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*Chairperson's signature required

| MAT   | 050E*| Algebra-Managerial Sci                 | 0      |

**Placement by Examination and for those who entered SFC on or after September 1984

| MAT   | 105AE**| Fundamental Prin Algebra             | 3      |

**Placement by Examination and for those who entered SFC before September 1984

| MAT   | 109E***| Math for Managerial Science I        | 3      |

**Placement by Examination or successful completion of MAT 050 or MAT 105A

| MAT   | 110E | Math for Managerial Science II       | 3      |
| MAT   | 301E | Statistics                            | 3      |
| MGT   | 201E | Organization and Management          | 3      |
| MGT   | 202E | Basic Marketing                       | 3      |
| MGT   | 217E | Intro to Data Processing             | 3      |
| MGT   | 230E | Basic Cobol                           | 3      |
| MGT   | 240E | R P G Programming                     | 3      |
| MGT   | 301E | Mgt Theory and Practice               | 3      |
| MGT   | 302E | Adv Marketing Mgmt                    | 3      |
| MGT   | 303E | Corporate Finance                     | 3      |
| MGT   | 308E | Quantitative Methods Business        | 3      |
| MGT   | 309E | The Sales Function                    | 3      |
| MGT   | 310E | Behavioral Science                    | 3      |
| MGT   | 400F*| Business Policies                     | 3      |

**MGT 400 reserved for graduating seniors

| MGT   | 404E | Personnel Management                  | 3      |
| MGT   | 408E | Security Analysis                     | 3      |
| MGT   | 510E*| Independent Study                      | 3-15   |

**MGT 510 requires written permission of chairperson

| PHI   | 101E | Basic Problems in Philosophy          | 3      |
| PHI   | 203E | Theory of Knowledge                   | 3      |
| PHI   | 333E | Philosophical Theology                | 3      |
| PHI   | 403E | Moral Philosophy                       | 3      |
| PSC   | 306E | Metropolitan Govt Politics            | 3      |
| PSC   | 404E | Govt Business 1865-Present            | 3      |
| PSC   | 405E | Intro Law-Amr Judicial Proc           | 3      |
| PSY   | 201E | General Psychology                    | 3      |
| PSY   | 314E | Human Sexuality                       | 3      |
| REL   | 205E | Moral Values & Health Issues          | 3      |
| REL   | 315E*| Healing and Wholeness                 | 3      |

**REL 315 is the same course as HC 304

| REL   | 401E**| Independent Study                     | 3-15   |

**Chairperson's permission required

| SCI    | 501E  | Oceanography                           | 3      |
| SOC    | 203E-1| Principles of Sociology                | 3      |
| SOC    | 203E-2| Principles of Sociology (Saturday)     | 3      |
| SPA    | 116E  | Basic Conversational Spa II            | 3      |

N.B. THE ADMINISTRATION RESERVES THE RIGHT TO CANCEL COURSES FOR INSUFFICIENT PRE-REGISTRATION.
### EVENINGS AND SATURDAY COURSE OFFERINGS

**FALL 1985**

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<td>ED 301</td>
<td>Special Educ. &amp; Learn Disabilities</td>
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<tr>
<td>ED 401D</td>
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<tr>
<td>ED 401E</td>
<td>Sp Meth in Sec Mathematics</td>
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<td>ED 401G</td>
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<td>Test and Measurements</td>
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<tr>
<td>ED 403</td>
<td>Observe &amp; Supervise Practice Teach</td>
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<td>ED 411B</td>
<td>Sp Meth in Ed Language Arts</td>
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<td>ED 411C</td>
<td>Sp Meth in Ed Literature</td>
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<td>Sp Meth in Ed Science</td>
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<tr>
<td>ED 411E</td>
<td>Sp Meth for Ed Sch Curriculm</td>
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</tr>
<tr>
<td>ED 434</td>
<td>School and Community</td>
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<tr>
<td>ED 500</td>
<td>Independent Study</td>
<td>3-15</td>
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<tr>
<td>ED 501A</td>
<td>Sp Meth of Teach Plc Ed in Sch</td>
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<tr>
<td>ED 503</td>
<td>Soc Pol &amp; Educ (Honors Seminar)</td>
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<td>ED 503A</td>
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**REGISTRAR'S OFFICE**

**ST. FRANCIS COLLEGE**

**BROOKLYN, NEW YORK 11201**

**DAY COURSE OFFERINGS**

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<th>DEPT. NO.</th>
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<td>Observe &amp; Supervise Practice Teach</td>
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<td>ED 411A</td>
<td>Sp Meth in Ed Reading</td>
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<tr>
<td>ED 411B</td>
<td>Sp Meth in Ed Language Arts</td>
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<tr>
<td>ED 411C</td>
<td>Sp Meth in Ed Literature</td>
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**REGISTRATION by Invitation only**

(ED 503 is the same course as PSC 503)

**EDS 301** 1st Edition: 7th Ed. (His & Phi) 3

**EDS 302**  Movement for Spec Children 3

**EDS is the same course as PE 310**

**EDS 401** 2nd Edition: 7th Ed. (His & Phi) 3

**EDS 402** 2nd Edition: 7th Ed. (His & Phi) 3

**EDS 403** 2nd Edition: 7th Ed. (His & Phi) 3

**EDS 404** 2nd Edition: 7th Ed. (His & Phi) 3

**EDS 405** 2nd Edition: 7th Ed. (His & Phi) 3

**EDS 406** 2nd Edition: 7th Ed. (His & Phi) 3

**EDS 407** 2nd Edition: 7th Ed. (His & Phi) 3

**EDS 408** 2nd Edition: 7th Ed. (His & Phi) 3

**EDS 409** 2nd Edition: 7th Ed. (His & Phi) 3

**EDS 410** 2nd Edition: 7th Ed. (His & Phi) 3

**EDS 411** 2nd Edition: 7th Ed. (His & Phi) 3

**EDS 412** 2nd Edition: 7th Ed. (His & Phi) 3

**EDS 413** 2nd Edition: 7th Ed. (His & Phi) 3

**EDS 414** 2nd Edition: 7th Ed. (His & Phi) 3

**EDS 415** 2nd Edition: 7th Ed. (His & Phi) 3

**EDS 416** 2nd Edition: 7th Ed. (His & Phi) 3

**EDS 417** 2nd Edition: 7th Ed. (His & Phi) 3

**EDS 418** 2nd Edition: 7th Ed. (His & Phi) 3
## SECOND SESSION (Monday July 15th to Thursday, August 15, 1985.)

COURSES MEET MONDAY THROUGH THURSDAY UNLESS INDICATED OTHERWISE.

<table>
<thead>
<tr>
<th>DEPT. NO. &amp; SEC.</th>
<th>TITLE OF COURSE</th>
<th>CREDIT</th>
<th>DAY &amp; HOUR</th>
<th>ROOM</th>
<th>INSTRUCTOR</th>
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<tr>
<td>ACC 102 -4</td>
<td>Elem Accounting II</td>
<td>3</td>
<td>M-Th 8:00-10:10 A.M.</td>
<td>200C</td>
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<td>BIO 102 -4*</td>
<td>Intro to Biology II</td>
<td>3</td>
<td>M-Th 10:20-12:30 P.M.</td>
<td>400S</td>
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<td>BIO 205 -4**</td>
<td>Descriptive Microbiology</td>
<td>4</td>
<td>M-Th 9:00-1:30 P.M.</td>
<td>406S</td>
<td>Pr. Corrigan</td>
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<td>(**)Bio 205 hours include lecture, recitation &amp; lab.</td>
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<tr>
<td>BI 202 -4</td>
<td>Business Law II</td>
<td>3</td>
<td>M-Th 5:20-7:30 P.M.</td>
<td>300C</td>
<td>Pr. W. Waters</td>
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<tr>
<td>CHE 102 -4*</td>
<td>General Chemistry II</td>
<td>4</td>
<td>M-Th 9:00-1:30 P.M.</td>
<td>200S</td>
<td>Pr. Bratt</td>
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<td>ENG 220 -4</td>
<td>Modern Short Fiction</td>
<td>3</td>
<td>M-Th 5:20-7:30 P.M.</td>
<td>307A</td>
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<tr>
<td>ENG 222 -4</td>
<td>Masterpieces of Drama</td>
<td>3</td>
<td>M-Th 10:20-12:30 P.M.</td>
<td>307A</td>
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<tr>
<td>FA 401 -4</td>
<td>Music of the Western World</td>
<td>3</td>
<td>M-Th 7:40-9:50 P.M.</td>
<td>FA</td>
<td>Pr. Forsberg</td>
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<td>Orientation in Art</td>
<td>3</td>
<td>M-Th 5:20-7:30 P.M.</td>
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<td>HC 438 -4</td>
<td>Cost Anal &amp; Budg for Hlth Fld</td>
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<td>Flc Exp in Hlth Services Adm</td>
<td>3-15</td>
<td>TBA</td>
<td>103A</td>
<td>Pr. J. Kramer</td>
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<td>(Permission of Chairperson is required.)</td>
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<td>HIS 102 -4</td>
<td>Surv of West Civ (since 1500)</td>
<td>3</td>
<td>M-Th 8:00-10:10 A.M.</td>
<td>402A</td>
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<td>History of US: 1896-Present</td>
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<td>American Minorities</td>
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<td>Math for Managerial Science II</td>
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<td>Advanced Cobol</td>
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<td>Mgt Theory and Practice</td>
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<td>M-Th 5:20-7:30 P.M.</td>
<td>300C</td>
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<td>Mgt Theory and Practice</td>
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<td>MGT 302 -4</td>
<td>Adv Marketing Management</td>
<td>3</td>
<td>M-Th 10:20-12:30 P.M.</td>
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<td>MGT 400 -4*</td>
<td>Business Policies</td>
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<td>M-Th 5:20-7:30 P.M.</td>
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<td>Managerial Finance</td>
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<td>M-Th 5:20-7:30 P.M.</td>
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<td>Govt Business 1865-Present</td>
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<td>Contemporary Moral Issues</td>
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<td>SPE 203 -4</td>
<td>Public Speaking</td>
<td>3</td>
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<td>Oral Interpretation</td>
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<td>M-Th 7:40-9:50 P.M.</td>
<td>209A</td>
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</table>

N.B. THE ADMINISTRATION RESERVES THE RIGHT TO CANCEL COURSES FOR INSUFFICIENT REGISTRATION OR THE INSTRUCTOR'S INABILITY TO MEET CLASS.

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### SUMMER SESSION CALENDAR

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<tr>
<th>Month</th>
<th>Dates</th>
<th>Days</th>
<th>Events</th>
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| April | 22nd to May 31st | Monday-Friday | Registration 10:00 A.M. to 4:00 P.M.  
Classes begin - 1st session  
Holiday - No classes  
1st session ends  
Classes begin - 2nd session (Grades due for first session)  
2nd session ends  
Grades due for second session |
<table>
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<th>CREDIT</th>
<th>DAY &amp; HOUR</th>
<th>ROOM</th>
<th>INSTRUCTOR</th>
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<tr>
<td>ACC 101-1</td>
<td>Elem Accounting I</td>
<td>3</td>
<td>M-Th 8:00-10:10 A.M.</td>
<td>409A</td>
<td>Pr. O'Hare</td>
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<td>AV 210-1</td>
<td>Astronautics</td>
<td>3</td>
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<td>310A</td>
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<td>AV 452-1</td>
<td>Aerospace Oper Mgnt</td>
<td>3</td>
<td>M-Th 12:40-2:50 P.M.</td>
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<td>M-Th 10:20-12:30 P.M.</td>
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<td>(*Bio 101 is intended for non-science majors.)</td>
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<td>BIO 204-1**</td>
<td>Ecology</td>
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<td>3</td>
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<td>200C</td>
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<td>CHE 101-1*</td>
<td>General Chemistry I</td>
<td>4</td>
<td>M-Th 9:00-1:30 P.M.</td>
<td>400C</td>
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<td>Prv Security and Prv Sector</td>
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<td>300C</td>
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<td>Money and Banking</td>
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<td>Urban Economics</td>
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<td>Sem Prep of Portfolio</td>
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<td>Mon 5:20-7:30 P.M.</td>
<td>408A</td>
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<td>Elem Composition</td>
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<td>M-Th 8:00-10:10 A.M.</td>
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<td>Elem Composition</td>
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<td>M-Th 7:40-9:50 P.M.</td>
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<td>Modern Short Fiction</td>
<td>3</td>
<td>M-Th 10:20-12:30 P.M.</td>
<td>307A</td>
<td>Pr. Caricato</td>
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<tr>
<td>ENG 222-1</td>
<td>Masterpieces of Drama</td>
<td>3</td>
<td>M-Th 5:20-7:30 P.M.</td>
<td>302A</td>
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<tr>
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<td>The Victorian Period:1832-1900</td>
<td>3</td>
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<td>307A</td>
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<tr>
<td>FA 401-1</td>
<td>Music of the Western World</td>
<td>3</td>
<td>M-Th 7:40-9:50 P.M.</td>
<td>FH</td>
<td>Pr. Forsberg</td>
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<td>Orientation in Art</td>
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<td>M-Th 5:20-7:30 P.M.</td>
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<td>Accounting for the Health Fld</td>
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<td>300C</td>
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<td>HC 500-1*</td>
<td>Independent Study in HC Mgt.</td>
<td>3-15</td>
<td>TBA</td>
<td>103A</td>
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<td>HC 500-2*</td>
<td>Independent Study in HC Mgt.</td>
<td>3-15</td>
<td>TBA</td>
<td>103A</td>
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<td>HC 600-1</td>
<td>Frd Exp In Hlth Serv Adm.</td>
<td>3-15</td>
<td>TBA</td>
<td>103A</td>
<td>Pr. J. Kramer</td>
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<td>(*Permission of chairperson is required.)</td>
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<tr>
<td>HIS 101-1</td>
<td>Surv of West Civ (to 1500)</td>
<td>3</td>
<td>M-Th 8:00-10:10 A.M.</td>
<td>402A</td>
<td>Pr. Belonzi</td>
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<tr>
<td>MAT 109-1*</td>
<td>Math for Managerial Science I</td>
<td>3</td>
<td>M-Th 8:00-10:10 A.M.</td>
<td>508S</td>
<td>Pr. Andres</td>
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<td>MAT 109-2*</td>
<td>Math for Managerial Science I</td>
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<td>M-Th 5:20-7:30 P.M.</td>
<td>508S</td>
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<tr>
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<td>Statistics</td>
<td>3</td>
<td>M-Th 10:20-12:30 P.M.</td>
<td>508S</td>
<td>Pr. Andres</td>
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<tr>
<td>MGT 201-1</td>
<td>Organization and Management</td>
<td>3</td>
<td>M-Th 8:00-10:10 A.M.</td>
<td>200C</td>
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<td>M-Th 5:20-7:30 P.M.</td>
<td>401A</td>
<td>Pr. Goodman</td>
</tr>
<tr>
<td>MGT 204-1</td>
<td>Marketing</td>
<td>3</td>
<td>M-Th 10:20-12:30 P.M.</td>
<td>200C</td>
<td>Pr. M. Goldberg</td>
</tr>
<tr>
<td>MGT 217-1</td>
<td>Intro to Data Processing</td>
<td>3</td>
<td>M-Th 7:40-9:50 P.M.</td>
<td>306S</td>
<td>Pr. Barcan</td>
</tr>
<tr>
<td>MGT 230-1</td>
<td>Basic Cobol</td>
<td>3</td>
<td>M-Th 5:20-7:30 P.M.</td>
<td>203A</td>
<td>Pr. McNamee</td>
</tr>
<tr>
<td>MGT 303-1</td>
<td>Corporate Finance</td>
<td>3</td>
<td>M-Th 5:20-7:30 P.M.</td>
<td>500C</td>
<td>Pr. Gomori</td>
</tr>
<tr>
<td>MGT 308-1</td>
<td>Quantitative Methods Business</td>
<td>3</td>
<td>M-Th 5:20-7:30 P.M.</td>
<td>306S</td>
<td>Pr. Barcan</td>
</tr>
<tr>
<td>MGT 310-1</td>
<td>Behavioral Science Mgt</td>
<td>3</td>
<td>M-Th 5:20-7:30 P.M.</td>
<td>407A</td>
<td>Pr. Harrichan</td>
</tr>
<tr>
<td>MGT 400-1*</td>
<td>Business Policies</td>
<td>3</td>
<td>M-Th 8:00-10:10 A.M.</td>
<td>406A</td>
<td>Pr. Tamparo</td>
</tr>
<tr>
<td>MGT 400-2*</td>
<td>Business Policies</td>
<td>3</td>
<td>M-Th 7:40-9:50 P.M.</td>
<td>406A</td>
<td>Pr. Harrichan</td>
</tr>
<tr>
<td>(**Mgt 400 is intended for graduating seniors.)</td>
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<tr>
<td>PHI 101-1</td>
<td>Basic Problems in Phil</td>
<td>3</td>
<td>M-Th 5:20-7:30 P.M.</td>
<td>2015</td>
<td>Pr. Leshen</td>
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<tr>
<td>PHI 403-1</td>
<td>Moral Philosophy</td>
<td>3</td>
<td>M-Th 7:40-9:50 P.M.</td>
<td>2015</td>
<td>Pr. Leshen</td>
</tr>
<tr>
<td>PSC 305-1</td>
<td>Politics Adm Latin America</td>
<td>3</td>
<td>M-Th 10:20-12:30 P.M.</td>
<td>402A</td>
<td>Pr. Leveness</td>
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<tr>
<td>PSC 310-1</td>
<td>Assassination Politics</td>
<td>3</td>
<td>M-Th 5:20-7:30 P.M.</td>
<td>400C</td>
<td>Pr. Hughes</td>
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<tr>
<td>PSC 404-1</td>
<td>Govt Business 1865-Present</td>
<td>3</td>
<td>M-Th 7:40-9:50 P.M.</td>
<td>400C</td>
<td>Pr. Hughes</td>
</tr>
<tr>
<td>REL 212-1</td>
<td>The Christian Tradition</td>
<td>3</td>
<td>M-Th 5:20-7:30 P.M.</td>
<td>301A</td>
<td>Pr. Von Gonten</td>
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<tr>
<td>SCI 601-1</td>
<td>Environmental Science</td>
<td>3</td>
<td>M-Th 5:20-7:30 P.M.</td>
<td>338S</td>
<td>Pr. Corrigan</td>
</tr>
<tr>
<td>SPE 203-1</td>
<td>Public Speaking</td>
<td>3</td>
<td>M-Th 5:20-7:30 P.M.</td>
<td>209A</td>
<td>Pr. Gioseffi</td>
</tr>
<tr>
<td>SPE 203-2</td>
<td>Public Speaking</td>
<td>3</td>
<td>M-Th 7:40-9:50 P.M.</td>
<td>209A</td>
<td>Pr. Gioseffi</td>
</tr>
<tr>
<td>SPE 410-1</td>
<td>Writing for Performance</td>
<td>3</td>
<td>M-Th 5:20-7:30 P.M.</td>
<td>402A</td>
<td>Pr. Jonathan</td>
</tr>
</tbody>
</table>

N.B. THE ADMINISTRATION RESERVES THE RIGHT TO CANCEL COURSES FOR INSUFFICIENT REGISTRATION OR THE INSTRUCTOR'S INABILITY TO MEET CLASS.
Catalogue 1984-1985

Established by the
Congregation of the Religious Brothers
Third Order Regular of St. Francis
Franciscan Brothers

Brooklyn Civic Center
180 Remsen Street
Brooklyn Heights, New York 11201
From Manhattan: Brooklyn Bridge to Cadman Plaza West Exit. Turn left. After several blocks Cadman Plaza becomes Court St.

From Queens: Brooklyn Queens Expressway to Cadman Plaza Exit. Same as above.

From Staten Island: Brooklyn Queens Expressway to Cadman Plaza Exit. Turn right. Same as above.

Good street parking on Saturday.
Convenient lot parking at Cadman Plaza and Pierrepont St.

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

IND: A or F trains to Jay Street-Borough Hall.

BMT: D, N, B or QB trains to DeKalb Avenue. Change to M or RR trains; go two stops to Court-Montague Street stop.

From Staten Island: No. 7 bus to 95th Street and Fourth Avenue. Change to RR train; go to Court Street-Borough Hall stop.

Bus routes: B-25, B-26, B-37, B-38, B-41, B-45, B-52 or B-67 to Court Street-Borough Hall.

By Long Island Railroad
To Flatbush Avenue Terminal. Take IRT Lexington or 7th Avenue subway two stops to Court Street-Borough Hall.
Aug. 20 (Monday)
Registration for returning students begins

Sept. 3 (Monday)
Holiday — Administrative Offices and Library closed

Sept. 10 (Monday)
Classes begin — Free program changes

Sept. 11 (Tuesday)
Last day for free program changes

Sept. 14 (Friday)
Last day for adding courses

Oct. 5 (Friday)
Last day to file “Pass-Fail Course Requests”

Oct. 8 (Monday)
Holiday — No classes — Administrative Offices and Library closed

Oct. 19 (Friday)
Last day for seniors to file “Application for Degree” for 1985

Nov. 2 (Friday)
Mid-semester grades due by noon in Registrar’s Office

Nov. 6 (Tuesday)
Holiday — No classes — Administrative Offices and Library closed

Nov. 19 (Monday)
Last day to file Automatic Withdrawal (W) Grade

Nov. 20 (Tuesday)
Thanksgiving recess begins after last class.
Administrative Offices and Library closed until Monday, Nov. 26

Nov. 26 (Monday)
Classes resume

Dec. 15 (Saturday)
Last day of classes

Dec. 17-22 (Monday-Saturday)
Final examinations

Dec. 24, 25, 26 (Mon., Tue., Wed.)
Holidays — Administrative Offices and Library closed

Dec. 27 (Thursday)
Final grades due by noon in Registrar’s Office

Dec. 31-Jan. 1 (Monday, Tuesday)
Holidays — Administrative Offices and Library closed

Jan. 14 (Monday)
Registration for returning students begins

Jan. 28 (Monday)
Classes begin — Free program changes

Jan. 29 (Tuesday)
Last day for free program changes

Feb. 1 (Friday)
Last day for adding courses

Feb. 18-19 (Monday, Tuesday)
Holidays — No classes — Administrative Offices and Library closed

Feb. 22 (Friday)
Last day to file “Pass-Fail Course Requests”

Mar. 25 (Monday)
Mid-semester grades due by noon in Registrar’s Office

Apr. 2 (Tuesday)
Easter recess begins after last class.
Administrative Offices and Library closed April 5 through April 8 inclusive

Apr. 15 (Monday)
Classes resume — Last day to file Automatic Withdrawal (W) grade

Apr. 22 (Monday)
Registration for Summer Sessions and academic advisement for Fall 1985 Semester begin

May 17 (Friday)
Last day of classes

May 18-24 (Saturday-Friday)
Final examinations

May 27 (Monday)
Holiday — Administrative Offices and Library closed

May 28 (Tuesday)
Final grades due by noon in Registrar’s Office

June 5 (Wednesday)
Baccalaureate
June 7 (Friday)
Commencement

June 10 (Monday)
First Summer Session begins

July 4 (Thursday)
Holiday — No classes — Administrative and Library closed

July 11 (Thursday)
First Summer Session ends

July 15 (Monday)
Second Summer Session begins

Aug. 15 (Thursday)
Second Summer Session ends
Philosophy, Goals, Objectives, and History

Established in the City of Brooklyn in 1884 by the Congregation of the Religious Brothers of the Third Order Regular of St. Francis, St. Francis is today an independent, urban, nonresidential, co-educational college. It is chartered by the State of New York and is accredited by the Middle States Association of Colleges and Schools. Drawing its student body mainly from the New York City metropolitan area, the College also enrolls a significant number of foreign students. Having an objective at its founding to provide higher education for young men of modest means from Brooklyn, it continues to attract the majority of its students from comparable economic circumstances.

Legally the College is authorized "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 and business administration leading to the degrees of bachelor of arts (B.A.), bachelor of science (B.S.), bachelor of business administration (B.B.A.), associate in arts (A.A.), and associate in applied science (A.A.S.), respectively, and with power in the corporation to confer said degrees, in course, and the honorary degrees of doctor of law (LL.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 rules of the Board of Regents of the University of the State of New York and the Regulations of the Commissioner of Education for the registration of institutions of higher education.

St. Francis is an undergraduate institution whose essential aim is to provide a liberal education that is fundamental and thorough. With its programs and curricula firmly anchored to a core of liberal education, the College attempts to provide its students with the prerequisites for living a human life and a preparation for making a living in human society.

The commitment in all programs to liberal education is the source of the institution's coherence. Liberal education is the systematic cultivation of that which makes men excellent, that is, the freedom grounded in that reason. It consists in the formation of intelligence, of character, of taste. Thus a liberal education seeks to develop free and rational men and women who are concerned with the pursuit of knowledge, conscious of their moral, religious, and social obligations, and who grasp the value of their common human heritage. Such men and women are best prepared to learn and master the special skills of the professional and business domains and to become competent, responsible, and mature citizens of a democratic republic.

As a result of its Franciscan heritage, St. Francis offers a liberal education enhanced by the insights that this culture into the natural world will discover in the history of the Infinite and that human work is an imitation of Divine work.

In order to achieve these objectives of quality education, the criterion of excellence in teaching and learning, in class and out of class, is taken seriously. St. Francis is a college community small enough to provide opportunities to allow for genuine teaching and learning, yet large enough to have resources for significant contributions to the city, state, the nation, and indeed, given the number of its foreign students, the international community.

The College aims to combine the ideals of liberal education with the practical concerns of service to the communities to which it is committed. As a consequence, it defines itself in terms of the following specific objectives:

A. To provide undergraduate degree programs in the arts, sciences and professional fields leading to the Bachelor's and the Associate degrees. The programs are designed to serve the needs of students who seek careers immediately after graduation as well as those who are preparing to enter graduate school or professional training. The following aims are integral to each of the degree programs:

1. To prepare its students to read, write, and speak effectively as educated persons
2. To acquaint its students by means of the Core Curriculum with fundamental areas of academic inquiry
3. To deepen the students' knowledge, in a systematic fashion, of a major field of study.

B. To promote the intellectual, social, emotional, and physical development of the students and to develop understanding of the importance of religious values.

C. To cultivate the ideal of scholarship as a distinctive value.

D. To serve the local community

1. by providing programs for those groups whose educational needs are not being met
2. by providing cultural activities in which the community can take part
3. by joining with outside agencies to improve the social, economic, and cultural environment of the area.

In an urban setting so large and characterized by impersonality and anonymity, St. Francis has in the past provided, and should strive to maintain, an association between students and faculty which is personal and friendly; its size permits it, and its commitment to liberal education requires it. St. Francis has related to a significant degree the diverse needs of educational fashion. It has tried to respond to the need for meaningful change with an eye to the needs of its students and the requirements of its goals and objectives.

The test of a liberal education, whose aim is to nurture human excellence, is only partly what the student recognizes as worthy of pursuit; the other part is what the student learns to resist. The College should continue to cultivate this spirit of boldness and moderation in confronting the demand that it foster its constitutive purpose of providing liberal education.

This consideration accounts for the position that the study of
philosophy occupies in the educational program of the College. The purpose of the required Core courses in philosophy is to develop in the student an awareness of basic conceptual alternatives and the foundations and implications of the various types of discourse. The function of these courses is not to indoctrinate with an ideology, but to be one of the primary instruments, together with the rest of the Core curriculum, by means of which the College seeks to realize its goal of liberal education, the formation of minds capable of responsible intellectual self-determination. It is to be understood that these goals and objectives are conceived and articulated as both ideal and real, of prescriptive as well as descriptive.

The statement of general goals and objectives has been approved by the faculty at a meeting on February 15, 1978 and subsequently approved by the Board of Trustees at its meeting on February 28, 1978.

Memberships and Affiliations

St. Francis College is chartered by the Legislature of the State of New York, and is accredited by the Regents of the University of the State of New York and the Middle States Association of Colleges and Schools. It is a member of the Association of American Colleges, the National Commission on Accrediting, the Commission on Independent Colleges and Universities, the Brooklyn Education and Cultural Alliance, the Association of Catholic Colleges and Universities, the Council for Advancement and Support of Education, National Association of Independent Colleges and Universities and Middle Atlantic Association of Colleges of Business Administration.

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.

College Facilities

The St. Francis College campus consists of five interconnected buildings which provide instructional areas, library, student services, and office space for the College.

Arts Building

The seven-story Arts Building is served by four elevators. It contains a large cafeteria on the ground floor which provides food service and is a gathering place for students, 25 classrooms, 3 seminar rooms in which faculty and student meetings are also held; offices for the College President, Vice-President-Financial Affairs, Vice-President-Dean for Student Affairs, Vice-President-College Relations, Vice-President-Academic Dean, Admissions, Adult Services, Counseling and Career Planning Center, Financial Aid, Personnel, Registrar, Student Accounts, Student Activities, Faculty Members, Health Service Nurse, Security and Student Government and Student Publications.

Science Building

This six-story structure is adjacent to the Arts Building on Remsen Street. An escalator and an elevator provide access to both buildings. The Science Building houses nine classrooms.

Its biology facilities comprise two laboratories for general biology, anatomy and physiology, one microbiology laboratory, one physiology laboratory, one genetics, embryology, histology and animal microtechniques laboratory, one radiation laboratory, an animal room with adjoining surgical room, and a greenhouse.

Chemistry facilities consist of four instructional laboratories, five instrumentation and/or balance rooms, two student/faculty research laboratories, one equipment stockroom, one chemical stockroom, one preparation room, one storage room, and one conference room.

One laboratory is provided for instruction in physics along with a preparation and equipment room and darkroom. The building also houses an earth science laboratory and equipment room, and a laboratory designed to support the experimental program in psychology.

Offices and research laboratories for the science faculty are located in the building as well as offices for the mathematics and health science departments. The Computer Center which provides support services for the College and is used for instruction in electronic data processing courses is located on the second floor.

On the main floor are a large lounge and study area and Founders Hall, a multi-purpose auditorium and classroom facility which seats 300 people.

Physical Education Building

This building is located behind the Science Building and connects to it and to the Arts Building. It consists of a gymnasium where physical education courses are taught and which provides the court for men's and women's intercollegiate basketball and a wide range of intramural activities, an Olympic-size swimming pool, weight training room, auxiliary gymnasium, office space, and roof recreation area.

McGarry Library

The McGarry Library houses in excess of 133,500 volumes and more than 700 periodicals are currently received. Accessible for research and study are both bound and unbound journals, microfilm, pamphlets and other materials. The Library underwent a $2 million renovation-expansion which was completed in the winter of 1981-1982. It provides 7,000 square feet of additional space, increases book capacity to 200,000 volumes and furnishes seating for 260 persons. The Library provides subject orientations for students as well as individual bibliographical consultations on term paper projects.

The Library is richly supplemented by other library facilities in the Metropolitan New York area.

The James A. Kelly Institute for Local Historical Studies

The James A. Kelly Institute for Local Historical Studies, named for the late Brooklyn Borough historian, was created in 1973.

It houses one of New York's largest collections of primary source records on local history including original charters of the Dutch and English governors, Indian deeds, and town records.

The Congressman John Rooney, Congressman Eugene Keogh, and Alderman Peter McGuiness Collections, Francis Sinnott papers, and a number of political scrapbooks and memorabilia are
preserved here. The total collection of documents numbers more than three million items.

The Institute is open to the public, teachers and students at no charge and is located in the basement of the Science Building.

Special Programs

Federal Aviation Administration Cooperative Education Program

St. Francis, in association with the Federal Aviation Administration, has developed a Cooperative Education Program. Specifically, students enrolled in the Aviation Business Studies/Aviation Administration Program are eligible for positions in the Eastern Region Federal Aviation Administration Cooperative Education Program. This program is presently geared to developing and hiring Air Traffic Controllers. However, its long-range aim is to provide the Federal Aviation Administration with College graduates to meet future needs.

Program Details:

After completion of Sophomore year, interested students will be required to go through a F.A.A. selection and screening process. Between then and graduation, work experience/training periods will be scheduled by the F.A.A. for a total of 52 weeks.

Eligibility for this program is limited to students enrolled as majors in the Aviation Business Studies or Aviation Administration Program, who have completed between 60-90 credits. For further details, please contact the Office of Admissions or the Chairperson of the Aviation Program.

Internship Opportunities

Excellent opportunities exist for paid and volunteer work experiences in a number of fields through various internship programs. Academic credit is often awarded by permission of department chairpersons and the academic dean.

Some examples of intern programs are: the New York City Summer Management Intern Program, Public Interest Research Group Internships, Urban Fellows Program, New York City Transit Authority Intern Program, New York State Assembly Session Interns and the Human Resources Administration.

Complete information about these and other internship opportunities may be obtained at the Counseling and Career Planning Center.

Accounting Internship

Available to selected students, these programs provide guidance and practical experience in both industrial and public accounting.

Computer Laboratory

St. Francis has established a micro-computer laboratory located in 300S. This laboratory is for the use of students who are interested in broadening their understanding of computer technology. In addition, it is for the use of students enrolled in data-processing courses. For further information, please consult with the Computer Center Supervisor.

Administrative Computer

St. Francis College has an IBM 1130 computer which is presently being phased out. It has been replaced by the PRIME i450 Minicomputer. The PRIME system is completely electronic. It interacts with multiple computer terminals, line printers, letter quality printers, a magnetic tape drive and modems. Although its primary function is to maintain the College's active and historical database on an "on-line" basis, it is capable of providing other services concurrently.

Junior Year Abroad

At the end of their sophomore year, students may elect to study abroad for one year and to apply this work toward their St. Francis College degree.

Students may select a course and place of study from among many programs sponsored by international education agencies such as the Institute of European Studies or the International Educational Exchange Service. They may also participate in the Inter-American Studies Program sponsored by the United States Government or other recognized educational institutions.

Interested students should consult their department chairperson and obtain program approval from the Office of the Academic Dean.

American Institute of Banking

St. Francis College accepts 32 semester hours of transfer credit upon successful completion of the Institute's Standard Program. These credits may be applied toward a Bachelor of Science degree in Accounting or Management or toward the Bachelor of Arts degree in Economics.

Non-traditional students may be interested in the Bachelor of Science degree in Special Studies which provides flexibility for those who wish to develop their own programs.

The following credits are accepted for transfer:

All fundamental courses — 18 semester hours
Free choice, any single option — 14 semester hours.

United States Army Reserve Officers’ Training Corps Program

Qualified full-time students may participate either in the Army ROTC Program at Polytechnic Institute of New York or in the Air Force ROTC Program at Manhattan College on a cross-enrollment basis. The two- or four-year program leads to a commission as a Second Lieutenant in the United States Army or the United States Air Force. Interested students should contact the Office of 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 and accumulate credits toward a regular degree program. The final 30 credits must be earned at St. Francis. Interested students should consult the Office of the Academic Dean for more information.
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.

The College admits individuals of any race, color, national or ethnic origin to the rights, privileges, programs and activities offered students at the school. It does not discriminate on the basis of sex, race, color, national or ethnic origin, or handicap in the administration of educational or admissions policies, scholarship and loan programs, or other college-based programs.

Students who desire admission should apply to the Office of Admissions for an official application blank. This completed form should be returned to the same office.

Entrance Requirements

Applicants must be graduates of an approved secondary school, having successfully completed required courses and achieved satisfactory standing in their class. They should request their high school principal or representative to forward their academic transcript and a letter of recommendation to the Office of Admissions. They must visit the College for an interview with an admissions representative when required.

Applicants should have a secondary school preparation with 16 credit units in academic subjects. Four credits must be in English. The remaining 12 units should include a three-year sequence and a two-year sequence in any of the following areas of study: foreign language, mathematics, science, social studies, or business.

Prospective bachelor of science degree students must have completed 11th-year mathematics or its equivalent.

The college is more interested in the applicant's potential to succeed in college than in any prescribed pattern of entrance units. When the preparation differs from the state's requirements, the record will be studied by the Admissions Office for evidence of unusual aptitude, especially in those studies which are prerequisite for the curriculum the applicant wishes to pursue.

Scholastic Aptitude Test

Applicants are strongly encouraged to take the Scholastic Aptitude Test (SAT) portion of the College Entrance Examination Board and request that their scores be sent to the College. A bulletin containing application procedures, a list of examination centers and test dates may be obtained from the College Entrance Examination Board, P.O. Box 592, Princeton, New Jersey 08540.

Foreign Students

Foreign students who seek admission should file an application, transcript of high school record, and proof of high school graduation. Because of the diversity of documentation, students must contact the Admissions Office to ensure that all appropriate credentials will be filed. They are recommended to present scores of the Test of English as a Foreign Language (TOEFL) to the Admissions Office well in advance of their anticipated entrance date. (The College is authorized by Federal Law to enroll non-immigrant aliens for the purpose of obtaining a degree.)

Admission with Advanced Standing

(Transfer Applicants)

The decision to admit to advanced standing and the determination of the amount and quality of transfer credit to be allowed rests with the staff of the Admissions Office.

A student who has attended another college or university must submit an official transcript showing courses and grades, catalogue from each institution attended which has been marked to indicate courses for which credit is sought, and a statement from an administrative officer that the applicant has been honorably dismissed.

The student must also complete an application form and submit a secondary school transcript.

Credit will be allowed only for courses appropriate to the curriculum selected at St. Francis College. Credit will be granted for transfer course grades equivalent to or higher than the St. Francis grade of C.

Advanced Placement

Students who have completed a college-level course in high school may qualify for advanced placement by achieving an acceptable score on the Advanced Placement Test of the College Entrance Examination Board. Questions regarding advanced placement should be addressed to the Office of Admissions. Information about Advanced Placement Tests may be obtained from the Educational Testing Service, P.O. Box 592, Princeton, New Jersey 08540.

Credit Through the College Level Examination Program

Advanced standing with credit will be granted upon successful completion of the College Level Examination Program, General Examination or Subject Examination, of the College Entrance Examination Board, Princeton, N.J.

Credit is also granted for satisfactory grades earned through the College Proficiency Examination Program conducted by the New York State Education Department.

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

Student Classification

Regular or Matriculated Students — Those who have fulfilled enrollment requirements and are pursuing a degree program.
Non-matriculated Students — Those who are enrolled in courses, but who have not fulfilled all requirements for admission to a degree program.

Transfer Students — Those who have withdrawn from another college or university and have been admitted to St. Francis College to complete their course of study, and holders of Associate Degrees earned at accredited two-year colleges.

Transient Students — Those whose academic work at St. Francis College will be transferred to another college or university in which they are regularly enrolled.

Special Students — Those who do not wish to complete a degree. They may be admitted with permission, but must submit credentials for all preparatory work and may pursue only those studies for which they are qualified.

Regular students are further classified as follows:

Lower Division:
FRESHMEN — Those who have earned fewer than 28 credit hours.
SOPHOMORES — Those who have earned 28 to 59 credit hours.

Upper Division:
JUNIORS — Those who have earned 60 to 89 credit hours.
SENIORS — Those who have earned 90 credit hours.
The Trustees of St. Francis College exert every effort to keep 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.

Tuition per credit hour ........................................... $126.00
Experiential fee per petitioned credit ........................................... $42.00

Regular Fees

Application fee (non-refundable) ........................................... 20.00
Readmit application fee (non-refundable) ........................................... 20.00
Preregistration fee
Upon registration this fee will be credited toward tuition ........................................... 55.00
Matriculation Fee
This fee is payable only once ........................................... 25.00
Service fee for students taking 12 or more credits ........................................... 50.00
Service fee for students taking fewer than 12 credits ........................................... 20.00
Service fee for Summer Session ........................................... 20.00
Student Activities Fee
This fee is applicable to full-time matriculated students taking 50% or more courses before 6 p.m. ........................................... 25.00

Laboratory Fees

Science laboratory fee per lab hour ........................................... 126.00
(effective for students entering or reentering Fall 1984)
Speech laboratory fee per semester for
Speech 308 ........................................... 165.00
Speech 401 ........................................... 100.00
All other laboratory fees per lab hour ........................................... 25.00

Special Fees

Special Collection ........................................... 25.00
Late Registration ........................................... 75.00
Graduation
Bachelor Degree ........................................... 50.00
Associate Degree ........................................... 30.00
Change of Program
(change of degree, major, session, composite record, etc.) ........................................... 10.00
Re-evaluation of Transfer Credit ........................................... 10.00
Special Examination ........................................... 5.00
Transcript
For all students per each transcript ........................................... 2.00
For special handling ........................................... 5.00
Maintenance of Matriculation ........................................... 15.00
Placement Credentials
(First two no fee) ........................................... 10.00
Locker 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. A transcript of a student’s record 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 he or she registers. If there is a change in the original registration during the first week of classes, the 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 the change is due on the day of the change.

No students 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.

Refund Procedures

1. When a student finds it necessary to withdraw from the college or from one or more courses, he or she will file notice with the Registrar and the Controller on an official form furnished by the Registrar.
2. A "Request for Refund" is to be completed and filed in the Controller’s Office. The amount to be refunded will be determined from the date the official withdrawal form has been completed and filed with the Registrar.
3. For Fall and Spring Semester a proportionate refund of tuition is made according to the following schedule:
   Withdrawal during:
   the first 2 weeks of term ........................................... 80%
   the 3rd week of term ........................................... 60%
   the 4th week of term ........................................... 40%
   the 5th week of term ........................................... 20%
   Withdrawal after the 5th week of term ........................................... No Refund
4. For Intersession and Summer Session a proportionate refund of tuition is made according to the following schedule:
   Withdrawal during:
   the first 2 days of session ........................................... 80%
   the 3rd day of session ........................................... 60%
   the 4th day of session ........................................... 40%
   the 5th day of session ........................................... 20%
   Withdrawal after the 5th day of session ........................................... No Refund
5. Payment of tuition refund will be made upon written request, in person or by mail, to the Controller’s Office. In no case will a refund be made to a student who is dismissed or who withdraws while under disciplinary action.
6. Exception to the Published Policy on Refunds
   A student who feels that his or her individual circumstances warrant an exception from these published policies on refunds should address a written appeal to the Director of Student Accounts. The director’s decision may be appealed to the Vice-President—Financial Affairs.
St. Francis College has a comprehensive financial aid program, designed to ensure that no otherwise-eligible is prevented from attending the College solely because of inadequate finances.

Eligible students may be offered a financial aid “package” offering some combination of scholarships, grants, loans, and student employment.

Students who wish to be considered for such aid must file the Financial Aid Form (FAF) of the College Scholarship Service, as well as the appropriate College forms, by February 15, 1985. Students who apply after this date will be considered as long as funds remain available. An application is completed annually and a new application is required each year for renewal of any award.

Students who desire either application form or a brochure detailing the kinds of financial aid and the process by which one applies for them should contact the Office of Financial Aid.

General Eligibility Requirements

In general, to be considered for financial aid awarded by St. Francis College, a student must:

- be accepted for admission to the College
- have completed matriculation requirements for a degree program
- be enrolled at least half-time in a program of study
- be in good academic standing and making satisfactory progress toward degree requirements
- be a U.S. citizen or permanent resident

Financial Aid Programs Available at St. Francis College

To be considered for any of the following programs a student must file the Financial Aid Form (FAF) along with all forms and documents required by the College.

Grants:

- Pell Grants, formerly known as Basic Educational Opportunity Grants (BEOG)
- Supplemental Educational Opportunity Grant (SEOG)
- State Aid, New York State residents may apply for the Tuition Assistance Program, Regents Scholarship Program, Child of Deceased or Disabled Veteran Award, and other New York State Programs
- St. Francis College Presidential Scholarships
- St. Francis College Athletic Grant-in-Aid
- St. Francis College Grant-in-Aid
- St. Francis College Special Scholarships

Loans:

- National Direct Student Loans (NDSL)
- Guaranteed Student Loans (GSL)

Student Employment:

- College Work-Study Program (CW-SP)
- Student Assistance Program. The number of students employed under this program is limited.

Veterans:

Veterans’ benefit forms are processed by the Office of Financial Aid.

Scholarships:

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 O. 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.

Chase Manhattan Bank, N.A. Scholarship. This Scholarship will be awarded in January, 1985, to a freshman who has demonstrated exceptional academic achievement and shows promise of continued success, as assessed by a secondary school average and performance on the Scholastic Aptitude Test. The recipient will receive up to $2000 a year for four years, provided that s/he makes satisfactory progress toward his or her degree and maintains a minimum quality-point index of 3.0. In January, 1989 this will be awarded as a full scholarship to cover tuition and fees for four years of study (less PELL, State Aid and any other “Portable” Financial Aid for which the student is eligible).

Manufacturer’s Hanover Trust Scholarship. This Scholarship will be awarded in September, 1984 to a freshman who has demonstrated exceptional academic achievement and shows promise of continued success, as assessed by a secondary school average and performance on the Scholastic Aptitude Test. The recipient will receive up to $1000 a year for four years, provided that s/he makes satisfactory progress toward his or her degree and maintains a minimum quality-point index of 3.0. In September, 1989 this will be awarded as a full scholarship to cover tuition and fees for four years of study (less PELL, State Aid and any other “Portable” Financial Aid for which the student is eligible).
Dr. Scholl Foundation Scholarship. This scholarship will be awarded in January, 1985 to a freshman who has demonstrated exceptional academic achievement and shows promise of continued success, as assessed by a secondary school average and performance on the Scholastic Aptitude Test. The recipient will receive up to $2000 a year for four years, provided that s/he makes satisfactory progress toward his or her degree and maintains a minimum quality-point index of 3.0.

Presidential Scholarships. These scholarships are awarded to a restricted number of entering students who have demonstrated exceptional academic achievement and show promise of continued success, as assessed by a secondary-school average and performance on the Scholastic Aptitude Test. The scholarship is a full tuition-and-fee award, less PELL State Aid, and any other "Portable" financial Aid for which the student may be eligible. The award is for four full years of study, provided that the recipient makes satisfactory progress toward his or her degree and maintains a quality-point index of at least 3.0.

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.

Academic Eligibility for Receipt of Financial Aid

Students must satisfy two requirements in order to be eligible for financial assistance. They must pursue a program of study and make satisfactory progress toward the completion of the program’s academic requirements. Both requirements must be met for each semester of study for which financial Aid is received.

Program pursuit is defined as the number of courses which must be completed with a passing or failing grade while taking a full-time course load. (A full-time course load is equivalent to 12 or more credits.) Students must attain such a grade in 50% of the minimum full-time course load in the first year for which an award is made. This percentage increases to 75% in the second year and to 100% in the third year for which awards are made.

Satisfactory academic progress is defined as the total number of college credits earned. Students are not expected to have earned any college credit before receiving their first financial aid payment. Subsequent payments, however, will be awarded only if students meet specified credit and grade-point index criteria, which are presented in the chart below. Both of these requirements became effective September 1, 1981.

In extraordinary circumstances, a student may be granted a waiver of program pursuit and satisfactory progress requirements. This is available only once during one’s entire undergraduate career. If a waiver is granted, the student must use the semester for which it is given to advance to the level necessary to make him/her eligible for the receipt of further financial aid. The waiver does not change the total number of semesters for which a student is eligible to receive aid. (New York State awards, for instance, are limited to not more than eight full semesters.)

<table>
<thead>
<tr>
<th>STANDARDS OF SATISFACTORY PROGRESS FOR ELIGIBILITY FOR FINANCIAL AID</th>
</tr>
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<tbody>
<tr>
<td>BEFORE BEING CERTIFIED FOR THIS PAYMENT</td>
</tr>
<tr>
<td>A STUDENT MUST HAVE ACCRUED AT LEAST THIS MANY CREDITS</td>
</tr>
<tr>
<td>WITH AT LEAST THIS QUALITY-POINT INDEX</td>
</tr>
<tr>
<td>DURING THIS PAYMENT PERIOD A STUDENT MUST EARN</td>
</tr>
<tr>
<td>A, B, C, D, F, or P GRADES IN THIS NUMBER OF CREDIT HOURS</td>
</tr>
<tr>
<td>First</td>
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<td>6</td>
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</tbody>
</table>

Only students in five-year programs approved pursuant to Section 1452.7 of the Regulations, are eligible for more than eight semesters of undergraduate award payments.
Student services at St. Francis College begin with pre-admission counseling and orientation of freshmen and continue with educational, vocational, spiritual, and personal guidance, as well as student extra- and co-curricular activities, and job placement. All services are designed to assist students in making a successful adjustment to the collegiate environment and to enable them to pursue their studies with maximum efficiency.

Freshmen Orientation

Freshmen are invited by the Student Government to attend Orientation before classes begin. Faculty, administrators, and upperclass students are on hand to welcome freshmen and introduce them to the traditions, policies, and resources of St. Francis College.

Programs and exhibitions are scheduled to assist these new students to familiarize themselves with the academic program, the services offered, and the opportunities which exist for participation in student activities.

Foreign Student Adviser

The Foreign Student Advisor may be found in the Office of Student Activities on the first floor mezzanine. She is available to advise international students on visa extension and immigration regulations, and to explain academic procedures and aspects of American culture which may be unfamiliar to them.

Academic Support Services

Under the auspices of the Office of Academic Support Services, the following services are provided to all students registered at St. Francis College:

Academic Advisement

Advisement is an important aspect of each student's academic career. Academic Advisement insures an understanding of the registration process and course selection appropriate to a student's educational goals. Consequently each full time degree student is assigned a faculty member to be his/her Academic Advisor. Students who have declared a major will be assigned an advisor who is a member of that student's major department. Students who have not declared a major will be assigned a Faculty Advisor. Every student must have selected courses approved by their Academic Advisor before registration.

Advisors are available day and evening throughout the year to help students clarify their goals, discuss their progress, direct them to further assistance, and provide overall help with educational matters.

Learning Center

The Learning Center is a support service provided to all students registered at St. Francis College. The center's trained personnel assist students in upgrading their basic skills (reading, writing and mathematics). In addition, the center provides specialized assistance in reading and writing English to students for whom English is a second language. Throughout the semester the center also conducts workshops in academic skills such as note-taking, textbook usage, test-taking techniques and study skills.

Placement Tests

All new degree students must take the College's placement test prior to Academic Advisement and registration. The results of the tests are used to advise students as to the appropriate mathematics or English courses. Basic subject areas included in the placement test are written compositions, reading and mathematics.

Career Placement Center

The professional staff and resources of the Career Placement Center are available to assist students to make wise and suitable career choices and secure appropriate post-graduate employment. Toward these ends, the Center provides a substantial library of print and audio-visual career planning reference materials, as well as an excellent computer-assisted career search system. The staff of the Center is available for career guidance and counseling on an individual basis, and regularly offers workshops in such essential aspects of the career planning process as resume writing, preparation for the employment interview, and effective job search skills and techniques.

Members of the senior class may take advantage of the substantial number of placement interview opportunities offered each spring with representatives of major corporations and others seeking St. Francis graduates; all students may avail themselves of the several part-time employment opportunities which are made available through the Center throughout the year.

The staff is also able, on a limited basis, to provide assistance to any student who is experiencing personal problems which are interfering with his or her academic performance.

Campus Ministry

The Director of Campus Ministry, with offices in Room 107-A, endeavors to strengthen students' spiritual growth and development. He provides spiritual guidance and counseling, holds pre-Cana conferences for prospective marital partners, arranges an annual student retreat, and celebrates a weekly Mass in the College Chapel.

Health Service

The Student Health Service is staffed by a registered nurse on Mondays and Wednesdays from 9 a.m. to 4 p.m. and on Tuesdays, Thursdays, and Fridays from 9 a.m. to 3 p.m. The Medical Suite, in the student lounge on the mezzanine, is equipped to provide emergency first-aid attention, and contains a cot and other short-term facilities. Appointments can be made with a local general practitioner when necessary. Several hospitals are in the immediate vicinity of the College. The nurse is available for general health and nutrition counseling on a walk-in basis and by appointment.
Bookstore

The College bookstore, operated by Barnes & Noble, is located in the basement of the Science Building. The store provides all necessary books, materials and supplies, as well as incidental items. The bookstore is open from 9 a.m. to 6 p.m., Monday through Thursday, and 9 a.m. to 5 p.m. on Friday. During the first three weeks of each term, bookstore hours are 8 a.m. to 8 p.m.

Student Lounge and Cafeteria

The student lounge, located on the first floor of the Science Building, provides an area for students to meet together informally and is used for various social, cultural, and recreational activities.

The cafeteria, located in the Arts Building, offers an extensive array of foods and beverages at comparatively low cost. This facility is open from 7:30 a.m. through 4 p.m., Monday through Friday, throughout the regular academic year.

Medical-Accident Insurance Program

Provided that the College is able to negotiate a policy on behalf of the students, full-time day students will be covered by a medical-accident plan.

The benefits and limitations of this plan are:

1. It pays the actual medical expense incurred within 50 days from the date of an accident for injuries sustained while participating in, directly going to or returning from activities sponsored and supervised by St. Francis College.

2. Payment will be made up to $5,000 for each injury. Additionally, a flat sum of $5,000 will be paid in the event of accidental death, and up to $5,000 for dismemberment.

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

It also includes 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 also does not cover injuries sustained as the result of practice or play in interscholastic sports. Information or advice on claims is handled by the Personnel Office. For information concerning insurance for students participating in interscholastic sports, contact the Athletic Director.

Student Activities

The College offers an extensive program of co-curricular and extracurricular activities broad enough to satisfy a wide variety of tastes and to meet the needs and interests of most students. Co-curricular activities are related to specific disciplines and curricular programs; Extracurricular activities offer students the opportunity to develop new interests and leadership skills, to relax and provide a welcome change from daily study routines.

The student activity program is supervised by the Faculty Committee on Student Activities and by the Student Government, and is administered by the Director of Student Activities.

Students are encouraged to involve themselves in the activities which provide opportunities for personal growth and development complementing those of the classroom and laboratory.

The Student Government of St. Francis College is concerned with the affairs of students in their relations with the College and surrounding communities. Student Government acts as a sounding board for all student interests, and provides 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. Student Government is responsible for representing the student body before the various groups involved with life in the college community.

Alpha Kappa Delta is a national sociology honor society whose purpose is to encourage scholarship among sociology majors, to stimulate interest in sociology, and to sponsor research into social problems. The Xi Chapter at St. Francis College was founded in 1973. Membership is open to juniors and seniors who have completed at least 10 credit hours in sociology and have attained 3.0 both as a cumulative index and index in sociology.

Alpha Kappa Psi is a professional business fraternity whose Zeta lots Chapter was established at St. Francis in 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.

Alpha Psi Omega, Pi Zeta Chapter of the National Drama Society.

Chi Beta Phi, Alpha Xi Chapter, is a national science honor fraternity established in 1969. It is open to junior and senior biology, chemistry, and psychology majors who have a minimum cumulative index of 2.8 and a major or science index of 3.0.

Eta Sigma Gamma, Alpha Chi Chapter, is a national professional honorary society in health science (education) whose principal purpose is to elevate the standards, ideals, competence and ethics of professionally trained men and women in the discipline of health science. The College chapter was founded in 1979. Membership is open to those with a cumulative index of 2.7 who have completed 12 credits in health science with an index of 3.2.

Kappa Delta Pi is a national society dedicated to fostering scholarship among students in education. The St. Francis College Xi Rho Chapter was established in 1978. Membership is limited to juniors and seniors participating in teacher training programs at the College. They must have completed 12 credits in the professional study of education, and must have a cumulative index of 3.2.

Kappa Mu Epsilon, New York Theta Chapter of the national mathematics honor society, is a vehicle for discussion and undergraduate research in mathematics. Membership is limited to sophomores, juniors and seniors who have an index in mathematics of 3.0 and a cumulative index of 2.75 or better. Members must be mathematics majors and have completed at least 12 credits in mathematics.

Omicron Delta Epsilon, Eta Chapter, is an international economics honorary fraternity. The St. Francis Chapter is limited to juniors and seniors who have a cumulative index of 3.0 and have earned 12 credits in economics with a better than 3.0 average.
Phi Alpha Theta is a national history honor fraternity whose Theta Nu Chapter was established at St. Francis College in 1961. Membership is limited to juniors and seniors who have an index in history of 3.0 and a cumulative index higher than 2.8. Members must have completed at least 12 semester hours of history.

Phi Gamma Nu is a national professional honor society in business. Beta Psi Chapter was established at St. Francis College in 1976. A 3.0 index is required for membership.

Psi Chi, the national honor society in psychology, serves to recognize psychology as a diverse science by encouraging students to develop research and clinical interests, attend regional and national conventions and become familiar with academic and clinical settings in the metropolitan area.

Sigma Delta Pi is the national Spanish honor society whose Zeta Theta Chapter was formed at St. Francis in 1967. Membership is limited to juniors and seniors who have an index in Spanish of 3.0 and rank in the top 35 percent of their class.

Sigma Tau Delta is the national English honor society.

Theta Alpha Kappa is the national religious studies/theology honor society whose Tau Chapter was formed at St. Francis College in 1978. Membership is limited to students who have completed a minimum of 12 credits in religious studies with a 3.5 average and a cumulative index of 3.0. The purpose of this society is to encourage scholarship among its members, to further the study of religious studies on the undergraduate level, and to bring students, teachers, and writers of religion together both intellectually and socially.

The Duns Scotus Honor Society primarily aims to encourage among students a love and desire for excellence in scholarship and service to all the activities of the college. Its 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 faculty. To be eligible for membership a student must have completed 60 semester hours and two years of residence at St. Francis College. Applicants must have an index of 3.6 and must show satisfactory evidence of distinguished participation in at least two extra-curricular activities at the College. When requesting the membership application, prospective candidates will be given a detailed explanation of the requirements for membership. At commencement each member wears the red and blue tassel reserved for society members. 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.

The Accounting Society seeks to stimulate interest in the profession of accounting through a program of guest speakers, field trips, and other activities.

The Black Students Organization is the successor of the Afro-American Club and serves the needs of black students.

The Botanical Society maintains the greenhouse and generally tries to beautify various areas of the College with plants.

The Cheerleaders attend and support all athletic events at the College home games and many of the away games.

The Chess and Backgammon Club provides games for student use and sets up tournaments.

The Finance Club provides opportunities for students interested in the field of finance to discuss issues relevant to the discipline and to visit financial centers.

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

The Health Science Society serves the interests of students involved in health and healing sciences.

The History and Political Science Society is composed of students dedicated to the advancement of the social sciences. It is open to any major.

The Ice Hockey Club was formed in 1968 and helped organize a league. This club is student-sponsored and student-supported.

The Italian Club provides for the development of a program of films, discussions, displays, and lectures for students studying or interested in Italian language and culture.

The Latin American Club has campaigned to foster an interest in Hispanic 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 the graduating member who has exhibited outstanding scholastic achievement in Spanish and has actively participated in the attainment of club goals.

The Music Club provides opportunities for students who sing or play a musical instrument to form music together and to perform at college functions.

The Philosophy Club offers opportunity for members to enter into discussions of interdisciplinary topics.

The Pre-Professional Medical Arts Society serves the specific interests and needs of students who aspire to a medical career.

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 St. Francis Prayer Group provides an opportunity for students of the Christian faith to participate in spiritual discussions and prayer.

The Science Society serves the combined interests of students in chemistry, biology and pre-medicine.

The Ski Club plans and conducts ski trips during winter vacations and weekends.

The Sociology Club gives 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.

The St. Thomas More Pre-Law Society seeks to inform the potential law student of the many facets of the profession. During the year representatives of law schools and other professionals address the members. Information about requirements for the Law School Admission Test is also presented.

The Trouper, founded in 1925, is the College's dramatic organization. The members act in, produce and direct several full-length and one-act plays each year. Guests from the professional theater demonstrate techniques at meetings. Its aims are not only cultural and literary, but also practical since it offers experience in theater craft.
The United Nations Club affords students an opportunity to explore and experience the field of international relations and the work of the United Nations through various projects such as model United Nations and U.N. delegations.

Social Fraternities and Sororities

Fraternities and sororities offer social advantages that appeal to many students. Alpha Phi Delta, Beta Sigma Chapter, was established in 1961. Kappa Sigma Omicron was founded in 1978.

Phi Sigma, Delta Chapter, a sorority, was founded in 1970. Its basic aims are the promotion of friendship and social interaction, the diffusion of liberal culture and the advancement of equality in college affairs. The sorority wields a beneficial influence on its members and on college life.

Zeta Gamma is an academic and social sorority 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.

Publications

The Cord, the College handbook, contains statements of student rights and responsibilities, a directory of student services, the Student Government Constitution, and other items of importance to students.

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

Montage, founded in 1977, is the student literary magazine. It affords student writers and artists an opportunity for publication of their work.

The Voice is the student newspaper. It is edited and published frequently by members of the student body.

Athletics

Under the supervision of the Director of Athletics and his staff, the College's athletic program provides opportunities for students with exceptional talent to participate in a wide variety of intercollegiate athletic competition.

St. Francis College, a member of the Eastern Collegiate Athletic Conference and NCAA Division I, is represented by varsity teams in the following sports:

Men: basketball, soccer, baseball, swimming and water polo
Women: basketball, volleyball and swimming
Coed: bowling, cross-country, tennis and indoor track.

Intramurals

Under the direction of the Intramurals Supervisor, the College provides a well-rounded program of intramural sports and recreational activities.

Intramural sports, with teams for men and women in most cases, include basketball, softball, volleyball, floor hockey, indoor soccer, water basketball, billiards and table tennis.

Students are encouraged to take advantage of the swimming pool, gymnasium and weight room for recreational use.

All of these activities and programs are described in a brochure which is available in the Intramurals Office.
Credit Hours

One credit hour represents one hour of regular class participation in a lecture or two or more hours in a laboratory session each week for one semester.

Registration Procedure

Registration is contingent upon a record of satisfactory marks for the previous semester.

Students are required to have their course selections for the following semester approved by their respective advisor during the advisement period.

Final registration days are indicated on the College calendar. Any changes in the course program outlined during the advisement period must be approved by the advisor at the time of final registration.

Registration will not be complete until the payments required by the Controller’s Office have been made. Students may not report for any course for which they have not registered. They must attend the section selected unless permission has been obtained from the Registrar to change from one section to another. They may not register for a course unless all prerequisites have been satisfied.

Late Registration

Enrollment after the designated registration days will be permitted only with the consent of the Registrar and only for a satisfactory reason. Late registrants will be charged a fee of $75.00, and will be held responsible for all absences caused by late registration.

Change in Degree Program

Students who wish to change their major field of study must obtain permission first from the chairman of the department in which they wish to enroll and then from the Vice-President-Academic Dean.

Declaration of major or change of major forms may be obtained in the Registrar’s Office.

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 Vice-President-Academic Dean. If a conference is necessary, an appointment will be arranged.

All summer courses are open to students in good standing, regardless of their session status during the regular academic year.

Students enrolled in one session may register for some or all of their classes in another session with permission of the advisor. This does not constitute permission to transfer to the other session; such permission must be obtained as explained above.

Placement Testing

St. Francis requires all full-time, new students to be tested in English and mathematics. The test results are utilized for advisement and placement of students in appropriate courses. For further information concerning time and location of testing, please consult the Admissions Office and/or the Learning Laboratory.

Credit Hour Loads

Full-time students may not carry fewer than 12 nor more than 18 credit hours a semester. Permission to take more than 18 hours may be granted by the Vice-President—Academic Dean. A day student on probation may not take more than 15 hours. An evening student on probation may not take more than six hours. Evening students may not carry more than 12 hours per semester without permission of their advisor.

Attendance

Generally, when a student is absent for more than 10 percent of the total class meetings of a course, he or she is subject to a grade of F for excessive absences.

Seniors with a 2.0 cumulative index or better may be entitled to privileged attendance. This will be granted at the discretion of the individual instructor and such policy will be announced at the first class meeting.

Grade Points and Credit Hours

Scholastic achievement reflects the combined results of class work and examinations. It is computed according to the following percentage scale:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>90-100</td>
</tr>
<tr>
<td>B</td>
<td>80-90</td>
</tr>
<tr>
<td>C</td>
<td>70-79</td>
</tr>
<tr>
<td>D</td>
<td>60-69</td>
</tr>
<tr>
<td>F</td>
<td>below 60</td>
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</tbody>
</table>

Withdrawal from a Course

A student wishing to withdraw from a course must notify the Registrar’s Office and the Controller’s Office. The date of withdrawal is determined by the date on which the student informs both offices.

A student withdrawing from a course after the fifth week of the regular semester (first week in summer) must have written permission from the instructor. A grade of W will be given to a student withdrawing from a course before the second Monday after mid-semester grades are due (fourth week in summer).

Students withdrawing from a course after the automatic withdrawal grade period will be given a grade decided by the instructor.
If extenuating circumstances warrant a W grade after the automatic period, such a grade shall be recorded by the instructor and the Office of the Academic Dean on a special form provided by the Registrar’s Office.

**Course Repetition**

Students must repeat any required course which they have failed the next term it is offered.

Written approval of the department chairperson is required before a student can receive credit for a major field course completed with a D grade.

Under a special faculty ruling, students may not expect to receive a passing grade in any course in which they fail to maintain standards of good English in essays, examinations, and other written requirements.

**Report of Grades**

As soon after each term as all grades have been reported and recorded, students will receive a report of their grades. This report should be taken to each conference with their respective advisor.

**Scholastic Achievement**

Scholastic achievement is recorded by means of quality points. Points are assigned as follows for each credit hour completed:

<table>
<thead>
<tr>
<th>Grade Level</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grade A (90-100)</td>
<td>4.0 points</td>
</tr>
<tr>
<td>Grade B (80-89)</td>
<td>3.0 points</td>
</tr>
<tr>
<td>Grade C (70-79)</td>
<td>2.0 points</td>
</tr>
<tr>
<td>Grade D (60-69)</td>
<td>1.0 point</td>
</tr>
<tr>
<td>Grade F (below 60)</td>
<td>no quality points</td>
</tr>
</tbody>
</table>

The Quality Point Index, QPI, is obtained by dividing the total number of quality points by the total number of credit hours.

When a course is repeated and a higher grade is achieved, the previous grade is not included in the index provided the student has filed a ‘Repeat Course Form.’

**Honors**

Each semester a list of honor students is published by the Vice-President/Academic Dean. This honor list recognizes students' academic achievements and includes those students who have achieved a Quality Point Index of 3.0 or better and have carried the following number of credit hours:

- Day students — 12 or more credit hours.
- Evening students — 9 or more credit hours.

Election to the Duns Scotus Honor Society is made each year and is limited to juniors and seniors. Only those students are eligible who have attained high scholarship and have demonstrated their service to the ideals and activities of the College. Election entitles the student to wear the key of the Society which is conferred at a special convocation each year.

**Pass-Fail Courses**

Any student studying a foreign language on the 100 level (101-102; 103-104) may elect to take that course on a pass-fail basis.

Juniors and seniors, who are not on probation, may select one elective course each term to be recorded on their permanent record on a pass-fail basis. This privilege may be used for a maximum of four terms; only one elective course may be selected each term. Courses required in the core curriculum or major department may not be selected for pass-fail status.

The student must designate the course which he or she wishes to take pass-fail on a special form provided by the Registrar's Office no later than the end of the fourth week of the school term (second week of summer session). This privilege does not excuse students from required work of the particular class. Once the request is submitted, it may not be revoked.

**Withdrawal**

Students obliged to withdraw from the College should notify the Registrar’s Office for further instructions.

**Courses at Other Institutions**

The College does not grant permission to pursue courses at other institutions except when a required course is not being offered during the semester at St. Francis. When such permission is granted, the combined programs may not exceed 18 credit hours per semester.

Permission may be granted to attend the summer session at another institution provided that 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 under the following conditions only:

1. The student has not entered senior year.
2. The student has a Quality Point Index of 2.0.
3. Written approval for the required courses has been granted by the chairperson of the department concerned and the Office of the Academic Dean.
4. Official permission of the Office of the Academic Dean has been obtained before the end of the preceding semester.

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

The official bulletin boards, located at the main entrance to the Science Building, carry announcements of interest to the entire student body, to certain groups of students, or to individuals. These announcements, for example, may be changes in schedule, revisions of rules and regulations, or calls for students to appear at one of the administrative offices. Students are held responsible for reading these bulletin boards, and are obliged to acknowledge announcements pertaining to them within 24 hours after such announcements are posted.

Retention of Students

Retention statistics for the 507 full-time, first-time freshmen entering St. Francis College in Fall, 1977, show that 257 of them remained to complete their studies and received bachelor's degrees before Fall, 1983. Out of 133 transfer students entering St. Francis in Fall, 1977, 85 remained and received degrees before Fall, 1983.
Requirements for Degrees

Programs of Study

St. Francis College awards the following undergraduate bachelor degrees:

Bachelor of Arts (B.A.) with majors in:
- Communication Arts
- Economics
- English
- French
- History
- Philosophy
- Political Science
- Psychology
- Religious Studies
- Social Studies
- Sociology
- Spanish

Bachelor of Science (B.S.) with majors in:
- Accounting
- Accounting and Business Practice
- Aviation Administration
- Aviation Business Studies
- Biology
- Bio Medical Science (preparatory for New York College of Podiatric Medicine)
- Chemistry
- Health Care Management
- Health Science
- Health Services Administration
- Management
- Mathematics
- Medical Technology
- Physical Education
- Special Studies

The College awards the following associate degrees:
- Associate Applied Science (A.A.S.) in Business Administration and Criminal Justice
- Associate in Science (A.S.) in Electronic Data Processing

Teacher Training

Candidates for the B.A. degree in English, social studies, or Spanish and the B.S. degree in mathematics may elect Teacher Training for the Elementary School (N-6) or the Secondary School (7-12), or special education.

Candidates for the B.A. degree in French and the B.S. degree in accounting and business practice, biology, or chemistry may elect Teacher Training for the Secondary School (7-12).

Candidates for the B.S. degree in Physical Education are in the Teacher Training Program (K-12).

Requirements

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 2.0.

The graduation requirements of the college as published in the catalogue in effect at the time of the student's initial enrollment are those which must be met for the completion of a degree program.

Subsequent changes in degree requirements, as published in the catalogue or amended by the faculty, may be substituted at the option of the student.

Department chairpersons have authority to waive or provide substitute course work for departmental requirements. Only the Office of the Academic Dean has the authority to waive or provide substitute course work for core curriculum requirements. Students who withdraw and then re-enter are responsible for graduation requirements as published in the catalogue at the time of re-entrance.

Honors programs in the Arts, Business, and Science exist for students who have completed 18 months or more of active service in the Armed Forces of the United States. These credits may be granted up to 10 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 Office of 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.

Graduation Honors

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 3.8.

The degree of Magna Cum Laude will be conferred upon a candidate who has achieved a quality point index of 3.5 (3.6).*

The degree of Cum Laude will be conferred upon a candidate who has achieved a quality point index of 3.2 (3.4).*

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

*Effective as of June, 1986.

The Honors Program

The Honors Program at St. Francis College offers the gifted student an opportunity for course work which is interdisciplinary in nature, using predominantly primary sources, and on a level suited for the most gifted students in the institution. The students, in their Honors seminars, will have the opportunity to do distinguished research appropriate to the undergraduate level.

To qualify for the Honors Program the student must have and
maintain an index of 3.5. Qualifying students will be invited to join at the end of their freshman year. Students may also apply at the end of their sophomore year. In addition to invitations extended to qualified students, any student may apply for admission into the program, providing they meet the criteria established. A student’s continuance in the program shall be reviewed at the end of each academic year. Minimal requirement will be the maintaining of a 3.5 index plus satisfactory performance in Honors courses and projects.

The chief form of recognition for the graduate of the Honors Program shall be the Degree with notation of Honors, awarded at graduation. Transcripts shall also bear this designation, and special recognition shall be given at commencement exercises. The requirements for a degree with Honors shall include the following: (1) Participation in and completion of four one-semester Honors seminars (2) Participation in and attendance at one cultural activity or event each semester, as sponsored by the Honors Committee (3) Completion and acceptance of a thesis involving serious and original research. Normally the topic will be in the major field and will be chosen before the start of the Senior year. The topic will be approved by the Chairperson of the major department in consultation with the Honors Committee. There shall be two readers for the thesis — one from the major department and one from the Honors Committee.

The Honors Council, Dr. John K. Hayes, ex officio member, Assistant Dean Joseph Loutzenhiser, delegate of the Academic Dean, Dr. John Burke, Dr. Gerald Lango, Dr. Barbara Vigliani, Dr. Oue Glessner, Dr. Francis Greene, Director of the Honors Program.

Core Curriculum

The following courses must be completed by all students in baccalaureate degree programs with the exception of Aviation Business Studies Majors (p. 00); Special Studies Majors (p. 00); and Health Care Management Majors (p. 00):

<table>
<thead>
<tr>
<th>Core Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>English 101*</td>
<td>3</td>
</tr>
<tr>
<td>English Literature Core</td>
<td></td>
</tr>
<tr>
<td>Fine Arts 401</td>
<td>3</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 (courses to be taken in sequence)</td>
<td>9</td>
</tr>
<tr>
<td>three elective credits in Liberal Arts</td>
<td></td>
</tr>
<tr>
<td>History 201</td>
<td>3</td>
</tr>
<tr>
<td>Sociology 203</td>
<td>3</td>
</tr>
<tr>
<td>Religious Studies (Choose one course from: 101, 202, 205, 212, 234)</td>
<td>3</td>
</tr>
<tr>
<td>Total Core Credits</td>
<td>42</td>
</tr>
<tr>
<td>Total Degree Credits</td>
<td>126</td>
</tr>
</tbody>
</table>

*Students who achieve a superior score on the placement test or who meet other criteria established by the English Department may be exempt from the English 101 requirement and substitute another English course (exclusive of English 101). In satisfying the Core Curriculum, English 200-level literature courses are designed to meet the needs of the majority of students. Students with a superior background in English, however, may select from among the 300/400-level courses.

The three elective credits in Liberal Arts may not be selected from these areas: accounting, aviation, business law, business management, criminal justice, education, electronic data processing, health care, or physical education. Teacher training students are recommended to take conversational Spanish.

The philosophy sequence consists of one 100 course, one 200 course, and one 300 or 400 course.

In choosing the philosophy sequence, teacher training students are recommended to select PHI 114, 203, 403.

Health and Physical Education Requirement

All full-time day students must satisfy the health and physical education requirement of two credits. This can be met by taking HS 202 and PE 101. These credits are in addition to the 126 credits required for a degree.

Transfer students with fewer than 30 transfer credits must meet the two-credit requirement. Transfer students with more than 30 transfer credits and honorably discharged veterans who have served more than six months of active service in the Armed Forces of the United States must complete HS 202.

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

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 return to their regular physical education classes.

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 by the end of sophomore year. 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 chairperson of their respective department regarding a comprehensive examination and/or research project. The grade earned in the comprehensive examination or project shall be signed as follows: H — Honors — 90 percent or better; P — Pass — 70-89 percent. Students who merit a grade of H in the comprehensive examination may be exempt from final examination in all courses of their major field at the end of the senior year at the discretion of the department.

Senior Requirement

The final 30 credits for the degree must be earned at St. Francis College.

Application 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 paying fees, filing applications, submitting forms, and the like.
The College is divided into the following departments:

- Accounting and Business Law
- Aviation Administration and Business Studies
- Biology
- Chemistry and Physics
- Communication Arts
- Economics
- Education
- English
- Foreign Language and Fine Arts
- Health, Allied
- History, Political Science, and Social Studies
- Management
- Mathematics
- Philosophy
- Psychology
- Religious Studies
- Sociology and Criminal Justice

**Accounting and Business Law Department**

*(G. Hirtick, Chairperson; R. Flynn, J. Grossman, K. Larson, W. Yellin, and six adjuncts.)*

The department offers courses in accounting and business law and prepares the student for a career in public accounting, private accounting (corporate), or non-profit accounting (governmental agencies, foundations, and non-profit agencies, e.g., theater companies, dance companies, community groups, etc.). When the major in accounting is satisfactorily completed, the student may sit for the CPA Examination, since all New York State requirements are satisfied by St. Francis College's program.

**Major in Accounting**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core Curriculum Including Mathematics 109; 110. (See page 00)</td>
<td>42</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>History, Political Science or Economics - 2 courses</td>
<td>6</td>
</tr>
<tr>
<td>Management 201; 202; 217; 303; 308; 400</td>
<td>18</td>
</tr>
<tr>
<td>Mathematics 301</td>
<td>3</td>
</tr>
<tr>
<td>Accounting 101; 102; 201; 202; 303; 305; 401; 404; 405; 406</td>
<td>30</td>
</tr>
<tr>
<td>Electives</td>
<td>12</td>
</tr>
<tr>
<td>Total Credits Required</td>
<td>126</td>
</tr>
</tbody>
</table>

**Allied Health Department**

*(E. Glascock, Chairperson; G. Black, S. Bloomberg, C. Pionsky, and 15 adjuncts.)*

The department offers majors in Health Services Administration, Health Care Management, and Health Science for students who wish to enter the communiity health field or entry-level or middle-management jobs in health-related fields.

**Major in Health Care Management** - see Programs for Adults, pp. (34).

**Major in Health Services Administration**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core Curriculum including Mathematics 109; 110 (See page 24)</td>
<td>42</td>
</tr>
<tr>
<td>Accounting 101; 102</td>
<td>6</td>
</tr>
<tr>
<td>Economics 201; 202; 308; 309</td>
<td>12</td>
</tr>
<tr>
<td>Health Care 401; 403; 405; 406; 407; 431; 435</td>
<td>21</td>
</tr>
<tr>
<td>Health Care Electives</td>
<td>6</td>
</tr>
<tr>
<td>Health Science 503 (formerly HS 103)</td>
<td>3</td>
</tr>
<tr>
<td>Health Care/Health Science Electives</td>
<td>6</td>
</tr>
<tr>
<td>Management 201; 308; 310; 404</td>
<td>12</td>
</tr>
<tr>
<td>Mathematics 301</td>
<td>33</td>
</tr>
<tr>
<td>Electives</td>
<td>15</td>
</tr>
<tr>
<td>Total Credits Required</td>
<td>126</td>
</tr>
</tbody>
</table>

**Major in Health Science**

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

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core Curriculum including Chemistry 101-102 (See page 24)</td>
<td>44</td>
</tr>
<tr>
<td>Biology 103-004; 201</td>
<td>12</td>
</tr>
<tr>
<td>Economics 201</td>
<td>3</td>
</tr>
<tr>
<td>Health Care 403; 406</td>
<td>6</td>
</tr>
<tr>
<td>Health Science 101; 102; 204; 206; 207; 301; 302 304; 464; 501; 503 (formerly HS 103); 504</td>
<td>37</td>
</tr>
<tr>
<td>Management 217</td>
<td>3</td>
</tr>
<tr>
<td>Psychology 201</td>
<td>3</td>
</tr>
<tr>
<td>One course from: Psychology 203; 204; 314; 409 or Sociology 304A; 309; 314; 402</td>
<td>3</td>
</tr>
<tr>
<td>Electives</td>
<td>15</td>
</tr>
<tr>
<td>Total Credits Required</td>
<td>126</td>
</tr>
</tbody>
</table>

**Aviation Administration and Business Studies Department**

*(E. O'Hare, Chairperson and two adjuncts.)*

The Department offers a Bachelor of Science Degree in Aviation Administration and a Bachelor of Science Degree in Business Studies. The Bachelor of Science Degree in Aviation Administration is designed to prepare graduates to enter the aviation industry. The degree provides a background in both the Liberal Arts and Aviation Administration.

**Major in Aviation Administration**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core Curriculum including Mathematics 109; 110. (See page 24)</td>
<td>42</td>
</tr>
<tr>
<td>Accounting 101; 102</td>
<td>6</td>
</tr>
<tr>
<td>Aviation 201; 202; 310; 320; 410; 420; 430; 440</td>
<td>24</td>
</tr>
<tr>
<td>Business Law 201; 202</td>
<td>6</td>
</tr>
<tr>
<td>Economics 201; 202</td>
<td>6</td>
</tr>
<tr>
<td>Liberal Arts Electives</td>
<td>6</td>
</tr>
</tbody>
</table>
Management 201; 202; 217 .................................................. 9
Mathematics 301 ................................................................. 3
Political Science 404 ............................................................. 3
Psychology 313 ................................................................. 3
Aviation Technology Track* or
Business Specialty Track** .................................................. 18

Total Credits Required ...................................................... 126

*The Aviation Technology Track may be satisfied by completing
18 credit hours in one or a combination of these aviation fields:
Flight Training
Aviation Maintenance Training
Aeronautical/Aerospace Engineering
Air Traffic Control
Flight Operations and Dispatch

or

A minimum of 9 credit hours from above categories AND the
remaining credit hours in relevant co-op credits and independent
study.

**The Business Specialty Track may be satisfied by completing 18
credit hours in one specialty area:
Accounting and Finance
Economics
Electronic Data Processing
Management

or

A minimum of 9 credit hours in one of the above specialty areas
AND the remainder in relevant co-op credits and independent
study.

Biology Department

(J. Corigan, Chairperson; M. DiGaudio, one full-time instructor
and one adjunct.)

The department offers courses which prepare the biology major
to enter graduate school for the advanced degree in biology.
Students are also prepared to enter professional schools in
medicine, dentistry, veterinary medicine, optometry and podiatry.
The department has an accelerated Bio Medical Science program
in a cooperative effort with the New York College of Podiatric
Medicine. The department also has a medical technology
program. The department gives courses to liberal arts students
who desire to understand the nature of living organisms and their
place in the natural world.

Major in Biology

Core Curriculum including Mathematics 202; 203.
(See page 24) ........................................................................ 43
Chemistry 101-102; 301; 302; 304 ....................................... 22
Foreign Language* .............................................................. 9 or 12
Physics 101-102 ..................................................................... 8
Biology 103-104 303; 310; 503 ........................................... 17
Biology Electives (Must be selected from
200/300/400 level Biology courses) .................................. 16
Electives ........................................................................... 9 or 14

Total Credits Required ...................................................... 126

* 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.

Major in Bio Medical Science

Core Curriculum including Mathematics
202; 203. (See page 24) ...................................................... 43
Chemistry 101-102; 301; 302; 304 ....................................... 22
Physics 101-102 ..................................................................... 8
Biology 103-104; 301; 310 ................................................... 16
Electives ........................................................................... 2

* B10, 202, 402 and SC1 201 strongly recommended.
Cooperating Hospital Training (New York
College of Podiatric Medicine) ........................................ 35

Total Credits Required ...................................................... 126

The accelerated Bio Medical Science program enables highly
qualified students to complete a curriculum of science studies in
two years and make application to the New York College of
Podiatric Medicine (a four-year program). Normally this curriculum
is completed in eight years.

Major in Medical Technology

Core Curriculum including Mathematics 202;
301. (See page 24) .............................................................. 43
Chemistry 101-102; 301; 302; 304 ....................................... 22
Physics 101-102 ..................................................................... 8
Biology 103-104; 301; 406; 407 ........................................... 17
Science 201 .......................................................................... 4

94

Cooperating Hospital Training Year .................................... 32

Total Credits Required ...................................................... 126

Chemistry and Physics

(J. Burke, Chairperson; T. Quigley, J. Rollino, J. Schneider and
one adjunct.)

The department offers a major in chemistry.

Major in Chemistry

Core Curriculum including Mathematics 202;
203. (See page 24) .............................................................. 43
Chemistry 103-104 .............................................................. 8
Mathematics 401 ................................................................. 3
Physics 101-102 ................................................................. 8
Chemistry 101-102; 201; 301; 302; 303; 401-402;
404; and 300/400/500 level electives .............................. 40
Science 201 .......................................................................... 4
Electives ........................................................................... 20

Total Credits Required ...................................................... 126

Communication Arts

Department

(E. Setrakian, Chairperson; B. Vigliano, and six adjuncts.)

The department offers a major in Communication Arts.

Major in Communication Arts

Core Curriculum including English 222
(See page 24) ........................................................................ 42
English 104; 105 ..................................................................... 6
Psychology 201; 313 ............................................................. 6
Sociology 309 ........................................................................ 3
Speech 205; 308; 401 ........................................................... 9
Speech Electives .............................................................. 27
Electives ........................................................................... 33
Total Credits Required .................................................. 126

The five areas of concentration in The Communication Arts major are:
- Advertising
- Broadcasting
- Film
- Journalism
- Speech and Theatre

Criminal Justice (See page 33)

Economics Department

(J. Ford, Chairperson; M. Casey, M. Krogdahl, and five adjuncts.)

The department offers a unique course of study leading to a major in economics. Its curriculum is designed to provide flexibility in course offerings which is necessary for 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 or she 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.

<table>
<thead>
<tr>
<th>Major in Economics</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core Curriculum including Mathematics</td>
<td>42</td>
</tr>
<tr>
<td>A sequence of 6 or 12 credits in Accounting, Management, Foreign Language, Mathematics</td>
<td>12</td>
</tr>
<tr>
<td>History 101; 102</td>
<td>6</td>
</tr>
<tr>
<td>Mathematics 301</td>
<td>3</td>
</tr>
<tr>
<td>Political Science 204</td>
<td>3</td>
</tr>
<tr>
<td>Economics 201; 202; 306; 400; 408; 411; and 300/400 level electives</td>
<td>33</td>
</tr>
<tr>
<td>Electives</td>
<td>27</td>
</tr>
<tr>
<td>Total Credits Required</td>
<td>126</td>
</tr>
</tbody>
</table>

Education Department

(F. Curcio, Chairperson; B. Brehm, V. Healy, W. Merriman, and six adjuncts.)

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 Certificate of Qualification requirements for New York State Provisional Certification 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, or (c) Physical Education (K-12), or (d) Special Education.

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. Prior to being accepted into the Teacher Training Program, students must submit the results of a speech test to the chairperson of the Department of Education. A similar speech test is required before receiving a student-teaching assignment.

All programs for students in teacher education must be approved by the chairperson of the Education Department. Students must take the minimum number of semester hours in professional education, as indicated in each particular program.

The Education Department recommends those students who successfully complete the 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, except Buffalo.

Students entering the teaching training program may not be on probation, must maintain a 2.50 overall index, and a 3.00 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 adviser 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 threefold 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) Philosophic 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
   c) Physical Education (K-12)
3. Pedagogic Behavior
   a) Elementary Program:
      History and philosophy of education, curriculum, child psychology, special methods, public relations, supervised student teaching, tests and measurements
   b) Secondary Program:
      History and philosophy of education, principles and problems of secondary education, special methods, educational psychology, supervised student teaching, tests and measurements
   c) Physical Education:
      History and philosophy of education, educational psychology, tests and measurements, special methods, supervised student teaching
   d) Special Education Program:
      History and philosophy of special education, psychology of the exceptional child, health for the special person, movement experience and games of low organization in special education, movement perspectives for exceptional children, diagnosis and treatment of reading disabilities for special education, special methods of teaching arts and crafts to special children, tests and measurements in special education
4. Field Experience
   a) Observation, peer teaching, micro teaching, peer testing, micro testing, and tutoring.
### Social Studies Major

**Secondary School Teacher Training Curriculum**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core Curriculum (See page 24)</td>
<td>42</td>
</tr>
<tr>
<td>Economics 201; 202</td>
<td>6</td>
</tr>
<tr>
<td>Education 201; 301; 302; 401F; 402; 404</td>
<td>21</td>
</tr>
<tr>
<td>Foreign Language</td>
<td>12</td>
</tr>
<tr>
<td>History 101; 102; 305; 306; 307; 311; 401; 303 or 406</td>
<td>24</td>
</tr>
<tr>
<td>Mathematics or Science*</td>
<td>6</td>
</tr>
<tr>
<td>Political Science 204 and 300/400 level electives</td>
<td>6</td>
</tr>
<tr>
<td>Sociology 300/400 level electives</td>
<td>3</td>
</tr>
<tr>
<td>Electives (Geography 312 is recommended)</td>
<td>6</td>
</tr>
</tbody>
</table>

**Total Credits Required** ................................................................. 126

*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**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core Curriculum (See page 24)</td>
<td>42</td>
</tr>
<tr>
<td>Education 201; 301; 302; 401D; 402; 404</td>
<td>21</td>
</tr>
<tr>
<td>English 300/400 level 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>Spanish 308; 310; 402; 405; electives**</td>
<td>30</td>
</tr>
<tr>
<td>Minor Languages**</td>
<td>12</td>
</tr>
<tr>
<td>Electives</td>
<td>6</td>
</tr>
</tbody>
</table>

**Total Credits Required** ................................................................. 126

*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>
</tr>
</thead>
<tbody>
<tr>
<td>Core Curriculum including Mathematics 103; 104 (See page 24)</td>
<td>42</td>
</tr>
<tr>
<td>Education 201; 202; 312; 402; 404; 411A; 411G; 411H; 411I; 411E or 431; 411F; 411J; 411K; 434</td>
<td>39</td>
</tr>
<tr>
<td>English 199; 401J or 401K or 401M; 402A or 402B; 220 or 222 (formerly 122); 300/400 level electives</td>
<td>24</td>
</tr>
<tr>
<td>Psychology 203</td>
<td>3</td>
</tr>
<tr>
<td>Science 301 or 302 or 303 and B10 102</td>
<td>12</td>
</tr>
</tbody>
</table>

**Total Credits Required** ................................................................. 126

### Mathematics

**Elementary School Teacher Training Curriculum**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core Curriculum including Physics 101-102 (See page 24)</td>
<td>44</td>
</tr>
<tr>
<td>Education 201; 202; 312; 402; 404; 411A; 411G; 411H; 411I; 411E or 431; 411F; 411J; 411K; 434</td>
<td>39</td>
</tr>
<tr>
<td>Mathematics 202; 203; 301; 304; 305; 401; 415; 300/400 level electives</td>
<td>32</td>
</tr>
<tr>
<td>Psychology 203</td>
<td>3</td>
</tr>
<tr>
<td>Science 301 or 302 or 303 and B10 102</td>
<td>6</td>
</tr>
<tr>
<td>Electives</td>
<td>2</td>
</tr>
</tbody>
</table>

**Total Credits Required** ................................................................. 126

### Physical Education (K-12) Curriculum

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core Curriculum including Biology 003-004 (See page 24)</td>
<td>44</td>
</tr>
<tr>
<td>Chemistry 003-004 or 101-102*</td>
<td>8</td>
</tr>
<tr>
<td>Health Science 101</td>
<td>3</td>
</tr>
<tr>
<td>Psychology 201; 203</td>
<td>6</td>
</tr>
<tr>
<td>Education 201; 302; 402; 501; 601; 404</td>
<td>18</td>
</tr>
<tr>
<td>Physical Education (four skills from I to X); 103; 105; 205; 208; 209; 211; 301; 302; 304; 305; 308; 402; 403; 450</td>
<td>38</td>
</tr>
<tr>
<td>Electives</td>
<td>9</td>
</tr>
</tbody>
</table>

**Total Credits Required** ................................................................. 126

*Students planning to pursue graduate work in physical therapy, physiology of exercise, or other science-related graduate programs are recommended to take chemistry 101-102 (see the chairperson).
English Major

Special Education Teacher Training Curriculum

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core Curriculum including Science (Bio 005-006)</td>
<td>42</td>
</tr>
<tr>
<td>Education 411A; 411S; Psychology 203; Science 303</td>
<td>12</td>
</tr>
<tr>
<td>English 199, 222 or 220; 401J or 401K or 401M; 402A or 402B; 300/400 electives</td>
<td>30</td>
</tr>
<tr>
<td>Mathematics</td>
<td>6</td>
</tr>
<tr>
<td>Special Education 101; 201; 202; 301; 302; 401; 402; 403; 404</td>
<td>30</td>
</tr>
<tr>
<td>Liberal Arts Electives</td>
<td>5</td>
</tr>
<tr>
<td><strong>Total Credits Required</strong></td>
<td><strong>126</strong></td>
</tr>
</tbody>
</table>

Mathematics Major

Special Education Teacher Training Curriculum

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core Curriculum including Science (Bio 005-006)</td>
<td>42</td>
</tr>
<tr>
<td>Education 411A; 411S; Psychology 203; Science 303</td>
<td>12</td>
</tr>
<tr>
<td>Mathematics* 202; 203; 301; 304; 401; 415; 300/400 electives</td>
<td>31</td>
</tr>
<tr>
<td>Physics 101-102</td>
<td>8</td>
</tr>
<tr>
<td>Special Education 101; 201; 202; 301; 302; 401; 402; 403; 404</td>
<td>30</td>
</tr>
<tr>
<td>Electives</td>
<td>3</td>
</tr>
<tr>
<td><strong>Total Credits Required</strong></td>
<td><strong>126</strong></td>
</tr>
</tbody>
</table>

Social Studies Major

Special Education Teacher Training Curriculum

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core Curriculum including Science (Bio 005-006)</td>
<td>42</td>
</tr>
<tr>
<td>Education 411A; 411S; Psychology 203; Science 303</td>
<td>12</td>
</tr>
<tr>
<td>Mathematics</td>
<td>6</td>
</tr>
<tr>
<td>History 101; 102; 307 or 311; 401; 402; 406 or 303</td>
<td>18</td>
</tr>
<tr>
<td>Economics 201; 202</td>
<td>6</td>
</tr>
<tr>
<td>Political Science 204</td>
<td>3</td>
</tr>
<tr>
<td>Sociology 301</td>
<td>3</td>
</tr>
<tr>
<td>Special Education 101; 201; 202; 301; 302; 401; 402; 403; 404</td>
<td>30</td>
</tr>
<tr>
<td>Liberal Arts Electives</td>
<td>5</td>
</tr>
<tr>
<td><strong>Total Credits Required</strong></td>
<td><strong>126</strong></td>
</tr>
</tbody>
</table>

*Placement in the proper course is determined by a test.

Spanish Major

Special Education Teacher Training Curriculum

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core Curriculum including Science (Bio 005-006)</td>
<td>42</td>
</tr>
<tr>
<td>Education 411A; 411S; Psychology 203; Science 303</td>
<td>12</td>
</tr>
<tr>
<td>History 306; 307</td>
<td>6</td>
</tr>
<tr>
<td>Mathematics</td>
<td>6</td>
</tr>
<tr>
<td>Spanish* 201; 202; 303; 310; 402; 405; 300/400 electives</td>
<td>30</td>
</tr>
<tr>
<td>Special Education 101; 201; 202; 301; 302; 401; 402; 403; 404</td>
<td>30</td>
</tr>
<tr>
<td><strong>Total Credits Required</strong></td>
<td><strong>126</strong></td>
</tr>
</tbody>
</table>

*Placement in the starting course is determined by the Foreign Language Department.

English Department

R. Fox, Chairperson; G. Bush, F. Caricato, A. Gill, G. Turbee, R. Wall, and four adjuncts.

The department offers a major in English.

Major in English

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core Curriculum (See page 24)</td>
<td>42</td>
</tr>
<tr>
<td>English 402A or 402B; 450</td>
<td>6</td>
</tr>
<tr>
<td>English 300/400 level electives</td>
<td>12</td>
</tr>
<tr>
<td>Electives</td>
<td>66</td>
</tr>
<tr>
<td><strong>Total Credits Required</strong></td>
<td><strong>126</strong></td>
</tr>
</tbody>
</table>

Those students who plan to pursue graduate studies in English are advised to take English 199, a second course in Shakespeare, six additional credits in English electives and 12 credits in French or German.

Foreign Language and Fine Arts Department

F. Greene, Chairperson; M. de Ori, E. Garcia, P. Juszczak, S. Rutar, and three adjuncts.

The department offers majors in French and Spanish. Courses are offered in French, Spanish, German, and Fine Arts.

Major in French

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core Curriculum (See page 24)</td>
<td>42</td>
</tr>
<tr>
<td>French*</td>
<td>30</td>
</tr>
<tr>
<td>Minor Language* (Must be taken at St. Francis)</td>
<td>12</td>
</tr>
<tr>
<td>Electives</td>
<td>42</td>
</tr>
<tr>
<td><strong>Total Credits Required</strong></td>
<td><strong>126</strong></td>
</tr>
</tbody>
</table>

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

Major in Spanish

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core Curriculum (See page 24)</td>
<td>42</td>
</tr>
<tr>
<td>Spanish*</td>
<td>30</td>
</tr>
<tr>
<td>Minor Language* (Must be taken at St. Francis)</td>
<td>12</td>
</tr>
<tr>
<td>Electives</td>
<td>42</td>
</tr>
<tr>
<td><strong>Total Credits Required</strong></td>
<td><strong>126</strong></td>
</tr>
</tbody>
</table>

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

History, Political Science and Social Studies Department

A. Hughes, Chairperson; H. Cuddy, H. Dembkowski, A. Doska, D. Kennelly, F. Sorrentino, and 10 adjuncts.

The department offers majors in history, political science, and social 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.

**Major in History**  
**Credits**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core Curriculum (See page 24)</td>
<td>42</td>
</tr>
<tr>
<td>Economics 201; 202</td>
<td>6</td>
</tr>
<tr>
<td>Any combination of Foreign Language; Mathematics 301; Sociology 406; Management 217; 230; 235; Science 201</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 level electives</td>
<td>3</td>
</tr>
<tr>
<td>History 202 or 301; 312 or 403 or 404; 400; 401; 402; 300/400 level electives</td>
<td>30</td>
</tr>
<tr>
<td>Electives</td>
<td>28</td>
</tr>
</tbody>
</table>

**Total Credits Required**                       **126**

*If mathematics is used to satisfy the Core Curriculum requirement, then science must be selected or vice versa.

**Major in Political Science**  
**Credits**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core Curriculum (See page 24)</td>
<td>42</td>
</tr>
<tr>
<td>Economics 201; 202</td>
<td>6</td>
</tr>
<tr>
<td>Any combination of Foreign Language; Mathematics 301; Sociology 406; Management 217; 230; 235; Science 201</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 level elective</td>
<td>3</td>
</tr>
<tr>
<td>Political Science 202; 204; 301; 400; 300/400 level electives</td>
<td>24</td>
</tr>
<tr>
<td>Electives</td>
<td>18</td>
</tr>
</tbody>
</table>

**Total Credits Required**                       **126**

*If mathematics is used to satisfy the Core Curriculum requirement, then science must be selected or vice versa.

**Major in Social Studies**  
**Credits**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core Curriculum (See page 24)</td>
<td>42</td>
</tr>
<tr>
<td>Economics 201; 202</td>
<td>6</td>
</tr>
<tr>
<td>History 101; 102; 300/400 level 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 level 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>

**Total Credits Required**                       **126**

*Economics, history, political science and sociology courses may be selected with the approval of the adviser.

**Major in Management**  
**Credits**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core Curriculum including Mathematics 109, 110</td>
<td>42</td>
</tr>
<tr>
<td>(See page 24)</td>
<td></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>History, Political Science or Economics — 2 courses</td>
<td>6</td>
</tr>
<tr>
<td>Management 201; 202; 217; 301; 302; 303; 308; 310; 400; 403 or 408; 404</td>
<td>33</td>
</tr>
<tr>
<td>Mathematics 301</td>
<td>3</td>
</tr>
<tr>
<td>Political Science 404</td>
<td>3</td>
</tr>
<tr>
<td>Electives</td>
<td>18</td>
</tr>
</tbody>
</table>

**Total Credits Required**                       **126**

**Mathematics Department**

(R. Guaraldo, Chairperson; J. Andres, J. Lazzara, J. Tremmel and four adjuncts.)

The department offers a major in mathematics. The program provides a sound foundation for study at the graduate level in mathematics and/or computer science. In addition, many of the offerings are essential for careers in industrial and actuarial mathematics.

**Major in Mathematics**  
**Credits**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core Curriculum including 8 credits in Physics (See page 24)</td>
<td>44</td>
</tr>
<tr>
<td>Foreign Language*</td>
<td>6</td>
</tr>
<tr>
<td>Mathematics 202; 203; 304; 401; 403; 404; 409; 412; 415; 300/400 level electives (excluding Mathematics 301)</td>
<td>40</td>
</tr>
<tr>
<td>Science 201</td>
<td>4</td>
</tr>
<tr>
<td>Electives</td>
<td>32</td>
</tr>
</tbody>
</table>

**Total Credits Required**                       **126**

*Two courses in the same language.

**Philosophy Department**

(F. Slade, Chairperson; J. Carpino, G. Galgan, N. Langiulli, and four adjuncts.)

Nine credits in philosophy are part of the Core Curriculum. The purpose of these required courses in philosophy is to make available to students conceptual instruments and sources with which to effect for themselves the structuring of their intellectual experience. Only insofar as the individual student achieves this has the College succeeded in retaining its primary aim as a liberal arts college. The core requirement in philosophy consists of the following courses taken in sequence: one 100-level course; one 200-level course, and one 300- or 400-level course.

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 other disciplines. The department encourages its students to acquaint themselves with as many areas of knowledge and methods of inquiry as possible.
### Major in Philosophy

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core Curriculum (See page 24)</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 326; 327; 403; 404; 431; 432; 441; 442**</td>
<td>24</td>
</tr>
<tr>
<td>Philosophy Elective</td>
<td>3</td>
</tr>
<tr>
<td>Electives</td>
<td>33</td>
</tr>
</tbody>
</table>

**Total Credits Required: 126**

*If mathematics is used to satisfy the Core Curriculum requirement, then science must be selected or vice versa.*

**These courses are in addition to the Core requirements.

### Psychology Department

(U. Gielen, Chairperson; S. Anolik, R. Guarcello, D. Mourer, and three adjuncts.)

The department offers a major in psychology.

### Major in Psychology

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core Curriculum (See page 24)</td>
<td>42</td>
</tr>
<tr>
<td>Foreign Language</td>
<td>6</td>
</tr>
<tr>
<td>Mathematics or Science*</td>
<td>6</td>
</tr>
<tr>
<td>Psychology 201; 202; 203; 302; 401; 420</td>
<td>22</td>
</tr>
<tr>
<td>Psychology Electives (choose two from each group)</td>
<td>7-8</td>
</tr>
<tr>
<td>205; 206; 207</td>
<td></td>
</tr>
<tr>
<td>307; 312; 409; 411</td>
<td>6</td>
</tr>
<tr>
<td>Psychology Elective</td>
<td>3</td>
</tr>
<tr>
<td>Electives</td>
<td>33.54</td>
</tr>
</tbody>
</table>

**Total Credits Required: 126**

*If mathematics is used to satisfy the Core Curriculum requirement, then science must be selected or vice versa.*

### Religious Studies Department

(G. Largo, Chairperson; C. Waldrop, and one adjunct.)

The department offers a major in religious studies. Within the framework of liberal arts, religious studies majors are given a foundation for graduate study in religion, theology, and religious education, as well as for careers in related fields such as law, social work, religious education and journalism; service to church communities, and the like. Students are encouraged to draw upon the broad spectrum of course offerings from other disciplines to broaden their base of knowledge.

### Major in Religious Studies

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core Curriculum (See page 24)</td>
<td>42</td>
</tr>
<tr>
<td>History 101 or 301; 102 or 312</td>
<td>5</td>
</tr>
<tr>
<td>Psychology 201</td>
<td>3</td>
</tr>
<tr>
<td>Sociology 407</td>
<td>3</td>
</tr>
<tr>
<td>Religion 202; 203; 303; 402</td>
<td>12</td>
</tr>
<tr>
<td>Religion Electives</td>
<td>18</td>
</tr>
<tr>
<td>Electives*</td>
<td>42</td>
</tr>
</tbody>
</table>

**Total Credits Required: 126**

*Students planning to pursue graduate study in religious studies are advised to take 12 credits in foreign language.*

### Sociology Department

(E. O'Hern, Chairperson; F. Tawab, and three adjuncts.)

The department offers a major in sociology.

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core Curriculum (See page 24)</td>
<td>42</td>
</tr>
<tr>
<td>Economics 201 or 202; 308</td>
<td>6</td>
</tr>
<tr>
<td>Foreign Language or two courses in Electronic</td>
<td></td>
</tr>
<tr>
<td>Data Processing</td>
<td>6</td>
</tr>
<tr>
<td>Mathematics or Science*</td>
<td>6</td>
</tr>
<tr>
<td>Political Science 304 or 306, or</td>
<td></td>
</tr>
<tr>
<td>Sociology 315</td>
<td>3</td>
</tr>
<tr>
<td>Psychology 201; 312</td>
<td>6</td>
</tr>
<tr>
<td>Sociology 311; 400; 404; 406</td>
<td>15</td>
</tr>
<tr>
<td>Sociology Electives 300/400 level</td>
<td>9</td>
</tr>
<tr>
<td>Sociology Electives (choose one sequence)</td>
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</tr>
<tr>
<td>303A-303B; 304A-304B; 308A-308B</td>
<td>6</td>
</tr>
<tr>
<td>Electives</td>
<td>27</td>
</tr>
</tbody>
</table>

**Total Credits Required: 126**

*If mathematics is used to satisfy the Core Curriculum requirement, then science must be selected or vice versa.*

### Preparation for Professional Study

#### Pre-Medical and Pre-Dental

The requirement for admission to the study of dentistry or medicine includes approved courses in English, general chemistry, organic chemistry, physics, and biology or zoology.

Students should carefully note that the above are only minimal and that professional schools very rarely accept applicants who have only minimal preparation. The trend for admission to these schools is toward the completion of a four-year undergraduate course and students who contemplate studying medicine, dentistry, or podiatry are strongly urged to obtain the degree.

Any student planning to enter a professional college should consult the catalogue of the college of his or her choice during freshman year.

Any 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. Exact dates of such meetings will be posted. Recommendations may be obtained at these times only. Students are advised to take the required admission examination in the spring of their junior year.

#### Pre-Law

Law schools do not prescribe a definite pre-law curriculum for prospective students. Therefore, students will have to make their own selection of courses in undergraduate school which will assist them in achieving their goal. In choosing both courses and/or a major field of study, students should remember that law schools consistently indicate that they want applicants and students who can think logically and express themselves clearly and cogently both orally and in written form.

The Law School Admissions Test is required of all applicants by most law schools. This examination is administered by the Educational Testing Service, Princeton, N.J. It is suggested that students interested in studying law seek an interview with Pre-Legal
Advisers, Dr. Arthur Hughes or Dr. Frank Sorrentino in the History, Political Science and Social Studies Department. Law school material and catalogues may be found in that department's office.

Pre-Podiatry

St. Francis College and the New York College of Podiatric Medicine offer an accelerated B.S. Medical program.

The six-year program will allow students to earn a B.S. degree in B.S. Medical Science from St. Francis and a D.P.M. degree from the New York College of Podiatric Medicine in Manhattan.

Podiatry is the medical specialty which is concerned with the examination, diagnosis, prevention and treatment of conditions and functions of the foot.

During their first two years of study at St. Francis, students will complete liberal arts requirements and a concentration of courses in biology, chemistry and mathematics. In four years at the New York College of Podiatric Medicine they will complete a sequence of advanced study in the biological, physical and behavioral sciences. At both the college clinic and cooperating hospitals they will receive extensive clinical experience and gradually assume responsibility for the care of patients with faculty supervision.

Transfer students and students with advanced earned credit standing will be accepted into the program.

Affiliated Institutions

Acceptance into a degree program at St. Francis affiliated with another college, hospital or institution does not guarantee placement in the affiliated institution.

Specifically, acceptance into the B.S. in Medical Technology program does not guarantee placement in the hospital School of Medical Technology. Placement in a hospital for the fourth (clinical) year is highly competitive since only a limited number of spots exist in the hospitals. A student's completion of the entire program leading to the B.S. will depend upon the admission to and completion of the clinical year at the hospital. Admission to the hospital is influenced strongly by the student's academic performance.

Similarly, acceptance into the B.S. program in B.S. Medical Science at St. Francis does not guarantee placement in the Doctor of Podiatric Medicine program at the New York College of Podiatric Medicine.
Men and women of all ages are encouraged to become students at St. Francis College. The various programs of the college are open to mature students who wish to study full-time, part-time, days or evenings.

Some degree programs have been especially designed with the adult student in mind. These are the Bachelor of Science in Special Studies, the Bachelor of Science in Health Care Management, Bachelor of Science in Aviation Business Studies, the Associate in Applied Science in Business Administration or Criminal Justice, and the Associate in Science in Electronic Data Processing.

Other career advancement degree programs are scheduled for the convenience of those with work and home responsibilities. These are the Bachelor of Science in Accounting, the Bachelor of Science in Management, the Bachelor of Arts in Communication Arts, the Bachelor of Arts in Economics and the Bachelor of Arts in Social Studies. The Departmental Organization section describes requirements for these programs.

Complete information can be obtained through the office of Admissions. Interested persons should call 522-2300, ext. 200 for an appointment with a representative of the Admissions Office.

General Degree Requirements

All degree programs include a liberal arts core, requirements for the major, and elective courses. Baccalaureate degrees and associate degrees require satisfactory completion of 126 academic credits and 63 academic credits, respectively.

The candidate for a degree must complete all curriculum requirements and have a cumulative index of at least 2.0. The final 30 credits for a degree must be earned at St. Francis College.

Bachelor of Science in Aviation Business Studies

This program is for students who have already achieved an aviation technology skill or are willing and able to work toward one while earning their College degree. Students have the flexibility to learn about the theoretical and managerial aspects of aviation, while at the same time becoming broadly educated undergraduate business students.

Liberal Arts Electives .................................................. 42

Major Requirements

a.) Aviation
   AV 310, 320, 410, 420, 430, 440 .................................. 18

b.) Aviation Electives
   Aviation Technology Training, Co-op, and Independent Study .................................................. 15
c.) Management
   MGT 217; BL 201 .................................................. 6
d.) Business related Liberal Arts
   PSC 404; PSY 313; MAT 301 ........................................ 9

Other Electives .................................................. 15

Total Credits Required .................................................. 126

Bachelor of Science in Special Studies

The Bachelor of Science in Special Studies degree is designed for the student seeking a flexible program of study tailored to individual needs. Students who are planning a career change or who are seeking to enhance previously acquired skills with academic attainment will find the opportunity to "tailor make" a curriculum especially beneficial.

At least half of the total 126 credits must be in the liberal arts and sciences. This requirement can be met through transfer credit, credit for Experiential Learning, or through study at St. Francis. Each student develops, with the help of an educational advisor, an individualized interdisciplinary program of at least 36 credits drawn from two or more academic departments with no more than 18 credits in any one department.

Candidates for admission should submit approximately two years, or 60 academic credits, of postsecondary education. Transfer credits will be awarded in accordance with college policy as approved by the faculty.

Students who have substantial experience through professional, community and personal endeavors may apply for credits through the Experiential Learning program.

Requirements for Bachelor of Science in Special Studies

<table>
<thead>
<tr>
<th>Requirements for Bachelor of Science in Aviation Business Studies</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core Curriculum</td>
<td></td>
</tr>
<tr>
<td>English .......................................................................</td>
<td>3</td>
</tr>
<tr>
<td>Fine Arts ......................................................................</td>
<td>3</td>
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<tr>
<td>History 201 ....................................................................</td>
<td>3</td>
</tr>
<tr>
<td>Philosophy .....................................................................</td>
<td>3</td>
</tr>
<tr>
<td>Science or Mathematics ................................................</td>
<td>3</td>
</tr>
<tr>
<td>Speech 203 .....................................................................</td>
<td>3</td>
</tr>
<tr>
<td>Sociology 203 ..................................................................</td>
<td>3</td>
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<td>Total Core Curriculum Credits* .....................................</td>
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<tr>
<td>Liberal Arts Electives** .............................................</td>
<td></td>
</tr>
<tr>
<td>Concentrations** (two or more academic areas) ....................</td>
<td>36</td>
</tr>
<tr>
<td>Other Electives** ......................................................</td>
<td>27</td>
</tr>
<tr>
<td>Total Credits Required ................................................</td>
<td>126</td>
</tr>
</tbody>
</table>
Bachelor of Science in Health Care Management

This program provides an opportunity for individuals already employed in the health care field to obtain knowledge and skills which will prepare them to enter middle management positions in health care facilities.

Enrollment in the program is intended for those who have had two years of post-secondary training and three years of professional experience in the field. The program has been planned to allow flexibility; 60 percent of the program is elective (except that 42 semester hours must be in the liberal arts) so that a sequence of supporting courses can be developed to meet the needs of the individual student.

The program allows the student to receive transfer credit for courses completed at other accredited institutions.

Many applicants have had learning experiences acquired outside academic life which merit Experiential Learning credit. The Bachelor of Science in Health Care Management program allows qualified individuals to apply for this evaluation.

Requirements for Bachelor of Science in Health Care Management

<table>
<thead>
<tr>
<th>Core Curriculum</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>English</td>
<td>3</td>
</tr>
<tr>
<td>Fine Arts</td>
<td>3</td>
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<tr>
<td>History 201</td>
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<td>Philosophy</td>
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<td>Science or Mathematics</td>
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<tr>
<td>Speech 203</td>
<td>3</td>
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<td>Sociology 203</td>
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<td>Total Core Curriculum Credits</td>
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</tr>
<tr>
<td>Health Care 401, 403, 404, 405, 407, 436 and 438</td>
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<tr>
<td>Health Care or Health Science Electives</td>
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<tr>
<td>Liberal Arts Electives</td>
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<tr>
<td>Free Electives</td>
<td>33</td>
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<tr>
<td>Total Credits Required</td>
<td>126</td>
</tr>
</tbody>
</table>

A.A.S. Business Administration

Associate of Applied Science Degree in Business Administration

Core Curriculum including
- Mathematics 109 and 301 (See page 24) .................................................. 30
- Accounting 101; 102 .............................................................................. 6
- Business Law 201; 202 ......................................................................... 6
- Management 201; 202; 217; 301; 303 ....................................................... 15
- Economics 201; 202 .............................................................................. 6

Total Credits Required ........................................................................... 63

A.S. Electronic Data Processing

Associate of Science Degree in Electronic Data Processing

Core Curriculum including
- Mathematics 109; 301 (See page 24) ...................................................... 30
- Accounting 101; 102 .............................................................................. 6
- Economics 201 ...................................................................................... 3
- Management 201; 202; 217; 230; 235; 240; 250; 255 .......................... 24

Total Credits Required ........................................................................... 63

A.A.S. Criminal Justice

Associate of Applied Science Degree in Criminal Justice

Core Curriculum (See page 24) .................................................................. 30
- Criminal Justice 101; 200; 201 ................................................................ 9
- Criminal Justice Electives ..................................................................... 6
- Political Science 304 or 305 ................................................................ 3
- Psychology 201; 312 ............................................................................ 6
- Sociology 301 ...................................................................................... 3
- Electives .............................................................................................. 6

Total Credits Required ........................................................................... 63

Health Care Management Certificate Program

Health Care 401; 403; 404; 405; 407; 436; 438 ......................................... 21
Health Science or Health Care Electives .................................................. 9

Total Credits Required ........................................................................... 30

The Allied Health Department offers a Bachelor of Science degree in Health Care Management, as well as a certificate program in Health Care Management. These offerings are separate entities and may not be taken on a simultaneous basis.

Extension Sites

St. Francis offers courses off-campus at extension sites.

A principal site is at the Federal Aviation Administration Building at J.F. Kennedy Airport, Jamaica, New York. Courses offered there are for Federal Aviation Administration employees. For further
information, please consult the Office of Admissions or the Aviation Administration Program Chairperson.

**Class Schedules**

Courses are scheduled early in the morning, during lunch hour, evenings and on Saturday for the convenience of students with work and home responsibilities.

**Financial Aid**

Many adult students are eligible for the financial aid programs described on page 14, and are encouraged to consult advisers in the Office of Financial Aid. This office is open Monday and Thursday from 9 a.m. to 6:15 p.m., and Tuesday, Wednesday and Friday from 9 a.m. to 5 p.m.

**Advisement and Registration**

Educational advisers are available by appointment during school sessions, Monday through Thursday between 9 a.m. and 7 p.m. Special registration hours are arranged for adult students.

**Admissions Process**

Adults can attend classes by completing a temporary application. To pursue a degree, candidates must file an official application with the Admissions Office and submit official transcripts.

Interested adults are encouraged to make an appointment through the Office of Admissions for complete information and educational advisement.

**Program Options**

**Career Concentrations**

These clusters of sequenced courses are designed for men and women seeking up-to-date skills in a specialty area for career advancement or change.

Career concentrations are available to degree candidates and can be applied toward the departmental major or used as undergraduate transfer credit.

For non-degree students (persons not currently interested in a baccalaureate degree) an official college transcript will be maintained.

Candidates for these options should possess a high school diploma and are required to maintain at least a C average.

**Concentrations in Marketing, Finance, Human Resources**

For more information on these concentrations, refer to the Management Department description on page 31.

**Concentration In Corporate Accounting**

- 21 undergraduate credits (7 courses)
  - Elementary Accounting I, II
  - Cost Accounting
  - Taxation I, II
  - Business Law I, II

**Concentration In Electronic Data Processing**

- 18 undergraduate credits (6 courses)
  - Introduction to Electronic Data Processing
  - Basic Cobol
  - Advanced Cobol
  - Report Program Generator Programming
  - Systems Analysis I
  - Systems Analysis II

**Concentration In Communication Arts**

- 18 undergraduate credits (6 courses)
  - Mass Communications
  - Broadcast Communications
  - Play Production
  - Documentary Film Making
  - History of Film
  - Studies in Film

**Concentration In City Issues**

- 15 undergraduate credits (5 courses)
  - Principles of Sociology
  - Social Problems
  - Urban Community
  - Urban Planning
  - Sociology Elective

**Individual Courses for Personal or Professional Growth**

Non-degree students are invited to choose from 500 credit courses offered through the 17 departments of the College.

**Experiential Learning**

St. Francis College grants credit for learning acquired outside the classroom through its Experiential Learning assessment program. This program is available to all students pursuing a bachelor’s degree.

Students must submit a portfolio in order for their prior learning to be assessed. They will petition for a specific number of credits in academic areas in which they are presenting prior learning experience.

Prior to portfolio submission, students must complete the one-credit course, "Preparation of a Portfolio," at the College.

Further information about this program may be obtained from the Office of the Academic Dean.
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.

The number of semester credits to be earned in a course is indicated by the number following the course title.

Courses that have insufficient registration or lack an instructor will be cancelled.

ACC 101, 102 Elementary Accounting I, II 3,3
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 101 is prerequisite to ACC 102.
ACC 101 and ACC 102 are offered every semester.

ACC 150 Financial Accounting (for non-business majors) 3
An introduction to accounting as the universal language of business. A study of the postulates and concepts underlying the preparation of basic corporate financial statements. Preparation of such statements will be considered; analysis and interpretation of the statements will be strongly emphasized.
Offered every Spring.

ACC 201, 202 Intermediate Accounting I, II 3,3
An in-depth analysis of accounting theory and financial reporting. Course emphasizes asset and liability valuation and corresponding measurement of revenues and expenses. Specific topics in ACC 201 include: Adjustments, classified financial statements, and analysis of current assets (i.e., cash, receivables, and inventories) and current liabilities. Accounting for the acquisition, depreciation, exchange, and disposition of fixed assets is also included in this course. Specific topics in ACC 202 include: Intangible assets, long-term liabilities and investments, stockholders' equity transactions, earnings per share, accounting changes and error analysis, statement of changes in financial position, and interperiod tax allocation. Courses combine mixture of theory and problems. ACC 102 is prerequisite to ACC 201, and ACC 201 is prerequisite to ACC 202.
ACC 201 offered every Fall. ACC 202 offered every Spring.

ACC 303 Cost Accounting 3
Managerial use of cost data for routine planning and control, and for long-range planning; product costing using job order, process, and standard costs.
Prerequisite: ACC 102 or ACC 150.
Offered every Fall.

ACC 305 Auditing 3
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.
Prerequisite: ACC 201, MAT 301, or special permission from Instructor.
Offered every Spring.

ACC 400 Accounting Internship Program 1
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 chairperson.
Offered every Fall.

ACC 401 Advanced Accounting Problems 3
An in-depth analysis of accounting theory and financial reporting. Course coverage includes partnerships, installment sales, consignments, and consolidations.
Prerequisite: ACC 202. Offered every Fall.

ACC 404 Advanced Accounting Theory 3
Analysis of concepts of income, inflation accounting, leases, pensions, and generally accepted accounting principles. Readings in current literature and review of recent professional pronouncements.
Prerequisite: ACC 401. Offered every Spring.

ACC 405, 406 Taxation I, II 6
A study of the basic principles of federal income taxation as applied to individuals, partnerships, and corporations; social security, gift, and estate taxes.
ACC 102 or 150 is prerequisite to ACC 405; ACC 405 is prerequisite to ACC 406.
ACC 405 offered every Fall; ACC 406 offered every Spring.

ACC 408 New York State and City Taxation 2
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.
Prerequisite: ACC 405. Offered every Spring.

ACC 409 Internal Auditing 3
This course provides the tools and techniques needed to enter the corporate internal audit department. Included are the standards and components of internal auditing, report writing, computer control and audit, operational auditing, and highlights the differences between external and internal auditing.
Prerequisite: ACC 102; or ACC 150; MGT 201. Offered every Fall.

The following courses may be offered either on the main campus or at the off-campus site at JFK Airport.

AV 201 Introduction to Air Transportation 3
The history of aviation focusing on the events which led to the
development of today's air transportation system. An analysis of aviation's impact on economic and sociological affairs, both nationally and internationally. A survey of the components of the aviation business community including air carriers, manufacturers, private aircraft operators, government agencies, and trade associations.

Offered every Fall and Spring semester.

AV 202 Aviation Operations 3
Describes the conduct of professional flight operations including those of air carriers, corporations, F.B.O.S., and the military. Introduces aircraft types, air routes, personnel, information systems, regulations, and safety.
Offered every Spring semester.

AV 203 Aviation Meteorology 3
Emphasis on interpretation of meteorological phenomena which affect aircraft flight; basic concepts of aviation Meteorology; temperature, pressure, moisture, stability, clouds, air masses, fronts, thunderstorms, icing, fog, analysis and use of weather data for flight planning and safe flying; interpretation of weather maps, reports and forecasts.
Offered every Spring semester.

AV 204 Flight Service Station 4
Emphasis on flight planning, weather briefing techniques and procedures, use of Navadl monitors and radio direction-finding equipment, processing notices to airmen, flight following and flight plane handling, in-flight service, enroute flight advisory service, airport advisory service, customs and immigration service. 3 classroom hours — 1 laboratory.
Offered In Fall 1984.

AV 210 Astronautics 3
Introduces spacecraft systems from propulsion to electronic and life support. Provides history of space exploits with emphasis on discoveries and lessons learned from each space mission. NASA documents used to insure current information.
Not offered in 1984-85.

AV 213, 214 Aeronautics 6
Physical principles of operation and design of airfoil and aircraft systems. Aircraft performance and impact of weather on performance. Navigation, radio navigational aids and air traffic procedures combined with Federal Air Regulations.
Offered in Spring 1985.

AV 310 Aviation Marketing 3
An examination of the marketing theory and practices of the major components of the air transportation industry: air carriers, aircraft manufacturers, F.B.O.S., and aircraft component suppliers. Topics include market structure, strategy, advertising and research.
Prerequisites: AV 201; MGT 202. Offered every Spring.

AV 320 Airway and Airport Facilities 3
National and international air navigation facilities, their history, structure and administration. Airport operations and development including design, equipment, management, funding and community relations.
Prerequisites: AV 201. Offered at JFK airport site in Spring 1985.

AV 410 Aviation Personnel Practices 3
A study of human resources management in the aviation industry. Includes the role of labor unions, current labor relations practices, labor's relationship to the industry's economy, hiring practices, management development, government regulations and programs.
Prerequisites: AV 201. Offered every Spring and at JFK airport site.

AV 420 Aviation Law and Business Policy 3
An examination of governmental regulatory functions which impact the aviation industry. Includes manufacturing and operating regulations, contracts, torts, insurance and security. Legal and ethical considerations of business policy are addressed.
Prerequisites: AV 201; BL 201. Offered in Fall 1984.

AV 430 Aviation Communications Practicum 3
Provides a working knowledge of the means by which communications are accomplished within the aviation industry including written correspondence, telephone systems, teletype, two-way radio, and computer information systems. Students gain practice in typical communications exchanges by writing business correspondence, preparing computer documents, and role-playing conversations for various communications systems.
Prerequisites: AV 201; permission of chairperson. Offered in Spring 1985.

AV 440 Current Trends in Aviation 3
Analysis of selected contemporary issues and trends facing aviation management. Students investigate problems and analyze the underlying causes. The seminar format places emphasis on the student's written and oral presentation of information to reason and to communicate as a manager.
Prerequisites: AV 201; 202; one additional AV course. Offered In Spring 1985.

AV 510 Thesis/Seminar on Aviation 3
Students explore topics of interest and of significance to contemporary aviation community. Research, analysis, group discussion and formal presentation of conclusions are required. May be repeated for up to 9 credits.
Prerequisites: Senior standing; permission of chairperson.

BIO 003-004 Anatomy and Physiology 8
An analysis of the anatomy and physiology of man at the cellular level, as well as of the body as a whole. Laboratory experiments and dissections of representative forms to obtain these objectives will be performed. This course is open only to those students majoring in physical education and health science. Two lectures, one recitation, and three lab hours per week. Offered every other year, starting in Fall 1983.

BIO 005-006 Principles of Anatomy and Physiology for the Special Educator 6
The analysis of the anatomy and physiology of man designed for the teacher of special students with emphasis on the pathology and clinical considerations of the neuro-muscular system.
Three lectures per week. Offered every year.

BIO 101-102 Introduction to Biology 8
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.
Three lectures per week. Offered every year.

BIO 103-104 General Biology  8
A course designed to examine basic principles in molecular biology, cellular physiology, anatomy and physiology, developmental biology, genetics and ecology. Included is an introductory comparison of plant and animal phyta. Two lectures, one recitation, and three lab hours per week. Offered every year.

BIO 106 Principles of Human Anatomy and Physiology for Health Care Facility Supervisors  3
The functional anatomy and physiology of the prenatal, normal adult and aging model of the human being are examined through lecture and prospection of selected biological materials. Discussion of relevancy of material for informed decision making and efficient operation of the health care facility included.
Offered every semester.

BIO 108 Biological Research Techniques  3
An analysis of botanical and bacteriological laboratory techniques as well as an introduction to radiation biology.
Three lectures per week. Offered every semester.

BIO 201 Embryology  4
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.
Prerequisite: BIO 103-104. Two lectures, one recitation, and three lab hours per week. Offered in Fall, even-numbered years.

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

BIO 203 Invertebrate Zoology  4
Major invertebrate phyla with emphasis on taxonomy, structure, physiology, and ecology; field trips to selected local areas for the collection and study of representative invertebrate forms. Laboratory dissection of representative types.
Prerequisite: BIO 103-104. Two lectures, one recitation, and three lab hours per week. Offered in Fall, odd-numbered years.

BIO 204 Ecology  4
An introduction of ecological principles and their application to the environment; numerous field trips to representative systems and environmental problems.
Prerequisite: BIO 101-102 or 103-104. Two lectures, one recitation, and three lab hours per week. Offered every Summer.

BIO 205 Descriptive Microbiology  4
A study of microorganisms as agents of infectious disease with emphasis on their morphology and physiology, as well as their control with various chemical and physical agents; the laboratory studies will include the morphological and biochemical characteristics of microorganisms, their control, and the microbiology of water, food, and dairy samples.
Prerequisite or Corequisite: BIO 103. Two lectures, one recitation, and three lab hours per week. Offered every Fall.

BIO 206 Histology  4
A study of the microscopic anatomy of normal animal tissues and organs.
Prerequisite: BIO 202. Two lectures, one recitation, and three lab hours per week. Offered in Spring, even-numbered years.

BIO 207 Animal Microtechnique  2
Methods of preparing animal tissue for study with the light microscope.
Prerequisite: BIO 103-104, 206. One lecture and three lab hours per week. Offered in Fall, odd-numbered years.

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

BIO 302 Botany  4
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 angiosperms.
Prerequisite: BIO 103-104. Two lectures, one recitation, and three lab hours per week. Offered in Spring, odd-numbered years.

BIO 303 Genetics  4
An introduction to variation and heredity; the theory of the gene as developed in classical genetics, biochemical and molecular genetics; cytotypic genetics; the genetics of populations; cytoplasmic inheritance; laboratory problems and experiments in drosophila, bacterial, and virus genetics.
Prerequisite: BIO 103-104 and one advanced BIO course with laboratory. Two lectures, one recitation, and three lab hours per week. Offered every Spring.

BIO 304 Biological Techniques (Instrumentation)  4
The theory and practical application of various analytical procedures and the solution of biological problems by instrumentation. A study of the use of cenilicules, pH meters, analytical balances, dialysis techniques, counter current distribution application, chromatographic techniques, (paper, column, thin layer and gas liquid and spectroscopy (UV, VIS, and IR)).
Prerequisite: Departmental approval of qualified student and BIO 103-104, 303, and 310. Two lectures, one recitation and three laboratory hours per week. Offered in Fall, even-numbered years. Limited enrollment.

BIO 306 Parasitology  4
A study of parasitic protozoa, plathyhelminthes, nemathelminthes and arthropoda, stressing their relation to man and their control.
Prerequisite: BIO 103-104; 202; 203. Two lectures, one recitation, and three lab hours per week. Offered in Spring, odd-numbered years.

BIO 310 Cell Biology  4
An introduction to the form and function of cells; a study of the origins of life; cell protoplasts and protokaryote; the eukaryotic cell (plant and animal) and its organelles; bioenergetics; the central dogma; and vital activities of various cell-types.
Prerequisite: BIO 103-104 and CHE 101-102; 301; 302. Pre or Corequisite: CHE 304. Two lectures, one recitation and three lab hours per week. Offered every Fall.
BIO 402 Vertebrate Physiology 4
The basic principles involved in the physiology of vertebrate systems; the physiochemical aspects and homeostatic mechanisms of the functional systems. Prerequisite: BIO 102-104; 202 (physics strongly recommended). Two lectures, one recitation, and three lab hours per week. Offered every Spring.

BIO 403 Endocrinology 3
A survey of the glands of internal secretion; each of the endocrine glands will be considered according to structure, development, synthesis of hormones, regulation of function, section of hormones and the interrelationship with other components of the regulatory system. Prerequisite: BIO 102-104. Two lectures per week. Offered in Spring, even-numbered years.

BIO 404 Radiation Biology 4
The nature of ionizing radiation and its effects on living matter. Cell death, somatic and genetic effects, affect on the embryo, chronic low-dose exposure, and radiation medicine. Detection of ionizing radiation, uses of ionizing radiation in medicine and the life sciences. Prerequisite: Departmental approval of qualified students and BIO 102-104; 303; 310. Two lectures, one recitation and three laboratory hours per week. Offered in Spring, odd-numbered years. Limited enrollment.

BIO 406 Special Topics in Microbiology 4
A survey of basic hematology, immunology, mycology and parasitology. Diagnostic significance of laboratory exercises in hematology and immunology are discussed in addition to identification of medically important fungal and animal parasites affecting man. Prerequisite: BIO 201. Two lectures, one recitation and three lab hours per week. Offered every Spring.

BIO 407 Medical Microbiology 1
An analysis of the various portals of entry of microbial diseases and a study of these diseases. One lecture per week. Offered every Spring.

BIO 500 Independent Study 3
Independent study under faculty guidance. Prerequisite: Departmental approval of qualified students plus BIO 102-104; 303; 310. Offered every semester.

BIO 501, 502 Ecological Research 6
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. Prerequisite: Departmental approval of qualified students plus BIO 102-104; 303; 310. Offered every year.

BIO 503 Ecology Seminar 1
A discussion by faculty, visiting scientists, and students of topics reflecting research and current problems in biological sciences. Prerequisite: Open to graduating seniors with departmental approval. Offered every Spring.

The following courses are offered at Methodist Hospital to satisfy the clinical training requirements for the B.S. degree in Medical Technology:

MHE440 Clinical Biochemistry 5
Introduction to major concepts of basic metabolic pathways and biochemical control mechanisms, including organic and physiological aspects of clinical laboratory procedures with emphasis on analytical and qualitative chemistry as applied to clinical methods.

MHE441 Instrumental Analysis 3
Introduction of both current and classical laboratory instrumentation from chemistry, hematology, coagulation and immunology labs. Instruction includes absorption spectrophotometry, flame photometry, atomic absorption spectrophotometry, electrochemical, automation including autoanalyzer, Coulter S, biodata equipment, fluorescence microscopy.

MHE450 Histology 4
Origin and interrelationship of blood cells, their structure in normal and abnormal states and their normal maturation. Disease of both the erythrocyte and leukocyte series are discussed: laboratory diagnosis of these diseases. Routine and special procedures are learned during the students' 12-week stay in the laboratory.

MHE460 Hemostasis 4
Theoretical aspects of blood coagulation in normal and disease states with current laboratory methods employed and practical experience within the lab.

MHE464 Immunohematology 4
Methods in blood banking with emphasis on genetics and transfusion therapy, including extensive laboratory techniques.

MHE450 Immunology/Parasitology 4
Principles of immunology and serology with emphasis on antibody antigen reaction, disease states and practical application in current laboratory techniques including radioimmunoassays, immunodiffusion, and fluorescence microscopy techniques.

MHE466 Bacteriology 4
Identification and classification of all major bacteria of clinical importance. The practical aspects are studied in the lab including isolation techniques, biochemical reactions, and antibiotic sensitivity methods.

MHE470 Mycology 2
A study of classification, identification of life cycles and morphologic, physiological, and biochemical aspects of fungi of medical importance; a study of infections they may form.

MHE480 Parasitology 2
A study of the life cycle, morphology, transmission, pathology and treatment of diseases caused by protozoa and helminths, along with prevention and distribution of these organisms. All aspects of practical lab work and identification methods discussed with emphasis on immunology and recognition of parasites found in stool, blood, and tissues.

MHE490 Urine Components 2
A study of the physiology of the kidney with emphasis on the composition of urine both chemically and morphologically in disease and normal states. Practical lab work involves knowledge of microscopic, microscopic, and chemical analysis of urine. Urinalysis is considered by most physicians as the single most significant lab test.

The following courses are offered at Maimonides Medical Center and satisfy the clinical training for the B.S. degree in Medical Technology.

MHE460 Clinics Biochemistry 5
Introduction to basic major metabolic pathways with discussion of both normal and pathological conditions affecting these pathways. Emphasis is placed on quantitative analytical chemical methods with particular attention paid to clinical methodologies.
MAC 410 Laboratory Automation and Instrumentation
The student is introduced to the current state-of-the-art instrumentation in all major areas. Both theoretical and practical aspects of all instruments are taught as the student rotates through each area. Instruction includes the SMA-12, Beckman Asta-S, Blood Gas Analyzers, electrophoresis, immunoelectrophoresis, laser nephelometry, Coulter S-Plus, Coulter S-Plus Four, Diff-4 Counter, Bactec and Beckman 4000 and Nuclear of Chicago Gamma Counters.

MAC 420 Hematology
Origin and structure of both normal and abnormal cells are discussed, as well as the laboratory diagnosis of hematological disorders. Both routine procedures, such as sedimentation rates, as well as the more special procedures of hemoglobin electrophoresis and AFA are also presented. Instrumentation taught includes both cell counters and differential analyzers.

MAC 430 Coagulation
Practical and theoretical aspects of blood coagulation are covered, with emphasis placed on the cascade process of coagulation in both normal and disease states. Automation includes the Coagmate 2000 and the Dual Channel Coagulator.

MAC 445 Endocrinology
Introduction to basic principles of radioimmunoassay and competitive protein binding are taught, with particular emphasis being placed on the special techniques necessary to do analyses at very low concentrations of metabolites (nano- and picogram) carried out in this area. Tests covered include thyroid function determinations and therapeutic drug monitoring.

MAC 450 Immunology/Immunology
Basic principles of immunology and serology with particular emphasis on the antigen-antibody reaction are taught. Practical applications include instruction in current laboratory techniques such as RPR, ASO titers, heterophile, laser nephelometry and immunodiffusion.

MAC 450 Bacteriology
Theoretical aspects of the classification and identification of all bacteria of clinical importance are emphasized. The practical aspects of culturing and sub-culturing, as well as biochemical reactions and antibiotic sensitivity methods are taught.

Instruction is given on the Bactec, an instrument for the analysis of blood cultures.

MAC 470 Mycobacteriology (TB) and Mycology
Stains for acid-fast bacilli and chemical testing to identify all mycobacteria and TB are taught. India ink and KOH preparations for direct fungal elements are also taught and positive identification and classification of the fungi is carried out by the use of the Uni-Yeast-Tek system.

MAC 480 Parasitology
An outline of the life cycles, pathology and treatment of diseases caused by parasites significant in human illnesses is covered. Practical aspects of the laboratory identification of medically significant parasites found in blood, stool and feces are taught.

MAC 490 Urology
The physiology of the kidney, with particular emphasis on the formation and composition of urine is taught. Practical laboratory work involves the use of the strip method for identification of certain normal metabolites and microscopic analysis for cells and other substances found in the urine of the patient. Direct chemical analysis for other metabolites is also taught.

MAC 500 Laboratory Computer
Instruction is given on the theoretical aspects of computer hardware and software. Practical applications include use of the CRT's for entering patient laboratory requests and results, as well as an introduction to running both background and foreground functions on the computer, such as statistical programs and quality control analysis.

Immediately after the Maimonides Medical Center course listing I recommend the course listing for Cabrini Medical Center. I recommend that they begin as follows:

The following courses are offered at Cabrini Medical Center and satisfy the clinical training for the B.S. degree in Medical Technology

MAC 400 Clinical Chemistry
This course covers instrumentation, laboratory mathematics, manual methods, quality control, as well as both qualitative and quantitative procedures performed in the clinical laboratory on body fluid specimens (blood, urine, spinal fluids, etc.)

MAC 415 Clinical Virology
The course covers the collection and storage of specimens for virological examination, the classification of viruses and the diseases associated with them, as well as the various serological tests employed in diagnostic virology.

MAC 420 Clinical Hematology
The theoretical and practical aspects of hematology, which include the study of fecal and embryonic blood formation, normal blood constituents and hemotropiation, to disorders of the blood and bone marrow.

MAC 435 Clinical Cytopathology
The lecture covers mitosis, meiosis, origin, transmission and genetic significance of chromosome aberrations, euploidy and aneuploidy and disease states.

MAC 440 Clinical Immunohematology
The course covers the theory and practice of blood group immunology. Included are the blood group systems and their inheritance, blood typing, the detection of abnormal antibodies, compatibility testing, the diagnosis of immune hemolytic anemias and hemolytic disease of the newborn. Blood procurement and blood bank management are also covered.

MAC 450 Clinical Immunology/Immunology
An introduction to the immune system response and to the organs system and cells associated with the phenomena of immunology. The principles of several serological testing methods including agglutination, flocculation, precipitation, complement fixation and immuno-fluorescence are discussed. Serological tests covered include those used for the diagnosis of venereal diseases, infectious mononucleosis, febrile condition, rickettsial diseases, etc.

MAC 460 Clinical Microbiology
The course covers the identification of gram positive and negative cocci, bacilli, diplococci, particularly the family Enterobacteriaceae, as well as, gram negative nonfermenters and cocccibacilli, anaerobes and mycobacteria. Special attention is given to biochemical testing, the different culture media used, staining procedures, as well as, clinical findings.

MAC 470 Clinical Mycology
The course covers the collection and
handling of specimens, the classification and identification of fungi, disease states and serological techniques.

**CMC 480 Clinical Parasitology**
Lecture and laboratory experiments to enable the student to identify parasites and vectors which are most important to man. A study of host-parasite relationships relative to disease transmission, geographic distribution, morphology and life-cycle of the parasite epidemiology, pathology, diagnosis, helminth specimen collection, concentration and preservation.

**CMC 490 Urinalysis**
This course covers the methods of collecting, preserving and analyzing urine. It includes examination of the physical and chemical properties of urine sediment, as well as, qualitative test procedures. Topics discussed include renal function and clearance test, pregnancy testing and disease states.

**BL 201 Business Law I**
An introduction to Law in general, the court systems, and the legal process together with the law of torts, business crimes, property and contracts; Uniform Commercial Code considered.
Offered every semester. Sophomore standing required.

**BL 202 Business Law II**
The law of sales and commercial paper—Articles 2, 3, and 4 of the Uniform Commercial Code. Also the law of agency, partnership and corporations.
Prerequisite: BL201. Offered every semester. Sophomore standing required.

**BL 403 Business Law III**
The law of wills, estates, bankruptcy, employer-employee relationships, accountant's legal responsibility, secured transactions and government regulations. Aside from covering these substantive areas of law, discussion of actual questions and solutions from past CPA examinations in all areas of business law will be covered.
Prerequisite: BL201. Recommended: BL202. Offered in Spring of odd-numbered years. It is therefore suggested that interested students take BL 201 and 202 in their Junior year in order to possess the required prerequisites.

**CHE 003-004 Chemistry and Life**
Introduction to basic principles of chemistry; emphasis on application of these principles to living systems and their impact on present-day living.
For students not intending to major in science. Two lecture hours, one conference, and three lab hours per week. Offered in 1984-85 and every other year.

**CHE 101-102 General Chemistry**
Emphasis on quantitative aspects of chemistry at a more specialized level than in Chemistry 303-304.
For science majors. Two lectures, one conference, and three lab hours per week. Offered every year.

**CHE 201 Analytical Chemistry**
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.
Prerequisite: CHE 102. Two lectures, one conference, and three lab hours per week. Offered in Fall 1985.

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

**CHE 303 Inorganic Chemistry**
The study of bonding, structure, and reactions of inorganic compounds based on modern physical chemical concepts; coordination compounds and organometallic compounds.
Prerequisite: Department approval. Three lecture hours per week. Offered in Fall 1984.

**CHE 304 Biochemistry**
Physio-chemical approach; amino acids, proteins, carbohydrates, lipids, enzymes, intermediate metabolisms; modern techniques for isolation, identification, and determination of compounds of biochemical significance.
Prerequisite: CHE 301. Two lectures and four lab hours per week. Offered in Spring 1985.

**CHE 401-402 Physical Chemistry**
Atomic, molecular, and crystal structure; thermodynamics; solution properties; chemical kinetics; electrochemistry.
Prerequisite: Department approval. Three lectures and four lab hours per week. Offered in 1984-85 and every other year.

**CHE 403 Advanced Physical Chemistry**
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.
Prerequisite: Department approval. Three lecture hours per week. Offered when needed.

**CHE 404 Instrumental Methods of Analytical**
Theory and laboratory work in spectroscopy, absorption, and emission; electroanalytical chemistry and chromatography as they apply to analytical chemistry.
Prerequisite: Department approval. Two lectures and five lab hours per week. Offered in Spring 1986.

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

**CHE 501, 502 Chemical Research**
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.
Prerequisite: Department approval. Offered every year.

**SPE 203 Public Speaking**
Introduction to phonetics and study of basic diction; speech screening; practice
of extemporaneous speaking organized according to purpose; speaking to persuade, to inform, to entertain; analysis of individual problems. Offered every semester.

SPE 205 Voice and Diction 3
A study in voice and speech production to improve voice and diction and work on specific speech problems such as proper breathing, voice production, tone, articulation, foreign accents, etc. The International Phonetic Alphabet is studied and utilized in this course. Strongly recommended to correct foreign dialects. Offered every semester.

SPE 301 Oral Interpretation 3
Presentation and analysis of selections from various prose and poetry and plays. Prerequisite: SPE 205. Offered every Fall.

SPE 302 Discussion and Debate 3
Practice in discussions, speeches and debates; theory of argumentation; analyzing problems and propositions; persuasive speaking; organization and development of cases; criticism and evaluation. Prerequisite: SPE 203. Offered in Fall, even-numbered years.

SPE 303 Language and Communication 3
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. Prerequisite: SPE 203. Offered every Spring.

SPE 304 Mass Communications 3
A study of the following media: radio, television, newspapers, magazines, films, 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. Prerequisite: SPE 203. Offered every Fall.

SPE 305 History of Film 3
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. Offered every Fall.

SPE 306 Studies in Film 3
An in-depth study of key techniques through the productions of major directors; symbolism in the film, the relation of film to written literature; techniques peculiar to film. Prerequisite: SPE 305. Offered every Spring.

SPE 307 Advertising 3
Course investigating advertising functions and techniques. A study of copywriting, outdoor advertising, layout, typography, print and broadcast media, and market research. The course consists of lectures on advertising and field trips to commercial art studios, ad agencies, television ad departments, and magazine and public relations firms. Prerequisites: ENG 105, SPE 304. Offered every Fall.

SPE 308 Broadcast Communications 3
The study of radio and television directing and operation, camera work, floor supervision, audio operation, location, and control room operation. Practice in programs produced by the Archdiocese television station and commercial radio and television stations. Prerequisite: SPE 304. Offered every semester.

SPE 401 Basic Film Making 3
A course concentrating on Super 8 film production. A study of the skills involving cameras, projectors, scripts, sound and editing technique. Students will engage in film projects. Prerequisite: SPE 306. Offered every Fall.

SPE 402 Film Production 3
A study of specific film forms such as drama, documentary, industrials, and commercials. Further work with Super 8 sound production techniques. Students may make field trips and engage in film projects. Prerequisite: SPE 401. Offered every Spring, odd-numbered years.

SPE 404 Acting I 3
An introduction to the basic techniques and theories of acting; exercises in the fundamentals of voice, pantomime, movement and concentration. Conducted as a workshop. Prerequisite: SPE 203. Offered every Fall.

SPE 405 Play Production 3
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. Prerequisite: SPE 203. Offered every Spring, even-numbered years.

SPE 407 Acting II 3
A study of various acting techniques employed in theatre, radio, television, and film. Prerequisite: SPE 404. Offered every Spring.

SPE 408 Theatre in Performance 3
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 styles from the conventional to the avant-garde. In addition to tuition, theatre ticket fees will vary with productions. All St. Francis meetings analyze the productions in light of modern trends. Depending upon availability, guest performers, writers and directors associated with the productions are interviewed by the class. Grade is determined by written examination.) Offered every Fall.

SPE 409 Directing 3
A study of directing in film, radio, television, and theatre; documentaries, commercials, news features, and special film and television features. Offered every Fall, even-numbered years.

SPE 410 Writing for Performance 3
An introductory survey and study of the writing techniques and skills for theatre, film and television. Studies of format, characterization, scene construction, dialogue, narrative, and basic structure of those mediums. Analysis of plays, screenplays, documentaries, industrials and commercials. Student scripts are read and analyzed. Prerequisites: ENG 105, 222; SPE 304, 306. Offered every Spring, odd-numbered years.
SPE 500 Independent Study 3
A project concentrating in one area of communication. A written and oral report to be submitted at the end of the study.
Offered as students qualify.

SPE 501 Journalism I 3
An introduction to the basics of journalistic writing. The Who, What, When, Where, and How of writing a story will be explored. A study of reporting techniques, the use of information sources, use of action words and action statements, the art of updating and rewriting a story, and basic editing techniques.
Prerequisites: ENG 103, 104, 105. Offered every Fall, odd-numbered years.

SPE 502 Journalism II 3
The purpose is to further develop skills in news writing, reporting and editing. An investigation of writing publicity news releases, personality profiles, theatrical publicity, and other forms of communication. The course will stress development of techniques for in-depth reporting and writing of magazine articles and feature stories.
Prerequisite: SPE 501. Offered every Fall, even-numbered years.

SPE 503 Small Group Communication 3
Theory and practice in the analysis of social interaction in small groups as it affects problem-solving and policy formation processes. The course seeks to increase students' relational sensitivity and behavioral flexibility.
Offered every Fall.

SPE 504 Organizational Communication 3
An experiential approach to learning about organizational communication based on game theory. The game approximates conditions encountered in organizational settings and transforms the classroom into an active laboratory so that relationships between principles and application are more readily recognized.
Offered every Spring.

SPE 500 Field Experience (Internship) 3
A student with significant accomplishments in the department may be granted permission by the department chairperson to engage in field experience. Assignments will depend on the availability of suitable programs. The instructor assigned to consult in the study must agree to guide and evaluate the quality of work and research undertaken. The field experience must relate to the area of communication in which the student has specialized in the department. The amount of credit awarded will be determined by the department chairperson. The student must maintain a comprehensive daily log of work activities, and must attend a series of seminars during the field experience period.
Prerequisite: Permission of department chairperson. Up to 15 credit hours may be earned. Offered as students qualify.

CJ 101 Introduction to Criminal Justice 3
Development of modern American police systems; jurisdiction of local, state and federal law enforcement agencies; structure of court systems.
Offered Fall 1984.

CJ 200 or SOC 303A Criminology 3
The sociological approach to the study of crime causation and to patterns of criminal and delinquent behavior in contemporary society.
Prerequisite: SOC 203. Offered Fall 1984.

CJ 201 or SOC 303B Sociology of Corrections 3
The study of the structure and functioning of the American system of corrections: law enforcement, courts, institutions, probation and parole.
Prerequisite: SOC 203. Offered Spring 1985.

CJ 202 Problems of Urban Law Enforcement 3
(Formerly CJ 461)
The role of the law enforcement officer and agency in the city of the 80's; the limitations and the extent of community cooperation necessary for proper law enforcement.
Offered Spring 1985.

CJ 203 Courts Management 3
(Formerly CJ 465)
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.
Not offered in 1984-85.

CJ 204 Prison Environment 3
(Formerly CJ 466)
Organization and functions of prison systems; 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 officer's rights and duties.
Not offered in 1984-85.

CJ 205 or SOC 310 Child Welfare 3
This course traces the development of the rights of the child in relation to parental rights; explores the methods of care of dependent and neglected children in their own homes; foster homes; institutions; reviews the adoption process and the social trends toward integration in family and child care.
Prerequisite: SOC 203. Offered Spring 1985.

CJ 206 or SOC 312 Sociology of Minority Groups 3
The analysis of interaction among racial, ethnic, and religious groups in the United States; the study of structure, dynamics, and problem aspects.
Prerequisites: SOC 203. Not offered in 1984/85.

CJ 207 or PSC 405 Introduction to Law and the American Judicial Process 3
The nature of law and its role in society, the "politics" of the administration of justice: selection of judges, criminal and civil procedure, judicial and jury decision making, courtroom operations, etc.
Not offered in 1984/85.

CJ 208 Supervision and Administration of Police 3
(Formerly CJ 471)
A consideration of supervisory problems within a police organization and the implementation of sound principles of human relations and supervisory techniques to effective police performance; analysis of administration of large police departments, and of line, staff and auxiliary functions, the interrelationships and interdependence of each.
Not offered in 1984/85.

CJ 209 or PSY 330 Counseling the Drug User 3
(Formerly CJ 473)
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.

Not offered in 1984/85.

CJ 210 Forensic Science 3
(Formerly CJ 476)
An introduction to the problems and techniques of scientific criminal investigation with emphasis on the value of various scientific aids to the officer, detective, or field investigator. This course will examine techniques used in investigating major criminal cases such as kidnapping, arson, bombings, organized crime.
Offered Fall 1984.

CJ 211 Private Security and the Private Sector 3
An introduction to the security field. Overview of school and campus security, hospital security, housing security, etc. Security organization, policies, and personnel. Emphasis on creating security awareness, relations with other organizations and security's place in the corporate structure.
Offered Fall 1984.

ECO 201 Principles of Economics I 3
Micro-economics; the foundation of economic analysis; national income, employment and economic growth; aggregate demand, saving and investment; economic fluctuations; monetary and fiscal policy; underdeveloped countries; comparative economic systems.
Offered In Fall 1984.

ECO 202 Principles of Economics II 3
Micro-economics; markets, the price system, and the allocation of resources; competition, monopoly, monopolistic competition, and oligopoly; government and business; the distribution of income.
Offered in Spring 1985.

ECO 301 Economic Development of the United States 3
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.
Offered In Spring 1985.

ECO 303 Economic Issues Today 3
An examination of significant contemporary economic problems; the application of economic understanding to current issues, domestic and worldwide; typical relevant issues such as consumerism, environmental adjustments, national economic priorities, the monopoly threat, the United States in the world economy, etc.
Offered in Spring 1985.

ECO 306 Money and Banking 3
Money and credit; commercial banking; central banking; monetary theory and monetary and fiscal policy; other banking and credit institutions.
Offered every semester.

ECO 307 Environmental Economics 3
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.
Offered in Fall 1984.

ECO 308 Urban Economics 3
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.
Offered in Fall 1984.

ECO 309 Labor Economics 3
An examination of labor concepts, markets, and problems; manpower economics, human resources, and labor markets; 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 operations of the labor market; government in labor problems; the theories of wages and employment.
Offered in Fall 1984.

ECO 312 Government Finance 3
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 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.
Offered in Spring 1985.

ECO 316 Workshop in Personal Finance 3
A lecture-discussion course intended to familiarize the student with the many aspects of his/her personal financial situation; personal budgeting, investments, credit usage, mortgages, insurance protection, and related topics are covered.
Offered in Spring 1985.

ECO 317 Contemporary Economic Systems 3
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.
Offered in Fall 1984.

ECO 318 Economic Issues and the Aged 3
Analysis of economic factors associated with the aged, implications for individuals, poverty, the economy, life cycle economics, retirement, income maintenance, and social security.
Offered in Fall 1984.

ECO 319 Public Policy and Society 3
Offered in Fall 1984.

ECO 320 Economics of Industry 3
Micro-economic analysis of such business practices as price fixing, price discrimination, exclusive and reciprocal buying,
predatory pricing, resale price maintenance, product differentiation, and advertising, vertical integration and diversification, research and development. Examination of evidence regarding the prevalence and importance of such phenomena, and analysis of their effects on resource allocation and consumer welfare. Critical examination of economic arguments for and against anti-trust and other types of governmental regulation of business conduct. Offered in Spring 1985.

ECO 400 Seminar in Economics 3
Principles of research; bibliography; the application of statistical methods to a specific problem of individual research; recent developments in applied economics. Prerequisite: ECO 201, 202. Offered in Spring 1985.

ECO 403 International Trade and Finance 3
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 depreciation; foreign direct investment and multi-national corporation; reasons for leaving the gold standard; new problems such as floating exchange rates. Prerequisite: ECO 201, 202. Offered in Fall 1984.

ECO 406 Development of Economic Thought 3
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. Prerequisite: ECO 201, 202. Offered in Spring 1985.

ECO 411 Concepts in Economic Analysis 3
An analysis of the most important concepts in the representation of the operation of both the aggregate economy and price theory; general economic concepts; concepts concerned with the macroeconomic framework behavior and policy; concepts involved with market types, value, distribution, employment, cost-benefit analysis, and economic inequality. Prerequisite: ECO 201, 202. Offered in Fall 1984.

ECO 500 Independent Studies 3
Individual research and study with the approval of the department of economics. Offered every semester as students qualify.

Economics — Business Options

These suggested programs are meant to provide the student interested in utilizing 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
Management 303 — Corporate Finance
Management 310 — Behavioral Science
Management 403 — Financial Management
Management 408 — 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 307 — Advertising and Sales Promotion
Management 309 — The Sales Function
Management 310 — Behavioral Science
Management 407 — Market Research

Information concerning the teacher training programs will be found on page 00 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 Foundation of Education: History and Philosophy 3
The development of the various philosophies of education through a survey of ancient, medieval, and modern education; the aims and means in education; educational theory in the United States today.

ED 202 Introduction to the Education of Children and Youth 3
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-15 hrs. Offered every Fall.

ED 312 Foundations of Curriculum in Elementary Education 3
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. Offered every Spring.

ED 402 Tests and Measurements 3
Designed for future teachers. 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/Micro testing. Offered every semester.

ED 404 Observation and Supervised Practice Teaching 6
During 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.
Prerequisite: Approval of department chairperson and completion of all other course work. On Campus: 15 hrs. Field-Centered Experience: Full-time teaching. Offered every semester.

ED 411 Special Methods in Elementary School Teaching 2
Prerequisites: ED 201, 202 and 312.

411A Reading 3
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-15 hrs. Offered every Fall.

411E Individualized Reading 3
Each student will be required to collect, construct, and evaluate materials for use in a classroom situation, a small group situation, and individualization.

411F Language Arts 2
The principles, methods and materials employed in the teaching of listening and speaking skills, composition skills, and writing skills in the elementary school.
Prerequisite: ENG 103 and 220. On Campus: 20 hrs. Field-Centered Experience: Peer Micro Teaching-10 hrs. Offered every Fall.

411G Mathematics 2
The principles and practices employed in teaching mathematics in elementary schools.
Prerequisite: MAT 103 and 104. On Campus: 20 hrs. Field-Centered Experience: Peer Micro Teaching-10 hrs. Offered every Spring.

411H Literature 2
Children's literature and the techniques used in presenting it to children at different age levels; the use of audiovisual aids; illustrations of children's books.
Field-Centered Experience: Library Media Center, in a local community school district office—10 hours. Offered every Fall.

411I Social Studies 2
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.

411J Science 2
Principles and techniques employed in teaching science in the elementary schools.

411K Music and Art 2
Principles and techniques employed in teaching music and art in the elementary schools.
Prerequisite: FA 401-402. On Campus: 30 hrs. Field-Centered Experience: Museum Trips. Offered every Spring.

411S General Methods for the Elementary School Curriculum 3
Methods and problems in the elementary school and their relationship to basic principles; the principles and practices employed in teaching in the elementary school, including methods in language arts; literature, mathematics, science, and social studies; consideration of such topics as classroom management, lesson plans, methods of teaching, evaluation, discipline, and visual aids.

ED 431 Diagnosis and Treatment of Reading Disabilities 3
A study of formal and informal methods of diagnosis; special in-classroom procedures; analysis of the services rendered by clinics and other professional groups.
Prerequisite: ED 411A or 401G. On Campus: 30 hrs. Field-Centered Experience: Tutoring-15 hrs. Offered every Spring.

ED 434 School and Community 3
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: 35 hrs. Field-Centered Experience: Community School Board Meetings-10 hrs. Offered every Fall.

Secondary School Teacher Training Program

ED 201 Foundations of Education: History and Philosophy 3
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.

ED 301 Methods, Problems, and Principles in Secondary Education 3
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-solving methods, evaluation, discipline, visual aids.
On Campus: 45 hrs. Field-Centered Experience: Peer Teaching. Offered every Fall.

ED 302 Educational Psychology 3
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-15 hrs. Offered every Spring.

**ED 401 Special Methods in Secondary School Teaching** 3
Prerequisites: ED 301 and 302.

**401C English** 3
Teaching various forms of writing, literature, and spelling at secondarylevel; 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.
Offered every Spring.

**401D Modern Languages** 3
Alms, methods, and objectives of present-day modern language teaching in highschools and junior high schools; practical exercises; visits to local schools.
Offered every Fall.

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

**401F Social Studies** 2
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; syllabi and aims in the various subject areas; model lessons.
Offered every Fall.

**401G Reading** 3
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.
Offered every Spring.

**401I Science** 3
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.
Offered every Spring.

**401J Religion** 3
Classroom management; genreri methods; positive approach to God; methods of teaching Sacred Scripture; adolescent psychology; group guidance; techniques of oral presentation.
Offered as student qualify.

**401K Accounting** 2
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 filling, indexing, systems, and controls, and the proper use of general office equipmnent. Students admitted only with the permission of the instructor or the chairperson of the department.
Offered every Spring.

**ED 402 Tests & Measurements** 3
Designed for future teachers. Course work includes: principles of basic statistics related to selecting, testing, 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.

**ED 404 Observation and Supervised Practice Teaching** 6
During 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.

**Prerequisites:** Approval of department chairperson and completion of all other course work. On Campus: 15 hrs. Field-Centered Experience: Full-time teaching. Offered every semester.

**ED 501B Special Methods of Teaching Physical Education in Schools** 3
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.
Prerequisites: Nine credits in Education. Offered every Fall.

**Special Education Courses Teacher Training Program**

**SPEC EDUC 101 Foundations of Special Education (History and Philosophy)** 3
A survey of the historical development of the care of the special person from early man to the present. Emphasis is on the humanistic, metaphysical, epistemological, ethical, theological, and philosophical principles necessary and supportive to an understanding of the special person.
Offered every Semester.

**SPEC EDUC 201 or PBY 338 Psychology of the Exceptional Child** 3
This course considers the physical, intellectual, emotional and social characteristics of the exceptional child. It emphasizes the discrepancies in growth and development, learning disabilities, the behavioral and social problems of the gifted and handicapped, and the implications for education and remediation.
Offered every Spring.

**SPEC EDUC 262 or HHS 505 Health for the Special Person** 3
An exploration of the daily living problems of the special person with respect to self-realization and personal awareness. Emphasis deals with the health responsibilities of the individual as well as the community, parent and the teacher.
Spec EDUC 301 or PE 309
Movement Experience and Games of Low Organization in Special Education 3
Techniques and methods in conducting games of low organization; theory and practice in rhythmic activities and movement education for the exceptional child.

Spec EDUC 302 or PE 310
Movement Perspectives for Special Children 3
Knowledge and application, with specific references to the special child, of professional and theoretical literature focusing on selected concepts from motor learning, kinesiology and psychology.
Prerequisite: Two years in Special Education Program. On campus: 30 hrs. Field-Centered Experience (hospital tutor): 15 hrs. Prerequisite: Biology 0025-0026. Offered as students qualify.

Spec EDUC 401
Diagnosis and Treatment of Reading Disabilities in Special Education 3
A study of the etiology of reading difficulties, and the formal and informal methods of diagnosing reading problems; special in-classroom procedures; analysis of the services rendered by clinicians and other professionals.

Spec EDUC 402
Special Methods for Arts and Crafts for the Special Child 3
A study of the various types of arts and crafts projects appropriate to the needs and abilities of the special child. The course stresses the development of unit and lesson plans appropriate for different handicapping conditions.
Prerequisite: Spec EDUC 101 and EDUC 202 and 312. On campus: 30 hrs. Field-Centered Experience (tutoring): 10 hrs.

Spec EDUC 403
Tests and Measurements for Special Education 3
Designed for future teachers of special education classes. Course work includes: an introduction to the principles of educational and psychological testing; basic statistics related to collecting, treating, analyzing, and interpreting data; the use of standardized tests (achievement, aptitude, intelligence, etc.) in a school situation; and the methods and instruments for diagnosing and evaluating strengths and weaknesses of exceptional individuals.

Spec EDUC 404
Observation and Supervised Practice Teaching 6
During the senior year, students in the Teacher Training Program will spend a minimum of one term in supervised practice teaching in an approved school. Students must be approved by the Chairperson of the Education Department. During the normal school experience, the student will be expected to attend individual and group conferences with the college supervisor and cooperating teacher.

English

Eng 101
Developmental English 3
Instruction and practice designed to develop skills in reading, studying and writing. Techniques of reading with comprehension, retention and speed; practice in note-taking, outlining, summarizing the writing of examinations; diagnosis and correction of weaknesses in written expression. Offered every semester.

Eng 103
Elementary Composition 3
Instruction and practice in the elements of clear and effective writing with special emphasis on exposition: periodic compositions designed to prepare the student for writing requirements in other college courses. Offered every semester.

Eng 104
The Research Paper 3
Instruction and practice in research paper writing: use of the library, note-taking, evaluation of sources, organization of material, and the form and technique of documentation. Several written reports, with a documented research paper as the semester project. Prerequisite: ENG 103. Offered every semester.

Eng 105
Intermediate Composition 3
Instruction and practice in writing on the intermediate level; attention to the various forms of discourse with emphasis on exposition; studies in rhetorical theory and analysis of style; special assignments designed to fit the needs of individual students. Prerequisite: ENG 103. Offered every semester.

Eng 199
Methods of Literary Research (Formerly ENG 299) 3
Readings, discussions, and reports centered on techniques in English literary history, problems in biography, authenticity, source study, chronology, interpretation, and the history of ideas. Prerequisite: ENG 103. Offered every Fall.

Eng 203
Survey of English Literature I 3
A survey of the major English authors from the Anglo-Saxon period through the end of the eighteenth century. Offered every semester.

Eng 204
Survey of English Literature II 3
A survey of the major English authors from the Romantic movement to modern times. Offered every semester.

Eng 220
Modern Short Fiction (Formerly ENG 120) 3
Readings in the short story and novels by select authors—American, English and Continental—of the nineteenth and twentieth centuries. Offered every semester.

Eng 222
Masterpieces of Drama (Formerly ENG 122) 3
Readings in select works representing the major periods of dramatic literature from ancient Greece to the present. Offered every semester.

Eng 230
Modern Irish Fiction 3
A study of the fiction produced by Irish writers prior to the revolution for their freedom and the works produced after their goal was attained. The course will study the rise and emergence of a new people as they attempt to identify themselves in their writings and seek to
understand their nation and themselves in the twentieth century.

ENG 301 Chaucer
A study in the Middle English texts of "The Canterbury Tales," "Trostis and Cristyce," selected minor works; and of the political, social, and cultural backgrounds of the fourteenth century. Offered in Fall, even-numbered years.

ENG 302 Medieval English Literature
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. Offered in Spring, even-numbered years.

ENG 303 Drama in England to 1700
(Exclusive of Shakespeare)
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; and the tragedy of the Restoration period. Theatrical backgrounds from contemporary sources on the staging, acting, costume, and décor of the plays read. Offered in Spring, odd-numbered years.

ENG 304 Eighteenth-Century English Literature
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. Offered in Spring, odd-numbered years.

ENG 306 The Victorian Period: 1832-1900
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. Offered in Fall, even-numbered years.

ENG 307 Sixteenth-Century English Literature
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. Offered in Fall, odd-numbered years.

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

ENG 401J, 401K, 401M American Literature: 1800-Present
Analysis of individual works of American literature and discussions of the intellectual, social, and political environments in which they were written.

ENG 401J: (1800-1860)
Major emphasis on Cooper, Poe, Hawthorne, Emerson, Thoreau, Melville. Offered in Fall, odd-numbered years.

ENG 401K: (1860-1920)
Major emphasis on Whitman, Dickinson, Twain, James, realism, naturalism, and the new poetry. Offered in Spring, odd-numbered years.

ENG 401M: (1920-Present)
Major emphasis on Hemmingway, Faulkner, Salinger, and Ellison. Offered in Spring, even-numbered years.

ENG 402A Shakespeare I
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
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
A survey of the poetry and prose of the period, with major emphasis on the poetry of Wordsworth, Coleridge, Byron, Shelley, and Keats; brief study of the "Pre-Romantic" poets, the novelists Scott and Austen, and the essayists Lamb and Hazlitt. Offered in Fall, odd-numbered years.

ENG 404 Milton
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. Offered in Spring, odd-numbered years.

ENG 405 Modern British Literature
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. Offered in Spring, odd-numbered years.

ENG 409 American Drama
A study of American drama from 1780 to the present. Offered in Fall, odd-numbered years.

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

ENG 500 Independent Studies
Interested students should consult with department chairperson concerning pre-existing conditions required for this course. Offered every semester (as students qualify).

Fine Arts

FA 401 Music of the Western World
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. Offered every semester.

FA 402 Orientation in Art
A simple approach to the understanding of the plastic arts on a conceptual basis, including within its scope historical and aesthetic materials. Offered every semester.

FA 404 Modern Art
A study of the major movements leading to the art traditions, the last one hundred years—from impressionism to the present. Prerequisites: FA 403. Not offered in 1984-85.

FA 405 The Evolution of Grand Opera in Western Musical Tradition
An inquiry into the forces which gave rise to theatrical art form, its nature, and development from medieval times. Prerequisite: FA 401. Not offered in 1984-85.
FA 406 Ancient Egyptian Art
A study of Ancient Egyptian architecture, sculpture, painting, and crafts from the first through the twenty-second dynasties. Factors contributing to the art of the Old, Middle and New Kingdoms will be analyzed, including Ancient Egyptian geography, history, culture, literature, and mythology. Slide lectures, classroom discussions, readings and museum visits will be included. Prerequisite: FA 402. Not offered in 1984-85.

FRE 303 Advanced Conversation
A course designed to develop the technique and vocabulary of discussion as a supplement to expression in the areas of experience. Prerequisite: FRE 202. Offered in Spring 1985.

FRE 304 Nineteenth-Century Literature
A survey of the principal authors and literary movements of this period, exclusive of the poets. Prerequisite: FRE 202. Not offered in 1984-85.

FRE 401 Contemporary French Drama
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 pieces. Prerequisite: FRE 402. Not offered in 1984-85.

FRE 402 Lyric Poetry in the Nineteenth Century
A study and appreciation of the poetical development in French from Lamartine to Verlaine. This course is for French majors only. Prerequisite: FRE 202. Not offered in 1984-85.

FRE 403 Twentieth-Century Literature
A study of the development of French literature from 1900 to the present. Prerequisite: FRE 202. Offered in Fall 1984.

FRE 404 Advanced Prose Composition

FRE 405 French Civilization and Culture
A study of the characteristics of French culture based upon anthropological and sociological studies; humanistic and scientific contributions to civilization; readings and reports. Not offered in 1984-85.

FRE 408 Eighteenth-Century Literature
A study of the literature of the eighteenth century as a reflection of the historical, social, and cultural development of France. Prerequisite: FRE 202. Not offered in 1984-85.

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

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

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

GER 301 Survey of German Literature in English
An introduction to German literary history without any prerequisites. The emphasis is on readings, interpretations, discussions, and compositions centered on epic and lyric poetry and on short stories from different literary periods. Offered in fall 1984.

GER 302 Survey on German Drama
An introduction to German drama without any prerequisites. The emphasis is on readings, interpretations, discussions, and compositions rendered on German classical and romantic drama including Goethe's "Faust", as well as a survey of modern dramatic output. Offered in Spring 1985.

GER 303 Advanced Conversation
A course designed to develop the technique and vocabulary of discussion as a supplement to expression in the areas of experience. Prerequisite: GER 202. Not offered in 1994-85.

GER 404 Advanced Prose Composition

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

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<tr>
<th>Course Code</th>
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<td>GER 410A</td>
<td>Great Epics of German Literature in English: Themes of Loyalty and Honor</td>
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<td>GER 410B</td>
<td>German Classical and Romantic Drama as World Literature</td>
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<td>GER 410C</td>
<td>Two Centuries of German Short Stories in English from Goethe to Andéres and Beyond</td>
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<td>SPA 115, 116</td>
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<td>SPA 201-202</td>
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<td>SPA 302</td>
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<td>SPA 308</td>
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<td>SPA 310</td>
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<td>SPA 401</td>
<td>Spanish Drama of the Golden Age</td>
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<td>SPA 402</td>
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<td>SPA 405</td>
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<td>SPA 406</td>
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<td>SPA 407</td>
<td>Cervantes</td>
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SPA 410 Reading and Writing Skills for Bilingual Students 3
This course is intended for students who are already fluent in Spanish and wish to improve their reading and writing skills. Not offered in 1984-85.

SPA 411 Spanish Literature of the 18th and 19th Centuries 3
Most important works from the Enlightenment to the Post-Romantic Period. Prerequisite: SPA 202. Not offered in 1984-85.

SPA 412 Contemporary Spanish-American Literature after World War II 3
Contemporary novel, poetry and essays: the Nobel Prizes; Gabriela Mistral, Miguel Angel Asturias, and Pablo Neruda; the works of Borges, Garcia-Marquez, Carpenter, and others; women poets in the Spanish-American countries. Prerequisite: SPA 202 or SPA 305-306. Offered in Spring 1985.

SPA 413 Hispanic Caribbean Cultures and Literature 3
A study of the characteristics of the culture and literature of the three largest Hispanic ethnic groups of Metropolitan New York: Puerto Ricans, Cubans and Dominicans; and their literary and humanistic contributions to the present United States; comparisons with Mexican-American Literature. Prerequisite: SPA 202 or by the permission of the chairperson. Not offered in 1984-85.

SPA 415 History of Puerto Rican Literature 3
A survey course covering significant authors and works of the different literary movements of Puerto Rico from colonial times to the present. Prerequisites: SPA 202 or by the permission of the chairperson. Not offered in 1984-85.
HC 215 or REL 315 Healing and Wholeness  
An interdisciplinary course which explores the interface of healing and wholeness from the perspectives of religion and health care systems. It includes a religious overview of healing from the traditions of the shaman to contemporary faith healers; an exploration of health care organization from ancient roots through modern medicine; alternative medicines and holistic therapies including psychic healing and biofeedback; and ways to self-healing through dreams, journals, and meditation. 
Offered every Fall.

HC 225 or PSY 225. Coping with Stress  
Stress seems to be inevitable in 20th Century America. Some people “burnout” while others learn to cope successfully with whatever level of stress they experience. This interdisciplinary co-taught course will explore issues of behavioral medicine as related to the management of stress. Topics include signs and symptoms of stress, sources of stress, vulnerability to stress-related illness, and response to stress. 
Particular attention will be paid to practical applications and techniques for coping with stress, including progressive relaxation, cognitive restructuring, time management, assertiveness, hypnosis, and biofeedback. Student will participate in class exercises to demonstrate how these techniques are used to manage stress.

Note: This course may be elected as either HC 225 or PSY 225, whichever meets the student’s course requirements.
Offered as needed.

HC 310 Long Term Care—Institutional Management  
This course explores historical origins of long term care facilities, demographic variables, current long term care policies, legal and regulatory constraints, health care goals for the chronically ill and handicapped, institutional and non-institutional alternatives, and future directions.
Offered once per year as needed.

HC 401 Institutional Management in the Health Field  
An introductory view of the manifold complexities of institutional management; hospitals, nursing homes, custodial institutions delineated and described, organizationally and legally; major problems in administering the modern health care institution outlined and the groundwork for future study planned. 
Offered every semester.

HC 403  Legal Aspects of Health Care  
A study of the legal problems that may confront health care personnel. Topics discussed include: contracts, consents, rights of patients, crimes, record keeping, wills, liability for negligence and malpractice, etc.
Offered every semester.

HC 404 Personnel Administration  
Supervision, recruitment and training of staff; problems of employees; management control; techniques in interviewing; discipline techniques; union relations and negotiations; employee rights and benefits.
Offered every semester.

HC 405 Problems Workshop for Health Care  
An in-depth case study approach to management problems in health care delivery; analysis of a present-day profile of the community, social changes which have affected it, and new health programs which meet its needs.
Prerequisites: 3 of the following courses: HC 401, 403, 404, 407. Offered every semester.

HC 406 Professional Staff Relationships  
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; problems in establishing positioning between the groups and the responsibilities of each group to each other and the institution.
Offered in Spring 1985.

HC 407 Influences of Government and “3rd” Parties  
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 understand more fully the changing face of the profession. 
Offered every semester.

HC 431 Development and Community Relations  
An in-depth study of communities in America today as it relates to “ill health,” community medicine and available human service agencies. Models for developing community health services, community education and crisis intervention will be studied. An issues-oriented course dealing with social problems that exist in communities which must be addressed in the health care delivery system.
Offered in Fall 1984.

HC 434 Organization and Administration of Alternative Care of the Aged  
This course will look at existing models as a basis for exploration; relationship of Nursing Homes to Day Care Centers; Independent Living; emphasis will be placed on organization and administration of these modalities either as “free-standing” or Institution supported.
Offered as needed.

HC 435 Issues in Geriatric Care  
An overview of issues concerning the aging population; stereotypes, retirement, legal needs, physical and psychological changes, family supports. In addition, in a time of rapid growth for this segment of the population, innovative concepts and traditional facilities are discussed as potential services.
Offered in Spring 1985.

HC 436 Accounting for the Health Field  
This course will survey the principles and application of accounting theory in health care administration; fundamental knowledge of bookkeeping, including adjusting entries and financial statement classification, as well as other aspects of managerial accounting.
Offered every Fall.

HC 438 Cost Analysis and Budgeting for the Health Field  
(Formerly HC 402)
The course will elaborate on the aspects of managerial accounting introduced in HC 436; basic concepts and theories in health economics and institutional finance; the concept of economic impact analysis as it relates to health care planning, budgeting, staffing, and rate setting.
Prerequisite: HC 436. Offered every Spring.
HC 450 Women and the Health Field: Management Concepts and Service Delivery 3
A study of the traditional management of health care for women reveals that male administrators and physicians have dominated planning and delivery of these services. The emergence of women as administrators and physicians will be discussed, focusing on: particular problems of women as health care managers; dimensions of managing women in the health care system; and administrative concepts in women's health care. 
Offered in Fall 1984.

HC 500, 501 Independent Study in Health Care Management 6
Individual investigation into some selected topic in health care management under the direction of a departmental faculty member. With approval of chairperson only. 
Offered every semester as students qualify.

HC 800, 801 Field Experience in Health Services Administration 3,3
Observation and supervised experience in selected health care settings; participation in administrative meetings and training sessions. Includes on-campus seminar. Open only to Junior and Senior Health Services Administration majors with permission of the chairperson.
Offered every semester.

HS 101 Personal Health 3
The course is designed to provide scientific health information and promote desirable attitudes and practices. An introductory overview to health; mental and emotional health, health problems of the family; human sexuality, personal health factors, drug abuse, nutrition, consumer health factors, drug abuse, nutrition, consumer health needs, health agencies, and health careers.
Offered every semester.

HS 102 Community Health 3
An introductory course in the problems of community health; the spectrum of health problems providing the greatest fears and concern in the urban setting; historical, sociological and psychological aspects; solving community health problems and their severity and comparison with problems in other areas; application of principles and methods to the promotion of better community health. 
Offered every Fall.

HS 202 Health Problems 1
Required of all day students. Selected current health problems of interest to the student discussed as to their sociological, psychological and health impact on the individual and society. The topics include: alcohol, tobacco and drug abuse; synergistic and nullifying effects of OTC and prescription drugs; disease problems such as Herpes Simplex II, hypertension, diabetes and epilepsy; family problems; problems of the aged; genetic diseases; immunization and exercise for health.
Offered every semester.

HS 204 Environmental Health 3
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.
Offered every Spring as needed.

HS 206 Safety and First Aid 3
(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.
Offered every Spring.

HS 207 Nutrition 3
(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; the social and cultural influence on food selection.
Offered every Spring.

HS 208 Principles of Public Health 3
A survey of methods and principles in various areas of public health at the local, state, national, and international level; 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. 
Offered when needed.

HS 301 Health Counseling 2
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 or clients and work cooperatively in meeting these needs. Offered when needed.

HS 302 Consumer Health 3
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, response to advertising, incorrect labeling, health insurance, life insurance, medicare, over-the-counter drugs, cosmetics, health fads, and quackery; consumer protection agencies, evaluation of products and other topics of interest to the consumer.
Offered every Spring.

HS 304 Mental Health 2
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 education for changes in behavior, with communication technique emphasized. Offered when needed.

HS 401 Organization and Administration of the School Health Program 3
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.
Offered as students qualify.

HS 403 Women's Health Issues 3
(Formerly HS 803) Traditionally, women's health needs have been overlooked, yet women control consumption of the majority of the health services for themselves and for their families, as well as constitute a large segment of health care providers. This course will provide accurate information about women's health problems in order to enable them to be active participants in their own care. Issues include: physicians'
attitudes toward women, knowing one's body, rape, contraception, pregnancy, women's rights as patients, as well as relationships to mental health.

Offered in Spring 1985.

HS 419 or PSY 419 Dying and Death
(Formerly HS 802A)
An overview of varying philosophies and theories of dying and death, including ethical, psychological, sociological and cultural factors involved throughout the process. Discussion includes contemporary issues relative to dealing with dying, death and grief.

Offered when needed.

HS 484 Biostatistics
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; distributions, tests of hypothesis, types of error, significance and confidence levels, and sample size.

Offered when needed.

HS 501 Public Health Administration
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.

Offered when needed.

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

Offered every Fall.

HS 504 Internship
(Health Science Majors only)
Students 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.

Offered every semester.

HS 505 or SPEC EDUC 202 Health for the Special Individual
Daily living problems of the mentally retarded explored as to their self-realization and personal awareness; emphasis on the health responsibility of the individual, as well as of the teacher, parent and community.

Offered every Spring as students qualify.

HS 600, 601 Independent Study I, II
Individual investigation into selected topics in Health Science, under the direction of a faculty member. With approval of the Chairperson only.

Offered every semester as students qualify.

HS 101 Survey of Western Civilization (to 1500)
A survey of the principal historical events, forces, and movements from the Dawn of Man to the Reformation; ancient, medieval, and early modern developments in this period.

Offered in Fall 1984.

HS 102 Survey of Western Civilization (since 1500)
A survey of modern times, beginning with the Renaissance and Reformation; the rise of national states; the Enlishenment; the Age of Revolutions; and the Nineteenth and Twentieth centuries.

Offered in Spring 1985.

HS 201 History of the United States; 1896 to the Present
The major economic, social, intellectual, and political movements of the twentieth century in the United States.

Offered every semester.

HS 202 Ancient History
A study of ancient history from the origin of man to the fall of Rome; contributions made by the ancient world to modern civilization.

Not offered in 1984-85.

HS 301 Medieval History
A survey of the history of the Middle Ages, feudalism, universities, monarchy, church, the Hundred Years' War.

Offered in Fall 1984.

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

Offered in Fall 1984.

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

Not offered in 1984-85.

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

Not offered in 1984-85.

HS 307 African Minorities
A survey of the peopling of the North American continent, with particular emphasis upon the United States.

Offered in Spring 1985.

HS 311 A History of the Black American
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.

Not offered in 1984-85.

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

Offered in Fall 1984.

HS 314 Nations of the Modern World
The nations of the world in modern times, offered in eight parts. Each nation is a separate course designated by letter as follows: a) France, b) Latin America—Argentina, Brazil, Mexico, c) China, d) Russia, e) Italy, f) England, g) Germany, h) Ireland. Ireland will be offered in Fall 1984.

HS 320 Historical Seminar
A thesis seminar. Emphasis placed on research and historical criticism. Divided into two separate seminars: Local History and Problems of the Western
HIS 406  Current Problems  3
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.
Offered in Spring 1985.

HIS 407  Survey of United States Foreign Relations  3
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.
Offered in Fall 1984.

HIS 408  Facts, Myths and Legends—
         The Great Historians  3
(Formerly Historiography)
A study of the sources of history; historians from major periods; the Intellectual viewpoint in history; the distinctive types of historical writing.
Not offered in 1984-85.

HIS 409  The American Presidents  3
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.
Offered in Spring 1985.

HIS 410  The American City  3
The historical evolution of the city from the foundation of Jamestown to the present day; the major trends in urban development; the importance of the city in American history, and the problems confronting urban America today.
Not offered in 1984-85.

MGT 201  Organization and Management  3
(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 problem solving and decision making utilizing twentieth-century techniques such as the computer, game theory, role playing, etc.; the multinational company and its particular problems.
Offered every semester.

MGT 202  Marketing  3
(Formerly BM 202)
Policies concerning market research, product planning, brands, distribution channels, pricing, sales promotion, and advertising; case problems; marketing in foreign countries and the peculiar aspects of local culture and customs.
Prerequisite: MGT 201. Offered every semester.

MGT 217  Introduction to Data Processing  3
(Formerly EDP 201)
An introductory course to provide a foundation for more specific study in data processing. This course provides instruction in the areas of what a computer is, what it can do, and how it can be used in commercial, as well as scientific applications. Topics include: information processing, history of computers, unit record concepts, computer number systems, functions of the central processing unit, input-output devices, auxiliary storage devices, basic flowcharting, and elementary computer programming concepts using FORTRAN IV as the programming language.
Offered every semester.

MGT 218  Introduction to Computer Applications  3
Basic concepts of data manipulation utilizing state of the art software. Students will work with Lotus 1-2-3, Multiplan, VisiCalc or dBase. Fundamental concepts of word processing utilizing latest techniques of data entry and editing. Computer graphics will be discussed. Students will gain hands-on experience through computer lab assignments on modern microcomputers.
Prerequisite: MGT 217. Offered every semester.

MGT 230  Basic COBOL  3
(Formerly EDP 203)
This course provides programming techniques, knowledge and skill in COBOL language. Topics include: data representation, structure, storage and processing; sequential file processing using disc storage; use of procedural verbs including input-output handling, arithmetic manipulation and decision making; editing and validation of data. Actual hands-on-machine processing will be used to strengthen these techniques. Four problems will be presented for students to flowchart, code, keypunch and execute.
Prerequisite: MGT 217. Offered every semester.

MGT 235  Advanced COBOL  3
This course is a continuation of MGT 230 and provides advanced programming techniques in COBOL including: table handling, random disc files, sorting, compound decision, control breaks, and debugging methods. Actual hands-on-machine processing. Four or five problems will be given to students to flowchart, code, keypunch and execute.
Prerequisite: MGT 230. Offered every semester.

MGT 240  R.P.G. Programming  3
This course studies the 11 R.P.G. (Report
Program Generator programming language and its application to business problems. R.P.G. was designed for programming applications involving the output of printed reports. The programming language is problem-oriented and programs are developed through the use of specialized R.P.G. worksheets. The student will use the computer facilities on campus and the R.P.G. worksheets to design, implement and document computer programs utilizing the R.P.G. language.
Prerequisite: MGT 217. Offered every Fall.

MGT 245 Assembly Language Programming 3
A survey of fundamental assembly language concepts. Students will write and test assembly language programs designed to teach addressing, binary and decimal arithmetic, bit and byte manipulation, logic, macros, linkage and applications of higher level language constructs.
Prerequisite: MGT 230. Offered in Fall 1984.

MGT 230 Systems Analysis I 3
A study of the fundamentals of systems analysis and how it is applied to the development of information systems for operations in the business environment. Major topics include: methods of systems investigation, feasibility study, input-output design, system documentation, communication, implementation of new systems, controls and security. Typical applications are examined.
Prerequisite: MGT 217. Offered in Fall.

MGT 235 Systems Analysis II 3
This course is a partial continuation of MGT 250 in that additional topics are discussed in including hardware selection and software development. This course is also designed to allow the student to apply their knowledge and understanding of systems analysis and computer programming to an actual computer application. Students design and implement a complete system of programs using the tools developed in previous courses. Computer facilities on campus will be available for students' use.
Prerequisite: MGT 250. Offered in Spring.

MGT 260 Data Base Management 3
An introduction to the design, structure and applications of data base systems. Deals with modern industry problems associated with management of information. Includes creating, updating and sharing data among corporate users. Anticipates corporate needs. Understanding the relationship between computers and corporate decision making processes. The course will consider concepts such as logical and physical data base organization, data security and data base life cycle. Open only to senior management majors having a computer concentration.
Offered in Spring 1985.

MGT 301 Management Theory and Practice 3
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 and establishing effective controls, and the social responsibilities of the organization.
Prerequisite: MGT 201. Offered every semester.

MGT 302 Advanced Marketing Management 3
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.
Prerequisite: MGT 202. Offered every semester.

MGT 303 Corporate Finance 3
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.
Prerequisite: ACC 101 or 150. Open only to juniors and seniors. Offered every semester.

MGT 306 Merchandising 3
The study of contemporary and futuristic merchandising problems, methods and policies with emphasis on the impact that economic, sociological, and physiological factors have on merchandising today and the future.
Prerequisite: MGT 302. Offered every Fall.

MGT 307 Advertising and Sales Promotion 3
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 use of achieving success in them.
Prerequisite: MGT 202 and 301. Offered in Spring 1985.

MGT 308 Quantitative Methods in Business 3
The employment of mathematical and statistical tools in the solution of business decision problems; techniques of linear programming, inventory theory, queueing theory, decision theory, and computer simulation. (Replaces Economic and Business Statistics).
Prerequisite: MAT 110 and 301. Offered every semester.

MGT 309 The Sales Function 3
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.
Prerequisite: MGT 302. Offered every Fall.

MGT 310 Behavioral Science 3
The fundamental concepts of psychology, sociology, cultural anthropology, and management for gaining a better understanding of the predictability and awareness of human behavior in organizational environments; individual and group reactions, motivation, perception, leadership roles, personality dynamics and social culture differentiation.
Offered every semester.

MGT 400 Business Policies 3
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 of integrated approaches to analysis, with the student assuming the role of corporate executive in leading group decision-making meetings.
Prerequisite: Open only to graduating seniors. Offered every semester.

MGT 403 Managerial Finance 3
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 selections, opportunity costs, ratio analysis, breakeven analysis, operating and financial leverage, and mergers and acquisitions. 
Prerequisite: MGT 303. Offered every semester.

MGT 404 Personnel Management 3
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). 
Prerequisite: Open only to juniors and seniors. Offered every semester.

MGT 405 Management of a Small Business 3
Designed to introduce upper division students to the principles and problems of managing a small business firm; the objectives, policies, facilities, finances, structure, and personnel required for operating the small business. 
Open only to juniors and seniors. Offered in Spring 1986.

MGT 407 Marketing Research 3
An interdisciplinary 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. 
Prerequisite: MGT 202 and 302. Offered in Spring.

MGT 408 Security Analysis 3
Quantitative and qualitative methods of analyzing industrial securities, with emphasis on common stock; principles underlying the selection and management of both individual and institutional portfolios; market timing and technical strategies. 
Prerequisite: MGT 303. Offered every semester.

MGT 409 Industrial Relations and Collective Bargaining 3
The various factors including legislation involved in the negotiation of a contract between employers and employees; the aspects of the administration and interpretation of the contract analyzed through actual contracts and cases involving portions of the contract, appropriate legislation, and administrative rulings. 
Offered in Fall 1986.

MGT 412 Portfolio Management 3
The construction and analysis of both individual and institutional investment portfolios; portfolio objectives, strategies and constraints; economic and non-economic variables impacting portfolio; performance measurement. 
Prerequisite: MGT 303. Offered in Spring 1985.

MGT 415 Public Relations 3
This course provides a thorough grounding in the fundamentals of public relations. It combines techniques and strategy with practical examples of public relations case studies. Application of the public relations process to traditional publics is highlighted. 
Offered in Fall 1985.

MGT 420 International Finance 3
Factors related to decision making in the area of finance by multinational corporations. Topics include: foreign exchange markets, Eurocurrency markets, foreign exchange risk management, governmental regulations and the multinational corporation. Cases and problems will be presented. 
Prerequisite: MGT 403 or 408. Offered in Fall 1984.

MGT 422 Financial Institutions Management 3
Analysis of the structure of corporations providing financial services. Course examines institutions such as commercial banks, security brokers and life insurance companies. Management problems unique to such firms are considered and performances are evaluated. Areas considered include: management of assets and liabilities, control of financial operations, impact of government regulations. 
Prerequisite: MGT 403 or 408. Offered in Spring 1985.

MGT 427 Business Communication 3
The key modes of managerial communication: interpersonal, personal and organizational; a study of interviewing, personnel evaluation, meeting participation, memo writing, and the making of business presentations; the communication structure of companies analyzed for areas of communication breakdown. 
Offered in Spring.

MGT 461 Human Resource Laboratory 3
An applied seminar for students to work with various behavioral techniques such as attitude studies, resources planning, performance appraisals, succession planning, focus group approaches, career development, et al. The student will construct instruments for the implementation of these important areas. 
Prerequisite: MGT 404 and MGT 310. Offered in Spring 1985.

MGT 500, 501 Small Business Consulting I and II 6
A practical case course with "hands-on" experience in the field by 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. 
Open only to Management and Accounting Juniors or Seniors. Offered in Fall 1985 and Spring 1986.

MGT 510 Independent Study 3
Individual research and study with the approval of the department of management. 
Offered as students qualify.

MGT 514 Business and Society 3
The objectives of this course are three-fold: first, to identify some of the major problems of the business firm in society and to stimulate full, informed, and thoughtful discussion concerning their possible solutions; second, to provide some sense of continuity of the relationships of business and society in the past, the present, and the foreseeable future; third, to provide an interdisciplinary view of the major areas of consideration: cultural, philosophical, eco-sociological, and political. 
Offered in Spring 1986.

Concentrations in Specialty Areas

A student may elect to concentrate in Marketing, Finance, Human Resources or Electronic Data Processing in addition to his/her B.S. Degree in Management. This would require the student to select courses from the following groups in
addition to their required program in Management. There is a sufficient number of free electives in the program to allow for this.

Marketing
*Mgt. 202—Marketing
*Mgt. 302—Advanced Marketing and Management
*Mgt. 305—Merchandising
*Mgt. Advertising and Sales Promotion
*Mgt. 309—Sales Function
*Mgt. 407—Market Research

Finance
*Mgt. 303—Corporate Finance
*Mgt. 304—Managerial Finance
*Mgt. 406—Security Analysis
*Mgt. 412—Portfolio Management
*Mgt. 420—International Finance
*Mgt. 422—Financial Institutions Management

Human Resources
*Mgt. 310—Behavioral Science
*Mgt. 404—Personnel Management
*Mgt. 409—Industrial Relations
*Mgt. 415—Public Relations
*Mgt. 427—Business Communications
*Mgt. 461—Human Resource Laboratory
*Mgt. 514—Business and Society
*Mgt. 217—Introduction to Data Processing
*Mgt. 219—Introduction to Computer Application
*Mgt. 230—Basic Cobol
*Mgt. 235—Advanced Cobol
*Mgt. 245—Assembly Language Programming
*Mgt. 250—Systems Analysis I
*Mgt. 255—Systems Analysis II

*Required of all Management Majors.

Students wishing to major in Biology, Chemistry, Mathematics or Mathematics Teaching (secondary school) must take a placement test. The test results will determine whether the student must take MAT 107 prior to taking MAT 202. Students wishing to major in Accounting, Economics or Management must take a placement test also. The results of this test will determine whether the student must take MAT 105 prior to taking MAT 109.

MAT 103 Foundations of Mathematics I 3
A general view of mathematics with an intuitive approach. A study of sets and logic, numbers, numeration and mathematical systems, the metric system, and an introduction to geometry.
Offered every Fall.

MAT 104 Foundations of Mathematics II 3
An introduction to algebra, matrices and some applications, probability statistics, calculators and computers.
Offered every Spring.

MAT 105 Fundamental Principles of Algebra 0
This course is designed to develop and/or strengthen basic topics in algebra that a student should master before taking a first course in business mathematics. This course is open to any student and especially recommended for Accounting, Economics, and Management majors.
Prerequisite: Placement by examination.
Offered every semester.

MAT 107 Pre-Calculus Mathematics 0
This course is designed to develop and/or strengthen basic algebraic techniques and those topics in algebra and trigonometry that a student should master before taking a first course in calculus. The course is open to any student and especially recommended for Mathematics, Biology, Chemistry and High School Mathematics teaching majors.
Prerequisite: Placement by examination.
Offered every Spring.

MAT 109 Mathematics for Managerial Science I 3
The main topics of this course are the study of matrices and their application like the Leontief model and solution of systems of linear equations, inequalities, linear programming—graphical and algebraic approach, dual problems and economic interpretation.
Prerequisite: MAT 105 or placement by examination. Offered every Fall and Spring.

MAT 109 Mathematics for Managerial Science II 3
This course introduces the basic concepts of functional relationships, the basic skills of differentiation and integration, maxima and minima problems, and several other applications of calculus, especially models in business and economics: exponential models and mathematics of finance.
Prerequisite: MAT 109. Offered every Fall and Spring.

MAT 202 Calculus I 4
Emphasis given to calculus, including differentiation and integration of algebraic forms, areas, applications of the derivative, differentials, Rolle's theorem and the mean value theorem.
Prerequisite: MAT 107 or placement by examination. Offered every Fall.

MAT 203 Calculus II 4
Applications of integration, logarithmic, exponential and trigonometric functions. Methods of integration such as integration by parts, integration by partial fractions, trigonometric substitution, conic sections, rotation of axes and the general second degree equation, polar coordinates.
Prerequisite: MAT 202. Offered every Spring.

MAT 301 Statistics 3
Offered every semester.

MAT 304 Calculus III 3
Vectors and vector functions. Functions of several variables. Double and triple integrals with applications. Sequences and infinite series.
Prerequisite: MAT 203. Offered every Fall.

MAT 305 Theory of Equations 3
Prerequisite: MAT 202. Offered in Fall, odd-numbered years.

MAT 309 College Geometry 3
This course contains some topics of higher Euclidean geometry and geometric constructions. Geometrical transformations and different kinds of geometries. Projective and hyperbolic geometries.
Offered in Spring, even-numbered years.
MAT 401 Differential Equations 3
Methods of solving ordinary differential equations with applications. Linear differential equations of first, second, and higher order; applications. Systems of linear differential equations.
Prerequisite: MAT 203. Offered in Fall, even-numbered years.

MAT 402 Differential Equations II 3
Prerequisite: MAT 401. Offered in Spring, odd-numbered years.

MAT 403 Advanced Calculus II 3
Axiom of continuity, least upper bounds and greatest lower bounds; nested intervals; continuous functions; point sets, maxima and minima for functions of two or more variables; differentials and the condition for differentiability for functions of two variables; the method of Lagrange; implicit function theorems and general theorems of partial differentiation.
Prerequisite: MAT 304. Offered in Fall, odd-numbered years.

MAT 404 Advanced Calculus II 3
Transformations and mappings; point set theory; uniform continuity and fundamental theorems of continuous functions; the theory of integration; infinite series and uniform convergence; power series; Improper Integrals and a study of the gamma function.
Prerequisite: MAT 403. Offered in Spring, even-numbered years.

MAT 406 Theory of Numbers 3
An introductory course dealing mainly with divisibility, number theorems, theory and congruences, quadratic residues and the Diophantine equations.
Prerequisite: MAT 202. Offered in Spring, odd-numbered years.

MAT 408 Numerical Analysis 3
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.
Prerequisite: MAT 304 or 401 and SCI 201. Offered in Spring, even-numbered years.

MAT 409 Modern Algebra 3
Sets and mappings; theory of groups, rings, and fields; isomorphism; the field of real numbers and the field of complex numbers.
Prerequisite: MAT 304. Offered in Spring, even-numbered years.

MAT 410 Functions of a Complex Variable 3
Point set theory; algebra of complex numbers; complex analysis; Cauchy-Riemann partial differential equation; Cauchy-Goursat theorem; conformal maps.
Prerequisite: MAT 403. Offered in Spring, even-numbered years.

MAT 411 Real Variables 3
The real numbers and the concepts of limit, sequence, and series; functions of one real variable, continuity, derivative; integrals.
Prerequisite: MAT 403. Offered in Spring, odd-numbered years.

MAT 412 Linear Algebra 3
Vector spaces; basis; dimension; systems of linear equation; matrices and determinants; scalar product; orthogonality and eigenvalues.
Prerequisite: MAT 304. Offered in Fall, even-numbered years.

MAT 414 Topology 3
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.
Prerequisite: MAT 403. Offered in Spring, even-numbered years.

MAT 415 Mathematical Statistics I 3
(Formerly MAT 307)
Discrete and continuous random variables and their probability distributions. Multivariate probability distributions. Functions of random variables. Limit theorems and estimation. This course is recommended for students interested in an actuarial career.
Prerequisite: MAT 304. Offered in Fall, odd-numbered years.

MAT 416 Mathematical Statistics II 3
(Formerly MAT 305)
Methods of estimation and hypothesis testing. Linear models and estimation by least squares. The analysis of variance and enumerative data.
Prerequisite: MAT 307. Offered in Spring, even-numbered years.

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.

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

PHI 114 Logic (Formerly PHI 314) 3
An introduction to philosophical inquiry through the study of the structure of validity in reasoning. The study includes: analysis of terms, propositions, arguments and their linguistic contexts; common fallacies; induction and the logical structure of scientific inquiry; the status of universals.
Offered every semester.

PHI 201 Philosophy of Man 3
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.
Prerequisite: PHI 101 or PHI 114. Offered every semester.

PHI 203 Theories of Knowledge 3
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.
Prerequisite: PHI 101 or PHI 114. Offered every semester.

PHI 309 Marxism 3
Concepts, sources, backgrounds of Marxism; dialectical and historical materialism; Hegel and Feuerbach; problem of history; meaning of work; notion of superstructure; concept of revolution.
Prerequisite: PHI 101 or 114 and PHI 201 or 203. Offered in Fall 1984.

PHI 350 Philosophical Issues in Language and Logic
An examination of some of the main philosophical questions concerning language and its uses as well as the relationship between language and logic. Prerequisite: PHI 101 or 114 and PHI 201 or 203. Offered in Fall 1986.

PHI 403 Moral Philosophy
An examination of the basic questions of moral philosophy and 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. Prerequisite: PHI 101 or 114 and PHI 202 or 203. Offered every semester.

PHI 404 Political Philosophy I
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. Prerequisite: PHI 101 or 114 and PHI 201 or 203. Offered every semester.

PHI 405 Political Philosophy II
The course will treat substantially the same themes as Political Philosophy I but at a more advanced level presupposing the work of Political Philosophy I and using a different set of texts. Prerequisite: PHI 404. Offered every Spring.

The courses listed below may be taken to satisfy the core curriculum requirement with permission of Philosophy Department.

PHI 431 Seminar: Greek Philosophy
Close examination and analysis of representative texts in ancient philosophy with particular emphasis on Plato and Aristotle. An advanced course. Prerequisite: Six credits in philosophy and permission of department chairperson. Offered in Fall 1984.

PHI 432 Seminar: Medieval Philosophy
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. Prerequisite: Six credits in philosophy and permission of department chairperson. Offered in Fall 1985.

PHI 441 Seminar: Modern Philosophy
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. Prerequisite: Six credits in philosophy and permission of department chairperson. Offered in Spring 1985.

PHI 442 Seminar: Contemporary Philosophy
Close examination and analysis of representative texts of one or more of the major figures in twentieth century philosophy. An advanced course. Prerequisite: Six credits in philosophy and permission of department chairperson. Offered in Spring 1986.

PE I Skills Activities
Theory, instruction, and practice in the fundamentals of team sports and games; techniques in soccer and volleyball including coaching techniques. Four hours. Offered in Fall 1985.

PE II Skills Activities
Theory, instruction, and practice in the fundamentals of team sports and games; techniques in basketball, softball, baseball including coaching methods. Four hours. Offered in Spring 1985.

PE III Skills Activities
Theory and instruction in individual and dual sports techniques in badminton, golf, and tennis including coaching methods. Four hours. Offered in Fall 1985.

PE VI Skills Activities
Theory, instruction, and practice in the fundamentals of team sports and games; techniques in field hockey and lacrosse. Four hours. Offered in Spring 1985.

PE VII Skills Activities
Theory, instruction, and practice in the fundamentals of team sports and games;
techniques in speedball, football, and combatives.

Four hours. Offered in Fall 1984.

**PE VIII Skills Activities**
Theory, instruction, and practice in the skills of track and field and in the processes of physical conditioning.

Four hours. Offered in Fall 1984.

**PE IX Skills Activities**
Theory, instruction, and practice in the activities of racquetball, squash racquets, and paddle tennis.

Four hours. Not offered in 1984-85.

**PE X Advanced Skills**
Theory, instruction, and practice in advanced skills, strategy, and conditioning for two sports. A. Tennis and Badminton—offered in Fall Semester. B. Basketball and Volleyball.

Four hours. Prerequisite: Physical Education I, II or departmental approval.
Not offered in 1984-85.

**PE 101 Lifetime Sports**
Students may select any of the following activities:

A. Basketball** P. Karste**
B. Volleyball** Q. Golf
C. Badminton** R. Floor Hockey
D. Swimming** S. Physical Conditioning
E. Life Saving* T. Women’s Basketball
G. Gymnastics U. Paddle Tennis
I. Folk Dance— V. Jazz Dance
L. Tennis** W. Aerobics
N. Yoga†

*Prerequisite for E is Intermediate Swimming Ability
**Offered each semester
†Not offered 1984-1985
Offered Fall 1984—Offered Spring 1985
One Hour

**PE 103 Elementary Aquatics**
Fundamentals and development of forms and style in stroke mechanics. Students must demonstrate basic swimming proficiency.

Physical education majors who hold current WSI certification are exempt.

Two hours. Offered in Fall 1985.

**PE 104 Advanced Aquatics**
Techniques in competitive swimming and coaching methods; lifesaving leading to American Red Cross-Advanced Lifesaving Certification.

Prerequisite: PE 103 or departmental approval. Two hours. Offered in Spring 1986.

**PE 105 Folk, Square and Social Dance**
Instruction and practice in the basic steps and techniques of folk, square, and social dance.

Two Hours. Offered in Fall 1984.

**PE 106 Modern Dance**
An introduction to the fundamental techniques of modern dance.

Two hours. Offered in Spring 1985.

**PE 203 Community Recreation**
History and philosophy of recreation; consideration of current problems; recreational organization and leadership; intensive study of urban community programs.

Two hours. Offered in Spring 1986.

**PE 205 Elementary Gymnastics**
Tumbling and apparatus development of basic skills; floor and mat stunts.

Two hours. Offered in Fall 1985.

**PE 208 Kinesiology**
Emphasis on the structured action of the joints, muscles, and ligaments involved in physical exercise.

Prerequisite: BIO 200-204. Three hours. Offered in Fall 1984.

**PE 209 Biomechanics**
The application of kinesiology to the mechanical analysis of movement and motor skills.

Prerequisite: PE 208. Offered in Spring 1985. Two hours.

**PE 210 Philosophy and Techniques of Coaching and Officiating**
Evaluation of procedures, principles and methods of coaching and officiating for elementary schools, secondary schools, and non-school recreational groups. For practical applications, students will referee in the college intramural program.

Two hours. Offered in Fall 1984.

**PE 211 Movement Education and Physical Education in Elementary Schools**
Techniques and methods in conducting elementary games; theory and practice in rhythmic activities and movement education applicable to different age levels.

Prerequisite: Any Skills Activities or departmental approval. Four hours. Offered in Spring 1986.

**PE 212 Intermediate Gymnastics**
Emphasis on methods and procedures for individual and group instruction including gymnastic games and exhibition gymnastics.

Prerequisite: PE 205 or departmental approval. Two hours. Offered in Fall 1984.

**PE 213 Advanced Gymnastics**
Advanced skill techniques in heavy apparatus, stunts and tumbling; competitive gymnastics and coaching method.

Prerequisite: PE 205. Two hours. Not offered in 1984-85.

**PE 301 History and Principles of Physical Education**
Orientation to the history and principles of physical education: current trends and problems in physical education analyzed and evaluated.

Two hours. Offered in Spring 1986.

**PE 302 Adapted Physical Education**
Development of exercise programs and modified athletic activities to meet the specific needs of the handicapped. Practical experiences are included.

Prerequisite: PE 208. Three hours. Offered in Spring 1985.

**PE 304 Organization and Administration of Physical Education**
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.

Prerequisite: Any Skills Activities or departmental approval. Two Hours. Offered in Fall 1984.

**PE 305 Physiology of Exercise**
Physiological effects of exercise and movement on the human body; physiology of growth and development of the neuromuscular basis of physical activity.

Prerequisite: BIO 100 or 104, CHE 103. Three hours. Offered in Spring 1985.

**PE 307 Camp Administration**
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.

Two hours. Offered in Fall 1985.

**PE 308 Motor Learning**
An introduction to the concepts, principles, and theories of movement and motor learning.

Three hours. Offered in Fall 1984.
PE 309 or SPEC EDUC 301
Movement Experience and Games of Low Organization 3
in Special Education
Techniques and methods in conducting games of low organization; theory and practice in rhythmic activities and movement education for the exceptional child.
Field-Centered Experience; Peer Teaching. On Campus: 45 hours.
Offered Spring 1985.

PE 310 or SPEC EDUC 302
Movement Perspectives for Special Children 3
Knowledge and application, with specific reference to the special child, of professional and theoretical literature focusing on selected concepts from motor learning, kinesiology and psychology.
Three hours. Not open to Physical Education Majors. Not offered in 1984-85.

PE 316 Psychology of Sport 2
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 Fall 1985.

PE 402 Evaluation of Physical Education 2
Methods and procedures used in the construction, administration, and interpretation of standardized testing in physical education; introduction to elementary statistical methods.
Prerequisite: ED 402 and any Skills Activity. Two hours. Offered in Fall 1985.

PE 403 Care & Prevention of Athletic Injuries 3
Study of the most common accidents and injuries in physical education; 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.
Prerequisite or Corequisite: PE 208 or departmental approval. Three hours.
Offered in Spring 1985.

PE 450 Field Experience I 2
Observation and supervised experience in an area of student's expressed professional interest.
Prerequisite: Sophomore class standing; departmental approval. Four hours.
Offered every Fall.

PE 455 Field Experience II 2
Observation and supervised experience in an area of student's expressed professional interest.
Prerequisite: PE 450; Junior class Standing; departmental approval. Four hours. Offered every Spring.

PE 500 Independent Study 2
Independent study and readings in an area of specialization in the discipline of physical education. Conferences, report or term paper.
Prerequisite: Senior Class Standing; 3.0 major index; 2.8 overall index; departmental approval. Offered every semester.

PHY 101-102 General Physics 8
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.
Prerequisite or Corequisite: MATH 202, 203. Two lectures, two recitations, and two lab hours per week. Offered every year.

PHY 303 Modern Physics 3
Special theory of relativity; waves and particles; atomic structure; introduction to quantum mechanics.
Prerequisite: PHY 101-102. Not offered in 1984-85.

P SC 202 Introduction to Political Science-Scope and Method 3
Survey of the major contemporary trends in political science research enables the student to understand and work with a variety of analytical tools.
Offered in Fall 1984, and Spring 1985.

P SC 204 American National Government 3
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.
Offered every semester.

P SC 205 Politics and Administration in Latin America 3
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).
Not offered in 1984-85.

P SC 301 Comparative Government 3
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.
Offered in Fall 1984.

P SC 302 Government and Politics of Africa and Asia 3
Regional approach on alternating basis between the two continents; stress on characteristics of the "third-world" nations; one-party government, military dictatorship, socio-economic under-development, inter-group conflict, geographic impediment.
Not offered in 1984-85.

P SC 303 American Political Parties 3
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.
Offered in Spring 1985.

P SC 304 State and Local Government 3
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 intergovernmental relations.
Offered every semester.

P SC 305 Politics and Administration in Latin America 3
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).
Not offered in 1984-85.

P SC 306 Metropolitan Government and Politics 3
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.
Offered every semester.

P SC 307 Government and Politics of the Soviet Union and Communist China 3
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. 

*Offered in Fall 1984.*

**PSY 201** General Psychology 3
General introduction to the basic concepts, methods and findings of contemporary psychology. Offered every semester.

(Formerly PSY 300)

**PSY 202** Statistical Methods in Psychology 4
The use of statistics in psychology; descriptive and inferential techniques, prediction and tests of significance. Prerequisite: PSY 201. Offered in Fall 1984. Should be taken by freshmen or sophomores.

**PSY 203** Developmental Psychology I: Child Psychology 3
(Human development from conception to early childhood; examination of physical, cognitive, emotional and behavioral changes. Offered every semester.

(Formerly PSY 403)

**PSY 204** Developmental Psychology II: Adolescence and Maturity 3
(Formerly PSY 404)
A study of the life cycle from puberty through maturity. Special attention is given to the problems of adolescence, early adulthood and the changing needs of the mature adult. Offered in Spring 1985.

**PSY 205** Psychology of Learning 3
Major theories of learning and significant research findings in the areas of learning, memory, motivation and behavior modification. Prerequisite: PSY 201. Three lecture and two lab hours per week. Offered as needed.

**PSY 206** Information Processing 4
Analysis of sensory and perceptual systems, information processing, thinking, states of awareness. Prerequisite: PSY 201 and 202. Three lecture and two lab hours per week. Offered as needed.

**PSY 207** Test and Measurement 3
(Formerly PSY 300)
The theoretical framework, underlying principles and techniques of psychological tests; test of aptitude, achievement, interest, and personality. Prerequisite: PSY 201 and 202. Not offered in 1984-85.

**PSY 225** or **HC 255** Coping with Stress 3
Interdisciplinary course exploring theory, research, and techniques related to the management of stress. Stress reduction techniques and self-exercises such as progressive relaxation, desensitization, assertiveness training, biofeedback will be emphasized. Offered as needed.

**PSY 300** Experimental Psychology I 4
(Formerly PSY 220)
Research methodology emphasizing empirical, scientific manipulation and functional relations. Scientific research as a decision-making process. Prerequisite: PSY 201 and 202. Three lecture and two lab hours per week. Offered in Fall 1984.

**PSY 301** Theories of Personality 3
(Formerly PSY 405)
A comparison of major personality theories; methods for the study and evaluation of personality. Prerequisite: PSY 201. Offered in Spring 1985.

**PSY 310** Social Psychology 3
(Formerly PSY 410)
Selected topics in person perception, socialization, development of attitudes and values, group processes, communication and interpersonal behavior. Prerequisite: PSY 201. Offered in Spring 1985.

**PSY 313** Group Dynamics 3
(Formerly PSY 413)
A practically-oriented introduction to group processes. Current views and research findings, techniques of working with groups; participation in training and skills groups; role playing; observation and analysis of the small group as a social system in a miniature society created by the students.

Offered as needed.

PSY 314 Human Sexuality 3
A social-psychological approach to the study of human sexual behavior. The emphasis will be placed upon the functional aspects of sexuality. All sexual behaviors (auto-eroticism, bisexuality, heterosexual, homosexual, and others) will be studied from a foundation of historical, anthropological, and moral perspectives.

Offered every semester.

PSY 317 Industrial and Organizational Psychology 3
Psychological theories, research, and applications with work behavior are discussed. Topics will include selection and evaluation of personnel, training and development, leadership, work motivation, psychological conditions of work, and consumer psychology.

Prerequisites: PSY 201. Offered as needed.

PSY 325 Parapsychology 3
The course deals with major topics in parapsychology including ESP, telepathy, precognition, psychokinesis, auras, etc. The course of instruction will include both lectures and demonstrations.

Not offered in 1984-85.

PSY 329 Psychology of Women 3
A general survey of the role of women and current models of psychological adjustment in the face of our changing social structure.

Offered as needed.

PSY 330 or CJ 209 Counseling the Drug User 3
(Formerly PSY 426)
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.

Offered as needed.

PSY 333 or SPEC EDUC 201 The Psychology of The Exceptional Child 3
(Formerly PSY 405)

Psychological, physiological, emotional and social characteristics of deviant, disturbed, handicapped, retarded and unusually gifted children will be considered. Procedures for evaluation and assisting development of exceptional children.

Offered in Spring 1985.

PSY 352, 353 or REL 352, 353 Images of Men in Western, Primitive, and Eastern Cultures: An Interdisciplinary Honors Seminar I, II 3,6
Students in this seminar are exposed to conceptions of human nature as they have existed in primitive, Eastern, and Western cultures. The seminar focuses both upon universal aspects of human experience and upon unique historical and cultural conceptions of human identity. These conceptions may be expressed in art, myths, literature, sacred books, philosophical treatises, etc. and are in various ways reflected in day-to-day living. The seminar is team-taught, stresses broad interdisciplinary perspectives and emphasizes original readings. Visits to plays, operas, movies and museums form an integral part of the seminar.

For Students in College Honor's Program only. Offered in 1984-1985.

PSY 361 Psychological Aspects of Poverty 3
(Formerly PSY 461)
The cultural and psychological framework around the notion of poverty: the psychology of poverty and its effects upon the urban complex; poverty as seen through the eyes of the ghetto community.

Offered as needed.

PSY 401 Experimental Psychology II 4
(Formerly PSY 305)
Research techniques applied in the laboratory and in the field. Students conduct and write up empirical research. Prerequisite: PSY 201, 202, 302. Three lecture and two laboratory hours per week. Offered in Spring 1985.

PSY 408 Physiological Psychology 3
The interrelationship of the physiological structure and behavior of the organism; consideration of the structure and function of the nervous system; the neuro-physiological foundation of sensation, perception and emotion; comparative studies on neuro-physiological structure and response systems.

Prerequisite: PSY 201 and PSY 205 or PSY 206. Offered as needed.

PSY 409 Abnormal Psychology 3
Analysis of the origin, behavioral and emotional patterns, social relevance and treatment of deviant human behavior.

Prerequisite: PSY 201. Offered in Fall 1984.

PSY 411 History and Systems of Psychology 3
This history of psychology and its enduring problems, major figures and schools of thought. An advanced course designed to give an overview, long-term perspective.

Prerequisites: Four Psychology courses. Offered as needed.

PSY 415 Clinical Psychology 3
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.

Prerequisites: PSY 201 and 409. Offered as needed.

PSY 419 or HE 419 Dying and Death 3
(Formerly HS 402A)
An overview of varying philosophies and theories of dying and death, including medical, psychological, sociological and cultural factors involved throughout the process. Discussion includes contemporary issues relative to dealing with the dying.

Offered as needed.

PSY 420 Applied Psychology 4
Supervised experience in selected clinical, social, educational or industrial settings; participation in institutional staff meetings and training sessions. Application of theoretical principles to practical experience.

Open to Junior or Senior Psychology majors with permission of the instructor. Two lectures and six hours of supervised placement per week. Offered in Fall 1984.

PSY 421, 422 Field Experience in Psychology 3,3
Observation and supervised experience in selected setting.

Prerequisites: PSY 420 and permission of the department chairperson and instructor.

PSY 455, 456 Independent Research in Psychology 3,3
Individual investigation into some selected topic of research in psychology under the direction of a faculty member of the department, with approval of
departmental chairperson only.  
Prerequisite: PSY 305.

PSY 470 Seminar in Psychology 3
The course will cover a number of selected topics in psychology. Topics will be chosen to reflect both the interest of the students and current areas of concern in psychology. Students will be required to complete a major project in the area of their choice.  
Permission of the instructor is required.

Proposed Concentration in Business for Psychology Majors

MGT 261 Organizational and Management
MGT 262 Marketing
MGT 301 Advertising and Sales Promotion
MGT 304 Behavioral Science
MGT 404 Personnel Management
MGT 406 Market Research

Background Courses Suggested

ECO 201-202 Principles of Economics I and II
Note: Should the student desire to enroll in a university for an M.B.A. degree, he or she would probably be required to have ACC 101, 102 as a prerequisite. It would be advisable to take these as part of this program at St. Francis College.

Following is a list of suggested psychology electives:

PSY 207—Test and Measurement
PSY 307—Theories of Personality
PSY 312—Social Psychology
PSY 313—Group Dynamics
PSY 309—Abnormal Psychology

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

PSY 330—Counseling the Drug User
PSY 361—Psychological Aspects of Poverty

The core curriculum requirement in Religious Studies is satisfied by completing one of the following courses:

REL 101; 202; 203; 204; 205; 212; 234.

Courses in Religious Studies will be offered in the four groups listed below. Both majors and non-majors may take either REL 400 or REL 401 and any student may take these courses more than once. Students intending to register for REL 401 should obtain prior written permission from the chairperson.

Group 1: (Fall, 1985) REL 101; 202; 205; 212; 315; 341; 400; 401.
Group 2: (Spring, 1986) REL 101; 204; 304; 312; 351; 400; 401.
Group 3: (Fall, 1984) REL 101; 203; 205; 315; 361; 400; 401.
Group 4: (Spring, 1985) REL 101; 234; 303; 305; 400; 401.

REL 101 Survey of World Religions 3
(Formerly REL 601)
An introductory study of the religious beliefs and practices in pre-literate societies, in the religions originating in India (Hinduism, Jainism, Buddhism, Sikhism), in China and Japan (Confucianism, Taoism, Shinto), and in the Middle East (Zoroastrianism, Judaism, Christianity, Islam).  
Offered every semester.

REL 202 Central Themes of the Old Testament 3
A study of representative selections from the historical, legal, wisdom and prophetic literature of the Old Testament. Literary and historical criticism will be used to determine basic elements of Hebrew faith and practice. The period from the Exodus to the Restoration under Ezra and Nehemiah will be emphasized.  
Offered in Fall 1985.

REL 203 Central Themes of the New Testament 3
A study of representative selections from the different types of literature found in the New Testament. Literary and historical criticism will be used to determine basic elements of the faith and practice of the earliest Christians. The synoptic gospels, the Johannine literature, the letters of Paul, and the book of Acts will be emphasized.  
Offered in Fall 1985.

REL 204 Contemporary Moral Issues 3
(Formerly REL 402)
The course studies the views of prominent thinkers on selected moral problems of our time that find support within the Christian community today; reflections on economic injustice, truth in government, medical-moral issues; student participation and discussion of additional moral questions.  
Offered in Spring 1986.

REL 205 Bioethics 3
A study of contemporary religious thought concerning moral issues which arise in the practice of the health professions. Bio-medical procedures, such as abortion, sterilization, organ transplants, and euthanasia, as well as the bioethical aspects of genetic experimentation, fetal engineering, extraterrestrial insemination, cloning, the allocation of scarce resources, and behavior modification are examined.  
Offered in Fall 1984.

REL 212 The Christian Tradition 3
A critical evaluation and analysis of selected themes of the Christian religion. Included will be a study of the major historical and doctrinal developments of Christianity and the Christian's place in the modern world.  
Offered in Fall 1985.

REL 234 The American Religious Experience 3
(Formerly REL 634)
An inquiry into the mutual interaction of religion and American culture; the origin of distinctly American religious leaders and uniquely American religious expressions.  
Offered in Spring 1985.

REL 306 The Search for God 3
Belief in God studied in the context of modern atheism, secularism, and the encounter with world religions; humankind's knowledge of God; God in the world.  
Offered in Spring 1985.

REL 304 Myth, Symbol and Modern Man 3
An investigation of myth, symbolism, and ritual activity as a celebration of life first in archaic societies, then in ancient Israel and early Christianity; application to the Passover Seder and the Christian Sacraments.  
Offered in Spring 1986.

REL 305 Marriage 3
A study of the biblical, historical, and contemporary views of marriage in the Judaic-Christian tradition with application to modern cultural and psychological dimensions of human relationships. Consideration also will be given to
modem challenges to the viability of monogamy and permanent commitment, as well as to the meaning of divorce and annulments. Offered in Spring 1985.

REL 306  Ministry with the Aging  3
A comprehensive treatment of religion and aging, from the Bible’s view to today’s unique programs. Included in the study will be an exploration of the foundations and historical perspectives on care for the elderly, the challenges presented by increasing numbers of older persons for religious institutions and for society at large, and designs concerned with practical applications, action approaches, and programs. Not offered in 1984-85.

REL 312  The Experience of Jesus  3
An inquiry into the basic question: Who is Jesus Christ? It investigates how that question is raised and answered in the New Testament, especially the Gospels, in the early centuries, and in contemporary times. Offered in Spring 1986.

REL 315 or HC 215  Healing and Wholeness  3
(Formerly REL 215)
An interdisciplinary course which explores the interface of healing and wholeness from the perspectives of religion and health care systems. It includes a religious overview of healing from the traditions of the shaman to contemporary faith healers; an exploration of health care organization from ancient roots through modern medicine; alternative medicines and holistic therapies including psychic healing and biofeedback; and ways to self-healing through dreams, journals, and meditation. Offered every year.

REL 341  The Search for Immortality  3
(Formerly REL 651)
Using data from world religions and psychic research, the course examines the possibility, reality, or impossibility of survival of the human personality after death. Included are discussions of death and life, soul, consciousness, ego death, reincarnation, eternity, and immortality. Offered in Fall 1985.

REL 351  Mysticism in the West  3
(Formerly REL 651)
A study of the mystical experience in both its theory and practice as found in the lives and writings of selected central figures in the western spiritual tradition, past and present. Offered in Spring 1986.

REL 352, 353 or PSY 352, 353
Images of Man in Western, Primitive, and Eastern Cultures; An Interdisciplinary Honors Seminar I, II  3,6
Students in this seminar are exposed to conceptions of human nature as they have existed in primitive, Eastern, and Western cultures. The seminar focuses both upon universal aspects of human experience and upon unique historical and cultural conceptions of human identity. These conceptions may be expressed in art, myths, literature, sacred books, philosophical treatises, etc. and are in various ways reflected in day-to-day living. The seminar is team-taught, stresses broad interdisciplinary perspectives and emphasizes original readings. Visits to plays, operas, movies and museums form an integral part of the seminar. For Students in College Honor's Program only. Offered in 1984-1985.

REL 361  Religion, Witchcraft, and the Occult  3
(Formerly REL 612)
A study of the historical development of witchcraft and its relation to religion; the aims, functions, and forms of divination and magic; occult practices past and present. Offered in Fall 1984.

REL 400  Seminar  3
(Formerly REL 701)
The course deals intensively with specific subjects that will be announced. Offered every semester.

REL 401  Independent Study  3
(Formerly REL 702)
The course is a directed investigation of some topic of research in religious studies selected by the student. Open to qualified juniors and seniors (both majors and non-majors) who have completed at least three courses (nine credit hours) in religious studies. Written permission of the chairperson required before registration. Offered every semester.

SCI 201  Fortran  4
(Formerly EDP 203)
The functions and capabilities of a digital computer and the FORTRAN programming language. Offered every semester.

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

SCI 303  General Earth Science for Teachers  3
A study of the solar system; basic concepts of climate; study of the structure and composition of the earth. Laboratory experiments and demonstrations exemplify techniques suitable for elementary science instruction. This course is for elementary and special education teacher training students. Offered every Fall.

SCI 400  A, B, C, D, Science Seminar  1
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. Not offered in 1984-85.

SCI 501  Oceanography  3
A study of the sea from biological, chemical, geological, and physical viewpoints; ocean sediments and their origin; composition of sea water, currents, tides, beaches, waves, economic potential of oceans; exploration as an energy source. Offered every Fall.

SCI 601  Environmental Science  3
The ecology of natural systems; resources and energy: formation and consumption of fossil fuels, nuclear energy, and the environment; pollution: the problems associated with air and water pollution, solid waste, noise, legal and economic verifications of governmental policy towards pollution. Offered every Spring.

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SCI 501  Oceanography  3
A study of the sea from biological, chemical, geological, and physical viewpoints; ocean sediments and their origin; composition of sea water, currents, tides, beaches, waves, economic potential of oceans; exploration as an energy source. Offered every Fall.

SCI 601  Environmental Science  3
The ecology of natural systems; resources and energy: formation and consumption of fossil fuels, nuclear energy, and the environment; pollution: the problems associated with air and water pollution, solid waste, noise, legal and economic verifications of governmental policy towards pollution. Offered every Spring.

SCI 201  Fortran  4
(Formerly EDP 203)
The functions and capabilities of a digital computer and the FORTRAN programming language. Offered every semester.

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A study of the solar system; basic concepts of climate; study of the structure and composition of the earth. Two lectures and two hours of laboratory and demonstration each week. Offered every year.

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The ecology of natural systems; resources and energy: formation and consumption of fossil fuels, nuclear energy, and the environment; pollution: the problems associated with air and water pollution, solid waste, noise, legal and economic verifications of governmental policy towards pollution. Offered every Spring.

SCI 201  Fortran  4
(Formerly EDP 203)
The functions and capabilities of a digital computer and the FORTRAN programming language. Offered every semester.
a special subject determined each year by the divisions. Students may determine the area in which they will write the thesis. Offered in Fall 1984.

SS 401 Seminar on Planning for the Future 3
An introduction to the study of the future; the role of science in planning; methods of long-range predictions. Course offered on pass-fail basis. Not offered in 1984-85.

SS 402 Seminar on the Future of American Institutions 3
The course consists of a series of lectures to be given on the future of American institutions by leading scholars. Not offered in 1984-85.

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

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

SOC 303A or CJ 200 Criminology 3
The sociological approach to the study of crime causation and to patterns of criminal and delinquent behavior in contemporary society. Prerequisite: SOC 203. Offered in Fall 1984.

SOC 303B or CJ 201 The Sociology of Corrections 3

SOC 304A Urban Sociology 3
A study of the city, suburbs, and metropolitan areas as unique phenomena from a sociological perspective; an emphasis on the American City in its development over the last century. Prerequisite: SOC 203. Not offered in 1984-85.

SOC 304B Urban Planning 3
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. Prerequisite: SOC 203. Not offered in 1984-85.

SOC 305 Social Anthropology 3
An inquiry into the concept of culture as applied to both simple and complex societies; the etiology of pre-literate peoples with emphasis on social, economic, and political organization. Prerequisite: SOC 203. Not offered in 1984-85.

SOC 308A Introduction to Social Work 3
The course is designed to introduce students to the field of social work; deals with the history and philosophy of social work; analyzes the three major areas of social work: case work, group work, and community organization; describes the major programs to special client groups: families, children, the elderly, the mentally ill, the handicapped, etc. Prerequisite: SOC 203. Offered in Fall 1984.

SOC 308B Social Work Practicum 3
The course is an intensive one, in which the principles of social work are developed through careful examination of each participant's actual functioning and experience. In addition to the weekly class, each student of the practicum will receive a regular individual consultation. Prerequisites: SOC 203 and SOC 308A. Offered In Spring 1985.

SOC 309 Sociology of Communication 3
Primary and secondary communication systems; language in socialization, social organization, and social control; theories of communication; modern mass communication media; structure, content, and effects. Prerequisite: SOC 203. Offered every Fall.

SOC 310 or CJ 205 Child Welfare 3
The course traces the development of rights of the child in relation to parental rights; explores the methods of care of dependent and neglected children in their own homes, foster homes, institutions; reviews the adoption process and the social trends toward integration in family and child care. Prerequisite: SOC 203. Offered in Spring 1986.

SOC 311 Social Research Methods 3
Preparation of a research proposal, formulation of the problem, survey of relevant literature, definition of concepts, preparation of research design and research tools. Prerequisites: SOC 203. Offered in Fall 1984.

SOC 312 or CJ 206 Sociology of Minority Groups 3
The analysis of interaction among racial, ethnic, and religious groups in the United States; the study of structure, dynamics, and problem areas. Prerequisite: SOC 203. Offered in Spring 1985.

SOC 314 Population Dynamics 3
The course surveys world population growth and its implications; analyzes the three "well" events: birth, death, and migration under the influence of religious, economic, political, familial, and other institutional norms; the methodology of demographic analysis is given much attention. Prerequisite: SOC 203. Not offered in 1984-85.

SOC 316 Sociology of Public Administration 3
The course is designed to give the students a clear account of the field of administration at all levels of government; reviews the role of the bureaucratic state, its impact on administrative theory and practice, and the nature of the new public bureaucracy. Special attention is given to the political environment and its influence upon the public administration. Prerequisites: SOC 203. Not offered in 1984-85.

SOC 400 Sociology Seminar 3
A coordinating seminar for senior sociology majors only, for the purpose of integrating sociological knowledge and for considering some of sociology's paradigmatic problems; e.g., sociology's scientific status, the scope of values in the study of society, the relationship of sociology to other academic fields. Offered every Spring.

SOC 401 Sociology of Politics 3
Contribution of sociology to theory and
research in political behavior, analysis of the social basis of power and the political processes in organized groups. 

SOC 402 Sociology of the Family 3
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 civilization processes. 

SOC 403 Industrial Sociology 3
The course traces the development of the industrialization process and its impact on the social organization of work; surveys the array of industries constituting a modern economy, and the distribution of occupations within each; examines the corporation as a social institution, trade associations, unions, cooperatives, consumer organizations, and the major movements seeking to influence business behavior from within and without; forecasts directions of development. 

SOC 404 Theory and History of Sociology 3
A systematic survey of the growth of sociological theory; a study of influential individuals and representative schools from Auguste Comte to the present day. 
Prequisite: SOC 203. Offered in Fall 1985.

SOC 405 Contemporary Sociological Theory 3
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, Merton, and Parsons). 

SOC 406 Sociological Statistics 3
Statistical techniques most commonly used in the analysis of sociological data. 

SOC 407 The Sociology of Religion 3
The sociological study of religion in society; forms of religious organization; religion as social process; religion and social change. 

SOC 408 Complex Organizations: Structure and Process 3
The course covers all types of organizations; business, government, social welfare, education, medicine, voluntary organization, etc.; examines how structure contributes to processes such as power and conflict, leadership and decision-making, communication and change, etc.; shows how organizations interact with each other and with society in general. 

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

SOC 500 Independent Studies 3
Individual research or field work under the direction of a faculty member with the approval of the department chairperson only. 
Offered every semester as students qualify.
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Ph.D., City University of New York

Joel Lesher
Adjunct II, Philosophy
B.A., Reed College
Ph.D., New School for Social Research

Cathleen V. Maguire
Adjunct III, Education
B.A., St. John’s University
M.L.S., Pratt Institute

Louis Manzelli
Adjunct II, Economics
B.S., Columbia University
M.A., New School for Social Research

Joseph Marino
Adjunct I, Philosophy
B.A., St. Francis College
M.A., Queens College

Stephen A. Martin
Adjunct I, English
B.A., M.A., Queens College

Lewis A. Marks
Adjunct IV, Business Law
LL.B., St. John’s University

Thomas Marks
Adjunct II, Management
B.S., St. Bonaventure University
M.S., Richmond College
P.D., St. John’s University

John Joseph McSaw
Adjunct I, Mathematics
B.A., St. Francis College
M.B.A., New York University

St. Mary McConnell
Adjunct I, Mathematics
B.A., St. Mary of the Woods
M.T.S., Catholic University of America

Ed McLoughlin
Adjunct I, Physical Education
B.S., St. Francis College
M.Ed., Springfield College

Daniel McNamee
Adjunct II, Management
B.A., Baruch College, C.U.N.Y.

Frances P. Messic, Jr.
Adjunct I, English
A.B., M.A., Brooklyn College
Ed.D., Teachers College, Columbia University

Denise Miller
Adjunct III, Education
B.S., Fordham University
M.S., Brooklyn College
P.D., Richmond College
Ed.D., St. John’s University

Joseph Miloda
Adjunct III, Management
B.A., Hunter College, C.U.N.Y.
M.A., Manhattan College

Richard Morris
Adjunct III, Management
B.A., St. John’s University
M.B.A., Baruch College, C.U.N.Y.

Richard Morris
Adjunct I, Health Care Management
B.S., M.B.A., St. John’s University
The Adjuncts listed have served for at least three semesters.
Professional Standards Committee: formulates and recommends a statement of professional standards, conducts hearings for faculty and professional staff members seeking redress of grievances, and recommends appropriate action; investigates charges against members of the faculty and professional staff and recommends appropriate action.

Promotion and Tenure: formulates and recommends policies and procedures; evaluates and recommends faculty members for promotion and tenure.

Research Committee: formulates and recommends policies concerning faculty research; studies research projects submitted by members; recommends to the Academic Dean the granting of research funds and maintains a record of the reports submitted by recipients of research funds.

Scholarships and Grant-in-Aid Committee: recommends policies concerning scholarships and grants-in-aid; passes upon all applications for scholarships and grants-in-aid; makes awards in accordance with established policies; makes a semi-annual examination of the records of the holders of scholarships and grants-in-aid, and recommends continuance of such aid.

Statutes Committee: makes a constant review of the statutes and recommends changes in the statutes which it deems advisable, submitting such recommended changes to the faculty assembly for approval before transmitting them to the President.

Student Activities Committee: supervises the policies determined by the student government; establishes policies for the regulation and improvement of the clubs and fraternities of the College, and gives final approval for the distribution of awards other than academic and athletic.
The St. Francis College Alumni Association, founded in 1887, aims to foster and promote the growth, development and welfare of St. Francis College and to advance the spiritual, social, professional and economic interests of the members of the Association.

The Association conducts career programs for students, renders financial aid to the scholarship and building programs of the College, and sponsors a number of social, educational and religious events.

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Vice-President—James N. McDonald '69

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