in the clinical part of their programs of study and are engaged in counseling with clients, the students must be officially registered with the College for internship (COU 701, COU 702, or COU 703). During internship, in addition to required supervision at their internship site, students are scheduled for 1 hour of individual supervision and 1.5 hours of group supervision each week.

REQUIREMENTS FOR GRADUATION

A minimum of sixty (60) semester hours in Graduate Counseling is required for the Master of Arts degree in Counseling. Within the sixty semester hours, the Master of Arts degree in Counseling requires a 100-hour Practicum (40 direct client contact hours), and a 600-hour Internship (240 direct client contact hours). In addition, the student must successfully complete a written and oral comprehensive examination as their final assessment. Students are required to pass all practicum, internship, and comprehensive assessments. If a student fails, he or she is required to repeat the practicum or internship the following semester. If a student fails to pass the oral or written examination, he or she is not allowed to graduate and must retake the

examination the following semester. The student must be enrolled in the program for internship during the semester he or she takes the oral and written comprehensive examinations.

COMPREHENSIVE EXAMINATION

Students must be enrolled during the semester they complete the oral and written components of the comprehensive examination.

Written Component

The National Board of Certified Counselors (NBCC) Counselors Preparation Comprehensive Examination (CPCE) serves as the written component of the comprehensive examination. All graduate students in Counseling must take the CPCE as the exit examination requirement. Students who do not pass the CPCE must retake it the next semester. After a failed attempt, Graduate Counseling faculty may develop a remediation plan to assist the student when he or she retakes the examination. After a student has taken the CPCE 3 times without passing, he or she is dismissed from the program and does not graduate.

Oral Component

Graduate Program faculty in the specialty pose predetermined questions to the defending student. The date and time of the oral examination is set by the program faculty member chairing the comprehensive examination. Students are informed of the questions that will be posed in the oral component when they are notified of the scheduling for the exam. If a student fails to pass the oral exam, he or she may (at the discretion of the Graduate Counseling faculty) be allowed to retake the exam once during the semester. If the student fails to pass the oral exam the second time, he or she must wait until the following semester to retake the oral exam. If the student fails to pass the oral examination after the second attempt, graduate Counseling faculty may develop a remediation plan to assist the student in being successful. If the student has attempted the oral exam 3 times without passing, he or she is dismissed from the program and does not graduate.

THESIS/MANUSCRIPT

Upon the recommendation of the student's advisor and approval of the Graduate Council, a student may request to write a thesis. If the thesis option is approved, those semester hours are over and above the required 60 credit hours of the program. In order to prepare for the thesis, COU 617n (Thesis Seminar) must be successfully completed. The thesis is written in the style approved by the Graduate Council. Students choosing to write a thesis must be enrolled during both the semester they propose the thesis and the semester they defend the thesis. The proposal and the thesis defense may not be scheduled in the same semester. The thesis must be defended before the thesis advisory committee at least one month prior to the published commencement date.

APPLICATION FOR GRADUATION

The requirements for graduation, as outlined by Our Lady of Holy Cross College, must be followed. Applications are available in the office of the Registrar. It is the student's responsibility to file the Application for Graduation by the due date published in the Academic Calendar and to pay the appropriate graduation fees.

Commencement

Upon successful completion of course work, practicum/internship, and the final assessment of the written and oral comprehensive examinations, **the student is expected to attend commencement exercises.**

CERTIFICATION/LICENSURE REQUIREMENTS

The State of Louisiana requires persons practicing the profession of counseling to be licensed (or registered as a counselor intern) by the Licensed Professional Counselor Board of Examiners. Licensure in the state is also available for those graduating with the specialization in Marriage and Family and interested in becoming Licensed Marriage and Family Therapists (LMFT). Licensure requirements include holding a graduate degree with specific academic requirements specified by the Board. A minimum of two years of post-Master's supervised internship is required by the Board to become eligible for licensure, along with the respective national licensing exam, (i.e., the National Counselors Exam [NCE] and/or the National Marriage and Family Therapy license exam).

National certification is available to counselors through the National Board of Certified Counselors (NBCC). Certification requirements include specific academic course work and passing the NCE. The Graduate Programs in Counseling at Our Lady of Holy Cross College meet the academic requirements specified by NBCC.

The Clinical Mental Health Counseling, the Marriage, Couple, and Family Counseling, and the School Counseling specializations are currently accredited by The Council for Accreditation of Counseling and Related Educational Programs (CACREP).

The School Counseling specialty is also accredited by the National Council for the Accreditation of Teacher Education (NCATE).

**MASTER OF ARTS IN COUNSELING
SPECIALIZATION IN CLINICAL MENTAL HEALTH COUNSELING**

COU 600	Human Growth and Development	3
COU 602	Social and Cultural Foundations	3
COU 605	Career and Lifestyle Development	3
COU 606	Theories of Counseling	3
COU 607	Theory and Practice of Group Counseling	3
COU 609	Professional Orientation/Ethics	3
COU 610	Research Methodology and Program Evaluation	3
COU 615	Diagnosis and Treatment of Mental Disorders	3
COU 616	Techniques of Counseling	3
COU 618	Appraisal in Counseling	3
COU 631	Marriage, Couple, and Family Counseling	3
COU 635	Chemical Dependency from a Systems Perspective	3
COU 641	Clinical Mental Health Counseling	3
COU 650	Sexual Trauma	3
COU 699	Practicum in Counseling	3
COU 701	Internship I	3
COU 702	Internship II	3
	Electives in Graduate Counseling	9

Total: 60

Students electing to write a thesis must also take **COU 617N** for a total of **63** credit hours.
Advisor approval is required.

**MASTER OF ARTS IN COUNSELING
MARRIAGE, COUPLE, AND FAMILY COUNSELING**

COU 600	Human Growth and Development	3
COU 602	Social and Cultural Foundations	3
COU 605	Career and Lifestyle Development	3
COU 606	Theories of Counseling	3
COU 607	Theory and Practice of Group Counseling	3
COU 609	Professional Orientation/Ethics	3
COU 610	Research Methodology and Program Evaluation	3
COU 615	Diagnosis and Treatment of Mental Disorders	3
COU 616	Techniques of Counseling	3
COU 618	Appraisal in Counseling	3
COU 631	Marriage, Couple, and Family Counseling	3
COU 635	Chemical Dependency from A Systems Perspective	3
COU 661	Counseling Couples	3
COU 662	Counseling Families.....	3
COU 663	Advanced Studies in Systems Theory.....	3
COU 699	Practicum in Counseling	3
COU 701	Internship I	3
COU 702	Internship II	3
	Marriage and Family Elective	3
	Electives in Graduate Counseling	3

Total: 60

Students electing to write a thesis must also take **COU 617N** for a total of **63** credit hours.
Advisor approval is required.

**MASTER OF ARTS IN COUNSELING
SCHOOL COUNSELING**

COU 600	Human Growth and Development	3
COU 602	Social and Cultural Foundations	3
COU 605	Career and Lifestyle Development	3
COU 606	Theories of Counseling	3
COU 607	Theory and Practice of Group Counseling	3
COU 609	Professional Orientation/Ethics in Counseling	3
COU 610	Research Methodology and Program Evaluation	3
COU 615n	Diagnosis and Treatment of Mental Disorders	3
COU 616	Techniques of Counseling	3
COU 618	Appraisal in Counseling	3
COU 623	Foundations of School Counseling	3
COU 624	Contextual Dimensions of School Counseling	3
COU 625n	Crisis Intervention.....	3
COU 635	Chemical Dependency from a Systems Perspective.....	3
COU 662	Counseling Families.....	3
COU 699	Practicum	3
COU 701	Internship I	3
COU 702	Internship II	3
COU	Marriage and Family Elective.....	3
COU	Elective in Graduate Counseling	3

Total: 60

Students electing to write a thesis must also take **COU 617N** for a total of **63** credit hours.
Advisor approval is required.

GRADUATE STUDIES IN COUNSELING

Ph.D. IN COUNSELOR EDUCATION AND SUPERVISION

The Department of Counseling and Behavioral Sciences offers a Ph.D. in Counselor Education and Supervision (Ph.D. in Counseling). The Ph.D. in Counseling is designed to prepare graduates to work as counselor educators, supervisors, researchers, and practitioners in academic and clinical settings. The program provides graduates with the knowledge and skills necessary to carry out scholarly research, lead professional organizations, create new knowledge to better assist the community and their clients, and enhance knowledge and skills in chosen academic areas. Whether they counsel, administer, or teach, graduates of the Doctoral Program in Counseling promote holistic development and the spirit of justice.

The program leading to the Ph.D. in Counseling consists of a minimum of 114 credit hours, which includes the Master's degree in Counseling, a clinical practicum, a clinical internship, a candidacy examination, and a dissertation.

Scope and Purpose

In keeping with the stated philosophy of Our Lady of Holy Cross College, the Ph.D. in Counseling seeks to provide opportunities for intellectual, psychological, and spiritual growth to foster the individual's contribution within a pluralistic society. The Catholic heritage of the College and the Marianite tradition of service are integral to the philosophy of the doctoral program in Counseling.

Mission and Philosophy of the Graduate Programs

The Graduate Programs in Counseling incorporate the Mission of the College in their own statement of Mission and Philosophy. The various specialties in Counseling nurture students to become self-developing, competent professionals who can contribute to their communities, both personally and professionally. The programs emphasize the whole person's development of spiritual, intellectual, cultural, and material values necessary to live responsibly, respect individuality, seek truth and peace, and foster justice in society. The programs emphasize the delivery of services from sociocultural, systemic, developmental, and wellness perspectives. The Graduate Programs in Counseling integrate their philosophy into their Mission through measurable objectives for teaching, research, and public service.

Student Learning Outcomes

Upon successful completion of the Ph.D. Program in Counseling, graduates should be able to

1. practice professional counseling, consultation, teaching, and supervision skills within the scope of a multicultural and changing society;
2. extend and contribute to theoretical and empirical knowledge in the field of counseling;

3. demonstrate the ability to engage in critical thinking, decision making, and independent judgment;
4. design, conduct, evaluate, and disseminate research in counseling and its related disciplines for its applicability to counseling theory and counseling practice;
5. practice leadership skills in collaboration with members of the counseling profession;
6. evaluate the impact of counseling theory and practice as it relates to assisting clients, students, supervisees, and other professionals in their growth and development;
7. evaluate the impact of supervision theory and practice as it relates to promoting the professional development of counselors in training;
8. demonstrate the advocacy role within the multicultural perspective for the uniqueness, dignity, and worth of the client and others; and
9. accept individual responsibility and accountability for personal and professional growth.

Nature of Graduate Work

Course work at the graduate level serves mainly as a guide to independent study. Students are expected to demonstrate knowledge, skills, and attitudes appropriate to their respective professions rather than just to pass courses or simply comply with formal requirements. Graduate students are expected to exceed minimum requirements and assume responsibility to pursue lifelong learning that best meets their professional needs.

GRADUATE ADMISSIONS

In accordance with Title VI of the Civil Rights Act and Title IX of the Education Amendments of 1972, the Chair of Counseling and Behavioral Sciences accepts applications for admission from students without regard to ethnicity, race, color, sex, age, disability status, or national origin.

ADMISSION PROCEDURES

Applicants must first be admitted to Graduate Studies. Application, all official transcripts, and proof of immunizations must be sent to the Office of Enrollment Services, Our Lady of Holy Cross College (OLHCC), 4123 Woodland Dr., New Orleans, LA 70131.

To be considered for admission to the Doctoral Program in Counseling, applicants must hold a Master's degree in Counseling from a regionally accredited program and submit the following prior to the due date of the semester for which they are applying, sent directly to the Office of Enrollment Services:

1. A completed official graduate application form;
2. Payment of a graduate application fee (a one-time, non-refundable application fee);

3. Official transcripts for all prior undergraduate and graduate course work, which must be sent by the institutions attended;

The following should be sent directly to Dr. Carolyn White, Director of the Graduate Counseling Programs:

1. At least three letters of recommendation written by people qualified to evaluate academic potential and personal and professional promise. Letters should address the applicant's character, work ethic, leadership, ability to work with others, communication skills, and ability to complete doctoral-level academic work. These letters should be addressed to Dr. Carolyn White, Director of the Graduate Counseling Programs. It is recommended, but not required, that the applicant include at least one letter from a previous faculty member in the Master's degree program and at least one from a supervisor of an internship site or job where the applicant had counseling experience;
2. A two-page, double-spaced, typed letter of intent providing background information about the candidate, reasons for having selected the counseling profession, and future professional goals, particularly as related to the desire for a Doctoral degree in Counseling;
3. An official GRE score sent to the Admissions Department. (A minimum GRE score is not required, but applicants with higher GRE scores are more likely to be accepted into the Doctoral program.)
4. A 50-minute role-playing counseling session, recorded on DVD; and
5. A current résumé.

ACADEMIC REQUIREMENTS

Admission to the Doctoral Program in Counseling at Our Lady of Holy Cross College is based on the evaluation of the applicant's personal, professional, and academic records by the Graduate Counseling Program faculty. The College recruits qualified applicants from diverse socio-cultural backgrounds who display professional promise, intellectual achievement, personal character, and educational commitment. At a minimum, applicants are expected to have met the following academic qualifications:

1. A Master's degree from a university or college approved by a recognized regional accrediting agency in the United States, CACREP programs preferred, or proof of equivalent training at a foreign university;
2. A record of graduate level study predictive of success in a Doctoral program. This requires a Master's degree in Counseling with a cumulative Grade Point Average of 3.5 or higher on a 4.0 scale;
3. A satisfactory academic standing at the last university or college attended; and
4. An official printout of a recent Graduate Record Examination (GRE) score. There is no minimum cutoff score; however, applicants with higher scores are more likely to be admitted to the doctoral program.

Foreign and ESL Students

A foreign or ESL (English as a Second Language) applicant must present evidence of satisfactory proficiency in reading, writing, and speaking English. The applicant may do so by presenting a satisfactory score on the TOEFL (normally 500). For information about TOEFL, the applicant should write to TOEFL, 1755 Massachusetts Avenue NW, Washington, DC 20036.

Letter of Good Standing

Students enrolled in graduate programs at other institutions who wish to register for transfer credit must submit a Letter of Good Standing and are not required to submit complete transcripts. The Letter of Good Standing must come from the Dean of the student's graduate school.

Course Load

To be classified as a full-time doctoral student, he or she must register for at least nine (9) credit hours in a regular semester and at least six (6) credit hours in a summer term. An overload of three (3) semester hours may be approved by the Chair of the Department.

GRADE POINT REQUIREMENTS

An overall Grade Point Average of 3.00 or higher on a 4.00 scale is required for the maintenance of good standing in the Doctoral program. Passing grades for Doctoral students are A and B. A graduate student who attains a C in any course is automatically placed on probationary status and a remediation plan is designed by the Graduate Counseling Faculty. The student's status is then subject to review by the Graduate Counseling Faculty. A maximum of one grade of C may be applied to a program of study.

Doctoral students whose semester average in course work is below 3.00 are placed on probationary status. To be removed from probationary status, the graduate student must complete nine semester hours with an earned grade not less than B and a cumulative Grade Point Average of at least 3.00 at the end of those nine hours. If the Doctoral student on probation for falling below a 3.00 overall Grade Point Average is unable to remedy the deficient overall Grade Point Average at the end of nine semester hours of the probationary period, the student is dropped from the doctoral program. In order to progress to candidacy, Doctoral students must have an overall graduate GPA of at least 3.50.

PROCEDURES FOR DISMISSAL FOR OTHER THAN ACADEMIC REASONS

In addition to terminating students for academic failure, students may be dismissed for ethical violations and/or personal unsuitability for the profession. The following protocol is followed as a part of ongoing student screening when faculty identify behaviors that indicate possible incompatibility with the counseling profession:

1. Faculty initiated private verbal discussions, including a collaborative dialogue between the faculty member(s) and the student, identifying problematic behaviors and addressing specific suggestions for remediation;
2. If problematic behaviors continue, documentation of specific concerns collected by faculty, including documentation of any discussions with student. This documentation continues throughout the process;
3. Meeting of graduate faculty to discuss concerns regarding the student. The meeting includes graduate faculty and the Provost of the College. Faculty collaboratively address alternatives and future courses of action;
4. Meeting with the student to discuss continued concerns and options. Specific goals for remediation are addressed, including timeline and consequences of noncompliance. The student receives written feedback detailing problem areas, including clear guidelines for retention;
5. If retention goals are not met within specified time lines, and problematic behaviors inconsistent with the goals of the Graduate Counseling program persist, the student is dismissed from the program for nonacademic reasons.

Appeal

Subject to the review of the Graduate Counseling Faculty, students may be dismissed from the program for factors other than Grade Point Average (GPA) without a probationary period. The student's status is then determined by the Graduate Counseling Faculty. The student may appeal decisions of the Graduate Counseling Faculty by submitting a written appeal to the Provost of the College. If the decision to dismiss remains firm, the student may then appeal to the Director of Student Life and follow the College Appeal Procedure.

Time Limit

A maximum of ten (10) years from the first semester attended is allowed in order to complete the requirements for the Doctoral Program in Counseling. If the time limit is exceeded, the graduate student must apply for readmission to the Doctoral Program in Counseling and document in writing the reason(s) for a need of extension. Readmission is an extension and does not qualify the applicant to begin anew the ten-year requirement.

Student Responsibility

Each student is responsible for knowing all pertinent requirements and regulations for the successful completion of the Doctoral degree in Counseling. Students should become familiar with this section of the *Catalog*, and the *Handbook of Counseling: Ph.D. Program*. Students should be aware of the fee payment required as they make progress through their academic program.

Professional Association Affiliation

Memberships in the Association for Graduate Students in Counseling (AGSC), the American Counseling Association (ACA), and the Louisiana Counseling Association (LCA) are required for Doctoral Counseling students. Students should budget for this along with their other fees. Students are expected to attend workshops and seminars whenever possible to enhance and complement their doctoral studies. Membership in other professional organizations is also strongly encouraged.

Liability Insurance

Documentation of proof of professional liability insurance is required for all students conducting counseling or supervision. This insurance can be obtained through the American Counseling Association (ACA).

Transfer Credits

Sixty hours of required Master's-level credits in counseling may be transferred to the Doctoral Program. In addition to the 60 hours of required Master's credits, 9 hours of doctoral credits from another institution may be transferred to the Doctoral Program. A minimum of 39 of the required 114 doctoral credits must be earned at Our Lady of Holy Cross College. These courses must be verified by an official transcript from the institution where the courses were taken. Graduate credit is not awarded for portfolio-based experiential learning. Approval of all transfer credits must be obtained from the Director of Graduate Counseling Programs.

Major Advisor

Each student is assigned a major advisor. The major advisor aids the student with his or her program of study and registration.

Program of Study

The student works closely with the major advisor to develop a program of study that outlines the courses to be taken toward the Doctoral degree. The program is designed to meet both the goals and objectives for graduate study of the student and of the institution. The planned program of study must be approved by the student's major advisor and the Chair of the Department. Changes in the program of study can be made with the approval of the major advisor and the Chair of the Department.

REQUIREMENTS BEYOND COURSES, EXAMINATIONS, AND THE DISSERTATION

A Ph.D. program involves a serious commitment of time and energy. Requirements for completion of the degree go far beyond completion of courses, examinations, and a dissertation. Throughout the doctoral program, Ph.D. students are expected to be involved in the research projects of faculty members, assist in teaching courses, provide group and individual supervision

to Master's students, attend and present at professional conferences, and generally immerse themselves in professional activities at Our Lady of Holy Cross College. These activities are designed to prepare Ph.D. students to become faculty members in Counseling graduate programs and leaders in the specializations of clinical mental health counseling; marriage, couple, and family counseling; or school counseling.

From the time Ph.D. students complete the second doctoral-level supervision course until they successfully defend their dissertations, they are required either to mentor Master's degree students in skills courses or to provide group or individual clinical supervision each semester to Master's level practicum or internship students. Doctoral students who have already logged 600 hours of doctoral level internship will be excused from supervising Master's students (and being supervised) during semesters or summer terms in which they are enrolled after they have successfully defended their dissertation proposals, provided they successfully defend their dissertation proposals prior to the last day of classes the previous semester. Doctoral students must continue supervising and being supervised during the semester in which they defend their dissertation proposals.

For each additional 300 hours of supervision or teaching that students log after completing their first 600 internship hours, students may but do not have to register for additional three-credit courses in COU 847: Doctoral Internship in Counseling II. These additional optional internship courses may count as electives in students' doctoral programs of study. In some states, additional internship courses may be counted toward post-Master's supervised experience toward licensure.

After Ph.D. students complete the course COU 820: College Teaching, they are encouraged, but not required, to assist full-time professors in teaching Master's level Counseling courses during the time they are completing their degrees.

Because doctoral students will be supervising, conducting research, and teaching throughout their Ph.D. program, they will be supervised by faculty members from the time they complete COU 825: Counselor Supervision and after they have served one term as a mentor until they successfully defend their dissertation proposals. During the first two semesters of supervising Master's students, they will attend weekly hour-long individual or triadic supervision sessions provided by assigned faculty members. After they have completed two semesters of individual or triadic supervision by faculty members, they will attend weekly group supervision sessions provided by faculty members. Faculty members who are assigned doctoral student individual and group supervision are given credit for teaching a course for these supervision responsibilities.

Clinical Experience

Doctoral students are required to participate in a supervised doctoral-level practicum of a minimum of 100 hours in counseling, of which 40 hours must be in direct service to clients. The nature of the doctoral-level practicum experience is to be determined in consultation with program faculty and/or a doctoral committee. During the doctoral student's practicum,

supervision occurs as outlined in entry-level standards III.A and III.C–E. The use of student supervisors is not allowed in a doctoral-level practicum.

Doctoral students are required to complete doctoral-level counseling internships that total a minimum of 600 clock hours. The 600 hours include supervised experiences in counselor education and supervision (e.g., clinical practice, research, and teaching). The internship includes most of the activities of a regularly employed professional in the setting. The 600 hours may be allocated at the discretion of the doctoral advisor and the student on the basis of experience and training.

During internships, the student must receive weekly individual and/or triadic supervision, usually performed by a supervisor with a Doctorate in Counselor Education or a related profession. Group supervision is provided on a regular schedule with other students throughout the internship and is usually performed by a program faculty member.

Admission to Practicum and Internship

To be admitted to practicum and internship, students must submit an application to the Practicum and Internship Coordinator. This application must be submitted during the semester prior to beginning practicum.

Application to Candidacy

Students must file a formal petition for candidacy with the Chair of the Department once they have successfully completed the general examination. This application must be completed and signed by the student's advisor and submitted to the Chair of the Department. It is then presented to the Graduate Council for final approval.

Students not recommended to candidacy are informed in writing by the Chair of the Department, and a remediation plan is implemented.

REQUIREMENTS FOR GRADUATION

A minimum of one hundred and fourteen (114) semester hours is required, which includes the Master's and Doctoral course requirements. In addition, the student must develop a portfolio, complete a general examination, and successfully design, propose, and defend a dissertation research study.

Portfolio

Students must develop a portfolio with their major professor. Upon completion of a student's course work, the portfolio is reviewed by a Graduate Counseling faculty committee and assessed with a rubric designed for that purpose. If students fail to meet the required proficiency level on the rubric, then they collaboratively design an improvement plan with their major professor.

General Examination

Students must complete a general examination which is designed in collaboration with their major professor. The examination is evaluated by the student's dissertation committee, and students must pass the examination in order to progress to their dissertation research.

Dissertation Research

Students must design a research study in collaboration with their major professor and dissertation committee. Once the topic of study has been approved, students prepare a dissertation proposal consisting of the first three chapters and then orally defend this proposal to their dissertation committee. Once a study has passed the oral defense, it is submitted to the College's Human Subjects Protection Review Committee for approval to begin the study. Once the dissertation research is completed, the final product must again be defended orally.

Application for Graduation

The requirements for graduation, as outlined by Our Lady of Holy Cross College, must be followed. Applications are available in the office of the Registrar. It is the student's responsibility to file the Application for Graduation by the due date published in the Academic Calendar and to pay the appropriate graduation fees.

Commencement

Upon successful completion of course work, practicum/internship, and of the final assessments, including the portfolio, general examination, and successful oral defense of the dissertation research, **the student is expected to attend commencement exercises.**

Ph.D. IN COUNSELING PROGRAM COURSE PREREQUISITES

Completion of core Master's degree Counseling courses are required of all Ph.D. students. Core Master's degree counseling courses that have not been completed prior to beginning the Ph.D. program may be taken as a part of the Ph.D. program. Each course is 3 credits unless otherwise indicated. The Master's degree must have included 60 credits, or doctoral students must take additional COU courses during their Ph.D. program.

Core Master's Degree Counseling Courses (60 credits minimum)

COU 600	Human Growth and Development
COU 602	Social and Cultural Foundations
COU 605	Career and Lifestyle Development
COU 606	Theories of Counseling
COU 607	Theory and Practice of Group Counseling
COU 609	Professional Orientation and Ethics in Counseling
COU 610	Research Methods and Program Evaluation
COU 615	Diagnosis and Treatment of Mental Disorders
COU 616	Techniques of Counseling
COU 618	Appraisal in Counseling
COU 631	Marriage, Couple, and Family Counseling (or COU 662 Counseling Families)
COU 699	Practicum in Counseling (minimum of 100 hours)
COU 701	Internship in Counseling I (minimum of 300 hours)
COU 703	Internship in Counseling III (minimum of 300 hours)
COU	18 additional graduate credits in counseling including 3 or more courses in one of the following specialties: Clinical Mental Health Counseling; Marriage, Couple, and Family Counseling; or School Counseling.

Ph.D. PROGRAM REQUIRED COURSES

Counseling Content Concentration and (18 credits minimum)

COU 806	Advanced Counseling Theories
COU 810	Advanced Diagnosis and Treatment of Mental Disorders
COU 820	College Teaching
COU 825	Counselor Supervision
COU 839	Advanced Multicultural, Ethical, and Legal Issues in Counseling
COU	Doctoral Elective

Research Core (15 credits minimum)

COU 830	Introduction to Program Evaluation and Statistic
COU 831	Current Counseling Research
COU 834	Introduction to Qualitative Research
COU 850	Research Seminar in Counseling

ONE OF THE FOLLOWING COURSES (depending on the student's research interest)

COU 832 Advanced Statistical Methods in Research

OR

COU 837 Advanced Qualitative Research

Doctoral Counseling Practicum and Internship (9 credits minimum)

COU 845 Doctoral Practicum in Counseling (minimum of 100 hours)

COU 846 Doctoral Internship in Counseling I (minimum of 300 hours)

COU 847 Doctoral Internship in Counseling II (minimum of 300 hours)

Dissertation (12 credits minimum)

COU Dissertation (12 credits)

 COU 851 (1 credit), 852 (3 credits), or 853 (6 credits)

Students must complete a minimum of 12 hours of Dissertation Research. Students must be enrolled in at least one (1) hour of dissertation research each semester until the dissertation is successfully defended.

Minimum Number of Credits in the Ph.D. Program = 11

DEPARTMENT OF EDUCATION

TEACHER EDUCATION PROGRAMS

Chair: Dr. Lisa Sullivan

- A. Undergraduate Education**
 - a. Bachelor of Science/Bachelor of Arts Elementary Education (Grades 1-5)

- B. Alternative Certification**
 - a. Non-Master's Certification Only, Elementary (Grades 1-5)
 - b. Non-Master's Certification Only, Secondary (Grades 6-12)

Conceptual Framework

The Education Department, responding to the Mission of Our Lady of Holy Cross College and the philosophy of the Marianites of Holy Cross, believes that the development of a reflective professional is dependent upon a training program that focuses on the education of the heart as well as the mind, both in classroom instruction as well as in practical and clinical experiences. Furthermore, the training program seeks to foster stewardship by enabling and encouraging teacher candidates to become familiar with and to develop a strong commitment to Gospel principles, such as serving others in a spirit of compassion, justice, and selflessness. Consequently, the department's conceptual framework centers on the theme of *Developing Reflective Stewards: Educating the Hearts and Minds and Providing Experiential Service*.

UNDERGRADUATE EDUCATION

Description of the Program

The Teacher Education Program at Our Lady of Holy Cross College seeks to develop reflective stewards by educating hearts and minds and providing experiential service.

Reflection is a regular activity in the Teacher Education Program, and the use of reflection is a means of aiding candidates in articulating their thoughts regarding their knowledge, skills, and dispositions. Teacher candidates reflect meaningfully on their professional practice, which results in better performance and professional growth.

Stewardship is fostered by enabling candidates to become familiar with and to develop a strong commitment to Gospel principles, such as serving others in a spirit of compassion, justice, and selflessness. In the spirit of our founder, Blessed Basil Moreau, who said, "The mind will not be cultivated at the expense of the heart," teacher candidates at Our Lady of Holy Cross College learn to **educate the minds and hearts** of their students.

Teacher candidates spend quality time in classroom situations throughout their time in the Teacher Education Program. In the early stages of the undergraduate program, experience with

the teaching profession includes classroom observations, virtual observations, and peer teaching. Once candidates enter the Professional Laboratory Experience Program (PLEP), they begin teaching in diverse classrooms under the supervision of cooperating teachers and College supervisors. PLEP lasts for two semesters. The final semester of the undergraduate Teacher Education Program is spent in a full-time student teaching experience that follows Louisiana Department of Education guidelines. This **experiential service** allows for candidates to identify their strengths and weaknesses as educators and to improve their knowledge, skills, and dispositions for teaching.

The program content includes educational foundations and instructional design in conjunction with practical and clinical experiences, seminars, internships, and role modeling. Since the program focuses on specific competencies to be mastered, students are evaluated in reference to the predetermined performance standards described in the *OLHCC Teacher Observation Form*, which is modeled on the *Charlotte Danielson's Framework for Teaching*.

The Teacher Education Program undergoes continual revision as data are acquired in the field of educational research. On-going evaluations by faculty, students, graduates, and outside agencies are an integral part of the design of the program and are used to improve program and unit effectiveness.

The College reserves the right to change any provision, offering, or requirement at any time within the student's period of study.

Student Outcomes of the Teacher Education Program

Upon successful completion of the Undergraduate Program in Education, graduates should be able to

1. demonstrate content knowledge in the disciplines to be taught (all subjects for elementary or the selected major area of study for secondary), as evidenced by College Grade Point Average and PRAXIS scores;
2. plan, implement, and evaluate developmentally appropriate lessons for diverse groups of students, as evidenced by achieving satisfactory ratings on the *OLHCC Teacher Observation Form* and on the OLHCC lesson plan rubric;
3. recognize, appreciate, and plan for teaching to diversity, as evidenced by the satisfactory completion of a *Diversity Plan*;
4. demonstrate the conditions and/or dispositions vital to the professional development of teacher candidates, inspired by the conceptual framework of *Developing Reflective Stewards: Educating the Heart and Mind and Providing Experiential Service*, as evidenced by observation and evaluation forms completed by College supervisors and cooperating teachers;
5. impact student learning as evidenced by the completion of interdisciplinary thematic unit plans, teacher work samples, and clinical experiences; and
6. demonstrate a commitment to professional growth, reflection, and evaluation and an understanding of the need to collaborate with families, colleagues, and community agencies, as evidenced by satisfactory completion of the *Professional Development Portfolio*.

Admission Requirements for Undergraduate Teacher Education

In order to be admitted to the Teacher Education Program, candidates must have

1. Completed freshman and sophomore level courses;
2. Attained an overall minimum Grade Point Average of 2.5, with a remediation plan for any course with a grade below C and a minimum Education Grade Point Average of 3.0;
3. Completed EDU 201, 204, 301, and 312;
4. Met the State required scores on the Praxis I in reading, writing, and mathematics or scored a 22 or higher on the ACT or a 1030 on the SAT;
5. Earned a C or higher in ENG 102 (or transferred in the equivalent) and earned a C or higher in MAT 105 (or transferred in the equivalent); and
6. Demonstrated dispositions appropriate for the teaching profession (as evidenced in dispositions forms and completed reference forms).

Admissions to the traditional, undergraduate Teacher Education Program takes place each spring. Application packets are available in October of each year. Candidates must be admitted to the program to enroll in EDU 305, 307, 308, 310, 401, 402, and 421.

Admission Requirements for Student Teaching and Practicum

Supervised student teaching and practicum experiences are provided in cooperating schools in neighboring parishes. Cooperating teachers are selected by the Education Department on the basis of their certification, proven excellence in teaching, and their competencies in guiding potential teachers. Candidates must spend the final semester of their program of study in a student teaching experience that follows Louisiana Department of Education guidelines. For the duration of the College semester, five full days of each week must be spent in the classroom.

In order to be admitted to Student Teaching, candidates must have

1. Completed a formal application by February 1 (for fall) or September 1 (for spring) to the Coordinator of Student Teaching;
2. Completed all Education and content courses and have senior status (Students who receive a grade of D in any Education course or less than a B in EDU 305 or EDU 310 must repeat the course prior to admission to student teaching, practicum, or internship.);
3. Passed, with state-required scores, all parts of the PRAXIS I and II;
4. Attained a Grade Point Average of 3.0 in Education courses and in the area of concentration and a cumulative Grade Point Average of 2.5;
5. Completed two semesters and at least half of the Education courses in residence at Our Lady of Holy Cross College;
6. Successfully demonstrated competencies as outlined in the *Professional Laboratory Experience Program (PLEP) Handbook*; and
7. Received approval of the PLEP staff and the Education faculty.

Retention in the Teacher Education Program

Once a student is admitted to the Teacher Education Program, the candidate must maintain a 3.0 Grade Point Average in Education course work. Students are evaluated after each semester in three areas: Knowledge, Skills, and Dispositions for the profession.

In order to be retained in the Teacher Education Program, the candidate must

1. Successfully meet the requirements included in all Education course(s);
2. Maintain a 2.5 overall Grade Point Average and a 3.0 Education Grade Point Average;
3. Demonstrate competencies in all methods courses (Candidates must achieve a minimum grade of B or the course must be repeated. A methods course may be repeated only once.);
4. Maintain liability insurance for classroom participation (Student liability insurance is required before a candidate is allowed to participate in experiential service in the Professional Laboratory Experience Program or Student Teaching. Membership in the Associated Professional Educators of Louisiana includes liability insurance required for classroom participation.); and
5. Demonstrate appropriate dispositions for the teaching profession.

Candidates are dismissed from the Teacher Education Program if they fail to meet the requirements above. In addition, candidates are dismissed for academic dishonesty, questionable moral character, or behavior not becoming of a student of Our Lady of Holy Cross College.

DEGREES OFFERED

Bachelor of Science/Bachelor of Arts*
Elementary Education

**Students wishing to earn a Bachelor of Arts degree must also complete six hours of study in a foreign language; otherwise, they receive a Bachelor of Science degree.*

CERTIFICATION-ONLY PROGRAMS ALTERNATIVE PATH TO CERTIFICATION

Elementary Education (Grades 1 – 5)
Secondary Education (Grades 6 – 12)

(Secondary areas include Biology, English, Family and Consumer Science, French, General Business, General Science, Mathematics, Physics, Social Studies, Spanish, and Speech.)

BACHELOR OF SCIENCE/BACHELOR OF ARTS*
ELEMENTARY EDUCATION

*Students wishing to earn a Bachelor of Arts degree must also complete six hours of study in a foreign language; otherwise, they receive a Bachelor of Science degree.

FRESHMAN

FALL SEMESTER

ENG 101	English Composition I	3
ESC 101	Earth Science	4
HIS 101	Western Civilization I.....	3
MAT 101	Introduction to Math Concepts I.....	3
THE	Theology Elective	3
		(16)

SPRING SEMESTER

BIO 101	General Biology	4
ENG 102	English Composition II	3
HIS 102	Western Civilization II	3
MAT 102	Introduction to Math Concepts II	3
PHI	Philosophy Elective	3
		(16)

SOPHOMORE

FALL SEMESTER

ART 312	Arts and Humanities	3
EDU 201	Literature for Children and Youth	3
EDU 204	Multicultural Education	3
ENG 400	Advanced English Grammar	3
HIS 201	History of the United States I.....	3
MAT 105	College Algebra	3
		(18)

SPRING SEMESTER

BIO 270	Human Nutrition	3
EDU 301	Educational Psychology	3
ENG 200	Introduction to Literary Forms	3
HIS 202	History of the United States II	3
MAT 110	Geometry	3
SPE 101	Fundamentals of Public Speaking	3
		(18)

JUNIOR

FALL SEMESTER

EDU 304A	Learners with Special Needs	3
EDU 309	Human Growth and Development	3
EDU 312	Materials and Methods for Teaching Math I	3
PHI 306	Philosophical Ethics.....	3
PHY 101	Physical Science	4
		(16)

SPRING SEMESTER

EDU 305*	Curriculum and Instructional Strategies I	4
EDU 306	Classroom Organization and Management	3
EDU 307*	Survey of Reading English/Lang Arts	3
EDU 313	Materials & Methods for Teaching Math II	3

(13)

*Candidates are required to **successfully complete** PRAXIS I (Reading, Writing, and Mathematics) or be exempt from the PRAXIS I with an ACT composite of 22 or a SAT verbal and math score of 1030 and be admitted to the Teacher Education Program, prior to enrolling in these courses.

SENIOR

FALL SEMESTER

EDU 308	Materials and Methods of Reading/Language Arts	3
EDU 310	Instructional Methodologies	5
EDU 402	Clinical Math Practicum	3
THE	Theology Elective	3

(14)

SPRING SEMESTER

EDU 401	Clinical Reading Practicum	3
EDU 421**	Student Teaching in Elementary.....	9

(12)

Total: 123

Candidates are required to **successfully complete all parts of PRAXIS II: Elementary Education Content Knowledge & Principles of Learning and Teaching and fulfill all requirements for admission to student teaching prior to admission to this course.

**CERTIFICATION-ONLY PROGRAMS
ALTERNATIVE PATH TO CERTIFICATION
ELEMENTARY (GRADES 1-5) and SECONDARY (GRADES 6-12)**

Coordinator: Dr. Brooke Muntean

Description of the Programs

Our Lady of Holy Cross College has initial certification programs for individuals with a Bachelor's degree from an accredited institution of higher education who are seeking to become certified teachers. Areas in which candidates can earn alternative certification are Elementary (Grades 1-5) and Secondary (Grades 6-12) in the following content areas: Biology, English, Family and Consumer Science, French, General Business, General Science, Mathematics, Physics, Social Studies, Spanish, and Speech.

Admission Requirements for the Certification-Only Programs

To be accepted by the Certification-Only Program Alternative Path to Certification, applicants **MUST**

1. Be screened by a faculty member in the Certification-Only Program;
2. Hold a Baccalaureate degree from a regionally accredited university;
3. Have earned a minimum 2.5 Grade Point Average in undergraduate work;
4. Pass the **PRAXIS I* and the PRAXIS II content knowledge tests in the specific area of certification** (see www.ets.org/praxis for test requirements and information); and,
5. **Complete two courses: EDU 301, Educational Psychology; and EDU 306, Classroom Management.**

*A composite of 22 on the ACT, a 1030 on the verbal and math portions of the SAT, or a Master's Degree may be substituted for the PRAXIS I. Official score reports or transcripts must be furnished to the College to take advantage of this exemption.

Note: Full admission to the Certification-Only Alternative Path to Certification Program requires a completed (yellow) application packet. Prior to taking EDU 460 B/C/D and EDU 461 A/B, candidates must be fully admitted to the Program. The application packet requires official transcripts from every college or university attended. These transcripts are in addition to the transcripts required for admission to OLHCC. When requesting transcripts for admission to OLHCC, applicants must request additional copies to be used later when applying for full admission to the Program. These additional transcripts are needed to be sent to the Louisiana Department of Education for teacher certification.

Retention in the Certification-Only Program

Once a candidate is admitted to the Certification-Only Program, the candidate must maintain a 3.0 Grade Point Average in Education course work. Candidates are evaluated after each semester in three areas: Knowledge, Skills, and Dispositions for the profession. If it is found that a candidate is not meeting all requirements in these three areas, the candidate may be summoned to meet with the Admission and Retention Committee. Failure to meet all requirements and conditions set by this committee may result in expulsion from the program.

In order to be retained in the Certification-Only Program, the candidate must

1. Successfully meet the requirements included in all Education course(s);
2. Pass the PRAXIS I* and the PRAXIS II (content-specific examination[s]) **PRIOR TO REGISTERING** for EDU 305, EDU 310, EDU 460B, EDU 460C, EDU 460D, EDU 461A, or EDU 461B;
3. Earn a minimum Grade Point Average of 3.0 in Education courses;
4. Be employed as a full-time teacher in the area in which the candidate is seeking certification at an accredited school during the internship (EDU 461 A and EDU 461B) and methods (EDU 460 B/C/D) semesters.
5. Demonstrate competencies in all methods courses (EDU 305, EDU 310, EDU 460 B/C/D). (Candidates must achieve a minimum grade of B or the course must be repeated. A methods course may be repeated only once.);
6. Maintain liability insurance for classroom participation (Liability insurance is required before a candidate is allowed to participate in experiential service in the Professional Laboratory Experience Program, Student Teaching, or Internship. Membership in the Associated Professional Educators of Louisiana includes liability insurance required for classroom participation. In the case of full-time employed teachers, evidence of liability insurance must be provided.); and
7. Demonstrate appropriate dispositions for the teaching profession.

*A composite of 22 on the ACT, a 1030 on the verbal and math portions of the SAT, or a Master’s degree may be substituted for the PRAXIS I. Official score reports or transcripts must be provided to the College to take advantage of this exemption.

Candidates are dismissed from the Certification-Only Program if they fail to meet the above requirements. In addition, candidates are dismissed for academic dishonesty, questionable moral character, or behavior not becoming of a student of Our Lady of Holy Cross College.

Prescription letters for candidates who have met all admission requirements for the program and are eligible for a practitioner’s license are written once classes have begun in the semester in which candidates are enrolled. The programs of study are outlined below.

**CERTIFICATION-ONLY PROGRAM
ALTERNATIVE PATH TO CERTIFICATION IN ELEMENTARY (Grades 1-5)**

EDU 301	Educational Psychology	3
EDU 306	Classroom Organization and Management	3
EDU 304A	Learner with Special Needs	3
EDU 308	Materials and Methods of Reading/Language Arts	3
EDU XXX	Reading Methods Elective	3
EDU XXX	Reading Methods Elective.....	3
EDU 312	Materials and Methods for Teaching Mathematics I	3
EDU 460B*	Curriculum and Instructional Strategies	3
EDU 460C*	Instructional Methodologies	3
EDU 461A*	Internship I	3
EDU 461B*	Internship II	3

(33)

*Candidates must have passed PRAXIS I and PRAXIS II content examinations, be currently employed as full-time teachers in the area of certification, and be admitted to the certification-only program to be admitted to these courses.

**CERTIFICATION-ONLY PROGRAM
ALTERNATIVE PATH TO CERTIFICATION IN SECONDARY (Grades 6-12)**

EDU 301	Educational Psychology	3
EDU 306	Classroom Organization and Management	3
EDU 304A	Learner with Special Needs	3
EDU 309	Human Growth and Development	3
EDU 311	Reading in the Content Area	3
EDU 460B*	Curriculum and Instructional Strategies	3
EDU 460D*	Instructional Methodologies	3
EDU 461A*	Internship I	3
EDU 461B*	Internship II	3
Total:		(27)

*Candidates must have passed PRAXIS I and PRAXIS II content examinations, be currently employed as full-time teachers in the area of certification, and be admitted to the certification-only program to be admitted to these courses.

Bachelor of Arts Theology: Concentration in Religious Education

In addition to the traditional Theology degree, Our Lady of Holy Cross College offers a Theology degree with a major concentration in Religious Education. This program combines the course of theological study with preparation for effective classroom teaching at the elementary and high school levels. This degree can be earned by successfully completing a minimum of 12 courses (36 credits) in Theology, Latin 101 and Latin 102 (6 credits), 4 courses (12 credits) in Education, 2 courses involving early experiences in Education (Instructional Strategies I and II—9 credits) and the Practicum in Religion Teaching (6 credits). Please see the section of this Catalog for the Theology with a Concentration in Religious Education program in the Department of Humanities for further details.

Requirements for Special Education Teachers

Candidates interested in Special Education as a minor area for the purpose of teaching Special Education are required to take a prescribed curriculum as their Special Education electives. This curriculum consists of SED 320, SED 321, SED 322, SED 323, SED 324, and SED 325. Once candidates have completed all of their requirements for certification in their major concentration areas, the completion of these 18 hours allows candidates to add Special Education to their certificates if the candidates successfully complete the content specialty of PRAXIS for Special Education. Please see an Education advisor for further information and for the cycle of offerings of these courses since some of them are offered only once a session, including summer sessions.

MINOR IN EDUCATION

Undergraduate students in any discipline may minor in Education by taking 18 hours in Education. It is recommended that these students take EDU 301, EDU 309, EDU 306, EDU 304A, and EDU 311.

SECONDARY EDUCATION

Undergraduate students who are interested in teaching high school (grades 6 – 12) in their major area are encouraged to include Education courses in their degree programs as electives. It is possible to complete most of the course work necessary for alternative certification as an undergraduate student with only methods and internship courses remaining after graduation to complete the requirements for state certification. Please see an Education advisor for further information.

DEPARTMENT OF EDUCATION GRADUATE PROGRAM

Coordinator: Dr. Obie Cleveland Hill

Scope and Purpose

In keeping with the stated philosophy of Our Lady of Holy Cross College, the Graduate Program in Education (i.e., the Program) seeks to provide opportunities for intellectual, psychological, and spiritual growth and to foster within students those qualities which enable individual contribution within a pluralistic society. Our Catholic heritage of the College and Christian understanding of service are integral to the philosophy of the Program.

The Program is specifically designed to enhance students' knowledge, skills, and dispositions in their chosen academic areas and to prepare them to accept professional responsibilities. Success in the Program is based not only on completing the required course work, but also on demonstrating knowledge, skills, and dispositions appropriate to the profession. Whether they become school leaders or curriculum specialists, graduates of Our Lady of Holy Cross College's Graduate Education Program promote holistic development of each individual and the spirit of justice, which brings social equity and global harmony.

Philosophy and Conceptual Framework of the Graduate Program

The Program incorporates the College's philosophy and Mission into its own statement of philosophy and conceptual framework. The philosophy of the Program is to nurture students to become self-developing, competent professionals who can contribute to their community both personally and professionally. To carry out this philosophy, the Program emphasizes the whole person's development in areas of cognitive, intrapersonal, and interpersonal skills to live responsibly, respect individuality, seek truth and peace, and foster justice in society. The philosophy of the whole person's development is stressed in the Education Department's Conceptual Framework, which is "Developing Reflective Stewards: Educating the Mind and Heart and Providing Experiential Service." The Graduate Education Program implements its philosophy and conceptual framework through objectives that focus on improving candidates' knowledge, skills, and dispositions.

Program Outcomes

1. The Program prepares candidates from diverse backgrounds to become responsible professionals capable of delivering effective services in educational settings.
 - a. Recruit, maintain, and matriculate culturally diverse candidates who have professional goals that can be met in education occupations and who demonstrate the potential to contribute to their chosen field.
 - b. Provide a curriculum that meets the requirements of state and national accrediting standards.
 - c. Provide candidates opportunities to apply theories to practice and to develop professionally through supervised job-embedded experiences in a variety of educational settings.

- d. Individually monitor candidates throughout their academic program to promote both personal and professional development.
 - e. Foster candidates' identification as professionals through membership in professional associations and to encourage lifelong learning by instilling awareness of continuing education needs and opportunities.
2. The Program prepares candidates to become discerning consumers of research and to apply appropriate methodology in the pursuit of graduate level research.
 - a. Support candidates in scholarly research through academic resources and faculty mentoring.
 - b. Provide candidates opportunities to apply their knowledge and skills.
 3. The Program prepares candidates to become responsible professionals capable of contributing service in local, state, and national settings.
 - a. Meet local education needs by providing well prepared school leaders and curriculum specialists.
 - b. Promote seminars bringing nationally known professionals to encourage the continuing education of professionals in the metropolitan area of New Orleans.

Student Outcomes of the Graduate Program

Upon successful completion of the Graduate Program, graduates should be able to

1. Practice professional teaching and educational administration skills within the scope of a multicultural and changing society;
2. Synthesize theoretical and empirical knowledge in the field of education;
3. Demonstrate the ability to engage in critical thinking, decision making, and independent judgment;
4. Conduct and evaluate research in education and its related disciplines for its applicability to educational theory and practice;
5. Practice leadership skills in collaboration with members of the education profession;
6. Evaluate the impact of educational theory and practice as it relates to assisting the student in achieving the optimal level of learning;
7. Demonstrate the advocacy role within the department's conceptual framework for the uniqueness, dignity, and worth of the students and others;
8. Accept individual responsibility and accountability for personal and professional growth, decisions, actions, and their outcomes;
9. Formulate strategies for the improvement of learning;
10. Contribute to effecting change in the education profession through actions as school leaders; and
11. Succeed in obtaining professional licensure certification.

Nature of Graduate Work

Candidates are expected to demonstrate knowledge, skills, and dispositions appropriate to their respective professions. Throughout the Program, candidates experience academic rigor through learning assessments such as reflective writing, authentic and alternative measures, traditional tests, research-driven decision making, and a mandatory comprehensive examination. Graduate candidates are expected to assume responsibility in pursuing lifelong learning that will best meet their professional needs.

DEGREE OFFERED

The Department of Education administers the Graduate Program in Educational Leadership.

Master of Education Educational Leadership

GRADUATE ADMISSIONS

In accordance with Title VI of the Civil Rights Act of 1964 and Title IX of the Education Amendments of 1972, accepts applications for admission from students without regard to ethnicity, race, creed, color, sex, age, disability status, or national origin.

ADMISSION PROCEDURES TO OUR LADY OF HOLY CROSS COLLEGE

Applicants must first be admitted to the College. To be considered for admission to the College, applicants must submit the following:

1. A completed official graduate application form;
2. Official transcripts for all prior undergraduate and graduate course work. (Transcripts must be sent directly to the Office of Admissions from each institution attended which must indicate completion of a minimum of a Baccalaureate degree from a university or college approved by a recognized regional accrediting agency in the United States or proof of equivalent training at a foreign university.); and
3. Three letters of recommendation written by people qualified to evaluate academic potential and personal and professional promise.

The above-listed criteria should be received by the Office of Admissions within 30 days of the beginning of the applicant's first semester. During this semester, the applicant may take a maximum of six hours of graduate course work. This does not, however, imply acceptance into the Graduate Program.

The application and letters of recommendation forms are online at www.olhcc.edu and at the Office of Admissions. A one-time, non-refundable application fee must accompany the admission application.

ADMISSION PROCEDURES TO A GRADUATE PROGRAM (CANDIDACY)

Once admitted to the College, applicants are evaluated on the basis of a number of criteria to ensure their readiness for graduate studies prior to acceptance into their specific programs of study. This evaluation takes place during the first semester of graduate course work. These criteria include the following:

1. Submission of a record of undergraduate study that would be predictive of success in graduate studies in Education. Ideally, this implies a degree in Education or a related field with a cumulative undergraduate Grade Point Average of 3.0 on a 4.0 scale. Acceptance into the Educational Leadership Program does require a degree in Education or considerable experience in the field of education. Admission of candidates with a Grade Point Average of 2.499 - 2.999 is considered on a case-by-case basis.
2. Completion of the Writing Assessment Test (WAT) with a minimum score of 75%. The WAT is a writing assessment based upon a given grading rubric. Unsuccessful completion of the WAT results in mandatory writing sessions or required registration for ENG 401: Advanced Composition. This decision is based upon the grade received.
3. Submission of the agreement contract. Each student is responsible for knowing all pertinent requirements and regulations for the successful completion of the Master's degree. Students should become familiar with this section of the Catalog and the *Graduate Student Handbook*. The graduate student must sign and turn in to his or her advisor the Agreement Contract which is attached to the *Graduate Student Handbook*.
4. Completion of an interview with Education graduate faculty members. Progress in the applicant's first six hours of course work, educational dispositions, professional goals, and communication skills are part of the interview evaluation. This interview takes place only after the above criteria numbered 1-3 have been completed.

After the completion of the interview process, the graduate faculty evaluate each applicant based upon all of the criteria in order to determine acceptance into a program of study. The criteria are assessed individually as well as holistically to determine the applicant's readiness for graduate studies. For example, if an applicant does not receive a minimum score of 75% on the WAT, possess a minimum 3.0 undergraduate GPA, or have a successful interview, he or she would be considered for admission to the program on a case-by-case basis.

Once accepted in the program, a student is considered a candidate. This stage of candidacy continues until the candidate completes all the requirements for graduation.

Foreign and ESL Students

A foreign or ESL (English as a Second Language) applicant must present evidence of satisfactory proficiency in the reading, writing, and speaking of English. The applicant may do so by presenting a satisfactory score on the TOEFL (normally 500). For information about TOEFL, the applicant should write to TOEFL, 1755 Massachusetts Avenue, N.W., Washington, DC 20036. A foreign applicant is also required to take the Writing Assessment Test (WAT).

Financial Aid

There are several aid programs to which graduate students may apply. Information about other loan options may be obtained from the Office of Admissions.

Letter of Good Standing

Students enrolled in graduate programs at other institutions who wish to register for transfer credits must submit a Letter of Good Standing and are not be required to submit complete transcripts. The Letter of Good Standing must come from the Dean of the student's Graduate School.

Course Load

To be classified as full time, a graduate student must register for at least nine (9) credit hours in each semester. The advisor must approve overloads.

GRADE-POINT REQUIREMENTS

An overall Grade Point Average of 3.0 on a 4.0 scale is required to remain in the Graduate Program. Passing grades, for graduate students, are A, B, and C. A minimum grade of B is needed to successfully complete EDG 730A and EDG 730B, which are the two required internships for Educational Leadership. A graduate student who attains a grade lower than a B in these courses (EDG 730A and EDG 730B) must repeat the course at Our Lady of Holy Cross College.

A graduate student who attains a D or lower in any course is automatically placed on probationary status and must repeat the course at Our Lady of Holy Cross College. The student's status is then subject to the review of the Graduate Council.

Students whose semester average in course work is below a 3.0 are placed on probation and are not allowed to register for more than six (6) semester hours the following semester. To be removed from probation, the graduate student must complete six (6) semester hours with a cumulative Grade Point Average of 3.0 at the end of those 6 hours and no grade lower than a "B." If at the end of the probationary period the cumulative Grade Point Average remains less than 3.0, the student is dropped from the Graduate Program.

Appeal

Subject to the review of the Graduate Council, students may be dropped from the program for factors other than Grade Point Average, without having a probationary period. The Graduate Council then determines the student's status. The student may appeal decisions of the Graduate Council by submitting a written appeal to the Chief Academic Officer.

Time Limit

A maximum of five (5) years from the first semester attended is permitted to complete the requirements for the Master's degree. Re-admission does not qualify the applicant to begin anew the five-year requirement. Exceptions are considered on a case-by-case basis.

Student Responsibility

Each student is responsible for knowing all pertinent requirements and regulations for the successful completion of the Master's degree. Students should become familiar with this section of the Catalog and the *Graduate Handbook*. The graduate student must sign and give to his or her advisor the Agreement Contract which is in the back of the *Graduate Handbook*.

Transfer Credits

A maximum of nine (9) semester hours may be transferred from a regionally accredited institution. Approval of all transfer credits must be obtained from the Academic Program Coordinator/Graduate Programs. An official transcript from the institution in which the courses were taken must verify these courses. Only courses taken within the past five years may be transferred if approved, unless an exception is made by the Chair of the Education Department upon the recommendation of the Coordinator of Educational Leadership.

Advisor

Each student, upon admission to the College, is assigned an advisor. The advisor is usually assigned before the student's first registration and aids the student in the development of the individual graduate program.

PROGRAM OF STUDY

The student works closely with his or her advisor to develop a sequence of study that outlines the courses to be taken toward the Master's degree. The sequence is designed to meet both the student's and the institution's goals and objectives for graduate study.

Internship Information

Candidates in the Program have two capstone experiences: EDG 730A Internship I: Summer and EDG 730B Internship II: Fall or Spring. Each of these courses requires 125 hours of field

experiences. This time is spent in a combination of observing, participating, and leading in administrative contexts.

The first of these, EDG 730A, Internship I: Summer, must be served in a school other than the one in which the candidate is currently employed to satisfy our requirements of

1. a diverse setting, and
2. the opportunity to gain knowledge under a different mentor.

(An exception to this requirement is considered in unusual circumstances.)

Only EDG 730A, Internship I: Summer requires an application form. The application is in the back of *The OLHCC Graduate Education Handbook*. As per the directions, a letter from the school must accompany the application form. This form is submitted to the Coordinator of Educational Leadership no later than April 1st.

Comprehensive Examination

Candidates are required to demonstrate readiness for graduation by successful completion of a comprehensive examination. The exam is held at the end of their final semester, and the specific date for this exam is set each semester.

CERTIFICATION/LICENSURE REQUIREMENT

The certifying test in Educational Leadership is the School Leadership Licensure Assessment (SLLA). Passage of the SLLA is required for certification. Teaching successfully for a minimum of five (5) years and a job placement as an assistant principal or principal are also required in order to receive this endorsement on a teaching certificate. The applicant must have a valid Louisiana Teaching Certificate.

Candidates are also required to successfully complete the SLLA exam to receive a degree in Educational Leadership. Preparation for the SLLA examination occurs during course work throughout the program and, in particular, during the Internships.

Commencement

Upon successful completion of course work, internships, the comprehensive examination, and the SLLA, a candidate is eligible for graduation. Candidates who qualify for graduation are expected to attend commencement exercises.

When eligible, candidates must apply for graduation. A Graduation Clearance Form must be completed during the semester prior to graduation. The due dates for submission of this form are published in the Academic Calendar.

Candidates must submit passing SLLA scores in order to participate in commencement.

Professional Association Affiliation

All candidates and graduates are strongly encouraged to join and maintain active membership in professional educational organizations.

Faculty Endorsement

Graduate faculty may endorse students for employment only in the area(s) for which they have been trained. Candidates requesting letters of recommendation should notify faculty in advance of graduation. It is common courtesy to submit a résumé with this request.

MASTER OF EDUCATION IN EDUCATIONAL LEADERSHIP

EDG 600N	Research-Based and Data-Driven Decision Making	3
EDG 603N	Legal and Political Systems Education.....	3
EDG 607N	History and Philosophy of Education in a Diverse Society	3
EDG 631N	Leadership and Vision in Education	3
EDG 632N	The Fiduciary Responsibility of Educational Leaders.....	3
EDG 633N	Leadership and Its Relationship to Resource.....	3
EDG 634N	Communication and Collaboration among School, District, and Community.....	3
EDG 636N	School and District Leadership.....	3
EDG 637N	Leader as Exemplar in Instructional Supervision	3
EDG 638N	Curriculum Development for the Success of all Students	3
EDG 730A	Internship I: Summer	3
EDG 730B	Internship II: Fall or Spring	3
	Total:	36

Educational Leadership Course Cycle

Course cycles may change for reasons such as changes in the College Catalog, instructor availability, room availability, and national, regional, and state requirements. Particular semesters when classes are normally offered are listed in the course description portion of this Catalog.

DEPARTMENT OF NURSING

Chair: Dr. Patricia M. Prechter

NURSING PRE-LICENSURE PROGRAM

The Department of Nursing offers a four-year program of study leading to a Bachelor of Science in Nursing degree. This program is fully accredited by the Accreditation Commission for Education in Nursing (ACEN) and is approved by the Louisiana State Board of Nursing. The graduate is eligible to apply to write NCLEX-RN (the examination for licensure for a registered nurse).

Program Description

During the freshman year, students are expected to complete many of the core courses. Students may be admitted to the Department of Nursing in the fall semester of the sophomore year. During this semester the students enroll in two non-clinical Nursing courses and complete most of the core and science courses that are the foundation of the Nursing program. Nursing courses are serial and are concentrated at the junior and senior level of the program. A practicum is required in each clinical Nursing course.

The purposes of the Nursing program are to

1. Provide a quality program of study leading to a Bachelor of Science degree in Nursing to a diverse group of students who value the worth and dignity of the person;
2. Provide a professional Nursing program which transmits the ethical and human values of the Gospels and the values of the founders of the Marianites of Holy Cross to its students to enrich their own lives and to enable them to bring compassion and healing in the Catholic tradition of Jesus and Mary, His Mother, to those committed to their care;
3. Integrate emerging technologies and evidence-based practice with a strong liberal arts foundation;
4. Create an environment which encourages nursing research, scholarship, collaboration, and lifelong learning;
5. Foster the development of safe, clinical decision-making and critical thinking skills relevant to evidence-based nursing practice and quality improvement; and
6. Prepare nurses who become leaders in providing patient/family-centered, safe, quality cost-effective health care to diverse populations.

Graduate (terminal) Outcomes

Upon successful completion of the program in Nursing the graduate will

1. Practice professional nursing within the scope of a diverse, global society;

2. Manage a plan of care based on the nursing process to provide safe, quality patient-centered care;
3. Demonstrate the ability to engage in critical thinking, decision making, and independent judgment governed by professional, legal, and ethical standards;
4. Evaluate research in nursing and the related disciplines for its applicability to nursing theory and evidence-based practice;
5. Improve health care delivery by practicing leadership skills and by collaborating with the interdisciplinary health care team;
6. Evaluate the impact of nursing as it relates to assisting the patient to achieve optimum health;
7. Demonstrate the advocacy role within the Christian perspective of respect for the uniqueness, dignity, and worth of the patient and others;
8. Accept individual responsibility and accountability for nursing decisions and for personal and professional growth;
9. Formulate strategies for continuous quality improvement of health care delivery and advancement of professional nursing as a practice discipline; and
10. Promote accessible, comprehensive, cost effective, quality patient-centered care to diverse populations across the lifespan.

DEGREES OFFERED

Bachelor of Science in Nursing (Pre-Licensure Program)

Bachelor of Science in Nursing (RN-BSN Program)

ADMISSION REQUIREMENTS

All students must be formally accepted before enrolling in any Nursing course. Admission to the Department of Nursing is based upon

1. reading proficiency at college-level in comprehension and vocabulary;
2. completion of a minimum of 32 semester hours of Level I designated core and support courses with a grade of C or better;
3. minimum grade-point average of at least 2.5;
4. successful score on all entrance examinations;
5. formal application for admission to the Department of Nursing;
6. evidence of health compatible with curriculum requirements; and
7. three letters of recommendation.

Preference is given to applicants who complete Pre-Nursing courses at Our Lady of Holy Cross College. Admission to the Department of Nursing is competitive. Admission to the Department is by competitive application, and meeting the minimum academic requirements does not guarantee admission to the Department of Nursing.

Computer Literacy Validation

Computer Literacy is defined in the Department of Nursing as the ability to use a computer to access Internet data, to input data, and to use e-mail.

Upon completion of the program of studies, all students must use the computer for

1. computer assisted learning, including interactive programs;
2. email; and
3. accessing/transferring data through the Internet.

All students who successfully complete the program are deemed computer literate.

Admission Policy for an L.P.N.

The Department of Nursing has the following plan for an L.P.N. to attain the B.S.N. degree at Our Lady of Holy Cross College. An L.P.N. student may challenge NSG 203, Nursing I (7 semester hours). The challenge of NSG 203 may not be undertaken until the 32 prerequisite hours in Level I are completed. In addition, the L.P.N. must be concurrently enrolled in NSG 200, Dimensions of Professional Nursing (3 semester hours) and NSG 202, Pharmacology (3 semester hours). These courses are taught every fall semester.

Students who are L.P.N.s follow the same procedures for any new student regarding admission to the College and/or Department of Nursing. To expedite the progression of the L.P.N. within the Nursing curriculum, the L.P.N. is afforded the opportunity to challenge seven hours of Nursing courses. The challenge of NSG 203, Nursing I (7 semester hours) must be completed during the fall semester that the student is enrolled in NSG 200 and NSG 202.

The L.P.N. must have current work experience equivalent to at least one year of full-time employment. A résumé of work experience of the L.P.N must be provided and include length of time, type of patients requiring nursing care, skills required, responsibilities, etc.

In addition, the L.P.N. must successfully pass the Nursing Acceleration Challenge Exam (NACE) I (Foundations of Nursing), provided by the National League for Nursing, as well as successfully demonstrate competency in selected fundamental nursing clinical skills.

Reporting of Any Subsequent Disciplinary Action, Arrest, Charge, Conviction, Addiction or Impairment

If a student is admitted to the clinical sequence of the Nursing program, any subsequent disciplinary action, arrest, criminal charge or conviction, addiction, or impairment shall be reported IMMEDIATELY to the Chair of Nursing and the Louisiana State Board of Nursing. All required documents shall be forwarded to the Louisiana State Board of Nursing for evaluation in determining the student's eligibility to continue in the clinical sequence of the program.

GRADUATION REQUIREMENTS

The student must

1. complete the Nursing curriculum with a grade of C or better in each Nursing course;
2. complete all General Education courses with a minimum grade of C;
3. achieve a minimum cumulative Grade Point Average of 2.0; and
4. achieve the designated score on the department exit exam.

BACHELOR OF SCIENCE IN NURSING

FRESHMAN (Level One)

BIO	351	Human Anatomy and Physiology I	4
BIO	352	Human Anatomy and Physiology II	4
CHE	105	General, Organic, and Biochemistry	3
ENG	101	English Composition I	3
ENG	102	English Composition II	3
MAT	105	College Algebra	3
PHI	207	Introduction to Logic and Critical Thinking	3
PSY	101	General Psychology	3
SOC	101	Introduction to Sociology	3
SPE	101	Fundamentals of Public Speaking	3
			(32)

SOPHOMORE (Level Two)

THE	285	Theology and Healthcare Ethics	3
BIO	370	Microbiology.....	4
HIS		History Elective	3
NSG	200	Dimensions of Professional Nursing (fall semester)	3
NSG	202	Pharmacology (fall semester)	3
NSG	203	Nursing I with Clinical Component (spring semester)	7
NSG	205	Health Assessment with Laboratory Component (spring semester)	3
ENG	(200)	Literature Elective (200 level or above)	3
			(39)

JUNIOR (Level Three)

SOC/PSY/HIS/ GEO/PSC/COU/CJU		Social Science elective.....	3
MAT	160	Introductory Statistics	3
NSG	300	Nursing II with Clinical Component (fall semester).....	9
BIO	353	Pathophysiology.....	3
NSG	307	Evidence – Based Nursing Practice (spring semester)	3
NSG	308	Nursing III with Clinical Component (spring semester).....	7
PHI		Philosophy Elective	3
			(31)

SENIOR (Level Four)

THE	Theology Elective	3
ART/FNA/MUS	Elective	3
NSG 400	Nursing IV with Clinical Component (fall semester)	9
NSG 401	Nursing Leadership and Management (fall semester)	3
NSG 402	Perspectives in Nursing (spring semester)	2
NSG 403	Preparation for Professional Nursing Practice (spring semester)	2
NSG 420	Nursing V with Clinical Component (spring semester)	7
		(29)
		Total: 121

NURSING SUMMARY

Biology	15	Nursing	58
Chemistry	3	Philosophy	6
English	9	Psychology	3
Fine Arts, Music or Art	3	Sociology	3
History	3	Speech	3
Mathematics	6	Theology	6
		SOC/PSY/HIS	
		GEO/PSC/COU/CJU Elective	3
			Total: 121

RN TO BSN PROGRAM (Online Program)

Program Description

The student is admitted to the program upon graduation from an accredited Associate of Science Degree in Nursing Program or diploma Nursing Program. There are several options to choose from for completion of the program, depending on the student's preferred timeframe. There is one clinical practicum in the online RN-BSN program.

The purposes of the RN to BSN Nursing Program are to

1. Provide a quality program of study leading to a Bachelor of Science degree in Nursing to a diverse group of students who value the worth and dignity of the person;
2. Provide a professional Nursing program that transmits the ethical and human values of the gospel and the values of the founders of the Marianites of Holy Cross to its students, enriching their own lives and enabling them to bring compassion and healing in the Catholic tradition of Jesus and Mary, His Mother, to those committed to their care;
3. Integrate emerging technologies and evidence-based practice with a strong liberal arts foundation;
4. Create an environment which encourages evidence-based practice, scholarship, collaboration and lifelong learning;
5. Foster the development of safe, clinical decision-making and critical thinking skills relevant to evidence-based nursing practice and quality improvement; and
6. Prepare nurses who become leaders in providing patient/family-centered, safe, quality, cost-effective health care to diverse populations.

Graduate (terminal) Outcomes

Upon successful completion of the RN to BSN program in Nursing the graduate will

1. Practice professional nursing within the scope of a diverse, global society;
2. Manage a plan of care based on the nursing process to provide safe, quality patient-centered care;
3. Demonstrate the ability to engage in critical thinking, decision making, and independent judgment governed by professional, legal, and ethical standards;
4. Evaluate research in nursing and the related disciplines for its applicability to nursing theory and evidence-based practice;
5. Improve health care delivery by practicing leadership skills and by collaborating with the interdisciplinary health care team;
6. Evaluate the impact of nursing as it relates to assisting the patient to achieve optimum health;
7. Demonstrate the advocacy role within the Christian perspective of respect for the uniqueness, dignity, and worth of the patient and others;

8. Accept individual responsibility and accountability for nursing decisions and for personal and professional growth;
9. Formulate strategies for continuous quality improvement of health care delivery and advancement of professional nursing as a practice discipline; and
10. Promote accessible, comprehensive, cost effective, quality patient-centered care to diverse populations across the lifespan.

Admission Requirements

All students must be formally accepted both by Our Lady of Holy Cross College and the Department of Nursing, before enrolling in any Nursing course. Admission to the Department of Nursing is based upon

1. evidence of successful completion of the Associate of Science in Nursing degree from an accredited institution;
2. a minimum Grade Point Average of 2.5;
3. a formal application for admission to the Department of Nursing;
4. evidence of a current unencumbered RN license;
5. submission of proof of professional CPR certification and professional liability; and
6. three letters of recommendation.

BACHELOR OF SCIENCE IN NURSING Online RN to BSN Program

BIO 351	Human Anatomy and Physiology I	4
BIO 352* or CHE*	Human Anatomy and Physiology II or Inorganic, Organic and Biochemistry	4
BIO 370	Microbiology	4
ENG 101	English Composition I	3
ENG 102	English Composition II	3
ENG	Literature Elective (200 level or above)	3
MAT 105	College Algebra	3
MAT 160	Introductory Statistics	3
PSY 101	General Psychology	3
SOC101	Introduction to Sociology	3
SOC/PSY/HIS/ GEO/PSC/COU/CJU	Social Science elective.....	3
SPE 101	Fundamentals of Public Speaking	3
HIS	History Elective	3
PHI	Philosophy Elective.....	6
ART/FNA/MUS	Elective.....	3
THE	Theology Elective	6
		(57)

* At least one A&P is required. A&P II may be taken in place of Chemistry.

Nursing Courses

NSG 355	Contemporary Nursing Issues.....	5
NSG 360	Health Assessment for RNs.....	3
NSG 370	Pathophysiology for RNs.....	3
NSG 385	Nursing Research and EBP.....	3
NSG 455	Leadership and Decision Making in Nursing.....	4
NSG 471	CHN of Diverse Populations.....	5
NSG 485	RN to BSN Special Topics in Nursing.....	4
		(27)

**BACHELOR OF SCIENCE IN NURSING
RN TO BSN PROGRAM SUMMARY**

Biology	8 or 12*	Social Science elective.....	3
Chemistry	4*	(SOC/PSY/HIS/GEO/PSC/COU/CJU)	
English	9	Philosophy	6
Fine Arts, Music or Art.....	3	Psychology.....	3
History	3	Sociology	3
Mathematics.....	6	Speech	3
Nursing	27	Theology.....	6
Transferred Nursing credits.....	36		
		Total:	120

* At least one A&P is required. A&P II may be taken in place of Chemistry.

NURSING HONORS PROGRAM

Purposes

1. To recognize Nursing students who have demonstrated exceptional academic ability in their major;
2. To enhance the educational experience of high achieving Nursing students;
3. To offer Nursing students an opportunity to develop additional skills in nursing research, innovative clinical practice, ethics or leadership as preparation for a professional nursing career and/or graduate study in nursing; and
4. To offer an opportunity for completion of a scholarly project in an area of individual interest.

Eligibility

Acceptance into the Nursing Honors Program requires the student to

1. Have completed and earned at least a 3.10 GPA (not rounded) in NSG 203, 205, 300, 307 and 308 (Pre-Licensure student); OR
Have completed four (4) courses in the RN to BSN curriculum (RN student);
2. Have earned at least a 3.00 cumulative GPA;
3. Have submitted the Honors Program Application Form (include a one-page typed paper to include long-term goals and why he or she wants to participate in the program); and
4. Have been selected by the Honors committee from application and transcript evaluation prior to August of the senior year (pre-licensure student); the RN student may apply upon completion of the four courses.

DEPARTMENT OF ALLIED HEALTH

Chair: Dr. Susan van Loon

Program Description

The Department of Allied Health offers Baccalaureate and Associate degrees in Radiologic Technology, the Baccalaureate degree in Respiratory Care, and the Baccalaureate degree in Health Sciences.

The Our Lady of Holy Cross College/Ochsner Medical Center Radiologic Technology program is nationally accredited by the Joint Review Committee on Education in Radiologic Technology (JRCERT). The program is an intense, comprehensive program combining academic preparation with didactic and clinical study culminating in either an Associate or Baccalaureate degree. The clinical professional training component is a full-time program entailing 40 hours per week. The Associate and Baccalaureate degrees in Radiologic Technology are offered in affiliation with Ochsner Clinic Foundation. Students take prerequisite classes on the Our Lady of Holy Cross main campus and clinical classes at the Ochsner main campus. Entry to all clinical programs is competitive.

Students in the disciplines of Respiratory Care and Diagnostic Medical Sonography must be accepted by an accredited clinical program.

The Health Sciences degree offers two options. The first option provides practicing clinicians in radiologic technology and respiratory therapy who have earned the credential in their field an opportunity to use their clinical hours toward a Baccalaureate degree. Radiologic technologists receive 61 semester hours of credit and respiratory therapists receive 32 semester hours of credit for their clinical training. Most students transfer in with at least 90 semester hours of credit and take the last 30 semester hours in residence, most often selecting electives in Business and Social Sciences.

The second option is designed for students without a clinical background. The curriculum is intended for students interested in careers in health and medical fields that do not require specialized clinical training. The liberal policy for elective credit provides students with the opportunity to elect courses in other disciplines like Business and Psychology that coincide with their particular strength or interest. The program is unique in that it allows use of clinical hours in Nursing and Radiologic Technology to be used as elective credit toward the degree. The capstone of the degree is the internship. The College has an institutional agreement with Ochsner Clinic Foundation to provide internships through the volunteer department at Ochsner.

Outcomes

Upon successful completion of the Allied Health Programs, students should be able to

1. recall essential factual information;
2. read, understand, and critique standard reference works and professional periodicals;
3. access critical theories and trends;
4. synthesize theoretical and empirical knowledge; and
5. demonstrate the ability to engage in critical thinking, decision making, and independent judgment.

DEGREES OFFERED

Associate of Science
Radiologic Technology

Bachelor of Science
Radiologic Technology
Respiratory Care
Health Sciences

Curriculum in Diagnostic Medical Sonography
Curriculum for Radiologic Technologists
Curriculum for Respiratory Therapists

RADIOLOGIC TECHNOLOGY PROGRAM

The Our Lady of Holy Cross College/Ochsner Undergraduate Medical Education Radiologic Technology Program is an intense and comprehensive program combining academic preparation with didactic and clinical study. The clinical component is a full-time program entailing 40 hours per week. Students may choose two options in applying for entry to the clinical component.

The Associate degree track provides students with the baseline academic prerequisites necessary for applying to the program. Students who elect this track must complete all academic prerequisites at the Associate degree level before beginning professional training. The Baccalaureate degree track provides students with a broader academic background, in addition to all of the baseline prerequisites necessary for application to the professional clinical program. The Baccalaureate degree facilitates career advancement and is the preferred track for students seeking greater opportunities for professional growth.

Mission

The Our Lady of Holy Cross College/Ochsner Clinic Foundation Program in Radiologic Technology facilitates a multifaceted approach to excellence in education by providing students with an optimal learning experience through small class sizes, one-on-one instruction, and competency-based instruction to ensure graduates competently perform imaging procedures. This will provide the health care community with competent, employable, entry-level radiographers, compassionate caregivers, and dynamic members of the total health care team who will value and integrate learning as a lifelong process.

Program Goals and Student Learning Outcomes

The goals of the Our Lady of Holy Cross College / Ochsner Clinic Foundation program in Radiologic Technology are

1. Students will graduate clinically competent in order to safely and skillfully perform imaging procedures.
 - a. Students will be clinically competent.
 - b. Students will possess a thorough understanding of radiography fundamentals and safety practices.
2. Students will graduate displaying effective communication skills.
 - a. Students will have the ability to instill comfort and a sense of confidence through clear, articulate communication with patients and peers.
 - b. Students will have the ability to acquire pertinent patient information.
3. Students will graduate exhibiting critical thinking and problem-solving skills.
 - a. Students will demonstrate the knowledge of critical thinking and problem solving as it relates to patient care.
 - b. Students will accurately assess the patient's condition and select or modify an appropriate course of action or procedure as required while demonstrating the

- ability to exercise independent judgment, discretion, critical thinking, decision-making and problem-solving skills.
4. Students will graduate functioning effectively as professional members of the healthcare team.
 - a. Students will display ethical behavior and sound professional judgment in clinical practice.
 - b. Students will demonstrate the performance of a qualified entry-level radiographer.

ADMISSION REQUIREMENTS

1. Completion of all academic requirements as specified in the degree program (Students may elect to pursue either the Baccalaureate or Associate degree.);
2. Minimum grade point average of 2.5 on a 4.0 scale with a minimum grade of C in all prerequisite courses; and
3. Official college transcripts.

Application Process

Students apply to the professional clinical program during the spring semester by completing the application packet available in the Office of Academic Affairs. The deadline for submitting all completed materials is April 30th.

Selection Process

Applications are reviewed by the Program's Selection Committee, and the most qualified applicants are invited for a personal interview. Factors considered in the selection process are academic success, preparation for and understanding of the demands of the profession and program, communication skills, and the ability to deal with stressful situations. Successful students are those who are highly motivated, have strong time-management skills, can adapt to and enjoy rapidly changing technology and environments, and can tolerate the stress brought on by educational constraints and patient care. The student must have a strong desire to become a registered radiologic technologist and a professional in the health care environment.

1. All completed applications are reviewed.
2. The most qualified applicants are invited for a personal interview by the Program's Selection Committee.
3. Final selection is made from the interviewed applicants.
4. All prerequisite education must be completed before starting the program.
5. Those candidates accepting appointment are required to undergo an incoming physical Examination, which includes blood, drug, and TB testing, a background check, and CPR Certification. The Ochsner Employee Health Services Department performs the incoming physical examination at no charge to the student. Incoming students are responsible for all fees associated with CPR Certification (through an Ochsner approved American Heart

Association Basic Life Support for Health Care Providers location) and background checks. Detailed information is provided to incoming students. The physical examination, CPR certification, and background check must be completed before students begin the program.

IMPORTANT FACTS

- Graduates of the Ochsner Radiologic Technology Program are eligible for the American Registry of Radiologic Technologists (ARRT) National Certification Examination. The student must comply with the “Rules of Ethics” set forth in the ARRT’s [“Standards of Ethics.”](#) Any previous felony convictions, plea of guilty, or Nolo Contendere (No Contest) to a felony or misdemeanor, will be investigated by the [ARRT](#) before determining the student’s eligibility to sit for the National Certification Examination.
- Due to the nature of the professional training, clinical education, and subsequent rotational requirements of this program, the students do not completely follow Our Lady of Holy Cross College’s Academic Calendar. Semester breaks and vacation time are scheduled in correlation with the program’s clinical and didactic schedules.
- Students in the program adhere to a prescribed dress code, as well as follow policies and procedures set forth by the program. Attendance requirements for class and clinical rotations are much more stringent than the normal college student’s schedule. A copy of the program policy and procedure manual is available upon request.
- Reliable transportation is important. Clinical scheduling and program schedules require students to be punctual and accountable. The clinical component also includes rotations through Ochsner satellite facilities that are located away from Ochsner's Jefferson Highway campus.

ASSOCIATE OF SCIENCE IN RADIOLOGIC TECHNOLOGY

Curriculum for students without clinical training in Radiologic Technology

BIO	351-352	Human Anatomy and Physiology I and II	8
CHE	105	General, Organic and Biochemistry	4
ENG	101-102	English Composition I and II.....	6
HSC	110	Medical Terminology.....	3
MAT	105	College Algebra	3
PHI	207	Logic and Critical Thinking.....	3
PHY	151	General Physics I	4
SOC		Social Science Elective	3
SPE	101	Fundamentals of Public Speaking.....	3
THE		Theology Elective	3
		Clinical Training in Radiologic Technology (21 months).....	61

Total: (101)

BACHELOR OF SCIENCE IN RADIOLOGIC TECHNOLOGY

Curriculum for students without clinical training in Radiologic Technology

FRESHMAN

BIO	351-352	Human Anatomy and Physiology I and II	8
CHE	105	General, Organic and Biochemistry	4
ENG	101	English Composition I	3
ENG	102	English Composition II.....	3
HSC	110	Medical Terminology.....	3
MAT	105	College Algebra	3
MAT	160	Introductory Statistics	3
PHI		Philosophy Elective	3
THE	285	Theology and Healthcare Ethics	3

(33)

SOPHOMORE

BIO	202	Pharmacology	3
ENG		Literature Elective.....	3
FNA/MUS/ART		Fine Arts Elective	3
HIS		History Elective	3
PHI	207	Logic and Critical Thinking.....	3
PHY	151-152	General Physics I and II.....	8
PSY	101	General Psychology	3
SPE	101	Fundamentals of Public Speaking.....	3
SOC		Sociology Elective	3
THE		Theology Elective	3

(35)

JUNIOR and SENIOR	
Clinical Program at Ochsner*	61

Total: (129)

*Admission to the Ochsner Program in Radiologic Technology is competitive. Students accepted into the clinical program attend classes 40 hours per week, Monday through Friday. The junior year is three semesters in length and the senior year is two semesters in length. Students attend classes during the fall, spring, and summer semesters of the junior year and during the fall and spring semesters of the senior year of the clinical component.

**BACHELOR OF SCIENCE IN
RADIOLOGIC TECHNOLOGY SUMMARY**

Natural Sciences.....	23	Philosophy.....	6
Medical Terminology.....	3	Social Sciences.....	6
English	9	Speech	3
Fine Arts, Music, or Art.....	3	Theology	6
History.....	3	Clinical Program	61
Mathematics	6		
		Total: (129)	

OCHSNER CLINICAL TRAINING COURSES – FIRST YEAR

Block credit is awarded on a semester basis for professional clinical component course work. The individual courses are assigned numbers that are unique to the Ochsner clinical program and differ from the block credit numbers.

FALL SEMESTER – RAD 300

15 HOURS

RAD 101	PRINCIPLES OF RADIATION PROTECTION
RAD 103	INTRODUCTION TO RADIOLOGIC TECHNOLOGY
RAD 110	MEDICAL ETHICS AND LAW
RAD 205	RADIOGRAPHIC ANATOMY AND PHYSIOLOGY I
RAD 217A	BASIC RADIOGRAPHIC POSITIONING I
RAD 220	PATIENT CARE IN RADIOLOGIC SCIENCES
RAD 301	CLINICAL PRACTICUM I

RAD 101 PRINCIPLES OF RADIATION PROTECTION

This course is designed to discuss radiation safety, rules, and regulations to provide maximum safety to patients and students.

RAD 103 INTRODUCTION TO RADIOLOGIC TECHNOLOGY

This course is designed to acquaint the student with the goals, philosophies, and organizations of the Radiology program and department. An appreciation of Radiologic Technology is established through an understanding of medical history, the evolution of Radiologic Technology, and its professional organizations. Career and socio-economic advancements within Radiologic Technology will be introduced, allowing the student to establish and maintain high goals. The general intent is to set the pace for the student's professional growth in Radiologic Technology.

RAD 110 MEDICAL ETHICS AND LAW

This course will provide the student with respect for interpersonal relationships, along with moral and ethical responsibilities to increase effective communication and empathy for the patient. The medico-legal considerations asset the student regarding ethical principles and legal responsibilities.

RAD 205 RADIOGRAPHIC ANATOMY AND PHYSIOLOGY I

A detailed course covering knowledge and comprehension of the structures and functions of parts of the human skeletal system, including upper and lower extremities, shoulder and pelvic girdle, and bony thorax, as it relates to radiologic technology.

RAD 217A BASIC RADIOGRAPHIC POSITIONING I

An extensive lecture-laboratory study of basic positions of the upper and lower extremities, shoulder girdle, bony thorax, pelvis, and upper femora.

RAD 220 PATIENT CARE IN RADIOLOGIC SCIENCES

In this course, the student is provided with patient care procedures and techniques along with radiologic technology information related to the diagnostic and therapeutic practices of patient care.

RAD 301 CLINICAL PRACTICUM I

Students display proficiency in ethical and professional communication, proper body mechanics, and basic radiologic technology skills within the radiology department. Students undertake labs in IVP and fluoroscopic studies of the gastrointestinal tract. Students are simulated for chest, abdomen, and portable radiography, along with basic axial and appendicular skeletal routines.

SPRING SEMESTER – RAD 310

15 HOURS

RAD 202	PRINCIPLES OF RADIOGRAPHIC EXPOSURE
RAD 206	RADIOGRAPHIC ANATOMY AND PHYSIOLOGY II
RAD 217B	BASIC RADIOGRAPHIC POSITIONING II
RAD 225	RADIOGRAPHIC PHYSICS
RAD 280	DIGITAL IMAGING
RAD 302	CLINICAL PRACTICUM II

RAD 202 PRINCIPLES OF RADIOGRAPHIC EXPOSURE

This course provides the knowledge for obtaining an optimal radiograph using exposure factors, radiation protection, equipment, radiographic accessories, and pathological findings.

RAD 206 RADIOGRAPHIC ANATOMY AND PHYSIOLOGY II

A detailed course covering knowledge and comprehension of the structures and functions of the remaining parts of the human skeletal system, including the vertebral column and skull. This course also includes an introduction to detailed knowledge and comprehension of the human body and its physiological systems, including its structures, functions, and relationships.

RAD 217B BASIC RADIOGRAPHIC POSITIONING II

An extensive lecture-laboratory study of basic positions of the vertebral column, skull, sinuses, facial bones, and trauma radiography of the vertebral column, skull, and facial bones.

RAD 225 RADIOGRAPHIC PHYSICS

An introduction to multiple energy transformations required for radiation production and interactions with matter, including principles of electronics for radiation production in diagnostic radiography equipment.

RAD 280 DIGITAL IMAGING

Study of the computer components, computer language, applications, and operation of digital imaging systems in radiology. Factors affecting image acquisition, display, archiving, and retrieval are studied.

RAD 302 CLINICAL PRACTICUM II

Clinical training and competency during this course will consist of the areas of clinic and hospital radiography, with the inclusion of emergency department radiography procedures. Students also participate in clinical observation training in specialized modalities of medical imaging.

SUMMER SEMESTER – RAD 330

7 HOURS

RAD 104	MEDICAL TERMINOLOGY
RAD 210	IMAGE CRITIQUE
RAD 217C	ADVANCED RADIOGRAPHIC POSITIONING I
RAD 260	MEDICAL IMAGING
RAD 290	HUMAN STRUCTURE AND FUNCTION IN IMAGING
RAD 303	CLINICAL PRACTICUM III

RAD 104 MEDICAL TERMINOLOGY

Introduces medical abbreviations, symbols, and terms relating to human anatomy, physiology, and diagnosis used in the medical profession that the student will employ throughout his or her career.

RAD 210 IMAGE CRITIQUE

A discussion course of student's images designed to assist the individual student in problem/weak areas of radiographic acquisition. Course also includes review and discussion of required knowledge and comprehension of the structures, physiological systems, and functions of the human body as they relate to radiologic technology.

RAD 217C ADVANCED RADIOGRAPHIC POSITIONING I

An extensive study of supplementary positions of the upper and lower extremities, pelvis, shoulder girdle, bony thorax, vertebral column, and long bone measurements.

RAD 260 MEDICAL IMAGING

A course describing various radiation and non-radiation processes and equipment.

RAD 290 HUMAN STRUCTURE AND FUNCTION IN IMAGING

A course providing the student with an in-depth study of the human body and its physiological systems, including its structures, functions, and relationships, as well as radiographic procedures and practices utilized to image the various body systems.

RAD 303 CLINICAL PRACTICUM III

Clinical training and competency during this course consists of the areas of clinic and hospital radiography, with the inclusion of emergency department and surgical radiography procedures. Students also participate in clinical observation training in specialized modalities of medical imaging.

OCHSNER CLINICAL TRAINING COURSES – SECOND YEAR

Block credit is awarded on a semester basis for professional clinical component course work. The individual courses are assigned numbers that are unique to the Ochsner clinical program and differ from the block credit numbers.

FALL SEMESTER – RAD 400

12 HOURS

RAD 210	IMAGE CRITIQUE
RAD 215	PRINCIPLES OF CONTRAST MEDIA
RAD 217D	ADVANCED RADIOGRAPHIC POSITIONING II
RAD 265	QUALITY ASSURANCE AND CONTROL
RAD 304	CLINICAL PRACTICUM IV

RAD 210 IMAGE CRITIQUE

A discussion course of student's images designed to assist the individual student in problem/weak areas of radiographic acquisition. Course also includes review and discussion of required knowledge and comprehension of the structures, physiological systems, and functions of the human body as they relate to radiologic technology.

RAD 215 PRINCIPLES OF CONTRAST MEDIA

A lecture and research course focusing on the various types of contrast materials employed for imaging procedures, including their usage in both adult and pediatric patients, reactions, and basic first aid procedures with reference to the emergency cart.

RAD 217D ADVANCED RADIOGRAPHIC POSITIONING II

An extensive study of trauma and pediatric imaging. A review of the essential appendicular and axial skeletal systems.

RAD 265 QUALITY ASSURANCE AND CONTROL

A course identifying problems in the radiographic process before they are evidenced clinically.

RAD 304 CLINICAL PRACTICUM IV

Advanced clinical training and competency during this course consist of the areas of clinic and hospital radiography with the inclusion of emergency department and surgical radiography procedures. Students also participate in clinical observation training in specialized modalities of medical imaging.

SPRING SEMESTER – RAD 410

12 HOURS

RAD 210	IMAGE CRITIQUE
RAD 240	RADIOGRAPHIC PATHOLOGY
RAD 255	PRINCIPLES OF RADIATION BIOLOGY
RAD 285	REGISTRY REVIEW
RAD 305	CLINICAL PRACTICUM V

RAD 210 IMAGE CRITIQUE

A discussion course of student's images designed to assist the individual student in problem/weak areas of radiographic acquisition. The course also includes review and discussion of required knowledge and comprehension of the structures, physiological systems, and functions of the human body as they relate to radiologic technology.

RAD 240 RADIOGRAPHIC PATHOLOGY

A research course designed to introduce various pathological conditions of the human body and their impact on radiographic imaging. This course provides a basic knowledge of disease processes of each body system and how they manifest radiographically, as well as awareness of what is needed to produce optimal diagnostic images for these patients.

RAD 255 PRINCIPLES OF RADIATION BIOLOGY

This course provides awareness and knowledge relating to the effects of ionizing radiation on the biological systems.

RAD 285 REGISTRY REVIEW

This course provides review of academic and clinical material for the student prior to taking the certification examination.

RAD 305 CLINICAL PRACTICUM V

Advanced clinical training and competency during this course consist of the areas of clinic and hospital radiography with the inclusion of emergency department and surgical radiography procedures. Students also designate and participate in clinical observation training of those designated, specialized modality areas. Students meet all mandatory clinical requirements, including competencies and minimum exam totals required for program completion.

RESPIRATORY CARE PROGRAM

**BACHELOR OF SCIENCE IN
RESPIRATORY CARE**

Curriculum for students without clinical training in Respiratory Care

FRESHMAN

BIO 101	General Biology	4
BIO 351	Human Anatomy and Physiology I.....	4
CHE 105	General, Organic and Biochemistry.....	4
CIS	Computer Science Elective	3
ENG 101	English Composition I	3
ENG 102	English Composition II.....	3
FNA/MUS/ART	Fine Arts Elective	3
MAT 105	College Algebra	3
HSC 110	Medical Terminology.....	3
		(30)

SOPHOMORE

BIO 291	Stress Management	1
BIO 202	Pharmacology	3
BIO 352	Human Anatomy and Physiology II	4
BIO 370	Microbiology.....	4
MAT 160	Introductory Statistics	3
ENG	Literature Elective.....	3
PHI 207	Introduction to Logic & Critical Thinking.....	3
PHY 151	General Physics I	4
PSY 101	General Psychology	3
SPE 101	Fundamentals of Public Speaking.....	3
		(31)

JUNIOR

BIO 270	Human Nutrition	3
HIS	History Electives.....	6
PHI	Philosophy Elective	3
SOC	Social Science Elective	3
THE 285	Theology & Health Care Ethics	3
THE	Theology Elective	3
--	Electives	6
		(31)

SENIOR

Clinical program.....		(32)
-----------------------	--	-------------

Total: 120

BACHELOR OF SCIENCE IN RESPIRATORY CARE SUMMARY

Health Sciences.....	3	Philosophy.....	6
Computer Information Systems	3	Social Sciences.....	12
English	9	Speech	3
Fine Arts, Music, or Art.....	3	Theology	6
Mathematics.....	6	Electives.....	6
Natural Sciences.....	31	Clinical Program	32

Total: (120)

HEALTH SCIENCES PROGRAM

**BACHELOR OF SCIENCE
HEALTH SCIENCES**

Curriculum in Diagnostic Medical Sonography (DMS)

FRESHMAN

HSC 110	Medical Terminology.....	3
BIO 351	Human Anatomy and Physiology I.....	4
CHE 105	General, Organic and Biochemistry.....	4
CIS 111	Intermediate Computer Literacy	3
ENG 101	English Composition I	3
ENG 102	English Composition II.....	3
FNA/MUS/ART	Fine Arts Elective	3
MAT 105	College Algebra	3
MAT 160	Introductory Statistics	3
		(29)

SOPHOMORE

BIO 291	Stress Management	1
BIO 352	Human Anatomy and Physiology II	4
BIO 370	Microbiology.....	4
ENG	Literature Elective.....	3
PHI 306	Philosophical Ethics.....	3
PHY 151-152	General Physics I and II.....	8
PSY 101	General Psychology	3
SPE 101	Fundamentals of Public Speaking.....	3
THE	Theology Elective	3
		(32)

JUNIOR

BIO 270	Human Nutrition	3
BIO 293	Holistic Health	1
BUS	Business Elective	3
HIS	History Electives.....	6
PHI	Philosophy Elective	3
	Social Science Elective.....	3
THE	Theology Elective	3
	Free Electives.....	8
		(33)

SENIOR

	DMS Program at Delgado Community College*	33
--	---	-----------

Total: (124)

*This curriculum is designed to prepare students for application to the Diagnostic Medical Sonography (DMS) program at Delgado Community College. Acceptance into the program is

competitive with selection made by the Admissions Committee for the Delgado DMS Program. Meeting the minimum requirements does not guarantee admission into the program. The DMS program is a 16-month certificate program, which provides students with both formal and practical education in ultrasound. Students apply directly to Delgado Community College for admission into the clinical program. Our Lady of Holy Cross College grants the Baccalaureate degree upon successful completion of the program.

**BACHELOR OF SCIENCE IN HEALTH SCIENCES
DIAGNOSTIC MEDICAL SONOGRAPHY SUMMARY**

Business Elective	3	Philosophy.....	6
Computer Information Systems	3	Social Sciences.....	12
English	9	Speech	3
Fine Arts, Music or Art.....	3	Theology	6
Mathematics	6	Electives.....	11
Natural Sciences.....	32	Professional Training	30
		Total: (124)	

**BACHELOR OF SCIENCE
HEALTH SCIENCES**

Curriculum for Radiologic Technologists

This curriculum is for students who have completed their professional training and who have received the ARRT credential.

BIO	Biological Science Electives.....	9
ENG 101	English Composition I.....	3
ENG 102	English Composition II.....	3
ENG	Literature Elective.....	3
FNA/ MUS/ART	Elective	3
HIS	History Electives.....	6
MAT 105	College Algebra	3
MAT 160	Introductory Statistics.....	3
PHI	Philosophy Electives.....	6
SOC	Social Science Electives	6
SPE 101	Fundamentals of Public Speaking.....	3
THE	Theology Electives.....	6
	General Electives	5
	Professional Training.....	61
	Total: (120)	

**BACHELOR OF SCIENCE IN HEALTH SCIENCES
RADIOLOGIC TECHNOLOGISTS SUMMARY**

Biology.....	9	Philosophy.....	6
English	9	Social Sciences Electives.....	6
Fine Arts, Music, or Art.....	3	Speech	3
Mathematics	6	Theology	6
History.....	6	Electives.....	5
		Professional Training.....	61
		Total: (120)	

**BACHELOR OF SCIENCE
HEALTH SCIENCES**

Curriculum for Respiratory Therapists

This curriculum is for individuals who have completed their professional training and who have received CRT or RRT credentials.

CIS	Computer Science Elective	3
ENG 101	English Composition I	3
ENG 102	English Composition II	3
ENG	Literature Elective	3
FNA/ MUS/ART	Fine Arts Elective	3
HIS	History Electives	6
MAT 105	College Algebra	3
MAT 160	Introductory Statistics	3
PHI 207	Introduction to Logic and Critical Thinking	3
PHI	Philosophy Elective	3
PSY 407	Death and Dying	3
PSY	Psychology Elective	3
	Natural Sciences Electives	9
	Social Sciences Electives	6
SPE 101	Fundamentals of Public Speaking	3
THE 305	Morality and Science	3
THE	Theology Elective	3
	General Electives*	25
	Professional Training	32

Total: (128)

*18 semester hours must be at the 300 level or above.

RESPIRATORY THERAPIST SUMMARY

Computer Information Systems	3	Social Sciences	18
English	9	Speech	3
Fine Arts, Music and Art	3	Theology	6
Mathematics	6	Professional Training	32
Natural Sciences	9	Electives	33
Philosophy	6		

Total: (128)

**BACHELOR OF SCIENCE
HEALTH SCIENCES**

Curriculum for non-clinicians

FRESHMAN

ENG 101	English Composition I.....	3
ENG 102	English Composition II	3
HIS	Electives	6
MAT 105	College Algebra.....	3
PHI	Philosophy Elective.....	3
PSY 101	General Psychology.....	3
THE	Elective.....	3
HSC 110	Medical Terminology.....	3
SPE 101	Fundamentals of Public Speaking	3
		(30)

SOPHOMORE

ENG	Literature Elective	3
FNA/MUS/ART	Fine Arts Elective.....	3
MAT160	Introductory Statistics.....	3
HSC 270	Human Nutrition.....	3
BUS 218	Introduction to Business	3
CHE 105	General, Organic and Biochemistry	4
HSC	Elective.....	3
COU 202	Introduction to Addictive Behavior.....	3
HSC 291	Stress Management.....	1
HSC 293	Holistic Health.....	1
	Elective.....	3
		(30)

JUNIOR

PHI	Elective.....	3
THE	Elective.....	3
HSC 301	Human Health and the Environment.....	3
HSC	Electives	9
BUS	Electives	6
	Natural Science Electives.....	6
		(30)

SENIOR

	Electives from the following disciplines: health sciences, nursing, radiologic technology, respiratory care, biology, physical sciences, business	21
HSC 400	Introduction to Public Health	3
HSC 410	Bioethics.....	3
HSC 450	Internship	3
		(30)

Total: 120

BACHELOR OF SCIENCE IN HEALTH SCIENCES SUMMARY

Business Electives.....9	Philosophy.....6
English9	Social Sciences.....6
Fine Arts, Music, or Art.....3	Speech.....3
Health Sciences.....32	Theology6
History.....6	Electives (General)..... 3
Mathematics6	Electives (Specified) 21
Natural Sciences.....10	Total: (120)

COURSES OF INSTRUCTION

AIR FORCE ROTC RESERVE OFFICERS TRAINING CORPS

All courses are taught at Tulane University.

AER 101-102 FOUNDATIONS OF THE U.S. AIR FORCE 1, 1 sem. hr.

The AS100 course is a survey course, designed to introduce cadets to the United States Air Force and Air Force Reserve Officer Training Corps. Featured topics include mission and organization of the Air Force, officership and professionalism, military customs and courtesies, Air Force officer opportunities, and an introduction to communication skills. Leadership Laboratory is mandatory for AFROTC cadets and complements this course by providing cadets with followership experiences.

AER 201-202 EVOLUTION OF USAF AIR AND SPACE POWER 1, 1 sem. hr.

The AS200 course examines the general aspects of air and space power from a historical perspective. The course covers a time period from the first balloons and dirigibles to the 21st century war on terrorism. Historical examples are provided to extrapolate the development of Air Force capabilities (competencies) and missions (functions) and to demonstrate the evolution of air and space power. The course examines fundamentals associated with war in the third dimension: e.g., principles of war and tenets of air and space power. As a whole, this course provides cadets with a knowledge-level understanding of the employment of air and space power from a doctrinal and historical perspective. In addition, students continue discussing the importance of the Air Force Core Values, through operational examples and historical Air Force leaders, and continue to develop their communication skills. Leadership Laboratory is mandatory for AFROTC cadets and complements this course by providing cadets with followership experiences.

AER 301-302 AIR FORCE LEADERSHIP STUDIES 3, 3 sem. hrs.

AS300 is a study of leadership, management fundamentals, professional knowledge, Air Force personnel and evaluation systems, ethics, and the communication skills required of an Air Force junior officer. Case studies are used to examine Air Force leadership and management situations as a means of demonstrating and exercising practical application of the concepts being studied. A mandatory leadership laboratory complements this course by providing advanced leadership experiences in officer-type activities, giving students the opportunity to apply the leadership and management principles of this course. **(Credit toward graduation will not be granted for both AER 301 and BUS 304).**

**AER 401-402 NATIONAL SECURITY AFFAIRS/PRESENTATION
FOR ACTIVE DUTY 3, 3 sem. hrs.**

The AS400 course examines the national security process, regional studies, ethics, and Air Force doctrine. Special topics of interest focus on the military as a profession, officership, military justice, civilian control of the military, preparation for active duty, and current issues affecting military professionalism. Within this structure, continued emphasis is given to refining

ART 312 **ARTS AND HUMANITIES** **3 sem. hrs.**
A survey of the visual and performing arts and their socio-cultural aspects, functions, historical periods, aesthetics, elements, and materials. Required for Elementary Education majors. (**Same as FNA 312**)

ART 313 **ART APPRECIATION ABROAD** **3 sem. hrs.**
The course requirements include completing all assignments, attending all field trips and excursions, keeping a daily journal of personal impressions of the masterpieces seen on the trip, and writing a term paper on a topic approved by the teacher.

ART 315 **ART APPRECIATION** **3 sem. hrs.**
A study of visual art and its form, styles, and historical significance.

ART 400 **ART STUDIO SEMINAR** **3 sem. hrs.**
Prerequisite: 9 semester hours in Studio Art
This is an intensive studio course in the visual arts involving development of personal style and advanced use of materials.

ART 404 **PAINTING III** **3 sem. hrs.**
Prerequisites: ART 304 and 305
A continuation of Painting II in which students are expected to attempt more challenging work and search for a personal statement.

BIOLOGY

BIO 101 **GENERAL BIOLOGY** **4 sem. hrs.**
Prerequisite or Co-requisite: ENG 101 and MAT 105
An introductory study of basic biological concepts, including cell theory, plant and animal organization, genetics, evolution, and ecology. Laboratory experiences are integrated with lecture. 6 hours per week.

BIO 101H **GENERAL BIOLOGY HONORS** **0 sem. hrs.**
Prerequisites: BIO 101 and permission of the Honors Committee
A directed project, approved by the Honors Committee of the Department of Biology and Physical Sciences, used to earn honors credits. May not be repeated and grade is pass/fail.

BIO 101L **GENERAL BIOLOGY LABORATORY** **1 sem. hrs.**
Prerequisite or Co-requisite: ENG 101 and MAT 105 and credit for BIO101 lecture
An introductory approach to basic biological concepts, including cell theory, plant and animal organization, genetics, evolution, and ecology. Laboratory experiences are intended to develop technical competency in basic biological techniques and to reinforce concepts encountered in lecture. 3 hours per week.

BIO 180 **RESEARCH METHODS IN BIOLOGY** **4 sem. hrs.**
Prerequisite or Co-requisite: ENG 101 and MAT 105

This introduction to biological research is a practical introduction to biological research. Students are required to use library and online sources to develop a research project. As the project progresses discussions of literature citation, academic integrity, management of laboratory notes, experimental design, and statistical and graphical treatment of data are conducted, leading to an end of semester presentation of the results of their projects.

BIO 202 **PHARMACOLOGY** **3 sem. hrs.**
(FOR HEALTH SCIENCES MAJORS)

This course focuses on promoting the pharmacological principles of therapeutic agents including classifications and mechanism of action. Provides knowledge of clinical implications, administration, and adverse affects of drugs. Emphasis is placed on cardiopulmonary drugs and drugs used during radiographic diagnostic procedures.

BIO 209 **SOPHOMORE SEMINAR IN BIOLOGY** **1 sem. hr.**
Prerequisites: BIO 101 or BIO 180 and permission of Department Chair

Review of major concepts and discussion of current issues in the biological sciences; includes guest lectures and student presentations.

BIO 240 **NATURAL HISTORY OF LOUISIANA BIRDS** **4 sem. hrs.**
Prerequisite: BIO 101

This course is a survey of the avifauna of Louisiana. Lecture covers basic elements of ornithology, including anatomy, phylogeny and systematics, ecology, physiology, and behavioral biology. Field trips to visit urban and natural habitats to demonstrate the diversity and abundance of birds in Louisiana.

BIO 250 **BOTANY** **4 sem. hrs.**
Prerequisite: BIO 101

An introduction to the plant kingdom, including the study of structure and function, growth and development, and the relationship of plants with their environment. Plant diversity from an evolutionary standpoint is also considered. Laboratory experiences are integrated with lecture. 6 hours per week.

BIO 250H **BOTANY HONORS** **0 sem. hrs.**
Prerequisites: BIO 250 and permission of the Honors Committee

A directed project, approved by the Honors Committee of the Department of Biology and Physical Sciences, used to earn honors credits. May not be repeated and grade is pass/fail.

BIO 251 **ZOOLOGY** **4 sem. hrs.**
Prerequisite: BIO 101

Detailed study of the animal kingdom, including physiology, anatomy, development, reproduction, and evolution. Laboratory is integrated with lecture. 6 hours per week.

and air pollution, food safety, radiation, pesticides, zoonotic diseases, environmental disasters, and ecological terrorism. (Same as HSC301)

BIO 309 **JUNIOR SEMINAR IN BIOLOGY** **1 sem. hr.**
Prerequisites: CHE 142 and MAT 160 and either BIO 250, BIO 251, BIO 253, or BIO 254 and permission of Department Chair

Review of major concepts and discussion of current issues in the biological sciences; includes guest lectures and student presentations.

BIO 330 **ANIMAL BEHAVIOR** **3 sem. hrs.**
Prerequisite: BIO 101

A course designed to examine the mechanisms and evolution of animal behavior. The topics covered include the history of the scientific study of behavior; tools and approaches used to study behavior; the neural, hormonal, developmental, and genetic mechanisms that influence behavior; and behaviors which are used by animals to survive, obtain resources, and reproduce. (Same as PSY 330)

BIO 340 **CELL BIOLOGY** **3 sem. hrs.**
Prerequisites: BIO 101 and CHE 142

This course is an introduction to the structure and function of cells. Topics focus on the organization and architecture of the cell and describe the molecular processes involved in cell division, respiration, transport, movement, and development and differentiation.

BIO 351 **HUMAN ANATOMY AND PHYSIOLOGY I** **4 sem. hrs.**

A detailed study of human anatomy and physiology, including the integumentary, skeletal, muscular, nervous systems, and sense organs. Laboratory is integrated with lecture. 6 hours per week.

BIO 351H **HUMAN ANATOMY AND PHYSIOLOGY I HONORS** **0 sem. hrs.**
Prerequisites: BIO 351 and permission of the Honors Committee

A directed project, approved by the Honors Committee of the Department of Biology and Physical Sciences, used to earn honors credits. May not be repeated and grade is pass/fail.

BIO 351L **HUMAN ANATOMY and PHYSIOLOGY I – LAB** **1 sem. hr.**
Prerequisites: Permission of Department Chair and credit in Human Anatomy and Physiology I lecture.

A laboratory session developed to provide reinforcements of the principles in BIO 351. Laboratories cover human anatomy and physiology, including the integumentary, skeletal, muscular, nervous systems, and sense organs. 3 hours laboratory per week

BIO 352 **HUMAN ANATOMY AND PHYSIOLOGY II** **4 sem. hrs.**
Prerequisite: BIO 351

A continuation of BIO 351 with emphasis on circulatory, digestive, endocrine, respiratory, urinary, and reproductive systems. Laboratory is integrated with lecture. 6 hours per week.

BIO 352H HUMAN ANATOMY AND PHYSIOLOGY II HONORS 0 sem. hrs.
Prerequisites: BIO 352 and permission of the Honors Committee

A directed project, approved by the Honors Committee of the Department of Biology and Physical Sciences, used to earn honors credits. May not be repeated and grade is pass/fail.

BIO 352L HUMAN ANATOMY and PHYSIOLOGY II – LAB 1 sem. hr.
Prerequisites: Permission of Department Chair and credit in Human Anatomy and Physiology II lecture.

A laboratory session developed to provide reinforcements of the principles in BIO 352. Laboratories cover human anatomy and physiology, including the circulatory, digestive, endocrine, respiratory, urine, and reproductive systems. 3 hours laboratory per week.

BIO 353 PATHOPHYSIOLOGY 3 sem. hrs.
Prerequisite: BIO352

Understanding disease processes to provide an understanding of the mechanisms and progression of altered health states is necessary for professionals involved in clinical treatment and for understanding the basic scientific principles of this physiological state. Understanding pathophysiology aids in the effective identification of patient risk factors by clinicians. This understanding helps anticipate and prevent complications associated with various diseases and builds a knowledge base directly applicable in the clinical setting and as a background for applying basic scientific principles in understanding the cellular, biochemical, and physiological basis for the disease state. Lecture for 2.5 hours per week and lab for 1.5 hour per week.

BIO 355 COMPARATIVE VERTEBRATE ANATOMY 4 sem. hrs.
Prerequisite: BIO 101

Phylogenetic and comparative aspects of anatomy, reproduction, and embryology of the vertebrates. Lecture and Laboratory components totaling 6 hours per week.

BIO 360 BIOCHEMISTRY 4 sem. hrs.
Prerequisites: CHE 202 and MAT 160

An introduction to the fundamental principles of biochemistry. Topics include the chemical and structural organization of biological macromolecules and the way in which this organization relates to function. Principles of thermodynamics, enzymes kinetics, and metabolic organization are presented. 4 hours per week. (Same as CHE 360)

BIO 370 MICROBIOLOGY 4 sem. hrs.
Prerequisites: BIO 101 or BIO 351 and MAT105

Fundamental principles of microbiology, covering cellular organization, sterile technique, control of growth and microbial populations, nutritional modes, and principles of molecular biology. The role of virulence factors and immune function in disease are also covered. Laboratory experiences are integrated with lecture. 6 hours per week.

Communications theory and its applications in business. Composition of complex correspondence, memoranda and reports, including research, format, graphics, syntax, and semantics. **(Previously BUS 209, BUS 316, and BUS 327) (Fall only)**

BUS 218 INTRODUCTION TO BUSINESS 3 sem. hrs.

Survey course in the organization, structure, and functions of business enterprises, and the environments in which they operate. The various operating functions of business, each of which is studied in depth in subsequent course work, are introduced. Introduction to the case-study technique of analyzing and solving business problems. **(Fall only)**

BUS 228 PAYROLL ACCOUNTING 3 sem. hrs.
Prerequisite: BUS 205

Accounting for payroll by studying payroll laws, generating manual and computerized payroll, journalizing payroll transactions, and preparing state and federal payroll reports.

BUS 229 COMPUTERIZED ACCOUNTING 3 sem. hrs.
Prerequisite: BUS 205

Application of basic accounting concepts using accounting software to enter accounting transactions and maintain accounting records for a small business and generate business documents such as invoices and financial statements.

BUS 240 PERSONAL FINANCE 3 sem. hrs.

This course explores those topical areas of finance which have direct impact on an individual's lifestyle. Emphasis is on budgeting, lifelong investment planning, cash management, credit management, insurance, consumer information, estate planning, and tax planning. (Previously BUS 340)

BUS 251 PRINCIPLES OF MANAGEMENT 3 sem. hrs.
This course is a prerequisite for all other management courses.

Fundamental theories, principles and practices of management in terms of the basic tasks of management: planning, organizing, staffing, directing, and controlling the operations of any type of enterprise. A multi-disciplinary, contingency approach, with emphasis on the optimization of managerial effectiveness under conditions of uncertainty. **(Previously BUS 304) (Fall only)**

BUS 252 PRINCIPLES OF MARKETING 3 sem. hrs.
Prerequisite: MAT 105

This course is a prerequisite to all other marketing courses.
Managerial analysis of the marketing function of business, its environmental and institutional structure. The course examines market identification, marketing mix development, operational strategies, and tactics. Emphasis on the major elements of marketing mix: product, place,

promotion, and price, in terms of the marketing concepts of business. **(Previously BUS 305)**
(Spring only)

**All 300 and 400-level courses require admission to level 2
Business Administration or Chair permission.**

BUS 300 SURVEY OF TRANSPORTATION 3 sem. hrs.

A survey of transportation and its importance as a pervasive and vital function of an industrialized economy. The New Orleans area is a prime transportation city providing critical links between producers and consumers, both domestically and internationally. Industrialized economies, such as the New Orleans area, are totally dependent upon others' production of food and manufactured products, and upon a transportation system that links the spatial and temporal gap between both the producers and consumers of goods. Transportation modes, third party transportation and carriers, urban/metropolitan transportation, rate making and costs in transportation, traffic management, regulation and deregulation, management information systems, and communications are all covered in this course.

BUS 301 BUSINESS AND ECONOMIC STATISTICS I 3 sem. hrs.
Prerequisite: MAT 215

BUS 302 BUSINESS AND ECONOMICS STATISTICS II 3 sem. hrs.
Prerequisite: BUS 301 and MAT 215

Introductory courses in statistical methods and their use in gathering and interpreting quantitative data upon which to base decisions under conditions of uncertainty. First semester covers probability, sampling, inference, simple correlation, and regression. Second semester includes variance and time-series analysis, non-parametric statistics, statistical forecasting, decision-making, and quality control. **(Same as MAT 301 and MAT 302) (Fall only for BUS 301 and spring only for BUS 302).**

BUS 307 MANAGERIAL ACCOUNTING 3 sem. hrs.
Prerequisite: BUS 206 and MAT 215

Interpretation and application of financial accounting data as the basis for managerial planning, decision, and control. Cost behavior, analysis, and estimation; budgeting and cost control; pricing; cost/volume/profit relationships; financial statement analysis; and capital investment decisions. **(Spring only)**

BUS 309 PERSONNEL MANAGEMENT 3 sem. hrs.
Prerequisite: BUS 251

Problems in industrial relations, including job analysis and description; compensation and benefits; recruitment, training, and performance appraisal; manpower inventory; governmental regulations. Introduction to collective bargaining and union relations. **(Spring only)**

BUS 311 PRINCIPLES OF BUSINESS FINANCE 3 sem. hrs.
Prerequisites: BUS 206 and MAT 215

Financial analysis and forecasting, working-capital and asset accumulation and conservation, debt and equity financing, financial structure and leverage, cost of capital, dividend policies. Introduction to financial management. **(Fall only)**

BUS 312 PHYSICAL DISTRIBUTION AND LOGISTICS 3 sem. hrs.
Prerequisites: MAT 105 and MAT 215

A survey of problems and practices in the operation of integrated logistics systems which meet production needs for materials and components, as well as marketing needs for the distribution of finished goods. Customer service standards, transportation modes and rates, materials handling and inventory control, warehousing, traffic management, system design operation and control are also covered. **(Spring only)**

BUS 313 PRINCIPLES OF ADVERTISING 3 sem. hrs.
Prerequisite: MAT 215

Survey of the promotion element in the marketing mix. Campaign planning, target-market media analysis and selection; copy and visualization, print and electronic media production; sales promotion and direct mail; effectiveness measurement. Introduction to advertising and promotion management are all covered. **(Fall only)**

BUS 314 INTERMEDIATE ACCOUNTING I 3 sem. hrs.
Prerequisite: BUS 206

An intensive study of Accounting theories, principles, standards, and concepts. Individual accounts of financial statements are covered in detail in regard to their proper accounting and presentation. **(Fall only)**

BUS 315 INTERMEDIATE ACCOUNTING II 3 sem. hrs.
Prerequisites: BUS 206, BUS 314, and MAT 215

An intensive study of accounting theories, principles, standards, and concepts. Individual accounts of financial statements are covered in detail in regard to proper accounting and presentation. **(Spring only)**

BUS 317 FINANCIAL INSTITUTIONS AND MARKETS 3 sem. hrs.
Prerequisites: BUS 311, ECO 201, ECO 202 and MAT 215

The study of the central and commercial banking systems and their effect on the credit and output markets. Emphasis is placed on the tools available to and the specific policies followed by the Federal Reserve System along with the analysis of interest rates, exchange rates, and the effect of foreign trade and investment on the capital markets. **(Same as ECO 317)**

BUS 319 TAX ACCOUNTING I 3 sem. hrs.
Prerequisite: BUS 206

Study of federal tax revenue code, regulations, rulings, and court decisions as applied to individuals and sole proprietorships. **(Spring only)**

BUS 320 TAX ACCOUNTING II 3 sem. hrs.
Prerequisite: BUS 206 and BUS 319

Study of federal tax revenue code, regulations, rulings, and court decisions as applied to partnerships, corporations, and fiduciaries. Estate, gift, and other related tax matters are covered.

BUS 321 **CONSUMER BEHAVIOR** **3 sem. hrs.**
Prerequisite: PSY 101 or SOC 101

Interdisciplinary approach to an understanding of individual and family marketing decisions. Behavioral, social, and cultural determinants of consumer needs, wants, desires, motivations, and buying behavior, in terms of the marketing concept of business. **(Fall only)**

BUS 322 **BUSINESS/INDUSTRIAL MARKETING** **3 sem. hrs.**
Prerequisites: BUS 251 and BUS 252

A problem-solving approach to the unique aspects of marketing goods and services to business, industry, and government. Emphasis on the distinctive characteristics of organizational markets and customers, including market segmentation, buying behavior, multiple buying influences, a formalized and complex purchasing process. Emphasis on the unique application of marketing mix elements to the organizational buying function in terms of the marketing concept of business.

BUS 323 **PRINCIPLES OF REAL ESTATE** **3 sem. hrs.**

Nature of real property and property rights. Residential and commercial appraisal, acquisition, financing, development, and management. Mortgages, liens, deeds, titles, contracts, and other legal instruments. Leasing, sale, and brokerage.

BUS 324 **PRINCIPLES OF INSURANCE** **3 sem. hrs.**

Survey of risks, risk-bearing, and types of protection. Life and disability coverage; property coverage including marine insurance, fidelity and surety bonds; casualty coverage including liability, aviation, and labor insurance. Legal concepts and state regulations.

BUS 325 **MARKETING RESEARCH** **3 sem. hrs.**
Prerequisites: MAT 215, BUS 251, BUS 252, BUS 301, and BUS 302

Application of scientific research techniques to marketing problems, to provide a data base for decision-making. Project design, questionnaire construction, sources, sampling, data collection, validity/reliability measurement, and control. Tabulation and reporting of data, including analysis and interpretation. Individual/group projects. **(Spring only)**

BUS 326 **SALESMANSHIP** **3 sem. hrs.**
Prerequisites: SPE 101 and BUS 252

Intensive study of the principles of personal selling, as practiced at various marketing-channel levels. Prospecting buyer motivations, structure and content of sales presentations, selling aids, overcoming objections, closing. Development and delivery of oral sales presentation. **(Fall only)**

BUS 330 **MANAGEMENT INFORMATION SYSTEMS** **3 sem. hrs.**
Prerequisites: MAT 215 and BUS 251

The study of computers in their relationship to management as tools for decision making and data analysis. This course explores the nature of computer information systems and allows the

students to experience practical applications of these systems to all forms of business entities. Both hardware and software applications are utilized in acquainting the student with computerized solutions to business problems and procedures. Students are required to implement the knowledge of these systems to a simulated business need. **(Same as CIS 330)**

BUS331 E-Commerce and Digital Marketing 3 sem. hrs.

A study of e-commerce and its impact on business. The course provides a framework for understanding e-commerce, including possible marketing opportunities, as well as implementation and organization issues involved in capitalizing on e-commerce. **(Online—summer only)**

BUS 335 STUDIES IN ENTREPRENEURSHIP 3 sem. hrs.

Students learn what it takes to launch a new venture. As most entrepreneurial ventures struggle or fail in the first few years, emphasis is on the front end of the entrepreneurial process. The class focuses on the importance of developing a successful business idea and then creating a business plan. During the semester, the students learn methods of feasibility analysis to determine whether an idea is worthy of pursuing. The class culminates in making a “pitch” to venture capitalists to determine whether a particular venture should or should not receive funding.

BUS 350 INVESTMENTS 3 sem. hrs.

Prerequisites: BUS 311, ECO 201, ECO 202, and MAT 215

The study of the central and commercial banking systems and their effect on the credit and output markets. Emphasis is placed on the tools available to and the specific policies followed by the Federal Reserve System, along with the analysis of interest rates, exchange rates, and the effect of foreign trade and investment on the capital markets. **(Same as ECO 350)**

BUS 351 PRINCIPLES OF RETAILING 3 sem. hrs.

Prerequisite: BUS 252

An introduction to the retailing function of marketing covering chain, franchise, and independent operations. Store location, purchase and leasing; inventory planning and control; buying and pricing; advertising, display, and selling; finance and personnel.

BUS 353 NOT-FOR-PROFIT ACCOUNTING 3 sem. hrs.

Prerequisites: MAT 215, BUS 206; BUS 315 recommended

A study of accounting principles and techniques for non-profit organizations, such as government units, health care facilities, educational institutions, and social service agencies. Fund accounting is covered in detail.

BUS 375 ACCOUNTING INFORMATION SYSTEMS 4 sem. hrs.

Prerequisites: BUS 206 and MAT 215

This course is an intensive study of the use of the Excel spreadsheet program for the analysis of organizational problems. Particular emphasis is placed upon its use for financial analysis and planning. The students complete real-world case studies as a means of developing fluency in the use of Excel. Theoretical business models are discussed and implemented using Excel. There is lab associated with the class to further develop spreadsheet skills. **(Spring only)**

- BUS 377** **MARKETING MANAGEMENT** **3 sem. hrs.**
Prerequisites: BUS 252 and MAT 215
Marketing policies, techniques, and methods, including product and brand development, channels of distribution, promotion, and pricing. **(Spring only)**
- BUS 403** **PUBLIC RELATIONS** **3 sem. hrs.**
Prerequisite: PSY 101 or SOC 101
Problem-solving approach to the policies and techniques of organizational public relations in establishing, maintaining, and improving communication between an enterprise and its diverse public. Attention is focused on the role of public relations in both the management and marketing functions, as well as on practitioner techniques.
- BUS 404** **AUDITING** **3 sem. hrs.**
Prerequisites: BUS 315 and BUS 318
Auditing theory, principles, and ethics. Internal control, auditing and reporting standards. Independent audit objectives and procedures, statistical sampling, evidence, working papers, reports, legal liability. AICPA Auditing Standards and Procedures. **(Spring only)**
- BUS 405** **PRODUCTION/OPERATIONS MANAGEMENT** **3 sem. hrs.**
Prerequisite: MAT 215
Planning, organization, and operation of manufacturing and processing facilities. Plant location and layout; purchasing, materials-handling, and inventory control; production and quality-control standards and methods; work measurement; plant and equipment maintenance. **(Fall only)**
- BUS 406** **ADVANCED ACCOUNTING I** **3 sem. hrs.**
Prerequisites: BUS 218, BUS 315, and MAT 215
A survey of those areas of accounting theory not covered elsewhere in the Accounting program. Included are business consolidations, foreign currency transactions, segment reporting, and an in-depth study of parent company/subsidiary consolidations, working paper techniques, and financial statements.
- BUS 407** **ADVANCED ACCOUNTING II** **3 sem. hrs.**
Prerequisites: BUS 218, BUS 406, and MAT 215
A survey of those areas of accounting theory not covered elsewhere in the Accounting program. Included are partnerships, reorganizations and liquidations, governmental accounting, and accounting for non-profit organizations.
- BUS 408** **FINANCIAL MANAGEMENT** **3 sem. hrs.**
Prerequisites: BUS 311 and MAT 215
Asset, capital, and debt management including acquisition, conservation, and liquidation. Acquisitions, mergers, takeovers, reorganization, and divestment. Focuses on the roles of the corporate treasurer and comptroller in coping with environmental uncertainties in terms of growth, stability, survival, retrenchment, and insolvency. **(Spring only)**
- BUS 409** **BUSINESS AND SOCIETY** **3 sem. hrs.**

Prerequisite: Senior standing

A critical examination of business as a social institution, comparing and contrasting its social and economic responsibilities and responsiveness. Emphasis on the major social challenges to both industries and firms, ecological balance, human relations and productivity, ethics and values, public policy and government regulation, the multinational environment. Evolution of the doctrines of social contract and consent, economic and social benefits vs. cost. **(Spring only)**

BUS 410 COST ACCOUNTING 3 sem. hrs.
Prerequisites: BUS 206 and MAT 215

Terminology and accounting classification; accumulation and allocation methods; standard, job-order, and process manufacturing costs; multiple-product costs; distribution costs; inventory valuation; pricing; budgets. Cost analysis and cost/volume/profit relationships. Introduction to inventory planning. **(Fall only)**

BUS 412 EXECUTIVE DEVELOPMENT IN TOURISM 3 sem. hrs.
Prerequisite: Senior standing

The study of all of the principles of management as they apply to their effective application in decision-making and problem-solving situations in tourism. This course is designed to develop, through case work applications, management and communication skills of the student as he or she prepares for a career in tourism management.

BUS 413 DIMENSIONS IN TOURISM 3 sem. hrs.
Prerequisite: Senior standing

This course prepares the student for proper development of tourism packages, tours, convention, and travel. A study of the forces that influence the ability of the tourism manager to develop, cost, and measure properly the efforts in the tourism industry for profit and market interest.

BUS 414 BUSINESS POLICIES AND PROBLEMS 3 sem. hrs.
Prerequisites: MAT 215 and Senior standing

A capstone seminar for general business majors, integrating all prior course work. Planning, goal determination, strategy and policy formulation and implementation, as applied to the major functions of business and the enterprise as a whole. Contingency and crisis planning. MBO/MBE, societal responsibility. A case study approach to the diagnosis and resolution of complex managerial problems and challenges, amid real-world constraints and uncertainties. **(Spring only)**

BUS 415 MARKETING AND PROMOTIONAL STRATEGY 3 sem. hrs.
Prerequisites: BUS 313 and BUS 325

This course offers both instructional and a hands-on approach to marketing and promoting brand names and product services. Students learn how to market different communication strategies to deliver unified, high impact messages about a company and its products through the development of mission statements, project planning, marketing research, as well as other

marketing tools. Through practical exercises and application students gain valuable experience in one of the most exciting fields in the marketing profession.

BUS 416 ORGANIZATIONAL BEHAVIOR 3 sem. hrs.
Prerequisites: PSY 101 or SOC 101 and BUS 251

An interdisciplinary approach to the understanding of human inter-relationships in formal and informal organizational settings. Viewing the organization as a social system, attention is focused on its two elements: attitudes and behavior. Emphasis is placed on group dynamics, leadership, and intergroup relations with an introduction to change and conflict. **(Fall only)**

BUS 418 MANAGEMENT OF TECHNOLOGY AND INNOVATION 3 sem. hrs.
Prerequisite: Senior standing

Students study the concepts involved with the management of innovation and technology within an organizational environment. Discussion of types of technologies, tactical and strategic impact of new organizational design considerations influenced by technology, fostering creativity and innovation in an organization, and change management/human resource considerations.

BUS 419 STRATEGICALLY MANAGING ORGANIZATIONS 3 sem. hrs.
Prerequisites: BUS 375, BUS 408

This course is structured around students learning to make advanced business decisions using data accumulated within a company and from outside sources to maximize the circumstances management encounters. May be taken only during the final two semesters of course work. Analyzing strategic situations and decision making based on these analyses to ensure the success of for-profit and non-profit organizations. Students choose current companies; research them through available data, publications, and interviews with company principals; then prepare strategic plans to initiate change or introduce new product lines for those companies.

BUS 420 LAW OF PERSONNEL ADMINISTRATION 3 sem. hrs.
Prerequisite: BUS 416

A study and analysis of the legal implications of federal legislation and regulation on personnel administration, with emphasis on the recruitment, testing, selection, transfer, promotion, and discharge of employees.

BUS 421 STRATEGIC PLANNING AND DECISION MAKING 3 sem. hrs.
Prerequisite: Senior Business Standing

This course is structured around students using business scenarios to plan changes to their business operations or actions designed to counter changes in the environment. Medium to large companies/organizations are the background material for the class. Data and circumstances are analyzed using EXCEL spreadsheets that include internal and externally acquired information. All scenarios are based on case studies available through academic resources such as annual reports, K-10s, press releases, speeches and company web site information. Students assume the roles of organization principles to assess and act on the information gathered to solve or mitigate the issue encountered. **(Spring only)**

BUS 422 TAX ACCOUNTING II 3 sem. hrs.
Prerequisites: BUS 206 and BUS 319

Study of federal tax revenue code, regulations, rulings, and court decisions as applied to partnerships, corporations, and fiduciaries. Estate, gift, and other related tax matters are covered. **(Fall only)**

BUS 454 SMALL BUSINESS MANAGEMENT/ENTREPRENEURSHIP 3 sem. hrs.
Application of managerial principles and practices to the unique risks, problems, and opportunities in the formation and early operation of small business enterprises. Development of objectives, strategies, and tactics, capitalization, financial controls, liquidity, and profitability; economic, legal, and marketing environments and constraints; human resource management; survival, contingency, and growth planning.

BUS 455 INTERNATIONAL MANAGEMENT 3 sem. hrs.
Prerequisite: Senior standing
Comparative management philosophies and techniques with emphasis on environmental dynamics: economic, legal, political, and social. Intercultural managerial behavior, organizational structures and business practices, forms of ownership and control, political and legal constraints. International monetary and investment considerations, foreign trade channels and logistics. Multinational companies, global production, procurement, and sales.

BUS 456 INTERNATIONAL MARKETING 3 sem. hrs.
Prerequisites: Senior standing and BUS 252
The study of marketing in a dynamically changing global environment. Emphasis on pricing, placement, promotion, and products is the focus of this investigation of multinational marketing efforts. This study also addresses the influences of diverse business practices in the sales, pricing, and distribution of domestic and foreign products and services.

BUS 457 INTERNATIONAL BUSINESS 3 3 sem. hrs.
This course considers the objectives and strategies of international business in the context of global competition. While accessible to students who have not yet taken Principles of Economics I and II, this course emphasizes economic analysis of the forces driving international business, competitive advantages, modes of global market entry, foreign direct investments and so on. Part of the course briefly covers international business and financial institutions, and fundamental differences between business systems among developed and developing countries.

BUS 460 SPECIAL TOPICS IN BUSINESS 1-6 sem. hrs.
Prerequisites: Senior standing and permission of the Department Chair
Independent readings, research, case analysis, field work, projects on current topics and problems, to be determined by students and instructor.

BUS 461 E-MARKETING 3 sem. hrs.
Prerequisite: BUS 252
This course introduces the student to many marketing uses of the Internet. The development and evaluation of a strategic marketing plan for a product or product mix offering on the Internet are analyzed.

BUS 462 INTERNSHIP IN BUSINESS ADMINISTRATION 3 sem. hrs.

Prerequisites: 15 semester hours of Level 2 Business course work, a 2.5 GPA; and permission of the Internship Coordinator or Department Chair

The Internship Program provides students with the opportunity to gain real-world work experience while maintaining their normal course load. Students participate in a cooperative education experience in an employment assignment or project in a private, public, or non-profit enterprise. Students seeking internship opportunities should contact the Internship Coordinator or Business Department Chair. Internships must be arranged with the Internship Coordinator PRIOR to the start of the internship and the semester of completion. Requirements for each internship are set by the internship coordinator or Business Department Chair. **(Fall and Spring)**

BUS 464 **INTERNSHIP IN ACCOUNTING** **3 sem. hrs.**
Prerequisites: 15 semester hours of Level 2 Business course work with a 2.5 GPA and permission of the Internship Coordinator or Department Chair

The Internship Program provides students with the opportunity to gain real-world experience while maintaining their normal course load. Students participate in a cooperative education experience in volunteer income tax preparation. Students should contact the Accounting Internship Coordinator. Internships must be arranged with the Internship Coordinator prior to the start of the semester. Tax internship requires training provided and/or experience in basic income tax preparation. **(BUS 464 may be substituted for BUS 462.)**

BUS 470 **FRAUD EXAMINATION I** **3 sem. hrs.**
Prerequisites: BUS 205 and 06

An analytical and case study approach to the study of how and why fraud is committed, how fraudulent conduct can be deterred, and how allegations of fraud should be investigated and resolved. Open to senior students in the fall semester.

BUS 471 **FRAUD EXAMINATION II** **3 sem. hrs.**
Independent, Directed Study
Prerequisite: BUS 470 Fraud Examination I
and permission of the instructor

Open to senior students in their last semester. Students are required to purchase the ACFE Student Package. The Student Package consists of the CFE Exam Prep Course and the CFE Exam. The Exam Prep Course is a self-study course produced by the Association of Certified Fraud Examiners to prepare individuals for the CFE Exam. The course encompasses four modules: 1) Fraud Prevention and Deterrence, 2) Financial Transactions and Fraud Schemes, 3) Investigations, and 4) Law. In order to obtain the Student Package, you must first be a student member of the ACFE. Student membership is available to students enrolled in at least 9 semester hours (proof must be submitted with application to ACFE). The CFE Exam Prep Course mirrors the format of the actual exam. College credit is obtained by successfully completing all four modules with a passing grade of 70%. Student's progress is under the direction of a member of the faculty.

CHEMISTRY

CHE 105 **GENERAL, ORGANIC AND BIOCHEMISTRY** **3 sem. hrs.**
Prerequisite or Co-requisite: MAT 105

A course designed to cover the basic principles of inorganic chemistry, including matter and energy, atomic theory, compounds, ions, acids and bases, pH, solutions, organic chemical naming and properties, biochemical composition of living cells, metabolism and its regulation, and radioactivity. 3 hours lecture.

CHE 105L **GENERAL, ORGANIC AND BIOCEMISTRY – LAB** **1 sem. hr.**
Co-requisite: CHE 105

A laboratory session to provide reinforcement of the principles in CHE 105. Experiments include metric measurements, composition and properties of chemical compounds, fluid transport, calorimetry, organic compounds, carbohydrates, lipids and proteins. 3 hours laboratory per week.

CHE 141 **GENERAL COLLEGE CHEMISTRY I** **4 sem. hrs.**
Prerequisite or Co-requisite: MAT 105

A course in the fundamentals of modern chemistry, including chemical bonding, stoichiometry, gas laws, basic atomic theory, nuclear reactions, thermochemistry, and basic properties and reactions of representative elements. 3 hours lecture and 3 hours laboratory per week.

CHE 141H **GENERAL CHEMISTRY I HONORS** **0 sem. hrs.**
Prerequisites: CHE 141 and permission of the Honors Committee

A directed project, approved by the Honors Committee of the Department of Biology and Physical Sciences, used to earn honors credits. May not be repeated and grade is pass/fail.

CHE 141L **GENERAL COLLEGE CHEMISTRY I – LAB** **1 sem. hr.**
**Prerequisite: Lecture credit for CHE141 and
Permission of Department Chair**

A laboratory session developed to provide reinforcement of the principles in CHE 141. Experiments include introduction to laboratory techniques, safety, chemical reactivity of select elements, and qualitative and quantitative analytical techniques. 3 hours laboratory per week.

CHE 142 **GENERAL COLLEGE CHEMISTRY II** **4 sem. hrs.**
Prerequisites: CHE 141, MAT 105 or equivalent

Continuation of CHE 141, including solutions, kinetics, equilibria of acid-base, free energy, redox, electrochemistry, and brief introduction to organic chemistry. 3 hours lecture and 3 hours laboratory per week.

CHE 142H **GENERAL CHEMISTRY II HONORS** **0 sem. hrs.**
Prerequisites: CHE 142 and permission of the Honors Committee

A directed project, approved by the Honors Committee of the Department of Biology and Physical Sciences, used to earn honors credits. May not be repeated and grade is pass/fail.

CHE 142L **GENERAL COLLEGE CHEMISTRY II – LAB** **1 sem. hr.**
Prerequisite: Lecture credit for CHE142 and Permission of Department Chair

A laboratory session developed to provide reinforcement of the principles in CHE 103. Experiments include kinetic analysis, acid-base properties, reduction-oxidation reactions, and an introduction to properties of organic chemicals. 3 hours laboratory per week.

CHE 190 **TOPICS IN CHEMISTRY** **1-4 sem. hrs.**
Prerequisite: Permission of Department Chair

Investigations in special areas of chemical sciences.

CHE 201 **ORGANIC CHEMISTRY I** **4 sem. hrs.**
Prerequisites: CHE141-142, MAT105

An introduction to the structural, chemical, and physical properties of organic compounds for the science major. This course includes 3 credit hours of lecture and approximately 3 hours laboratory per week.

CHE 202 **ORGANIC CHEMISTRY II** **4 sem. hrs.**
Prerequisites: CHE 201 or permission of the Department Chair

A continuation of the study of organic compounds for the science major. This course includes 3 credit hours of lecture and approximately 3 hours laboratory per week.

CHE 201L-202L **ORGANIC CHEMISTRY I and II – LAB** **1, 1 sem. hr.**
Prerequisite: Permission of Department Chair

A laboratory session developed to provide reinforcement of the principles in CHE 201 and CHE 202. Laboratory experience includes analysis of physical properties of organic molecules, interpretation of spectrophotometric data, physical separation methods, qualitative and quantitative analysis of organic molecules, and introduction to biochemical analysis. 2 hours of laboratory per week.

CHE 290 **TOPICS IN CHEMISTRY** **1-4 sem. hrs.**
Prerequisite: Permission of Department Chair

Investigations in special areas of chemical sciences.

CHE 355 **SPECIAL PROBLEMS** **1-3 sem. hrs.**

Individual research investigation in an area of chemistry.

CHE 360 **BIOCHEMISTRY** **4 sem. hrs.**
Prerequisites: CHE 202 and MAT 160

An introduction to the fundamental principles of biochemistry, topics include the chemical and structural organization of biological macromolecules and how this organization relates to function. Principles of thermodynamics, enzyme kinetics, and metabolic organization are presented. 4 hours per week. (Same as BIO 360)

CHE 365 **PHYSICAL CHEMISTRY** **3 sem. hrs.**

A course designed to cover the basic physical chemistry treatments of gaseous, liquid, and solid states of matter, thermodynamics, and kinetics.

This course develops the necessary skills to design a web site. The class progresses from basic html and newer standards including Cascading Style Sheets to using the tools necessary to install and update websites on a server. **(Spring only)**

CIS 310 MS PROJECT 3 sem. hrs.

This course covers modern methods for management of large to midsize projects. MS Project is used to plan a project, create project schedules, communicate project information, assign resources, and track progress.

CIS 320 INTRODUCTION TO ARTIFICIAL INTELLIGENCE 3 sem. hrs.

Introduction to the problem domain of artificial intelligence and the methods used to solve those problems. Topics include knowledge representation, search strategies, and surveys of principal sub-areas of artificial intelligence, such as expert systems, natural language processing, reasoning systems, games, learning, and vision. Programming assignments in a current artificial intelligence language are required.

CIS 330 DATABASE ADMINISTRATION AND MANAGEMENT 3 sem. hrs.

Hands-on use of microcomputer application software within the database management system environment. Students become acquainted with the necessary management, file, and data structures with the design, application, and use of a database management system. Administration of data resource and program development in creating, maintaining, and accessing a database are covered. **(Spring only)**

CIS 355 GRAPHICS APPLICATIONS 3 sem. hrs.

Topics include computer graphics techniques and technology, graphic hardware devices, and graphic software support. The student designs programs of graphic display, both statistical and dynamic, with real time interaction. Three-dimensional perspective transformations are explored. **(Fall only)**

CIS 356 END-USER SYSTEMS 3 sem. hrs.

This course surveys the various software systems available to users in organizations. Special emphasis is placed on the use of package software and its customization to reflect current trends in the industry. The use of package software is compared to the cost and effectiveness of custom designed software systems in the organization. **(Spring only)**

CIS 401 ONLINE ACADEMIC RESEARCH 3 sem. hrs.

Prerequisite: Junior or Senior Standing Required.

This course provides the student with the skills to use library databases, retrieve, evaluate and utilize e-journals and other online resources available.

CIS 410 ADVANCED PROGRAMMING 4 sem. hrs.

Prerequisite: CIS 300

Contemporary programming language design and application is studied at an advanced level. Programming language may vary, and students may repeat the course for different languages.

CIS 420 COMPUTER SCIENCE PROBLEMS 1-3 sem. hrs.

A directed effort related to a computer science project.

This course covers the history, evolution, principles and contemporary applications of criminal law at both federal and state levels. Topics include sources of substantive law, classification of crimes, parties to crime, elements of crimes, matters of criminal responsibility, and other related topics.

CJU 220 PRISON SYSTEM IN THE UNITED STATES 3 sem. hrs.

A study of different penal institutions employed in the United States on the local, state, and federal level.

CJU 340 ORGANIZED CRIME IN AMERICA 3 sem. hrs.

This course examines organized crime in terms of historical development, structure, theories, policy issues, and legal remedies.

CJU 350 CRIMINOLOGY 3 sem. hrs.

The study of causes, treatment, and prevention of crime. This course deals with criminology, penology, laws in ancient and modern times, and the causes of crime. Prisons, probation, parole, and the courts are investigated through field work.

CJU 370 THE POLICEMAN AND THE COMMUNITY 3 sem. hrs.

This course covers the behavior of policemen and the interaction of the police and the public. It analyzes the role of the policemen as a citizen and as a law enforcement officer.

CJU 372 CORRECTIONAL COUNSELING 3 sem. hrs.

An in-depth study of the contemporary counseling techniques applied to the special problems of the offender in various correctional settings and as a component of probation/parole conditions. (Same as COU 372)

CJU 374 COURT PROCEDURE AND EVIDENCE 3 sem. hrs.

This course examines the structure, process, and procedure followed in criminal trials. Items covered include examination of incidents, dispositions, kinds and degrees of evidence, and the rules governing admissibility of evidence in court. Comparison and contrast of state and federal courts, arrest, search and seizure laws, exclusionary and statutory rules of evidence, and other related issues are also covered topics.

CJU 375 JUDICIAL PROCESS 3 sem. hrs.

This study of the American judicial process at the federal and state court levels includes a review of landmark court cases. (Same as PSC 375)

CJU 376 JUVENILE JUSTICE 3 sem. hrs.

This course examines the juvenile justice system in Louisiana and America. Topics covered include an overview of the juvenile justice system, treatment, organization and prevention programs, special areas, laws unique to juveniles, reform theories, and other related topics.

CJU 377 PROBATION AND PAROLE 3 sem. hrs.

COU 300 SPECIAL TOPICS 1-3 sem. hrs.
Independent readings, research, field work, and projects on current topics and problems, as determined by the instructor and student.

COU 305 JUVENILE DELINQUENCY 3 sem. hrs.
This course examines the nature of juvenile delinquency and its causes. Methods of working with juvenile offenders, including rehabilitation programs, are studied. Information about the nature of juvenile gangs is included.

COU 307 ADDICTION COUNSELING 3 sem. hrs.
An in-depth review and introduction to the techniques used in the treatment of addictive behavior and the maintenance of sobriety, with emphasis on 12-step programs, individual, family, and group treatment.

COU 318 INTERVIEWING AND COUNSELING 3 sem. hrs.
This course explores the basic techniques and styles of interviewing with various learning experiences. Emphasis is placed on determining multicultural competency, promoting social justice, understanding informed consent, avoiding multiple relationships, preventing burnout, facilitating group counseling, mobilizing community resources, and becoming a crisis interventionist.

COU 320 RECOVERY COUNSELING 3 sem. hrs.
A study of post-treatment and recovery issues with an emphasis on 12-step programming, relapse prevention, family role expectations, human sexuality issues, and career planning.

COU 372 CORRECTIONAL COUNSELING 3 sem. hrs.
An in-depth study of the contemporary counseling techniques applied to the special problems of the offender in various correctional settings and as a component of probation/parole conditions. (Same as CJU 372)

COU 390 DIRECTED READINGS 3 sem. hrs.
The readings for this course are determined by the student's major in Behavioral Sciences, approved and led by the instructor. (Same as PSY 412)

COU 402 ADVANCED STUDIES IN ADDICTION 3 sem. hrs.
A study of the major causes, resulting social problems, intervention theories, and treatment concepts in addiction. This course explores the physical, social, emotional, and moral factors which determine how dependency is caused, viewed, and treated. The issue of addictions, the addicted, and the afflicted are explored from various perspectives, focusing primarily on the family, family systems, and co-dependency.

COU 408 ADVANCED INTERVIEWING AND COUNSELING 3 sem. hrs.

This course is designed so that each student, upon graduation, will have some proficiency in the skill of interviewing and a good foundation in the theory and application of most theoretical modalities in counseling. This course explores different levels of therapeutic intervention, including individual, group, and community counseling. Advanced theory and strategies of communication are explained. Ethical best practices are reviewed as basic dynamics of therapeutic intervention are introduced. A capstone exam must be passed in order for students to pass this course.

COU 425 MARRIAGE AND FAMILY 3 sem. hrs.

This course is an introduction to and survey of family systems across a wide variety of family structures and across the lifespan. The primary focus is on the nuclear family in its contemporary positions. Roles, relationships, and contemporary issues such as multiculturalism are discussed.

COU 450 SEXUAL TRAUMA 3 sem. hrs.

This course examines the characteristics of various forms of sexual trauma, the dynamics of incestuous families, the after effects of sexual trauma, and the associated DSM-5 diagnoses, as well as treatment goals and strategies, education, and prevention.

GRADUATE COUNSELING COURSES

COU 599 INTRODUCTION TO GRADUATE RESEARCH 3 sem. hrs.

Research is an integral component of any program of advanced studies. This course provides students with the opportunity to research the professional literature related to their field of graduate studies and compile a research paper in APA style with direct guidance and feedback.

COU 600 HUMAN GROWTH AND DEVELOPMENT 3 sem. hrs.

A study of the issues influencing the developmental process throughout the life span, including the domains of physical, cognitive, and psychosocial development. The perspective taken in this developmental course is a systemic, contextual point of view.

COU 602 SOCIAL AND CULTURAL FOUNDATIONS 3 sem. hrs.

Provides an understanding of the cultural context of relationships, issues, and trends in a multicultural and diverse society, including the characteristics and concerns of diverse groups and societal attitudes and behaviors, based on ethnicity, gender, socioeconomic status, sexual orientation, disability, age, religion, and other factors. Addresses individual, family, and group counseling strategies and includes ethical issues.

COU 605 CAREER AND LIFESTYLE DEVELOPMENT 3 sem. hrs.

Provides an understanding of career development and related life factors, including career development theories and decision-making models. Includes an overview of career and educational information sources, assessment techniques in career counseling, computer-assisted career guidance systems, and interrelationships among work, family, and ecological factors, including multicultural and gender issues related to career development.

COU 606 THEORIES OF COUNSELING 3 sem. hrs.

A study of the major counseling theories, dynamics of behavioral change, counseling processes in a multicultural society, and relationships as applied to individuals, couples, families, and groups. The concept of consultation is also addressed.

COU 607 THEORY AND PRACTICE OF GROUP COUNSELING 3 sem. hrs.

Provides an understanding of group development, dynamics, theories, methods, and applications of group work. Topics addressed include developmental stage theories, leadership styles, ethical considerations, diversity, and the four group work specializations. Required experiential component involves 10 hours of process group participation.

COU 609 PROFESSIONAL ORIENTATION AND ETHICS 3 sem. hrs.
IN COUNSELING

Provides an understanding of all aspects of professional functioning, including ethics, history, roles, organizational structure, standards, and credentialing. This comprehensive overview stresses the ethical standards of professional counseling, ethical and legal issues, and their applications to various counseling activities. The aforementioned all lead to the integration and formulation of an identity within the counseling profession.

COU 610 RESEARCH METHODOLOGY AND 3 sem. hrs.
PROGRAM EVALUATION

Provides an understanding of research methods, sampling theory, statistical analysis, needs assessment, and program evaluation, including an understanding of the nature of counseling and counseling-related research, including research methods, research design, and ethical and legal considerations. Includes an overview of quantitative and qualitative methodology, systemic perspectives in research, basic parametric and nonparametric statistics, and program evaluation with an emphasis on clinically relevant inquiry.

COU 615 DIAGNOSIS AND TREATMENT OF 3 sem. hrs.
MENTAL DISORDERS

Study of abnormal psychology and individual differences throughout the lifespan, which includes the identification of mental, emotional, behavioral disorders, and psychopathology along with diagnostic protocol of behavioral pathology and psychopathology as maintained in the DSM-5.

COU 616 TECHNIQUES OF COUNSELING 3 sem. hrs.

COU 631 MARRIAGE, COUPLE, AND FAMILY COUNSELING 3 sem. hrs.

This course presents a survey of the basic concepts and methods of Marriage, Couple, and Family Counseling/therapy including a review of its history and evolution, its early pioneers, various models of Marriage, Couple, and Family Counseling/therapy theory, in addition to recent developments, multiculturalism, evaluation, and effectiveness research. Specific focus centered on the practical application of systemic interventions in the clinical setting.

COU 632 COUNSELING STRATEGIES 3 sem. hrs.
FOR PARENT/CHILD RELATIONS

This course presents counseling strategies, principles, and techniques used in establishing effective parent/child relationships from a marriage and family systems perspective. Equipping children to become life-enhancers who are self-reliant, synergistic, and spiritually anchored is taught as the central task of effective parenting. Knowledge-based and creative approaches for building mutually life-enhancing parent/child relationships within the context of diverse, multicultural family forms are discussed.

COU 635 CHEMICAL DEPENDENCY FROM 3 sem. hrs.
SYSTEMS PERSPECTIVE

Examines the distinction between a disease model and systemic views of addiction and treatment and cultivates a binocular approach to understanding substance abuse and dependence in a relational context. A number of theoretical approaches are illuminated from systemic frameworks, including traditional and postmodern treatment approaches. A selected review of outcome research highlights the efficacy of a systemic perspective for treatment of substance abuse and addiction. Presents the epidemiology and theories of the etiology of substance use and co-occurring disorders, as well as the working knowledge of the neurobiological basis of addiction and its underlying mechanisms.

COU 640 SPECIAL TOPICS 3 sem. hrs.

Current issues facing counselors in a variety of specialization settings (school, community, family) in such topic areas as chronic illness and disabilities across the life span, gerontology, family transitions, separation, divorce and remarriage, trauma and recovery, human sexuality/sex therapy, and counseling special populations.

COU 641 CLINICAL MENTAL HEALTH COUNSELING 3 sem. hrs.

This course addresses the basic tenets of clinical mental health counseling. Included is the study of the history, philosophy, and trends in clinical mental health counseling, ethical and legal considerations, roles, functions, preparation standards, credentialing, licensure, and professional identity of clinical mental health counselors, recognition, reimbursement, right-to-practice, and other issues relevant to the practice of clinical mental health counseling.

COU 642 INTRODUCTION TO PLAY THERAPY 3 sem. hrs.

This course is an introduction to and survey of the various forms of play therapy: directive, non-directive, and filial. In addition, strategies and applications are presented using play therapy across the lifespan (young children, adolescents, adults). Attention is directed to specific clinical populations and concerns and the type of play therapy most likely to benefit the client. The

history, evolution, and current research concerning play therapy approaches are addressed as well.

COU 643 **INTERMEDIATE PLAY THERAPY** **3 sem. hrs.**
Prerequisite: COU 642

This course builds upon and enhances the basic skills and techniques already acquired by aspiring play therapist in training. It specifically introduces the student to the importance of filial therapy and ways to determine when and how parents/families are to be incorporated in the therapeutic process. Special considerations in the course include how to effectively utilize play therapy with sexually abused children and adolescents, treating adolescent drug abusers, treating children of alcoholics/addicts, and using play therapy appropriately as a diagnostic tool.

COU 644 **ADVANCED PLAY THERAPY** **3 sem. hrs.**
Prerequisites: COU 600, COU 642 and COU 643

This course builds upon and enhances the basic skills and techniques already acquired by aspiring play therapists in training. Special considerations in the course include specialized training in sand tray therapy, art therapy, bibliotherapy, and other specialized techniques necessary for effective therapeutic interventions when counseling children and adolescents.

COU 645 **COUNSELING MILITARY PERSONNEL** **3 sem. hrs.**
AND THEIR FAMILIES

This course is a study of the unique counseling needs of military personnel and their families with particular focus on familiarization with the etiology of PTSD, assessing combat PTSD, and gaining an appreciation for the uniqueness of military life. Counseling techniques and evidence-based treatment plans are explored.

COU 646 **INTEGRATING SPIRITUALITY WITH MARRIAGE** **3 sem. hrs.**
AND FAMILY COUNSELING

This course explores spirituality and its integration into the counseling process. It includes the conceptual and clinical perspectives of spirituality and counseling. Respect for and appreciation of diverse approaches to spirituality is explored and integrated.

COU 647: **GESTALT THERAPY** **3 sem. hrs.**

This course addresses the philosophy and implementation of gestalt theory in counseling. The history of the development of gestalt theory is examined, as well as the ways the theory has evolved up to the present. The course is taught in an experiential format where students practice various gestalt interventions and learn how to create gestalt experiments with their clients. The use of Neurolinguistic Programming (NLP) in conjunction with gestalt therapy is demonstrated.

COU 648: **SEXUALITY IN FAMILY COUNSELING** **3 sem. hrs.**

This class covers the basic knowledge, theory, and interventions used to help family counseling clients deal with sexual issues. It introduces methodology of conducting sexual assessment

interviews, as well as structuring and implementing treatment strategies for a variety of issues, including sexual dysfunctions, selected varieties of sexual behavior, aging, disabilities, and transmitted diseases

COU 650 SEXUAL TRUAMA 3 sem. hrs.

This course is designed to provide the graduate counseling student with skills to evaluate and treat persons who have experienced sexual trauma. The course examines the characteristics of various forms of sexual trauma, the dynamics of incestuous families, the after-effects of sexual trauma (including family and relationship issues), and the associated DSM-5 diagnoses. Graduate counseling students practice case conceptualization and learn how to develop treatment plans to assist clients who have experienced sexual trauma.

COU 661 COUPLES COUNSELING 3 sem. hrs.

A study of issues faced by contemporary couples in counseling, and the methods, models, and techniques used to treat couples. Issues include forming and maintaining intimacy, couples' communication, marriage and divorce, sexuality, premarital issues, partner violence, etc. Students experientially practice counseling mock couples and employ a variety of techniques. The course also includes professional and ethical issues of working with couples and families.

COU 662 COUNSELING FAMILIES 3 sem. hrs.

A study of issues faced by families in counseling, and the methods, models, and techniques used to treat families. Issues include family dynamics, family life-cycle, parent/child relationships, parenting and co-parenting, communication, family crisis, along with normal, developmental family processes. Students experientially practice counseling mock families and employ a variety of techniques. The course also includes the professional and ethical issues of working with families.

COU 663 ADVANCED STUDIES IN SYSTEMS THEORY 3 sem. hrs.

Prerequisites: COU 631, COU 661, and COU 662

Building on the prerequisite material, Advanced Studies in Systems Theory refocuses the student's attention to the socially-systemic context of the family. Students are encouraged to further evaluate their clinical work with families by engaging in a more thorough and informed exploration of system-principles, concepts, and theory. While the focus in previous courses is on the clinical context of families, this course expands that context to include larger system exploration, appreciation, and assimilation. Furthermore, students are encouraged to utilize their systemic orientation in evaluating non-clinical social issues.

COU 699 PRACTICUM IN COUNSELING 3 sem. hrs.

Prerequisite: Approval of the Department

An experiential training course requiring a minimum of 100 clock hours of supervised counseling. Students receive both individual and group supervision while counseling individuals, couples, and families at the Thomas E. Chambers Counseling and Training Center, as well as

other off-site placements, including school systems, and/or public, private, and volunteer agencies.

COU 701 INTERNSHIP IN COUNSELING I 3 sem. hrs.

Prerequisites: COU 699 and approval of the Department

First semester of intensive supervised clinical work experience in an appropriate specialization setting (school, community, couple, family, child-centered agencies), including the Thomas E. Chambers Counseling and Training Center. A minimum of 300 clock hours (120 direct client contact) is required. Students receive both individual and group supervision.

COU 702 INTERNSHIP IN COUNSELING II 3 sem. hrs.

Prerequisites: COU 701 and approval of the Department

Second semester of intensive supervised work experience in appropriate specialization setting (school, community, couple, family, child-centered agencies), including the Thomas E. Chambers Counseling and Training Center. A minimum of 300 clock hours (120 direct client contact) is required. Students receive both individual and group supervision.

COU 703 INTERNSHIP IN COUNSELING III 3 sem. hrs.

Prerequisites: COU 702 and approval of the Department

Third semester of intensive supervised work experience in an appropriate specialization setting (school, community, couple, family, child centered agencies), including the Thomas E. Chambers Counseling and Training Center. A minimum of 300 clock hours (120 direct client contact) is required. Students receive both individual and group supervision. COU 703 may be repeated until the student is approved for graduation.

COU 806 ADVANCED COUNSELING THEORIES 3 sem. hrs.

Prerequisites: Doctoral Status or Approval of the Department

This course provides an in-depth exploration of several specific counseling theories. The course is designed to assist students in developing ideas about the relationship between theory and practice in counseling. The course places a major emphasis on emerging theories, the art of teaching theories, and the demonstration and evaluation of counseling skills across cultures.

COU 810 ADVANCED DIAGNOSIS AND TREATMENT OF 3 sem. hrs.
MENTAL DISORDERS

Prerequisite: Doctoral Status or Approval of the Department

This course focuses on advanced training in diagnosis (using the most current form of the DSM). Included in this area of study are psychopharmacology, evidence-based treatment planning, and co-morbid concerns of special populations.

COU 815 DOCTORAL SEMINAR IN CLINICAL STUDIES 3 sem. hrs.

Prerequisite: Doctoral Status or Approval of the Department

Topics for this course are determined in collaboration with faculty expertise and student needs.

COU 816 DOCTORAL SEMINAR IN MARRIAGE AND 3 sem. hrs.
FAMILY COUNSELING

Prerequisite: Doctoral Status or Approval of the Department

Topics for this course are determined in collaboration with faculty expertise and student needs.

COU 818 SPECIALIZATION ELECTIVE 3 sem. hrs.

Prerequisite: Doctoral Status or Approval of the Department

This course has been designed to supplement and extend students' previous academic course work in a specialized area of counseling.

COU 820 COLLEGE TEACHING 3 sem. hrs.

Prerequisite: Doctoral Status or Approval of the Department

This course introduces the student to evidence-based practices of effective pedagogy as it relates to the conceptualization, development, and delivery of clear lesson plans to promote the academic development of college students. Student learning styles are addressed and teaching across cultures are emphasized. Students are provided with best practices in designing syllabi, delivery of course content, student assessment, and course outcomes.

COU 825 COUNSELOR SUPERVISION 3 sem. hrs.

Prerequisite: Doctoral Status or Approval of the Department

This course examines general theories of clinical supervision in the counseling field, including the supervision of trainees as well as graduates working toward licensure. Various models of supervision are explored, as well as the supervisor's role as consultant, teacher, and supervisor.

COU 830 INTRODUCTION TO PROGRAM EVALUATION AND 3 sem. hrs.
STATISTICS

Prerequisite: Doctoral Status or Approval of the Department

This course provides an introduction to program evaluation and to basic statistical concepts and practices in the field of empirical research design, including descriptive statistics, probability in sampling, hypothesis formation and testing, inferential statistics, and non-parametric statistics.

COU 831 CURRENT COUNSELING RESEARCH 3 sem. hrs.

Prerequisite: Doctoral Status or Approval of the Department

This course reviews contemporary data-based quantitative and qualitative studies in counseling. Students learn to evaluate published research articles and to incorporate findings into their teaching, research, supervision, and practice.

COU 832 ADVANCED STATISTICAL METHODS 3 sem. hrs.
IN RESEARCH

Prerequisite: Doctoral Status or Approval of the Department

This course examines the theoretical, conceptual and epistemological frameworks for quantitative research methods, including data collection, advanced statistical methodologies of data analysis, and interpretation and presentation of original research.

COU 834 INTRODUCTION TO QUALITATIVE 3 sem. hrs.
RESEARCH DESIGNS

Prerequisite: Doctoral Status or Approval of the Department

This course explores qualitative research traditions, epistemology, terminology, and overall methodological philosophy.

COU 837 ADVANCED QUALITATIVE RESEARCH 3 sem. hrs.
DESIGN AND ANALYSIS

Prerequisite: Doctoral Status or Approval of the Department

This course examines the theoretical, conceptual, and epistemological frameworks for qualitative research methods, including training in qualitative data analysis, participant observation, organizational observation, structured and non-structured interviewing, discourse analysis, and interpretation and presentation of original research.

COU 839 ADVANCED MULTICULTURAL, ETHICAL, AND 3 sem. hrs.
LEGAL ISSUES IN COUNSELING

Prerequisite: Doctoral Status or Approval of the Department

This course addresses multicultural, ethical, and legal issues in counselor education, counselor supervision, and research in counseling. Students explore current topics as they prepare to become counseling faculty members or leaders in the counseling profession.

COU 840 PROGRAM DEVELOPMENT, ADMINISTRATION 3 sem. hrs.
AND EVALUATION

Prerequisite: Doctoral Status or Approval of the Department

This course prepares students as consultative, clinical, and administrative leaders in multicultural community mental health settings. This course surveys leadership and management models used in organizations and agencies. Students apply grant writing and program evaluation methods, in addition to supervision and clinical case management skills.

COU 845 DOCTORAL PRACTICUM IN COUNSELING 3 sem. hrs.

Prerequisite: Doctoral Status or Approval of the Department

Doctoral students are required to participate in a supervised doctoral-level practicum consisting of a minimum of 100 hours. A minimum of 40 hours is comprised of direct client service. The focus of the practicum experience is to be determined by the student in collaboration with program faculty. Weekly individual and/or triadic supervision is part of the practicum experience. Group supervision is provided on a regular basis. An individual supervision contract is developed at the onset of the practicum experience.

COU 846 DOCTORAL INTERNSHIP IN COUNSELING I 3 sem. hrs.

Prerequisite: Doctoral Status or Approval of the Department

Doctoral-level counseling internships total a minimum of 300 hours. These hours consist of supervised experience in counselor education and supervision (clinical practice, consultation, research, and teaching). The internship includes most of the activities of a regularly employed professional. The hours are allocated at the discretion of the doctoral advisor. Weekly individual

and/or triadic supervision is part of the internship experience. Group supervision is provided on a regular basis.

COU 847 DOCTORAL INTERNSHIP IN COUNSELING II 3 sem. hrs.
Prerequisite: Doctoral Status or Approval of the Department

Doctoral-level counseling internships total a minimum of 300 hours. These hours consist of supervised experience in counselor education and supervision (clinical practice, consultation, research, and teaching). The internship includes most of the activities of a regularly employed professional. The hours are allocated at the discretion of the doctoral advisor. Weekly individual and/or triadic supervision is part of the internship experience. Group supervision is provided on a regular basis.

COU 850 RESEARCH SEMINAR IN COUNSELING 3 sem. hrs.
Prerequisite: Doctoral Status or Approval of the Department

The student completes the dissertation proposal under faculty supervision.

COU 851 DISSERTATION RESEARCH 1 sem. hrs.
Prerequisite: Doctoral Status or Approval of the Department

Students design and conduct their dissertation research. Dissertation Research must be repeated until the dissertation is defended and approved by the student's dissertation committee. Students must take a minimum of 12 hours of Dissertation Research.

COU 852 DISSERTATION RESEARCH 3 sem. hrs.
Prerequisite: Doctoral Status or Approval of the Department

Students design and conduct their dissertation research. Dissertation Research must be repeated until dissertation is defended and approved by the student's dissertation committee. Students must have a minimum of 12 hours of Dissertation Research.

COU 853 DISSERTATION RESEARCH 6 sem. hrs.
Prerequisite: Doctoral Status or Approval of the Department

Students design and conduct their dissertation research. Dissertation Research must be repeated until dissertation is defended and approved by the student's dissertation committee. Students must have a minimum of 12 hours of Dissertation Research.

ECONOMICS

All upper division Economics courses, especially ECO 302, 317, 350, and 404, have as prerequisites both principles courses, ECO 201 and ECO 202.

ECO 200 AMERICAN ECONOMIC DEVELOPMENT 3 sem. hrs.

An economic history of the U.S. chronicling the growth and development of our free-market economy from an agrarian colonial outpost to the world's foremost industrialized nation. Examines agriculture, territorial expansion, immigration and migration, transportation and communications, commerce, finance, urbanization, and industrialization, science, and technology, and their roles in our economic development.

ECO 201 PRINCIPLES OF ECONOMICS I (MACRO) 3 sem. hrs.

Macro Economics examines the U.S. economy with emphasis on income, prices, employment, and economic growth. Specific topics include national income, the determination of interest rates, Keynesian and Monetary Policies, the central and commercial banking systems, supply side economics, and international financial relations. **(Fall only)**

ECO 202 PRINCIPLES OF ECONOMICS II (MICRO) 3 sem. hrs.
Prerequisites: ECO 201 and MAT 105

Micro Economics examines the economics of the firm, emphasizing the interactions of supply, demand, and appropriate elasticities. The second half of the course includes a detailed look at price and output determination under competitive, monopolistic, and oligopolistic market conditions. **(Spring only)**

ECO 250 PERSONAL FINANCE/CONSUMER ECONOMICS 3 sem. hrs.

This is an applied survey course in personal and family financial management. Covered are budgeting, cash management, saving, consumer credit, real estate, insurance, investments, consumer protection, and retirement planning.

ECO 302 PUBLIC FINANCE 3 sem. hrs.

An analysis of the public sector of the economy in terms of sources and allocation of resources and their effect on economic stability. Emphasis is placed on federal revenue and expenditures, but state and local finances are also considered. Revenue sources examined include taxation and deficit financing. Expenditure items include public safety, education, governmental agency operations, public services, social insurance, and welfare. Also covered are monetary policy, the budget process, debt management, income redistribution, and inner-government fiscal relations.

ECO 303 ECONOMICS OF GOVERNMENT REGULATION 3 sem. hrs.

An analysis of industry structure, conduct, and performance, with an emphasis on the philosophy and development of government regulation. Included are surveys of anti-trust, environmental, consumer protection, tax and regulatory legislation, along with the costs and benefits of government regulation.

ECO 317 FINANCIAL INSTITUTIONS AND MARKETS 3 sem. hrs.
Prerequisites: BUS 311, ECO 201, and ECO 202

The study of the central and commercial banking systems and their effect on the credit and output markets. Emphasis is placed on the tools available to and the specific policies followed by the Federal Reserve System along with the analysis of interest rates, exchange rates, and the effect of foreign trade and investment on the capital markets. **(Same as BUS 317)**

ECO 350 INVESTMENTS 3 sem. hrs.
Prerequisite: BUS 311

Survey of the characteristics and valuations of stocks, bonds, commodities, and options. The course provides an overview of the market for corporate and government securities with an

emphasis on the roles played by dealers and brokers. An intensive application of theory and practice in investment portfolio selection. **(Same as BUS 350)**

ECO 404 MANAGERIAL ECONOMICS 3 sem. hrs.
Prerequisite: ECO 201, ECO 202, MAT 215, BUS 301, and BUS 302

An application of economic principles to decision making in the world of business. Includes profit maximization, the allocation of scarce resources, supply and demand, cost analysis, market structure, the price system, economic forecasting, and capital budgeting. **(Fall only)**

ECO 460 SPECIAL TOPICS IN ECONOMICS 1-4 sem. hrs.
Prerequisites: ECO 201, ECO 202, Senior standing,
and permission of Instructor

Independent readings, research, case analysis, field work, and/or projects on current topics and problems, as determined by the instructor.

GRADUATE EDUCATION COURSES

EDG 600N RESEARCH-BASED AND DATA-DRIVEN 3 sem. hrs.
DECISION-MAKING

This course is a study of the major methods and techniques of research employed in education as it relates to the educational decision-making process, to current practice, and to the role it will play in the projected needs of the future. **(Fall and Spring)**

EDG 601N ADVANCED STUDY OF THE LEARNER WITH 3 sem. hrs.
SPECIAL NEEDS

This course includes a survey of all areas of exceptionality (e.g., mental, physical, psychological, and social characteristics of each group) with special emphasis on educational and instructional management. This course focuses on the identification and specific characteristics of each special education exceptionality. **(Spring only)**

EDG 602A ADVANCED HISTORY AND PHILOSOPHY OF 3 sem. hrs.
EDUCATION

Evolution of educational trends, practices, and philosophies in the U.S. from the colonial period to the present with emphasis on application.

EDG 603N LEGAL AND POLITICAL SYSTEMS IN EDUCATION 3 sem. hrs.

This course focuses on the mastery of the basic principles of school law, court decisions, and experiential application of those principles to develop and implement effective strategies, planning, and research-based “best practices” to address those issues. **(Spring only)**

EDG 607N HISTORY AND PHILOSOPHY OF EDUCATION 3 sem. hrs.
IN A DIVERSE SOCIETY

This course focuses on the examination and analysis of the historical and philosophical components in education, along with the multicultural issues of American education and its subsequent strengths and challenges. **(Summer only)**

EDG 631N LEADERSHIP AND VISION IN EDUCATION 3 sem. hrs.

This course is designed to explore the philosophy, principles, and practices of school leadership operations at the school and district levels. In addition to the theory of administrative leadership and practical strategies, candidates understand methods of leading an individual school and a school district to carry out their positions as instructional leaders and conform to the various required standards. **(Fall only)**

EDG 632N THE FIDUCIARY RESPONSIBILITY OF 3 sem. hrs.
EDUCATIONAL LEADERS

This course is designed to help future educational leaders understand the philosophical and theoretical basis for the financing of education in the United States. Areas of concern are principles of taxation at the federal, state, and local levels, state equalization programs, using fiscal decision in the equalization of educational opportunity, and budgetary concerns at the school and district level. **(Spring only)**

EDG 633N LEADERSHIP AND ITS RELATIONSHIP TO 3 sem. hrs.
RESOURCE MANAGEMENT

This course focuses on the examination and analysis of school leadership and its role in the effective management of human and physical resources. This course explores effective ways to lead and manage educational institutions and enhance the delivery of essential educational services at the elementary and secondary levels. **(Summer only)**

EDG 634N COMMUNICATION AND COLLABORATION 3 sem. hrs.
AMONG SCHOOL, DISTRICT, AND COMMUNITY

This course is designed to help future educational leaders understand the importance of collaboration within and among the public schools. In addition to the theory of school-community relations and practical strategies, candidates understand the many methods of communication and the development of two-way communication. **(Summer only)**

EDG 636N SCHOOL AND DISTRICT LEADERSHIP 3 sem. hrs.

The purpose of this course is to provide a comprehensive understanding of the educational leadership principles needed by school and district leaders to address the challenges facing today's educators. Emphasis is placed on the components of effective leadership and the leaders' role in improving the learning of all students. **(Spring only)**

EDG 637N LEADER AS EXEMPLAR IN INSTRUCTIONAL 3 sem. hrs.
SUPERVISION

The purpose of this course is to provide a comprehensive study of the multiple skills, techniques, and tasks involved in instructional leadership and in the process of supervising instruction to improve the learning of all students. There is particular emphasis on creating a high-performing learning culture, along with literacy and numeracy leadership. **(Fall only)**

EDG 638N CURRICULUM DEVELOPMENT FOR 3 sem. hrs.
THE SUCCESS OF ALL STUDENTS

experience may take place at the candidate's school site. All candidates take Comprehensive Exams during this semester. **(Fall and Spring)**

EDG 732 PRACTICUM IN THE POST-SECONDARY 3 sem. hrs.
SCHOOL SETTING/COMPREHENSIVE
EXAMINATION

Practicum in Post-Secondary Administration and Supervision provides the opportunity to utilize the knowledge, skills, and competencies acquired in the graduate program. Students must either defend a thesis or successfully complete a comprehensive examination.

EDG 740 PRACTICUM IN CURRICULUM AND INSTRUCTION/ 3 sem. hrs.
COMPREHENSIVE EXAMINATION

Provides the opportunity to utilize and demonstrate the knowledge and skills which have been acquired in the graduate program. Students must either defend a thesis or successfully complete a comprehensive examination.

EDG 740N RESEARCH PRACTICUM IN TEACHER EDUCATION 3 sem. hrs.

This course allows students the opportunity to examine critically several aspects of educational research, including theory, methods, and the impact on educational policy and practice. In order to utilize and demonstrate the knowledge and skills which have been acquired in the graduate program, this course provides the opportunity to implement the teaching philosophy, techniques, and concepts which are based on and reflect research and practice. Comprehensive Exams are taken during this semester. **(Fall and Spring)**

EDUCATION

EDU 201 LITERATURE FOR CHILDREN AND YOUTH (1-6) 3 sem. hrs.

This course focuses on the following topics: the reading needs and basic reading interests of children in grades one through six; standard aids for selection of appropriate materials for these grades; factors in using and interpreting literacy materials in relation to curriculum, as well as methods for the utilization of literary materials in classroom instruction in reading, language arts, and all other content areas.

EDU 204 FOUNDATIONS OF MULTICULTURAL EDUCATION 3 sem. hrs.

This course analyzes philosophical, historical, and psychological issues in education, with particular reference to noted traditional and contemporary educators, philosophers, and psychologists. The cultural diversity of the American education system is examined in detail as well as the importance of developing one's own philosophy of education. **(Spring Only)**

EDU 301 EDUCATIONAL PSYCHOLOGY 3 sem. hrs.

This course is a study of psychological principles as they apply to the field of education. Special emphasis is placed on personal growth, cognitive development, theories of learning, problem-solving, motivation, accountability, and teacher effectiveness.

EDU 304A THE LEARNER WITH SPECIAL NEEDS 3 sem. hrs.

This course includes a survey of all areas of exceptionality—mental, physical, psychological, and social characteristics of each group, with special emphasis on educational and instructional management.

EDU 305 CURRICULUM AND INSTRUCTIONAL STRATEGIES 4 sem. hrs.

This course requires candidates to analyze, implement, and evaluate various teaching strategies and methodologies, including the latest technological methods for teaching language arts, mathematics, reading, science, and social studies. The course focuses on standards-based education, lesson planning, and teaching to diversity. A field component constituting a minimum of 45 hours of observation and participation is required. **(Spring Only; Full admission to the Teacher Education Program and concurrent enrollment in EDU 307 are required for undergraduate candidates. Permission from the Education Department is required for certification-only candidates.)**

EDU 306 CLASSROOM ORGANIZATION AND MANAGEMENT 3 sem. hrs.

This is a course designed to introduce education majors to classroom management techniques and strategies to enhance classroom learning for students in structured and unstructured environments. Topics addressed are team building, independent learning, maintaining positive discipline, and adaptation of teaching styles to different learning styles. Applications to elementary, middle, and secondary school levels are included.

EDU 307 SURVEY OF READING/ENGLISH LANGUAGE ARTS 3 sem. hrs.

This is a survey course designed to introduce teacher candidates to the basic concepts involved in the reading process. The course includes definitions of reading, current approaches to teaching reading, evaluation techniques, the accommodation of exceptionalities, and teaching to diversity. **(Spring Only; Full admission to the Teacher Education Program and concurrent enrollment in EDU 305 are required for undergraduate candidates. Permission from the Education Department is required for certification-only candidates.)**

EDU 308 MATERIALS AND METHODS OF TEACHING READING/LANGUAGE ARTS II 3 sem. hrs.

**Prerequisite courses for undergraduate candidates:
EDU 305 and EDU 307**

This course is designed to prepare teacher candidates to teach reading and language arts not only in these classes, but also across the curriculum. In the course, students examine various methods and materials appropriate to the elementary reading/language arts classroom, with an emphasis on developing overall literacy through current methodologies. An integrated approach to the teaching strategies and skills of reading, writing, speaking, and listening is taken. **(Fall Only for undergraduate candidates; Full admission to the Teacher Education Program and**

concurrent enrollment in EDU 310 are required for undergraduate candidates. This course is offered in the summer semester only for certification-only candidates.)

EDU 309 HUMAN GROWTH AND DEVELOPMENT 3 sem. hrs.

This course is designed to explore the physical, mental, and social-emotional growth and development of the individual from birth through the adolescent period. Major principles and theories currently used in the field of developmental psychology are examined.

EDU 310 INSTRUCTIONAL METHODOLOGIES 5 sem. hrs.

Students study materials and methods of teaching science and social studies. This course examines current educational research, trends, and issues with special emphasis on the missions of the National Science Teachers Association and the National Council for Social Studies. Students use Louisiana's Frameworks in science and social studies to plan, implement, and evaluate lessons in real classrooms. A field component constituting a minimum of 80 hours is required. Students participate in all aspects of schooling through the Professional Development School partnerships. Prerequisite courses for undergraduate candidates: EDU 305 and EDU 307. **(Fall Only; Full admission to the Teacher Education Program and concurrent enrollment in EDU 308 are required for undergraduate candidates. Permission from the Education Department is required for certification-only candidates.)**

EDU 311 TEACHING READING IN THE CONTENT AREA 3 sem. hrs.

This course is designed to provide an examination of various techniques by which teachers can promote increased student achievement in reading and language in the content areas. Candidates know and understand the stages of reading/language development, as well as the major components of reading and language instruction. In addition, candidates examine diverse materials and various research-based methods, activities, and strategies that promote achievement. **(Spring and Summer only)**

**EDU 312 MATERIALS AND METHODS OF
TEACHING MATHEMATICS I 3 sem. hrs.**

This course is designed to help candidates understand the need for reform in mathematics education and to provide them with the knowledge, skills, and dispositions necessary to help students develop mathematical understandings, reasoning processes, and relationships. Candidates plan activities that foster children's understanding and use of patterns, quantities, and spatial relationships, using appropriate manipulatives and technology. Candidates also establish an understanding of the importance of motivating and managing students in mathematics classrooms. The focus of this course is grade cluster 1-5.

**EDU 313 MATERIALS AND METHODS OF
TEACHING MATHEMATICS II 3 sem. hrs.**

Prerequisite: EDU 312

This course is a continuation of EDU 312. The primary focus of this course is using the major concepts, procedures, and reasoning processes of mathematics that define number systems and number sense, geometry, measurement, statistics and probability, and algebra to develop and

implement mathematics activities that include appropriate manipulatives and technology. **(Fall only)**

EDU 401 CLINICAL READING PRACTICUM 3 sem. hrs.

Candidates must have completed EDU 307 and EDU 308 to take this course. This course is designed to improve candidates' techniques to identify children in the classroom who are performing below their potential in reading. Candidates are provided experience in developing appropriate instruction for these children by participating in a supervised tutorial experience.

EDU 402 CLINICAL MATHEMATICS PRACTICUM 3 sem. hrs.

This course is a continuation of EDU 312 and 313. Candidates use the major concepts, procedures, and reasoning processes of mathematics that define number systems and number sense, geometry, measurement, statistics and probability, and algebra in instructing students from OLHCC's professional development school. Candidates foster student understandings and use of patterns, quantities, and spatial relationships that can represent phenomena, solve problems, and manage data. **(Fall only)**

EDU 421 STUDENT TEACHING IN ELEMENTARY (Grades 1 - 5) 9 sem. hrs.

This course includes the application of theories and principles of effective planning, classroom behavior and management techniques, and instructional delivery. Field-based placement in an elementary setting under the supervision of a qualified cooperating teacher and college supervisor is required.

EDU 431 STUDENT TEACHING IN SECONDARY (Grades 6 - 12) 9 sem. hrs.

This course includes the application of theories and principles of effective planning, classroom behavior and management techniques, and instructional delivery. Field-based placement in a secondary setting under the supervision of a qualified cooperating teacher and college supervisor is required. This course requires a minimum of 270 hours of participation in a secondary school setting. Also, a minimum of 180 hours of actual teaching is required.

EDU 438 LITERATURE FOR EARLY CHILDHOOD 3 sem. hrs.

This course focuses on the following topics: the reading needs and basic reading interests of children in pre-kindergarten and kindergarten; language acquisition; standard aids for selection of appropriate materials; factors in using and interpreting literacy materials in relation to curriculum, as well as methods for utilization of literary materials in instruction in the pre-kindergarten and kindergarten classroom.

EDU 439 TEACHING IN THE KINDERGARTEN 3 sem. hrs.

This course is designed to aid the student in gaining insights regarding positive and negative aspects of teaching young children. The student examines the significance of the role of the

teacher in program planning, the development stages of the five year old, the needs of the individual child, and the development of readiness for primary grades.

EDU 440 ORGANIZATION AND ADMINISTRATION 3 sem. hrs.
OF KINDERGARTEN

The student examines the role of the teacher in the organization and administration of the kindergarten, explores current trends and contemporary issues in the area of early childhood education, and considers materials to be used in the early childhood classroom.

EDU 441 PRACTICUM IN KINDERGARTEN 3 sem. hrs.
OR PRE-KINDERGARTEN
Prerequisites: EDU 439 and EDU 440

Observing, participating, and teaching in a kindergarten or pre-kindergarten classroom under the supervision of a qualified teacher for a minimum of 90 clock hours. The time is arranged by the student and the Coordinator of Student Teaching.

EDU 452 STUDENT TEACHING SEMINAR IN PEDAGOGY AND 3 sem. hrs.
INSTRUCTIONAL/CURRICULUM DEVELOPMENT:
SPECIALIZED SKILLS AND PRACTICE IN THE DISCIPLINE

This course includes study and application of theories and principles of effective planning, classroom behavior and management techniques, and instructional delivery in the classroom. Concurrent field-based placement in a school setting under the supervision of a certified teacher is required. Student teaching plays a critical role that allows teacher candidates to practice and refine skills and competencies learned in courses and initial field experiences. This semester's clinical experience has been divided into 6 hours of field work (i.e., 270 clock hours of field experience) and 3 hours of Student Teaching Seminar.

EDU 460B CURRICULUM AND INSTRUCTIONAL STRATEGIES 3 sem. hrs.

This course requires candidates to analyze and evaluate various teaching strategies and methodologies, including the latest technological methods for teaching language arts, mathematics, reading, science, and social studies. The course focuses on standards-based education, lesson planning, and teaching to diversity. Candidates relate their own teaching experiences to course discussions and content. **(Fall only)**

EDU 460C INSTRUCTIONAL METHODOLOGIES: 3 sem. hrs.
ELEMENTARY

Students study materials and methods of teaching science and social studies. This course examines current educational research, trends, and issues with special emphasis on the missions of the NSTA and the NCSS. Students use Louisiana's Frameworks and grade-level expectations in science and social studies to plan and evaluate lessons. **(Spring only)**

EDU 460D INSTRUCTIONAL METHODOLOGIES: 3 sem. hrs.
SECONDARY

Students study materials and methods of teaching in their secondary content area. This course examines current educational research, trends, and issues with special emphasis on the standards

ENG 101 and ENG 102 must be successfully completed with a minimum grade of C before a student enrolls in any higher-level English course.

ENG 100 INTRODUCTION TO COLLEGE ENGLISH 3 sem. hrs.

This course prepares students for success in college writing in English Composition I (ENG 101). Students build college-level writing skills through application of the conventions of English grammar, using the stages of the writing process and critical thinking skills. Extensive writing practice, cooperative grouping, prompt feedback, and computer-assisted instruction facilitate student learning.

ENG 101 ENGLISH COMPOSITION I 3 sem. hrs.

This course is an introduction to expository and critical writing, with emphasis on writing basic 5-paragraph essays, criticism of study essays, and attention to grammar, punctuation, and spelling.

ENG 102 ENGLISH COMPOSITION II 3 sem. hrs.

This course is a continuation of ENG 101, with emphasis on writing skills, criticism, and research procedures. Several short compositions and a research paper, using APA or MLA style, depending on major, are required.

ENG 200 INTRODUCTION TO LITERARY FORMS 3 sem. hrs.

Prerequisites: ENG 101 and 102

This course is an introduction to and an appreciation of selected genres of literature with the aim of providing both a method of literary analysis and a useful critical vocabulary. Critical essays are required.

ENG 211 WRITING TUTORIAL I: NEWSPAPER 1 sem. hr.

Prerequisites: ENG 101 and 102 and permission of instructor

Students may earn one credit for writing publishable articles of general interest for the College newspaper.

ENG 220 READING FOR PLEASURE 3 sem. hrs.

Prerequisites: ENG 101 and 102

The purpose of this course is to expose students to a wide range of genres and formats; however, it differs from the traditional literature course in its approach. The majority of lectures center on popular genre literature, such as mystery, horror, etc. All literary formats are represented. Examples and suggested readings include both fiction and nonfiction titles, as well as titles from all time periods and cultures. The course is activity-based and includes a strong writing component.

ENG 250 AMERICAN LITERATURE I 3 sem. hrs.

Prerequisites: ENG 101 and 102

This course is a survey of representative American writers from the colonial period to the Civil War. Critical essays are required.

ENG 251 **AMERICAN LITERATURE II** **3 sem. hrs.**
Prerequisites: ENG 101 and 102

This course is a survey of representative American writers from the Civil War to the present. Critical essays are required.

ENG 297 **SEMINAR IN SELECTED TOPICS** **3 sem. hrs.**
Prerequisites: ENG 101 and 102

This course is a study of a selected topic in language or literature, possibly an interdisciplinary topic. A critical and/or creative writing component is required.

ENG 300 **BRITISH LITERATURE I** **3 sem. hrs.**
Prerequisites: ENG 101 and 102 and a 200-level literature course

This course is a study of the major British authors of all genres from the Old English period to the Eighteenth Century. Critical essays are required.

ENG 301 **BRITISH LITERATURE II** **3 sem. hrs.**
Prerequisites: ENG 101 and 102 and a 200-level literature course

This course is a study of the major British writers from the Romantic period to the present. Critical essays are required.

ENG 302 **WOMEN IN LITERATURE** **3 sem. hrs.**
Prerequisites: ENG 101 and 102 and a 200-level literature course

This course focuses on the issues surrounding women's social, political, cultural, psychological, and spiritual roles, as defined by both male and female writers. Critical essays are required.

ENG 307 **WORLD LITERATURE I** **3 sem. hrs.**
Prerequisites: ENG 101 and 102 and a 200-level literature course

This course studies the impact of great works of Western thought from the Gilgamesh epic through Dante. Critical essays are required.

ENG 308 **WORLD LITERATURE II** **3 sem. hrs.**
Prerequisites: ENG 101 and 102 and a 200-level literature course

This course is a study of modern world literature, including the literatures of Western and Eastern Europe, Africa, India, and the Middle East. All readings are in English. Critical essays are required.

ENG 309 **SOUTHERN LITERATURE** **3 sem. hrs.**
Prerequisites: ENG 101 and 102 and a 200-level literature course

This course is a survey of Southern American literature of selected genres from the antebellum period to the present. Critical essays are required.

ENG 311 **WRITING TUTORIAL II: NEWSPAPER** **1 sem. hr.**

Prerequisites: ENG 101 and 102 and permission of instructor

Students may earn one credit for writing publishable articles of general interest for the College newspaper.

ENG 314 AFRICAN-AMERICAN LITERATURE 3 sem. hrs.

Prerequisites: ENG 101 and 102 and a 200-level literature course

This course is a survey of African-American writers of all genres from the Literature of Slavery and Freedom to Contemporary Black Writers. Among the writers studied are Wheatley, Douglass, Hurston, Toomer, Wright, Ellison, Giovanni, Angelou, and Morrison.

ENG 321 CREATIVE WRITING 3 sem. hrs.

Prerequisites: ENG 101 and 102

This is a structured course in which students read, study, and create literature of various genres. A portfolio of student writing and submission of creative work to the College literary magazine, *Calliope*, are required.

ENG 352 SHAKESPEARE I 3 sem. hrs.

Prerequisites: ENG 101 and 102 and a 200-level literature course

This course is a survey of Shakespeare's major plays, with primary emphasis on the comedies and tragedies. Critical essays are required.

ENG 397 SEMINAR IN SELECTED TOPICS 3 sem. hrs.

Prerequisites: ENG 101 and 102 and a 200-level literature course

This course is a study of a selected topic in language or literature, possibly an interdisciplinary topic. Critical and/or creative essays are required, as well as research of criticism.

ENG 400 ADVANCED GRAMMAR 3 sem. hrs.

Prerequisites: ENG 101 and 102

Required for all undergraduate Education majors, this course is an intensive study of the essential and finer points of traditional English grammar, with emphasis on error analysis of standard English. Special focus is given to understanding and applying the rules and conventions of usage, agreement, and mechanics to a variety of writing assignments. This course is designed not only for prospective and current teachers but also for all students interested in improving and editing their own writing, including English majors. An oral presentation reflecting the precepts covered in the course is required.

ENG 401 ADVANCED COMPOSITION 3 sem. hrs.

Prerequisites: ENG 101 and 102

This is a study of the principles of rhetorical strategies, aimed at refining writing style through intensive practice. Critical essays and a research paper, as well as an oral presentations, are required to focus students' research papers on a topic appropriate to their disciplines and to include scholarly research of this topic in the literature of their disciplines.

and a written narrative log and self-evaluation required, as well as an evaluation by the internship supervisor.

ENG 499 SENIOR THESIS 3 sem. hrs.
Prerequisites: ENG 101 and 102, a 200-level literature course, and permission of the English Program Coordinator

Under the direction of a member of the English Department, a graduating senior English major may present an original essay on an author, theme, or period that demonstrates knowledge, skill, critical thinking, and creativity. As an oral component of the presentation, the senior must respond to questions concerning the work in a thesis defense.

EARTH SCIENCE

ESC 101 EARTH SCIENCE: PHYSICAL 4 sem. hrs.

A one-semester survey course emphasizing processes related to the formation of the earth, the shaping of the earth's crust, and the sculpting of the earth's surface. Laboratory experiences are integrated with lecture.

ESC 102 EARTH SCIENCE: HISTORICAL 4 sem. hrs.
Prerequisite: ESC 101

A one-semester survey course emphasizing the evolutionary history of the earth, including physical changes and an introduction to the record of life through time. Laboratory experiences are integrated with lecture.

ESC 205 OCEANOGRAPHY 2 sem. hrs.
A one-semester course emphasizing the basic principles, processes, and properties of the oceans. Laboratory experiences are integrated with lectures.

ESC 215 NATURAL DISASTERS 3 sem. hrs.
This course provides an in-depth, hands-on study of natural hazards, their geography, and their impact on societies worldwide. The course focuses on a variety of natural hazards and related disasters including floods, volcanoes, landslides, earthquakes, hurricanes, and tsunamis. Lectures focus on both the physical processes (e.g., underlying geology or geophysics) of selected natural hazards and the human systems that have developed to minimize the impact of natural disasters.

ESC 225 ENVIRONMENTAL SCIENCE 3 sem. hrs.
This course is an introduction to the science of the environment. Approximately half the class is spent on the biosphere, including topics such as evolution, biomes, population biology including the human population, and biogeographic diversity. The other half of the class is spent discussing human influences on the biosphere. Topics include air pollution, climate change, water use and

management, energy, and hazardous waste. Sustainability is the integrating theme of the discussions. (Same as HSC 225)

ESC 300 **TOPICS IN EARTH SCIENCE** **1-2 sem. hrs.**
Investigations in special areas of earth science. Individual or group participation.

FINE ARTS

FNA 202 **BALLET** **3 sem. hrs.**
This course is an introduction to the fundamentals of classical ballet. Basic terminology is coordinated with basic movements and barre exercises. Stretching, strength, and coordination focus on preparation for center work. Center work is emphasized with dance steps incorporated from the barre exercises. Technique, proper alignment, flexibility, and poise are integrated with across the floor progressions.

FNA 312 **ARTS AND HUMANITIES** **3 sem. hrs.**
A survey of the visual and performing arts and their socio-cultural aspects, functions, historical periods, aesthetics, elements, and materials. (Same as ART 312)

FNA 320 **THEATRE AND FILM APPRECIATION** **3 sem. hrs.**
An introduction to theatre with discussion and analysis of modern films. Films are shown as examples.

FNA 340 **THEATRE HISTORY I** **3 sem. hrs.**
This is a history of theatrical performance. This course gives the early development of theatre to the seventeenth century. It concentrates on the theatre of ancient Greece.

FNA 345 **THEATRE HISTORY II** **3 sem. hrs.**
This is a history of theatrical performance. This course begins with Restoration Theatre in England and concludes with the modern plays of the United States and Europe.

FNA 406 **COMEDY** **3 sem. hrs.**
A study of humorous plays and actors; actors and literature are researched to give greater insight to the theory of comedy. (Same as SPE 406)

FNA 407 **SPECIAL TOPICS IN THEATRE** **3 sem. hrs.**
Theatre workshop and special projects; topics are set up on an individual basis from varied fields of interest to the student. (Same as SPE 407)

FRENCH

FRE 101 **ELEMENTARY FRENCH I** **3 sem. hrs.**
Basic vocabulary and grammar, pronunciation, written and oral exercises, reading of elementary material, beginning conversation.

FRE 102 **ELEMENTARY FRENCH II** **3 sem. hrs.**
Augmentation of vocabulary, grammar, conversation, and reading skills acquired in FRE 101.

FRE 300 **SPECIAL TOPICS IN FRENCH** **1-3 sem. hrs.**
Special topics in the French language, history, and/or culture are studied. This course may be taken more than once.

GEOGRAPHY

GEO 201 **WORLD GEOGRAPHY** **3 sem. hrs.**
A regional analysis of the principal patterns of the physical, economic, and cultural geography of the world's regions. Topics covered include the environment and its role, natural resources and what they mean, Europe, Asia, Africa, Latin America, and Anglo-America.

GEO 202 **GEOGRAPHY OF THE UNITED STATES** **3 sem. hrs.**
AND CANADA
This course treats the United States and Canada as one unit or region. Included are the study of land use, patterns of economic activity, urban geography, population growth, and change.

GEO 203 **GEOGRAPHY OF LOUISIANA** **3 sem. hrs.**
The physical and cultural geography of Louisiana is the subject of this course. Emphasis is placed on the physical geographical elements identified with Louisiana and with their implications for the State's varied cultural heritages. Topics include the Mississippi River and other waterways of Louisiana, New Orleans and its port, the urban landscape, the coastal wetlands, settlement patterns, ethnic groups, rural folk housing, and agriculture.

HISTORY

**HIS 101-102 or HIS 201-202 are prerequisites for all
upper level history classes (excluding HIS 301).**

HIS 101 **HISTORY OF WESTERN CIVILIZATION I** **3 sem. hrs.**
A survey of ancient, medieval, and modern history to 1650 A.D.

HIS 102 **HISTORY OF WESTERN CIVILIZATION II** **3 sem. hrs.**
A survey of modern world history from circa 1650 to the present day.

HIS 200 **AMERICAN ECONOMIC DEVELOPMENT** **3 sem. hrs.**
An economic history of the U.S. chronicling the growth and development of our free-market economy from an agrarian colonial outpost to the world's foremost industrialized nation.

Examines agriculture, territorial expansion, immigration and migration, transportation and communication, commerce, finance, urbanization and industrialization, science and technology, and their roles in our economic development. **(Same as ECO 200)**

HIS 201 HISTORY OF THE UNITED STATES I 3 sem. hrs.
A survey of United States history from the arrival of early man until the end of Reconstruction (1877).

HIS 202 HISTORY OF THE UNITED STATES II 3 sem. hrs.
A survey of United States history from the end of Reconstruction until modern times.

HIS 301 LOUISIANA HISTORY 3 sem. hrs.
A survey of Louisiana history from the earliest times to the present.

HIS 305 INTRODUCTION TO PUBLIC HISTORY 3 sem. hrs.
This course offers a survey of the practice of history in public venues, including businesses, museums, archives, government agencies, historical organizations, and various other areas of professional employment. By addressing both intellectual and practical issues, this course provides students with a broad survey and understanding of both the historical practice and the tools to explore chosen non-academic specialties and professions in detail.

HIS 310 THE HISTORY OF MATHEMATICS 3 sem. hrs.
Prerequisites: MAT 105, MAT 106, MAT 110, and MAT 250
A general survey of the main trends in the development of mathematics from ancient times to the present. The cultural and social contexts of mathematical activity are studied along with the classic problems. **(Same as MAT 310)**

HIS 325 THE ANCIENT WORLD 3 sem. hrs.
A study of the political and social events of the ancient Egyptian, Greek, and Roman civilizations and their contributions to the modern world.

HIS 335 EUROPE FROM THE MIDDLE AGES TO THE ENLIGHTENMENT 3 sem. hrs.
A study of the political and social events in Europe from the fall of the Roman Empire to the Enlightenment.

HIS 345 EUROPE FROM THE ENLIGHTENMENT THROUGH THE FRENCH REVOLUTION 3 sem. hrs.
An examination of events in Europe from the Enlightenment until the creation of the Directory in France.

HIS 350 NINETEENTH-CENTURY EUROPE 3 sem. hrs.

A study of the history of Europe during the 19th century from the rise of the Directory in France in 1795 until the retirement of Bismark in Germany.

HIS 355 **UNITED STATES MILITARY HISTORY** **3 sem. hrs.**
A study of U.S. military policy from the American Revolution to modern times. Emphasis is placed on an examination of American military strategy in the 20th century.

HIS 365 **WOMEN IN AMERICAN HISTORY** **3 sem. hrs.**
A study of American women from colonial times to the present. Emphasis is placed on an examination of the changes in the areas of family, work, legal and political status, education, religion, and gender roles experienced by American women over the life of our nation.

HIS 390 **HISTORY OF NEW ORLEANS** **3 sem. hrs.**
 AND ITS ENVIRONS
A study of the rich history of the City of New Orleans and its surrounding communities from colonial times to the present.

HIS 400 **SPECIAL TOPICS** **1-3 sem. hrs.**
Independent readings, research, field work, and projects on current topics and problems to be determined by the instructor. This course is usually taught in a pro-seminar setting and with the authorization of History Program Coordinator may be taken for credit more than once.

HIS 401 **DIRECTED STUDIES** **1-3 sem. hrs.**
Course content varies and is focused on student or faculty interest in relevant historical topics.

HIS 420 **DIPLOMATIC HISTORY OF** **3 sem. hrs.**
 THE UNITED STATES
A survey of American foreign policy as an attempt to achieve national interest in external matters. The background of diplomatic action since 1776 is reviewed, but the emphasis is on foreign policy since World War II. (**Same as PSC 265**)

HIS 425 **HISTORY OF THE SOUTH** **3 sem. hrs.**
An examination of the history of the southern United States from colonial times to the present. Included is a study of the political, economic, and cultural forces which have contributed to the uniqueness of the region.

HIS 441 **HISTORY OF THE U.S. FROM 1900 to 1945** **3 sem. hrs.**
A topical study of the United States from 1900 to 1945, noting the national and international events which constantly shaped and reshaped the U.S. as an emerging, then dominant power. Major topics include World War I, the Jazz Age, the Depression, the New Deal, and World War II.

HIS 442 **HISTORY OF CONTEMPORARY AMERICA—** **3 sem. hrs.**
 1945 TO PRESENT
A topical study of the United States from 1945 to the present, a period of historic and revolutionary change. Major topics include the changing role of government, post-war politics,

Understanding disease processes to provide an understanding of the mechanisms and progression of altered health states is necessary for professionals involved in clinical treatment and for understanding the basic scientific principles of this physiological state. Understanding pathophysiology will aid in the effective identification of patient risk factors by clinicians. This understanding will help anticipate and prevent complications associated with various diseases and build a knowledge base directly applicable in the clinical setting and as a background for applying basic scientific principles in understanding the cellular, biochemical, and physiological basis for the disease state. Lecture for 4 hours per week. **(Same as BIO 353)**

HSC 370 MICROBIOLOGY 4 sem. hrs.
Prerequisites: BIO 101 or BIO 351

Fundamental principles of microbiology covering cellular organization, sterile technique, control of growth and control of microbial populations, nutritional modes, and principles of molecular biology. The role of virulence factors and immune function in disease is also covered. Laboratory experiences are integrated with lecture. 6 hours per week. **(Same as BIO 370)**

HSC 380 INTRODUCTION TO EPIDEMIOLOGY 3 sem. hrs.
Prerequisite: BIO 101 or BIO 370

Epidemiology is the study of the distribution and determinants of disease in a population. This course focuses on interpretation of epidemiologic data and approaches used in epidemiologic investigations of both infectious and non-infectious diseases. **(Same as BIO 380)**

HSC 400 INTRODUCTION TO PUBLIC HEALTH 3 sem. hrs.
Prerequisite: junior or senior standing

This course introduces the history of public health; the measurement of health, disease, and illness within populations; an analysis of current public health issues; and the role of government in the promotion of public health.

HSC 401 GLOBAL HEALTH 3 sem. hrs.

This course provides students with a knowledge base in global health issues and goals as they affect health of communities and nations. The exploration of global health goals, such as the Millennium Development Goals, reducing poverty, maternal mortality, child mortality, and in combating HIV/AIDs, malaria, and other diseases will be included.

HSC 405 BIOETHICS 3 sem. hrs.

This course discusses the issues and problems of bioethics as presented in medicine and medical research. Topics addressed include moral problems and reasonable solutions to them through applied ethics. **(Same as BIO 405 and PHI 405)**

HSC 410 DIRECTED STUDIES 1 – 3 sem. hrs.
Prerequisite: permission of department Chair

Directed study of health concepts and theories, research, readings, and evaluation of current literature.

HSC 411 ADVANCED STUDIES 1 – 3 sem. hrs.

Prerequisite: permission of the department Chair

Investigation is designated area in the field of health sciences

HSC 450 INTERNSHIP 3 sem. hrs.

Internships provide students with the opportunity to gain real-world work experience while maintaining their normal course load. The student is assigned to a clinical or hospital setting under the supervision of a healthcare professional who serves as preceptor. Internships must be arranged with the internship coordinator prior to the start of the internship.

INTRODUCTION TO COLLEGE SUCCESS

ICS 100 INTRODUCTION TO COLLEGE SUCCESS 1 sem. hr.

This course prepares students for successful integration into the college environment. ICS 100 is required of all students who are placed into one or more PSSP courses. Students must take ICS 100 at the same time as they are enrolled in other PSSP courses. *This course has a mandatory campus involvement component, which may include service learning.* Course topics include campus resources, learning styles, study skills, time management, library skills, test-taking techniques, the Mission and history of the College, and the Marianite core values. ICS 100 therefore establishes a learning community where undergraduates acquire the personal, technical, and social skills that support college success. Students who enroll in ICS 100 must successfully complete it with a C or higher.

LATIN

LAT 101 ELEMENTARY LATIN I 3 sem. hrs.

Introduction to the Latin language as used by the Romans in the ancient world. Elementary grammar and vocabulary, reading and writing, listening and speaking are included.

LAT 102 ELEMENTARY LATIN II 3 sem. hrs.

A continuation of the introduction to the Latin language as written by the Romans in the Roman world. Grammar and vocabulary, reading and writing, listening and speaking are included.

LAT 103 COLLEGE LATIN FOR THEOLOGY 3 sem. hrs.

This is an introductory course intended for students with little or no knowledge of the language. Its aim is to present the essential forms, vocabulary, and syntax of classical and medieval Latin.

The goal is to develop the basic ability to read Latin. Customs and cultural insights that are imbedded in the language are also presented.

MANAGEMENT

**Only students enrolled in the
Organizational Management Program may enroll in the following courses.**

MGT 300 TRANSITION THROUGH ADULT LIFE 1 sem. hr.

This course examines the process of career development and its relation to the world of work. It includes discussions of career development theories. It focuses on self-assessment; decision-making skills; educational, occupational, and community information; and job-seeking skills.

MGT 301 PRINCIPLES OF MANAGEMENT 3 sem. hrs.

This course provides students with a general introductory management learning experience. It discusses the role of management in today's business environment; management's influence on employee productivity; employee satisfaction and organizational effectiveness; major control devices of management.

MGT 302 ETHICAL ISSUES OF BUSINESS 3 sem.hrs.

This course examines business ethics from both an organizational and managerial perspective. Students examine the goal of business organizations, as well as individual conduct in business settings. Ethical reasoning and ethical leadership guide debate on topics such as creating an ethical climate in an organization, ethics in advertising and sales, etc.

MGT 303 HUMAN RESOURCE MANAGEMENT 3 sem.hrs.

Overview of the human resource management field. Emphasis is placed in the areas of staffing, training and developing human potential, compensation, benefits, and performance management. The legal framework for equal employment opportunity is covered along with affirmative action. Human Resource Information Services (HRIS) is introduced.

MGT 305 ENTREPRENEURSHIP 3 sem.hrs.

This course provides an understanding of the role of entrepreneurial business in the United States and the impact on the national and global economy. The student evaluates the skills, attitude, and commitment necessary to successfully operate an entrepreneurial venture. Emphasis is on reviewing the challenges and rewards of entrepreneurship. Provides training on key elements of a business plan.

MGT 307 FOUNDATIONS OF ACCOUNTING 3 sem. hrs.

This course takes a practical and analytical approach to the development of content and style in business communications. This course emphasizes logic, creativity, concern for audience and understanding the importance of psychological approaches to the solution of business problems through skilled written communications.

MGT 414 ACCOUNTING FOR MANAGERS 3 sem. hrs.

Prerequisite: MATH 215

This course is an introduction to accounting concepts and the operating characteristics of accounting systems. With a focus on managerial accounting, the course teaches students how to interpret statements and make good decisions based on them. It is designed for the user of accounting information and not as an introduction to a professional accounting career.

MGT 417 ORGANIZATIONAL BEHAVIOR 3 sem. hrs.

This course is focused on the behavior of individuals and groups within diverse organizations and on organizational structure and processes. There is emphasis on leadership, change management, team development and continuous improvement practices and experiences. Topics include management, leadership, change, team development, dynamics and teamwork, transforming business processes, and process improvement structure.

MGT 418 STRATEGIC MANAGEMENT 3 sem. hrs.

This course explores the major functions of top management, the major problems that affect the success in the total organization, and the decisions that determine the direction of the enterprise. Special emphasis is on the ethical-social responsibility with implications in strategic decision making, including value chain analysis, and internal, external, and global considerations.

MGT 420 SENIOR CAPSTONE PROJECT I 1 sem. hr.

The Senior Capstone Project is designed for two consecutive semesters at the end of the degree program. The capstone project is application-oriented and provides an opportunity for each student, individually, to complete a research project or design and implement an intervention that involves multiple stages and enables him or her to show results before completion. Each student selects a capstone project in conjunction with his or her advisor and a faculty mentor. Students meet with their capstone advisor and in small seminar groups. In addition to the final product (e.g., research paper, organizational intervention, designed tool or system), students present their work to their advisors, faculty members, and fellow students during a community learning event. These presentations demonstrate how students' learning in the program was integrated into their final product. During the first semester students work on data obtaining and analysis. The second semester is designed for the final preparation of the Capstone Project.

MGT 421 SENIOR CAPSTONE PROJECT II 2 sem. hrs.

The Senior Capstone Project is designed for two consecutive semesters at the end of the degree program. The capstone project is application-oriented and provides an opportunity for each student, individually, to complete a research project or design and implement an intervention that involves multiple stages and enables him or her to show results before completion. Each student selects a capstone project in conjunction with his or her advisor and a faculty mentor. Students meet with their capstone advisor and in small seminar groups. In addition to the final product (e.g., research paper, organizational intervention, designed tool or system), students present their work to their advisors, faculty members, and fellow students during a community learning event. These presentations demonstrate how students' learning in the program was integrated into their final product. During the first semester students work on data obtaining and analysis. The second semester is designed for the final preparation of the Capstone Project.

MGT 458 INTERNATIONAL MANAGEMENT 3 sem. hrs.

This class provides a basic understanding of international management with emphasis on the forces of globalization, major reasons companies go international, the environment international managers need to be concerned with, development of cross-cultural communication, negotiation and team-building skills, importance of culture on international human resource management, and finding and developing global expatriates.

MATHEMATICS

MAT 099 FUNDAMENTALS OF MATHEMATICS 3 sem. hrs.

This developmental course prepares students for success in Introduction to College Algebra I (MAT 100A). MAT 099 encourages students to think critically as they comprehend and apply fundamental mathematical concepts. Students review basic computational skills and mathematical concepts in preparation for MAT 100A. Pre and post-testing, continuous assessment, direct instruction, guided practice, cooperative grouping, prompt feedback, and computer-assisted learning aid students in building basic mathematical skills. Students who are placed into MAT 099 must successfully complete it with a P on a Pass/No Credit grading scale.

MAT 100A INTRODUCTION TO COLLEGE ALGEBRA I 3 sem. hrs.

This developmental course prepares students for success in Introduction to College Algebra II (MAT 100B). MAT 100A encourages students to think critically as they comprehend and apply fundamental mathematical concepts. Students review pre-college algebra skills and concepts in preparation for MAT 100B. Pre and post-testing, direct instruction, guided practice, cooperative grouping, prompt feedback, and computer-assisted learning aid students in building mathematical skills. Students who are placed into MAT 100A must successfully complete it with a C or higher.

MAT 100B INTRODUCTION TO COLLEGE ALGEBRA II 3 sem. hrs.

This developmental course prepares students for success in College Algebra (MAT 105). MAT 100B encourages students to think critically as they comprehend and apply fundamental mathematical concepts. Students review pre-college algebra skills and mathematical concepts in preparation for College Algebra, MAT 105. Pre and post-testing, direct instruction, guided practice, cooperative grouping, prompt feedback, and computer-assisted learning aid students in building mathematical skills. Students who are placed into MAT 100B must successfully complete it with a C or higher.

**MAT 101 INTRODUCTION TO MATHEMATICAL
CONCEPTS I 3 sem. hrs.**

Prerequisite: MAT 100 or placement above MAT 100

Sets, logic, various numeration systems, number sequences, and topics of the real number system are studied.

- MAT 102** **INTRODUCTION TO MATHEMATICAL CONCEPTS II** **3 sem. hrs.**
Prerequisite: MAT 100 or placement above MAT 100
Topics in the complex number system, properties of numbers, finite mathematical systems, algebra, geometry, and a comprehensive module on solving word problems.
- MAT 105** **COLLEGE ALGEBRA** **3 sem. hrs.**
Prerequisite: MAT 100 or placement above MAT 100
The real number system; complex numbers; polynomial, rational, exponential, logarithmic functions and their graphs; and systems of equations and inequalities.
- MAT 106** **TRIGONOMETRY** **3 sem. hrs.**
Prerequisite: MAT 105
Development and use of trigonometric functions, relations between functions, solution of triangles with practical applications, trigonometric formulas and identities, radian measure, graphical representation of trigonometric functions, inverse trigonometric functions, trigonometric equations, and polar coordinates.
- MAT 110** **GEOMETRY** **3 sem. hrs.**
Prerequisite: MAT 105
This course covers topics in plane and solid geometry including logical systems, direct proofs, concept of congruence, similarity, theorems and facts about polygons and circles, transformations, solid geometry, and an introduction to analytic geometry.
- MAT 160** **INTRODUCTORY STATISTICS** **3 sem. hrs.**
Prerequisite: MAT 105
A course in general statistics, including sampling techniques, random variables, the binomial distribution, the normal distribution, decision making, correlation, and regression.
- MAT 215** **FINITE MATHEMATICS** **3 sem. hrs.**
Prerequisite: MAT 105 or placement above MAT 105
Survey course in applied mathematics, emphasizing mathematical concepts in business, economics, and the social and natural sciences; linear, matrix, and Boolean algebras; linear programming; and other methods for analysis, modeling, simulation, and decision making.
- MAT 250** **CALCULUS I** **4 sem. hrs.**
Prerequisite: MAT 106
The fundamentals of differential and integral single variable calculus.
- MAT 301** **BUSINESS AND ECONOMIC STATISTICS I** **3 sem. hrs.**
Prerequisite: MAT 215

Introductory courses in statistical methods and their use in gathering and interpreting qualitative and quantitative data upon which economic decisions can be based. The course covers probability, sampling, statistical inference and hypothesis testing. **(Same as BUS 301)**

MAT 302 BUSINESS AND ECONOMIC STATISTICS II 3 sem. hrs.
Prerequisite: MAT 301

Introductory course in statistical methods and their use in gathering and interpreting qualitative and quantitative data upon which economic decisions can be based. The course includes regression analysis, variance, contingency tables, time-series analysis, and non-parametric statistics. **(Same as BUS 302)**

MAT 317 SPECIAL TOPICS 1-3 sem. hrs.
Prerequisite: Permission of the Instructor

Content varies.

ARMY ROTC – MILITARY SCIENCE
RESERVE OFFICERS TRAINING CORPS

All courses are taught at Tulane University.

MIL 101-102 DYNAMICS OF LEADERSHIP I AND II 2, 2 sem. hrs.
Prerequisite: consent of Professor of Military Science (PMS)

An introductory course on the history and organization of Army ROTC and initial study of leadership traits, principles, and characteristics. The student is introduced to the characteristics and capabilities of individual and crew-served weapons, communications, and first-aid. The customs and courtesies of the military service and an overview of the pay system, service benefits, the national defense structure, and the basic organization and functions of a military squad and platoon.

MIL 201 APPLIED LEADERSHIP 2 sem. hrs.
Prerequisite: consent of Professor of Military Science (PMS)

The course begins with an introduction to military map reading, covering topics such as grid coordinates, elevation, relief, distance, polar coordinates, intersection, and resection. Concludes with preliminary marksmanship instruction, covering topics such as mechanical training and marksmanship fundamentals.

MIL 202 MANAGEMENT TECHNIQUES 2 sem. hrs.
Prerequisite: MIL 201

An introduction to management principles and techniques. Includes a discussion of leadership principles and application of leadership techniques. Course concludes with an introduction to military correspondence, discussion of customs and traditions, and Ranger Challenge skills.

MIL 301-302 LEADERSHIP AND MANAGEMENT 3, 3 sem. hrs.
PROBLEMS I AND II
Prerequisite: MIL 202 or consent of Professor of Military Science (PMS)

Introduction to U.S. Army tactical concepts and procedures, principles and evolution of conflict, and the relationship between weapons and tactics. Includes a comparative study of the U.S. and Russian political and military structure, advanced map reading and terrain association, operation orders format, offensive and defensive operations, and overview of Advanced summer camp activities.

MIL 401 ETHICS OF LEADERSHIP 2 sem. hrs.
Prerequisite: MIL 302

First part of the capstone course leading to commissioning. Includes a study of military ethics and professionalism (introduction to the profession of arms, basic understanding of the need for ethical conduct and a greater awareness and sensitivity to ethical issues, improved ethical decision-making skills). Course concludes with cadet presentation of professional knowledge subjects (briefings, military correspondence, information/decision paper, after-action report, counseling techniques, intelligence and combat information, post and installation support).

MIL 402 PROFESSIONALISM OF LEADERSHIP 2 sem. hrs.
Prerequisite: MIL 401

Conclusion of the capstone course. Emphasis is on command and staff functions, planning and preparation of training, logistics, and personnel management. Course concludes with the study of military justice and the law of conflict.

MIL-L LEADERSHIP LABORATORY 0-1 sem. hr.

An extension of classroom instruction in each course, which allows the student to apply military knowledge and skills in an outdoor environment. Includes drill and ceremonies, physical training, and land navigation, and first aid.

MUSIC

These courses in music lead to certification in piano through the Music Teachers National Association and the Louisiana Music Teachers Association.

MUS 101 BASIC MUSICIANSHIP 3 sem. hrs.

A basic course in the structure of music. The student is introduced to the elements of rhythm, melody, harmony, and form, through a series of gradual musical experiences involving aural perception, written exercises, and keyboard experience.

MUS 205 MUSIC APPRECIATION 3 sem. hrs.

MUS 131-132	CHORUS I AND II	1, 1 sem. hr.
MUS 231-232	CHORUS III AND IV	1, 1 sem. hr.
MUS 331-332	CHORUS V AND VI	1, 1 sem. hr.

VOICE

MUS 141-142	VOICE I AND II	3, 3 sem. hrs.
MUS 241-242	VOICE III AND IV	3, 3 sem. hrs.

NURSING

NSG 200 DIMENSIONS OF PROFESSIONAL NURSING 3 sem. hrs.
 An introduction to the basic concepts of nursing and to concepts such as health promotion, effective communication, interdisciplinary collaboration, stress management, professional nursing standards, and legal-ethical considerations in preparation for safe practice with diverse populations within a global health-care environment. Foundational topics such as the nursing process, critical thinking, evidence-based practice, leadership, and professional roles of nursing are discussed. Impact of the health care revolution on nursing is introduced (technology, consumer and regulatory demands, globalization of health care and Institute of Medicine guidelines). **(Fall only)**

NSG 202 PHARMACOLOGY 3 sem. hrs.
 Focuses on pharmacological agents in relation to their pharmacotherapeutic effects; includes classifications and mechanism of action and provides knowledge of administration, adverse effects of drugs, and clinical implications. **(Fall only)**

NSG 203 NURSING I WITH CLINICAL COMPONENT 7 sem. hrs.
 A foundational nursing course that focuses on the delivery of safe patient-centered nursing care for diverse populations. Provides an introduction to the nursing process and selected psychomotor skills in the classroom, laboratory, and clinical setting. Emphasizes the use of nursing theory and professional standards as a guide for nursing practice. 4 hours lecture and 12 hours clinical per week. **(Spring only)**

NSG 205 HEALTH ASSESSMENT WITH 3 sem. hrs.
LABORATORY COMPONENT
 Focuses on health assessment and the safe practice of professional nursing in a diverse, global society. The course focuses on a holistic assessment approach to safe, quality, patient-centered care. **(Spring only)**

NSG 300 NURSING II WITH CLINICAL COMPONENT 9 sem. hrs.
 Focuses on administering safe, quality patient care while focusing on the physiological and psychosocial health needs of childbearing women, infants, children, and their families in diverse

populations across the lifespan. Selected psychomotor skills are mastered in the nursing laboratory, and the skills are utilized in the application of the nursing process in the clinical setting. Clinical experiences are provided in the clinical setting which allow the student to utilize the nursing process with both well and ill individuals. 6 hours lecture and 12 hours clinical per week. **(Fall only)**

NSG 307 EVIDENCE-BASED NURSING PRACTICE 3 sem. hrs.

Focuses on evidence-based nursing practice and how it is used to improve patient care. Emphasis is on preparing students to effectively locate, critically evaluate, and disseminate the best available research evidence for nursing practice. The fundamentals of the research process, role of the nurse as researcher, research consumer, methods of searching for evidence, critically evaluating research reports, principles of quantitative and qualitative research, interdisciplinary collaboration, and legal/ethical considerations are addressed. **(Spring only)**

NSG 308 NURSING III WITH CLINICAL COMPONENT 7 sem. hrs.

Focuses on the utilization of the nursing process emphasizing health promotion in the care of the adult individual and family experiencing acute and chronic alterations in physiological and psychosocial needs. 4 hours lecture and 12 hours clinical per week. **(Spring only)**

NSG 400 NURSING IV WITH CLINICAL COMPONENT 9 sem. hrs.

Focuses on the utilization of the nursing process and leadership and management skills in the care of the critically ill individuals and groups within a dynamic, diverse society. The practicum for the course includes adult health management, critical care nursing, and mental-health nursing. 5 hours lecture and 16 hours clinical per week. **(Fall only)**

NSG 401 NURSING LEADERSHIP AND MANAGEMENT 3 sem. hrs.

Focuses on exploration of the content and context of leadership and management in health care delivery systems. Includes an analysis of the role of the nurse as clinical leader in assuring quality patient care in an information-driven environment. **(Fall only)**

NSG 402 PERSPECTIVES IN NURSING 2 sem. hrs.

Designed to assist students to make the transition to professional nurse. The student applies concepts of critical thinking to current developments in health care and standards of care in the nursing profession and health care organizations. Professional development of knowledge, skills, and competencies emphasize career planning and lifelong learning. Information related to nursing and issues confronting the profession are explored.

NSG 403 PREPARATION FOR PROFESSIONAL NURSING PRACTICE 2 sem. hrs.

Focuses on preparation for the practice setting and for the licensing exam. **(Spring only)**

NSG 420 NURSING V WITH CLINICAL COMPONENT 7 sem. hrs.

Focuses on individuals, families, groups, and communities within the diverse, global society. Emphasizes health promotion, illness prevention, and epidemiology across the life span. 4 hours lecture and 12 hours clinical per week. **(Spring only)**

RN to BSN

All courses are taught online only.

NSG 355 CONTEMPORARY ISSUES IN NURSING FOR RNs 5 sem. hrs.
Focuses on how economic, demographic, social, legal, and technologic influences affect healthcare and the delivery of nursing care. The impact of these forces on health care delivery and concerns relating to the ethical, legal, and social issues influencing professional nursing practice in a diverse, global society are explored. **(Online only RN to BSN program).**

NSG 471 COMMUNITY HEALTH NURSING OF DIVERSE POPULATIONS FOR RNs 5 sem. hrs.
Focuses on the nursing care of populations within the framework of community health. Improving the health of individuals, families, groups, and aggregates in the community setting is emphasized using health promotion, epidemiology, community advocacy, leadership, research, and other concepts integral to the public health in a diverse, global society. **(Online only RN to BSN program).**

NSG 360 HEALTH ASSESSMENT FOR RNs 3 sem. hrs.
Focuses on the patient as a holistic individual throughout the lifespan, utilizing communication skills and physical assessment skills in performing a health assessment. Patterns of health promotion, health maintenance, and health restoration are determined, utilizing assessment tools and the nursing process to develop skills in the systematic assessment and provide an evidence-based foundation for nursing interventions. **(Online only RN to BSN program).**

NSG 370 PATHOPHYSIOLOGY FOR RNs 3 sem. hrs.
Focuses on understanding disease processes to provide holistic health care to the patient undergoing altered health states. Understanding pathophysiology aids in the effective identification of client risk factors by the nurse and helps anticipate and prevent complications associated with various diseases. Assists with building a knowledge base directly applicable in the clinical setting. **(Online only RN to BSN program).**

NSG 385 NURSING RESEARCH AND EVIDENCE-BASED PRACTICE FOR RNs 3 sem. hrs.
Focuses on nursing research as the vehicle through which theory is developed, tested, and utilized in the application of evidence-based practice to attain quality nursing outcomes and provide the foundation for nursing as a professional practice discipline in a diverse society. **(Online only RN to BSN program).**

NSG 455 LEADERSHIP AND DECISION MAKING IN NSG FOR RNs 4 sem. hrs.
Focuses on the professional nurse's role in applying principles of leadership and management skills in decision making. Opportunities in problem solving, critical thinking, and

communication are presented using leadership theories, concepts, and principles of management within varied health care settings. **(Online only RN to BSN program).**

NSG 485 RN to BSN SECIAL TOPICS IN NURSING for RNs 4 sem. hrs.

The student, with faculty supervision, designs a project to be implemented during the semester, integrating academic and practical knowledge acquired during the previous nursing courses. Students develop outcomes relevant to the project, critique the literature, and present a plan for implementation. **(Online only RN to BSN program).**

PHILOSOPHY

PHI 101 INTRODUCTION TO PHILOSOPHY 3 sem. hrs.

An introduction to the discipline of philosophy, with special emphasis on the historical significance of the Great Philosophers and their connection to and influence on basic philosophical issues, questions, problems, terminology, and methodology.

PHI 206 HISTORY OF PHILOSOPHY 3 sem. hrs.

A study of the origin and development of Western and Eastern philosophy, including significant thinkers, schools of thought, and perennial themes that have shaped human culture across the millennia.

PHI 207 INTRODUCTION TO LOGIC AND CRITICAL THINKING 3 sem. hrs.

An introduction to formal logic and critical thinking skills. This course's focus is on the logic of language, deductive and analytical reasoning, rhetorical devices, fallacious reasoning, the rhetoric of deceit, inductive reasoning, inference, and the scientific method.

PHI 230 METAPHYSICS 3 sem. hrs.

A study of traditional and contemporary metaphysical principles and doctrines. Topics covered are the notion of being, becoming, *ousia*/substance, unity, form, matter, causality, and God. **(Same as THE 242)**

PHI 240 PHILOSOPHY OF HUMAN NATURE 3 sem. hrs.

A critical analysis of what it means to be human through a study of the various traditional and contemporary views concerning the nature of human beings.

PHI 250 EPISTEMOLOGY: BELIEF, KNOWLEDGE, AND TRUTH 3 sem. hrs.

An introduction to the discipline of epistemology. Topics studied are the sources and kinds of human knowledge, the search for and criteria of certainty and truth, the processes of perception and conception, and religious belief. Thinkers such as Plato, Aristotle, Augustine, Locke, Descartes, Kant, Newman, etc., and traditions such as skepticism, nominalism, rationalism, and empiricism are also covered. **(Same as THE 243)**

PHI 260 PHILOSOPHY OF RELIGION 3 sem. hrs.

The religious nature of human beings is explored in light of the manifold answers to fundamental questions concerning the origin and goal of human life. This course begins with the human

search for the divine that continues to the present day, incorporating Western and non-Western philosophers. Varieties of belief and unbelief are also studied.

PHI 270 INTRODUCTION TO EASTERN PHILOSOPHY 3 sem. hrs.
An examination of Eastern philosophical thought and themes which have emerged and developed from India, Japan, and China.

PHI 290 SPECIAL TOPICS IN PHILOSOPHY 3 sem. hrs.
This course gives the student an opportunity to study selected topics in Eastern or Western Philosophy. It may be taken more than once.

PHI 306 PHILOSOPHICAL ETHICS 3 sem. hrs.
A historical survey of the nature of ethics and the rational foundations of morality and human conduct. Major ethical theories and issues are examined with a view toward understanding their significance and impact on contemporary culture.

PHI 315 THE DYNAMIC SYNTHESIS OF ST. THOMAS AQUINAS 3 sem. hrs.
Prerequisites: PHI 206, PHI 230, PHI 250
Themes, principles, and developments in St. Thomas Aquinas's dynamic synthesis of philosophy and theology are explored through his various writings and in selected commentaries. **(Same as THE 310)**

PHI 320 AMERICAN PHILOSOPHY 3 sem. hrs.
Prerequisites: PHI 101 or PHI 206
An examination of American philosophies, e.g., transcendentalism, idealism, neo-realism, and pragmatism, of prominent American philosophers, such as Thoreau, Peirce, Dewey, James, Royce, Santayana, and Whitehead.

PHI 330 PHENOMENOLOGY AND EXISTENTIALISM 3 sem. hrs.
Prerequisites: PHI 101 or PHI 206
An examination of the historical developmental of phenomenology and existentialism through the works of philosophers such as Kierkegaard, Nietzsche, Husserl, Heidegger, Scheler, Marcel, Sartre, Camus, Merleau-Ponty, Gadamer, and Ricoeur.

PHI 380 SPIRITUALITY, PHILOSOPHY, AND THE CINEMA 3 sem. hrs.
An application of philosophy and the Transcendentals through the use of cinema. Topics include appearance and reality, ethical questions, mythology, archetypal symbols, and philosophical principles revealed through parables, legends, and stories.

PHI 390 SPECIAL TOPICS IN PHILOSOPHY 3 sem. hrs.
This course gives the student an opportunity to study selected topics in Eastern or Western Philosophy. It may be taken more than once.

PHI 405 PHILOSOPHICAL ISSUES IN BIOETHICS 3 sem. hrs.

Prerequisite: PHI 306

A study of the issues and problems of bioethics as presented in medicine and medical research. Topics addressed include moral problems and reasonable solutions to them through applied ethics. (Same as BIO 405 and HSC 405)

PHI 450 FOUNDATIONS OF PSYCHOLOGY & PSYCHOTHERAPY 3 sem. hrs.

Prerequisites: PHI 101 and PSY 101.

Psychology and psychotherapy are based upon philosophical questions, problems, and themes. Specifically, psychotherapy is a process that employs a variety of treatment models which in turn are based upon specific world views and paradigms. To ensure the ontological meaning and integrity of the therapeutic process, the paradigms must be subjected continually to philosophical analysis and critique. Psychotherapy to a large extent is talk therapy or language based. As such, an understanding of the logic of language is essential in the training of a therapist.

PHI 480 SENIOR SEMINAR 3 sem. hrs.

This seminar is intended to give students an opportunity to coordinate their knowledge of the various fields of philosophy. Directed research is conducted in special philosophical problems.

PHI 490 SPECIAL TOPICS IN PHILOSOPHY 3 sem. hrs.

This course gives the student an opportunity to study selected topics in Eastern or Western Philosophy. It may be taken more than once.

PHI 495 SOCIAL AND POLITICAL PHILOSOPHY 3 sem. hrs.

Prerequisites: PHI 206 and PHI 306

An historical and contemporary study of social behavior and ethics, cultural standards, and changes in social norms, combined with a study of political theory from Greek philosophy to contemporary issues concerning modern political systems, law, liberty, justice, and human rights.

PHYSICS

PHY 101 PHYSICAL SCIENCE 4 sem. hrs.

A one-semester survey course concerning the basic principles of physics, chemistry, earth science, and astronomy. Laboratory experiences are integrated with lecture.

PHY 151 GENERAL PHYSICS I 4 sem. hrs.

Prerequisite: MAT 105

Fundamentals of kinematics, dynamics, mechanics, energy, wave motion, and heat. 3 hours lecture and 3 hours laboratory.

PHY 151H GENERAL PHYSICS I HONORS 0 sem. hrs.

Prerequisite: PHY 151 and permission of the Honors Committee

A directed project, approved by the Honors Committee of the Department of Biology and Physical Sciences, used to earn honors credits. May not be repeated and grade is pass/fail.

PHY 151L **GENERAL PHYSICS LABORATORY I** **1 sem. hrs.**
Prerequisite: MAT 105, Credit for General Physics I lecture, and permission of department Chair

A laboratory session developed to provide reinforcement of the principles in PHY 151. Laboratory experience includes analysis of kinematics, dynamics, mechanics, energy, wave motion, and heat. 3 hours of laboratory per week.

PHY 152 **GENERAL PHYSICS II** **4 sem. hrs.**
Prerequisite: PHY 151

Fundamental properties of the physical nature of electricity, magnetism, optics, atomic, and nuclear physics. 3 hours lecture and 3 hours laboratory.

PHY 152H **GENERAL PHYSICS II HONORS** **0 sem. hrs.**
Prerequisite: PHY 152 and permission of the Honors Committee

A directed project, approved by the Honors Committee of the Department of Biology and Physical Sciences, used to earn honors credits. May not be repeated and grade is pass/fail.

PHY 152L **GENERAL PHYSICS LABORATORY II** **1 sem. hrs.**
Prerequisite: Credit for General Physics II lecture and permission of the department Chair

A laboratory session developed to provide reinforcement of the principles in PHY152. Laboratory experience includes analysis of electricity, magnetism, optics, atomic, and nuclear physics. 3 hours of laboratory per week.

PHY 210 **ASTRONOMY** **2 sem. hrs.**

A one-semester survey course examining the solar system, properties and evolution of stars, galaxies, and the universe. Laboratory experiences are integrated with lecture.

PHY 290 **TOPICS IN PHYSICAL SCIENCE** **1-4 sem. hr.**
Prerequisite: Permission of the Department Chair

Investigations in special areas of physical science.

POLITICAL SCIENCE

PSC 250 **AMERICAN GOVERNMENT** **3 sem. hrs.**

A study of the structure of the American political system; the organization and function of each branch of government.

PSC 265 **AMERICAN FOREIGN POLICY** **3 sem. hrs.**

The study of American foreign policy as an attempt to achieve the national interest in external matters. The background of diplomatic action since 1776 is reviewed, but the emphasis is on foreign policy since World War II. (Same as HIS 420)

PSC 275 STATE AND LOCAL GOVERNMENT 3 sem. hrs.

An overview of state and local governmental systems. An analysis of administration, organization, and politics within states and localities and an examination of state and local governmental action; special attention given to Louisiana government.

PSC 300 SPECIAL TOPICS 3 sem. hrs.

This course is usually taught in a pro-seminar setting, and with the permission of the Social Sciences Coordinator, may be taken for credit more than once.

PSC 375 JUDICIAL PROCESS 3 sem. hrs.

The study of the American judicial process at the federal and state court levels, including a review of landmark court cases. **(Same as CJU 375)**

PSC 380 CONSTITUTIONAL LAW 3 sem. hrs.

An examination of the full range of constitutional issues in our American political system from our nation's earliest days to the present. Emphasis is given to landmark Supreme Court decisions.

PSYCHOLOGY

PSY 101 is a required prerequisite for all other psychology courses.

Students wishing to register for a Social Science elective may choose from the following course prefixes: CJU, COU, GEO, HIS, PSC, PSY or SOC.

Students who need a Sociology elective may choose from either COU or SOC classes.

PSY 101 GENERAL PSYCHOLOGY 3 sem. hrs.

Introductory course dealing with elementary principles of human behavior. This course includes treatments of motivation, perception, learning, development, cognition, personality, and psychopathology.

PSY 212 EDUCATIONAL PSYCHOLOGY 3 sem. hrs.

A study of educational principles with emphasis on application, personal growth, cognitive development, theories of learning, problem-solving, motivation, accountability, and teacher effectiveness. **(Same as EDU 301)**

PSY 300 CHILD PSYCHOLOGY 3 sem. hrs.

Physical, mental, social, and emotional growth and development of the individual from birth through the pre-adolescent period.

PSY 303 ADOLESCENT PSYCHOLOGY 3 sem. hrs.

The developmental study of the psychological, physical, social, and emotional factors which affect adolescent youths. Designed to provide a background for those who will work with adolescents.

PSY 307 CRISIS INTERVENTION 3 sem. hrs.

An introduction to the theory of crisis intervention or the entering into the life situation of an individual, family or group to alleviate the impact of crisis-inducing stress in order to help mobilize the resources of those affected directly and of those who are in the significant social orbit.

PSY 310 SOCIAL PSYCHOLOGY 3 sem. hrs.

Process of interaction and communication by which persons influence and are influenced by others; developing of self, role behavior, attitude, values, social norms, and cultural conditioning.

PSY 325 ADULT DEVELOPMENT AND AGING 3 sem. hrs.

A study of the physical, social, psychological, and spiritual development of adulthood.

PSY 330 ANIMAL BEHAVIOR 3 sem. hrs.

Prerequisite: BIO 101 and PSY 101

A course designed to examine the mechanisms and evolution of animal behavior. The topics covered include the history of the scientific study of behavior; tools and approaches used to study behavior; the neural, hormonal, developmental, and genetic mechanisms that influence behavior; and behaviors which are used by animals to survive, obtain resources, and reproduce. **(Same as BIO 330)**

PSY 340 HUMAN GROWTH AND DEVELOPMENT 3 sem. hrs.

Theories of developmental psychology. Physical, cognitive, and personality perspective. Consideration of major theories of learning. **(Same as EDU 309)**

PSY 350 PSYCHOLOGY OF LEARNING 3 sem. hrs.

This course provides a systematic study of learning. Various learning theories from both the cognitive and behavioral perspectives are explored, as are connectionist, or neural network, approaches to studying human cognitive processes. **(Same as EDU 304A)**

PSY 360 PSYCHOLOGY OF MOTIVATION 3 sem. hrs.

A survey of the classes of human and infrahuman behavior, including general activity, exploration, consummatory behavior, aggression, social affiliation, social approval, achievement, and goal-setting behavior. Discussion of instinct, drive, habit, reinforcement, expectancy, and incentive.

PSY 400 SPECIAL STUDIES 1-3 sem. hrs.

Psychology workshop and special projects.

PSY 402 PSYCHOLOGY OF HUMAN SEXUALITY 3 sem. hrs.

A study of all aspects of human sexuality and intimacy, including the biological, cognitive, socio-cultural, and relational aspects.

PSY 403 PSYCHOLOGY OF RELIGION 3 sem. hrs.

The course is taught with the philosophical presupposition of the existence of God as creator and the immortality of the human soul. An exposition of the various understandings of what is meant by religion, as well as different approaches to studying the psychology of religious behavior and mental activity is presented. An in-depth study of major authors in the field includes Sigmund Freud, Carl Jung, and Erich Fromm.

PSY 405 ABNORMAL PSYCHOLOGY 3 sem. hrs.

Examines the nature of mental and emotional disorders, along with the diagnosis of psychopathology and behavioral pathology.

PSY 406 PERSONALITY 3 sem. hrs.

In this course theories of personality and the development process across the entire human life span are integrated with systems concepts.

PSY 407 DEATH AND DYING 3 sem. hrs.

The course covers some of the literature on the psychological and sociological aspects of death and dying. Group discussion and exercises help participants encounter cognitively this final task of life.

PSY 412 DIRECTED READINGS 3 sem. hrs.

The readings for the Special Topics are determined by the student's major in Behavioral Sciences, approved and led by the instructor. **(Same as COU 390 and SOC 390)**

PSY 413 HISTORY OF PSYCHOLOGY 3 sem. hrs.

This is an undergraduate course in the history of psychology, with emphasis on both lecture/text and class participation. Development and sharpening of writing and reasoning skills are also parts of this course. Class members are encouraged to ask questions and make comments during and after class.

PSY 415 PSYCHOLOGICAL TESTS AND MEASUREMENTS 3 sem. hrs.

The course is designed to make students familiar with the construction, standardization, administration, scoring, and interpretation of a variety of standard psychological tests and measurements in order to make them informed consumers of psychological reports.

PSY 420 PSYCHOLOGY OF COMBAT 3 sem. hrs.

This course is designed to explore the psychological preparation for and response to military combat from the perspective of the warrior, the military, and society.

PSY 425 SPORTS PSYCHOLOGY 3 sem. hrs.

This topic discusses how to integrate psychological theory and practice with sports and exercise, incorporating issues of cultural and individual diversity.

PSY 490 RESEARCH 3 sem. hrs.

This topic provides the students with the knowledge of research methods and design and the skills to implement academic research in an area of the student's major, with the approval of his or her instructor. (Same as COU 391)

RADIOLOGIC TECHNOLOGY

RAD 300 RADIOLOGIC TECHNOLOGY CLINCIAL TRAINING I 15 sem. hrs.

Studies in the principles of radiation protection, fundamentals of radiologic science and health care, medical ethics and law, radiography anatomy and physiology I, basic radiographic positioning I, radiologic procedures and pharmacology, and clinical practicum I. (Previously RAD 120)

RAD 310 RADIOLOGIC TECHNOLOGY CLINCIAL TRAINING II 15 sem. hrs.

The study of radiographic film processing, principles of radiographic exposure, radiographic anatomy and physiology II, basic radiographic positioning II, radiographic physics, and clinical practicum II. (Previously RAD 121)

RAD 330 RADIOLOGIC TECHNOLOGY CLINCIAL TRAINING III 7 sem. hrs.

The study of medical terminology advanced radiographic positioning I, human structure and function in imaging, film critique, computer applications, digital imaging, and clinical practicum III. (Previously RAD 122)

RAD 400 RADIOLOGIC TECHNOLOGY CLINCIAL TRAINING IV 12 sem. hrs.

The study of contrast media advanced radiographic positioning II, pediatric radiography, medical imaging, film critique, and clinical practicum IV. (Previously RAD 220)

RAD 410 RADIOLOGIC TECHNOLOGY CLINCIAL TRAINING V 12 sem. hrs.

The study of radiographic pathology, principles of radiation biology, quality assurance and control, film critique, registry review, and clinical practicum V. (Previously RAD 221)

READING

REA 100 INTRODUCTION TO COLLEGE READING 3 sem. hrs.

This developmental course prepares students for success in college reading in a social science course (HIS 101, 102, 201 or 202). REA 100 assists students in improving their vocabulary, comprehension, reading rate, and fluency. Topics include the foundations of reading, dictionary skills, word origins, multiple meanings, word elements, context clues, idioms, and critical thinking and comprehension. Pre and post-testing, continuous assessment, direct instruction, differentiated assignments, collaborative projects, reflective journaling, prompt feedback, and

computer-assisted instruction aid in the instructional process. Students who are placed into REA 100 must successfully complete it with a C or higher.

RESPIRATORY CARE

RTC 401 RESPIRATORY CARE CLINICAL TRAINING I 12 sem. hrs.

Studies in the basics of respiratory care, cardiopulmonary anatomy and physiology, respiratory care fundamentals, clinical laboratory I, and clinical practicum I. (Previously RTC 110)

RTC 402 RESPIRATORY CARE CLINICAL TRAINING II 12 sem. hrs.

Studies in blood gases, acid bas balance, operational aspects of ventilation, pulmonary function studies, perinatology and pediatrics, pulmonary disorders, specialty areas in cardiopulmonary care, physiological aspects of ventilation, certification review, clinical practicum II, and clinical laboratory II. (Previously RTC 221)

RTC 403 RESPIRATORY CARE CLINICAL TRAINING III 8 sem. hrs.

Studies in management, advanced cardiology, advanced respiratory studies, intensive cardiopulmonary monitoring, registry review, and clinical practicum III. (Previously RAD 310)

SPECIAL EDUCATION

**SED 320 ASSESSMENT AND EVALUATION OF
EXCEPTIONAL LEARNERS 3 sem. hrs.**

This course is designed to provide students with the basic statistical concepts needed to interpret results of psychological and educational tests. Definition and terminology in tests and measurements as employed with exceptional individuals are studied. Description, analysis, and interpretation of various formal and informal evaluation instruments and practices will be investigated. Demonstration and practice in administering instruments to evaluate motor, cognitive, language, and social/emotional development, as well as academic achievement are employed. Theoretical approaches, screening/identification, educational placement considerations and assessment and evaluation issues are addressed. Fieldwork includes administration, scoring, interpretation and written results of formal and informal evaluation instruments.

**SED 321 FUNDAMENTALS OF INSTRUCTIONAL
TECHNOLOGY 3 sem. hrs.**

This course focuses on the fundamental use of computers and other technology in the classroom. Students participate in hands-on instruction with special emphasis on accessible instructional materials (AIM) and assistive technology for students with disabilities. In this project-based course students use the Universal Design for Learning to create lessons for content areas integrating modern technology software and hardware in K-12 and special education classrooms. Students become knowledgeable about available resources and ethical issues with computer use.

SED 322 SELF-DETERMINATION AND SCHOOL-TO-WORK TRANSITION 3 sem. hrs.

This course addresses the history of transition and essential components of the transition process of students with various disabilities from the school environment to employment setting. Emphasized are the roles of educators in the development of the Individual Transition Plan (ITP) for each student and self-management skills to facilitate self-determination. This course also covers potential school-to-work issues for students with a variety of disabling conditions and focuses on planning that emphasizes the six areas that ensure quality of life for disabled individuals. A cooperative, multidisciplinary team approach is addressed as a way of helping student transition into appropriate work settings. Fieldwork includes visitation to adult agencies.

SED 323 INSTRUCTIONAL PRACTICES IN SPECIAL EDUCATION 3 sem. hrs.

This course surveys curriculum design for students with mild/moderate disabilities. Special teaching techniques, as well as creating appropriate learning environments consistent with maintaining the least restrictive environment, are covered. Individualized instruction, modification of the Common Core based on the Universal Design for Learning, differentiated instruction, and designing, implementing and evaluating Individual Education Plan (IEP) goals and objectives are addressed. Fieldwork includes actual case studies for determining instructional needs of students and creating appropriate IEPs.

SED 324 COLLABORATIVE TEAMING 3 sem. hrs.

This course is focused on developing effective partnerships with parents, family members, general educators, and related service providers through the development of communication skills needed for collaboration, consultation and teamwork in serving the educational needs of students with disabilities. Contexts, content, processes, practices and support of school consultation are addressed. The understanding, participation, and strategies needed to develop effective interactions with other school professionals and parents are emphasized. Includes a field component. **(Fall only)**

SED 318 BEHAVIORAL INTERVENTIONS WITH EXCEPTIONAL CHILDREN 3 sem. hrs.
Prerequisite: EDU 304A

Methods and procedures in behavioral intervention strategies, including systematic behavioral intervention assessment. Includes a field component. **(Summer only)**

SED 325 BEHAVIORAL SUPPORT AND INTERVENTION 3 sem. hrs.

This course concentrates on theories of behavior and providing useful information on the etiologies of behavior problems; familiarizing students with characteristics of behavior problems; providing practical and effective behavior management strategies; furnishing students with the knowledge to select and implement behavior charting tools; providing students with the information necessary to write an individual or group behavior management program; methods of implementing behavioral intervention strategies and selecting systematic behavioral intervention assessments. Fieldwork includes assessment of behavior problems and designing and implementing behavior intervention plans.

SED 430 PRACTICUM IN TEACHING 3 sem. hrs.
MILD/MODERATE STUDENTS

Prerequisite: completion of all Special Education courses

Observing, participating in, and teaching in a mild/moderate classroom for the entire semester. Participation in extracurricular duties and attendance at seminars are required.

SOCIOLOGY

SOC 101 is a required prerequisite for all other sociology courses.

Students wishing to register for a Social Science elective may choose from the following course prefixes: CJU, COU, GEO, HIS, PSC, PSY or SOC.

Students who need a Sociology elective may choose from either COU or SOC classes.

SOC 101 INTRODUCTION TO SOCIOLOGY 3 sem. hrs.

This is an introductory course designed to inform students about the study of social behavior in human groups. Basic concepts of sociology with special reference to group life, social institutions, and social processes are explored, along with other socially relevant issues.

SOC 204 FOUNDATIONS OF MULTICULTURAL EDUCATION 3 sem. hrs.

This course analyzes philosophical, historical, and psychological issues in education with particular reference to noted traditional and contemporary educators, philosophers, and psychologists. The cultural diversity of the American education system is examined in detail, as well as the importance of developing one's own philosophy of education. **(Same as EDU 204)**

SOC 301 SOCIAL PROBLEMS 3 sem. hrs.

Major social problems: population, unemployment, poverty, dependency, family disorganization, juvenile delinquency, and interracial conflict.

SOC 312 THE SOCIOLOGY OF CITIES 3 sem. hrs.

A course examining the urban experience in contemporary society. Cities are analyzed from the historical, ecological, organizational, and comparative international perspective. The course also examines the physiology of the urban region, reviewing research on the pre-industrial, classical, European, and American physical map of urban development. Additional topics discussed include urban ethnicity, urban government, deviance and crime, and the future of cities.

SOC 313 THE SOCIOLOGY OF RELIGION 3 sem. hrs.

A course discussing the structure and function of religion in contemporary society. Religion is analyzed using the tools of the social scientist, separated from the theology of any specific belief and value system. Topics investigated include religion and society, religious experience, the institutionalization of religion, religion and conflict, and the American phenomenon of multiple religious denominations.

SOC 390 DIRECTED READINGS 3 sem. hrs.

This course is designed to give a new approach to the understanding of literature. It focuses on poetry, short stories, and plays. Students read and discuss prominent authors and read their selections aloud to the class. This magnifies the literature and allows for a clearer understanding of it. This course is recommended for English majors.

SPE 203 DIRECTING SPEECH ACTIVITIES 3 sem. hrs.
Prerequisite: SPE 101

This is a course for the teacher in high school or anyone who wishes to operate a speech program. This course is designed to help those persons who have little experience in directing speech and play activities. It includes the elements needed to recruit students to establish speech contests. Selecting materials and organizing groups are stressed.

SPE 302 TELEVISION AND THE MEDIA 3 sem. hrs.
Prerequisite: SPE 101

Business majors or anyone interested in learning how to use the media to an advantage will be interested in this course. It includes how to speak persuasively, how to write convincingly, and how to project a winning image to the public. Topics include studies in the use of the media and successful use of the media for business.

SPE 310 PERSUASION AND DEBATE 3 sem. hrs.
Prerequisite: SPE 101

Every person uses some kind of persuasion every day. Persuasion goes beyond the simple process of convincing an audience. It is a much more sophisticated formula involving placement of words and ideas. In this course, students learn to use the formula to elicit a response from an audience or to sell an idea. These processes are then integrated into student debates.

SPE 405 SPECIAL TOPICS IN SPEECH 3-6 sem. hrs.
Prerequisite: SPE 101

Selected topics in speech communication. This course may be taken more than once.

SPE 406 COMEDY 3 sem. hrs.
Prerequisite: SPE 101

A study of humorous plays and actors; actors and literature are researched to give greater insight to the theory of comedy. **(Same as FNA 406)**

SPE 407 SPECIAL TOPICS IN THEATRE 3 sem. hrs.
Prerequisite: SPE 101

Theatre and acting workshops and special projects; topics are set up on an individual basis from varied fields of interest to students. **(Same as FNA 407)**

THEOLOGY

THE 100 and 200-level courses are intended for those students

who have little or no theological background.
THE 300 and 400-level courses are designed for Theology majors or minors.

THE 100 THEOLOGICAL WORKSHOP 3 sem. hrs.
An introduction to theological terms, language, and readings to enable students to communicate in both verbal and written formats. This course focuses on developing skills for reading comprehension, analysis, and argument, providing a foundation for students to excel in theology and other academic areas.

THE 101 FUNDAMENTALS OF CATHOLICISM 3 sem. hrs.
This course provides an explanation of the meaning of faith, morals, and doctrines in the Catholic tradition. Topics such as divine revelation, virtue, Church history, Christ, and the Triune God are covered.

THE 103 THE CHRISTIAN TRADITION 3 sem. hrs.
This course is designed as a gateway to understanding the Christian tradition. It is intended for students with a limited background in theology or Church history. Students use a basic text and primary source materials to understand the historical and theological developments in the Jewish tradition; the advent, mission, and Passion of Christ; and the history of the Church from its origins to the present. Topics such as Trinity, Christ, faith, grace, virtues, sacraments, and Christian relations with Judaism and Islam are addressed.

THE 200 ECCLESIOLOGY 3 sem. hrs.
This course focuses on the theology of the Church in Scriptures and in the Catholic tradition. Issues to be considered include the four properties of the Church, the hierarchical and sacramental nature of the Church, images and models of the Church, the documents of Vatican II, the ecumenical movement, and the Church's relationship to world religious traditions.

THE 201 CHRISTOLOGY 3 sem. hrs.
This course is a study of the divine person and mission of Jesus Christ as portrayed in the Gospels and developed by the early controversies and ecumenical councils. Christological doctrines and innovations in the Medieval, Reformation, and Modern eras are also discussed.

THE 205 INTRODUCTION TO CHRISTIAN SCRIPTURES 3 sem. hrs.
This course is an introduction to the Christian Bible, which contains the Old and New Testaments. The unique historical origins and developments of Jewish and Christian scriptural traditions are examined. Interpretation of the Scripture is discussed, and themes such as covenant, Messiah, Christ, Church, and grace are explored. The importance of scriptures found in other religious traditions, e.g., Islamic, Hindu, etc., may also be examined.

THE 210 THE DOCTRINE OF GOD 3 sem. hrs.
This course studies the mystery of God in various cultures from antiquity to the present, including a survey of humanity's search for God and more importantly God's search for humanity. Characteristics of the divine, such as spirit, unity, simplicity, goodness, omnipresence, etc., are explored, culminating in the study of the Christian doctrine of the Tri-personal God.

THE 220 RELIGIOUS TRADITIONS AND CULTURE 3 sem. hrs.

This course evaluates ancient and contemporary views of religion and introduces the anthropological origins of belief in the divine. World religious and philosophical traditions and cultures, e.g. Hindu, Buddhist, Islamic, etc., are analyzed and explored in relation to the Christian tradition.

THE 221 THEOLOGY AND CULTURE 3 sem. hrs.

This course examines how God's communication is received within a specific context of the receiver and the community in which the individual is rooted. Through this reception comes a deeper cultural awareness of the interrelatedness of the individual, community, and world.

THE 225 PROPHETIC WOMEN OF FAITH 3 sem. hrs.

A study of the influence and contribution of prominent women of faith in Jewish scripture, e.g., Naomi, Ruth, and Hannah, and Christian scriptures, including Jesus's Mother Mary, Martha, Mary Magdalene, and other women in the Christian tradition.

THE 229 CHRISTIAN SPIRITUALITY 3 sem. hrs.

Christians have expressed their relationship with God through a variety of spiritualities, such as Augustinian, Benedictine, Carmelite, Cistercian, Dominican, Franciscan, and Ignatian. This course focuses on the historical, cultural, social, and religious aspects of these traditions from the early Church to the present.

THE 230 SACRED LITURGY 3 sem. hrs.

This course studies the biblical foundations and the theological developments of Catholic worship. There is an examination of the term "liturgy," followed by a survey of liturgical connections between the Jewish and Christian traditions, culminating in the presentation of the Christian liturgy as participation in Christ and the Trinity and the renewal of the liturgy inaugurated by the Second Vatican Council.

THE 231 SACRAMENTAL THEOLOGY 3 sem. hrs.

This course is a theological examination of the sacraments found in Scripture and the doctrines of the Church. This course explores the notion of sacrament, the origin and development of sacraments, and sacramental theology in various epochs and contexts.

THE 241 FAITH AND REASON 3 sem. hrs.

Drawing on resources from ancient and modern philosophy, theology, and selected works from thinkers including Augustine, Aquinas, Newman, and Popes John Paul II and Benedict XVI, this course illustrates the vital relationship between faith and reason in the Catholic theological tradition.

THE 242 METAPHYSICS 3 sem. hrs.

This course is a study of traditional and contemporary metaphysical principles and doctrines. Topics covered are the notion of being, becoming, *ousia*/substance, unity, form, matter, causality, and God. (Same as PHI 230)

THE 243 EPISTEMOLOGY: BELIEF, KNOWLEDGE, AND TRUTH 3 sem. hrs.

This is an introduction to the discipline of epistemology. Topics to be studied are the sources and kinds of human knowledge, the search for and criteria of certainty and truth, the processes of perception and conception, and religious belief. Thinkers such as Plato, Aristotle, Augustine, Locke, Descartes, Kant, Newman, etc., and traditions such as skepticism, nominalism, rationalism and empiricism are also covered. (Same as PHI 250)

THE 244 FAITH, PHILOSOPHY, AND SCIENCE 3 sem. hrs.

An introduction to the historical relationships among Christian Faith, Philosophy, and Modern Science is studied. Specific topics may include arguments for the existence of God, ancient and modern cosmology, animal and human evolution, and Christian contributions to philosophy and science.

THE 280 CATHOLIC MORAL PRINCIPLES 3 sem. hrs.

This is a presentation of the development of Christian moral principles with a focus on theological and cardinal virtues as well as the morality of happiness. The application the Catholic Church's moral teaching to everyday life is discussed.

THE 285 THEOLOGY AND HEALTH CARE ETHICS 3 sem. hrs.

This course presents the development of Christian moral principles with a focus on issues raised by health care science and technology in light of the Catholic Church's teachings on the sanctity of life.

THE 290 SPECIAL TOPICS IN THEOLOGY/RELIGIOUS STUDIES 1-6 sem. hrs.

This course gives the student an opportunity to study selected topics in Catholic doctrine and Theology. It may be taken more than once.

THE 300 THEOLOGICAL PRINCIPLES AND METHODS 3 sem. hrs.

This course introduces students to the principles and methods used in theological inquiry and practice within the Christian tradition. Emphasis is on fundamental notions in theology, e.g., being, spirit, faith, nature, grace, history, sacrament, etc. The course presents vocabulary and concepts that facilitate contemporary theological discussion and development.

THE 304 THEOLOGICAL ANTHROPOLOGY 3 sem. hrs.

The nature and vocation of the human person who is made in the image of God is examined. Topics include the human person in Scripture, in the writings of the Church Fathers and the Scholastics, and in the modern era. Special attention is given to recent developments in Christian anthropology, e.g., Pope John Paul II's Theology of the Body.

THE 308 CATHOLIC SOCIAL TEACHING 3 sem. hrs.

Christian faith requires action motivated by justice and peace. This course reflects on the Church's social teaching from scripture, the Patristic and Medieval Church, magisterial documents, and other Christian resources. In addition, students may engage in social justice outreach complementing their academic learning.

THE 310 THE DYNAMIC SYNTHESIS OF ST. THOMAS AQUINAS 3 sem. hrs.
Prerequisites: PHI 206, PHI 230, PHI 250

Themes, principles, and developments in St. Thomas Aquinas's dynamic synthesis of philosophy and theology are explored through his various writings and in selected commentaries. **(Same as PHI 315)**

THE 319 PRINCIPLES OF CATECHESIS 3 sem. hrs.

An analysis of catechetical writings, this course is designed to assist the student in understanding and preparing for participation in the mission of teaching the Christian Faith. Specific attention may be given to the General Directory for Catechesis, the National Directory for Catechesis, and the Catechism of the Catholic Church.

THE 330 MARIOLOGY 3 sem. hrs.

This course approaches Mary the Mother of God from scriptural, historical, theological, and ecumenical perspectives.

THE 342 EUCHARISTIC THEOLOGY 3 sem. hrs.

This course offers an introduction to Eucharistic theology, worship, and spirituality and explores the origins of the Eucharist in Scripture and its ecclesial and theological development.

THE 350 CHURCH HISTORY 3 sem. hrs.

Church History traces the development of the early Christian *ecclesia* to the present. Using primary and secondary source documents, the course thematically addresses the divine origin of the Church and its historical pilgrimage as a community of disciples. Events in the New Testament, the Patristic era, the Middle Ages, the encounter with Islam, the schism between the East and West, the Renaissance, Reformation, and the modern world are explored.

THE 360 OLD TESTAMENT 3 sem. hrs.

A study of the theology, history, and literary forms of the Old Testament is offered. Students explore the historical background of the Jewish people, as well as fundamental biblical hermeneutics. This course traces God's revelation through the Jewish people to the birth of Christ. The course pays particular attention to the various covenants made between God and persons. Reading intensive.

THE 370 NEW TESTAMENT 3 sem. hrs.

A study of the theology, history, and literary forms of the New Testament is offered. Students explore the historical background of the early Church, as well as fundamental biblical hermeneutics. They read and reflect upon the Gospels, Pauline Epistles, and other New Testament writings. Reading intensive.

THE 380 THE CATHOLIC THEOLOGICAL TRADITION 3 sem. hrs.

This course is designed to introduce students to the major themes in the Catholic theological tradition from a historical/developmental perspective. The course presents the questions, terms, and concepts that developed from the Church Fathers to the present in order to show the change and continuity of the Catholic theological tradition.

THE 390 SPECIAL TOPICS IN THEOLOGY/RELIGIOUS STUDIES 3 sem. hrs.

This course gives the student an opportunity for in-depth study of selected topics in Catholic Doctrine and Theology. It may be taken more than once.

THE 420 DIRECTED STUDY IN THEOLOGY 3 sem. hrs.

This course includes student development of a research project under the guidance of a faculty mentor in the Theology program or a related discipline/department. Permission of both the Theology Program Coordinator and the Chair of the Humanities Department is required.

THE 421 PATRISTIC AND MEDIEVAL THEOLOGY 3 sem. hrs.

Topics, themes, and developments in theology from the Second Century to the Fourteenth are explored in depth.

THE 422 RENAISSANCE AND REFORMATION THEOLOGY 3 sem. hrs.

Topics, themes, and developments in theology from the Fifteenth Century to the Eighteenth are explored in depth.

THE 423 MODERN AND POSTMODERN THEOLOGY 3 sem. hrs.

Topics, themes, and developments in theology from the Nineteenth Century to the present are explored in depth.

THE 432 SENIOR THESIS 3 sem. hrs.

This course introduces students to methodology and resources for crafting a theological research paper. The goal of this course is for a student to produce a 20-30 page research paper on a topic approved by a faculty member in the Theology program. This course may be taught individually or in seminar format. **Theology majors only.**

THE 433 SENIOR COMPREHENSIVE EXAMS 3 sem. hrs.

In lieu of writing a senior thesis, students may choose to take a series of comprehensive essay examinations. Students develop a list of fifteen books or equivalent articles under the direction of a Theology faculty member. These books and articles make up the content of the exams. The goal is to test students' overall grasp of the discipline of Theology and their ability to synthesize and communicate the knowledge they have acquired. **Theology majors only.**

THE 434 SENIOR THEOLOGY PRACTICUM 3 sem. hrs.

This course requires students to put their theological studies into action. Students combine some form of service work in the Church with a senior seminar guided by a Theology faculty member. Students read about and reflect on their work. **Theology majors only.**

THE 435 SENIOR SEMINAR 3 sem. hrs.

This course requires students to reflection upon their theological studies. Students read selected books and articles on themes and ideas in theology and interact in a seminar guided by a Theology faculty member.

THE 441 PRACTICUM IN TEACHING RELIGION 3 sem. hrs.
Prerequisites: EDU 305 and EDU 310

This course includes the application of theories and principles of effective planning, classroom management, and instruction in the classroom. Field-based placement in an elementary or secondary setting under the supervision of a qualified cooperating teacher and college supervisor is required. Passage of a comprehensive theology exam is also required to graduate from this program and is incorporated into this course. For students majoring in Theology with a concentration in Religious Education only.

THE 490 SPECIAL TOPICS IN THEOLOGY/RELIGIOUS STUDIES 3 sem. hrs.

This course gives the student an opportunity for in-depth study of selected topics in Catholic doctrine and Theology. It may be taken more than once.

2014– 2015

MARIANITE COLLEGE CORPORATION

Sr. Ann Lacour
Sr. Judith Coreil

Sr. Verda Frederick
Sr. Cynthia Knowles
Sr. Joel Miller
Sr. Chris Perrier

PRESIDENT'S CABINET

Dr. David M. "Buck" Landry

President

B.A., Tulane University; M.A., American University; Ph.D., University of Notre Dame

Dr. Victoria M. Dahmes

Interim Provost; Director of the Center for Teaching and Learning; SACSCOC Liaison

B.S., Western Michigan University; M.Ed., Loyola University; Ph.D., University of New Orleans; Post-graduate training: John F. Kennedy School of Government, Harvard University

David M. Catherman

Vice President for Philanthropy and Marketing

B.A., Eisenhower College of the Rochester Institute of Technology

Meredith Reed

Vice President for Student Engagement and Advising

B.S., Howard University; M.Ed., University of New Orleans

Wehle, Arlean

Vice President for Finance and Operations; Treasurer

B.S., Louisiana State University

ACADEMIC ADMINISTRATOR

Dr. Victoria M. Dahmes

Interim Provost; Director of the Center for Teaching and Learning; SACSCOC Liaison

B.S., Western Michigan University; M.Ed., Loyola University; Ph.D., University of New Orleans; Post-graduate training: John F. Kennedy School of Government, Harvard University

FULL-TIME FACULTY

Anita D. Althans

Associate Professor of Nursing

B.S.N., The University of Texas at Arlington;

M.S.N., The University of Texas Health Science Center at San Antonio

Valerie Anderson

Assistant Professor of Nursing
B.S.N., Our Lady of Holy Cross College

Janae L. Arcement

Assistant Professor of Nursing
B.S.N., Our Lady of Holy Cross College; M.S.N., P.N.P., Vanderbilt University

Dr. Lawrence S. Audler

Assistant Professor of Business Administration; Chair of Business Administration
B.A., Louisiana State University; M.B.A., Tulane University;
D.B.A., Ecole De Management, Grenoble, France

Dr. Craig A. Bauer

Professor of History; Coordinator of History and Social Sciences
B.A., M.A., Southeastern Louisiana University; Ph.D., University of Southern Mississippi

William Bischoff

Assistant Professor of Philosophy; Coordinator of Philosophy
B.A., M.A., Aquinas Institute; M.S.W., Tulane University

Dr. Claudia M. Champagne

Professor of English; Chair of Humanities;
Coordinator of English, Fine Arts, Foreign Languages, and Speech
B.A., Loyola University; M.A., Ph.D., Tulane University

Dr. David Delio

Assistant Professor of Theology; Coordinator of Theology
B.A., M.A.T., Trinity University; M.T.S., Weston Jesuit School of Theology;
Ph.D., The Catholic University of America

Kathleen DiMaggio

Assistant Professor of Nursing
B.S.N., Our Lady of Holy Cross College; M.S.N., Loyola University

Dr. Lehman L. Ellis

Professor of Biology and Chemistry; Chair of Biology and Physical Sciences
B.S., University of Texas at Arlington; Ph.D., University of South Carolina

Raquel B. Engolio

Assistant Professor of Nursing
B.S.N., Our Lady of Holy Cross College; M.S.N., University of South Alabama

Joan M. Fischer

Director of The Thomas E. Chambers Counseling and Training Center

B.A., M.Ed., University of Missouri; M.A., Our Lady of Holy Cross College;
NCC, LPC-S, LMFT, LMFT-S

Dr. Thomas Fonseca

Assistant Professor of Behavioral Sciences and Counseling
B.A., Loyola University; M.Ed., University of New Orleans;
Ph.D., Mississippi State University; NCC, LPC-S

Theresa Foret

Assistant Professor of Education
B.S., University of Louisiana; M.Ed., University of New Orleans

Lillian Grose

Assistant Professor of Business Administration
B.S., University of New Orleans; M.B.A., Tulane University

Dr. Michael Mary Gutowski, R.S.M.

Associate Professor of Nursing
B.S.N., Marillac College; M.N., D.N.S., Louisiana State University Health Sciences Center

Dr. George N. Hay

Associate Professor of Counseling
B.A., Stetson University; B.D., New Orleans Baptist Theological Seminary;
D.Min., Drew University; LPC-S, LMFT-S

Dr. Obie Cleveland Hill

Associate Professor of Education; Coordinator of Educational Leadership
B.A., M.Ed., Nicholls State University; Ed.D, University of New Orleans

Darryl Holliday

Visiting Professor of Food Science
B.S., Nicholls State University; M.S., Louisiana State University

Dr. Christine Collins Hypolite

Assistant Professor of Education
B.A., M.Ed., Nicholls State University; Ph.D., Louisiana State University

Jean Jackman

Assistant Professor of Nursing
B.S.N., Dillard University; M.N., Louisiana State University Health Sciences Center

Rev. Dr. Simon C. Kim

Assistant Professor of Theology;

Coordinator of the Catholic Intellectual Tradition in Liberal Arts
B.A., University of Washington; M.A, M.Div., St. John's Seminary;
Ph.D., The Catholic University of America

Dr. Mark D. Kuss

Professor of History
B.A., M.A., University of New Orleans; J.D., Tulane University;
Ph.D., Louisiana State University

Dr. Michael F. LaBranche

Associate Professor of Mathematics; Dean of Liberal Arts and Sciences;
Chair of History, Social Sciences, and Mathematics
B.S., Loyola University; M.S., University of New Orleans;
Ph.D., Louisiana State University Medical Center

Glenn Landry

Associate Professor of Nursing
B.S., University of Southern Mississippi; M.S.N., University of South Alabama

Dr. Delinda Martin

Assistant Professor of Nursing
B.S.N., Loyola University; M.S.N., University of Southern Mississippi;
D.N.P., University of South Alabama

Dr. Dorothy Martin

Assistant Professor of Counseling
B.S., M.A., Our Lady of Holy Cross College; Ph.D., University of New Orleans

Marie L. McGregor

Assistant Professor of Nursing
B.S.N., Northwestern State University; M.S.N., University of Alabama

Dr. Faye Mitchell

Associate Professor of Nursing
B.S.N., University of Texas in Austin; M.N., Louisiana State University Medical Center;
Ph.D., University of Southern Mississippi

Dr. Matthew T. Morris

Associate Professor of Counseling; Coordinator of Marriage, Couple, and Family Counseling
B.S., Wayland Baptist University; M.A., New Orleans Baptist Theological Seminary;
Ph.D., Virginia Tech; LPC-S, LMFT-S

Dr. Brooke Muntean

Assistant Professor of Education; Coordinator of Certification-Only Programs
B.A., San Francisco State University; M.A., New College of California;
Ph.D., University of New Orleans

Ramesh N. Parikh

Associate Professor of Library Services
B.A., B.S., M.A., Maharaja Sayajirao University of Baroda, India;
M.S., Wayne State University

Dr. Robert M. Pinner

Associate Professor of Biology
M.D., Tulane University

Dr. Patricia M. Prechter

Professor of Nursing; Chair of Nursing
B.S.N., University of Mississippi; M.S.N., P.N.P., University of Alabama;
Ed.D., University of New Orleans

Alfred J. Randazza

Instructor of Mathematics
B.A., Louisiana State University in New Orleans; M.S., University of New Orleans

Dr. Lillian M. Range

Professor of Psychology
B.S., East Tennessee State University; M.A., Georgia State University;
Ph.D., Georgia State University

Samuel N. Readman

Instructor of Library Services
B.A., M.L.S., University of Southern Mississippi

Dr. Theodore P. Remley, Jr.

Professor of Counseling
B.A., M.Ed., Ed.S., Ph.D., University of Florida; J.D., The Catholic University of America;
LPC-S, LMFT

Dr. Andrew Rodgers

Assistant Professor of Chemistry
B.A. (H), University of Keele, England; Cert Ed, Chemistry, University of Keele, England;
Ph.D., University of New Orleans; CIH, American Board of Industrial Hygiene

Dr. Daniel Roussel

Assistant Professor of Counseling and Behavioral Sciences

B.S., M.Ed. Northeast Louisiana University; M.Ed., Ph.D. University of New Orleans;
LPC-S, LMFT

Katharine E. Rubin

Instructor of Library Services

B.A., University of New Orleans; M.L.I.S, Louisiana State University

Dr. Roy A. Salgado

Associate Professor of Counseling; Coordinator of School Counseling

B.S., Tulane University; M.Ed., Ph.D., University of New Orleans; NCC, LPC-S, LMFT

Diana M. Schaubhut

Director of Library Services

B.A., M.A., University of New Orleans; M.A., University College London

Linda G. Schexnaydre

Assistant Professor of Nursing

B.S.N., University of the State of New York; M.S.N., University of South Alabama

Carol Scott

Professor of Art

B.A., M.F.A., University of New Orleans

Kristy Solis

Assistant Professor of Nursing

B.S.N., Our Lady of Holy Cross College; M.S.N., Loyola University

Eileen H. Stoll

Assistant Professor of Nursing

B.S.N., M.S.N., University of South Alabama

Dr. Lisa M. Sullivan

Professor of Education; Chair of Education

B.S., Our Lady of Holy Cross College; M.S.T., Loyola University;
Ph.D., University of New Orleans

Dr. Fawn T. Ukpolo

Director of the Graduate Program in Executive Leadership

B.A., M.Ed., Ed.S., Austin Peay University; Ed.D., Tennessee State University

Dr. Susan O. van Loon

Professor of Biology; Chair of Allied Health

B.S., M.S., Louisiana State University; M.P.H., Dr. Ph.H., Tulane University

Dr. Carolyn C. White

Professor of Counseling; Chair of Counseling and Behavioral Sciences;
Director of Graduate Counseling Programs; Coordinator of Clinical Mental Health Counseling
B.G.S., M.Ed., Ph.D., University of New Orleans; LPC-S, LMFT, NCC

Penny M. Winfield

Assistant Professor of Nursing
B.S.N., William Carey College; M.S.N., University of Phoenix

Dr. Barbara Wizer

Assistant Professor of Biology and Physical Sciences
B.S., B.A. University of New Orleans; M.S., M.D. Tulane University

PART-TIME FACULTY

Melody S. Alijani

Lecturer of Business Administration
B.G.S., University of New Orleans; M.S., University of New Orleans

Elizabeth Anderson

Lecturer of Education
B.S., Louisiana State University; M.S. Loyola University, New Orleans

Elizabeth Berger

Lecturer of Counseling and Behavioral Sciences
B.S., M.A., Our Lady of Holy Cross College; CI, NCC

Patricia J. Blanchard

Lecturer of Mathematics
B.S., Louisiana State University; M.Ed., University of New Orleans

Alison D. Bordelon

Lecturer of Business Administration
B.S., Our Lady of Holy Cross College; M.B.A., University of New Orleans

Geoffrey F. Brazda

Lecturer of Counseling and Behavioral Sciences
B.A., Loyola University at New Orleans; M.A., Southeastern Louisiana University;
M.A., Our Lady of Holy Cross College; CI, NCC

Dr. Katherine E. Brooks

Lecturer of Biology

B.S., Texas A & M University; M.A., University of Nebraska-Lincoln;
Ph.D., Louisiana State University

Jennifer S. Campbell

Lecturer of Education

B.S., Louisiana State University; M.Ed., University of New Orleans

Dr. Mark Carson

Lecturer of History and Fine Arts

B.B.A., Loyola University; M.A., University of New Orleans;

Ph.D., Louisiana State University

John Charles

Lecturer of Physics

B.S., Howard University; M.S., University of New Orleans

Matthew M. Coman

Lecturer of Criminal Justice and Political Science

B.A., Loyola University; J.D., Tulane University

Charlotte Coniglio

Lecturer of Counseling and Behavioral Sciences

B.S., Barry University; M.A., Our Lady of Holy Cross College; LPC, NCC

Dr. GERALYN L. DELL

Lecturer of Education

B.A., Louisiana State University in New Orleans; M.Ed., Ph.D., University of New Orleans

Karen duPlantier

Lecturer of Counseling and Behavioral Sciences

B.S., M.A., Our Lady of Holy Cross College; LPC, NCC

John D. Fitzmorris III

Lecturer of History

B.A., Louisiana State University; M.A., Loyola University; M.A., University of New Orleans

Ronald A. Fonseca

Lecturer of History

J.D., M.B.A., Loyola University; M.A. University of New Orleans

Ouida Frazier-Smith

Lecturer of Counseling and Behavioral Sciences

B.S., Alcorn State University; M.A., Our Lady of Holy Cross College; LPC, NCC

Lesli F. Fumar

Lecturer of Business Administration

B.A., Nicholls State University; M.A., University of Phoenix

David Goldberg

Lecturer of History

B.A., Columbia University; M.A., University of North Carolina

Richard W. Hare

Lecturer of Business Administration

B.B.A., M.B.A., Loyola University

John Heine

Lecturer of Physics

B.S., Spring Hill College; M.S., Loyola University

Dr. Raenell B. Houston

Lecturer of Education

B.S., M.A., Louisiana State University; Ph.D., University of New Orleans

Juyanne James

Lecturer of English

B.A., M.A., University of New Orleans; M.F.A., Spalding University

Antoinette M. Jefferson

Lecturer of Nursing

B.S.N., Our Lady of Holy Cross College; M.S.N., Loyola University

Dr. Edward R. Johnson

Lecturer of Philosophy

B.A., University of Nebraska; M.A., Ph.D., Princeton University

Ronald J. Jung

Lecturer of Business Administration

B.B.A., M.B.A., J.D., Loyola University

Dr. Elizabeth LaForge

Lecturer of Education

B.S., Tulane University; M.Ed., Ph.D., University of New Orleans

Gloria Lanoux

Lecturer of Counseling and Behavioral Sciences

B.S., M.A., Our Lady of Holy Cross College; LPC, NCC

Rev. Dr. José I. Lavastida

Lecturer of Theology

B.S., Louisiana State University; M.A., Notre Dame Seminary;
S.T.L., S.T.D., Accademia Alfonsiana, Rome, Italy

Dr. Georganna Leavesley

Lecturer of Nursing

B.S.N., Texas Christian University; M.S.N., University of Texas at Austin;
M.A., Ph.D., University of Houston

June L. Leopold

Lecturer of Behavioral Sciences

B.A., Loyola University; M.A., University of New Orleans

Jerome W. Matthews

Lecture of Political Science

B.A., Tulane University; J.D., University of California at Berkeley

Mark McLean

Lecturer of Business Administration

B.S., University of Pittsburg at Greensburg; M.B.A., Loyola University

Dr. Margaret McKinnon

Lecturer of Theology

B.A., M.A., Emmanuel College; M.A., Seminary of the Immaculate Conception;
D.Min., Ph.D., Graduate Theological Foundation

Karen Menge

Lecturer of Physical Sciences

B.S., University of New Orleans; M.S., Tulane University

Brenda O. Miller

Lecturer of Theology

B.S., M.A., Loyola University

Gail G. Murphy

Lecturer of Education

B.A., Our Lady of Holy Cross College; M.Ed., University of Our Lady of the Lake

Alycee M. Naquin

Lecturer of Counseling and Behavioral Sciences

B.S., M.A., Our Lady of Holy Cross College; LPC, NCC

Jacqueline Nguyen

Lecturer of Counseling and Behavioral Sciences

B.S., M.A., Our Lady of Holy Cross College; CI, NCC

Dr. Teresa M. O'Neill

Lecturer of Health Sciences

B.S.N., Boston College; M.N., Louisiana State University Health Sciences Center;
Ph.D., University of Miami

Dr. Elaine Orr

Lecturer of Biology and Philosophy

B.A., M.Ed., Ph.D., University of New Orleans

Dr. Aaron Ortloff

Lecturer of Computer Information Systems

B.S., Southeastern University; M.A., Zurich University; Ph.D., University of Ottawa

Dr. Sadith E. Paz-Barahona

Lecturer of History

B.A., Mount Holyoke College; M.A., University of Massachusetts at Amherst;
Ph.D., Universidad Complutense de Madrid, Espana

Dr. Stephen L. Pearce

Lecturer of English and Foreign Languages

M.A., Tulane University; Ph.D., University of New Orleans

Alfonso Perez

Lecturer of Business Administration

B.S., Universidad de San Pedro Sula, Honduras; M.B.A., University of Southern Mississippi

Vietquynh Pham

Lecturer of Mathematics

B.S., Indiana University—South Bend; M.A., University of New Orleans

Dr. Carrie Pizzalato

Lecturer of Biology

B.S., Our Lady of Holy Cross College; M.P.H., D.V.M., Louisiana State University

Salvador J. Provenzano

Lecturer of Business Administration

B.S., M.B.A., University of New Orleans

Jason A. Rabalais

Lecturer of Business Administration

B.B.A., M.B.A., Loyola University

Anthony Richmond

Lecturer of Business Administration

B.B.A., North Carolina Central University; M.A., University of Phoenix

Phyllis D. Robert

Lecturer of English

B.A., St. Mary's Dominican College; M.A., University of New Orleans

Rose Mary Salisbury

Lecturer of Mathematics

B.S., Our Lady of Holy Cross College; M.Ed., University of New Orleans

Robert Schmidt

Lecturer of Counseling and Behavioral Sciences

B.A., Loyola University; M.Th., Notre Dame Seminary;

M.A., Our Lady of Holy Cross College; LPC, NCC

Francis Scully

Lecturer of Music

B.M., The Catholic University of America; M.M., Peabody Conservatory

Linda Seghers

Lecturer of Education

B.S., Loyola University; M.Ed. Our Lady of Holy Cross College

Julie M. Shaw

Lecturer of Behavioral Sciences

B.S., Southeastern Louisiana University; M.S.W., Tulane University; LCSW, BAS

Dr. Ahmad Shateri-Mirabadi

Lecturer of Biology

B.S., University of Arkansas; M.S., M.Ed, Arkansas State University;

M.D., Central American Health Sciences University

Gretchen Shotwell

Lecturer of Education

B.A., Bloomsburg University; M.Ed., The George Washington University

George Simno

Lecturer of Business Administration

B.A., J.D., Ph.D., Loyola University, New Orleans; M.Law, Tulane University

Noretta S. Stackel

Lecturer of Education

B.A., Nicholls State University; M.Ed., University of Southern Mississippi

Melissa Sarrat Stevens

Lecturer of Nursing

B.S.N., Our Lady of Holy Cross College

Mark Taliancich

Lecturer of Counseling and Behavioral Science

B.A., University of North Texas; M.A., Our Lady of Holy Cross College; LPC, NCC

Ernest A. Thomas

Lecturer of Criminal Justice

B.A., Southeastern Louisiana State University; M.S., University of Alabama

John P. Travis

Lecturer of English

B.A., University of West Georgia; M.A., Northeastern University

Denise T. Vedros

Lecturer of Mathematics

B.S., Southeastern Louisiana University; M.S.T., Loyola University

Dr. Kevin Walgamotte

Lecturer of Nursing

B.A., University of New Orleans; M.S., Tulane University; D. Ph., Xavier University

Judy L. Weekley

Lecturer of Special Education

B.A., M.Ed., Southeastern Louisiana University

Ryan P. White

Lecturer of Counseling and Behavioral Sciences

B.S., M.A., Our Lady of Holy Cross College; CI, NCC

Talmadge White

Lecturer of Counseling and Behavioral Science

B.S., M.S., Loyola University; LPC-S, LMFT

Jane F. Wilson

Lecturer of Education

B.A., St. Mary's Dominican College; M.Ed., Loyola University

James Yeargain

Lecturer of Speech and Fine Arts

B.F.A. New York University: Tisch School of Acting; M.F.A., University of New Orleans

Catherine F. Yockey

Lecturer of Behavioral Sciences

B.A., M.A., University of New Orleans

James A. Zeller

Lecturer of Business Administration

B.S., M.B.A., University of New Orleans

PROFESSORS EMERITUS

Jane O. Baker

Professor Emeritus of Education

B.S., M.Ed., Louisiana State University; M.Ed., University of Southern Mississippi

Dr. St. John A. Bargas

Professor Emeritus of Social Sciences

B.A., University of Southwestern Louisiana; M.A., Louisiana State University;
Ph.D., University of New Orleans

Harvey R. Brooks

Professor Emeritus of Drama and Speech

B.A., University of Arkansas; M.A., Tulane University; M.F.A., University of New Orleans

Dr. Floyd M. Clay

Professor Emeritus of History

B.A., McNeese State University; M.A., Louisiana State University;
Ph.D., University of Mississippi

Dr. Gerald F. DeLuca

Professor Emeritus of Education

B.A., Our Lady of Holy Cross College; M.Ed., Louisiana State University;
Ed.D., University of New Orleans

Kathleen G. Devitt

Professor Emeritus of Library Services

B.S., M.Ed, University of New Orleans

Sr. Helen Fontenot, MSC

Professor Emeritus of Library Services

B.A., Our Lady of Holy Cross College; M.S., Our Lady of the Lake University;
Ed.S., McNeese State University

Sr. Bernardine Hill, M.S.C.

Professor Emeritus of Education

B.A., Our Lady of Holy Cross College; M.A., University of Notre Dame;
Ed.D., Louisiana State University

Dr. Jules E. LeBon

Professor Emeritus of Business Administration

B.S., Loyola University; Ph.D., Tulane University

Dr. Joseph N. Macaluso

Professor Emeritus of Education

B.M.Ed., M.Ed., Loyola University; Ph.D., University of Southern Mississippi; LP

Dr. Judith G. Miranti

Professor Emeritus of Education

B.A., Our Lady of Holy Cross College; M.Ed., Our Lady of the Lake University;
Ed.D., University of Nevada

Alvin G. Montgomery

Professor Emeritus of Behavioral Sciences and Counseling;
B.A., M.A., Southeastern Louisiana University; LPC-S, LAC

Dr. Teresa M. O'Neill

Professor Emeritus of Nursing
B.S.N., Boston College; M.N., Louisiana State University Health Sciences Center;
Ph.D., University of Miami

James A. Rabalais, Jr.

Professor Emeritus of Business Administration
B.B.A., M.B.A., Loyola University

Dr. Myles M. Seghers

Professor Emeritus of Education
B.A., M.Ed., Southeastern Louisiana University; Ph.D. University of New Orleans

Dr. Margaret T. Shannon

Professor Emeritus of Nursing
B.S., St. Louis University; B.S.N., Northwestern State University of Louisiana; M.S., St.
Louis University; M.A.T., St. Mary's College; M.N., Louisiana State University Health
Sciences Center; Ph.D., University of New Orleans

ADMINISTRATIVE AND PROFESSIONAL SUPPORT STAFF

Peggy Bourgeois

Executive Assistant to the President

Rachel Brock

Associate Registrar

B.S., North Georgia College and State University;
M.A., New Orleans Baptist Theological Seminary

Chris Bundick

Controller

B.S., Louisiana College; M. Div., New Orleans Baptist Theological Seminary

Dana Butler

Web Services Coordinator

David M. Catherman

Vice President for Philanthropy and Marketing

B.A., Eisenhower College of the Rochester Institute of Technology

Rosalind Chester

Director of Information Technology

B.A., University of New Orleans; M.A., George Washington University

Audrey B. Clements

Senior Database Administrator

B.A., Dillard University; M.S., University of New Orleans

Shanitra Corley

Receptionist

Nikki C. Colletti

Coordinator of Admissions

B.A., M.A., Southeastern Louisiana University

Dr. Victoria M. Dahmes

Interim Provost; Director of the Center for Teaching and Learning; SACSCOC Liaison

B.S., Western Michigan University; M.Ed., Loyola University; Ph.D., University of New Orleans; Post-graduate training, John F. Kennedy School of Government, Harvard University

Nicole Ferrer

Office Manager, The Thomas E. Chambers Counseling and Training Center

Trinette Harris

Data Processor, Enrollment Services Office

Adam Heine

Campus Technology Technician

B.S., Louisiana State University

Leslie Johnson

Executive Administrative Assistant to the Provost
B.A., Ashford University

Pamela W. Lopez

Administrative Assistant, Office of Philanthropy and Stewardship

Cynthia Madere

Office Manager, Center for Teaching and Learning

Donyelle Marigny

Student Health and Wellness Coordinator
L.P.N, Charity Delgado Community College

Steve Morgan

Admissions Counselor; Coordinator of Alumni and Parent Admissions Program
B.S., University of Lafayette Louisiana

Jessica Naquin

Accounts Payable
B.S., University of Phoenix

Eric Nash

IT Help Desk Technician
B.A., Herzing University

Bernard Nelson

Security Manager

John L. O'Quinn

Accounting Manager
B.S., University of New Orleans

Brandy Ortego

Administrative Assistant, Nursing and Allied Health
B.A., Ashford University

Jasmine E. Pansy

First-Time Freshmen Admissions Coordinator
B.A., Our Lady of Holy Cross College

Meredith Reed

Vice President for Student Engagement and Advising

B.S., Howard University; M.Ed., University of New Orleans

Traci Rees

Administrative Assistant, Registrar's Office

B.S., University of North Carolina—Pembroke

Lisa Reynolds

Data Processor, Enrollment Services Office

B.S., Our Lady of Holy Cross College

Mandy Rogers

Bursar

B.S., Our Lady of Holy Cross College

Lela Santiago

Assistant to the Bursar

Diana M. Schaubhut

Director of Library Services

B.A., M.A., University of New Orleans; M.A., University College London

Jane Simoneaux

Administrative Assistant, Division of Liberal Arts and Sciences and Department of Business

Kobi Sloane

Registrar

B.A., Texas A&M University—Corpus Christi; M.H.R., University of Oklahoma

Brandy M. Smith

Coordinator of Student Affairs

Staci L. Smith

Admissions Counselor

B.S., University of New Orleans

Jose Varela

Facility Manager

Anna Vaughn

Financial Aid Coordinator

B.S., Our Lady of Holy Cross College

Cathy Waguespack

Director of Human Resources Management

B.S., Our Lady of Holy Cross College

Megan Waite

Executive Assistant to the Vice President for Finance and Operations

B.S., Northern Kentucky University

Arlean Wehle

Vice President for Finance and Operations/Treasurer

B.S., Louisiana State University

COAT OF ARMS

As one looks at the shield of the terms dexter and sinister must be understood contrariwise as the shield was worn on the arm in medieval days and these terms were used in the relationship of the bearer of the shield.

The arms in the dexter impalement, to the left of the viewer, are those of the College and of the Archdiocese of New Orleans and the State of Louisiana. The pelican in her piety is placed at the base of the dexter impalement. This symbol is found on the seal of the Archdiocese of New Orleans and the State Seal of Louisiana. In this symbol the pelican, an aquatic bird, is found nourishing and protecting its young which it loves. For some, this symbol has an allegorical reference to Christ. This charge was placed at the base of the dexter impalement to indicate the relationship the College has with the Archdiocese of New Orleans and State of Louisiana. The fleur-de-lis was adopted by the French king Clovis in the early 500's after an angel gave it to him for accepting Christianity. Three fleurs-de-lis on a field usually refer to the Trinity. In this particular pattern, they are meant to symbolize spiritual achievement. In this country, it indicates the French influence (Bourbon) not only in the State, in the Archdiocese, but also in the College, because the Marianites were founded in France. The hurricanes with the three tinctures (gules) in the dexter chief canton represent the College. The hurricane symbolizes swiftness and also refers to the notion of a four year liberal arts school whose basic philosophy is to transmit a broad spectrum of knowledge resulting in a foundation upon which the individual may continue to build.

The sinister impalement, to the right of the viewer, has the charges of the Congregation of Marianites of Holy Cross, though the disposition varies from the seal of the Congregation itself. The crown over the cross represents Mary as Queen of Heaven. It also suggests Louis IX, saint and King of France, again indicating the French origin of the Marianites. Louis was austere and prayerful, energetic, considerate of the people, especially the poor. The roses adjacent to the crown also symbolize Mary, of the house of David. The rose was also an emblem of the early Church. It is believed that the rose was the first flower to be brought under cultivation. The cross is the primary symbol of the Family of Holy Cross. The distinctive charism of the Marianites of Holy Cross is imitating the union of the Mother of God with her Crucified Son. This is represented with the heart aflame imposed on the elongated swordlike cross. The cross plays a central role in the Marianite spirituality as a life of immolation. In ancient times, primitive peoples regarded the heart as the very soul or spirit of the person, the core or center of the body. The heart symbolizes tenderness and sympathy. The anchor used here is the Admiralty anchor, which is a symbol of safety and hope in the future. The anchor is to be found as one of the symbols in the early Church where it stood for hope in life eternal, as found in Paul's Letter to the Hebrews, 5:19-20.

The motto, *Spes Unica* (One Hope), refers to the fact that the cross is our one hope. A motto briefly expresses an ideal, a program of life, and the spirit of one who selects it. This one refers to the unity to be found in the Family of Holy Cross, and to this end, the founder, Blessed Basil Anthony Moreau C.S.S. consecrated and dedicated the priests to the heart of Jesus, the brothers to the heart of St. Joseph, and the sisters to the heart of Mary pierced with a sword of sorrow. Hope has a dual reference: to the Holy Cross, on which Jesus died, symbolizing a life of immolation, and to the suburb of Holy Cross outside the gates of LeMans. Hence, the religious community was referred to as Sisters of Holy Cross and Fr. Moreau saw them as the hope of the people with whom and for whom they worked.

ADDENDUM

SATISFACTORY ACADEMIC PROGRESS

SATISFACTORY ACADEMIC PROGRESS OVERVIEW

All students in degree seeking programs at Our Lady of Holy Cross College (OLHCC) must make Satisfactory Academic Progress to be eligible for financial aid. All students are evaluated for their eligibility to receive financial aid based on the minimum satisfactory progress standards. The following procedures are used to implement these policies.

Regulatory Citations

Pursuant to federal regulation (§668.16(e)(1)), OLHCC has implemented procedures for monitoring each students' satisfactory academic progress. The Satisfactory Academic Progress (SAP) policy at OLHCC is at least as strict as the "Good Standing" policy employed by Academic Affairs for students who are not receiving financial aid. The Financial Aid Office applies this policy consistently to all educational programs and to all students within categories, e.g. undergraduate, and graduate students.

As permitted in regulation, the SAP policy includes an evaluation of academic progress after each term. Summer is considered to be a term.

SATISFACTORY ACADEMIC PROGRESS POLICY

The Satisfactory Academic Progress policy is comprised of three elements: Quantitative, Qualitative and Maximum Time Frame

- A. Qualitative – evaluation based on grade point average (GPA)
- B. Quantitative – evaluation based on completion rate towards educational objective
- C. Maximum Time Frame – evaluation based on total number of credit hours attempted.
 - 1. Undergraduate students will be eligible for financial aid for a maximum of 180 attempted credit hours (150% of 120 credit hours required for all degree programs). Transfer hours are included in the total number of credit hours attempted.
 - 2. Graduate students will be eligible for financial aid for a maximum of 150% of the total credits hours required of their program. Transfer hours are included in the total number of hours attempted.
 - 3. Part time attendance counts towards hours attempted in the maximum time frame calculation.
 - 4. Attempted hours are counted for all terms, even those for which the student did not receive financial aid, transfer hours and including hours usually waived under academic amnesty policies.

Students are not packaged for financial aid nor can disbursement of any federal or state aid occur while a student is considered to be NOT MEETING Satisfactory Academic Progress. As permitted by regulation, students who are not meeting but are in a

FINANCIAL AID WARNING or FINANCIAL AID PROBATION status may be awarded and disbursed federal and state aid.

In order to re-establish eligibility, a student must be placed on probation through the evaluation and approval of an appeal or reevaluated after a term and meet all of the above stated criteria or be placed on probation after making an appeal for consideration.

The requirement that a student complete a number of credits or enroll for a number of academic periods without receiving federal student aid funds, or that he/she interrupt attendance for one or more academic periods, may be part of the appeal decisions by the Financial Aid Office. However, neither paying for one's classes nor sitting out for a term affects student's academic progress standing, so neither is sufficient to re-establish aid eligibility.

Qualitative Evaluation

The Qualitative evaluation monitors a student's progress based on their cumulative grade point average (GPA).

Undergraduate Student Qualitative Requirements

For undergraduates, a cumulative 2.0 Overall Cumulative GPA is required at the end of each term.

Graduate Student Qualitative Requirements

For graduate students, a cumulative 3.0 Overall Cumulative GPA is required.

Qualitative Evaluation

All students, undergraduate and graduate, must complete and pass 75% of all hours attempted at OLHCC. A student's completion rate is calculated by dividing hours earned by hour attempted.

- “Attempted coursework” are defined as any course in which the student is enrolled after the College's add/drop period expires.
- “Successfully completed credit hours” are defined as the number of credit hours in which a student received a grade of A, B, C, D or P.
- Withdrawals, F, FN, Incomplete, Drop grades, and repeated courses are handled as follows:
 - Withdrawals (W, WAD and WM) are counted as credit hours attempted, if they occur after registration has closed and the add/drop period has ended. **Keep in mind that W grades will be included in the calculation, even if the date of withdrawal resulted in no tuition. The College's policy to assess tuition is separate of the Academic Progress calculation.**
 - F, FN, Incomplete and Drop grades are included as credit hours attempted but not completed.

- Developmental coursework is not included in the calculation
- Initial and repeated enrollments in the same course count as credit hours attempted each time the course is taken.
- AU – Audit coursework is not taken into consideration for the calculation.

Maximum Time Frame Evaluation

The Maximum Time Frame makes an evaluation based on total number of credit hours attempted, to ensure the student is making appropriate progress to degree.

Undergraduate Student Maximum Time Frame

Undergraduate students will be eligible for financial aid for a maximum of 180 attempted credit hours. Transfer hours are included in the total number of credit hours attempted.

Transfer hours are included in the total number of hours attempted.

The maximum time frame calculation is reset for students who are attempting a second bachelor's degree at the College.

Attempted hours are counted for all terms, even those for which the student did not receive financial aid, and including those usually waived under academic amnesty policies.

Students who are pursuing a second undergraduate degree at OLHCC are permitted to have the maximum time frame “reset”, so that only course attempts in pursuit of the second degree are calculated.

Graduate Student Maximum Time Frame

Graduate students will be eligible for financial aid for a maximum of 150% of the total credits hours required of their program.

Attempted hours are counted for all terms, even those for which the student did not receive financial aid, and including those waived under academic amnesty policies.

SATISFACTORY ACADEMIC PROGRESS PROCEDURES

Financial Aid Warning

Warning status lasts for one term, during which the student may continue to receive federal student aid funds.

Students who fail to make satisfactory progress after the warning period lose their aid eligibility unless they successfully appeal and are placed on probation.

It is possible that a student could receive more than one financial aid warning period during his/her enrollment at OLHCC. For example, the student may be placed on financial aid warning for the spring term, following the review of the fall term, because he/she is not meeting one or more of the Satisfactory Academic Progress evaluations. The

student could meet the requirements after spring and then fail to make Satisfactory Academic Progress during the subsequent fall term. The student could again be placed on financial aid warning. The only stipulation is that a student cannot have successive periods in financial aid warning status.

Appeals and Probation

Students who are not meeting one or more of the SAP requirement may appeal on the basis of: his injury or illness, the death of a relative, or other special circumstances. All appeals must explain why the student failed to make satisfactory progress and what has changed in his situation that will allow him/her to make satisfactory progress at the end of the next term.

An appeal may be approved without an academic plan if student is able to meet the SAP standards by the end of the next term.

If it is reasonable for a student to meet the standards by the end of the next semester, OLHCC may place the student on probation without an academic plan. The College must review the student's progress at the end of that one payment period to re-determine whether the student has met the SAP criteria and/or the terms of the probation, as probation status is for one payment period only.

- An example is a student with a 1.99 GPA; it is quite possible to achieve a GPA in the next term and be over the 2.0 minimum GPA required by the College's policy.

If the student will require more than one term to again meet the requirements of the SAP policy, an appeal may still be approved, but in combination with an academic plan. The academic plan may span more than one term, but must map performance necessary to meet the SAP standards.

- An example is a student who has earned 40% of the courses attempted, as of a SAP evaluation. Even after completing 100% of the next term's courses, the student will not be over the 75% pace requirement in the College's policy.
 - The academic plan would help guide the student through the required courses and actions necessary to bring the 40% up to the required minimum standard of 75% completion.

At the end of the next term, if the student is meeting the requirements of the academic plan, the student is eligible to receive financial aid for the next term, even if he/she is not yet meeting the SAP policy standards.

Academic Plans

The Academic Advisor and the student will develop a plan that ensures that the student is able to meet the institution's satisfactory academic progress standards by a specific point in time, but is more generally established to guide the student to program completion.

Financial Aid Probation

OLHCC includes financial aid probation as part of the satisfactory progress policy.

When a student loses federal financial aid eligibility because he/she failed to make satisfactory progress, the student may appeal that determination on the basis of: injury or illness, the death of a relative, or other special circumstances. Any appeal submitted by a student must explain why he/she failed to make satisfactory progress and what has changed in his situation that will allow him to make satisfactory progress at the next evaluation.

If the Financial Aid Office determines, based on the appeal, that the student should be able to meet the Satisfactory Academic Progress standards by the end of the subsequent payment period, the student may be placed on probation without an academic plan. Generally speaking, OLHCC will not utilize this option and instead require all deficient students to meet with an academic advisor to develop or review their academic plan.

At the end of term on probation, the student must meet the Satisfactory Academic Progress requirements or must be meeting the requirements of the academic plan.

Students who are placed on probation must:

- Achieve either at least a 2.0 Grade Point Average or the term GPA established in the student's academic plan for the term of probation; and
- Successfully complete ALL courses attempted.

A student who meets the above requirements of the academic plan can have the probation status continued for another term. A student who does not meet these requirements would have to successfully appeal to be placed on probation and have another academic plan. This appeal must explain why he/she failed to make satisfactory progress and what has changed in his situation that will allow him to make satisfactory progress at the next evaluation as well as detailed information about why the student failed to meet the requirements of the probation period, including what had changed and why the student will be able to meet the terms of the academic plan.

A student may be placed on probation for one term per appeal. It is possible that a student could be placed on probation more than once in his or her academic career, if there are successful appeals submitted and evaluated by the Financial Aid Office.

3.5 Notification to students

Students who fail to meet either of the Quantitative, Qualitative or Total Hours requirements of the Satisfactory Academic Progress policy are sent a notification email, which outlines the specific area of the Satisfactory Academic Progress policy that is deficient and explains that financial aid awards cannot be paid because of this deficiency. This email is a standard notification, with the appropriate paragraphs included. All notifications create a record in the system.

This email will include a link to the Satisfactory Academic Progress Appeal Form which is a form to standardize the appeals made to the Financial Aid Office. All forms must be signed by the student's Academic Advisor, after discussion of the academic plan, before consideration.

