ST. FRANCIS COLLEGE

established by the

CONGREGATION OF THE RELIGIOUS BROTHERS
of the
THIRD ORDER REGULAR OF ST. FRANCIS
FRANCISCAN BROTHERS

CATALOGUE 1976/77

BROOKLYN CIVIC CENTER
180 Remsen Street
Brooklyn, New York, 11201
Telephone 212-522-2300

Communications should be addressed to the proper office as indicated below:

Executive Business
Academic Matters
Alumni
Applications, Admissions
Athletics
Business Matters
Communications Media
Continuing Education
Expansion, Development
Financial Aid
Placement Service
Student Affairs
Transcripts, Records

President
Academic Dean
Director of Alumni Relations
Director of Admissions
Director of Athletics
Chief Financial Officer and Controller
Director of Public Information
Dean of Continuing Education
Coordinator of College Relations
Director of Financial Aid
Director of Placement
Dean for Student Affairs
Registrar

Visitors to the campus are welcome. For interviews with the administrative staff or faculty members, it is suggested that appointments be made in advance.
DIRECTIONS

IRT
7th Avenue and Lexington Avenue lines to Borough Hall.

IND
A, F, or I trains to Jay Street—Borough Hall.

BMT
D, N, B or Q8 trains to DeKalb Avenue. Change to "M" or "RR" trains, go two stops to Court Street.

B-38 Bus (DeKalb Avenue) to Court Street — Borough Hall.
B-41 Bus (Flatbush Avenue) to Court Street — Borough Hall.
B-52 Bus (Gates Avenue) to Court Street — Borough Hall.
LIRR — to Flatbush Avenue Terminal. IRT to Borough Hall.

By Car
From Manhattan — Brooklyn Bridge to Cadman Plaza West Exit — follow arrows.
From Staten Island — BQE to Atlantic Avenue Exit — follow arrows.
From Queens — BQE to Fulton Street Exit — follow arrows.
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ACADEMIC CALENDAR

FALL 1976

Sept.  1  Wednesday  Late registration and program changes
       Day Students 2:00-4:30 P.M.
       Continuing Education Students 6:00-8:00 P.M.
Sept.  8  Wednesday  Classes begin
Sept.  9  Thursday  Last day for free program changes
Sept. 14  Tuesday  Last day for adding courses
Sept. 22  Wednesday  Last day for juniors and seniors to file
       “Pass-Fail Course Requests”
Oct.   8  Friday  Last day for seniors to file “Application
       for Degree Cards” for 1977
Nov.   1  Monday  Mid-term grades due
Nov.   2  Tuesday  Election Day (No Classes)
Nov.  24  Wednesday  Thanksgiving recess begins after last class
Nov.  29  Monday  Classes resume
Dec.  16  Thursday  Last day of classes
Dec. 17-21  Fri.-Tue.  Final Examinations
Dec. 22  Wednesday  Final Grades due by 4:00 P.M. in Registrar’s
       Office

SPRING 1977

Jan.   19  Wednesday  Late registration and program changes
       Day students 2:00-4:30 P.M.
       Continuing education students 6:00-8:00 P.M.
Jan.   24  Monday  Classes begin
Jan.   25  Tuesday  Last day for free program changes
Jan.   28  Friday  Last day for adding courses
Feb.   4  Friday  Last day for juniors and seniors to file
       “Pass-Fail Course Requests”
Feb.  21-22  Mon-Tue.  Presidents’ Holidays—No classes
       (Lincoln’s Birthday & Washington’s Birthday)
Mar.  21  Monday  Mid-term grades due
Apr.  2  Saturday  Easter recess begins after last class
Apr. 17  Sunday  Classes resume
May  15  Sunday  Last day of classes
May 16-22  Mon.-Sun.  Final Examinations
May 23  Monday  Final grades due by noon in Registrar’s Office
May 28  Saturday  Baccalaureate Service
June  4  Saturday  Commencement
GENERAL INFORMATION

HISTORY AND GOVERNMENT OF THE COLLEGE

In the early part of 1858, the Right Reverend John Loughlin, first Bishop of Brooklyn, invited the Irish Congregation of the Franciscan Brothers to undertake the education of boys in his Diocese. On September 16, 1858, the Brothers purchased a building at 300 Baltic Street, and in the fall of 1859 opened the first classes of St. Francis Academy, in which the college had its origin. In 1868 additional property adjoining St. Francis Academy was purchased and a wing added to the original foundation containing additional class rooms, a chapel, and accommodations for boarding students. On June 2, 1868, the original foundation under the title of The St. Francis Monastery of the City of Brooklyn was incorporated.

On May 8, 1884, the Trustees of The St. Francis Monastery were empowered “to establish a literary college in the City of Brooklyn under the title of St. Francis College, and appoint as trustees of said college twelve persons of full age, citizens of the United States, and of the State of New York, whom it desires to manage and direct the said college, and their successors in office shall have power to make such by-laws as they shall deem proper for the management of said college, and to prescribe the course of study and discipline to be pursued and observed by the students attending the same, and under the title of the trustees of St. Francis College shall have the same power to confer diplomas, literary honors and degrees as is possessed by the universities and colleges of the State.” The College thus became a function of The St. Francis Monastery.

The Bachelor of Arts degree in course was conferred for the first time in June, 1885. In 1891, the Board of Regents approved the Bachelor of Science curriculum, and the Bachelor of Science degree was conferred for the first time in June, 1892. The Bachelor of Business Administration degree was conferred for the first time in June, 1956.

In 1912, the College discontinued accepting boarding students to meet the needs of expansion. The living quarters of the students were remodeled to include additional science laboratories, a library, and lecture rooms. The need for more accommodating facilities and a modern building became urgent, and in 1923 the Brothers appealed to the people of Brooklyn to meet the demand. The College building formerly at 35 Butler Street (erected in 1926) was the result of this appeal. The College became a separate legal corporate entity under Charter issued by the Regents of the University of the State of New York on April 10, 1957. In 1960, several buildings were purchased on Remsen Street in the new Brooklyn Civic Center. In the Fall of 1968, two additional buildings were opened. One building increased the student union facilities, faculty offices, and faculty residence facilities. The other building houses the science facilities and additional classrooms. A new health and physical education building was opened in 1971.

Traditionally an all-male college, St. Francis became a co-educational institution in 1969.
LOCATION
St. Francis College is within two blocks of the Borough Hall station of all subways and is easily accessible from all parts of the metropolitan area. The campus is located on Remsen and Joralemon Streets in Brooklyn Heights—a national historic landmark district.

GENERAL OBJECTIVES
Every student of whatever race, condition and age is endowed with the dignity of a person, which has an inalienable right to an education corresponding to a student's destiny and suited to his/her native talents, sex, cultural background, and ancestral heritage. At the same time this education should pave the way to a mutual association with other peoples, so that genuine unity and peace on earth may be promoted. A true education aims at the formation of the human person with respect to an ultimate goal and simultaneously with respect to the good of those societies of which a man/woman is a member, and in whose responsibilities, as an adult, he/she will share.

Moreover, as a result of its history, location, and sponsorship, St. Francis College is concerned with the liberal education of students from the metropolitan area. The College regards as its primary function the systematic introduction of qualified students to the larger world of the mind. To provide a setting for such larger awareness the College offers pre-professional and pre-graduate training in the arts, the sciences and business.

The purposes for which the corporation is formed are to establish and maintain an institution of higher learning at the college level and to conduct courses of instruction in the liberal arts and sciences leading to the degrees of bachelor of arts (B.A.) and bachelor of science (B.S.), with power in the corporation to confer said degrees in course and, the honorary degrees of doctor of laws (L.L.D.), doctor of letters (Litt.D.), doctor of humane letters (L.H.D.), and doctor of commercial science (D.C.S.), in conformity with the rule of the Regents of the University and the regulations of the Commissioner of Education for the registration of institutions of higher education.

MEMBERSHIP AND AFFILIATIONS
St. Francis College is chartered by the Legislature of the State of New York; is accredited by the Regents of the University of the State of New York and the Middle States Association of Colleges and Secondary Schools; is a member of the National Catholic Education Association, the Conference of the Catholic Colleges of New York State, the Association of the Colleges and Universities of the State of New York, the Association of American Colleges, the Council of Higher Educational Institutions in New York City, the Franciscan Educational Conference, the Commission on Christian Higher Education, the National Commission on Accrediting, and the American Association of Independent College and University Presidents.

LIBRARY
Ninety-six thousand volumes comprise the working nucleus of the McGarry library. There are substantial increases each year through a large budget appropriation and the contributions of the alumni and friends of the College. More than six hundred periodicals are received currently. Also accessible are stacks of bound and unbound periodicals and pamphlets together with various government publications. The library is richly supplemented by the facilities of the libraries of the metropolitan area.
LABORATORIES
The new science building offers expanded opportunity for laboratory work in the physical sciences. In addition to the eleven physical science laboratories designed for the student's course work, there are numerous specialized laboratories that offer students and faculty the opportunity for research in areas both within and beyond those normally required for course work.

THE JAMES A. KELLY INSTITUTE FOR LOCAL HISTORICAL STUDIES
The James A. Kelly Institute for Local Historical Studies of St. Francis College was created in 1973 and named for the late Borough Historian of Brooklyn.

It houses one of New York's largest collections of primary source records on local history. Original charters of the Dutch and English governors, Indian deeds, Town Records and miscellaneous documentation account for over three million pieces.

The Congressman John Rooney and Congressman Eugene Keogh Collections, Alderman Peter McGuinness Collection and Francis Sinnott papers, as well as a number of political scrapbooks and memorabilia, have been added for the scholars and students of urban politics to research.

The Institute is open to the general public, teachers and students alike.

SPECIAL PROGRAMS
The Division of Continuing Education has been founded for the purpose of enabling every segment of the community to share in the St. Francis experience. Open to men and women, this multifaceted division of the college provides opportunities for human growth and enrichment through a wide spectrum of courses and programs. Within this Division, students may complete courses leading ultimately to the baccalaureate degree, or, if they so choose, to the two-year or associate degree.

In addition, certificates of completion are offered in the areas of computer science, educational technology, and a host of pre-professional, in-service and vocational areas.

Federal Intern Program—In cooperation with the Board of Higher Education of the City of New York, St. Francis College is a participating institution in the selection and supervision of students interested in the public service as a potential career. Opportunities are given to juniors to apply for the internship, which is full-time during the summer and part-time during the academic year. Interns are granted credit toward their baccalaureate degrees and receive $400 for the eight weeks of the summer program and a stipend, depending upon need, for their senior year. For complete information, juniors should contact the Director of Placement.

Accounting Internship programs are available to selected students. They are designed to provide guided practical experience in both industrial and public accounting.

Computer Program—St. Francis College has acquired the new IBM 1130 computer facility. Although primarily intended for mathematical and scientific uses, the IBM 1130 lends itself to many other applications. Students who have had the courses in electronic data processing and students engaged in directed research in science, mathematics, or business will have hands-on operation of the facility to test their programs and to perform the mathematical, scientific, and business applications they desire.
Junior Year Abroad—At the end of the sophomore year, qualified students may elect to take advantage of a year of foreign study and apply this work toward the degree requirements of St. Francis College. No special course of study is provided by the College. The student may select a course and place of study from among the many programs available through the various international education agencies, such as the Institute of European Studies, The International Educational Exchange Service, The Inter-American Studies Program (sponsored by the United States Government) or programs conducted by other recognized educational institutions. Students entering this program should seek the advice of the Faculty Advisor for Foreign Studies and have the program approved by the Academic Dean.

The Institute of Religious Studies for teachers of religion awards a certificate in recognition of the successful completion of a minimum of twenty-one credits in religious studies. Students who are teaching religion or are interested in teaching religion are eligible to participate. It is believed that such a program will enable teachers to be aware of the constant development in the field of religious education particularly as it affects them in their own catechetical experiences. The implications of the documents of Vatican II are thoroughly explored. Insights into contemporary theology are used to provide a base for catechetical relevance.

American Institute of Banking—St. Francis College will accept transfer credit from the American Institute of Banking for students seeking the A.A.S. in business administration, B.S. in business management and the B.S. in accounting. The credits acceptable for transfer will be determined by the academic authorities at St. Francis College. Courses that have equivalency with St. Francis College will be transferred without prejudice. It is recommended that AIB students consult their catalogue for complete details concerning transfer credits.

Veterans Administration Companionship Program—The St. Francis College psychology department, in affiliation with the Veterans Administration Hospital in Brooklyn, has developed this program for qualified seniors in psychology who are interested in supervised field experience in a clinical setting. Students involved in this program will receive college credit while working as therapeutic companions to selected patients in the V.A. Hospital. In addition, they will attend clinical staff conferences and lectures in psychology and psychiatry scheduled at this hospital.

United States Army Reserve Officers’ Training Corps Program—Qualified full-time St. Francis College students may elect to participate in the Army ROTC Program at Polytechnic Institute of New York on a cross-enrolled basis. The two or four year program leads to a commission as a Second Lieutenant in the United States Army. Interested students should contact the Academic Dean of St. Francis College for further information.

Project Ahead—In conjunction with the United States Army, St. Francis College participates in a cooperative education program whereby qualified Army personnel adopt St. Francis College as a “home” College of record, accumulating credits toward a regular degree program. The final 30 credits must be accumulated at St. Francis College. Interested students should contact the Academic Dean of St. Francis College for further information.

Life Experience Credit—This is an experimental program designed to assist the serious mature adult of 30 years or older who was unable to complete or start a college program upon completion of secondary school. Credit earned at post-secondary school institutions may be used in this program. Students will be directed to take the College Level Exam Program and New York State College Proficiency exams when applicable. Credit may also be granted for life and work experience upon the judgment of the Life Experience Program Committee. A minimum of 30 credits must be
completed on campus in this program. Information and applications may be obtained from either the Academic Dean or the Dean of Continuing Education.

**B.S. IN SPECIAL STUDIES**

The objective of the B.S. in special studies is to permit the mature person who already possesses business, professional or technological competence, supported by acceptable academic experience to fulfill the requirements for a bachelor's degree. Another objective of the program is to provide the opportunity for individuals with previous college training which does not meet our present curricula requirements to take full advantage of current educational needs.

This program is an attempt on the part of St. Francis College to meet the special needs of the older individual whose college training has been interrupted and/or whose professional goals may have changed.

To qualify for this program, the applicant should be at least 26 years of age and should have completed approximately two years of college work (60 credits) at another collegiate institution. The work completed by the applicant should not be applicable to any currently established curriculum at St. Francis College or the applicant should be able to demonstrate that his career and/or professional goals have substantially changed so that he or she must pursue a new area of academic concentration.

Students in the B.S. in special studies degree program will be required to complete 126 credits, at least 30 of which must be completed at St. Francis College. The student will be free to select any courses for which he does not have previous transfer credits.

This degree program, like all others at St. Francis College, is approved for the training of veterans and other eligible persons in accordance with the provisions of Public Law 89-358.

**NYC REGIONAL CENTER FOR LIFE-LONG LEARNING**

The NYC Regional Center for Life-Long Learning assists adults in locating continuing education opportunities throughout the five boroughs. Free information on more than 20,000 courses and programs may be obtained by calling the Center at 285-3210 or writing P.O. Box 495, New York, N.Y. 10038. The Center is funded by Title I of the Higher Education Act of 1965, administered by the New York State Education Department.
ADMISSION OF STUDENTS

ADMISSION TO THE FRESHMAN CLASS

It is the policy of St. Francis College to admit as matriculated students only those applicants who present evidence that they can successfully pursue courses leading to a degree. No qualified applicant will be refused admission because of race, creed, color or sex.

A student who desires admission to the freshman class should apply to the Director of Admissions for an official application blank, and return it, completed, to the Director. The applicant should request the secondary school principal or representative to forward a record of high school grades to the Director of Admissions on an approved transcript form. Application for admission should be made as soon as possible in the senior year of high school or at the end of junior year on the Early Acceptance Plan.

For admission, an applicant must: 1) be a graduate of an approved secondary school; 2) present evidence of satisfactory standing in the high school class and successful completion of required courses; 3) furnish a recommendation from the secondary school principal, or representative, as to character, personality and promise; 4) report for an interview with the Director of Admissions, or his representative, when required; 5) furnish S.A.T. scores; 6) present sixteen acceptable units as follows:

- English, four years 4 units
- The remaining twelve units are to include a three-year sequence and a two-year sequence and are to be made up of the following academic programs of study: foreign language, mathematics science, social studies, and business. Applicants for the bachelor of science program must have completed eleventh year mathematics or its equivalent. 12 units
- 16 units

ENTRANCE EXAMINATIONS

Applicants for the day session are required to take the Scholastic Aptitude Test (morning section) of the College Entrance Examination Board and have the results sent to St. Francis College. A Bulletin of Information containing procedures for filing applications, a list of examination centers, and test dates may be obtained by writing to: College Entrance Examination Board, P.O. Box 592, Princeton, New Jersey 08540. Applicants for the evening session who because of employment or other circumstances have not taken the Scholastic Aptitude Test may be required to take a special entrance examination at the College.
The College is more interested in the applicant's potential to succeed in college than in any prescribed pattern of entrance units. Where the preparation differs from the state requirements, the record will be studied carefully by the Committee on Admissions for evidence of unusual aptitude, especially in those studies which are prerequisite for the curriculum the applicant wishes to pursue.

FOREIGN STUDENTS
Foreign students who seek admission should file their application, transcript of high school, proof of high school graduation (G.E.D. or five passes on the G.C.E.) and present scores of the Test of English as a Foreign Language (T.O.E.F.L.), with the Admissions Office well in advance of their anticipated entrance date.

ADMISSION WITH ADVANCED STANDING
A student who has attended another college or university must present an official transcript of credits showing courses and grades, a marked catalogue of the institution or institutions attended, indicating the courses for which the applicant seeks credit, and a statement from an administrative officer that applicant has been honorably dismissed. The student must fill out the required application and have the secondary school record forwarded. Credit will be allowed only for courses appropriate to the curriculum chosen at St. Francis College.

The decision to admit to advanced standing and the determination of the amount and quality of transfer credit to be allowed rest with the Director of Admissions. Credit will be allowed for any transfer course equivalent to or higher than the St. Francis grade of C.

ADVANCED PLACEMENT
A student may qualify for advanced placement by presenting evidence of having completed a collegiate-level course in high school in the form of an acceptable score in the Advanced Placement Test of the College Entrance Examination Board. All communication regarding advanced placement should be addressed to the Director of Admissions. Information regarding the Advanced Placement Tests may be obtained from Educational Testing Service, Box 592, Princeton, New Jersey 08540.

CREDIT BY EXAMINATION
Advanced standing with credit is allowed upon evidence of successful completion, with a satisfactory grade, of the Advanced Placement Examination; the College Level Examination Program General Examination or Subject Examination of the College Entrance Examination Board, Princeton, N.J. Credit is also granted for a satisfactory grade in Proficiency Examinations conducted by the University of the State of New York, through the Division of Testing, Albany, N.Y.

Information may be obtained by writing to the respective agencies. Test results should be forwarded to the Admissions Office well in advance of the proposed term the student wishes to begin classes and have credits evaluated.

CLASSIFICATION OF STUDENTS
A Matriculated or Regular Student is one who has fulfilled the matriculation requirements and is pursuing a degree program.

A Transfer Student is one who has withdrawn from a college or university and has been admitted to St. Francis College to pursue courses leading to a degree.

A Transient Student is one regularly enrolled in another college or university whose work at St. Francis College is to be transferred to the institution in which he is regularly enrolled.
A Special Student is a student of mature age who does not wish to complete a regular course of study. Such a student may be admitted with the consent of the Director of Admissions. The student must, however, submit credentials covering all preparatory work and, if admitted, may pursue only such studies as the student's qualifications permit.

Regular college students are classified on the basis of achievement as follows:

LOWER DIVISION:
- Freshmen—those who have fewer than 28 credit hours.
- Sophomores—those who have earned 28 credit hours.

UPPER DIVISION:
- Juniors—those who have earned 60 credit hours.
- Seniors—those who have earned 90 credit hours.

The work in the lower division comprises the basic studies intended to lay the foundation for the more advanced work of the upper division. The work of the upper division involves the comprehensive grasp of a field of study which will contribute to the special interest of the student, together with a knowledge of other fields, thus giving purpose and unity to the whole college program.

DAY SESSION STUDENTS
Day session students are all students matriculating toward a baccalaureate degree in the day session.

CONTINUING EDUCATION STUDENTS
Continuing Education Students are:
1. All students matriculating toward a baccalaureate degree in the evening session.
2. All students in associate degree programs.
3. All students admitted as special or non-matriculating students.
The Trustees of St. Francis College exert every effort to keep the tuition costs as low as possible consistent with sound education policy. The Trustees reserve the right to make changes in tuition and fees when necessary.

**REGULAR FEES**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Application Fee</td>
<td>$15.00</td>
</tr>
<tr>
<td>Readmit Application Fee</td>
<td>$15.00</td>
</tr>
<tr>
<td>Pre Registration Fee</td>
<td>$50.00</td>
</tr>
<tr>
<td>This fee is not refundable.</td>
<td></td>
</tr>
<tr>
<td>It will, however, be credited towards tuition.</td>
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</tr>
<tr>
<td>Matriculation Fee</td>
<td>$10.00</td>
</tr>
<tr>
<td>This fee is payable only once and is not refundable.</td>
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</tr>
<tr>
<td>Tuition Per Credit Hour</td>
<td>$72.00</td>
</tr>
<tr>
<td>Service Fee for Students Taking 12 or More Credits</td>
<td>$32.50</td>
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<tr>
<td>This fee includes registration, library and student services.</td>
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<tr>
<td>Service Fee for Students Taking Fewer Than 12 Credits</td>
<td>$10.00</td>
</tr>
<tr>
<td>Registration Fee for Students Taking Fewer Than 12 Credits</td>
<td>$10.00</td>
</tr>
<tr>
<td>Service Fee For Summer Session</td>
<td>$10.00</td>
</tr>
<tr>
<td>Service Fee For Intercession</td>
<td>$10.00</td>
</tr>
<tr>
<td>Student Activities Fee</td>
<td>$17.50</td>
</tr>
<tr>
<td>This fee is applicable to full time matriculated students taking 50% or more courses before 6 p.m.</td>
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</tr>
<tr>
<td>Diploma Fee (Associate Degree)</td>
<td>$15.00</td>
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<tr>
<td>Laboratory Fee per lab. hr.</td>
<td>$10.00</td>
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**SPECIAL FEES**

<table>
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<th>Description</th>
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<tr>
<td>Special Collection</td>
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<tr>
<td>Late Registration</td>
<td>$25.00</td>
</tr>
<tr>
<td>Special Registration</td>
<td>$50.00</td>
</tr>
<tr>
<td>Graduation</td>
<td>$25.00</td>
</tr>
</tbody>
</table>
Change of Program  5.00
  Re-evaluation of Transfer Credit  5.00

Special Examination  5.00

Transcript  
  For all students and each time.  2.00
  For special handling.  5.00

Maintenance of Matriculation  10.00

Placement Credentials (first two no fee)  5.00

Life Experience Evaluation  
  Payable when the student accepts the credit assigned.  500.00

PAYMENT PROCEDURE
  All charges for tuition and fees are payable at registration.
  All payments must be by check or money order made payable to St. Francis College. Cash will not be accepted.

  A transcript of a student's records will not be issued by the Registrar's Office until a student's financial obligations to the College have been paid.

  A student is liable for all charges for courses for which the student registers. If there is a change in the original registration during the first week of classes, such a change must be approved by the Registrar and reported to the Controller. The payment of additional tuition incurred by a student as a result of such a change in program is due on the day of the change.

  No student will be considered for a degree until all financial obligations to the College have been satisfied.

THERE IS NO DEFERRED PAYMENT PLAN AT ST. FRANCIS COLLEGE.

REFUNDS FOR FALL AND SPRING SEMESTER
  1. When a student finds it necessary to withdraw from the College, the student will file notice with the Registrar and the Controller on an official form furnished by the Registrar.
  2. The amount to be refunded will be determined from the date the official withdrawal form has been completed and filed with the Registrar.
  3. A proportionate refund of tuition only is made according to the following schedule:

                 Withdrawal during the first 2 weeks of term  80%
Withdrawal during 3rd week of term  60%
Withdrawal during the 4th week of term  40%
Withdrawal during the 5th week of term  20%
Withdrawal after 5th week of term  no refund

  In no case will a refund be made to a student who is dismissed or who withdraws while under disciplinary action. No refund will be granted for a particular course discontinued by a student after the first week of classes.
FINANCIAL AID

St. Francis College is interested in granting financial assistance to students who, without such aid, would be unable to attend the college. Financial assistance consists of scholarships, grants, loans and employment which may be offered to students singly or in various combinations.

SCHOLARSHIPS

Financial need, as defined by a federally approved needs analysis system, is always a limiting factor in determining the amount of any award. A scholarship holder must achieve a grade point average of 2.0 during the freshman year, 2.5 during the sophomore year, and 3.0 during the junior year if they are to be considered for renewal of scholarship awards.

Incoming freshmen are considered for scholarships if they have shown excellent academic achievement in high school, generally a 90 average, and participation in school and community activities.

Upperclassmen, who are not scholarship holders, may be considered for scholarship aid if they have achieved a 3.0 grade point average for the current academic year.

To be a candidate for scholarship aid a student must:
1. File an application for admission to St. Francis College.
2. Complete the "Parents Confidential Statement" of the College Scholarship Service and have a copy forwarded to St. Francis College. Copies of the PCS may be obtained from high school guidance offices or any college financial aid office.
3. File a Financial Aid Application. These are available from the St. Francis Financial Aid Office upon request.
4. File all required forms before February 15 for the following academic year.

SPECIAL SCHOLARSHIPS

Presidential Scholarship. This award is granted to all entering students who have demonstrated excellence in academics in their pre-college endeavors.

The Most Reverend Thomas E. Molloy Memorial Scholarship. Established by the Board of Trustees in memory of the late Bishop of Brooklyn, a distinguished alumnus of St. Francis College.

The Right Reverend Msgr. Daniel U. Hanrahan Scholarship. This scholarship is named for a distinguished alumnus of St. Francis College, and is solely for residents of Sacred Heart Parish, Cambria Heights, Queens.

The Brother Austin Sullivan, O.S.F. Memorial Scholarship. Established by the friends of Brother Austin Sullivan, O.S.F., this scholarship is solely for a graduate of St. Francis Preparatory School.

The Brother Jerome Roese, O.S.F. Memorial Scholarship. Established in memory of a former president of St. Francis College, this scholarship is restricted to students from St. Vincent’s Home, Brooklyn.

The Catholic Accountants Guild Scholarship. This scholarship is solely for accounting students in the senior class.

John Fitzgerald Kennedy Scholarship. Established in memory of the late President by the student government, this scholarship is granted to three Senior students each year based on combinations of need, scholastic achievement and extracurricular activities.

GRANTS-IN-AID

A limited amount of money is available to assist needy and deserving students. These grants-in-aid are differentiated from scholarships in that they are based solely on financial need. A student receiving a grant-in-aid from St. Francis College must make normal progress toward a degree and must be in good academic standing. These grants are made for one academic year and must be renewed each year.

Students applying for grants-in-aid must complete a Financial Aid Application and a “Parents Confidential Statement”. These forms must be filed by February 15 with the appropriate agencies for consideration for the following academic year.

SUPPLEMENTAL EDUCATIONAL OPPORTUNITY GRANTS

This is a grant, funded by the federal government through an allocation to St. Francis College, to be given to a limited number of students who demonstrate extreme financial need. To apply for this grant, a student must file a Financial Aid Application and a “Parents Confidential Statement” by February 15 for the following academic year.

COLLEGE WORK-STUDY PROGRAM

This program is funded by the federal government through an allocation to St. Francis College and allows the college to provide an opportunity for students with financial need to earn some of the money needed to finance their education. Students interested in receiving consideration for this program must submit a Financial Aid Application and a “Parents Confidential Statement” by February 15 for the following academic year.

NATIONAL DIRECT STUDENT LOANS

This is a low interest (3%) student loan funded through an allocation to St. Francis College by the federal government for those students who show financial need. A student may apply for funds from this program by filing a Financial Aid Application and a “Parents Confidential Statement” by February 15 for the following academic year.

NEW YORK REGENTS SCHOLARSHIPS

These are competitive scholarships awarded by the State of New York to those high school seniors who qualify by their scores on an examination administered by
the state each fall. The scholarship holders receive $250 per academic year if they attend a college in New York State and remain residents of the state. Information about this program is generally available from the high school guidance office.

**NEW YORK STATE TUITION ASSISTANCE PROGRAM**

The Tuition Assistance Program allows students who graduated from high school after January 1, 1974, and who have not begun post-secondary study before July 1, 1974, to receive awards ranging from $100 to $1,500 depending on the family’s New York State net taxable income. Students who began post-secondary education prior to July 1, 1974, can receive awards ranging from $100 to $600 depending on the family’s New York State net taxable income. All students who are enrolled for 12 credits or more at a college in New York State and who are residents of the state and whose family’s net taxable incomes are less than $20,000 are eligible to apply. For information and applications, write: New York Higher Education Services Corporation, Grants and Awards Section, Tower Building, Empire State Plaza, Albany, N.Y. 12223.

**BASIC EDUCATIONAL OPPORTUNITY GRANTS**

All students who are enrolled in college in the United States for a minimum of 6 credits per semester are eligible to apply for BEOG. The award will be based on the family’s financial strength as measured by a formula used by the United States Office of Education. The applications are generally available in February for the following academic year.
I am a stander-in-line, signer of last name, first name, middle initial receiver of chair, desk, and dream-a-freshman.

Being a freshman is a little frightening, being a freshman is a lot of fun. It's exciting, it's unique - it's beginning.
STUDENT SERVICES

Student Services at St. Francis College begin with pre-admission counseling and orientation of freshmen, and continue with vocational, educational, physical, and personal guidance, as well as student co-curricular activities, job placement, and follow-up. They are concerned with assisting the student in a successful adjustment to the College and life, spiritually, academically, socially, and emotionally.

FRESHMAN ORIENTATION

Freshman orientation is held for each incoming class at the opening of the fall semester. Its objectives are to welcome the new student to the College; to acquaint the student with the rules and regulations of the institution, the members of the faculty, and the services offered; to offer initial advice relative to collegiate methods and problems; to familiarize the student with extra-curricular activities; to establish definite relations between the students, faculty, and administration; and to provide aptitude, achievement, and interest testing.

FACULTY ADVISORS

Faculty Advisors are appointed to assist the students in planning their courses of study and serve them in their academic life. Every student must have courses approved by the advisor at the time of registration. Students have as advisor the chairperson of the department of their major field of study. The advisors are available to students at the time of registration for each semester and by appointment at other times in their respective faculty offices.

COUNSELING AND CAREER PLANNING CENTER

The Counseling and Career Planning Center is a professional agency that provides the students with personal, career, and educational counseling. In addition, the Counseling and Career Planning Center provides the students with special services by administering such programs as graduate school planning, testing, career planning, and employment counseling. It is the aim of these programs to help each student adjust to college and successfully complete his or her education.

The Counseling and Career Planning Center is located in Room 701A, and its services are available to all students.

HEALTH SERVICE

The Student Health Service is equipped to provide emergency and first aid attention. Health guidance is available to promote the well-being of the students. Medical suite contains a cot and other short-term facilities. Appointments can be made with local general practitioner when necessary. Several hospitals are near the College.
MEDICAL-ACCIDENT INSURANCE PROGRAM

Full time students are covered by a medical-accident plan. The benefits and limitations of this plan are as follows:

1. It pays the actual medical expense incurred within twenty-six weeks from date of an accident for injuries sustained while traveling to and from school, while in attendance at school, and while participating in school-sponsored activities.

2. Payment will be made up to $2,500 for each injury. Additionally, a flat sum of $2,500 will be paid in the event of accidental death and up to $2,500 for dismemberment.

3. The plan does not cover replacement or repair of eyeglasses or prescriptions, dental X-rays, or loss due to act of war. Dental expense is covered only to the extent of that incurred as a result of injury to sound natural teeth not to exceed an aggregate of $100 for any one accident.

It also excludes expense of medical treatment, dental care, or attention by any doctor, intern, nurse, or other person employed or retained by the school. Loss while in military or naval service is not covered. This plan is broad in scope, covering all sports except intercollegiate football.

Information or advice on claims is handled by the Health Services Office.

ACTIVITIES

The College offers an organized program of extracurricular activities broad and varied enough to meet student interests and needs. Divisional clubs have been organized to assist the students in coordinating their academic efforts and acquainting them with the most recent and vital personalities and movements in their field. Juniors and seniors should attend the meetings of the club that represents the student’s major subject.

The student activity program is supervised by the faculty committee on student activities and by the student government, and is administered by the office of the Dean for Student Affairs.

The Student Government of St. Francis College is concerned with the organization and coordination of the student body of the College. It is concerned with the affairs of the students in their relations with the College and the surrounding communities. The purpose of the student government is to act as a sounding board for all student interests, while at the same time assuming the task of providing efficient and productive leadership for the students. Elected annually by the student body, the student government derives its power from and is essentially responsible to the students. Thus, the student government is an extension of the will of the majority of the students in the College. It is the responsibility of the student government to act as the legitimate representative of the student body before the various groups involved with the college community.

Student Group Leaders are outstanding students selected by the student government to assist in the various programs of student services. During orientation week they help conduct the many activities for the new students. They meet with groups of freshmen assigned to them and conduct orientation lectures. They also serve as hosts at the career conferences and as ushers at assemblies and religious services.

The Duns Scotus Honor Society has as its primary aim the encouragement among students of a love and desire for excellence in scholarship and service to all the activities of the College. The secondary aim is to honor and recognize worthy students who, by outstanding attainment, have won the esteem of their fellow students, members of the administration, and the faculty. A student will be eligible to seek membership only after the completion of the sophomore year. At commencement, each member will have the privilege of wearing a distinctive tassel on the cap as an
emblem of the student's membership. Membership does not cease at graduation. Alumni and other distinguished persons who have rendered outstanding service to the College may be elected as honorary members.

**Omicron Delta Epsilon**, Eta Chapter, is a national economics honorary fraternity. The St. Francis group is limited to juniors and seniors who have a cumulative index of 3.00 and have earned twelve credits in economics with a better than 3.00 average.

**Phi Alpha Theta**, Theta Nu Chapter, national history honor fraternity was established at St. Francis College in 1961. Membership is limited to juniors and seniors who have an index in history of 3.00 and a cumulative index of better than 2.80. Members must have at least twelve semester hours of history.

**Sigma Delta Pi**, Zeta Theta Chapter, of the national Spanish fraternity was established in 1967. Membership is limited to juniors and seniors who have an index in Spanish of 3.00 and rank in the top 35% of their class.

**Kappa Mu Epsilon**, New York Theta Chapter of the national mathematics honor society, is a vehicle for discussions and undergraduate research in mathematics. Membership is limited to sophomores, juniors, and seniors who have an index in mathematics of 3.00 and a cumulative index of 2.75 or better. Members must be mathematics or physics majors and have had at least twelve credits in mathematics.

**Alpha Kappa Delta**, Xi Chapter, national sociology honor society, was established at St. Francis College in 1973. Membership is open to juniors and seniors who have completed at least 10 credit hours in sociology and who have attained 3.00 both as a cumulative index and as the index in sociology. The purpose of this society is to encourage scholarship among sociology majors, to stimulate interest in sociology, and to sponsor research into social problems.

**Alpha Kappa Psi**, Zeta Iota Chapter, a professional business fraternity, has been at St. Francis since May, 1964. The fraternity's aims are to further the welfare of its members; to foster research in all facets of business; to appreciate and demand higher ideals from the business world; and to promote and advance in colleges and universities courses leading to degrees in business administration. In accordance with these goals the fraternity annually conducts a professional program intended to educate and broaden the interests of its members.

**Chi Beta Phi**, Alpha Xi Chapter, is a national science honor fraternity established in 1969, open to junior and senior biology, chemistry, physics and psychology majors who have a minimum cumulative index of 2.80 and a major or science index of 3.00.

**The Science Club** has been organized to provide those students who have a special interest in chemistry, biology, and physics with the opportunity of pursuing their major work outside the classroom and laboratory.

**The International Relations Club** fosters an interest in the political, economic, and cultural history of man. Its programs relate especially to contemporary international affairs.

**The Philosophical Society** is a forum for informal discussion and shared inquiry on philosophical issues and includes a program of guest lectures.

**The Business Club** aims to arouse the interests of the student body in current business affairs and practices with guest speakers and informal discussions by the members.

**The Troupers**, founded in 1925, is the dramatic organization of the College. The members act in, produce, and direct several full-length and one act plays each year.
Regular meetings are held, at which guests from the professional theater demonstrate techniques. Its aims are not only cultural and literary, but also practical since it offers experience in the craft of the theater.

The St. Thomas More Pre-Law Society seeks to inform the potential law student of the many facets of the student's proposed profession. During the year representatives of law schools and other professional people address the members. Information about the requirements for taking the Law School Admission Test are discussed by the membership.

The Sociology Club is organized to give students of sociology an opportunity to deepen their understanding of existing social problems. To achieve this goal, specialists in the field are invited as speakers, and field visits are arranged.

Fraternities: Five fraternities offer social advantages that appeal to many students. Pi Alpha, founded in 1906, is a local student organization; Phi Rho Pi, Beta Chapter, was founded in 1922; Omega Delta Chi, another local group, was organized in 1961; Alpha Phi Delta, Beta Sigma Chapter, was established on the campus in 1961; and Sigma Gamma Pi was established in 1967.

Pi Sigma, Delta Chapter, a sorority, was founded in 1970. The basic aims of the sorority are the promotion of friendship and social interaction, to diffuse liberal culture and to advance equality in college affairs. The sorority hopes to form a body which will wield a beneficial influence on its members and on college life.

Zeta Gamma, an academic and social sorority which was founded in 1974. The purpose of this organization is to help each student in academic subjects and to unite the students socially with each other, the school and the faculty.

The Knights of Columbus, St. Francis of Assisi Council 6041, is dedicated to the principles of charity, unity, fraternity, and patriotism, and fosters these principles through its various activities.

The Voice is the College newspaper, edited and published by the students.

The Franciscan is published annually by the members of the senior class to record the history of the class and the important College activities of the year.

The Cord is a student handbook that contains the traditions, rules, and regulations of the College. It contains valuable and detailed information for all students.

The Professor Delaney Debating Society seeks the development of interest among students in intercollegiate and intramural debating.

The Association of Evening Students was formed to promote the interest of the evening students in the extracurricular activities of the College. The association appoints a representative to the student council.

The Glee Club, in addition to performing at student assemblies, participates in college competitions and takes part in joint concerts with local colleges.

The Mathematics Club meets weekly in separate sections for the lower and upper divisions. It covers graduate record problems, opportunities in graduate schools and employment, the use of mathematical instruments, and topics not usually covered in the regular curriculum.

The Psychology Club stimulates interest in psychology, especially in those areas that are not specifically covered in course work. This goal is achieved by means of guest lecturers and field trips.

The Committee on Social Action was formed at St. Francis College in 1967. The
aim of this voluntary student group is to work among the underprivileged in either recreational or tutorial programs.

The Economics Society is a co-curricular activity designed to stimulate the interest of economics students with frequent meetings and field trips in the metropolitan area.

The Chess Club operates both intermurally and intramurally.

The Latin American Society provides a friendly, informal atmosphere in which to explore and develop the common interests of the students' Latin American Studies. Its activities include weekly meetings, speakers, slides, films, excursions and conferences.

Young Christian Students (YCS) is concerned with educating its members to some of the requirements of social and political life. Members have engaged in tutoring children in some of the less economically privileged sections of the Brooklyn community.

St. Boniface German Club. This club is intended as a supplement to the German courses offered at St. Francis College. Students taking German as their foreign language are encouraged to participate in the meetings, which include films, discussions, occasional lectures on German culture and related topics, and other activities that may be announced. In the past the club represented our College in the September Steuben Parade.

The Afro-American Club was founded in the spring of 1968, and seeks to satisfy the needs of the minority student. It aims to foster a better understanding of minorities, both within and without the college community.

The Foreign Students Association. The Foreign Students Association is an organization comprised of students of various countries attending St. Francis College. It promotes the academic and social interest of its members by seeking to satisfy the needs of all foreign students. It also hopes to foster greater understanding among its members and other students at St. Francis College.

The Student Educational Association is the pre-professional association for college and university students preparing to teach. It is an integral part of the National Education Association (N.E.A.)—a voluntary, independent, and non-governmental professional association.

The Ice Hockey Club was formed in 1968 and helped organize a league. This club is student-sponsored, student-supported and in its first three years won three consecutive championships.

The Spanish Club. Reactivated in 1968, the Spanish Club has campaigned to foster an interest in Spanish Culture at St. Francis by means of lectures, movies and its most noted function—The Spanish Fiesta.

Each year the club awards the Honorary Roberto Clemente Medal to that graduating member who has exhibited outstanding scholastic achievement in Spanish and has actively participated in the attainment of club goals.

THE ATHLETIC ASSOCIATION

Under the supervision of the Athletic Director, the department promotes the athletic interests of the College and regulates all matters of management pertaining to intercollegiate athletics. Intercollegiate participation is available in the following sports: baseball, basketball, bowling, track (relay and cross-country), soccer, tennis, swimming, waterpolo, and riflery. The College provides a program of intercollegiate
athletics in which the student, male and female, may participate according to ability.

RECREATION DEPARTMENT

The Recreation Department is responsible for conducting intramural and extramural competition in the following activities and sports: badminton, basketball, billiards, chess, floor hockey, softball, swimming, table tennis, volleyball and water basketball. Intramural activities are open to those students who have not represented the College in intercollegiate competition.
CREDIT HOURS

Units of achievement are recorded as credit hours. Each credit hour represents fifteen hours of regular class participation in a lecture or thirty or more hours in a laboratory. For example, a science course might consist of two one-hour lectures and two two-hour laboratory periods each week, making a total of four credit hours for the course for one semester.

REGISTRATION PROCEDURE

Each student will be required to have a conference with his or her advisor during the early registration period in order to have the selection of courses for the following semester approved. Final registration takes place on the days indicated in the academic calendar and is contingent on a record of satisfactory marks for the previous semester. Any changes in the original program outlined at the time of early registration must be approved by the advisor at the time of final registration. Enrollment after the days designated in the catalogue will be permitted only with the consent of the Academic Dean and only for a satisfactory reason. Once classes begin late registrants will be charged a fee of $50.00 and will be held responsible for all absences due to late registration.

Registration will not be complete until the payments required by the Controller’s Office have been made. No student may report for any course for which he has not registered. The student must attend the section selected unless permission has been obtained from the Registrar to change from one section to another. A student may not register for a course unless all prerequisites have been satisfied. Permission will not be given to a student to audit courses except in special cases allowed by the Academic Dean. In such cases, the student will pay the regular fees.

CHANGE OF PROGRAM

A student may change the program after the close of the registration period only with the written authorization of each instructor involved and the approval of the Academic Dean. A payment of $5.00 will be required for any change of program at the time the change is made.

Students who wish to change degree programs must obtain the permission of the Academic Dean. Evening students may arrange for an evening appointment by calling the Academic Dean’s Office from 9:30 a.m. to 4:30 p.m. any school day.

Students who wish to change from day session to evening session or from evening session to day session must seek this permission by writing to the Academic Dean. If a conference is necessary, an appointment will be arranged.
cept when a required course is not being offered during the semester at St. Francis. Where such permission is granted, the combined programs may not exceed eighteen credit hours per semester. Permission may be granted to attend the summer session at another institution provided the courses sought are required and are not being offered at St. Francis. In no case may a student take a total of more than six credits during a six-week summer session.

Permission may be granted to take courses at another institution only when:
1. The student has not entered upon the senior year.
2. The student has an index of 2.00.
3. Written approval for the required courses has been granted by the chairperson of the department concerned and the Academic Dean.
4. Official permission of the Academic Dean has been secured before the end of the preceding semester.

Credit will be transferred only for courses completed with a grade of "C" or better.

NON-ACADEMIC REGULATIONS

All authority concerning discipline resides in the Dean of Students who will take what action he deems necessary after he has investigated all the facts in any case brought to his attention.

A student has the right of due process when his behavior may be the subject for disciplinary measures.

A student may request a hearing before the regular constituted hearing committee of the College. This committee is composed of two members of the administration, two members of the faculty, two members of the student body and chaired by the departmental head of the Business Law Department or his deputy.

The decision of the Hearing Committee will be final.

All members, except the chairman of this committee, have full voting privileges, and the chairman will only vote when there is a tie.

The decision will be made public to the student body only after the expressed permission of the student has been given to the Committee.

GUIDELINES FOR STUDENT BEHAVIOR

The following activities on campus make the student subject to disciplinary action*:
1. Possessing, distributing, or selling drugs illegally;**
2. Using illegal drugs or abusing legal drugs;**
3. Drinking alcoholic beverages under circumstances not formally approved by College authorities;
4. Coming on campus under the influence of drugs or alcohol;
5. Participating in illegal gambling activities;
6. Stealing;
7. Engaging in malicious mischief;
8. Destroying property for any reason.

*Disciplinary action may take any of the following forms: reprimand, referral, suspension, or expulsion. The Dean for Student Affairs will treat each case individually at his discretion. The student has the right of appeal and should consult The Cord for appeal procedures.

**The activities listed in points 1 and 2 encompass all such activities defined as illegal by civil authorities.
OFFICIAL BULLETIN BOARDS

The official bulletin boards, located at the main entrance of the Science Building, will carry from time to time announcements of interest to the whole student body or to certain groups of students or to individuals. These announcements may be changes in schedule, revisions of rules and regulations, call for students to appear at one of the administrational offices, and similar material. Every student is held responsible for reading these official bulletin boards daily, and all promulgations thereon become binding upon every student within twenty-four hours of their being posted.

FAMILY EDUCATION RIGHTS & PRIVACY ACT OF 1974

A notice to the student, in accordance with Family Education Rights & Privacy Act, 1974.
St. Francis College has the following kinds of information pertaining to you.
1. Composite Academic Record of all present and past students.
2. Admissions applications for all active students and inactive since 1970.
3. If received, high school transcripts and transcripts of previous post-secondary academic achievement for all active students and inactive students since 1970.
4. Recommendations from High School Principals and/or Guidance Directors are also filed if such items were received. Character ratings, letters of recommendation and academic reports submitted by St. Francis College administrators and faculty on specific students are also on file.
5. Correspondence mailed to and received from the student pertaining to the responsibilities of the Registrar’s Office.
The above items are on file in the Registrar’s Office, under the responsibility of the Registrar, Brother Robert Schaefer, O.S.F., and are available to members of his staff and through them to other administrators and faculty as they may require the information.
7. Mooney Problem Checklist.
8. Personal Information File.
The above items are maintained in the Counseling Office under jurisdiction of the Director, Brother John Hoffschmidt, O.S.F., and are available to members of his staff.
10. Directory Information.
"Directory Information" means a (student’s name, address, telephone listing, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous educational agency or institution attended by the student.)
The above items are maintained by the Dean of Student Affairs Office, Dr. John Clifford, Dean of Students. Disciplinary records are usually not available to others, except as appeal procedures may require. Attendance information is only made available with the student’s permission.
This information is maintained by the Business Office, under the responsibility of Miss Mary Ledermann, Chief Financial Officer, and is available to her staff in connection with normal business procedures.
Any student wishing to do so may inspect any or all of the records described above. Should the student desire it, copies of the records including unofficial transcripts, may be obtained on request provided the student pay for the cost of such copying. The student also has the right to make a reasonable request for explanation and interpretation of the records and the right to challenge the context of those records. For purposes of good administration, all requests to see, copy, explain or challenge any records should be made through the Dean of Students Office which will expedite the matter.

Most of these records, except official composite records of academic achievement completed at St. Francis College, are reviewed and destroyed within two years after the student’s graduation or other departure from the college. Such reviews are conducted by the particular administrator responsible for the record.

In the event of a challenge, an attempt to resolve the matter will first be made through an informal meeting with the Dean of Student Affairs. If this fails to resolve the matter, a formal hearing shall be begun within a reasonable period of time, conducted by a disinterested third party, at which the student will be given full and fair opportunity to present relevant evidence after which a written decision shall be delivered. The unbiased third party may be an individual or a group of individuals. (It should be noted that the law intends this challenge to correct, for instance, an improperly recorded grade but does not intend it to be a vehicle for challenging the legitimacy of the grade itself.)

Under the provisions of Family Education Rights & Privacy Act, 1974

Records Unavailable to students:
2. Confidential Letters of Recommendation.
   a) if written prior to January 1, 1975.
   b) if student signs a waiver of access for a letter written after January 1, 1975.
   (N.B.—Student is not required to sign a waiver).
3. Personal Notes
4. Law Enforcement Records (e.g., campus police records, used for law enforcement purposes only and are kept separate from education records.)
5. Employment Records
6. Medical and Psychiatric Records. (These may be reviewed by a physician or other professional of the student’s choice.)
REQUIREMENTS
FOR DEGREES

The College offers the B.A. Degree with majors in economics, English¹, French², history, Latin-American studies, philosophy, political science, psychology, religious studies, social studies¹, sociology, Spanish¹ and Urban studies; and the B.S. Degree with majors in accounting, accounting and business practice², biology², management, chemistry², health science, mathematics¹, physical education, health services administration and special studies.

The College offers the Associate Arts Degree in liberal arts and pre-teaching; and the Associate Applied Science Degree in business administration, computer science and criminal justice.

A candidate for a degree must complete the required courses as outlined in the student’s respective curriculum and have a cumulative index of at least 2.00.

The health and physical education requirement of two credits can be met by taking HS 202 and any other course selected from among PE 101 or 201.

Transfer students with fewer than thirty transfer credits must meet the two credit requirement. Transfer students with more than thirty transfer credits, and honorably discharged veterans who have served more than six months active service in the Armed Forces of the United States, must complete HS 202.

Evening students are exempt from the health and physical education requirement.

Students who participate in intercollegiate athletics must follow the regular registration procedures. They are excused from attendance in the PE 101 class during the season of the sport in which they participate. The season of a sport starts at the first official practice and ends after the last official contest. Athletes must then report back to their regular physical education classes.

Honorably discharged veterans having completed eighteen months or more of active service in the Armed Forces of the United States may be granted up to ten credits of the elective requirements toward a degree. These credits may never substitute for required courses or for courses in the student’s major field. Application for these credits must be made to the Academic Dean.

Each candidate for a baccalaureate degree must complete a major field of study and obtain a passing grade on a comprehensive examination or project in the student’s major field. Education 404 (Observation and Supervised Practice Teaching) satisfies the comprehensive requirement for students in the Teacher Training Program.

¹ Candidates in this field may also elect Teacher Training for the Elementary School (n-6) or the Secondary School (7-12).
² Candidates in this field may also elect Teacher Training for the Secondary School (7-12).
Graduation honors are inscribed on diplomas and recorded in the published list of graduates as follows:

The degree of SUMMA CUM LAUDE will be conferred upon a candidate who has achieved a quality point index of 3.80.

The degree of MAGNA CUM LAUDE will be conferred upon a candidate who has achieved a quality point index of 3.50.

The degree of CUM LAUDE will be conferred upon a candidate who has achieved a quality point index of 3.20.

A student must complete 60 credits at St. Francis for these honors.

**Required of all Students**

**CORE CURRICULUM-BACCALAUREATE DEGREE PROGRAMS**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGLISH</td>
<td>*6</td>
</tr>
<tr>
<td>FINE ARTS 401; 402</td>
<td>6</td>
</tr>
<tr>
<td>SPEECH 203</td>
<td>3</td>
</tr>
<tr>
<td>NATURAL SCIENCE OR MATHEMATICS</td>
<td>6</td>
</tr>
<tr>
<td>†PHILOSOPHY: ONE 100 COURSE</td>
<td>***3</td>
</tr>
<tr>
<td>†PHILOSOPHY: ONE 200 COURSE</td>
<td>***3</td>
</tr>
<tr>
<td>†PHILOSOPHY: ONE 300 OR 400 COURSE-Exclusive of Seminars</td>
<td>***3</td>
</tr>
<tr>
<td>SIX ELECTIVE CREDITS IN LIBERAL ARTS</td>
<td>***6</td>
</tr>
<tr>
<td>HISTORY 201</td>
<td>3</td>
</tr>
<tr>
<td>SOCIOLOGY 203</td>
<td>3</td>
</tr>
</tbody>
</table>

**TOTAL CORE CREDITS 42**

**TOTAL DEGREE CREDITS 126**

**HEALTH SCIENCE 202 AND PHYSICAL EDUCATION 101 OR 201**

† Any two philosophy courses are to be taken in proper sequence.

* Any two English courses will satisfy the core curriculum requirement. English 120, 121 and 122 (formerly 407A) are designed for the majority of students; English 100A, 100B, for those in need of remedial work or desiring a review of fundamentals. Students with a special aptitude for English may select from among the advanced courses.

** These credits may not be elected from the areas of accounting, business management, education, electronic data processing, health science or physical education. Teacher training students are recommended to elect conversational Spanish.

*** Teacher training students are recommended to select Phi. 114, 203, 403.

**CORE CURRICULUM—ASSOCIATE DEGREE PROGRAMS**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
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<tr>
<td>FINE ARTS</td>
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<tr>
<td>SPEECH 203</td>
<td>3</td>
</tr>
<tr>
<td>NATURAL SCIENCE OR MATHEMATICS</td>
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<tr>
<td>PHILOSOPHY</td>
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<tr>
<td>HISTORY 201</td>
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</tr>
<tr>
<td>SOCIOLOGY 203</td>
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</tr>
</tbody>
</table>

**TOTAL 30**

* Any two English courses will satisfy the core curriculum requirement. English 120, 121 and 122 (formerly 407A) are designed for the majority of students; English 100A, 100B, for those in need of remedial work or desiring a review of fundamentals. Students with a special aptitude for English may select from among the advanced courses.
MAJOR FIELD OF CONCENTRATION
All students must designate a major field from among those offered by the college. Designation of Major forms must be filled out in duplicate and filed in the Registrar's Office. Students are responsible to their major department for advice on planning their registration programs.

COMPREHENSIVE EXAMINATION OR PROJECT
During the senior year every candidate for a baccalaureate degree should consult the chairman of the department concerned regarding a comprehensive examination and/or a research project.

The grades earned in the comprehensive examination or project shall be signified as follows:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Description</th>
<th>Score</th>
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</thead>
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<tr>
<td>H</td>
<td>honors</td>
<td>90 or better</td>
</tr>
<tr>
<td>P</td>
<td>pass</td>
<td>70-89</td>
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</tbody>
</table>

Students who merit a grade of "H" in the comprehensive may be exempt from final examinations in all courses in their major field at the end of the senior year at the discretion of the department.

SENIOR REQUIREMENT
The final thirty-two credits for the degree must be earned at St. Francis College. For the B.S. degree in special studies, it is thirty credits.

APPLICATIONS FOR A DEGREE
Early in the last year of college each candidate will file with the Registrar a formal application for a degree. It is the responsibility of every degree candidate to observe all requirements and regulations as well as all deadlines for the paying of fees, filing of applications, submitting forms, and the like.
The College is divided into the following departments:
Accounting and Business Law
Biology
Chemistry
Economics
Education
English
Foreign Language
Health Science
History and Political Science
Management
Mathematics and Physics
Philosophy
Physical Education
Psychology
Religious Studies
Sociology and Urban Studies
Speech and Fine Arts.

Accounting and Business Law Department
Professor Charles L. Savage, Department Chairperson
This department offers a major in accounting and courses in accounting and business law.

Accounting Department

<table>
<thead>
<tr>
<th>Course Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CORE CURRICULUM* (Mathematics 105; 108)</td>
<td>42</td>
</tr>
<tr>
<td>BUSINESS LAW 201; 202</td>
<td>6</td>
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<tr>
<td>ECONOMICS 201; 202; 306</td>
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<tr>
<td>ELECTRONIC DATA PROCESSING 201</td>
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</tr>
<tr>
<td>HISTORY, POLITICAL SCIENCE OR ECONOMICS—TWO COURSES</td>
<td>6</td>
</tr>
<tr>
<td>MANAGEMENT (Formerly Business Management) 201; 202;</td>
<td>15</td>
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<tr>
<td>303; 308; 400</td>
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</tr>
<tr>
<td>MATHEMATICS 301</td>
<td>3</td>
</tr>
<tr>
<td>ACCOUNTING 101-102; 201; 202; 303-304; 305-306; 401-402;</td>
<td>30</td>
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<tr>
<td>404; 405-406</td>
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<tr>
<td>ELECTIVES</td>
<td>12</td>
</tr>
</tbody>
</table>

* See page 38

126
**Biology Department**
Professor Joseph Martorano, Department Chairperson
This department offers a major in biology.

**Biology**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>CORE CURRICULUM* (Mathematics 202; 203)</td>
<td>43</td>
</tr>
<tr>
<td>CHEMISTRY 101-102; 301; 302</td>
<td>18</td>
</tr>
<tr>
<td>FOREIGN LANGUAGE†</td>
<td>6 or 12</td>
</tr>
<tr>
<td>PHYSICS 101-102</td>
<td>8</td>
</tr>
<tr>
<td>BIOLOGY 103-104; 303; 309; 503</td>
<td>17</td>
</tr>
<tr>
<td>BIOLOGY ELECTIVES “200-300-400”</td>
<td>16</td>
</tr>
<tr>
<td>ELECTIVES</td>
<td>12 or 18</td>
</tr>
<tr>
<td></td>
<td>126</td>
</tr>
</tbody>
</table>

* See page 38
† One year of a continuing language or two years of a new language. Most graduate schools, however, require comprehensives in one or more of what some consider basic science languages.

**Chemistry Department**
Professor John Burke, Department Chairperson.
This department offers a major in chemistry.

**Chemistry**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>CORE CURRICULUM* (Mathematics 202; 203)</td>
<td>43</td>
</tr>
<tr>
<td>BIOLOGY 103-104</td>
<td>8</td>
</tr>
<tr>
<td>ELECTRONIC DATA PROCESSING 203</td>
<td>4</td>
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<tr>
<td>MATHEMATICS 401</td>
<td>3</td>
</tr>
<tr>
<td>PHYSICS 101-102</td>
<td>8</td>
</tr>
<tr>
<td>CHEMISTRY 101-102; 201; 301; 302; 303; 401-402; 404; “300-400-500”</td>
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<td>ELECTIVES</td>
<td>20</td>
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<tr>
<td></td>
<td>126</td>
</tr>
</tbody>
</table>

* See page 38

**Economics Department**
Professor Joseph W. Ford, Department Chairperson

This department offers a unique course of study leading to a major in economics. Its curriculum is designed to provide for a flexibility in course offerings which is necessary for a continued relevance in a changing world.

The student of economics prepares for careers in business, education, or government. While an economics major enjoys all the advantages of a liberal arts education, he further enjoys the additional flexibility of some specialization in business subjects such as accounting, computer science, and business management. Election of courses in the business area qualifies the student for graduate study in business. By election of courses in foreign languages and/or mathematics, the economics major is also qualified to enter graduate programs in economics.
Economics

CORE CURRICULUM* (Mathematics 105; 108) 42
ACCOUNTING; MANAGEMENT; FOREIGN LANGUAGE;
  MATHEMATICS:
    COMPUTER SCIENCE. (A six or twelve credit sequence) 12
HISTORY 101; 102 6
MATHEMATICS 301 3
POLITICAL SCIENCE 204 3
ECONOMICS 201; 202; 306; 400; 406; 408 or 409; "300-400" ELECTIVES 33
ELECTIVES 27

126

* See page 38

Education Department
Brother Vincent Healy, O.S.F., Department Chairperson

The department of education offers courses required by New York State and the Board of Education of the City of New York. Students are prepared to meet the New York State Provisional Certification requirements in (a) Elementary Education (N-6) or (b) Secondary Education (7-12) with a major in accounting and business practice, biology, chemistry, English, French, mathematics, social studies or Spanish.

Students interested in teaching should consult with the chairperson of the department of Education during the freshman year in order to discuss professional and subject requirements. All programs for students in teacher education must be approved by the chairperson of the Education Department. Students must take the minimum semester hours in professional education, as indicated in each particular program.

The education department recommends those students who successfully complete our approved program in Competency Based Teacher Preparation for certification to teach in elementary or secondary schools of New York State. In making this recommendation the education department requires a balance of preparation in three areas of study: (1) general-liberal education; (2) academic or subject areas; (3) professional studies in education consisting of theory and field based experiences (observation, peer teaching, micro teaching, tutoring and supervised student teaching). Students completing one of the Competency Based Teacher Preparation Programs will be eligible to complete the fifth year requirement of permanent certification at another institution on full or part time basis. Students are eligible for license examinations of the Board of Education of the City of New York. This license is recognized by the New York State Department of Education as sufficient for eligibility to teach in all school districts of New York State.

Students entering the teacher training program may not be on probation, must maintain a 2.00 overall index and a 2.50 index in their major subject field and professional education studies. Students are urged to observe the program requirements in their chosen field and are held responsible for choice and successful completion of the programs as outlined for them.

The official advisor is the chairperson of the education department. Further guidance may be obtained from the members of the education department.

The competent teacher is well trained in liberal arts, subject specialty and pedagogic behavior.

The Competency Based Program for teacher training students at St. Francis College is a three fold development of the individual person, as outlined below:
1. **The Liberal Arts Foundation.**
   Elementary and Secondary Programs
   a) Societal background—
      Fine arts, history, English, speech, sociology, Spanish and health studies
   b) Scientific Background—
      Mathematics and science studies
   c) Philologic Background —
      Logic, theory of knowledge and moral philosophy

2. **Subject Specialty Foundation**
   a) Elementary Program:
      English, mathematics, social studies and Spanish
   b) Secondary Program:
      Accounting and business practice, biology, chemistry, French, Spanish, mathematics, English and social studies

3. **Pedagogic Behavior**
   a) Elementary Program:
      History and philosophy of education, curriculum, child psychology, special methods, public relations, supervised student teaching
   b) Secondary Program:
      History and philosophy of education, principles and problems of secondary education, special methods, educational psychology and supervised student teaching

---

**Accounting and Business Practice**

**Secondary School Teacher Training Curriculum**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CORE CURRICULUM* (Mathematics 105; 108)</td>
<td>42</td>
</tr>
<tr>
<td>ACCOUNTING 101-102; 201; 202; 303-304; &quot;300-400&quot; ELECTIVES</td>
<td>22</td>
</tr>
<tr>
<td>BUSINESS LAW 201-201</td>
<td>6</td>
</tr>
<tr>
<td>ECONOMICS 201; 202; 306; 311</td>
<td>12</td>
</tr>
<tr>
<td>EDUCATION 201; 301; 302; 401J; 401K; 402; 404</td>
<td>23</td>
</tr>
<tr>
<td>ELECTRONIC DATA PROCESSING 201</td>
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<tr>
<td>HISTORY 401</td>
<td>3</td>
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<tr>
<td>MANAGEMENT 201</td>
<td>3</td>
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<tr>
<td>MATHEMATICS 301</td>
<td>3</td>
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<tr>
<td>ELECTIVES</td>
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<td>* See page 38</td>
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<tr>
<td><strong>Total</strong></td>
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</tr>
</tbody>
</table>

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**Biology Major**

**Secondary School Teacher Training Curriculum**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
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<tbody>
<tr>
<td>CORE CURRICULUM* (Mathematics 202; 203)</td>
<td>43</td>
</tr>
<tr>
<td>CHEMISTRY 101-102</td>
<td>8</td>
</tr>
<tr>
<td>EDUCATION 201; 301; 302; 401H; 402; 404</td>
<td>21</td>
</tr>
<tr>
<td>FOREIGN LANGUAGE</td>
<td>6</td>
</tr>
<tr>
<td>PHYSICS 101-102</td>
<td>8</td>
</tr>
<tr>
<td>SCIENCE 301-302</td>
<td>6</td>
</tr>
<tr>
<td>BIOLOGY 103-104; 303; &quot;200-300-400&quot; ELECTIVES</td>
<td>24</td>
</tr>
<tr>
<td>ELECTIVES</td>
<td>10</td>
</tr>
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<td>* See page 38</td>
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</table>
**Chemistry Major**

Secondary School Teacher Training Curriculum

<table>
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<tr>
<td>BIOLOGY 103-104</td>
<td>8</td>
</tr>
<tr>
<td>EDUCATION 201; 301; 302; 401H; 402; 404</td>
<td>21</td>
</tr>
<tr>
<td>FOREIGN LANGUAGE</td>
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<tr>
<td>PHYSICS 101-102</td>
<td>8</td>
</tr>
<tr>
<td>SCIENCE 301-302</td>
<td>6</td>
</tr>
<tr>
<td>CHEMISTRY 101-102; &quot;200-300-400&quot; ELECTIVES</td>
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</tbody>
</table>

* See page 38

**Credits** = 126

---

**English Major**

Secondary School Teacher Training Curriculum

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
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<tbody>
<tr>
<td>CORE CURRICULUM*</td>
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</tr>
<tr>
<td>EDUCATION 201; 301; 302; 401C; 401G; 402; 404</td>
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</tr>
<tr>
<td>FOREIGN LANGUAGE</td>
<td>12</td>
</tr>
<tr>
<td>HISTORY 401</td>
<td>3</td>
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<tr>
<td>MATHEMATICS OR SCIENCE‡</td>
<td>6</td>
</tr>
<tr>
<td>SPEECH 301</td>
<td>3</td>
</tr>
<tr>
<td>ENGLISH 299; 401J or 401K; 402A; or 402B; 122 (formerly 407A); &quot;300-400&quot; ELECTIVES</td>
<td>30</td>
</tr>
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<td>ELECTIVES</td>
<td>6</td>
</tr>
</tbody>
</table>

* See page 38

† If mathematics is used to satisfy the core curriculum requirement, then science must be selected or vice versa.

**Credits** = 126

---

**French Major**

Secondary School Teacher Training Curriculum

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CORE CURRICULUM*</td>
<td>42</td>
</tr>
<tr>
<td>EDUCATION 201; 301; 302; 401D; 402; 404</td>
<td>21</td>
</tr>
<tr>
<td>ENGLISH &quot;300-400&quot; ELECTIVES</td>
<td>6</td>
</tr>
<tr>
<td>HISTORY 401</td>
<td>3</td>
</tr>
<tr>
<td>MATHEMATICS OR SCIENCE†</td>
<td>6</td>
</tr>
<tr>
<td>FRENCH 302; 303; 404; 405; ELECTIVES‡</td>
<td>30</td>
</tr>
<tr>
<td>MINOR LANGUAGE‡</td>
<td>12</td>
</tr>
<tr>
<td>ELECTIVES</td>
<td>6</td>
</tr>
</tbody>
</table>

* See page 38

† If mathematics is used to satisfy the core curriculum requirement, then science must be selected or vice versa.

‡ Students offering this language on admission must be placed in proper level course by language department.

**Credits** = 126
Mathematics Major
Secondary School Teacher Training Curriculum

CORE CURRICULUM* (Biology 103-104 or Chemistry 101-102) 44
EDUCATION 201; 301; 302; 401E; 402; 404 21
FOREIGN LANGUAGE 6
PHYSICS 101-102 8
MATHEMATICS 202; 203; 304; 305; 307; 401; "300-400" ELECTIVES 37
ELECTIVES 10

126

* See page 38

Social Studies Major
Secondary School Teacher Training Curriculum

CORE CURRICULUM*
EDUCATION 201; 202
EDUCATION 201; 301; 302; 401F; 402; 404
FOREIGN LANGUAGE
HISTORY 101; 102; 305; 306; 307; 311; 401; 303 or 406
MATHEMATICS OR SCIENCE†
POLITICAL SCIENCE 204; "300-400" ELECTIVE
SOCIOLOGY "300-400" ELECTIVE
ELECTIVES (GEO 312 IS RECOMMENDED)

Credits
42
6
21
12
24
6
6
3
6

126

* See page 38
† If mathematics is used to satisfy the core curriculum requirement, then science must be selected or vice versa.

Spanish Major
Secondary School Teacher Training Curriculum

CORE CURRICULUM*
EDUCATION 201; 301; 302; 401D; 402; 404
ENGLISH "300-400" ELECTIVES
HISTORY 401
MATHEMATICS OR SCIENCE†
SPANISH 308; 310; 402; 405 ELECTIVES‡
MINOR LANGUAGE‡
ELECTIVES

Credits
42
21
6
3
6
30
12
6

126

* See page 38
† If mathematics is used to satisfy the core curriculum requirement, then science must be selected or vice versa.
‡ Students offering this language on admission must be placed in proper level course by language department.
### English Major
#### Elementary School Teacher Training Curriculum

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>CORE CURRICULUM* (Science 301-302)</td>
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<td>EDUCATION 201; 202; 312; 402; 404; 411A; 411G; 411H; 411L; 431 or 411E; 411F; 411J; 411K; 434</td>
<td>39</td>
</tr>
<tr>
<td>ENGLISH 299; 401 or 401K; 402A or 402B; 122 (formerly 407A) “300-400” ELECTIVES</td>
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<tr>
<td>MATHEMATICS</td>
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<tr>
<td>PHYSIOLOGY 403</td>
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<td>ELECTIVES</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>126</strong></td>
</tr>
</tbody>
</table>

* See page 38

### Mathematics
#### Elementary School Teacher Training Curriculum

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>CORE CURRICULUM* (Science 301-302)</td>
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</tr>
<tr>
<td>EDUCATION 201; 202; 312; 402; 404; 411A; 411G; 411H; 411L; 411E or 431; 411F; 411J; 411K; 434</td>
<td>39</td>
</tr>
<tr>
<td>MATHEMATICS 202; 203; 301; 304; 305; 307; 401; “300-400” ELECTIVES</td>
<td>31</td>
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<tr>
<td>PHYSICS 101-102</td>
<td>8</td>
</tr>
<tr>
<td>PSYCHOLOGY 403</td>
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<tr>
<td>ELECTIVES</td>
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</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>126</strong></td>
</tr>
</tbody>
</table>

* See page 38

### Social Studies
#### Elementary School Teacher Training Curriculum

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
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</thead>
<tbody>
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<td>CORE CURRICULUM* (Science 301-302)</td>
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<tr>
<td>ECONOMICS 201-202</td>
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</tr>
<tr>
<td>EDUCATION 201; 202; 312; 402; 404; 411A; 411G; 411H; 411L; 411E or 431; 411F; 411J; 411K; 434</td>
<td>39</td>
</tr>
<tr>
<td>HISTORY 101; 102; 307 or 311; 401; 402; 303 or 406</td>
<td>18</td>
</tr>
<tr>
<td>MATHEMATICS</td>
<td>6</td>
</tr>
<tr>
<td>POLITICAL SCIENCE 204; “300-400” COURSE</td>
<td>6</td>
</tr>
<tr>
<td>PSYCHOLOGY 403</td>
<td>3</td>
</tr>
<tr>
<td>SOCIOLOGY 301</td>
<td>3</td>
</tr>
<tr>
<td>ELECTIVES (GEO 312 IS RECOMMENDED)</td>
<td>3</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>126</strong></td>
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</table>

* See page 38
Spanish
Elementary School Teacher Training Curriculum

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>CORE CURRICULUM* (Science 301-302)</td>
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</tr>
<tr>
<td>EDUCATION 201; 202; 312; 402; 404; 411A; 411G; 411H; 411I; 411E or 431; 411F; 411J; 411K; 434</td>
<td>39</td>
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<tr>
<td>HISTORY 306; 307</td>
<td>6</td>
</tr>
<tr>
<td>MATHEMATICS</td>
<td>6</td>
</tr>
<tr>
<td>PSYCHOLOGY 403</td>
<td>3</td>
</tr>
<tr>
<td>SPANISH 308; 310; 402; 405; ELECTIVES‡</td>
<td>27</td>
</tr>
<tr>
<td>ELECTIVES</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>126</td>
</tr>
</tbody>
</table>

* See page 38
‡ Students offering this language on admission must be placed in proper level course by language department.

English Department

Professor Robert C. Fox, Department Chairperson
This department offers a major in English.

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CORE CURRICULUM*</td>
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<tr>
<td>ENGLISH 402A or 402B; 450</td>
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<td>ENGLISH ELECTIVES (299, 300-400)</td>
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</tr>
<tr>
<td>ELECTIVES</td>
<td>66</td>
</tr>
<tr>
<td></td>
<td>126</td>
</tr>
</tbody>
</table>

* See page 38

Those students who plan to pursue graduate studies in English are advised to take English 299, a second course in Shakespeare, six additional credits in English electives, and twelve credits in French or German.

Foreign Language Department

Professor Nicholas A. Fiorenza, Department Chairperson
This department offers majors in French and Spanish. Courses are offered in French, Spanish, German, and Italian.

French

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CORE CURRICULUM*</td>
<td>42</td>
</tr>
<tr>
<td>FRENCH‡</td>
<td>30</td>
</tr>
<tr>
<td>MINOR LANGUAGE‡</td>
<td>12</td>
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<tr>
<td>ELECTIVES</td>
<td>42</td>
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<tr>
<td></td>
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</tbody>
</table>

* See page 38
‡ Students offering this language on admission must be placed in proper level course by language department.
DEPARTMENTAL ORGANIZATION

Spanish

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>CORE CURRICULUM*</td>
<td>42</td>
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<tr>
<td>SPANISH‡</td>
<td>30</td>
</tr>
<tr>
<td>MINOR LANGUAGE‡</td>
<td>12</td>
</tr>
<tr>
<td>ELECTIVES</td>
<td>42</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>126</strong></td>
</tr>
</tbody>
</table>

* See page 38
‡ Students offering this language on admission must be placed in proper level course by language department.

HEALTH SCIENCE DEPARTMENT

Professor Carolyn G. Plonsky, Department Chairperson

This department offers two programs leading to a degree in health science. The major is qualified to enter graduate programs in the health sciences.

The major in health science must take health science courses in sequence, beginning at the 100 level.

HEALTH SCIENCE PROGRAM A

For those students who want to become a school health educator.

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
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<tbody>
<tr>
<td>CORE CURRICULUM* (Chemistry 101-102)</td>
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<tr>
<td>BIOLOGY 003-004, 205</td>
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<tr>
<td>EDUCATION 201, 302, 404, 502A, 502B</td>
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<tr>
<td>HEALTH SCIENCE 101, 102, 204, 206, 207, 301, 304, 401, 410, 464, 503 (formerly HS 103)</td>
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</tr>
<tr>
<td>PSYCHOLOGY 201, 403 or 404, 413</td>
<td>9</td>
</tr>
<tr>
<td>SOCIOLOGY 409</td>
<td>3</td>
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<tr>
<td>One course from:</td>
<td></td>
</tr>
<tr>
<td>PSYCHOLOGY 314, 403, 404, 409</td>
<td></td>
</tr>
<tr>
<td>SOCIOLOGY 304A, 309, 314, 402</td>
<td></td>
</tr>
<tr>
<td>ELECTIVES</td>
<td>6</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>126</strong></td>
</tr>
</tbody>
</table>

* See page 38

HEALTH SCIENCE PROGRAM B

For those students who wish to enter the public health field.

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CORE CURRICULUM* (Chemistry 101-102)</td>
<td>44</td>
</tr>
<tr>
<td>BIOLOGY 003-004, 205</td>
<td>12</td>
</tr>
<tr>
<td>ECONOMICS 303 or 308</td>
<td>3</td>
</tr>
<tr>
<td>HEALTH SERVICES ADMINISTRATION 403, 406</td>
<td>6</td>
</tr>
<tr>
<td>HEALTH SCIENCE 101, 102, 204, 206, 207, 301, 304, 464, 501, 503, (formerly HS 103) 504</td>
<td>34</td>
</tr>
<tr>
<td>PSYCHOLOGY 201, 413</td>
<td>6</td>
</tr>
<tr>
<td>SOCIOLOGY 409</td>
<td>3</td>
</tr>
<tr>
<td>One course from:</td>
<td></td>
</tr>
<tr>
<td>PSYCHOLOGY 314, 403, 404, 409</td>
<td></td>
</tr>
<tr>
<td>SOCIOLOGY 304A, 309, 314, 402</td>
<td></td>
</tr>
<tr>
<td>ELECTIVES</td>
<td>15</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>126</strong></td>
</tr>
</tbody>
</table>

* See page 38

History and Political Science Department
Professor Arthur Hughes, Department Chairperson

This department offers majors in history, political science, social studies, and Latin American studies.

For students who seek a broad liberal arts background, the majors in this department offer maximum opportunities. Drawing on the offerings of most other disciplines and combining them with dozens of specific course offerings, these majors provide a general education which equips students for careers and post graduate studies in law, education, government service, and business.

**History**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CORE CURRICULUM*</td>
<td>42</td>
</tr>
<tr>
<td>ECONOMICS 201; 202</td>
<td>6</td>
</tr>
<tr>
<td>FOREIGN LANGUAGE AND/OR MAT 301; SOC 406; EDP 201; AND EITHER EDP 203, EDP 205 OR EDP 208</td>
<td>12</td>
</tr>
<tr>
<td>MATHEMATICS OR SCIENCE†</td>
<td>6</td>
</tr>
<tr>
<td>POLITICAL SCIENCE 204 or SOCIOLOGY 404</td>
<td>3</td>
</tr>
<tr>
<td>SPEECH “300-400” ELECTIVE</td>
<td>3</td>
</tr>
<tr>
<td>HISTORY 202 or 301; 312 or 403 or 404; 400; 401; 402; “300-400” ELECTIVES</td>
<td>30</td>
</tr>
<tr>
<td>ELECTIVES</td>
<td>24</td>
</tr>
</tbody>
</table>

* See page 38
† If mathematics is used to satisfy the core curriculum requirement, then science must be selected or vice versa.

**Political Science**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CORE CURRICULUM*</td>
<td>42</td>
</tr>
<tr>
<td>ECONOMICS 201; 202</td>
<td>6</td>
</tr>
<tr>
<td>FOREIGN LANGUAGE AND/OR MAT 301; SOC 406; EDP 201; AND EITHER EDP 203, EDP 205 OR EDP 208</td>
<td>12</td>
</tr>
<tr>
<td>HISTORY 101; 102; 303; 402; 407</td>
<td>15</td>
</tr>
<tr>
<td>MATHEMATICS OR SCIENCE†</td>
<td>6</td>
</tr>
<tr>
<td>SPEECH “300-400” ELECTIVE</td>
<td>3</td>
</tr>
<tr>
<td>POLITICAL SCIENCE 202; 204; 301; 400; “300-400” ELECTIVES</td>
<td>24</td>
</tr>
<tr>
<td>ELECTIVES</td>
<td>18</td>
</tr>
</tbody>
</table>

* See page 38
† If mathematics is used to satisfy the core curriculum requirement, then science must be selected or vice versa.

**Social Studies**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CORE CURRICULUM*</td>
<td>42</td>
</tr>
<tr>
<td>ECONOMICS 201; 202</td>
<td>6</td>
</tr>
<tr>
<td>HISTORY 101; 102; “300-400” ELECTIVES</td>
<td>12</td>
</tr>
<tr>
<td>POLITICAL SCIENCE 204; 304</td>
<td>6</td>
</tr>
<tr>
<td>SOCIOLOGY 301</td>
<td>3</td>
</tr>
<tr>
<td>SPEECH “300-400” ELECTIVE</td>
<td>3</td>
</tr>
<tr>
<td>SOCIAL STUDIES 400 and ELECTIVES‡</td>
<td>21</td>
</tr>
<tr>
<td>ELECTIVES</td>
<td>33</td>
</tr>
</tbody>
</table>

* See page 38
‡ Economics, history, political science, and sociology courses may be selected with the approval of the advisor.
Latin American Studies

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CORE CURRICULUM*</td>
<td>42</td>
</tr>
<tr>
<td>ECONOMICS 201; 202; 310</td>
<td>9</td>
</tr>
<tr>
<td>HISTORY 101; 102; 305; 306; 313; 314B; 400; 406C; 407</td>
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</tr>
<tr>
<td>POLITICAL SCIENCE 204; 305</td>
<td>6</td>
</tr>
<tr>
<td>PORTUGUESE 101-102</td>
<td>6</td>
</tr>
<tr>
<td>SOCIOLOGY 307</td>
<td>3</td>
</tr>
<tr>
<td>SPANISH†</td>
<td>18</td>
</tr>
<tr>
<td>SPEECH 302</td>
<td>3</td>
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<tr>
<td>ELECTIVES</td>
<td>12</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>126</strong></td>
</tr>
</tbody>
</table>

* See page 38
† Those students with Spanish as a first or native language and so recognized in writing by the chairperson of the language department are advised to take Spanish 201-202; 305; 306; 402 and an additional "300-400" course. Students whose certified level of proficiency in Spanish is above the requirements of Spanish 106, may elect as an option to take 18 credits of work in another modern European language subject to the approval of the advisor.

Management Department

Professor Stanley S. Willing, Department Chairperson

This department offers a major in health services administration and management. This department offers courses in electronic data processing.

HEALTH SERVICES ADMINISTRATION

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>CORE CURRICULUM</td>
<td>42</td>
</tr>
<tr>
<td>ACCOUNTING 100A; 100B</td>
<td>6</td>
</tr>
<tr>
<td>ECONOMICS 201; 202; 308; 309; 318</td>
<td>15</td>
</tr>
<tr>
<td>ELECTRONIC DATA PROCESSING 201</td>
<td>3</td>
</tr>
<tr>
<td>HEALTH SERVICES ADMINISTRATION 401; 403; 406; 407; 410; 411; 431; 433; 435</td>
<td>27</td>
</tr>
<tr>
<td>HEALTH SCIENCE 503 (formerly HS 103)</td>
<td>3</td>
</tr>
<tr>
<td>MANAGEMENT (formerly business management) 201; 308; 310; 404; 411</td>
<td>15</td>
</tr>
<tr>
<td>MATHEMATICS 301</td>
<td>3</td>
</tr>
<tr>
<td>ELECTIVES</td>
<td>12</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>126</strong></td>
</tr>
</tbody>
</table>

* See page 38

Management

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>CORE CURRICULUM* (Mathematics 105; 108)</td>
<td>42</td>
</tr>
<tr>
<td>ACCOUNTING 101-102</td>
<td>6</td>
</tr>
<tr>
<td>BUSINESS LAW 201; 202</td>
<td>6</td>
</tr>
<tr>
<td>ECONOMICS 201; 202; 306</td>
<td>9</td>
</tr>
<tr>
<td>ELECTRONIC DATA PROCESSING 201</td>
<td>3</td>
</tr>
<tr>
<td>HISTORY, POLITICAL SCIENCE OR ECONOMICS—TWO COURSES</td>
<td>6</td>
</tr>
<tr>
<td>MANAGEMENT (formerly business management) 201; 202; 301; 302; 303; 308; 310; 400; 403; 404</td>
<td>30</td>
</tr>
<tr>
<td>MATHEMATICS 301</td>
<td>3</td>
</tr>
<tr>
<td>POLITICAL SCIENCE 404</td>
<td>3</td>
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<tr>
<td>ELECTIVES</td>
<td>18</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>126</strong></td>
</tr>
</tbody>
</table>

* See page 38
Mathematics and Physics Department
Professor Joseph Lazzara, Department Chairman
This department offers a major in Mathematics.

Mathematics

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>CORE CURRICULUM* (Physics—8 credits)</td>
<td>44</td>
</tr>
<tr>
<td>ELECTRONIC DATA PROCESSING 203</td>
<td>4</td>
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<tr>
<td>FOREIGN LANGUAGE</td>
<td>6</td>
</tr>
<tr>
<td>MATHEMATICS 202; 203; 304; 307; 401; 403; 404; 409; 412; “300-400”</td>
<td>40</td>
</tr>
<tr>
<td>ELECTIVES</td>
<td>32</td>
</tr>
<tr>
<td>* See page 38</td>
<td></td>
</tr>
<tr>
<td></td>
<td>126</td>
</tr>
</tbody>
</table>

Philosophy Department
Professor Francis X. Slade, Department Chairperson
Nine credits in philosophy are part of the core curriculum. The purpose of these required courses in philosophy is to develop in the student an awareness of basic alternatives among conceptual frameworks and an ability to deal with the foundations and implications of various types of discourse. The core requirement in philosophy consists in the following courses taken in sequence: one “100” course; one “200” course; one “300” or “400” course exclusive of seminars.

The department also offers a major program in philosophy. This program provides a sound foundation for training in other professions, such as law, as well as preparing students for graduate study in philosophy. The major program in philosophy leaves considerable room for course election both in philosophy and in other disciplines. The department encourages its students to acquaint themselves with as many areas of knowledge and methods of inquiry as possible.

Philosophy

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CORE CURRICULUM*</td>
<td>42</td>
</tr>
<tr>
<td>FOREIGN LANGUAGE</td>
<td>12</td>
</tr>
<tr>
<td>HISTORY 101; 102</td>
<td>6</td>
</tr>
<tr>
<td>MATHEMATICS OR SCIENCE†</td>
<td>6</td>
</tr>
<tr>
<td>PHILOSOPHY 431; 432; 441; 442</td>
<td>12</td>
</tr>
<tr>
<td>PHILOSOPHY ELECTIVES</td>
<td>9</td>
</tr>
<tr>
<td>ELECTIVES</td>
<td>39</td>
</tr>
<tr>
<td></td>
<td>126</td>
</tr>
</tbody>
</table>

* See page 38
† If mathematics is used to satisfy the core curriculum requirement, then science must be selected or vice versa.

Physical Education Department
Professor Stephen Schofield, Acting Department Chairperson
This department offers a major in physical education. Students who enter the department prior to the Fall 1975 should consult with their advisor to determine a plan of study.
### Physical Education

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CORE CURRICULUM* (Biology 003-004)</td>
<td>44</td>
</tr>
<tr>
<td>CHEMISTRY 003-004</td>
<td>8</td>
</tr>
<tr>
<td>EDUCATION ELECTIVES</td>
<td>12</td>
</tr>
<tr>
<td>HEALTH SCIENCE 101</td>
<td>3</td>
</tr>
<tr>
<td>PSYCHOLOGY 403, 404</td>
<td>6</td>
</tr>
<tr>
<td>PHYSICAL EDUCATION Any two skills activitiees from: I, II, VI or VII; III; 103; 104; 105; 106; 205; 208; 211; 212 or 213; 301; 302; 304; 305; 308; 402; 403</td>
<td>29</td>
</tr>
<tr>
<td>PHYSICAL EDUCATION ELECTIVES (Lifetime sports not included)</td>
<td>3</td>
</tr>
<tr>
<td>ELECTIVES</td>
<td>17</td>
</tr>
</tbody>
</table>

* See page 38

**126**

Students, who after graduation are considering a career in physical therapy, are advised to follow this program:

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CORE CURRICULUM* (Biology 103-104)</td>
<td>44</td>
</tr>
<tr>
<td>BIOLOGY 202</td>
<td>4</td>
</tr>
<tr>
<td>CHEMISTRY 003-004</td>
<td>8</td>
</tr>
<tr>
<td>HEALTH SCIENCE 101</td>
<td>3</td>
</tr>
<tr>
<td>MATHEMATICS 202</td>
<td>4</td>
</tr>
<tr>
<td>PHYSICS 101-102</td>
<td>8</td>
</tr>
<tr>
<td>PSYCHOLOGY 403, 404</td>
<td>6</td>
</tr>
<tr>
<td>PHYSICAL EDUCATION Any two skills activities from: I, II, VI or VII; III; 103; 104; 105; 106; 205; 208; 211; 212 or 213; 301; 302; 304; 305; 308; 402; 403</td>
<td>29</td>
</tr>
<tr>
<td>PHYSICAL EDUCATION ELECTIVES (Lifetime sports not included)</td>
<td>2</td>
</tr>
<tr>
<td>ELECTIVES</td>
<td>14</td>
</tr>
</tbody>
</table>

* See page 38

**126**

### Psychology Department

Professor Louis H. Primavera, Department Chairperson

This department offers a major in psychology.

### Psychology

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CORE CURRICULUM*</td>
<td>42</td>
</tr>
<tr>
<td>FOREIGN LANGUAGES</td>
<td>6</td>
</tr>
<tr>
<td>MATHEMATICS OR SCIENCE†</td>
<td>6</td>
</tr>
<tr>
<td>PSYCHOLOGY 201; 220; 300; 305</td>
<td>14</td>
</tr>
<tr>
<td>PSYCHOLOGY 450-453 SERIES</td>
<td>4</td>
</tr>
<tr>
<td>PSYCHOLOGY ELECTIVES</td>
<td>18</td>
</tr>
<tr>
<td>ELECTIVES</td>
<td>36</td>
</tr>
</tbody>
</table>

* See page 38

† If mathematics is used to satisfy the core curriculum requirement, then science must be selected or vice versa.

**126**
Religious Studies Department
Professor John Sexton, Department Chairperson

This department offers a major in religious studies. It also offers a certificate program through the Institute of Religious Studies for teachers of religion.

Religious Studies

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CORE CURRICULUM*</td>
<td>42</td>
</tr>
<tr>
<td>HISTORY 101-102</td>
<td>6</td>
</tr>
<tr>
<td>PSYCHOLOGY 201</td>
<td>3</td>
</tr>
<tr>
<td>SOCIOLOGY 407</td>
<td>3</td>
</tr>
<tr>
<td>RELIGION 201, 301, 401, 601</td>
<td>12</td>
</tr>
<tr>
<td>RELIGION ELECTIVES</td>
<td>18</td>
</tr>
<tr>
<td>FREE ELECTIVES**</td>
<td>42</td>
</tr>
<tr>
<td>**Total</td>
<td>126</td>
</tr>
</tbody>
</table>

* See page 38
** A student selecting religious studies courses to fulfill six credits of core requirements has 48 credits of free electives.

Sociology and Urban Studies Department
Professor Fouad Tawab, Department Chairperson

This department offers two different majors.

Sociology

For those students who wish to take the traditional liberal arts degree with a concentration in sociology, or who plan to pursue graduate study in sociology.

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CORE CURRICULUM*</td>
<td>42</td>
</tr>
<tr>
<td>FOREIGN LANGUAGE</td>
<td>12</td>
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<tr>
<td>HISTORY</td>
<td>6</td>
</tr>
<tr>
<td>MATHEMATICS OR SCIENCE†</td>
<td>6</td>
</tr>
<tr>
<td>POLITICAL SCIENCE</td>
<td>3</td>
</tr>
<tr>
<td>PSYCHOLOGY 201, 410</td>
<td>6</td>
</tr>
<tr>
<td>SOCIOLOGY 301; 311; 400; 404; 405; 406; “300-400” ELECTIVES</td>
<td>27</td>
</tr>
<tr>
<td>ELECTIVES†</td>
<td>24</td>
</tr>
<tr>
<td>**Total</td>
<td>126</td>
</tr>
</tbody>
</table>

* See page 38
† Electronic data processing 201 is recommended.
‡ If mathematics is used to satisfy the core curriculum requirement, then science must be selected or vice versa.

Urban Studies

For those who wish an interdisciplinary program with emphasis on the contemporary urban situation; also for persons either now in, or planning to enter one of the urban-related fields: social work, urban planning, law enforcement, and corrections. Courses in each of these fields introduce the student, through both classwork and field work, to his particular area of interest. Such preparation equips students
not only for careers but also for graduate study in law, social work, public administration, and sociology.

<table>
<thead>
<tr>
<th>CORE CURRICULUM*</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECONOMICS 308 AND EITHER ECONOMICS 201 or 202</td>
<td>42</td>
</tr>
<tr>
<td>POLITICAL SCIENCE 304; 306</td>
<td>6</td>
</tr>
<tr>
<td>PSYCHOLOGY 201; 410; 461</td>
<td>9</td>
</tr>
<tr>
<td>SOCIOLOGY 301; 311; 404; 406; &quot;300-400&quot; ELECTIVES and</td>
<td>27</td>
</tr>
<tr>
<td>two of the following: 303B; 304B; 308†</td>
<td></td>
</tr>
<tr>
<td>ELECTIVES‡</td>
<td>36</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>126</td>
</tr>
</tbody>
</table>

* See page 38
† Sociology 304; 312; 402 are recommended.
‡ Electronic data processing 201, Spanish, Eco 201, 202 and Psy 403, 404 are recommended.

Speech And Fine Arts Department
Professor Edward Setrakian, Department Chairperson
This department offers courses in speech, theatre and fine arts.

Preparation for Professional Study
Pre-Medical, Pre-Dental, and Pre-Optometry
The requirement for admission to the study of dentistry, medicine, or optometry is the satisfactory completion of two years of study toward a liberal arts degree, including approved courses in English, organic chemistry, physics, and biology or zoology.

Students should carefully note that the above are only minimal and that professional schools will not consider applicants who have only minimal preparation. The trend for admission to these schools is toward the completion of a four-year undergraduate course. Students who contemplate studying medicine, dentistry, or optometry are strongly urged to complete the four-year college course and obtain the degree.

Any student planning to enter a professional college should consult the catalogue of the college of the student’s choice during the freshman year.

A junior or senior who intends to apply to a professional school must submit to a personal interview at a meeting of the Committee on Recommendations to Professional Schools during the month of October or the month of February. Exact dates of such meetings will be posted. Recommendations may be obtained at these times only. Students should have taken the Medical Aptitude Examination several months prior to the time of application for recommendation.

Pre-Law
Law schools do not prescribe a definite pre-law curriculum for the prospective student to follow. Therefore the student will have to make his own selection of courses in undergraduate school which will assist him in achieving his goal. Select a major in a field of interest to you; then, choose electives in other areas that will round out your education.

Some law schools will accept students who receive a Law Student’s Qualifying Certification from New York State. This certificate is granted to those students who have successfully completed three years of the liberal arts program. No student will receive a degree from St. Francis under this plan. The Law School Admissions Test is required of all applicants by most law schools. This examination is administered by the Educational Testing Service, Princeton, New Jersey. It is suggested that students interested in studying law seek an interview with the Pre-Legal Advisor at the College concerning this examination.
Dean James J. Flynn, Ph.D.

The Division of Continuing Education has the responsibility of opening up the educational potential to all segments of the community. Conscious of our ability to offer many and varied programs to the men and women of the metropolitan area, we have accepted the challenge. In the Division of Continuing Education a student may complete courses that will bring a baccalaureate degree, or the associate degree that requires only two years. The development of certificate programs in computer science, health science, health care, and a large group of pre-professional, in-service and vocational areas are for those who wish to upgrade and prepare for the tasks ahead.

The pre-collegiate section of the division assists in the upgrading and achievement of younger students through remedial programs geared to their special needs, while the Institute for Human Enrichment (the Adult Education branch of the Division) attempts to provide relevant offerings designed to meet all the needs and interests of the community.

The Division of Continuing Education, therefore, attempts to offer new and dynamic approaches to modern higher education. Its concern is with individual growth and development, and its dedication is to the task of seeking out and promulgating relevant answers to the problems of twentieth-century life.

A.A. LIBERAL ARTS
(Associate Arts Degree in Liberal Arts)

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CORE CURRICULUM*</td>
<td>30</td>
</tr>
<tr>
<td>ENGLISH ELECTIVE</td>
<td>3</td>
</tr>
<tr>
<td>FINE ARTS &quot;400&quot;</td>
<td>3</td>
</tr>
<tr>
<td>HISTORY 101; 102</td>
<td>6</td>
</tr>
<tr>
<td>PSYCHOLOGY 201</td>
<td>3</td>
</tr>
<tr>
<td>SOCIOLOGY 304</td>
<td>3</td>
</tr>
<tr>
<td>ELECTIVES</td>
<td>15</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>63</strong></td>
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</tbody>
</table>

* See page 38
A.A. PRE-TEACHING
(Associate Arts Degree in Pre-Teaching Elementary-Secondary)
The requirement for New York City's designation “Education Assistant” is fully
met by completion of this program.

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CORE CURRICULUM*</td>
<td>30</td>
</tr>
<tr>
<td>EDUCATION 201; 302; 402</td>
<td>9</td>
</tr>
<tr>
<td>HISTORY 101; 102</td>
<td>6</td>
</tr>
<tr>
<td>PSYCHOLOGY 201; 403 (Elementary Education) or 404 (Secondary Education)</td>
<td>6</td>
</tr>
<tr>
<td>ELECTIVES</td>
<td>11</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>62</td>
</tr>
</tbody>
</table>

* See page 38

A.A.S. BUSINESS ADMINISTRATION
(Associate Applied Science Degree in Business Administration)

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CORE CURRICULUM* (MATHEMATICS 105; 301)</td>
<td>30</td>
</tr>
<tr>
<td>ACCOUNTING 101-102</td>
<td>6</td>
</tr>
<tr>
<td>BUSINESS LAW 201; 202</td>
<td>6</td>
</tr>
<tr>
<td>MANAGEMENT (formerly business management) 201; 202</td>
<td>6</td>
</tr>
<tr>
<td>ELECTRONIC DATA PROCESSING 201</td>
<td>3</td>
</tr>
<tr>
<td>ECONOMICS 201; 202</td>
<td>6</td>
</tr>
<tr>
<td>ELECTIVES</td>
<td>7</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>64</td>
</tr>
</tbody>
</table>

* See page 38

A.A.S. COMPUTER SCIENCE
(Associate Applied Science Degree in Computer Science)

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CORE CURRICULUM* (MATHEMATICS 105; 301)</td>
<td>30</td>
</tr>
<tr>
<td>ACCOUNTING 101-102</td>
<td>6</td>
</tr>
<tr>
<td>MANAGEMENT (formerly business management) 201; 202</td>
<td>6</td>
</tr>
<tr>
<td>ELECTRONIC DATA PROCESSING</td>
<td>12</td>
</tr>
<tr>
<td>ECONOMICS 201; 202</td>
<td>6</td>
</tr>
<tr>
<td>ELECTIVES</td>
<td>3</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>63</td>
</tr>
</tbody>
</table>

* See page 38

Note: The A.A. and A.A.S. programs make allowance for transfer to baccalaureate programs (Four year Bachelor’s Degree) if the student so desires.
A.A.S. CRIMINAL JUSTICE  
(Associate Applied Science Degree in Criminal Justice)  

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CORE CURRICULUM*</td>
<td>30</td>
</tr>
<tr>
<td>PSYCHOLOGY 461 Psychological Aspects of Poverty</td>
<td>3</td>
</tr>
<tr>
<td>SOCIOLOGY 301 Social Problems(^1)</td>
<td>3</td>
</tr>
<tr>
<td>POLITICAL SCIENCE 304 State and Local Government</td>
<td>3</td>
</tr>
<tr>
<td>POLITICAL SCIENCE 306 Metropolitan Government &amp; Politics(^1)</td>
<td>3</td>
</tr>
<tr>
<td>CRIMINAL JUSTICE 101 Introduction to Law Enforcement Science(^2)</td>
<td>3</td>
</tr>
<tr>
<td>CRIMINAL JUSTICE 102 Criminal Procedure(^2)</td>
<td>3</td>
</tr>
<tr>
<td>CRIMINAL JUSTICE 460 Criminal Justice</td>
<td>3</td>
</tr>
<tr>
<td>CRIMINAL JUSTICE 463 Workshop in Corrections</td>
<td>3</td>
</tr>
<tr>
<td>CRIMINAL JUSTICE 464 Community Relations in Law Enforcement</td>
<td>3</td>
</tr>
<tr>
<td>Electives in Criminal Justice &amp; Related Fields</td>
<td>6</td>
</tr>
<tr>
<td>ELECTIVES</td>
<td>6</td>
</tr>
</tbody>
</table>

\* See page 38  
\(^1\) Required of In-Service students only.  
\(^2\) Restricted to Pre-Service students only.

CERTIFICATES IN HEALTH CARE MANAGEMENT AND COMMUNITY HEALTH

Thirty-six credits are required for the certificates in either health care management or community health.

For the certificate in health care management, it is suggested that courses follow the sequence listed below:

Core Subjects (27 credits)  

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MGT 201, Industrial Organization and Management</td>
<td>3</td>
</tr>
<tr>
<td>HC 403, Legal Aspects of Health Care Admin.</td>
<td>3</td>
</tr>
<tr>
<td>HC 436, Accounting for Nurses</td>
<td>3</td>
</tr>
<tr>
<td>MGT 310, Behavioral Sciences in Management</td>
<td>3</td>
</tr>
<tr>
<td>HC 404, Personnel Administration</td>
<td>3</td>
</tr>
<tr>
<td>HC 401, Institutional Management in the Health Field</td>
<td>3</td>
</tr>
<tr>
<td>HC 405, Problem Workshop in Health Care Management</td>
<td>3</td>
</tr>
<tr>
<td>HC 407, Influence of Government and 3rd Parties</td>
<td>3</td>
</tr>
<tr>
<td>HC 402, Cost Analysis and Budgeting</td>
<td>3</td>
</tr>
</tbody>
</table>

Electives (9 credits) Choose three courses.

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HC 406, Professional Staff Relations</td>
<td>3</td>
</tr>
<tr>
<td>HC 431, Development and Community Relations</td>
<td>3</td>
</tr>
<tr>
<td>HC 435, Issues in Geriatric Care</td>
<td>3</td>
</tr>
<tr>
<td>HC 411, Mental Health Care Adm</td>
<td>3</td>
</tr>
<tr>
<td>HC 433, Comparative Health Care Systems</td>
<td>3</td>
</tr>
</tbody>
</table>

The certificate in community health requires the following courses:

Core Subjects (15 credits)  

The first four courses as listed above for the health care management certificate plus the following 12 credits:

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ORGANIZATION &amp; ADM OF COMMUNITY HEALTH SERVICES</td>
<td>3</td>
</tr>
<tr>
<td>PROBLEMS WORKSHOP</td>
<td>3</td>
</tr>
<tr>
<td>INFLUENCE OF GOVERNMENT AND “3rd” PARTIES</td>
<td>3</td>
</tr>
<tr>
<td>COST ANALYSIS AND BUDGETING</td>
<td>3</td>
</tr>
</tbody>
</table>
Electives (9 credits) Choose three courses.
HEALTH EDUCATION 3
INDUSTRIAL AND ENVIRONMENTAL HEALTH 3
MEETING URBAN HEALTH NEEDS 3
MENTAL HEALTH CARE ADMINISTRATION 3
EPIDEMIOLOGY 3

CERTIFICATES OF COMPLETION
Computer Programming Vocational Areas
IN-SERVICE TRAINING AND PROFESSIONAL ADVANCEMENT
Teacher Certification Business Administration
Management Seminars and Accounting Workshops

 PRE-COLLEGIATE PROGRAMS
Developmental Reading English as a Second Language
Remedial English

LEEP PROGRAM
The College, with the assistance of a Federal grant under the Law Enforcement Assistance Administration (LEAA), has offered courses to law enforcement officers. The grant made by a subsidiary of LEAA, the Law Enforcement Educational Program (LEEP), has made it possible for hundreds of law enforcement personnel to earn an A.A.S. in criminal justice and to continue on to a bachelor's degree in other areas.

St. Francis College encourages law enforcement personnel to send for the brochure that explains this significant program.

WEEKEND COLLEGE
The College has made possible the earning of either the A.A. or B.A. degree at a weekend college.

Courses are available for one or two days of the weekend. Credits may be earned in a wide range of courses. Classes are so scheduled that credits may be garnered in as few as six weeks.

The weekend college is offered on campus, and in Queens at St. Francis Preparatory School.

Adult Education courses for human enrichment are also part of the Division's program.
Each credit hour represents class participation one hour a week for one semester at a lecture, or two hours a week for one semester in a laboratory, unless otherwise indicated.

If a course conducted throughout the year is a credit unit, that fact is indicated by a dash. If each term is a separate unit, which may be taken and credited independently, that fact is indicated by a comma.

Courses that have insufficient registration will be cancelled.

ACCOUNTING

ACC 100A  Accounting for the Health Field  3 credits
The principles and application of accounting theory for the health services will be taught. This will include the bookkeeping cycle, adjusting entries, classified financial statements as well as other pertinent aspects of managerial accounting.

ACC 100B  Cost Analysis and Budgeting  3 credits
A study of the aspects of the budget, cost controls and financial administration of health care facilities with particular emphasis on the interrelationship between individual departmental budgets and the total budget. Sources of funds, their use and importance to the total financial picture will be studied and analyzed.

ACC 101-102  Elements of Accounting  6 credits
Three lectures per week
An introduction to the basic principles of accounting including the bookkeeping cycle, adjusting entries, and classified financial statements; basic partnership and corporate accounting problems; aspects of managerial accounting.

ACC 201, 202  Intermediate Accounting  6 credits
Three lectures per week
Principles and procedures involved in asset validation and valuation; liability verification; enterprise equity (mainly corporate), including formation and liquidation; special topics. Course proceeds primarily on a problem basis.

ACC 303-304  Cost Accounting  4 credits
Prerequisite: Accounting 101-102
Two lectures per week
Managerial use of cost data for routine planning and control, and for long-range planning; product costing using job order, process, and standard costs.
ACC 305-306  Auditing  4 credits
Prerequisite: Accounting 201, 202
Principles, standards, procedures, and techniques of auditing with emphasis on the analytical approach; electronic data processing and statistical sampling; types of audit examinations with appropriate reports, evaluation of assets, and substantiation of liabilities; an auditing practice case to be completed.

ACC 400  Accounting Internship Program  1 credit
Full-time professional staff work for limited period in public and private accounting; complete analytical written report of experience. Admission to course by permission of department head.

ACC 401-402  Advanced Accounting Problems  4 credits
Prerequisite: Accounting 303-304 and 305-306
Consideration of such topics as home office and branch accounting, consolidations, estates and trusts, foreign branches and governmental accounting; analysis of selected problems from recent CPA examinations.

ACC 404  Advanced Accounting Theory  2 credits
Prerequisite: Accounting 401
Analysis of concepts of income, revenues and expenses, price level changes, assets and liabilities, ownership equities; readings in current literature.

ACC 405-406  Taxation  4 credits
Prerequisite: Accounting 101-102
A study of the basic principles of federal income taxation as applied to individuals, partnerships, and corporations; Social Security, Gift, and Estate taxes.

ACC 407  Accounting Analysis  2 credits
Analysis of balance sheets and operating statements; trend analysis, emphasizing statistical and mathematical approach; concepts of operations analysis.

ACC 408  New York State and City Taxation  2 credits
Prerequisite: Accounting 405
A study of the basic principles of New York State and City Taxation emphasizing corporations, individuals, partnerships, estates, trusts, gift and sales taxes. Special emphasis is given to differences between the federal and state taxes.

BIOLOGY

BIO 003-004  Anatomy and Physiology  8 credits
Two lectures, one recitation and three lab. hours per week.
An analysis of the anatomy and physiology of man at the cellular level as well as the body as a whole. Laboratory experiments and dissections of representative forms to obtain these objectives will be performed. This course open only to those students majoring in physical and health education.

BIO 101-102  Introduction to Biology  6 credits
Two lectures, one recitation per week.
An introduction to the science of biology. Selected topics will include the chemical nature of life processes, cellular basis of behavior, the principles of development, heredity and evolution, and the relation of the organism to the environment. The course is designed for non-science majors.
BIO 103-104  General Biology  8 credits
Two lectures, one recitation and three lab. hours per week.
An introductory course in general principles and modes of scientific thought, illustrated by selected examples from the plant and animal sciences.

BIO 201  Embryology  4 credits
Prerequisite: Biology 103-104
Two lectures, one recitation and three lab. hours per week.
A descriptive study of the development of amphioxus, frog, chick and mammal in lecture and laboratory; developmental genetics; the problems of development; an introduction to experimental embryology.

BIO 202  Comparative Anatomy  4 credits
Prerequisite: Biology 103-104
Two lectures, one recitation and three lab. hours per week.
A comparative lecture-and-laboratory study of the macroscopic anatomy of typical representatives of the classes of vertebrates.

BIO 203  Invertebrate Zoology  4 credits
Prerequisite: Biology 103-104
Two lectures, one recitation and three lab. hours per week.
Major invertebrate phyla with emphasis on taxonomy, structure, physiology, and ecology; laboratory dissection of representative types.

BIO 204  Ecology  4 credits
Prerequisite: Biology 101, 102 or 103-104
Two lectures, one recitation and three lab. hours per week.
An introduction to ecological principles and their application to the environment; field trips to representative ecosystems and environmental problem areas.

BIO 205  Bacteriology  4 credits
Prerequisites: Biology 004 or 102 and Chemistry 004 or 102
Two lectures, one recitation and three lab. hours.
An introduction in the morphology and physiology of the more common pathogenic and nonpathogenic bacteria. The laboratory work includes the preparation of media, cultural and biochemical techniques and the identification of unknowns.

BIO 301  Microbiology  4 credits
Prerequisite: Biology 103-104
Two lectures, one recitation and three lab. hours per week.
A survey of the principal groups of microorganisms (bacteria, fungi, algae, protozoa, viruses, and rickettsiae) with emphasis on taxonomy, morphology, physiology and their industrial and medical application.

BIO 302  Botany  4 credits
Prerequisite: Biology 103-104
Two lectures, one recitation and three lab. hours per week.
A survey of the principal groups of plants from the standpoint of their structure and development, with intensive studies on the morphology and physiology of the Angiospermae.

BIO 303  Genetics  4 credits
Prerequisite: Biology 103-104
Two lectures, one recitation and three lab. hours per week.
An introduction to variation and heredity: the theory of the gene as developed in classical genetics, biochemical and molecular genetics; cytogenetics; the genetics of populations; cytoplasmic inheritance; laboratory problems and experiments in drosophila, bacterial, and viral genetics.

**BIO 304  Biological Techniques (Instrumentation)**  4 credits
Prerequisite: Department approval.
One hour lecture, one hour conference and four lab. hours per week.
The theory and practical application of various analytical procedures and the solution of biological problems by instrumentation; practical study of centrifuge, ph meter, analytical balance, dialysis techniques, counter-current distribution, chromatography (paper, column, thin-layer, and gas liquid), spectroscopy (UV-VIS and IR); the use of fluorescent techniques in microbial identification.

**BIO 306  Parasitology**  4 credits
Prerequisite: Biology 103-104
Two lectures and four lab. hours per week.
A study of parasitic protozoa, platyhelminthes, nemathelminthes and arthropoda, stressing their relation to man and their control.

**BIO 309  General Physiology**  4 credits
Prerequisite: Biology 103-104
Two lectures, one recitation and three lab. hours per week.
A survey of the chemical and physical phenomena involved in cellular processes; the biochemical and biophysical nature of irritability and contraction.

**BIO 401  Histology and Microtechnique**  4 credits
Prerequisite: Biology 202
Two lectures, one recitation and three lab. hours per week.
A study of the microscopic anatomy of normal animal tissues and organs; the methods of preparing these materials for microscopic study.

**BIO 402  Vertebrate Physiology**  4 credits
Prerequisite: Biology 103-104
Two lectures, one recitation and three lab. hours per week.
The basic principles involved in the physiology of vertebrate systems; the physicochemical aspects and homeostatic mechanisms of the functional systems.

**BIO 403  Endocrinology**  3 credits
Prerequisite: Biology 202 and 401
Three lectures per week.
A survey of the glands of internal secretion; each of the endocrine glands will be considered according to structure, synthesis of hormones, regulation of function, action of hormones and the interrelationship with other components of the regulatory system.

**BIO 404  Radiation Biology**  4 credits
Lecture 3 hours, laboratory 3 hours.
The nature of ionizing radiation; its effects on living systems. Cell death; somatic and genetic effects; effects on the embryo; chronic low dosage exposure; radiation medicine. Detection of ionizing radiation. Uses of ionizing radiation in medicine and in the life sciences.

**BIO 501, 502  Biological Research**  2 credits
Prerequisite: Department approval
Independent research under faculty guidance. A required written report of the work may be considered part of the comprehensive examination required of all biology majors.
BIO 503  Biology Seminar  
Prerequisite: Department approval
A discussion by faculty, visiting scientists and students of topics reflecting research and current problems in biological sciences.

BUSINESS LAW

BL 201  Business Law I  
An introduction to law in general, the courts, and the legal process together with the law of contracts, agency, and partnership.

BL 202  Business Law II  
Prerequisite: Business Law 201
The law of corporations, commercial paper and sales.

BL 403  Business Law III  
Prerequisite: Business Law 201
The law of property, wills, estates, trusts, insurance, secured transactions, bankruptcy, accountants' legal responsibility and government regulations.

CHEMISTRY

CHE 003-004  Chemistry and Life  
8 credits
For students not intending to major in science.
Two lecture hours, one conference, and three lab hours per week.
Introduction to basic principles of chemistry. Emphasis is on application of these principles to living systems and their impact on present day living.

CHE 101-102  General Chemistry  
8 credits
Two lectures, one conference, and three lab hours per week.
For the science major. Emphasis on quantitative aspects of chemistry at a more specialized level than in Chemistry 003-004.

CHE 201  Analytical Chemistry  
4 credits
Prerequisite: Chemistry 102
Two lectures, one conference, and three lab hours per week.
Quantitative study of gravimetric and volumetric analysis; solubility product, acid-base, oxidation-reduction and complex-formation phenomena considered with emphasis upon precision, resourcefulness, and chemical calculations.

CHE 301, 302  Organic Chemistry  
10 credits
Prerequisite: Chemistry 102
Three lectures, one conference, and four lab hours per week.
Aromatic and aliphatic compounds: reaction mechanisms based on electronic theory; preparation of representative compounds and quantitative analysis.

CHE 303  Inorganic Chemistry  
3 credits
Prerequisite: Department approval
Three lecture hours per week.
The study of bonding, structure, and reactions of inorganic compounds based on modern physical chemical concepts; coordination compounds and organometallic compounds.
CHE 304  Biochemistry  4 credits
Prerequisite: Chemistry 301
Two lectures and four lab hours per week.
Physio-chemical approach; amino acids, proteins, carbohydrates, lipids, enzymes, intermediate metabolism; modern techniques for isolation, identification, and determination of compounds of biochemical significance.

CHE 401-402  Physical Chemistry  8 credits
Prerequisite: Department approval
Three lectures and four lab hours per week.
Atomic, molecular, and crystal structure; thermodynamics; solution properties; chemical kinetics; electrochemistry.

CHE 403  Advanced Physical Chemistry  3 credits
Prerequisite: Department approval
Three lecture hours per week.
An advanced treatment of some of the topics introduced in Chemistry 401 and 402; quantum mechanics and statistical mechanics emphasized; application of these topics to thermodynamics, chemical bonding, and kinetics.

CHE 404  Instrumental Methods of Analysis  4 credits
Prerequisite: Department approval
Two lectures and five lab hours per week.
Theory and laboratory work in spectroscopy, adsorption, and emission; electroanalytical chemistry and chromatography as they apply to analytical chemistry.

CHE 405  Advanced Organic Chemistry  3 credits
Prerequisite: Department approval
Three lecture hours per week.
Physical organic chemistry; emphasis on structure and reaction mechanisms; free radical chemistry.

CHE 501, 502  Chemical Research  2 credits
Prerequisite: Department approval
Independent research under faculty guidance. A required written report of the work may be considered part of the comprehensive examination required of all chemistry majors.

CONTINUING EDUCATION

CCE 101  Consumer in Contemporary Society:  6 credits
The American economic system and the rights and responsibilities of consumers in the United States. The consumers' budget and the techniques of budgeting will be covered with emphasis on: food expenditures; clothing purchases; home furnishings; and health care for the entire family.

CCE 102  Consumer Finance and Family Financial Decisions:  6 credits
The consumer finance and family financial decisions will be covered with emphasis on: insurance; consumer credit; banking and utilization of banking services and their utilization. Investment and pre-retirement planning will also be covered with emphasis on: social secu-
rity protection and benefits; lifetime and retirement annuities, wills, mutual fund investment; regular savings and alternatives to regular savings plans.

CCE 103  Consumer and Woman’s Civic Rights  3 credits
The role of the urban woman with emphasis on her civic rights and responsibilities, recent legislation and its implications to her as a consumer, especially in the area of social security, the role of the woman as a head of a household and her decision making-process in consumerism, female psychology as a buyer, the woman as a consumer-advocate “role model” in the home, budgeting, decision-making in a family structure, and consumer liberation for the woman.

CCE 104  Consumer and Tenants/Home Owners Civic Rights  3 credits
The tenant and his contractual relationship with the landlord, rent control, and rent stabilization, function of tenants associations, legal rights of tenants, housing, court, and legal aid, etc. The landlord and his civic rights as they should be understood by the tenant. The home owner relative to purchasing, financing, upkeep, tax laws, home owners rights and responsibilities as well as liabilities, block and civic association, current city, state and federal laws as they affect the tenants cooperation, home owners, and landlords. Subsidy programs, how and why they work and don’t work.

CCE 105  Consumer and Adult Students Civic Rights  3 credits
An introduction to students rights as a new phenomenon, the student as a citizen with emphasis on age and majority, legislation, and liberties, due process and equal protection, the student as a consumer with emphasis on contracting for education services and truth in education services, truth in education legislation and financial aid, and the growth of students rights from 1936 to the present will be covered as well as a review of recent law suits.

CCE 106  Health Care Civic Rights  3 credits
Patient rights, the nature of the patient relationship to the health care provider, access to medical records and information, laws and regulations directed toward patients rights, focus on physical and mental health, health insurance public, private and prepaid, health care delivery system with a consideration of availability and rising costs, municipal, and voluntary hospitals, medicare and medicaid abuses, consumer representation in health care planning and policy making organizations.

CE 100  Communication Arts and Skills  3 credits
This course will assist the student in basic reading, writing and study skills. Reading speed and comprehension will be emphasized so as to enable the student to pursue successfully rigorous and scholarly college work.

CE 105  Ground School Requirements: Private Pilot Exam  3 credits
This course is open to all student pilots and those thinking of taking up the art of flying for either business or pleasure. In addition to ground instruction, students will be directed to flight schools within the area when they desire to begin flight instruction.
This course fulfills the requirements of Part 61 of the Federal Air Regulations in preparation for taking the F.A.A. written examination. An F.A.A. approved course of study is used and a stress is placed upon safety and the operation of the aircraft within the regulations. Aerodynamics and performance, controls, powerplants, systems and their functions, aircraft loading, meteorology, navigation, and medical facts are only some of the areas covered.

CE 310  Career Development: Theory and Practice  3 credits
Students personally examine their values, interests and aptitudes in light of career possibilities. Theories and techniques which focus upon satisfactory career choice will be stressed.
CRIMINAL JUSTICE

CJ 101 Introduction to Law Enforcement Science 3 credits
Development of the modern American police system, the principles of administration and management in their application to law enforcement; a study of the police organizational structure. Jurisdiction of local, state and federal law enforcement agencies is covered along with introductory material to current police problems. (Pre-service students only.)

CJ 102 Criminal Procedure 3 credits
The criminal process. Modern legal problems associated with the investigation of crime, the acquisition of evidence, commencement of a criminal procedure. Included herein is the scientific fact finding approaches to the development of factual data, inductive and deductive reasoning. The development and practice of investigation; classification of various types of crime. (Pre-service students only.)

CJ 460 Criminal Justice 3 credits
An advanced in-depth view of the entire area of criminal justice. Includes proper procedures for prosecution and defense of charges, sentencing and appeal. Principal concern is with currently acceptable procedures and current efforts for reform.

CJ 461 Problems of Urban Law Enforcement 3 credits
The role of law enforcement officer and agency in the city of the 70's; the limitations and the extent of community cooperation necessary for proper law enforcement.

CJ 462 Workshop in Juvenile Delinquency 3 credits
This course designed for law enforcement officers and others interested in urban problems. The course deals with causes and remedies for delinquency. Methods of apprehension, care and commitment are discussed. Psychiatric approaches outlined. Delinquency treated as a national problem. The role of the schools—the home—discussed and treated. Confrontation between school—community treated with role of law enforcement discussed.

CJ 463 Workshop in Corrections 3 credits
The place of probation, parole and pardons in the administration of the justice system; the contemporary use of probation and parole; role of the court in granting and terminating probation; release from a correctional institution; the legal rights of prisoners; rehabilitation programs within prisons; modern development in corrections procedures.

CJ 464 Community Relations in Law Enforcement 3 credits
Survey of the numerous and complex factors involved in the area of human relations and its effects on policing and police management. Examination made of prejudice and discrimination. Confrontation of community rights and rights of police officer discussed. Image of police officer and department discussed in light of current events. Means of improving relations outlined.

CJ 465 Courts Management 3 credits
It is for courts officers and involves training in proper reading of documents, setting up procedures, proper handling of records and documents received, structure of courts system and management function of various divisions.
CJ 466  Workshop in Imprisonment  3 credits
Prerequisites: Psy 461 Psychological Aspects of Poverty & CJ 463—Corrections.
Organization and functions of prison system; role of the corrections officer in the rehabilitative
process. Modern thought concerning prison reform. Recent prison events analyzed and
discussed. Character of the modern prisoner. Prisoner’s rights and officers rights and duties.

CJ 467  Development of American Criminal Justice  3 credits
Survey of the history and background of the American judicial system, its origins and de-
velopment. The theory of law; development of the courts; emergency of a continuum of
decision involving individual rights and freedoms; current decisions involving socio-political,
civil rights matters.

CJ 468  Processes in Rehabilitation  3 credits
A systematic analysis of the alternatives in dealing with offenders in and out of institutions,
emphasis on personnel dynamics of change and institutional reorganization.

CJ 469  Processes in Diversions  3 credits
Methods of diverting young offenders from the criminal justice system, combining ad-
vocacy, peer level grouping, and project planning. Designed for the formation of or-
ganization and individuals involved with delinquency prone adolescents.

CJ 470  Methods of Criminal Investigation Procedures  3 credits
An examination of criminal investigative techniques in the field. The course includes a
consideration of conduct at the crime scene, interview and interrogation of witnesses and
suspects, the use of informants and techniques of surveillance will be demonstrated. The
special techniques employed in particular kinds of investigations as well as the presentation
of the police case in court are emphasized.

CJ 471  Police Supervision  3 credits
A consideration of supervisory problems with a police organization and the equating of sound
principles of human relations and supervisory techniques to effective police performance.
Course includes such topics as discipline—negative and positive, leadership, motivation,
conference leadership.

CJ 472  Police Administration  3 credits
A study of police problems at the administrative level, including coordination of all branches
of a large police department. (An evaluation of line, staff and auxiliary functions; the inter-
relationships and inter-dependence of each. The utilization of planning, analysis and opera-
tions units as administrative aids is discussed.)

ECONOMICS

ECO 201  Principles of Economics I  3 credits
Macro-economics; the foundation of economic analysis; national income, employment
and economic growth; aggregate demand, saving and investment; economic fluctua-
tions; monetary and fiscal policy; underdeveloped countries; comparative economic systems.

**ECO 202  Principles of Economics II**  3 credits
Micro-economics; markets, the price system, and the allocation of resources; competition, monopoly, monopolistic competition, and oligopoly; government and business; the distribution of income.

**ECO 302  Economic Development of the United States**  3 credits
American economic life, growth of business concentration; problems of agriculture; public utility and railroad regulation; labor organization and development; money, banking, and fiscal problems; capital formation and distribution of national income; the depression and New Deal; the United States in the international economy.

**ECO 303  Economic Issues Today**  3 credits
An examination of significant contemporary economic problems; the application of economic understanding to current issues, domestic and world-wide; typical relevant issues such as consumerism, environmental adjustments, national economic priorities, the monopoly threat, the United States in the world economy, etc.

**ECO 306  Money and Banking**  3 credits
Money and credit; commercial banking; central banking; monetary theory and monetary and fiscal policy; other banking and credit institutions; international banking.

**ECO 307  Environmental Economics**  3 credits
An examination of basic ecological principles and economic principles as they relate to the problems of the environment. An analysis of programs of business and government to ameliorate the environmental effects of production and waste disposal to improve the quality of life.

**ECO 308  Urban Economics**  3 credits
An examination of the economic foundations of contemporary urban problems; location of central places; the urban hierarchy; the urban economic base; urban land use maps and patterns; problems of housing, urban renewal, mass transportation, industrial relocation, population shifts, ghetto unemployment, inflation, pollution and poverty as economic problems requiring economic solutions.

**ECO 309  Labor Economics**  3 credits
An examination of labor concepts, markets, and problems; the development of the union movement and its impact on society; modern labor legislation, the development of collective bargaining, and full employment concepts; unemployment, insecurity, and the operation of the labor market; government in labor problems; theories of wages and employment.

**ECO 311  Economic Geography**  3 credits
The natural environment in economic life; theories of location and the evolution of patterns of agricultural and industrial distribution; theories of geographical determinants of human behavior; sources and application of energy; the roles of selected commodities.

**ECO 312  Public Finance**  3 credits
Analysis of the role of government in the national economy. Consideration is given to the growth of the public sector, the U.S. federal budget, the ordering of our national priorities among various public programs, the public debt and fiscal policy, the U.S. tax structure, personal and corporate income taxation, capital gains taxation and tax reform.
ECO 316  Workshop in Personal Finance  3 credits
A lecture-discussion course intended to familiarize the student with the many aspects of his personal finance situation. Personal budgeting, investments, credit usage, mortgages, insurance protection, and related topics are covered.

ECO 317  Contemporary Economic Systems  3 credits
An examination of major economic systems in the contemporary world; the system of capitalism and the American form; the command economy of the Soviet Union; the mixed economies of Western Europe and Japan; the market socialism of Yugoslavia; the role of economic planning in various systems; evaluation of the performances of economic systems.

ECO 318  Economics for the Health Field  3 credits
A study of the particular and peculiar effects of demography, fiscal policy and public policy on the health field. Population studies, clustering of metropolitan areas and the problems of rural scattered service areas will be analyzed.

ECO 400  Seminar in Economics  3 credits
Principles of research; bibliography; the application of statistical methods to a specific problem for individual research; recent developments in applied economics.

ECO 403  International Economics  3 credits
Principles, practices, and problems of world trade; equilibrating the balance of payments through domestic and exchange rate adjustments; the effect of world trade on national income and output; international trade and domestic employment; regional economic integration; the International Monetary Fund and dollar devaluation; foreign direct investment and the multi-national corporation.

ECO 406  Development of Economic Thought  3 credits
A survey of economic thought principally from the seventeenth century to the present day; mercantilism; physiocracy and the emergence of a science of economics; the Classical School; the rise of socialist protest; marginalism and the neo-classical synthesis; Keynes and post-Keynesian economics; Monetarism.

ECO 408  Economic Analysis: Macroeconomics  3 credits
A theoretical and empirical representation of the operation of the aggregate economy; the development of elementary and advanced models of the economy; and examination of empirical studies designed to test various hypotheses; economic policy suggested by aggregate economic models.

ECO 409  Economic Analysis: Microeconomics  3 credits
The law of supply and demand; costs and production; the law of markets, profits, and losses; the classical theory of value, distribution, and employment; the modern theory of value and distribution under pure and restricted competition; utility and preference fields as basis of demand theory; social costs and welfare economics.

ECO 500  Independent Studies  3 credits
Individual research and study with the approval of the department of economics.
ECONOMICS—BUSINESS OPTIONS

These suggested programs are meant to provide the student interested in utilizing his economics learning in a business environment with a viable alternative. Two programs are afforded the student: one in the finance area and the other in the marketing-marketing research area.

Finance

Accounting 101-102 — Elements of Accounting
Management 201 — Industrial Organization and Management
Management 310 — Behavioral Science
Management 303 — Corporate Finance
Management 403 — Financial Management
Management 406 — Security Analysis
Management 411 — Portfolio Management
Management 421 — Interpretation of Financial Statements

Marketing-Marketing Research

Management 201 — Industrial Organization and Management
Management 202 — Marketing
Management 302 — Advanced Marketing and Management
Management 309 — The Sales Function
Management 310 — Behavioral Science
Management 307 — Advertising and Sales Promotion
Management 407 — Market Research

EDUCATION

Information concerning the teacher training programs will be found on page 43 of this catalogue.

The following courses are offered under the supervision of the education department by faculty members of the various fields involved. The course work includes subject theory and field centered experiences in observation, peer teaching, micro teaching, or tutoring to demonstrate competency attainment. A performance index of 3.25 is required to demonstrate competency attainment in the field centered experiences.

ELEMENTARY TEACHER TRAINING PROGRAM

ED 201 Foundations of Education: History and Philosophy 3 credits
The development of the various philosophies of education through a survey of ancient, medieval and modern education; the ends and means in education; educational theory in the United States today.
On Campus: 45 hrs.;
Field Centered Experience: Observation—30 hrs.

ED 202 Introduction to the Education of Children and Youth 3 credits
A study of individual differences among children; educationally disadvantaged children; elementary and secondary classroom techniques; basic school problems.
On Campus: 30 hrs.;
Field Centered Experience: Observation—30 hrs.
ED 312  Foundation of Curriculum in Elementary Education 3 credits
Basic conceptual treatment of child growth and development; curriculum and methods as they apply to the elementary school and early education.
On Campus: 45 hrs.;
Field Centered Experience: Peer Teaching

ED 402  Tests and Measurements 3 credits
Designed for future teachers. Course work includes: principles of basic statistics related to collecting, treating and interpreting data; the use of standardized tests (intelligence, aptitude, achievement, etc.) in a school situation; the construction and the improvement of classroom tests, and the use of test results by the administrator, teacher and guidance counselor.
On Campus: 45 hrs.;
Field Centered experience: Peer testing

ED 404  Observation and Supervised Practice Teaching 6 credits
Prerequisite: Completion of all other course work
During the senior year students in the teacher training program will spend a minimum of one term of supervised instructional experience in an approved secondary or elementary school. Aside from the normal school experience the student will be expected to attend individual and group conferences with the college supervisor and cooperating teacher. Students must be approved by the chairman of the education department.
On Campus: 15 hrs.;
Field Centered Experience: Full time teaching

ED 411  Special Methods in Elementary School Teaching
Prerequisites: Education 201, 202 and 312

411A Reading 3 credits
The basic principles of teaching reading; utilization of formal and informal diagnostic tools to appraise reading status; techniques of grouping for instruction; teaching specific reading skills; evaluating reading progress and appropriateness of reading programs; individualizing reading instruction.
On Campus: 30 hrs.;
Field Centered Experience: Tutoring—30 hrs.

411E Individualized Reading 3 credits
Prerequisite: Education 411A
Each student will be required to collect, construct and evaluate materials for use in a classroom situation, a small group situation, and individualization.
On Campus: 45 hrs.;
Field Centered Experience: Peer Teaching

411F LANGUAGE ARTS 2 credits
Prerequisites: English 120-121
The principles, methods and materials employed in the teaching of listening and speaking skills, composition skills and writing skills in the elementary school.
On Campus: 20 hrs.;
Field Centered Experience: Micro Teaching—20 hrs.

411G Mathematics 2 credits
Prerequisites: Mathematics 103 and 104
The principles and practices employed in teaching mathematics in elementary schools.
On Campus: 20 hrs.;
Field Centered Experience: Micro Teaching—20 hrs.
411H Literature 2 credits
Children's literature and the techniques used in presenting it to children at different age levels; the use of audio-visual aids; illustrations of children's books.
On Campus: 30 hrs.;
Field Centered Experience: Micro Teaching—20 hrs.

411I Social Studies 2 credits
Prerequisites: History 201 and Sociology 203
The instructional resources, methods, and materials of a sound social studies presentation in elementary and early adolescent classes; the history, culture, and sociology of various minority groups.
On Campus: 30 hrs.;
Field Centered Experience: Micro Teaching—20 hrs.

411J Science 2 credits
Prerequisite: Science 301-302
Principles and techniques employed in teaching science in the elementary schools.
On Campus: 30 hrs.;
Field Centered Experience: Micro Teaching—20 hrs.

411K Music and Art 2 credits
Prerequisite: Fine Arts 401-402
Principles and techniques employed in teaching music and art in the elementary schools.
On Campus: 30 hrs.;
Field Centered Experience: Micro Teaching—20 hrs.

ED 431 Diagnosis and Treatment of Reading Disabilities 3 credits
Prerequisite: Education 411A or 401G
A study of formal and informal methods of diagnosis; special in-class room procedures; analysis of the services rendered by clinics and other professional groups.
On Campus: 45 hrs.;
Field Centered Experience: Tutoring—30 hrs.

ED 434 School and Community 3 credits
The school's role in relation to the community; "Inner City" education; the use of community resources in establishing good human relations and adjusting to the cultural and socio-economic changes of our time.
On Campus: 45 hrs.;
Field Centered Experience: Observation—10 hrs.

SECONDARY SCHOOL TEACHER TRAINING PROGRAM

ED 201 Foundations of Education: History and Philosophy 3 credits
The development of the various philosophies of education through a survey of ancient, medieval and modern education; the ends and means in education; educational theory in the United States today.
On Campus: 30 hrs.;
Field Centered Experience: Observation—30 hrs.

ED 301 Methods, Problems, and Principles in Secondary Education 3 credits
Methods and problems in junior and senior high schools and their relationship to basic principles; consideration of such topics as problems of transition in junior high school,
secondary school organization, classroom management, lesson plans, problem-project method, evaluation, discipline, visual aids.
On Campus: 45 hrs.;
Field Centered Experience: Peer Teaching

ED 302 Educational Psychology 3 credits
The application of educational psychology to the art of teaching and the science of learning with emphasis on growth and development, environmental influences, understanding of the individual pupils, nature and conditions of learning, transfer of past experiences, guiding pupils for personal adjustment and mental health.
On Campus: 45 hrs.;
Field Centered Experience: Tutoring—20 hrs.

ED 401 Special Methods in Secondary School Teaching 3 credits
Prerequisites: Education 301 and 302
On Campus: 45 hrs.;
Field Centered Experience: Micro Teaching—30 hrs.

401C English 3 credits
Teaching various forms of writing, literature and spelling at secondary level; the general aims and purpose of these forms; audio-visual aids, projects, library materials, and bibliographical references for the adolescent; the impact of mass media of communication on the secondary school curriculum.

401D Modern Languages 3 credits
Aims, methods, and objectives of present-day modern language teaching in high schools and junior high schools; practical exercises; visits to local schools.

401E Mathematics 3 credits
The teaching of mathematics in grades 7 through 12; procedures, techniques, and materials; opportunities for student presentations and discussion of strengths and weaknesses.

401F Social Studies 3 credits
Specific methods and techniques useful to the social studies teacher on the secondary level; teaching aids, use of library, current events, and bibliographical references; subject materials for the exceptional, disadvantaged and the average student; the syllabi and aims in the various subject areas; model lessons.

401G Reading 3 credits
Special methods, aims and objectives in teaching reading on the secondary level; remedial and developmental techniques required for teachers on this level; use of developmental reading laboratory and audio-visual aids; individualized reading instruction.

401H Science 3 credits
A study of basic principles, classroom practices, and curriculum trends in secondary school science courses; experiences helpful to the prospective teacher in evaluating, selecting, preparing materials for teaching science; visual aids, laboratory methods for individual and group experiments, and the organization of materials for classroom use.

401I Religion 3 credits
Classroom management; general methods; positive approach to God; methods of teaching Sacred Scripture; adolescent psychology; group guidance; techniques of oral presentation.
**401J Accounting** 3 credits
Prerequisite: Accounting 101-102
The teaching of accounting by modern methods in accordance with present-day concepts in business education; general principles and techniques of teaching a vocational business subject; skill development and the correct methods and techniques that should be used in accounting procedures.

**401K Office Practice** 2 credits
The techniques and principles that are a necessary adjunct to the teaching of office practice and other business subjects; various plans of organization, methods and procedures of filing, indexing, systems, and controls, and the proper use of general office equipment. Students admitted only with the premission of the instructor or the chairperson of the department.

**ED 402 Tests and Measurements** 3 credits
Designed for future teachers. Course work includes: principles of basic statistics related to collecting, treating and interpreting data; the use of standardized tests (intelligence, aptitude, achievement, etc.) in a school situation; the construction and the improvement of classroom tests, and the use of test results by the administrator, teacher and guidance counselor.
On campus: 45 hrs.;
Field Centered Experience: Peer Testing

**ED 404 Observation and Supervised Practice Teaching** 6 credits
Prerequisite: Completion of all other course work.
During the senior year students in the teacher training program will spend a minimum of one term of supervised instructional experience in an approved secondary or elementary school. Aside from the normal school experience the student will be expected to attend individual and group conferences with The college supervisor and cooperating teacher. Students must be approved by the chairman of the education department.
On Campus: 15 hrs.;
Field Centered Experience: Full time teaching.

**ELECTIVE COURSES OFFERED BY THE DEPARTMENT**

(Credits for each of the courses listed below may not be applied to the requirements for certification in New York State.)

**ED 439 Basic Principles of Guidance** 3 credits
The relation of basic concepts to in-school problems; the reference materials, resources, and procedures of the guidance counsellor in the school.

**ED 476 Techniques of Counseling** 3 credits
An introduction to the meaning of counseling; the process, background and instruments used in counseling on an individual and or group basis within a framework of counseling theory. Use of information appraisal, and referral to community agencies. Interpretation of counsel outcomes to school personnel and parents.

**ED 477 Educational and Occupational Information** 3 credits
To develop an understanding of the career development of the individual-educational, occupational, and personal. Analysis of occupational choice theories and research. Psychosocial and economic trends influencing career decisions; analyses, organizational and dissemination of educational and vocational information materials.
ED 478  Humanistic Approaches to Learning  3 credits
Understanding of human potentials of individuals; student needs and their learning styles; group processes applied in the classroom.

ED 479  Workshop in Educational Problems For Inner City Child  3 credits
Use of new teacher techniques; implementation of innovative curriculum areas; use of community resources.

ED 501B  Special Methods of Teaching Physical Education in Schools  3 credits
Methods of teaching physical education in elementary and secondary schools; planned observation at both levels; preparation of lesson plans, selection and use of equipment and instructional aids stressed.

ED 502A  Methods and Materials of Teaching Health Education In the Elementary School  3 credits
A critical examination of texts, materials and methods suitable for health education programs in the elementary schools. This course studies mass media techniques by which meaningful health instruction can be integrated and correlated into the elementary school program.

ED 502 B  Methods and Materials of Teaching Health Education In the Secondary School  3 credits
A critical examination of texts, materials and methods suitable for health education programs in the elementary schools. This course studies mass media techniques by which meaningful health instruction can be integrated and correlated into the elementary school program.

ELECTRONIC DATA PROCESSING

EDP 201  Introduction to Electronic Data Processing  3 credits
The fundamental understanding of computers and the methods employed in implementing computer systems.

EDP 202  Information Systems  3 credits
Prerequisite: Electronic Data Processing 201 and 207
The classification, characteristics, and methodology of computer-based information systems; the theory and techniques of systems analysis.

EDP 203  Fortran  4 credits
Required by Science Majors
The functions and capabilities of a digital computer and the FORTRAN programming language.

EDP 204  Advanced Computer Programming  3 credits
Prerequisite: Electronic Data Processing 203 or 205
The functions and capabilities of computing systems; machine-oriented languages; the problems of storing and retrieving information from data files as basic problems in computer-based information systems.
EDP 205  Business Computer Programming 3 credits
Prerequisite: Electronic Data Processing 201
A systematic approach to the task of implementing a computer solution to the needs of information reporting within business; the potentials of problem-oriented languages; the Report Program Generator (RPG) language; actual development of programs on the College's equipment.

EDP 206  Introduction to Operations Research 3 credits
Prerequisite: Mathematics 105 and Electronic Data Processing 201 or 203
The application of quantitative methods in the management process; introduction to techniques for evaluating and choosing among alternative courses of action confronting a decision maker through the use of mathematical and logical models; computer-assisted solutions to sample problems.

EDP 207  Basic Systems and Procedures 3 credits
The fundamentals of systems design in the study of information flow; forms management and record retention; the feasibility study and office work measurement.

EDP 208  Basic Cobol Programming 4 credits
Prerequisite: Electronic Data Processing 201
Presentation of the Cobol Programming Language; programming drills, exercises, and case studies.

EDP 209  Management Information Systems 3 credits
A study of management decision criteria and the information requirements for effective decision-making. Contents include: decision theory, value and cost of information, data base design, integration of fundamentals information systems, man-machine interaction considerations of design of on-line management approaches, programmed decision making, feasibility analysis.

ENGLISH

ENG 100A  Fundamental English I 3 credits
This course is intended for those incoming students who display a need for the elementary aspects of grammar, sentence structure and composition. Emphasis will be on the use of vocabulary, grammar, punctuation and sentence structure. Drill in the above with constant emphasis and reinforcement of the correct usage of modern American English will be the main body of this course.

ENG 100B  Fundamental English II 3 credits
This course is intended for those incoming students who display a need for help in writing paragraphs, compositions and longer works. Emphasis will be on building the skill of organizing one's ideas and expressing one's thoughts by writing them clearly. Examples of the writing of each student will be examined, corrected and constant help offered to improve the skill needed to write well.

ENG 120  Writing about Literature I 3 credits
An introduction to the short story and novel. Offered every semester.

ENG 121  Writing about Literature II 3 credits
An introduction to poetry. Offered every semester.
ENG 122  Writing about Literature III
(Formerly Eng 407A)
An introduction to drama. Offered every semester.

ENG 299  Methods of Literary Research
3 credits
Readings, discussions, and compositions centered on techniques in English literary history: problems in biography, authenticity, source study, chronology, interpretation, and the history of ideas. Offered every semester.

ENG X:  English Option
This special course is open only to those students who received an “A” in English 299 in the semester immediately preceding. See English department chairperson for details.

ENG 301  Chaucer
3 credits
A study, in the Middle English text, of “The Canterbury Tales,” “Troilus and Criseyde,” and selected minor works; and of the political, social, and cultural backgrounds of the fourteenth century.

ENG 302  Medieval English Literature
3 credits
A study in modernized texts of the principal English works from the twelfth through fifteenth centuries; and of some non-English works, such as the Arthurian material, which have an important bearing on English literature.

ENG 303  Drama in England to 1700 (Exclusive of Shakespeare)
3 credits
A study of the origins of drama in England; mysteries, miracles, interludes, and farces; close reading of representative plays from the Elizabethan, Jacobean, and Caroline drama; the masque; the heroic play; bourgeois tragedy and Restoration comedy. Theatrical backgrounds from contemporary sources on the staging, acting, costume, and decor of the plays read.

ENG 304  Eighteenth-Century English Literature
3 credits
A survey of the major literary figures of the Enlightenment—Dryden, Pope, Swift, Johnson—with particular attention given to works that are significant and representative; added study of important individual contributions to poetry, the novel, essay, and drama.

ENG 306  The Victorian Period: 1832-1900
3 credits
A survey of the poetry and prose of the period, with particular emphasis on the works of Tennyson, Browning, Arnold, the Pre-Raphaelites, Newman, Carlyle, and Ruskin, as well as some representative novelists.

ENG 307  Sixteenth-Century English Literature
3 credits
A survey of the non-dramatic literature of the period, tracing the roots and development of the Renaissance and Humanism in England; special emphasis on Wyatt and Surrey, Spenser, Sidney, and More.

ENG 308  Seventeenth-Century English Literature: 1600-1660
3 credits
A study of the non-dramatic literature of the period, with special emphasis on the poems of Donne and Jonson and their followers; an examination of the prose works of Bacon, Browne, Burton, among others, as a reflection of the intellectual climate of the age.

ENG 401J, 401K, 401M  American Literature: 1800-Present
9 credits
Analysis of individual works of American literature and discussions of the intellectual, social, and political environments in which they were written.
401J: (1800-1860)  Major emphasis on Cooper, Poe, Hawthorne, Emerson, Thoreau, Melville.

401K: (1860-1920)  Major emphasis on Whitman, Dickinson, Twain, James; realism, naturalism, and the new poetry.

401M: (1920-Present)  Major emphasis on Hemingway, Faulkner, Salinger, and Ellison.

ENG 402A  Shakespeare I  3 credits
A study of representative histories, comedies, tragedies and non-dramatic literature conventionally assigned to Shakespeare's early period (through 1601). Offered every fall.

ENG 402B  Shakespeare II  3 credits
A study of representative histories, comedies, tragedies and non-dramatic literature conventionally assigned to Shakespeare's later period (after 1601). Offered every spring.

ENG 403  The Romantic Movement  3 credits
A survey of the poetry and prose of the period, with major emphasis on the poetry of Wordsworth, Coleridge, Byron, Shelley, and Keats; briefer study of the “Pre-Romantic” poets, the novelists Scott and Austen, and the essayists Lamb and Hazlitt.

ENG 404  Milton  3 credits
A comprehensive study of Milton's poetic works; readings of selected prose works in order to illustrate the social, cultural, and religious conflicts of Milton's age.

ENG 405  Modern British Literature  3 credits
A formal introduction to the literature of the period from 1890 to the present; major emphasis placed on the works of Yeats, Eliot, Conrad, Joyce, Lawrence; further perspective provided by the study of a few representative continental writers.

ENG 409  American Drama  3 credits
A study of American drama from 1780 to the present.

ENG 450  Seminar  3 credits
Research and group discussion under the direction of an instructor. Specific areas of study vary from semester to semester, with topics announced prior to the registration period. Open to all students subject to the approval of the instructor.

ENG 500  Independent Studies  3 credits
Interested students should consult with department chairperson concerning pre-existing conditions required for this course.

FINE ARTS

FA 401  Music of the Western World  3 credits
A survey of the important music and musicians of the western world from the beginning of the Christian era to the present. Recorded illustrations and lectures.

FA 402  Orientation In Art  3 credits
A simple approach to the understanding of the plastic arts on a conceptual basis, including within its scope historical and aesthetic materials.
FA 404  Modern Art  3 credits
Prerequisite: Fine Arts 402
A study of the many factors leading to the art traditions, the last one hundred years—from impressionism to the present.

FA 405  The Evolution of Grand Opera in Western Musical Tradition  3 credits
Prerequisite: Fine Arts 401
An inquiry into the forces which give rise to this musical art form, its nature, and development to modern times.

FOREIGN LANGUAGES

Elementary Level  6 credits
FRE 101-102 (French); GER 101-102 (German); ITA 101-102 (Italian); SPA 101-102 (Spanish)
The attainment of audio-lingual skills. For students who have not previously studied the language selected or who have studied it for one year only in high school.

Intermediate Level  6 credits
FRE 103-104 (French); GER 103-104 (German); ITA 103-104 (Italian); SPA 103-104 (Spanish)
Prerequisite: 102 or two years of the language in high school.
The control of elementary audio-lingual skills, and their further development; emphasis on developing reading skills.

Advanced Level  6 credits
FRE 105-106 (French); GER 105-106 (German); SPA 105-106 (Spanish)
Prerequisite: 104 or three years of the language in high school conversation and reading. Development of writing skills is emphasized.

Masterpieces  6 credits
FRE 201-202 (French); GER 201-202 (German); SPA 201-202 (Spanish)
Prerequisite: 106
Reading and discussion of major works from the medieval period to the 20th century; composition.

FRE 301  Seventeenth-Century Literature  3 credits
Prerequisite: French 202
A study of the social and philosophical movements, and discussion of the significant authors of this period as examples of the spirit of their age.

FRE 302  Advanced Phonetics  3 credits
Prerequisite: French 202
A systematic study of articulation and intonation intended for teachers.

FRE 303  Advanced Conversation  3 credits
Prerequisite: French 202
A course designed to develop the technique and vocabulary of discussion as a supplement to expression in the areas of experience.

FRE 304  Nineteenth-Century Literature  3 credits
Prerequisite: French 202
A study of the principal authors and literary movements of this period, exclusive of the poets.
FRE 401  Contemporary French Drama  3 credits
Prerequisite: French 202
A survey of the development of French drama from 1870 to the present day; both the literary and technical character of its evolution will be studied in the most representative plays.

FRE 402  Lyric Poetry in the Nineteenth Century  3 credits
Prerequisite: French 202
A study and appreciation of the poetical development in France from Lamartine to Verlaine.

FRE 403  Twentieth-Century Literature  3 credits
Prerequisite: French 202
A study of the development of French literature from 1900 to the present.

FRE 404  Advanced Prose Composition  3 credits
Prerequisite: French 202
A study of the stylistic structure of sentences and paragraphs; review of grammar when necessary.

FRE 405  French Civilization and Culture  3 credits
A study of the characteristics of French culture based upon anthropological and sociological studies; humanistic and scientific contributions to civilization; readings and reports.

FRE 408  Eighteenth-Century Literature  3 credits
Prerequisite: French 202
A study of the literature of the eighteenth century as a reflection of the historical, social, and cultural development of France.

FRE 410  Studies in French
Open to all students; no prerequisites. Liberal Arts credit; does not fulfill a language requirement. French majors may use for free elective credit only.
A course conducted entirely in English and dealing with an aspect of French literature or civilization. Specific topic to be announced each semester.

FRE 410A  The Theme of Love in French Literature (Middle Ages to 1800)  3 credits

FRE 410B  The Theme of Love in French Literature (1800-1972)  3 credits

GER 410  Studies in German
Open to all students; no prerequisites. Liberal Arts credit; does not fulfill a language requirement.
A course conducted entirely in English and dealing with an aspect of German literature or civilization. Specific topic to be announced each semester.

GER 410A  Great Epics of German Literature in English: Themes of Loyalty and Honor  3 credits

GER 410B  German Classical and Romantic Drama as World Literature  3 credits

SPA 115, 116  Conversational Spanish I and II  6 credits

Courses designed to promote the attainment of audio-lingual skills in the Spanish language, specifically speaking and understanding the language used in daily com-
munications within the city services and personnel therein involved. These courses may be used for free elective credit only.

**SPA 302  Contemporary Spanish Literature**  3 credits
A study of the outstanding authors of the twentieth century and their works.

**SPA 305, 306  Spanish-American Literature**  6 credits
Prerequisite: Spanish 202
Selections from the principal Spanish-American writers from the sixteenth century to the present.

**SPA 308  Advanced Conversation**  3 credits
Prerequisite: Spanish 202
A course to develop the technique and vocabulary of discussion as a supplement to expression in the areas of experience.

**SPA 310  Advanced Prose Composition**  3 credits
Prerequisite: Spanish 202
A study of the stylistic structure of sentences and paragraphs; review of grammar when necessary.

**SPA 401  Spanish Drama of the Golden Age**  3 credits
Prerequisite: Spanish 202
A study of the chief dramatists of the period.

**SPA 402  Spanish Civilization and Culture**  3 credits
Prerequisite: Spanish 202
A study of the characteristics of Spanish culture based upon anthropological and sociological studies; humanistic and scientific contributions to civilization; readings and reports.

**SPA 405  Advanced Phonetics**  3 credits
A systematic study of articulation and intonation intended for teachers; peninsular Spanish; the development of divergent pronunciation patterns of Latin-American Spanish.

**SPA 406  The Novel and Poetry of the Golden Age**  3 credits
Prerequisite: Spanish 202
A study of the principal poets of the age; birth and development of the pastoral and picaresque novels; readings and discussions; reports.

**SPA 407  Cervantes**  3 credits
Prerequisite: Spanish 202
An analysis of Cervantes' works and their importance in the literature of the Siglo de Oro; readings and discussions; reports.

**SPA 410  Studies in Spanish**  
Open to all students; no prerequisites. Liberal Arts credit; does not fulfill a language requirement. Spanish majors may use for free elective credit only.
A course conducted entirely in English and dealing with major aspects and themes of Hispanic literature or culture. Specific topic to be announced each semester.

**SPA 410A  Death and Immortality in Spanish Literature**  3 credits
The theme of death and immortality in Spanish Literature. Middle Ages through 19th century.
SPA 410B  Contemporary Hispanic Literature  3 credits
Eros and Thanatos, leading themes of Ruben Dario.
Obession with death and immortality in the works and life of Unamuno.

FRENCH (SEE FOREIGN LANGUAGES)

GEOGRAPHY

GEO 312  Introductory Geography  3 credits
Recommended for teacher training in Social Studies.
A study providing an orderly examination of the world's spatial complexities; emphasis
on landscape features, transportation, landforms, vegetation, soil, land cultivations.

GERMAN (SEE FOREIGN LANGUAGES)

HEALTH CARE

HC 401  Institutional Management in the Health Field  3 credits
An introductory view of the manifold complexities of institutional management. Hospitals,
nursing homes, custodial institutions will be delineated and described, organizationally and
legally. Major problems in administering the modern health care institution are outlined and
the groundwork for future study planned.

HC 402  Cost Analysis and Budgeting  3 credits
Prerequisite: Health Care 436
A study of the aspects of the budget, cost controls and financial administration of health
care facilities with particular emphasis on the interrelationship between individual de-
partmental budgets and the total budget. Sources of funds, their use and importance to
the total financial picture will be studied and analyzed.

HC 403  Legal Aspects of Health Care Administration  3 credits
Requirements of medical record keeping, hospital liability consent forms, laws govern-
ing hospitals and other care facilities, current malpractice decisions, insurance respon-
sibilities of administrators, rights of patients, parents, the public, etc.

HC 404  Personnel Administration  3 credits
Supervision, recruitment and training of staff; problems of employees; management
control; techniques in interviewing; discipline techniques; union relations and negotia-
tions; employee rights and benefits.

HC 405  Problems Workshop in Health Care Management  3 credits
In depth case study programs in the administration of health facilities with particular
emphasis on day by day problem solving and the creation of a philosophy of manage-
ment styles.

HC 406  Professional Staff Relationships  3 credits
A study of the manifold problems concerned with the interrelationships of the various
segments of the personnel found in health care facilities. Understanding of the positions
of the professionals, semi-professionals, skilled and unskilled work forces in the institu-
tion. The problems of establishing positioning between the groups and the respon-
sibilities of each group to each other and the institution.
HC 407  Influences of Government and “3rd” Parties  3 credits
Overview of the changes wrought by the government programs and other “3rd” party payment and control on the health care facility. A study on the new and proposed legislation on health delivery plans will enable the student to understand more fully the changing face of the profession.

HC 411  Mental Health Care Administration  3 credits
A study of the problems peculiar to the custodial facilities in terms of legal areas and the nature of longterm internment. The changes in recent years such as half-way houses, community facilities and the inclusion of drug and alcohol problems. The student will research various new programs and attitudes involving commitment proceedings, release on probation, et al.

HC 430  Problems Workshop in Community Health Care Management  3 credits
In depth case study programs in the administration of community health care facilities with particular emphasis on the day by day problem solving and the creation of a philosophy of management style.

HC 431  Development and Community Relations  3 credits
This area, which includes, but is not limited to fund raising, is a most important one today. Studies on plans for fund raising, development for procedures in use throughout the world and the setting up of a community relations program will be made available for discussion. The setting up of lines of communication with the neighborhood, governmental authorities and others concerned with the welfare of the institution will be analyzed.

HC 433  Comparative Health Care Systems  3 credits
A course designed to give the student an awareness of health delivery systems as practiced throughout the world. The advantages and disadvantages of each will be studied and discussed.

HC 435  Issues in Geriatric Care  3 credits
Problems workshop format for the study of the unusual areas in the care of the aged. In-basket decision-making will be utilized to teach this innovative course. The senior citizen hotel, the extended care facility, the foster-grandparent program and numerous other new concepts with the aged will be analyzed.

HC 436  Accounting for Nurses  3 credits
An introduction to the basic principles of accounting including the bookkeeping cycle, oriented primarily to those students who will continue on in HC 402 (Cost Analysis & Budgeting).

HEALTH SCIENCE

HS 101  Personal Health  3 credits
An introductory overview to health. Mental and emotional health, health problems of the family, human sexuality, personal health factors, drug abuse, nutrition, consumer health needs, health agencies and health careers are covered. This course is designed to provide scientific health information and promote desirable attitides and practices.

HS 102  Community Health  3 credits
An introductory course in the problems of community health. Content covers the spectrum of health problems providing the greatest fears and concern in the urban setting. Historical, sociologic and psychologic aspects, solving community health problems and comparison to severity and problems in other areas. Application of principles and methods to the promotion of better community health.
HS 202 Health Problems 1 credit
Required of all day students. A study of the effects of alcohol, tobacco and drugs on the individual. Current conditions likely to affect the health of humans emphasized as regards their sociological and psychological impact.

HS 204 Environmental Health 3 credits
Environmental factors in man’s physical environment which may affect health. Air, water and noise pollution; urban migration, radiation, food contamination, environmental health standards and requirements, and ecological control.

HS 206 Safety and First Aid 3 credits
(Formerly HS 203)
Survey of home, school and community programs of first aid and safety. Identification of types of accident hazards, control of conditions of causation and responsibilities of community agencies and individuals for safe living. Temporary treatment given in cases of accident or sudden illness leading to the American Red Cross certificate in standard first aid and personal safety.

HS 207 Nutrition 3 credits
(Formerly HS 205)
A foundation study of human nutrition including its importance to optimum physical and emotional health. The nutrients, fundamental principles of normal nutrition, body requirements of various food elements, diet patterns for varying age groups and specific conditions, and the social and cultural influence on food selection.

HS 208 Principles of Public Health 3 credits
A survey of methods and principles on various areas of public health at the local, state, national and international level. Topics include: concepts of disease, medicine in history, population and poverty, maternal and child health, public health organizations, industrial and occupational health and accident prevention. The emergence of national health care systems discussed.

HS 301 Health Counseling 2 credits
The dynamics of interpersonal relations. The focus is on the role of interpersonal relations in behavior change, organizational change and health education. An examination of the ways in which the health professional can detect the needs of students and/or clients and work cooperatively in meeting these needs.

HS 302 Consumer Health 3 credits
Consumer problems are viewed in terms of economic, sociological, psychological and biological consequences to the individual and the community. Consumer attitudes and behavior regarding needs, desires, and response to advertising, incorrect labeling, health insurance, life insurance, medicare, over-the-counter drugs, cosmetics, health fads, and quackery, consumer protection agencies and evaluation of products and other topics of interest to the consumer are included.

HS 304 Mental Health 2 credits
A study of the basic principles of positive mental health concepts. Forces and stresses tending to cause anxiety, nervousness and other typical reactions when human psychological needs are frustrated or in conflict. Theories of maladjustment, treatment and educating for changes in behavior with communication technique emphasized.

HS 401 Org. and Adm. of the School Health Program 3 credits
An introduction to the establishment and implementation of the total school health education program; health instruction, health services, health environment and the health of school personnel. For future teachers, health coordinators, and administrators.
HS 463  Crucial Health Issues  3 credits
An in-depth study of health problems which are of major concern. Specific content will change depending on up-to-date health issues. Public attitudes and opinions discussed. Comparison to critical health problems in other areas will be made. Public, voluntary and World Health Organizations' role in the issues explored.

HS 464  Biostatistics  3 credits
Introduction to methods and concepts of statistical analysis, as utilized in communicable and non-communicable disease data of the health fields. Methods of sampling, tabulation and analysis. Topics will include: distributions, tests of hypothesis, types of error, significance and confidence levels, and sample size.

HS 501  Public Health Administration  3 credits
The organization, administration and development of public and community health programs. Laws and regulations delineating the states concerns in the community health area discussed. Role of the Community Health Planner in organizing programs dealing with public health problems. Structures of organizations, chains of command, intragroup and intergroup communications methodology. Utilizing community agencies as resources in developing community health programs—education of the public in areas of health concern, improving efficiency of health delivery services.

HS 503  Epidemiology
(Formerly HS 103)  3 credits
The natural history of disease in various population groups, causes from the environment as well as biological factors influencing the emergence of diseases are discussed. Principles, practices, theory and methods are related to the control and prevention of disease. Determination of community needs for health services.

HS 504  Internship
(Health Science Majors only)  6 credits
Student select areas and topics of interest for research. Field experience, apprenticeships, etc., are arranged. Students work in field experiences with community health organizations, hospitals, voluntary health organizations, etc. Field experiences are supervised, training lasts a minimum of one semester, although a longer period is desirable. Students hold seminar meetings to discuss problems encountered and progress made in solving them.

HEALTH SERVICES ADMINISTRATION

HA 401  Institutional Management in the Health Field  3 credits
An introductory view of the manifold complexities of institutional management. Hospitals, nursing homes, custodial institutions will be delineated and described, organizationally and legally. Major problems in administering the modern health care institution are outlined and the groundwork for future study planned.

HA 403  Legal Aspects of Health Care Administration  3 credits
Requirements of medical record keeping, hospital liability consent forms, laws governing hospitals and other care facilities, current malpractice decisions, insurance responsibilities of administrators, rights of patients, parents, the public, etc.

HA 406  Professional Staff Relationships  3 credits
A study of the manifold problems concerned with the interrelationships of the various segments of the personnel found in health care facilities. Understanding of the positions of the professionals, semi-professionals, skilled and unskilled work forces in the institution. The problems of establishing positioning between the groups and the responsibilities of each group to each other and the institution.
HA 407  Influences of Government and “3rd” Parties  3 credits
Overview of the changes wrought by government programs and other “3rd” party payment and control on the health care facility. A study of new and proposed legislation on health delivery plans will enable the student to more fully understand the changing face of the profession.

HA 410  Specialty Management Areas  3 credits
A study of the difficult management areas of a health institution. The particular areas are the admissions office, the emergency room, and the operating arena. These areas require special consideration because they are considered to be key sections of the institution.

HA 411  Mental Health Care Administration  3 credits
A study of the problem peculiar to custodial facilities in terms of legal areas and the nature of long-term internment. The changes in recent years such as half-way houses, community facilities and the inclusion of drug and alcohol problems. The student will research various new programs and attitudes involving commitment proceedings, release on probation, et al.

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This area, which includes, but is not limited to fund raising, is a most important one today. Studies on plans for fund raising, development procedures in use throughout the world and the setting up of a community relations program will be made available for discussion. The setting up of lines of communication with the neighborhood, governmental authorities and others concerned with the welfare of the institution will be analyzed.

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A course designed to give the student an awareness of health delivery systems as practiced throughout the world. The advantages and disadvantages of each will be studied and discussed.

HA 435  Issues in Geriatric Care  3 credits
Problems workshop format for the study of the unusual areas in the care of the aged. In-basket decisionmaking techniques will be utilized to teach this innovative course. The senior citizen hotel, the extended care facility, the foster-grandparent program and numerous other new concepts with the aged will be analyzed.

HISTORY

HIS 101  Survey of Western Civilization (to 1500)  3 credits
A survey of the principal historical events, forces and movements from the Dawn of Man to the Reformation. Ancient, medieval, and early modern developments are examined in this period.

HIS 102  Survey of Western Civilization (since 1500)  3 credits
A survey of modern times, beginning with the Renaissance and Reformation. The course covers these movements plus the rise of national states, the Enlightenment, the Age of Revolutions, and the Nineteenth and Twentieth centuries.

HIS 201  History of the United States: 1896 to the Present  3 credits
The major economic, social, intellectual, and political movements of the twentieth century in the United States.
HIS 202  Ancient History  3 credits
A study of ancient history from the origin of man to the “Fall of Rome”; contributions made by the ancient world to modern civilization.

HIS 301  Medieval History  3 credits
A survey of a history of the Middle Ages; feudalism, universities, monarchy, church, the Hundred Years’ War.

HIS 303  The World in the Twentieth Century  3 credits
A study of world history as seen from our century; the Russo-Japanese War, problems in Africa, the Balkan question, World Wars I and II; the conferences during and after the wars.

HIS 305  Latin American History I  3 credits
A survey of Latin American history from pre-conquest days through the independence movement; relationships of the period to present-day Latin America.

HIS 306  Latin American History II  3 credits
A survey of contemporary Latin America; church-state relationships, land, labor, trade, and culture.

HIS 307  American Minorities  3 credits
A survey of the peopling of the North American continent, with particular emphasis upon the United States.

HIS 311  A History of the Black American  3 credits
A study of the Black American from 1619 to the present, with emphasis placed on the blacks in the United States during the twentieth century.

HIS 312  Renaissance and Reformation  3 credits
Intellectual and religious movements during the transition from the Middle Ages to modern times.

HIS 313  International Labor Movements  3 credits
A comparative study of the origins and development of trade unionism and the present roles of labor internationals and national federations both in developed and underdeveloped nations including the U.S., Western European and Latin American blocs, the Soviet Union, Japan and the People’s Republic of China.

HIS 314  Nations of the Modern World  3 credits
The nations of the world in modern times, offered in eight parts.
a) France.  e) Italy.
b) Latin America (Argentina, Brazil, Mexico).  f) England.
c) China.  g) Germany.
d) Russia.  h) Ireland.

HIS 400  Historical Seminar  3 credits
A thesis seminar. Emphasis placed on research and historical criticism. Divided into two separate seminars—Local History and Problems of the Western Hemisphere.

HIS 401  History of the United States: The Age of Discovery—1789  3 credits
A survey from the earliest explorations and discoveries to government under the Constitution; the colonial struggles, the dominance of Great Britain, the Revolutionary War, the “Critical Period.”
HIS 402  History of the United States: 1789-1896  3 credits
A study of the United States as it struggled to set the new government into motion; political, economic, cultural, and diplomatic developments in the nineteenth century.

HIS 403  Modern European History: 1600-1763  3 credits
A study of the history of Europe from the end of the religious revolts to the end of the Seven Years' War; the Thirty Years' War, the Commercial Revolution, the rise of the nation-state, the age of absolutism and enlightenment.

HIS 404  Modern European History: 1763-1900  3 credits
A study of the causes and effects of the French Revolution, the era of Metternich, emphasis on the Franco-Prussian War, the growth of nationalism, socialism, and democracy.

HIS 405  Cultural and Social History of the United States  3 credits
A study of the cultural and social developments in the United States; the trends of literature, arts, science, and philosophy as America comes of age.

HIS 406  Current Problems  3 credits
An analysis of the major problems of the following world areas: Far East, Africa, Latin America, Middle East; a lecture course conducted by leading figures in academic, political, and diplomatic fields. Offered in the spring semester on a four-year cycle.

HIS 407  Survey of United States Foreign Relations  3 credits
A survey of American diplomacy from 1775 to present; "Manifest Destiny," the Civil War, the United States as a world power, and the United States after two World Wars.

HIS 408  Facts, Myths and Legends—The Great Historians  3 credits
(Formerly Historiography)
A study of the sources of history; historians from major periods; the intellectual viewpoint in history; the distinctive types of historical writing.

HIS 409  The American Presidents  3 credits
A study of the historical evolution of the Presidency from the eighteenth century to the present, emphasizing both the institutions and the characters of the men who held the office.

HIS 410  The American City  3 credits
Tracing the historical evolution of the city from the foundation of Jamestown to the present day. This course describes the major trends in urban development, the importance of the city in American history and the problems confronting urban America today.

ITALIAN (SEE FOREIGN LANGUAGES)

MANAGEMENT

MGT 201  Industrial Organization and Management  3 credits
(Formerly BM 201)
Philosophies and methodology underlying the successful operation of a business enterprise including study of the interaction of the use of labor, modern technology, and marketing knowledge; emphasis upon the conceptual aspects of decision making utilizing twentieth-century techniques such as the computer, game theory, role playing, etc. The multi-national company and its particular problems will be studied.
MGT 202  Marketing  3 credits
(Formerly BM 202)
Policies concerning market research, product planning, brands, distribution channels, pricing, selling, sales promotion, and advertising; case problems. Marketing in foreign countries and the peculiar aspects of local culture and customs are to be evaluated.

MGT 301  Management Theory and Practice  3 credits
(Formerly BM 301)
Prerequisite: Management 201
Examination of organizational structure for similarities and differences in operation; the effective utilization of personnel, coordination of activities, and the functional aspects of enterprises within the American economic system; factors creating successful corporate goals, including motivation of personnel, establishing effective controls, and the social responsibilities of the organization.

MGT 302  Advanced Marketing and Management  3 credits
(Formerly BM 302)
Prerequisite: Management 202
Factors affecting demand and methods of satisfying it; the structure of the market; marketing methods and problems of various agencies; competitive practices; the management of the selling activities of a business; distribution policies, pricing, and the planning of marketing operations; managerial aspects stressed.

MGT 303  Corporate Finance  3 credits
(Formerly BM 303)
Prerequisite: Open only to juniors and seniors
Examine and analyze aspects of financing corporate entities in the functioning of the economy; equity financing, capital structure; bond flotation, mergers and consolidations, holding companies, security underwriting and marketing rights, warrants, and options.

MGT 306  Merchandising  3 credits
The study of contemporary and futuristic merchandising problems, methods and policies. Emphasis is placed on the impact that economic, sociological and physiological factors have on merchandising today and the future.

MGT 307  Advertising and Sales Promotion  3 credits
(Formerly BM 307)
Prerequisite: Management 202 and 302
The role of advertising in the economy; client-agency relationships, media selection and utilization, importance of selective copy; the objectives of promotion and public relations and the methods of achieving success in them.

MGT 308  Quantitative Methods in Business  3 credits
(Formerly BM 308)
Prerequisites: Mathematics 105, 108 and 301
Undertakes the employment of mathematical and statistical tools in the solutions of business decision problems. Techniques of linear programming, inventory theory, queing theory, decision theory and computer simulation discussed. (Replaces Economic and Business Statistics)

MGT 309  The Sales Function  3 credits
The role of the sales function in the total marketing program. Salesmanship and selling methods. Problems and methods of recruiting, selecting, training, building sales quotas, or sales programs. Contribution of the behavioral sciences to typical sales situations.
MGT 310  Behavioral Science
(Formerly BM 310)  3 credits
The fundamental concepts of psychology, sociology, cultural anthropology and management are examined to gain a better understanding of the predictability and awareness of human behavior in organizational environments. Topics include: Individual and Group Reactions, Motivation, Perception, Leadership Roles, Personality Dynamics and Stem Culture Differentiation.

MGT 314  Credit Management
(Formerly BM 314)  3 credits
The principles and problems of modern credit management with emphasis on the construction and administration of successful programs for the 1970's.

MGT 400  Business Policies
(Formerly BM 400)  3 credits
Prerequisite: Open only to graduating seniors
The use of previous studies in the areas of management science, finance, personnel, marketing and accounting, and of integrated case studies; analysis of specific problems within a company leading to recommended alternative courses of action; systems or integrated approach to analysis is used, with the student assuming the role of corporate executive in leading group decision-making meetings.

MGT 403  Managerial Finance
(Formerly BM 403)  3 credits
Prerequisite: MGT 303
The specific purpose of the course is to give the non-financially oriented student some awareness of the benefits of sound financial management. Among the topics analyzed are: Alternative Strategy Selection, Opportunity Costs, Ratio Analysis, Breakeven Analysis, Operating and Financial Leverage and Mergers and Acquisitions.

MGT 404  Personnel Management
(Formerly BM 404)  3 credits
Prerequisite: Open only to upper juniors and seniors
A study of current personnel administration in various types of organizations; recruitment, testing, placement, motivation, and training of individuals; modern problems of sensitivity training, the effect of cultural differences, governmental assistance and regulations; basic aspects of effective programs of wage administration, employee benefits, and industrial judicial practices (grievances and arbitration).

MGT 405  Management of a Small Business  3 credits
Designed to introduce upper division students to the principles and problems of managing a small business firm. Examines the objectives, policies, facilities, finances, structure and personnel required in operating the small business.

MGT 407  Market Research
(Formerly BM 407)  3 credits
Prerequisite: Management 202 and 302
An inter-disciplinary approach to the study of recognizing and isolating marketing problems, while demonstrating the use of research as a management tool in guiding executive thinking and decision making; cases and problems employed with emphasis on quantitative and analytical techniques.
MGT 408  Security Analysis  
(Formerly BM 408)  
3 credits  
Prerequisite: Business Management 303  
Quantitative and qualitative methods of analyzing industrial securities, with greatest emphasis on common stock; principles underlying the selection and management of both individual and institutional portfolios; market timing and technical strategies.

MGT 410A, B, C, D  Seminars in Business Problems  
(Formerly BM 410)  
3 credits  
Seminars in specific types of business enterprises for seniors who are engaged in the field. Problem and case discussion techniques to be utilized. Students encouraged to develop own materials from work situations.  
(May be taken as a substitute for BM 400 with permission of department chairperson.)  
410A Banking  
410B Stock Brokerage  
410C Service Industries and Utilities  
410D Insurance

MGT 411  Health Administration: Seminar  
3 credits  
Prerequisite: Open only to seniors  
A case presentation study of current problems in health administration. The students will operate as members of the governing board of a health facility to individually present analyses of the problems and submit to questioning by the others in the group and the instructor.

MGT 412  Portfolio Management  
3 credits  
The construction and analysis of both individual and institutional investment portfolios. Topics include: Portfolio Objectives, Strategies and Constraints; Economic and Non-Economic Variables Impacting Portfolios; Performance Measurement.

MGT 421  Interpretation of Financial Statements  
3 credits  
Designed for students other than accounting majors. Balance sheets, income statements and budgets of profit and non-profit organizations are examined, analyzed and interpreted.

MGT 500, 501  Small Business Consulting I and II  
(Formerly BM 500, 501)  
6 credits  
Open only to Management and Accounting upper juniors or seniors.  
A practical case course with ‘hands-on’ experience in the field consulting with the owners of small businesses in the metropolitan area. The student analyzes the problems of the firm, suggests solutions and assists the operators of the business in implementing the solutions.

MGT 510  Independent Study  
3 credits  
Individual research and study with the approval of the department of management.

MATHMATICS

MAT 101  Fundamental Algebra  
3 credits  
Algebraic techniques; solution of first degree equations; graphs of linear and parabolic curves; applications with emphasis on business problems; compound interest and simple annuities.  
Intended for students who enter without three units of high school mathematics, or with permission of department chairperson.  
These credits may be used as elective credits towards the degree, but may not be used for required mathematics courses.
MAT 103  Foundations of Mathematics I  3 credits
Historical orientation of mathematics; logic, number concepts, and algebra; readings on
the mathematical order of nature; projective geometry and coordinate geometry. Intended for B.A. students.

MAT 104  Foundations of Mathematics II  3 credits
Applications of simple formulas; review of basic algebra; application of formulas to
astronomy and gravitation; basic concepts of the calculus; trigonometric functions with
applications to music; non-Euclidean geometries; modular arithmetic. Intended for B.A.
students.

MAT 105  College Algebra  3 credits
Prerequisite: Mathematics 101 or three years of high school mathematics
Postulates; number system; linear and quadratic equations and functions; inequalities;
mathematical induction; binomial theorem; determinants and matrices. Intended for accounting,
business management, and economics majors.

MAT 108  Principles of Mathematics  3 credits
Prerequisite: Mathematics 105
An introduction to differential and integral calculus with the analytic geometry of simple
conics and functions; emphasis on applications, including the calculus of polynomial,
logarithmic, and exponential functions. Intended for accounting, business management and
economics majors.

MAT 202  Calculus I  4 credits
Prerequisite: Intermediate Algebra and Trigonometry or Eleventh Year Mathematics
Emphasis given to calculus, including the differentiation and integration of simple algebraic forms, areas, volumes, rate and distance problems, differentials, approximate
integration; polar coordinates and parametric equations are also studied.

MAT 203  Calculus II  3 credits
Prerequisite: Mathematics 202
Derivatives of trigonometric, logarithmic, and exponential functions, integration by for-
mal methods, by parts, by trigonometric substitution, by partial fractions; areas and vol-
umes; arc length and surface areas; approximate integration.

MAT 301  Statistics  3 credits
Prerequisite: Mathematics 105 or 202
A study of the principles and methods underlying collection of data, tabular and graphic
representation, frequency distributions.

MAT 304  Calculus III  3 credits
Prerequisite: Mathematics 203
Convergent and divergent series; expansion of functions in series; partial derivatives;
double and triple integrals with applications; vector algebra with applications.

MAT 305  Theory of Equations  3 credits
Prerequisite: Mathematics 202
Complex numbers, polynomials, algebraic equations, solutions of cubic and biqua-
dratics; Cardan's and Ferrari's formulas; ruler and compass constructions; determinants
and matrices.
MAT 307 Probability and Statistics I  
Prerequisite: Mathematics 203  
Sample space, concepts of the probability of an event. Counting theorems, Bayes Theorem, random variables for the discrete and continuous case, Moment-Generating Function Technique, special distributions, Transformations of variables. Students interested in an actuarial career should study mathematics 307.

MAT 308 Probability and Statistics II  
Prerequisites: Mathematics 304 and 307  
Limiting distributions, interval and point estimation, maximum likelihood ratio tests, Chi-square tests, random sampling, statistical hypotheses. Students interested in an actuarial career should study mathematics 308.

MAT 309 College Geometry  
Prerequisites: Mathematics 304 and 307  
An extension of Euclidean geometry; a critical evaluation of the Euclidean postulates; a study of other geometries; projective, other non-Euclidean geometries.

MAT 401 Differential Equations I  
Prerequisite: Mathematics 203  
Methods of solving ordinary, differential equations with applications to problems in geometry, physics, and chemistry; differential equations of the first order and the first degree or degree higher than first, and of the second order; linear differential equations with constant coefficients.

MAT 402 Differential Equations II  
Prerequisite: Mathematics 401  
Methods of equations of order higher than the first; integration in series; Legendre's equation; Bessel's equation; total differential equations; partial differential equations of the first order and of higher orders; Fourier series; applications.

MAT 403 Advanced Calculus I  
Prerequisite: Mathematics 304  
Rolle's theorem; law of the mean; partial differentiation and implicit functions; Taylor's series; differentiation and integration under integral sign; line integrals; theory of integration.

MAT 404 Advanced Calculus II  
Prerequisite: Mathematics 403  
Series—absolute and uniform convergence; special integrals; improper integrals; gamma and beta functions; introduction to complex functions.

MAT 406 Theory of Numbers  
Prerequisite: Mathematics 202  
An introductory course dealing mainly with divisibility, number theorems, theory and congruences, quadratic residues, and Diophantine equations.

MAT 408 Numerical Analysis  
Prerequisite: Mathematics 304 and 401 and Electronic Data Processing 203  
Numerical solutions of equations, difference tables, operator methods; numerical differentiation and integration; numerical solution of ordinary differential equations; systems of linear equations; solutions by iterative methods.

MAT 409 Modern Algebra  
Prerequisite: Mathematics 304  
Sets and mappings; theory of groups, rings, and fields; isomorphism; the field of real numbers and the field of complex numbers.
MAT 410  Functions of a Complex Variable  3 credits
Prerequisite: Mathematics 403
Point set theory; algebra of complex numbers; complex analysis; Cauchy-Riemann partial differential equation; Cauchy-Goursat theorem; conformal maps.

MAT 411  Real Variables  3 credits
Prerequisite: Mathematics 403
The real numbers and the concepts of limit, sequence, and series; functions of one real variable, continuity, derivative integrals.

MAT 412  Linear Algebra  3 credits
Prerequisite: Mathematics 304
Vector spaces; basis; dimension; systems of linear equations; matrices and determinants; scalar product; orthogonality and eigen-values.

MAT 414  Topology  3 credits
Prerequisite: Mathematics 403
Set theory; definition of topology and topological space; homeomorphism and homeomorphic spaces; compactness and connectedness; separation axioms; metrics spaces and completion of a metric space.

PHILOSOHY

The core curriculum requirement in philosophy is satisfied by the following courses taken in sequence: one "100" course; one "200" course; one "300" or "400" course (exclusive of seminars).

PHI 101  Basic Problems in Philosophy  3 credits
An examination at a strictly introductory level of the character of philosophical question. Instances chosen for treatment are from the several areas of philosophy such as ethics, epistemology, and metaphysics, and they are studies in the context of brief selections from the writings of philosophers between antiquity and the present.

PHI 114  Logic  3 credits
(Formerly PHI 314)
An introduction to philosophical inquiry through a study of the structure of validity in reasoning. The study includes analyses of terms, propositions, and arguments, as well as an examination of common fallacies. This course will be taught as a preparation for subsequent courses in philosophy.

PHI 201  Philosophy of Man  3 credits
Prerequisite: Philosophy 101 or Philosophy 114
An inquiry into human nature by means of the analysis of fundamental philosophical issues such as mind and body, death and immortality, perception and conception, reason and emotion, freedom and determinism, as they appear in the writings of philosophers from antiquity to the present.

PHI 203  Theory of Knowledge  3 credits
(Formerly PHI 302)
Prerequisite: Philosophy 101 or Philosophy 114
An inquiry into the nature of knowledge by means of an examination of such explanations of knowledge as empiricism, idealism, skepticism, pragmatism, and realism (in its various versions). Readings from philosophers between antiquity and the present.
PHI 309  Marxism
Prerequisite: Philosophy 101 or 114 and Philosophy 201 or 203
Concepts, sources, backgrounds of Marxism; dialectical and historical materialism; Hegel and Feuerbach; problem of history; meaning of work; notion of superstructure; concept of revolution.

PHI 310  American Philosophy
Prerequisite: Philosophy 101 or 114 and Philosophy 201 or 203
Distinctive characteristics of American philosophic thought analysed and discussed; attention to the thought of Edwards, Emerson, Royce, Santayana, Peirce, James, Mead, Dewey.

PHI 323  Existentialism
Prerequisite: Philosophy 101 or 114 and Philosophy 201 or 203
An examination and evaluation of the thought of such philosophers as Kierkegaard, Nietzsche, Heidegger, Jaspers, Marcel and Sartre.

PHI 326  Philosophy of Science
Prerequisite: Philosophy 101 or 114 and Philosophy 202 or 203
The concept of natural science through an analysis of its central themes: hypothesis and evidence, criteria for verification and confirmation, role of law in explanation, theories and theoretical reduction. Contrasting views presented and discussed.

PHI 327  Metaphysics
Prerequisite: Philosophy 101 or 114 and Philosophy 202 or 203
An inquiry into the problem of being and into the concepts in terms of which it has been elucidated. Topics studied include the question of the possibility of metaphysics itself and the peculiarity of this question. Readings from ancient, medieval, modern, and contemporary philosophers.

PHI 403  Moral Philosophy
Prerequisite: Philosophy 101 or 114 and Philosophy 202 or 203
An examination of the basic questions of moral philosophy and of the positions taken up in response to them with particular attention to the question of the relationship between a given ethic and its corresponding conceptions of man and being. Readings from philosophers between antiquity and the present.

PHI 404  Political Philosophy
Prerequisite: Philosophy 101 or 114 and Philosophy 201 or 203
A study of the fundamental concepts and problems of political philosophy. Examination of such topics as: the city, regime, state and civil society, force, power, law, authority, right, and freedom. Selected readings from major political philosophers.

The courses listed below may not be taken to satisfy the core curriculum requirement.

PHI 431  Seminar: Greek Philosophy
Prerequisite: six credits in philosophy and permission of department chairperson.
Close examination and analysis of representative texts in ancient philosophy with particular emphasis on Plato and Aristotle. An advanced course.

PHI 432  Seminar: Medieval Philosophy
Prerequisite: six credits in philosophy and permission of department chairperson.
Close examination and analysis of representative texts of major figures from the Christian, Arabic, and Jewish traditions. Particular attention to the question of the relation between philosophical inquiry and religious belief. An advanced course.
PHI 442  Seminar: Contemporary Philosophy  3 credits
Prerequisite: six credits in philosophy and permission of department chairperson

Close examination and analysis of representative texts of one or more of the major figures in twentieth century philosophy. An advanced course.

PHI 441  Seminar: Modern Philosophy  3 credits
Prerequisite: six credits in philosophy and permission of department chairperson

Close examination and analysis of representative texts of some of the major figures in modern European philosophy from Descartes to J.S. Mill. An advanced course.

PHYSICAL EDUCATION

PE I  Skills Activities  2 credits
Four Hours

Theory, instruction and practice in the fundamentals of team sports and games. Techniques in soccer and volleyball; including coaching techniques. Offered in the fall.

PE II  Skills Activities  2 credits
Four Hours

Theory, instruction and practice in the fundamentals of team sports and games. Techniques in basketball, softball, baseball, and track and field; including coaching methods. Offered in the spring.

PE III  Skills Activities  2 credits
Four Hours

Theory and instruction of individual and dual sports. Techniques in badminton, golf and tennis; including coaching methods. Offered every semester.

PE VI  Skills Activities  2 credits
Students who have completed PE VW need instructor approval before registering.
Four Hours

Theory, instruction and practice in the fundamentals of team sports and games. Techniques in field hockey and lacrosse. Offered in the spring.

PE VII  Skills Activities  2 credits
Not open to students who have completed PE VM or PE VW.
Four Hours

Theory, instruction and practice in the fundamentals of team sports and games. Techniques in speedball, football and combatives. Offered in the fall.
COURSES OF INSTRUCTION

PE 101  Lifetime Sports  1 credit
One Hour
Students may select any of the following activities:

a. Basketball  e. Lifesaving  l. Tennis  r. Floor Hockey
b. Volleyball  g. Gymnastics  n. Yoga
b. Badminton  h. Modern Dance  p. Karate
d. Swimming  i. Folk Dance  q. Golf

PE 103  Elementary Aquatics  1 credit
Physical education majors who hold current WSI certification are exempt.
Two Hours
Fundamentals and development of forms and style in stroke mechanics. Students must
demonstrate basic swimming proficiency. Offered in the fall.

PE 104  Advanced Aquatics  1 credit
Prerequisite: PE 103 or Department approval
Two Hours
Techniques in competitive swimming and coaching methods. Lifesaving leading to American
Red Cross-Advanced Lifesaving Certification.
Offered in the spring.

PE 105  Folk, Square and Social Dance  1 credit
Two Hours
Instruction and practice in the basic steps and techniques of folk, square and social
dance. Offered in the fall.

PE 106  Modern Dance  1 credit
Two Hours
An introduction to the fundamental techniques of modern dance.
Offered in the spring.

PE 201  The Recreation Program  1 credit
One Hour
The preparation on non professionals and volunteer workers for neighborhood community
recreational programs; programs, use of facilities, public relations, and leadership;
intensive study of urban community programs.

PE 203  Community Recreation  3 credits
Three Hours
History and philosophy of recreation; consideration of current problems; recreational
organization and leadership; intensive study of urban community programs. Offered in
the fall.
PE 205  Elementary Gymnastics  1 credit
Two Hours
Tumbling and apparatus development of basic skills; floor and mat stunts. Offered in
the fall.

PE 208  Applied Anatomy and Physiology (Kinesiology)  2 credits
Prerequisite: Biology 004 or 104
Two Hours
Emphasis on the action of the joints, muscles, and ligaments involved in physical
exercise, their relationships to other body systems and the mechanical principles in-
volved. Offered in the fall.

PE 210  Philosophy and Techniques of Coaching and Officiating  2 credits
Two Hours
Evaluation of procedures, principles and methods of coaching and officiating for
elementary schools, secondary schools, and non-school recreational groups. For prac-
tical applications, students will referee in the college intramural program. Offered in the spring.

PE 211  Movement Experience and Games of Low Organization  2 credits
Four Hours
Prerequisite: Any Skills Activities or Department approval
Techniques and methods in conducting elementary games. Theory and practice in
rhythmic activities and movement education applicable to different age levels. Offered
every semester.

PE 212  Intermediate Gymnastics  1 credit
Prerequisite: Physical Education 205 or Department approval
Two Hours
Emphasis on methods and procedures for individual and group instruction; including
gymnastic games and exhibition gymnastics. Offered every semester.

PE 213  Advanced Gymnastics  1 credit
Prerequisite: Physical Education 205
Two Hours
Advanced Skill techniques in heavy apparatus, stunts and tumbling; competitive gym-
nastics and coaching methods. Offered in the spring.

PE 301  History and Principles of Physical Education  2 credits
Two Hours
Orientation in the history and principles of physical education; current trends and
problems in physical education analyzed and evaluated. Offered in the fall.

PE 302  Physical Education for the Atypical  2 credits
Prerequisite: Physical Education 208
Two Hours
Development of exercise programs and of modified athletic activities to meet the specific needs of the handicapped. Offered in the spring.

**PE 304  Organization and Administration of Physical Education** 3 credits  
Prerequisite: Any Skills Activities or Department approval  
Three Hours

Emphasis on organization and administrative policies and procedures; purchase and care of equipment and supplies, public and professional relations, structural and functional aspects of a school program, in physical education, athletics and intramurals. Offered in the fall.

**PE 305  Physiology of Exercise** 2 credits  
Prerequisite: Biology 004 or 104, Chemistry 003  
Two Hours

Physiological effects of exercise and of movement on the human body; physiology of growth and of development; the neuromuscular bases of physical activity. Offered in the spring.

**PE 307  Camp Administration** 3 credits  
Three Hours

Study of various types of camps; counselor selection and training, program planning, facilities and equipment, health and safety; basic principles and current trends in camping. Offered in the spring.

**PE 308  Motor Learning** 2 credits  
Prerequisite or Corequisite: Physical Education 208  
Two Hours

An introduction to the concepts, principles and theories of movement and motor learning. Offered in the fall.

**PE 316 or PSY 316  Psychology of Sport** 3 credits  
Three Hours

An introduction to the psychological concepts of athletes; the social psychology of sport and effective coaching techniques of athletic skills. Orientation to personality tests employed in the field; the effects of behavior on athletic performance. Offered in the fall.

**PE 402  Evaluation of Physical Education** 3 credits  
Prerequisite: Any skills activity  
Three Hours

Methods and procedures used in the construction, administration and interpretation of standardized testing in physical education; introduction to elementary statistical methods. Offered in the spring.
**PE 403  Care & Prevention of Athletic Injuries**  
3 credits  
Prerequisite or Corequisite: Physical Education 208 or Department approval  
Three Hours  
Study of the most common accidents and injuries in physical education and rehabilitation equipment, massage and training room procedures. Current trends in sports medicine. First aid leading to American Red Cross Certification in standard first aid and personal safety. Offered in the spring.

**PHYSICS**

**PHY 101-102  General Physics**  
8 credits  
Prerequisite or Corequisite: Mathematics 202, 203  
Two lectures, two recitations, and two lab hours per week.  
An elementary consideration of the fundamental laws and concepts of mechanics, heat, sound, light, electricity, and magnetism; experimental study of various topics made in the laboratory.

**POLITICAL SCIENCE**

**P SC 202  Introduction to Political Science—Scope and Method**  
3 credits  
Survey of the major contemporary trends in political science research enables the student to understand and work with a variety of analytical tools.

**P SC 204  American National Government**  
3 credits  
The constitutional basis, structure and operations of the federal government and its underlying political processes (elections, interest representation, political parties). Special attention is given to its role in the economy and social welfare of the nation and in defense and foreign policy making.

**P SC 301  Comparative Government**  
3 credits  
A study of the basic political ideas and institutions of the major foreign powers; the evolutions of the principles, methods, and problems of European and American governments.

**P SC 302  Government and Politics of Africa and Asia**  
3 credits  
Regional approach on alternating basis between the two continents. Stress on characteristics of the 'third-world' nation: one-party government, military dictatorship, socio-economic underdevelopment, inter-group conflict, geographic impediment.

**P SC 303  American Political Parties**  
3 credits  
The origins and nature of the two-party system, party organization on the federal, state and local levels, party politics and governmental institutions, the nomination and electoral processes through party, voters and the special-interests.

**P SC 304  State and Local Government**  
3 credits  
Historical background and constitution-making. Structures and operations of both levels with an emphasis on the politics of public administration and services. Federalism: federal-state-local inter-governamental relations.
P SC 305  Politics and Administration in Latin America  3 credits
Contemporary governmental systems of representative nations of the Caribbean, Central and South American regions. The course combines a standard approach (governmental structures and operations) with special emphasis on particularly applicable topics (elite-mass relationship, political instability, economic development, inter-hemispheric politics).

P SC 306  Metropolitan Government and Politics  3 credits
Definition of the metropolitan region, traditional urban and suburban forms of government, the politics of re-organization, metropolitan forms of government, regional socio-economic problems and public policies.

P SC 307  Government and Politics of the Soviet Union and Communist China  3 credits
The role of ideology, the patterns of political leadership and decision-making, the characteristics of control mechanisms and economic planning, and other aspects of the authoritarian state. Special concentration: Sino-Soviet ideological and geopolitical conflict.

P SC 400  Political Science Seminar  3 credits
Each seminar is devoted to a particular theme within which the student selects his senior thesis topic. Seminar meetings are divided between instruction on thesis writing and discussions of assigned reading material on the seminar theme.

P SC 402  American Constitutional Law  3 credits
The shaping of constitutional law through interpretation of the federal constitution and views on American political theory by the United States Supreme Court. Landmark cases dealing with governmental powers in the areas of national economy and security, and with civil liberties and rights and criminal procedure.

P SC 404  Government and Business: 1865-Present  3 credits
A study of the relation of government to business as a control and as an aid; the commerce clause as the source of extended power of government control; decisions of the courts; state police powers.

P SC 405  Introduction to Law and the American Judicial Process  3 credits
The nature of law and its role in society; the "politics" of the administration of justice: selections of judges, criminal and civil procedure, judicial and jury decision making, courtroom operations, etc.

P SC 406  International Relations  3 credits
Post World War II international politics viewed through concepts (sovereignty, national interest, power) and the instruments for the conduct of foreign policy (diplomacy, war, global economics, world organization, and international law.

P SC 407  United States Congress  3 credits
This course examines the evolution of Congress, the principles on which it is based, its methods of operation, its struggles, and place in America's future.
The nature of perceptual processes and their functional relationship to environmental, behavioral, and physiological factors. Offered in fall only.

**PSY 413  Group Dynamics** 3 credits
Individual behavior in the group process; current theoretical views and research findings: sensitivity training, techniques of working with groups; participation in training groups and skill groups; role playing.

**PSY 415  Clinical Psychology** 3 credits
Prerequisites: Psychology 201 & 409
A survey course dealing with the field of clinical psychology. The application of psychotherapeutic techniques will be stressed along with clinical testing in personality diagnosis and research methodology in clinical psychology.

**PSY 421, 422  Field Experience in Psychology** 6 credits
Prerequisites: Psychology 201; 409
Open to senior psychology majors only with permission of the department chairperson and instructor.
Observation and supervised experience in selected clinical, social, educational or industrial settings; participation in institutional staff meetings and training sessions.

**PSY 426  Counselling The Drug User** 3 credits
Techniques for recognizing drug users; commonly used drugs and their effects; groups, organizations, services, and individuals providing referral care and therapy; counseling techniques for the layman. Outside sources will be used to supplement presentation.

**PSY 450  Experimental Psychology: Social** 4 credits
Prerequisite Psychology 300; 305; 410
Two lectures and three lab hours per week.
The methods and special techniques employed in the experimental analysis of social behavior.
Offered in spring only.

**PSY 451  Experimental Psychology: Learning and Motivation** 4 credits
Prerequisite: Psychology 300; 305; 310
Two lectures and three lab hours per week.
The methods and special techniques employed in the experimental analysis of learning and motivation.
Offered in spring only.

**PSY 452  Experimental Psychology: Sensation and Perception** 4 credits
Prerequisite: Psychology 300; 305; 412
Two lectures and three lab hours per week.
The methods and special techniques employed in the experimental analysis of sensory and perceptual processes.
Offered in spring only.

**PSY 455, 456  Independent Research in Psychology** credit varies
Prerequisite: Psychology 305
The individual investigation into some selected topic of research in Psychology under the direction of a faculty member of the department, with approval of Department chairperson only.

**PSY 461  Psychological Aspects of Poverty** 3 credits
The cultural and psychological framework around the notion of poverty: the psychol-
ogy of poverty and its effects upon the urban complex; poverty as seen through the eyes of the ghetto community.

Note: Those psychology majors who wish to pursue a career in the field of business should consult page 65 for a list of suggested business courses. The following is a list of suggested psychology electives:

1. Psychology 309, Tests and Measurements
2. Psychology 406, Personality Theories
3. Psychology 409, Abnormal Psychology
4. Psychology 410, Social Psychology
5. Psychology 413, Group Dynamics

Those students interested in personnel should also consider the following courses:

1. Psychology 426, Counselling the Drug User
2. Psychology 461, Psychological Aspects of Poverty

**RELIGIOUS STUDIES**

**Group 1:** REL 201; 301; either 611 or 661; 631; 701 and 702.

**Group 2:** REL 302; 321; 632; 651; 701 and 702.

**Group 3:** REL 201; 401; either 611 or 661; 601; 701 and 702.

**Group 4:** REL 311; 341; 641; either 621 or 622; 701 and 702.

Courses in religious studies will be offered in the four groups listed above. Both majors and non-majors may take either REL 701 or REL 702 and any student may take these courses more than once. Students intending to register for REL 702 should obtain written permission from the chairperson before doing so.

**REL 101 An Introduction to Religious Studies**  3 credits

This course situates the study of religion within the general context of man's search for identity and values. It provides a basic study of the religious dimensions of life and some of the vital issues they present in our times.

**REL 201 The Origins of Biblical Traditions**  3 credits

This course provides an intensive study of traditions within the Old and New Testaments. The relative influences of history, law, legend, myth and other literary forms will be especially emphasized.

**REL 301 The Problem of God Through the Ages**  3 credits

This course focuses on the major historical approaches to the problem of God. It will give particular attention to the perennial questions of whether God is and what God is.

**REL 302 The Meaning of God for Contemporary Man**  3 credits

This course examines contemporary approaches to the problem of God. It will give major attention to the alternative proposals of theologians in the present century.

**REL 311 The Development of the Theology of Jesus**  3 credits

This course studies the meaning of Jesus for the writers of the New Testament and the gradual development of that meaning at various stages in the early Church.

**REL 321 The Church: Its Development and Its Future**  3 credits

This course examines the development of the Church as a community of believers and the relevance of that community to the world of the twentieth century.
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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>REL 341</td>
<td>The Search for Immortality</td>
<td>3</td>
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<td>This course studies the quest of ages of human enterprise to overcome death and achieve immortality.</td>
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<tr>
<td>REL 401</td>
<td>The Historical Development of Theological Ethics</td>
<td>3</td>
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<td>This course treats the development of various approaches to morality at different stages in the growth of the Christian Church.</td>
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<tr>
<td>REL 601</td>
<td>A Survey of World Religions</td>
<td>3</td>
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<td>This course provides a general introduction to the basic tools used in the empirical study of religions and gives a basic survey of the world's most important traditions.</td>
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<tr>
<td>REL 611</td>
<td>Magic and Witchcraft</td>
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<td>This course focuses on religious magic and witchcraft in both primitive and modern society.</td>
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<tr>
<td>REL 621</td>
<td>Near Eastern Religions</td>
<td>3</td>
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<td>This course treats the classical religious expressions of the ancient Near East. Particular reference will be given to the religions of Egypt, the Fertile Crescent and Persia.</td>
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<tr>
<td>REL 622</td>
<td>Oriental Religions</td>
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<td>This course considers the classical religious expressions of India, China and Japan.</td>
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<td>REL 631</td>
<td>The Theology of the Reformation</td>
<td>3</td>
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<td>The course examines the theologies of the major figures of the Reformation, both Trinitarian and anti-Trinitarian.</td>
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<tr>
<td>REL 632</td>
<td>American Protestantism</td>
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<td>This course deals with the impact of the American experience on the Puritan culture, the effect of Pietism and the Revivals on American religions and the development of liberal Christianity.</td>
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<tr>
<td>REL 641</td>
<td>Judaism</td>
<td>3</td>
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<td>This course provides a basic introduction to the concepts of Judaism as they are practiced and understood by contemporary members of the Jewish faith.</td>
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<tr>
<td>REL 651</td>
<td>Mysticism</td>
<td>3</td>
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<td>This course focuses on those special recipients of the religious experience called mystics. It will discuss both Eastern and Western mysticism.</td>
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<tr>
<td>REL 661</td>
<td>The Religion of the Occult</td>
<td>3</td>
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<td></td>
<td>This course studies the impact of the growing interest in the occult, the unusual and the extra-sensory on religion in the twentieth century.</td>
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<tr>
<td>REL 701</td>
<td>Seminar</td>
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<td>This course deals intensively with specific subjects that will be announced.</td>
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<tr>
<td>REL 702</td>
<td>Independent Study</td>
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<td>This course is a directed individual investigation of some topic of research in religious studies selected by the student. Students intending to register for REL 702 should obtain written permission from the chairperson before doing so. Both majors and non-majors may register for this course.</td>
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</tbody>
</table>
SCIENCE

SCI 301-302  General Earth Science  6 credits
Two lectures and two hours of laboratory and demonstration each week. A study of the
solar system; basic concepts of climate; study of the structure and composition of the
earth.

SCI 400  A, B, C, D Science Seminar  1 credit
Discussion of methods and problems in the physical sciences, stressing the interrelations
and integrations of the individual sciences. Special topics presented and discussed by faculty
members and students.
Students may take one or all parts of this course with the permission of the department
chairperson. One part offered each semester.

SOCIAL STUDIES

SS 400  Social Studies Seminar  3 credits
A thesis seminar. Lectures will focus on a special subject determined each year by the
divisions. Students may determine the area in which they will write the thesis.

SS 401  Seminar on Planning for the Future  3 credits
An introduction to the study of future; the role of sciences in planning; methods of long
range predictions. Course offered on pass-fail basis.

SS 402  Seminar on the Future of American Institutions  3 credits
This course consists of a series of lectures to be given on the future of American institutions by
leading scholars. The subject this academic year is the future of the American presidency.

SOCIOLOGY

SOC 203  Principles of Sociology  3 credits
An analysis of the basic structure and dynamics of society; social interaction, social or-
organization, social change, social processes; a summary of ideas of seminal sociologists.

SOC 301  Social Problems  3 credits
Prerequisite: Sociology 203
An inquiry into the nature of social problems, both causes and consequences, within
complex, industrial society, and in the perspective of social change.

SOC 303A  Criminology  3 credits
Prerequisite: Sociology 203
The sociological approach to the study of crime causation and to patterns of criminal
and delinquent behavior in contemporary society.

SOC 303B  The Sociology of Corrections  3 credits
Prerequisites: Sociology 203 and 303A
The study of the structure and functioning of the American system of corrections: law
enforcement, courts, institutions, probation and parole. Field experience required.
SOC 304A Sociology of the Community
Prerequisite: Sociology 203
Analysis of the community's functions and types, both traditional and contemporary; the impact of the urban, industrial, mass society on community, family, and individual.

SOC 304B Urban Planning
Prerequisite: Sociology 203
The development of the urban environment; the inter-relationship of social and spatial factors; the need for planning; the tools of the planner; some current concepts concerning the role of the planner.

SOC 305 Social Anthropology
Prerequisite: Sociology 203
An inquiry into the concept of culture as applied to both simple and complex societies; the ethnology of pre-literate peoples with emphasis on social, economic, and political organization.

SOC 308 Introduction to Social Work
Prerequisite: Sociology 203
Historical background and the development of the principles of social service; analysis of the three major areas of social work: casework, group work, and community organization. Field experience required.

SOC 309 Sociology of Communication
Prerequisite: Sociology 203
Primary and secondary communication systems. Language in socialization, social organization, and social control; theories of communication. Modern mass communication media: structure, content, and effects.

SOC 311 Social Research Methods
Prerequisite: Sociology 203
Preparation of a research proposal. Formulation of the problem; survey of relevant literature; definition of concepts; preparation of research design and research tools.

SOC 312 Sociology of Minority Groups
Prerequisite: Sociology 203
The analysis of interaction among racial, ethnic, and religious groups in the United States; the study of structure, dynamics, and problem aspects.

SOC 313 Social Change
Prerequisite: Sociology 203
Theories of social change: evolution, revolution, conflict, culture lag. Planned and unplanned change. Community development in urban slums and underdeveloped areas.

SOC 314 Demography
Prerequisite: Sociology 203
The field of population study; world population growth and distribution; mortality, fertility and differential fertility; migration. The Malthusian problem and population policy.

SOC 315 Sociology of West Indian Peoples
Prerequisite: Sociology 203
The Caribbean as a socio-cultural area; race, ethnicity, and class; the community; domestic organization; religion and folklore.
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<tr>
<th>Course Code</th>
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<tbody>
<tr>
<td>SOC 316</td>
<td>Sociology of Sport</td>
<td>3</td>
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<td>Prerequisite: Sociology 203</td>
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<td></td>
<td>Sociology of sport and the cross-cultural analysis of sports and games. Sports and American society: the American sports creed, sport as a social institution, the political and economic dimensions of sports, sport and the school, sports and minority groups.</td>
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<tr>
<td>SOC 317</td>
<td>American Public Policy and Social Problems</td>
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<td></td>
<td>Prerequisite: Sociology 203</td>
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<td></td>
<td>The development of public social policy in resolving contemporary social problems: the unique American approach.</td>
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<td>SOC 400</td>
<td>Sociology Seminar</td>
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<td>Prerequisite: Sociology 203</td>
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<td>A coordinating seminar for the senior sociology majors only, for the purpose of integrating sociological knowledge, and for considering some of sociology's particular problems, e.g., sociology's scientific status, the place of values in the study of society, the relationship of sociology to other academic fields.</td>
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<tr>
<td>SOC 401</td>
<td>Sociology of Politics</td>
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<td></td>
<td>Prerequisite: Sociology 203</td>
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<td></td>
<td>Contributions of sociology to theory and research in political behavior; analysis of the social bases of power and the political processes in organized groups.</td>
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<tr>
<td>SOC 402</td>
<td>Sociology of the Family</td>
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<td>Prerequisite: Sociology 203</td>
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<td></td>
<td>The structure and functions of the family; comparison of families in primitive and industrial societies in order to demonstrate the nature of problems associated with institutional change and civilizational processes.</td>
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<td>SOC 403</td>
<td>Industrial Sociology</td>
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<td>Prerequisite: Sociology 203</td>
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<td></td>
<td>A study of human relationships in occupational groups; industrial organization; the political, economic, and ideological effects of technology, unionism, and bureaucracy.</td>
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<tr>
<td>SOC 404</td>
<td>Theory and History of Sociology</td>
<td>3</td>
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<td></td>
<td>Prerequisite: Sociology 203</td>
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<td></td>
<td>A systematic survey of the growth of sociological theory; a study of influential individuals and representative schools from Auguste Comte to the present day.</td>
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<tr>
<td>SOC 405</td>
<td>Contemporary Sociological Theory</td>
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<td></td>
<td>Prerequisite: Sociology 203 and 404</td>
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<td></td>
<td>An examination of major currents in sociological thought of the twentieth century; systematic explanation of the dimensions of sociology as conceived by seminal sociologists of Europe and the United States (Weber, Mannheim, Mills, Merron, and Parsons).</td>
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<tr>
<td>SOC 406</td>
<td>Sociological Statistics</td>
<td>3</td>
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<td>Prerequisite: Sociology 203</td>
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<td></td>
<td>Statistical techniques most commonly used in the analysis of sociological data.</td>
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<tr>
<td>SOC 407</td>
<td>The Sociology of Religion</td>
<td>3</td>
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<tr>
<td></td>
<td>Prerequisite: Sociology 203</td>
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<tr>
<td></td>
<td>The sociological study of religion in society; forms of religious organization; religion as social process; religion and social change.</td>
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</tbody>
</table>
SOC 408  Sociology of Complex Organizations  3 credits
Prerequisite: Sociology 203
Nature and types of formal organizations; the organization and its publics; processes of
communication in formal organizations; organizational dynamics; the organization and
society.

SOC 409  Medical Sociology  3 credits
Prerequisite: Sociology 203
Society and disease; societal coping with illness and injury; society and health care
administration.

SOC 500  Independent Studies  3 credits
Individual research, study or field work under the direction of a faculty member with the
approval of the department chairperson only.

SPANISH (SEE FOREIGN LANGUAGES)

SPEECH

SPE 203  Public Speaking  3 credits
Introduction to phonetics and study of basic diction; speech screening; practice of ex-
temporaneous speaking, organized according to purpose: speaking to persuade, to in-
form, to entertain; analysis of individual problems.

SPE 204  Speech Clinic  No credit
One-hour-a-week service course.
Intensive work on the correction of outstanding speech difficulties; individual and
small-group instruction given on a pass-or-fail basis. Required only of those who fail in
speech screening during Speech 203.

SPE 301  Oral Interpretation  3 credits
Prerequisite: Speech 203
Presentation and analysis of selections from various forms of prose and poetry.

SPE 302  Discussion and Debate  3 credits
Prerequisite: Speech 203
Practice in discussions, speeches, and debates; theory of argumentation; analyzing
problems and propositions; persuasive speaking; organization and development of
cases; criticism and evaluation.

SPE 303  Language and Communication  3 credits
The various aspects of language and communications study; descriptive and historical
linguistics, semantics, the role of language in human behavior, communication theory,
and media ecology.

SPE 304  Mass Communications  3 credits
A study of the following media: radio, television, newspapers, magazines, film, cartoons, the
stage, and the like. Areas of study include: basic techniques, effects, economics, management
and controversial issues. Field trips, guest speakers, research paper on one medium, and
reaction papers on controversial issues.
SPE 305  History of Film  3 credits
An introduction to the basic techniques and major movements in film through key productions. The role of the writer, actor, director, producer and other professionals in the making of a film, trends in style and basic points of criticism will be studied.

SPE 306  Studies in Film  3 credits
Prerequisite: Speech 305
An in-depth study of key techniques through the productions of major directors. Topics include: symbolism in the film and the relation of film to written literature, as well as these elements that are peculiar to film.

SPE 307  Journalism  3 credits
Reporting and editing for the journalistic media, especially newspapers, magazines, special journals, house organs, radio and TV. The role of the publisher, editor, writer, and other professionals, the place of advertising, layout, features and the like will be studied. Key issues include 1) freedom of the press; 2) rights of a reporter; and, 3) slander. Field trips to newspaper offices; guest lecturers.

SPE 403  Advanced Oral Expression  3 credits
Prerequisite: Speech 203
Extended speeches and lectures relating to selected areas; practice in special forms such as reports, sales talks, sermons.

SPE 404  Acting  3 credits
An introduction to the basic techniques and theories of acting; exercises in the fundamentals of voice, pantomime, movement, and concentration. Conducted as a workshop.

SPE 405  Play Production  3 credits
An introduction to the problems of bringing a play to life on the stage; the roles of the playwright, director, producer, actor, and the various stagecrafters as they apply to both professional and amateur productions.

SPE 408  Theatre in Performance  3 credits
A course that investigates performance style and techniques in modern theatre. The class will meet alternately at St. Francis College and a specified New York theatre or studio. At least five professional productions are seen. The productions will represent a variety of performance style from the conventional to the avant garde. Expenses in addition to tuition are required to meet the cost of ticket purchases. All St. Francis meetings analyze the productions in light of modern trends. Depending upon availability, guest performers, writers and directors associated with the production are interviewed by the class. Grade evaluation is determined by a written examination at the term’s end.
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The Alumni Association, founded in 1887, exists to advance the principles and purposes of St. Francis College and to benefit the present and former students.

The Association conducts an Advisory Council to assist in career programs for students. In addition, the annual Alumni Fund renders financial aid to the scholarship and building programs of the College. It sponsors a number of social, educational, and religious affairs which serve to stimulate and maintain interest among its members and to renew old acquaintances of graduates and former students.

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