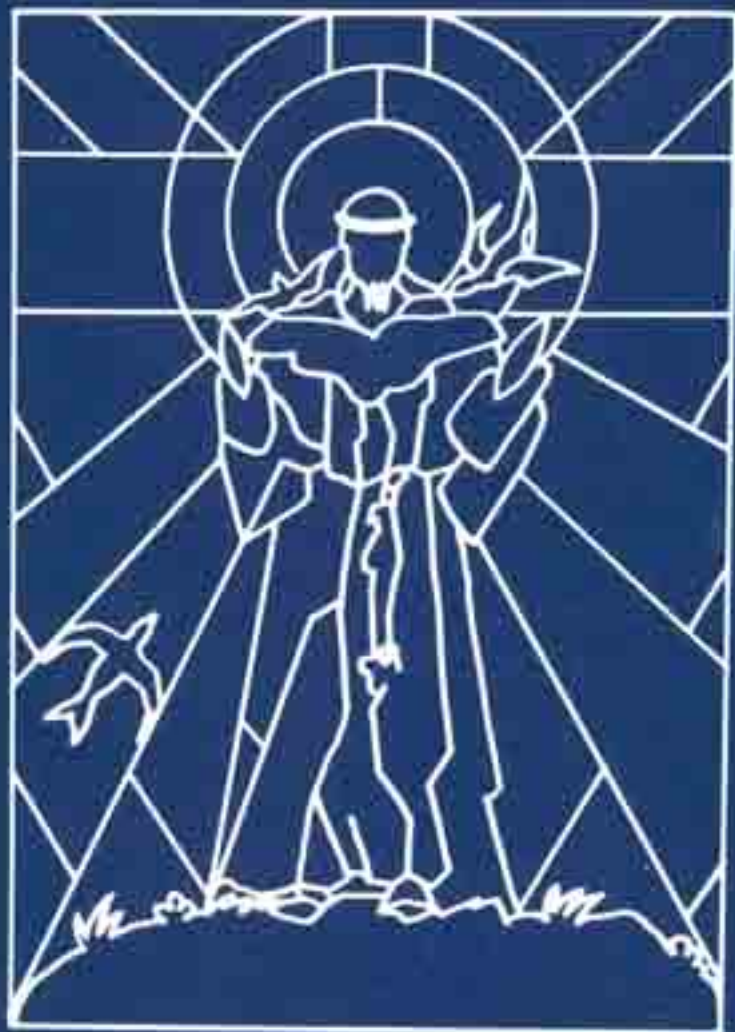


ST. FRANCIS COLLEGE
Brooklyn Heights
Brooklyn, New York



1978-1979 Catalogue

ST. FRANCIS COLLEGE

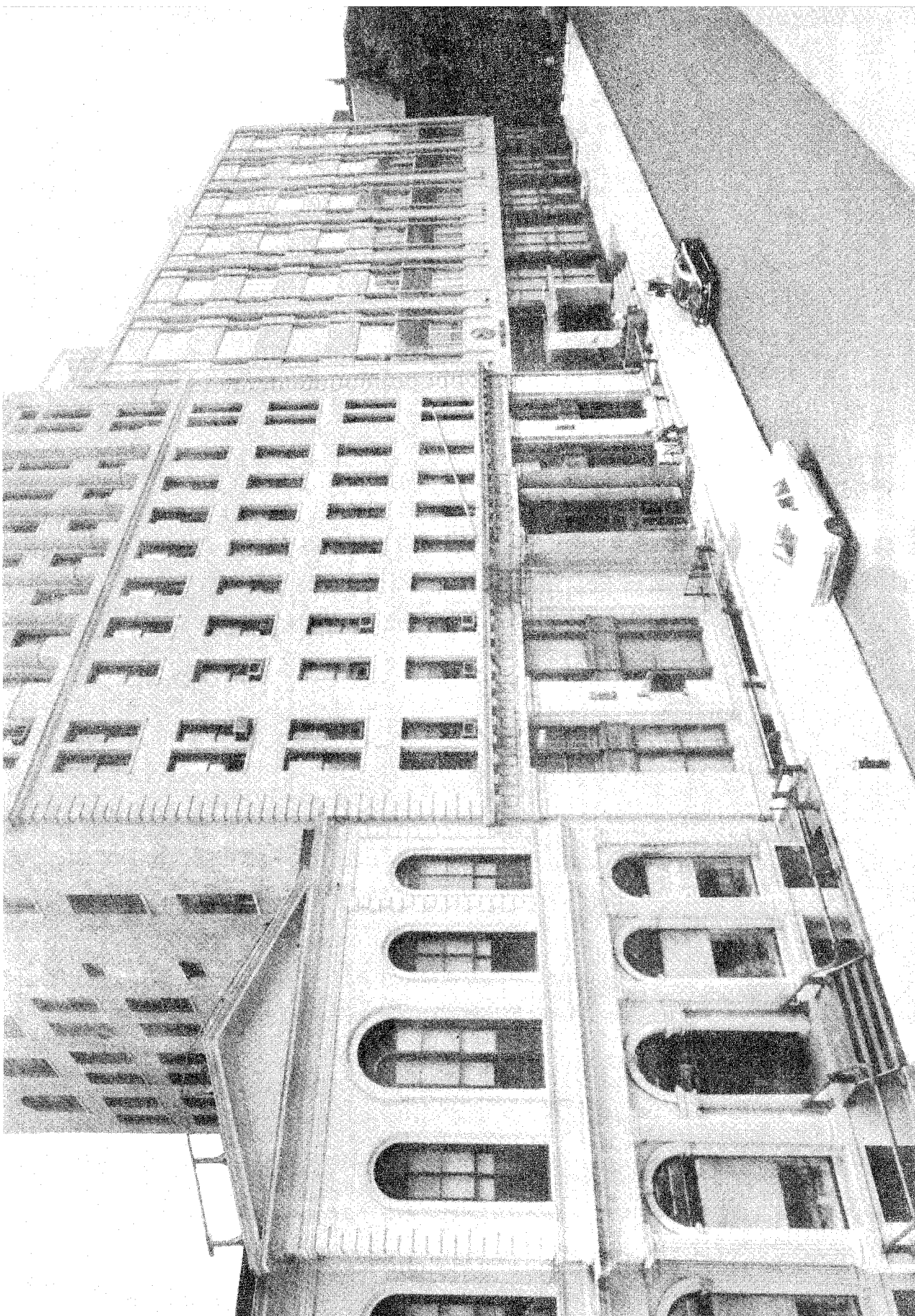
established by the

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

CATALOGUE 1978/79



BROOKLYN CIVIC CENTER
100 Remsen Street
Brooklyn, New York, 11201

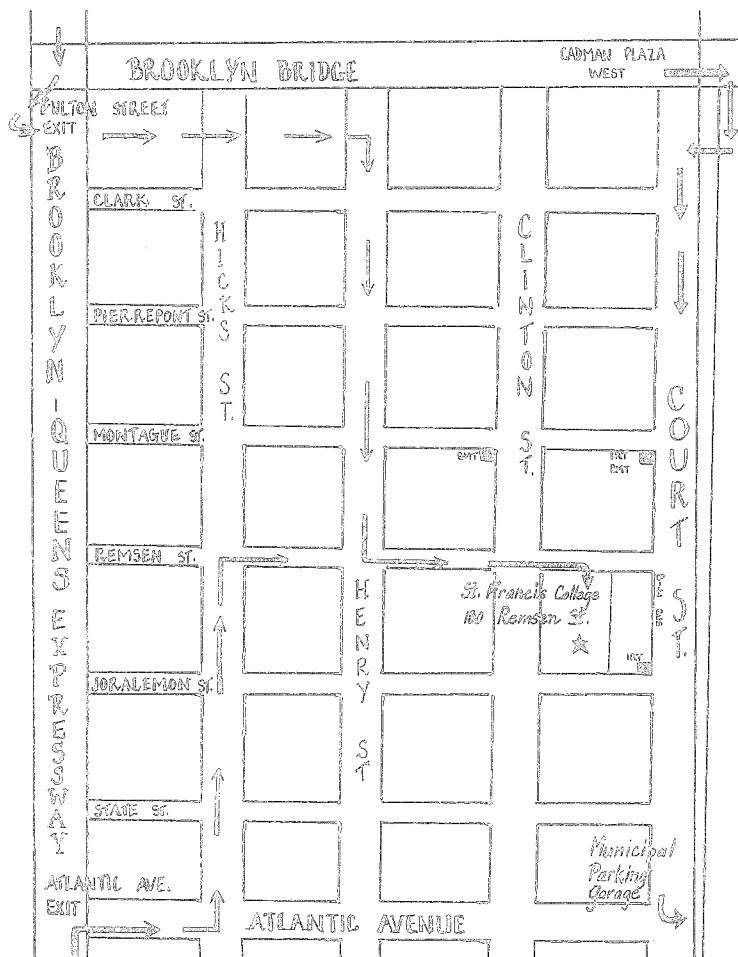


Telephone 212-522-2300

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

Executive Business	President
Academic Matters	Academic Dean
Alumni, Development and Public Relations	Coordinator of College Relations
Applications, Admissions	Director of Admissions
Athletics and Athletic Information	Director of Athletics
Business Matters	Chief Financial Officer and Controller
Continuing Education	Dean of Continuing Education
Financial Aid	Director of Financial Aid
Placement Service	Director of Placement
Student Affairs	Dean for Student Affairs
Transcripts, Records	Registrar

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



DIRECTIONS

IRT

7th Avenue and Lexington Avenue lines to Borough Hall.

IND

A, E, or I 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 Street.

B-38 Bus (DeKalb Avenue) to Court Street — Borough Hall.

B-41 Bus (Flatbush Avenue) to Court Street — Borough Hall.

B-52 Bus (Gates Avenue) to Court Street — Borough Hall.

LIRR — to Flatbush Avenue Terminal. IRT to Borough Hall.

By Car

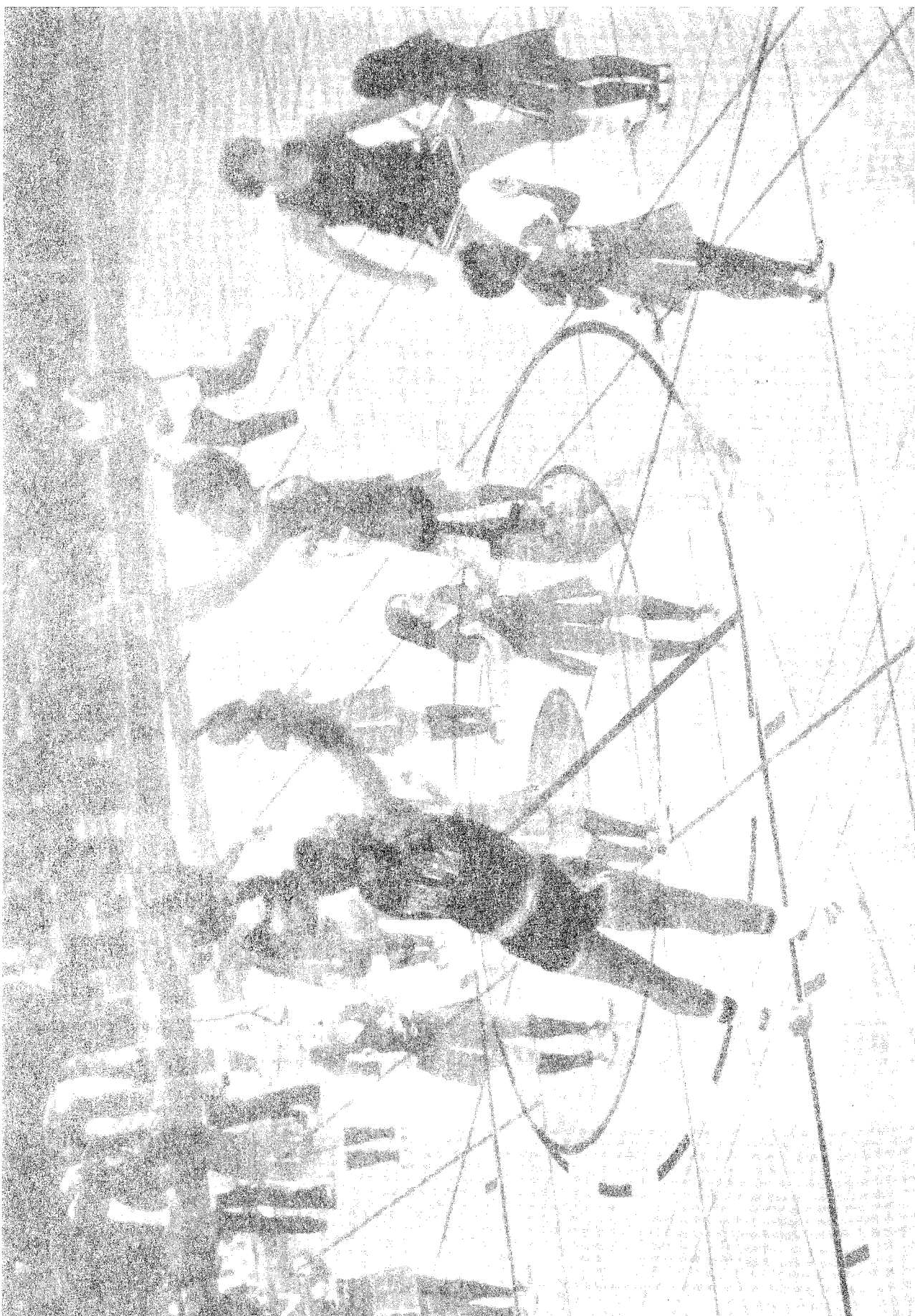
From Manhattan — Brooklyn Bridge to Cadman Plaza West Exit — follow arrows.

From Staten Island — BQE to Atlantic Avenue Exit — follow arrows.

From Queens — BQE to Fulton Street Exit — follow arrows.

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ACADEMIC CALENDAR

FALL 1978

Aug.	23-25	Wed.-Fri.	Free Program Changes
Aug.	29	Tuesday	Late Registration and Program Changes
Sept.	4	Monday	Labor Day—Holiday—Administrative Offices and Library closed
Sept.	6	Wednesday	Classes Begin
Sept.	7	Thursday	Last day for Free Program Changes
Sept.	12	Tuesday	Last day for Adding Courses
Sept.	19	Tuesday	Last day to file "Pass-Fail Course Requests"
Oct.	6	Friday	Last day for Seniors to file "Application for Degree Cards" for 1979
Nov. 1-Dec. 1		Wed.-Fri.	Early Registration for Spring 1979 Semester
Nov.	6	Monday	Mid-Semester Grades Due
Nov.	21	Tuesday	Thanksgiving recess begins after last class—Administrative Offices and Library closed until Mon., Nov. 27.
Nov.	27	Monday	Classes Resume
Dec.	17	Sunday	Last day of classes
Dec.	18-23	Mon.-Sat.	Final Examinations
Dec.	25-26	Mon.-Tue.	Holidays—Administrative Offices and Library closed
Dec.	27	Wednesday	Final Grades due by noon in Registrar's Office
Jan.	1	Monday	Holiday—Administrative Offices and Library closed
Jan.	3-23	Wed.-Tue.	Intersession (Optional)

SPRING 1979

Jan.	17-19	Wed.-Fri.	Free Program Changes
Jan.	23	Tuesday	Late Registration and Program Changes
Jan.	29	Monday	Classes begin
Jan.	30	Tuesday	Last day for Free Program Changes
Feb.	2	Friday	Last day for Adding Courses
Feb.	9	Friday	Last day to file "Pass-Fail Course Requests"
Feb.	19-20	Mon.-Tue.	Presidents' Holidays—No classes Administrative Offices and Library closed
Mar.	19	Monday	Mid-Semester Grades Due
Apr. 2-May 25		Mon.-Fri.	Summer Registration

Apr.	10	Tuesday	Easter recess begins after last class Administrative Offices and Library closed April 13 and 16.
Apr.	18	Wednesday	Classes Resume
Apr. 23-May 25	Mon.-Fri.		Early Registration for Fall 1979 Semester
May	15	Tuesday	Last day of classes
May	16-22	Wed.-Tue.	Final Examinations
May	25	Friday	Final Grades Due by Noon in Registrar's Office
May	28	Monday	Holiday—Administrative Offices and Library closed
June	3	Sunday	Baccalaureate Service
June	9	Saturday	Commencement

SUMMER 1979

June	11	Monday	Last day for Summer Semester Registration
June	12	Tuesday	First Summer Session Begins
July	4	Wednesday	Holiday—No classes— Administrative Offices and Library closed
July	12-13	Thu.-Fri.	First Session—Final Examinations
July	16	Monday	Second Summer Session Begins
Aug.	16-17	Thu.-Fri.	Second Session—Final Examinations
Aug.	28	Tuesday	Late Registration—Program Changes



GENERAL INFORMATION

HISTORY AND GOVERNMENT OF THE COLLEGE

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

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

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

In 1912, the College discontinued accepting boarding students to meet the needs of expansion. The living quarters of the students were remodeled to include additional science laboratories, a library, and lecture rooms. The need for more accommodating facilities and a modern building became urgent, and in 1923 the Brothers appealed to the people of Brooklyn to meet the demand. The College building formerly at 35 Butler Street (erected in 1926) was the result of this appeal. The College became a separate legal corporate entity under Charter issued by the Regents of the University of the State of New York on April 10, 1957. In 1960, several buildings were purchased on Remsen Street in the new Brooklyn Civic Center. In the Fall of 1968, two additional buildings were opened. One building increased the student union facilities, faculty offices, and faculty residence facilities. The other building houses the science facilities and additional classrooms. A new health and physical education building was opened in 1971. Traditionally an all-male college, St. Francis became a co-educational institution in 1969.

St. Francis does not discriminate on the basis of sex, race, color, national or ethnic origin, or physical handicap in the education programs which it conducts, or in its employment policies, practices and procedures. St. Francis College complies with all State and Federal statutes, executive orders and regulations concerning affirmative action, non-discrimination and equal employment opportunities.

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.

DESCRIPTION OF PLANT

The campus of St. Francis College consists of four interconnected buildings which provides instructional space, library, student service space, office space for the College. The Arts building is a seven story building served by four elevators. A large cafeteria on the ground floor provides food service and serves as a gathering place for the student body. The building contains a total of 25 classrooms, four seating 25 students or less, 17 providing seating space for 30 to 40 students and four providing space for 50 to 60 students. In addition, there are 3 seminar rooms which also serve as rooms for various faculty and student meetings. A number of the offices of the College are located in this building as well. They include on the 6th floor, the Office of the President, the Office of the Chief Financial Officer which includes offices for the Director of Student Accounts and the Director of Personnel and the Office of the Academic Dean. The Counseling Office and the Coordinator of College Relations are located on the 7th floor. The mezzanine floor (1M) contains space for the Dean for Student Affairs, the Director of Student Activities, Nurse, Student Government and Student Publications, the Dean of Continuing Education and staff, the Admissions Office and the Director of Financial Aid. The Registrar's Office is located on the 2nd floor. In addition, there are faculty offices in this building as well as the plant and security office.

The Science building is a six story building adjacent to the Arts building on Remsen Street. It contains an escalator which provides access to the Arts building as well as the Science Building and an elevator. The building provides instructional facilities for the sciences and for other offerings of the College. There are six classrooms seating 50 to 60 students, one seating 30 students, one seating 69 and one seating 92. Laboratory facilities are housed in the building for biology, chemistry, physics, earth science and psychology. The Biology Department has six laboratories, two used for General Biology and Anatomy and Physiology, one Physiology Laboratory, one Microbiology Laboratory, one laboratory which is used for teaching Genetics Embryology, Histology and Animal Microtechniques as needed and one radiation laboratory. There is an Animal Room with an adjoining surgical room and a greenhouse for rearing and maintaining plants. The Chemistry laboratories consist of four large instructional laboratories with five adjacent instrumentation and/or balance rooms, two student/faculty research laboratories, two stockrooms, one for equipment and one for chemicals, a preparation room, a storage room and a conference room which is used by other departments as well as Chemistry. One laboratory is provided for Physics instruction along with a preparation and equipment room and a darkroom. The laboratory for teaching Earth Science with an adjacent equipment room is also available. The Psychology laboratory, designed for the support of the experimental program in Psychology, is also housed in the Science building. The building contains offices for the science faculty which are equipped with laboratories for research by members of the department as well as offices for the Mathematics and Health Science Departments. The Computer Center is located in the Science building and consists of a large area with an adjacent office for the Director of the Computer Center. An additional keypunch room is located across the hall. The Computer Center provides support for various activities of the College, Financial Office, Admissions Office, Registrar's Office, Development Office and other agencies as needed. The equipment and space is also used for instruction in Computer Science

courses. On the main floor is a large lounge and study area and adjacent to it, Founders Hall, a multi-purpose auditorium and classroom facility which seats 327 people. This is regularly scheduled for classes but is also used as an auditorium for college activities, such as, Charter Day, for outside speakers and for productions of the student dramatic group, The Troupers.

The Physical Education building is located behind the Science building and is connected to the Science and Arts buildings at the back of the main lobby. The facilities consist of a gymnasium which serves as the principal teaching area for the Physical Education Program and also provides the court for men's and women's intercollegiate basketball and a wide range of intramural activities. Included with the plant is a regulation AAU swimming pool, a weight training room, auxiliary gymnasium, a roof tennis court and a dance area. Some office space is also provided.

LIBRARY

One hundred eight thousand volumes comprise the working nucleus of the McGarry library. There are substantial increases each year through a large budget appropriation and the contributions of the alumni and friends of the College. More than eight hundred periodicals are received currently. Also accessible are stacks of bound and unbound periodicals and pamphlets together with various government publications. The library is richly supplemented by the facilities of the libraries of the metropolitan area.

Library and all college office hours will be posted each semester on the official bulletin boards and other bulletin boards throughout the college.

GENERAL OBJECTIVES

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, non-residential, 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 science 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 pre-requisites 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 man excellent: his reason, and the freedom grounded in that reason. It consists in the formation of intelligence, of character, of taste. Thus 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 ideals that inquiry into the natural world will discover traces of the Infinite and that human work is an imitation of Divine work.

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 relationships that allow for genuine teaching and learning, yet large enough to have resources for significant contributions to the city, the state, the nation, and indeed, given the number of its foreign students, the international community.

MEMBERSHIPS AND AFFILIATION

St. Francis College is chartered by the Legislature of the State of New York; is accredited by the Regents of the University of the State of New York and the Middle States Association of Colleges and Schools. It is a member of the Association of Colleges and Universities of the State of New York, the Association of American Colleges, the Council of Higher Educational Institutions in New York City, the National Commission on Accrediting, the Commission on Independent Colleges and Universities, the Brooklyn Education & Cultural Alliance, the National Association of Independent Colleges and Universities and National Catholic Education Association.

THE JAMES A. KELLY INSTITUTE FOR LOCAL HISTORICAL STUDIES

The James A. Kelly Institute for Local Historical Studies of St. Francis College was created in 1973 and named for the late Borough Historian of Brooklyn.

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

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

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

The Kelly Institute offices are situated in the basement of the Science Building occupying rooms BS 3, 4, and 11.

Room BS 3 is the office of the Director.

Room BS 4 is a library of archives and documents related to the History of New York. Nineteen large cabinets accommodate approximately 3 thousand volumes and over 100 archive boxes house approximately ¼ million folios. There are plaques and photos hung on all walls and the room is generally used by students and researchers seeking information from the archives.

Room BS 11 is a huge storage area. Not open to students or the general public, it houses new accessions and contains over two million documents as well as artifacts and memorabilia.

In toto, the Kelly Institute uses approximately 3000 square feet of storage, class and office area.

The Institute is open as posted on the official bulletin boards and other bulletin boards throughout the college.

SPECIAL PROGRAMS

Federal Summer Intern Program—St. Francis College is a participating institution

in the selection of students interested in the public service as a potential career. Excellent opportunities are available for paid experience in one of a variety of governmental departments. According to federal regulations, a Federal Summer Intern is a college student who is a citizen of the United States and who will have completed two years, or 60 semester hours of college credit by June, or who has graduate status; stands in the upper $\frac{1}{3}$ of the class if an undergraduate, or in the upper $\frac{1}{2}$ of the class if a graduate student; demonstrates above average leadership qualities through in-school and extra-curricular activities. For complete information, students should contact the Director of Counseling & Career Planning Center.

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

Computer Program—St. Francis College has acquired the new IBM 1130 computer facility. Although primarily intended for mathematical and scientific uses, the IBM 1130 lends itself to many other applications. Students who have had the courses in electronic data processing and students engaged in directed research in science, mathematics, or business will have hands-on operation of the facility to test their programs and to perform the mathematical, scientific, and business applications they desire.

Junior Year Abroad—At the end of the sophomore year, qualified students may elect to take advantage of a year of foreign study and apply this work toward the degree requirements of St. Francis College. No special course of study is provided by the College. The student may select a course and place of study from among the many programs available through the various international education agencies, such as the Institute of European Studies, The International Educational Exchange Service, The Inter-American Studies Program (sponsored by the United States Government) or programs conducted by other recognized educational institutions. Students entering this program should seek the advice of their department chairperson and have the program approved by the Academic Dean.

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

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

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

Life Experience Credit—Students who are 30 years of age or older and who are candidates for the Bachelor of Science degree in Special Studies may request an evaluation for Life Experience Credit. Students seeking this credit should prepare a resume based on the format which can be obtained either from the Office of the

Academic Dean or the Office of the Dean of Continuing Education. Life Experience Evaluation Committees are convened each Fall and each Spring Semester. Candidates whose resumes are on file prior to the beginning of the semester will be notified of the meeting dates and requested to call the Office of the Academic Dean for an evaluation appointment.

Credits are awarded based on the committees' evaluation of the learning accomplished by the candidates. In all cases a minimum of 30 semester hours of academic work must be completed at St. Francis College. Information may be obtained from the Office of the Academic Dean or the Office of the Dean of Continuing Education.



ADMISSION OF STUDENTS

ADMISSION TO THE FRESHMAN CLASS

It is the policy of St. Francis College to admit as matriculated students only those applicants who present evidence that they can successfully pursue courses leading to a degree. St. Francis College admits students of any race, color, national and ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national and ethnic origin, handicapped, in administration of its educational policies, admissions policies, scholarship and loan programs and athletic and other school-administered programs. *Non discriminatory policy as of February 16, 1978.*

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

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

English, four years

4 units

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

12 units

16 units

ENTRANCE EXAMINATIONS

Applicants should take the Scholastic Aptitude Test (morning section) of the College Entrance Examination Board and have the results sent to St. Francis College. A Bulletin of Information containing procedures for filing applications, a list of examination centers, and test dates may be obtained by writing to: College Entrance Examination Board, P.O. Box 592, Princeton, New Jersey 08540.

The College is more interested in the applicant's potential to succeed in college than in any prescribed pattern of entrance units. Where the preparation differs from

the state's requirements, the record will be studied carefully by the Admissions Office for evidence of unusual aptitude, especially in those studies which are prerequisite for the curriculum the applicant wishes to pursue.

FOREIGN STUDENTS

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

ADMISSION WITH ADVANCED STANDING

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

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

ADVANCED PLACEMENT

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

CREDIT BY EXAMINATION

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

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

CLASSIFICATION OF STUDENTS

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

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

A **Transient Student** is one regularly enrolled in another college or university whose work at St. Francis College is to be transferred to the institution in which he is regularly enrolled.

A **Special Student** is a student of mature age who does not wish to complete a regular course of study. Such a student may be admitted with the consent of the Director

of Admissions. The student must, however, submit credentials covering all preparatory work and, if admitted, may pursue only such studies as the student's qualifications permit.

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

LOWER DIVISION:

Freshmen—those who have fewer than 28 credit hours.

Sophomores—those who have earned 28 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 work in the lower division comprises the basic studies intended to lay the foundation for the more advanced work of the upper division. The work of the upper division involves the comprehensive grasp of a field of study which will contribute to the special interest of the student, together with a knowledge of other fields, thus giving purpose and unity to the whole college program.

DAY SESSION STUDENTS

Day session students are all students matriculating toward a baccalaureate degree in the day session with the exception of those students pursuing the Bachelor of Science Degree in Special Studies.

CONTINUING EDUCATION STUDENTS

Continuing Education Students are:

1. All students matriculating toward a baccalaureate degree in the evening session.
2. All students pursuing the Bachelor of Science Degree in Special Studies.
3. All students in associate degree programs.
4. All special or non-matriculating students.



FEES

The Trustees of St. Francis College exert every effort to keep the tuition costs as low as possible consistent with sound education policy. The Trustees reserve the right to make changes in tuition and fees when necessary.

REGULAR FEES

Application Fee	\$ 15.00
Readmit Application Fee	15.00
Pre Registration Fee	55.00
This fee is not refundable.	
It will, however, be credited towards tuition.	
Matriculation Fee	10.00
This fee is payable only once and is not refundable.	
Tuition Per Credit Hour	79.00
Service Fee for Students Taking 12 or More Credits	35.00
This fee includes registration, library and student services.	
Service Fee for Students Taking Fewer Than 12 Credits	10.00
Registration Fee for Students Taking Fewer Than 12 Credits	10.00
Service Fee For Summer Session	10.00
Service Fee For Intersession	10.00
Student Activities Fee	20.00
This fee is applicable to full time matriculated students taking 50% or more courses before 6 p.m.	
Laboratory Fee per lab. hr.	15.00

SPECIAL FEES

Special Collection	25.00
Late Registration	25.00
Special Registration	50.00
Graduation	25.00
Bachelor Degree	35.00
Associate Degree	20.00
Both Degrees	55.00

Change of Program	5.00
Re-evaluation of Transfer Credit	5.00
Special Examination	5.00
Transcript	
For all students and each time.	2.00
For special handling.	5.00
Maintenance of Matriculation	10.00
Placement Credentials (first two no fee)	5.00
Life Experience Evaluation	500.00
Payable when the student accepts the credit assigned.	

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

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

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

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

REFUNDS FOR FALL AND SPRING SEMESTER

1. When a student finds it necessary to **withdraw from the College**, or from one or more courses, the student will file notice with the Registrar and the Controller on an official form furnished by the Registrar.

2. The amount to be refunded will be determined from the date the official withdrawal form has been completed and filed with the Registrar.

3. A proportionate refund of tuition only is made according to the following schedule:

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

4. 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.

FINANCIAL AID

INTRODUCTION

St. Francis College has a comprehensive program of financial aid from a variety of sources. St. Francis College is committed to offering financial assistance to students who would otherwise be unable to attend college. Assistance may be made available in the form of scholastic achievement awards and grants, insured loans and student employment. Eligible students may be offered a financial aid "package" with some combination of these sources.

Freshman and transfer applicants should submit a financial aid application about the same time as the application for admission. The need for financial assistance in no way affects the admissions decision. In fact, a financial aid evaluation will not be prepared until an admissions decision has been finalized. In order to be considered for financial aid, a student must be admitted, fully matriculated, in full time attendance, in good academic standing and making satisfactory progress toward the completion of degree requirements.

Financial Aid is based upon the total cost of education including tuition and fees, books and supplies, room and board, personal expenses and transportation. All students are encouraged to apply for financial aid. The Financial Aid Office will inform students if they are not eligible. Students are advised not to discount themselves from consideration on the belief they may be judged ineligible.

APPLICATION PROCEDURES

A student must file a St. Francis College Financial Aid Application and a Financial Aid Form (FAF) with the College Scholarship Service. The FAF may be obtained from the secondary school guidance offices or from St. Francis College. The FAF must be received by the College from the College Scholarship Service no later than February 15th for all students, prior to the fall term for which financial aid is requested. Students seeking admission to or returning from leave of absence from St. Francis College for the spring term and requesting financial assistance should submit the FAF to the College Scholarship Service so that it is received by the College no later than November 1st, as well as the St. Francis College Financial Aid Application to the Financial Aid Office by that date. Each recipient of financial aid is required to submit documentation of income within two weeks of the award notification or be subject to automatic cancellation. Applications received after the deadline will be considered only as funds remain available.

SELECTION OF STUDENTS FOR FINANCIAL AID

All financial aid awards are based upon financial need as determined by a uniform methodology of need analysis approved by the U.S. Office of Education. There is also a distinction between eligibility for financial aid and availability of

funds. Federal regulations mandate that the neediest students must be considered for financial aid first, in a descending order of financial need. Generally, students with greater need can anticipate that more of their financial aid package will be gift aid (scholarship or grant), and the remainder in self-help (loan or work). The amount of aid awarded in any program is made available on a sliding scale, with neediest students granted more assistance. The ability to demonstrate financial aid eligibility for campus based federal funds and St. Francis College funds depends upon the student's budget, the amount of funds available in the programs, and the relative need of the student as compared to other students in the population applying for financial aid and competing for those funds. Unlike this consideration, however, BEOG, TAP and other State Scholar Incentive programs are called entitlement programs, where the amount of the award is dependent upon state and federal legislation and appropriations. These funds are awarded to students regardless of the amount of students who apply and funds are not segregated by school. These awards are generally portable, as opposed to campus based and institutional funds which are not portable.

In order to receive an award, and to maintain continued eligibility for an award, a student must be in good academic standing and be making normal progress toward the completion of degree requirements. Students who lose their eligibility for financial assistance on an academic basis and who do not restore their academic status by the end of the following semester may jeopardize their eligibility for financial aid during that semester.

Financial Aid awards (excluding student employment) are applied first to tuition and fees, before a refund is made to a student. All refunds must be made by written request, and are made once per semester, no earlier than the sixth week of the semester. Work Study checks are made payable to students on a bi-weekly basis provided that timesheets have been submitted in a timely manner.

BUDGETS

In addition to tuition and fees which are paid directly to St. Francis College, there are indirect costs relating to College attendance. Since financial aid is based upon the total cost of attendance, the following standard budgets are being used during the 1978-79 academic year:

Tuition (per credit)	79.00
Fees (per semester-full time)	55.00
Fees (per semester-part time)	20.00
Books and Supplies (full time)	175.00
Books and Supplies (part time)	90.00

Sample Budgets (add cost of tuition, fees and books to each total)

Single dependent student living at home with parents:

Room and Board	750.00
Personal Expenses	450.00
Transportation	300.00
TOTAL	1500.00

Single independent Student:

Room and Board	2520.00
Personal Expenses	900.00
Transportation	300.00
TOTAL	3720.00

Married independent student:

Room and Board	3780.00
Personal Expenses	1575.00
Transportation	600.00
TOTAL	5955.00

Additional dependents for all students:

For first dependent add \$1500 to total budget

For second dependent add \$1000 to total budget

For each additional dependent add \$700 to total budget.

FINANCIAL AID FROM ST. FRANCIS COLLEGE

Upon filing the St. Francis College Financial Aid Application and the FAF, student will be evaluated for eligibility in the following programs:

The *National Direct Student Loan* may be available to students with demonstrated need at 3% annual interest. A student may borrow up to \$2500 for the first two years of full time undergraduate study and up to \$5000 for the undergraduate curriculum. St. Francis College reserves the right to set lower limits on a yearly and/or aggregate basis based upon the availability of funds. Interest begins to accrue and repayment begins nine months after graduation, withdrawal from school, or school attendance on less than a half-time basis. The minimum monthly repayment is \$30 and a student may have up to ten years in which to repay the loan dependent upon the amount borrowed. Cancellation provisions are available to eligible students who teach in a low income designated area, or those who teach the physically or mentally handicapped. Graduated partial cancellation is available over a five year period at an eligible institution at the rate of 15%, 15%, 20%, 20% and 30% respectively. Deferments are available when a student returns to an eligible institutions on at least a half-time basis, for up to three years doing service in the armed forces, for up to three years in programs such as the Peace Corps and VISTA. Recently the range of awards in this program at St. Francis College was \$200 to \$1500 with an average award of \$768.

The *College Work Study Program* may be made available to students who need funds to meet their personal expenses during the school year. Since money is received as it is earned, by the nature of the program, it is not available at the time of registration to cover payments for tuition and fees. Students may work up to twenty hours per week during the academic year and up to forty hours per week not to exceed the normal work week of the office, during the summer or when classes are not in session. Students may only work up to the amount of their award. Recently the range of allotments in the program at St. Francis College was \$400 to \$1200 with an average award of \$825.

The *Supplemental Educational Opportunity Grant* may be awarded to students who have exceptional financial need. The Financial Aid Office determines the eligibility of students for this program. Eligible students are those whose family cannot meet half the cost of education. Awards may be no less than \$200 per year and no more than \$1500 per year not to exceed a total of \$4000 for the undergraduate curriculum. This award must be matched by the College with another form of aid, which as a result, may represent no more than half the financial assistance offered to a student. Recently the range of awards at St. Francis College was \$200 to \$1000 with an average award of \$312.

The *St. Francis College Presidential Scholarship* may be available to students who graduate from high school with at least a 90 average and an SAT score of at least 1100, as well as demonstrated financial need. The award is \$200 per year.

The award may be renewed if the student maintains a satisfactory* index for a full time course of study and continues to demonstrate financial need.

The *St. Francis College Scholastic Achievement Grant* may be available to students who graduate from high school with at least an 85 average and who have financial need. Awards range from \$100 to \$1000 per academic year. Students may be eligible for renewal of the award if the student maintains a satisfactory* index for a full time course of study and continues to have financial need. Recently the range of awards was \$100 to \$1000 with an average award of \$550.

The *St. Francis College Grant in Aid* may be made available to full time students solely on the basis of financial need, as long as the student remains in good academic standing and makes normal progress toward the completion of degree requirements. Recently, the range of awards was \$100 to \$1000, with an average award of \$450.

The *St. Francis College Family Discount* may be available to those students who along with another member of their immediate family (brother, sister, father, mother, wife, husband) are in simultaneous full time attendance at the College. The award for the 1978-79 year will be \$600 in the event it is permissible to grant this award to the student. There are instances where it will not be possible to grant this sum to a student such as the case where the award of this amount would cause the College to violate a federal regulation regarding the administration of student aid funds. This program is being phased out and only those families with both students enrolling and attending St. Francis College on or prior to September, 1978 will be eligible for consideration for this program.

The *St. Francis College Athletic Scholarship* may be available to students who have been recommended to the Athletic Director by the appropriate coach who will then make the recommendation to the Director of Financial Aid who then determines whether the award will be made. Awards may be up to full tuition and fees less federal and state aid.

OTHER SOURCES OF FINANCIAL AID

The *Basic Educational Opportunity Grant* may be available to students who meet the eligibility requirements as determined by a formula established by the U.S. Office of Education. Application for this is required for all St. Francis College students before they will be considered for any aid administered directly by the College. Students apply for this award by indicating they wish to have their eligibility considered for BEOG in the appropriate section on the FAF. There is no charge for this determination. During the 1977-78 year, the range of awards was from \$200 to \$1400 for two terms of full time study, but may not exceed half the cost of education. Students registered on at least a half time basis (minimum of six credits per semester) may be eligible. A student is entitled to eight full terms of BEOG eligibility. During the 1978-79 year the award may range up to \$1600, depending upon the level of funding currently anticipated for this program. The following table will allow you to estimate what your BEOG award will be if you attend St. Francis College on a Full Time basis. To find your award, use the 3200+ Cost of Education and match it up with the column which your Student Eligibility Index fall in and the figure in that box should be your award.

New York State offers the *Tuition Assistance Program* for legal residents of New York State enrolled in an approved full-time degree program in a college in New York State. During the 1977-78 year the awards ranged from \$100 to \$1500. This award is based upon the family's New York State net taxable income. TAP funds may be received for up to eight semesters of undergraduate study. The following table will permit you to estimate your TAP award for the 1978-79 year if you have determined your family's New York State net taxable income:

*2.0 for freshmen; 2.5 for sophmores; 3.0 for juniors and seniors.

Estimated TAP Award

The maximum annual award is \$1,500 or tuition, whichever is lower, and will be reduced according to family income level as shown in the tables below.

SCHEDULE C—Undergraduate students who are financially dependent on their parents; *OR* who are *financially* independent of their parents and are married or have tax dependents

SCHEDULE E—Undergraduate students who are financially independent of their parents and are single with no tax dependents

NET TAXABLE INCOME		REDUCTION IN AWARD		NET TAXABLE INCOME	REDUCTION IN AWARD
\$ 2,000 or less	\$	0 reduction		1,000 or less	0 reduction
2,001–\$ 5,000		6% of the excess over \$ 2,000		1,001–\$5,666	30% of the excess over \$1,000
5,001– 8,000	180 plus	7% of the excess over 5,000		5,667 or more	NO AWARD
8,001–11,000	390 plus	8% of the excess over 8,000			
11,001–14,000	630 plus	10% of the excess over 11,000			
14,001–17,000	930 plus	12% of the excess over 14,000			
17,001–17,785	1,290 plus	14% of the excess over 17,000			
17,786–20,000	1,400				
20,001 or more	NO AWARD				

If more than one family member is in full-time attendance at an approved postsecondary institution, \$3,000 will be subtracted from net taxable income and \$2,000 for each additional family member who is enrolled.

If you have received 4 or more semester payments (or the equivalent), the maximum annual award is \$1,300 or tuition-minus-\$200, whichever is lower, and will be reduced according to the above tables. No award will be less than \$100 per year.

Under recently passed legislation, those students who attended college for the first time on September, 1977 or later will be processed for a maximum award of \$1800 per year. To arrive at the proper award use the schedule C table to compute the reduction factor and subtract it from \$1800.

New York State also offers the Regents Scholarship which is a competitive scholarship based on a students scores on the SAT's and a winner is eligible for a scholarship of \$250. The payment of this scholarship is made only if the student attends a college in New York State and is enrolled as a full time student. The award is good for eight semesters of full time study and must be applied for each year through the use of the Student Payment Application which is also the form a student uses to apply for Tuition Assistance Program funds.

Another program offered by New York State is the *Child of Veteran Award*. This award to students who are sons or daughters of disabled or deceased vets due to injuries during the wars results in an annual award of \$450. Applications or inquiries should be directed to the New York Higher Educations Services Corporation, Tower Building, Empire State Plaza, Albany, N.H. 12255.

Several states including Connecticut, Massachusetts, New Jersey, Pennsylvania, Rhode Island and Vermont operate scholarship programs that may be used for attendance at out of state colleges. Out of State students should investigate the scholarship and loan programs of their home states by contacting the State Department of Education in the capital city.

It is the responsibility of the student to apply for BEOG and State Aid Programs, St. Francis College will not subsidize the awards of students who fail to apply.

Guaranteed/Federally Insured Student Loans may be obtained through a lending institution (such as a bank or credit union) at 7% annual interest. Student loans are automatically subsidized by the federal government if the family adjusted income is below \$25,000. A partial interest subsidy of 3% is automatically granted if the adjusted income is between \$25,000 and \$30,000. There is no

automatic interest subsidy when the adjusted income is above \$30,000. However, if a student can demonstrate need for a loan through the uniform methodology by filing an FAF, the student may then be eligible for federal interest benefits irrespective of the amount of family adjusted income. In no case can a loan be subsidized for an amount greater than the difference between the cost of education and other financial aid. A further reduction for family contribution would need to be deducted in the case where the family adjusted income exceeds \$25,000 where subsidization also depends upon need for the loan as opposed to being a resource for the family. In any case, the loan principle is generally granted subject to the provisions of the lending institution. Under federal regulations, the maximum a full time undergraduate student may borrow is \$2500 per year not to exceed a total of \$7500 for the undergraduate curriculum. Repayment provisions are similar to those for NDSL with the exception that there are no cancellation privileges. Check with your local bank officer for further information.

The *Law Enforcement Education Program* provides grants and loans for law enforcement students enrolled in eligible programs. Students may be eligible for up to \$400 in grant funds not to exceed the amount of tuition and a recipient of a grant must continue to work in law enforcement for a period of two years after the completion of the course for which the grant paid for or the student is liable for repayment of the entire grant to the U.S. Department of Justice. Full time students may be eligible for LEEP loans of up to \$1100 inclusive of any grant funds that they may receive for a sum not to exceed the tuition and fees. A recipient of a loan must remain in law enforcement for a period of four years after the completion of the courses which the loan paid for or they are liable for repayment of the entire loan to the U.S. Department of Justice. A separate application form for this fund is required and the Law Enforcement Assistance Agency has established a set of priorities to determine the order of eligibility. In general these funds are provided without regard to need unless, the award of these funds creates a situation where there is a conflict with other federal regulations.

There are many outside agencies such as labor unions, local Parent's Teachers Associations, civic associations, cultural groups and foundations which provide scholarship funds to students. You should inquire directly with those groups to receive information. However, if you should receive funds from those groups, you must report it to the Financial Aid Office.

STUDENT RIGHTS AND RESPONSIBILITIES

Student Rights

1. You have the right to know what financial aid programs are available at your school.
2. You have the right to know the deadlines for submitting applications for each of the financial aid programs available.
3. You have the right to know how financial aid will be distributed, how decisions on that distribution are made, and the basis for these decisions.
4. You have the right to know how your financial need was determined. This includes how costs for tuition and fees, room and board, travel, books and supplies, personal and miscellaneous expenses, etc., are considered in your budget.
5. You have the right to know what resources (such as parental contribution, other financial aid, your assets, etc.) were considered in the calculation of your need.
6. You have the right to know how much of your financial need as determined by the institution has been met.

7. You have the right to request an explanation of the various programs in your student aid package.
8. You have the right to know your school's refund policy.
9. You have the right to know what portion of the financial aid you received must be repaid, and what portion is grant aid. If the aid is a loan, you have the right to know what the interest rate is, the total amount that must be repaid, the payback procedures, the length of time you have to repay the loan, and when repayment is to begin.
10. You have the right to know how the school determines whether you are making satisfactory progress, and what happens if you are not.

Student Responsibilities

1. You must complete all application forms accurately and submit them on time to the right place.
2. You must provide correct information. In most instances, misreporting information on financial aid application forms is a violation of law and may be considered a criminal offense which could result in indictment under the U.S. Criminal Code.
3. You must return all additional documentation, verification, corrections, and/or new information requested by either the financial aid office or the agency to which you submitted your application.
4. You are responsible for reading and understanding all forms that you are asked to sign and for keeping copies of them.
5. You must accept responsibility for all agreements that you sign.
6. You must perform the work that is agreed upon in accepting a College Work-Study award.
7. You must be aware of and comply with the deadlines for application or reapplication for aid.
8. You should be aware of your school's refund procedures.
9. All schools must provide information to prospective students about the school's programs and performance. You should consider this information carefully before deciding to attend a school.

OVERVIEW

Financial Aid awards are granted for one year only. A new application is required each year for renewal of the award. A change in family circumstances may alter the sources and amount of the award. To insure the greatest consideration, students are encouraged to file all of the forms by the established deadline.

FURTHER INFORMATION

You may call the Financial Aid Office at 522-2300 extension 255 if you have any questions. The following persons are available for consultation at various times by appointment:

George Chin — Director of Financial Aid

Anita Ruchotsky — Assistant Director of Financial Aid

SPECIAL 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. Joseph V. McClancy Memorial Scholarship. Established by the children of the Catholic schools in memory of their distinguished superintendent, an alumnus of St. Francis College.

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

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

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

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

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

Academic Eligibility for Receipt of Student Financial Aid

A student will normally be eligible to receive financial aid from federal, state and institutional programs if he is enrolled as a matriculated student carrying the required number of credits to meet the full-time or part-time standard for each program.

However, if a student earns a cumulative index lower than the minimum for his class standing as published in the St. Francis College Catalogue for two consecutive semesters, he will be ineligible to receive aid from federal, state and institutional programs regardless of whether he is academically permitted to register for subsequent semesters.

The student will regain his eligibility upon raising his cumulative index to a level at or above the minimum for his class standing as published in the St. Francis College Catalogue.

STUDENT SERVICES

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

FRESHMAN ORIENTATION

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

STUDENT ADVISEMENT

When a student has declared a major, the chairperson of the department, which offers the major, is responsible for the academic advisement of the student. In some cases the department chairperson will be assisted by other members of the department in the performance of this very important duty. Every student must have the courses selected approved by the department chairperson or a designee at the time of registration. Department chairpersons make time available for their majors at the time of registration for each semester and by appointment at other times. Students who have not declared a major will consult on their programs with the Academic Dean or the Dean of Continuing Education.

COUNSELING AND CAREER PLANNING CENTER

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

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

CAMPUS MINISTRY

The Director of Campus Ministry, located in Room 107A, provides for the student's spiritual growth and development. He provides spiritual guidance and

counseling, holds pre-Cana conferences for prospective marital partners, an annual student retreat, and conducts a weekly Mass in the College Chapel.

HEALTH SERVICE

The Student Health Service, staffed by a full time registered nurse, is equipped to provide emergency and first aid attention. Health guidance and counseling is available to promote the well-being of the students. The Medical suite contains a cot and other short-term facilities. Appointments can be made with local general practitioner when necessary. Several hospitals are in the immediate vicinity of the College.

BOOKSTORE

The Bookstore, located in the Basement of the Arts Building, provides all necessary books, materials, and supplies, as well as incidental items. The Bookstore is open from 9:00 a.m. until 6:00 p.m. on Mondays through Thursdays, and 9:00 a.m. until 5:00 p.m. on Fridays. Additionally, during the first three weeks of each semester, the bookstore hours are from 8:00 a.m. until 8:00 p.m.

STUDENT LOUNGE AND CAFETERIA

The Student Lounge, located on the first floor of the Science Building, provides areas for students to meet together informally and for various social, cultural, and recreational activities. Located in the Arts Building is the Cafeteria, which offers an extensive array of foods and beverages at comparatively low cost. The Cafeteria is open from 7:30 a.m. until 4:00 p.m., Monday through Friday, throughout the regular academic year.

MEDICAL-ACCIDENT INSURANCE PROGRAM

Provided 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 as follows:

1. It pays the actual medical expense incurred within twenty-six weeks from date of an accident for injuries sustained while traveling to and from school, while in attendance at school and while participating in school-sponsored activities.
2. Payment will be made up to \$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 dismemberment.
3. The plan does not cover replacement or repair of eyeglasses or prescriptions, dental X-rays, or loss due to act of war. Dental expense is covered only to the extent of that incurred as a result of injury to sound natural teeth not to exceed an aggregate of \$100 for any one accident.

It also excludes expense of medical treatment, dental care, or attention by any doctor, intern, nurse or other person employed or retained by the school. Loss while in military or naval service is not covered. This plan also does not cover injuries sustained as the result of practice or play of interscholastic sports. Information or advice on claims is handled by the Personnel Office.

For information concerning insurance on students participating in interscholastic sports the Athletic Director should be contacted.

ACTIVITIES

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

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

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

The Duns Scotus Honor Society has as its primary aim the encouragement among students of a love and desire for excellence in scholarship and service to all the activities of the College. The secondary aim is to honor and recognize worthy students who, by outstanding attainment, have won the esteem of their fellow students, members of the administration, and the faculty. A student to be eligible must have completed 60 semester hours and two years of residence at St. Francis College. At commencement, each member is identified by the red and blue tassel reserved for members of the Society. Membership does not cease at graduation. Alumni and other distinguished persons who have rendered outstanding service to the College may be elected as honorary members.

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

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

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

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

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

Alpha Kappa Psi, Zeta Iota Chapter, a professional business fraternity, has been at St. Francis since May, 1964. The fraternity's aims are to further the welfare of its members; to foster research in all facets of business; to appreciate and demand higher ideals from the business world; and to promote and advance in colleges and

universities courses leading to degrees in business administration. In accordance with these goals the fraternity annually conducts a professional program intended to educate and broaden the interests of its members.

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

Phi Gamma Nu, Beta Psi Chapter, founded in 1976, of national professional honor society in business. A 3.0 index is required.

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

The Philosophy Club is a forum for informal discussion and shared inquiry on philosophical issues and includes a program of guest lectures.

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

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

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

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

Fraternities: Three fraternities offer social advantages that appeal to many students. Pi Alpha, founded in 1906, is a local student organization; Phi Rho Pi, Beta Chapter, was founded in 1922; Alpha Phi Delta, Beta Sigma Chapter, was established on the campus in 1961.

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

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

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

The Sisters of The Knights—the women's division of the K. of C. Newly organized in 1977 and encouraging involvement in various social welfare activities such as women prisoners and children's groups.

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

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

Montage is the literary magazine founded in 1977 to afford student writers an opportunity for publication of their work.

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

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

The Association of Evening Students was formed to promote the interest of the evening students in the extracurricular activities of the College.

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

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

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

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

Biological Society—provides opportunities for students of Biology and Life Sciences to deepen their awareness and understanding of these areas of study as professions.

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

Health Science Society—serves the interests of students involved in Health and Healing sciences.

Ichthyological and Amphibious Society—formed by students interested in the research and conservation of fish and ecology of the sea and rivers.

Pre-Medical Society—assists students interested in a medical career.

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

The Chess Club operates both intermurally and intramurally.

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

The Foreign Students Association. The Foreign Students Association is an organization comprised of students of various countries attending St. Francis College. It promotes the academic and social interest of its members by seeking to satisfy the

needs of all foreign students. It also hopes to foster greater understanding among its members and other students at St. Francis College.

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

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

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

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.

Riding Club—newly organized in 1977 for students interested in Horseback Riding and other equestrian skills.

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

THE ATHLETIC ASSOCIATION

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

RECREATION DEPARTMENT

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

FOREIGN STUDENT ADVISOR

The Foreign Student Advisor is located in the Office of Student Activities on 1M and is available for consultation with foreign students to assist in matters of visa extension and immigration regulations, and to interpret academic procedures and cultural life in the United States to students from abroad.

ACADEMIC REGULATIONS

CREDIT HOURS

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

REGISTRATION PROCEDURE

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

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

CHANGE OF DEGREE PROGRAM

Students who wish to change degree programs must obtain the permission of the chairperson of the department in which the student wishes to major and the appropriate dean. Declaration or change of major forms may be obtained in the Registrar's Office. Evening students may arrange for an evening appointment by calling the Office of Continuing Education from 9:00 a.m. to 9:00 p.m., Monday through Thursday and 9:00 a.m. to 5:00 p.m. on Friday.

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 appropriate Dean. If a conference is necessary, an appointment will be arranged.

All summer courses are open to students who are 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 the classes in another session with the permission of the advisor. This does not constitute permission to transfer to the respective session; such permission must be sought as above.

PROGRAMS OF STUDENTS

Full-time students may not carry fewer than twelve or more than eighteen credit hours a semester. Permission to take more than eighteen hours may be granted by the advisor. A day student on probation may not take more than fifteen credits. An evening student on probation may not take more than six credits. The minimum credit load does not apply to seniors in their last term, who may need fewer than twelve credits to complete their degree requirements. The minimum credit regulations do not apply to students in late afternoon or evening sessions. Evening students may not carry more than twelve credits per semester without permission of their advisor.

ATTENDANCE

Generally, when a student's absence in a course exceeds 10% of the total number of class meetings in that course, he is subject to a grade of "F" for excessive absences. Seniors with a 2.00 cumulative index or better may be entitled to privileged attendance. It will be granted only by the individual instructor if he wishes, and his decision must be announced to his students at their first meeting.

GRADES, CREDITS

The student's achievement in any course is determined by the combined results of class work and examinations and is recorded according to the following scale:

A, 90-100; B, 80-89; C, 70-79; D, 60-69; F, below 60; W, withdrawal; H, honors; P, passed.

When withdrawing from a course for which a student has registered, a student is required to inform 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 before the sixth week (second week in summer) shall be given a grade of "W". Students withdrawing from a course after the fifth week (first week in summer) for other than serious medical reasons shall receive a grade of "F". A grade of "W" may be granted to a student who withdraws after the fifth week if extenuating circumstances warrant and there is agreement between the Instructor and the Academic Dean.

A student receiving a grade of "F" in a required course must repeat that course the next term it is offered. No work of "D" grade may be credited for any course taken in the major field without the written approval of the Department Chairperson. A student may not repeat a course to raise the grade except with the permission of the advisor.

Under a special ruling of the faculty, a student may not expect to receive a passing grade in any subject in which the student fails to maintain standards of good English in essays, examinations, and other written requirements for the course.

REPORT OF GRADES

As soon after each term as all grades have been reported and recorded, each student will receive a report of one's grades. This report should be presented at the time of each conference with the Advisor.

SCHOLARSHIP

Qualitative achievement is recorded by means of quality points as follows:

For A grades (90-100)—4 quality points per credit.

For "B" grades (80-89)—3 quality points per credit.

For "C" grades (70-79)—2 quality points per credit.

For "D" grades (60-69)—1 quality point per credit.

For "F" grades (below 60)—no quality points.

The quality point index indicates a student's scholarship rating and 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 student's index, provided the student has filed a "Repeat Course Form."

If during the freshman year a student's index is below 1.50 the student will be subject to probation. If during the sophomore year a student's index is below 1.75 the student is again subject to probation, and during the junior year, if the student's index is below 2.00 the student is likewise subject to probation. A quality point index of 2.00 is required for graduation.

No student will be maintained on probation more than two successive times and may be dropped from the rolls of the College, at any time, for poor academic standing.

Only courses completed at St. Francis College are evaluated for purposes of index and honors. Courses taken under the Junior Year Abroad Program and under the Medical Technology Program are included in the total index.

HONORS

Each term a list of honor students is published by the Academic Dean. It is a recognition of the student's achievement in scholarship and the student's ability to handle work. Included in the list are those students who have achieved a quality point index of 3.00 or better and have carried the following number of credits:

Day students—12 or more credits.

Evening students—9 or more credits.

Election to the Duns Scotus Honor Society is made each year and is limited to junior and senior students. 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 students 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; 105-106) may request to take this course on a Pass-Fail basis.

Juniors and seniors not on probation may select one elective course each term to be recorded on their permanent record on the Pass-Fail basis. This privilege may be used for a maximum of four terms and only one elective course may be selected each term. Courses required in the core curriculum or major department may not be so designated.

The course must be so designated by the student on the special form provided by the Registrar's Office no later than the end of the second week of the school term (first week of summer session). This privilege does not excuse students from all required work of the particular class.

WITHDRAWAL

Students obliged to withdraw from the College should report to the Registrar's Office for instruction in proper procedure.

COURSES AT OTHER INSTITUTIONS

The College does not grant permission to pursue courses at other institutions ex-

cept when a required course is not being offered during the semester at St. Francis. Where such permission is granted, the combined programs may not exceed eighteen credit hours per semester. Permission may be granted to attend the summer session at another institution provided the courses sought are required and are not being offered at St. Francis. In no case may a student take a total of more than six credits during a six-week summer session.

Permission may be granted to take courses at another institution only when:

1. The student has not entered upon the senior year.
2. The student has an index of 2.00.
3. Written approval for the required courses has been granted by the chairperson of the department concerned and the appropriate Dean.
4. Official permission of the appropriate Dean has been secured before the end of the preceding semester.

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

NON-ACADEMIC REGULATIONS

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

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

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

The decision of the Hearing Committee will be final.

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

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

GUIDELINES FOR STUDENT BEHAVIOR

The following activities on campus make the student subject to disciplinary action*:

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

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

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

OFFICIAL BULLETIN BOARDS

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

FAMILY EDUCATION RIGHTS & PRIVACY ACT OF 1974

A notice to the student, in accordance with Family Education Rights & Privacy Act, 1974.

St. Francis College has the following kinds of information pertaining to you.

1. Composite Academic Record of all present and past students.
2. Admissions applications for all active students and inactive since 1972.
3. If received, high school transcripts and transcripts of previous post-secondary academic achievement for all active students and inactive students since 1972.
4. Recommendations from High School Principals and/or Guidance Directors are also filed if such items were received. Character ratings, letters of recommendation and academic reports submitted by St. Francis College administrators and faculty on specific students are also on file.
5. Correspondence mailed to and received from the student pertaining to the responsibilities of the Registrar's Office.

The above items are on file in the Registrar's Office, under the responsibility of the Registrar, Brother Robert Schaefer, O.S.F., and are available to members of his staff and through them to other administrators and faculty as they may require the information.

6. Occupational Interest Survey.
7. Mooney Problem Checklist.
8. Personal Information File.
9. Teacher Placement Credentials.

The above items are maintained in the Counseling Office under jurisdiction of the Director, Brother John Hoffschmidt, O.S.F., and are available to members of his staff.

10. Directory Information.

"Directory Information" means a (student's name, address, telephone listing, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous educational agency or institution attended by the student.)

11. Disciplinary Records.
12. Attendance Records.

The above items are maintained by the Dean of Student Affairs Office, Dr. James C. Adams, Dean of Student Affairs. Disciplinary records are usually not available to others, except as appeal procedures may require. Attendance information is only made available with the student's permission.

13. Financial Records.

This information is maintained by the Business Office, under the responsibility of Miss Mary Ledermann, Chief Financial Officer, and is available to her staff in connection with normal business procedures.

Any student wishing to do so may inspect any or all of the records described above. Should the student desire it, copies of the records including unofficial transcripts, may be obtained on request provided the student pay for the cost of such copying. The student also has the right to make a reasonable request for explanation and interpretation of the records and the right to challenge the context of those records. For purposes of good administration, all requests to see, copy, explain or challenge any records should be made through the Dean of Students Office which will expedite the matter.

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

In the event of a challenge, an attempt to resolve the matter will first be made through an informal meeting with the Dean of Student Affairs. If this fails to resolve the matter, a formal hearing shall be begun within a reasonable period of time, conducted by a disinterested third party, at which the student will be given full and fair opportunity to present relevant evidence after which a written decision shall be delivered. The unbiased third party may be an individual or a group of individuals.

(It should be noted that the law intends this challenge to correct, for instance, an improperly recorded grade but does not intend it to be a vehicle for challenging the legitimacy of the grade itself.)

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

Records Unavailable to students:

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



REQUIREMENTS FOR DEGREES

The College offers the B.A. Degree with majors in economics, English¹, French², history, philosophy, political science, psychology, religious studies, social studies¹, sociology, Spanish¹; and the B.S. Degree with majors in accounting, accounting and business practice², biology², medical technology, management, chemistry², health science, mathematics¹, physical education¹, health services administration and special studies.

The College offers the Associate in Arts Degree in liberal arts and the Associate Applied Science Degree in business administration and criminal justice.

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

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

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

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

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

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

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

1 Candidates in this field may also elect Teacher Training for the Elementary School (n-6) or the Secondary School (7-12).

2 Candidates in this field may also elect Teacher Training for the Secondary School (7-12).

Graduation honors are inscribed on diplomas and recorded in the published list of graduates as follows:

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

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

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

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

Required of all Students

CORE CURRICULUM-BACCALAUREATE DEGREE PROGRAMS

	Credits
ENGLISH 103	3
ENGLISH: LITERATURE COURSE	*3
FINE ARTS 401; 402	6
SPEECH 203	3
NATURAL SCIENCE OR MATHEMATICS	6
PHILOSOPHY (TO BE TAKEN IN SEQUENCE)	***9
THREE ELECTIVE CREDITS IN LIBERAL ARTS	***3
HISTORY 201	3
SOCIOLOGY 203	3
RELIGIOUS STUDIES 601	3
	<hr/>
TOTAL CORE CREDITS	42
TOTAL DEGREE CREDITS	126

**HEALTH SCIENCE 202 AND PHYSICAL EDUCATION 101 OR 201

* English 200 courses are designed to meet the needs of the majority of students; however, students with a superior background in English may select from among the 300-400 courses.

** The health science and physical education credits are in addition to the 126 credits and are required of all full-time day students.

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

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

CORE CURRICULUM—ASSOCIATE DEGREE PROGRAMS

	Credits
ENGLISH 103	3
ENGLISH: LITERATURE COURSE	*3
FINE ARTS	3
SPEECH 203	3
NATURAL SCIENCE OR MATHEMATICS	6
PHILOSOPHY	6
HISTORY 201	3
SOCIOLOGY 203	3
	<hr/>
TOTAL	30

* English 200 courses are designed to meet the needs of the majority of students; however, students with a superior background in English may select from among the 300-400 courses.

MAJOR FIELD OF CONCENTRATION

All students must designate a major field from among those offered by the college. Designation of Major forms must be filled out in duplicate and filed in the Registrar's Office. Students are responsible to their major department for advice on planning their registration programs.

COMPREHENSIVE EXAMINATION OR PROJECT

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

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

H	honors	90 or better
P	pass	70-89

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

SENIOR REQUIREMENT

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

APPLICATIONS FOR A DEGREE

Early in the last year of college each candidate will file with the Registrar a formal application for a degree. It is the responsibility of every degree candidate to observe all requirements and regulations as well as all deadlines for the paying of fees, filing of applications, submitting forms, and the like.





DEPARTMENTAL ORGANIZATION

The College is divided into the following departments:

Accounting and Business Law	History and Political Science
Biology	Management
Chemistry and Physics	Mathematics
Criminal Justice (see p. 56)	Philosophy
Economics	Physical Education
Education	Psychology
English	Religious Studies
Foreign Language	Sociology
Health Science	Speech and Fine Arts.
Health Services	

Accounting and Business Law Department

J. Milo, C. Savage, Chairperson, D. Walsh, W. Yellin and 7 lecturers.

This department offers a major in accounting and courses in accounting and business law.

Accounting Department

	Credits
CORE CURRICULUM* (Mathematics 109; 110)	42
BUSINESS LAW 201; 202	6
ECONOMICS 201; 202; 306	9
HISTORY, POLITICAL SCIENCE OR ECONOMICS—TWO COURSES	6
MANAGEMENT (Formerly Business Management) 201; 202; 303; 308; 400	15
MATHEMATICS 301	3
ACCOUNTING 101-102; 201; 202; 303-304; 305-306; 401-402; 404; 405-406	30
ELECTIVES	15
	126

* See page 42

Biology Department

D. Bakewicz, J. Corrigan, P. Squicciarini, Chairperson, C. Taschdjian and 1 lecturer.

This department offers courses which prepares the biology major to enter graduate schools for the advanced degree in biology. Students are also prepared by this department to enter professional schools in medicine, dentistry, veterinary medicine, optometry and podiatry. This department also has a medical technology program. This department gives courses to liberal arts students who desire to understand the nature of living organism and their place in the natural world.

Biology

	Credits
CORE CURRICULUM* (Mathematics 202; 203)	43
CHEMISTRY 101-102; 301-302; 304	22
FOREIGN LANGUAGE†	6 or 12
PHYSICS 101-102	8
BIOLOGY 103-104; 303; 310; 503	17
BIOLOGY ELECTIVES "200-300-400"	16
ELECTIVES	8 or 14
	<hr/> 126

* See page 42

† 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.

MEDICAL Technology

CORE CURRICULUM* (Biology 103-104)	44
CHEMISTRY 101-102; 301; 302; 304	22
MATHEMATICS 105	3
PSYCHOLOGY 201	3
BIOLOGY 301; 306	8
BIOLOGY ELECTIVE (one from Bio 303, 401, 402, 404)	4
ELECTIVES (Physics recommended)	10
	<hr/> 94
CLINICAL TRAINING (51 weeks)	32
TOTAL	126

* See page 42

Chemistry and Physics Department

J. Burke, Chairperson, T. Quigley, J. Rollino, J. Schneider and 1 lecturer.
This department offers a major in chemistry.

Chemistry	Credits
CORE CURRICULUM* (Mathematics 202; 203)	43
BIOLOGY 103-104	8
MATHEMATICS 401	3
PHYSICS 101-102	8
CHEMISTRY 101-102; 201; 301; 302; 303; 401-402; 404; "300-400-500"	
ELECTIVES	40
ELECTIVES	24
	<hr/> 126

* See page 42

Economics Department

M. Casey, J. Ford, Chairperson, R. Nagle, B. Richards and 7 lecturers.

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

The student of economics prepares for careers in business, education, or government. While an economics major enjoys all the advantages of a liberal arts education, he further enjoys the additional flexibility of some specialization in business subjects such as accounting, computer science, and business management. Election of courses in the business area qualifies the student for graduate study in business.

By election of courses in foreign languages and/or mathematics, the economics major is also qualified to enter graduate programs in economics.

Economics

	Credits
CORE CURRICULUM* (Mathematics 109; 110)	42
ACCOUNTING; MANAGEMENT; FOREIGN LANGUAGE; MATHEMATICS;	
HISTORY 101; 102	6
MATHEMATICS 301	3
POLITICAL SCIENCE 204	3
ECONOMICS 201; 202; 306; 400; 406; 411; "300-400" ELECTIVES	33
ELECTIVES	39
	<hr/> 126

* See page 42

Education Department

F. Curcio, V. Healy, Chairperson, and 7 lecturers.

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

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

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

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

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

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

The Competency Based Program for teacher training students at St. Francis College is a three fold development of the individual person, as outlined below:

1. The Liberal Arts Foundation.
 - Elementary and Secondary Programs
 - a) Societal background—
Fine arts, history, English, speech, sociology, Spanish and health studies
 - b) Scientific Background—
Mathematics and science studies
 - c) 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
3. Pedagogic Behavior
 - a) Elementary Program:
History and philosophy of education, curriculum, child psychology, special methods, public relations, supervised student teaching
 - b) Secondary Program:
History and philosophy of education, principles and problems of secondary education, special methods, educational psychology and supervised student teaching
4. Field Experience
 - a) Observation, peer teaching, micro teaching, peer testing, microtesting and tutoring.

Accounting and Business Practice
Secondary School Teacher Training Curriculum

	Credits
CORE CURRICULUM* (Mathematics 109; 110)	42
ACCOUNTING 101-102; 201; 202; 303-304; "300-400" ELECTIVES	22
BUSINESS LAW 201; 202	6
ECONOMICS 201; 202; 306; 311	12
EDUCATION 201; 301; 302; 401J; 401K; 402; 404	23
HISTORY 401	3
MANAGEMENT 201	3
MATHEMATICS 301	3
ELECTIVES	12
	<hr/>
* See page 42	126

Biology Major
Secondary School Teacher Training Curriculum

	Credits
CORE CURRICULUM* (Mathematics 202; 203)	43
CHEMISTRY 101-102	8
EDUCATION 201; 301; 302; 401H; 402; 404	21
FOREIGN LANGUAGE	6
PHYSICS 101-102	8
SCIENCE 301-302	6
BIOLOGY 103-104; 303; "200-300-400" ELECTIVES	24
ELECTIVES	10
	<hr/>
* See page 42	126

Chemistry Major
Secondary School Teacher Training Curriculum

	Credits
CORE CURRICULUM* (Mathematics 202; 203)	43
BIOLOGY 103-104	8
EDUCATION 201; 301; 302; 401H; 402; 404	21
FOREIGN LANGUAGE	6
PHYSICS 101-102	8
SCIENCE 301-302	6
CHEMISTRY 101-102; "200-300-400" ELECTIVES	26
ELECTIVES	8
	<hr/>
* See page 42	126

English Major
Secondary School Teacher Training Curriculum

	Credits
CORE CURRICULUM*	42
EDUCATION 201; 301; 302; 401C; 401G; 402; 404	24
FOREIGN LANGUAGE	12
HISTORY 401	3
MATHEMATICS OR SCIENCE†	6
SPEECH 301	3
ENGLISH 199; 401J or 401K; 402A; or 402B; 222 (formerly 122)	
"300-400" ELECTIVES	30
ELECTIVES	6
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	126

* See page 42

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

French Major
Secondary School Teacher Training Curriculum

	Credits
CORE CURRICULUM*	42
EDUCATION 201; 301; 302; 401D; 402; 404	21
ENGLISH "300-400" ELECTIVES	6
HISTORY 401	3
MATHEMATICS OR SCIENCE†	6
FRENCH 302; 303; 404; 405; ELECTIVES‡	30
MINOR LANGUAGE‡	12
ELECTIVES	6
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	126

* See page 42

† 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.

Mathematics Major
Secondary School Teacher Training Curriculum

	Credits
CORE CURRICULUM* (Biology 103-104 or Chemistry 101-102)	44
EDUCATION 201; 301; 302; 401E; 402; 404	21
FOREIGN LANGUAGE	6
PHYSICS 101-102	8
MATHEMATICS 202; 203; 304; 305; 307; 401; "300-400" ELECTIVES	37
ELECTIVES	10
	<hr/> 126

* See page 42

Social Studies Major
Secondary School Teacher Training Curriculum

	Credits
CORE CURRICULUM*	42
ECONOMICS 201; 202	6
EDUCATION 201; 301; 302; 401F; 402; 404	21
FOREIGN LANGUAGE	12
HISTORY 101; 102; 305; 306; 307; 311; 401; 303 or 406	24
MATHEMATICS OR SCIENCE†	6
POLITICAL SCIENCE 204; "300-400" ELECTIVE	6
SOCIOLOGY "300-400" ELECTIVE	3
ELECTIVES (GEO 312 IS RECOMMENDED)	6
	<hr/> 126

* See page 42

† 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

	Credits
CORE CURRICULUM*	42
EDUCATION 201; 301; 302; 401D; 402; 404	21
ENGLISH "300-400" ELECTIVES	6
HISTORY 401	3
MATHEMATICS OR SCIENCE†	6
SPANISH 308; 310; 402; 405 ELECTIVES‡	30
MINOR LANGUAGE‡	12
ELECTIVES	6
	<hr/> 126

* See page 42

† 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

	Credits
CORE CURRICULUM* (Science 301-302)	42
EDUCATION 201; 202; 312; 402; 404; 411A; 411G; 411H; 411I; 431 or 411E; 411F; 411J; 411K; 434	39
ENGLISH 199; 401J or 401K; 402A or 402B; 222 (formerly 122) "300-400" ELECTIVES	24
MATHEMATICS	6
PSYCHOLOGY 403	3
ELECTIVES	12
	<hr/> 126

* See page 42

Mathematics
Elementary School Teacher Training Curriculum

	Credits
CORE CURRICULUM* (Science 301-302)	42
EDUCATION 201; 202; 312; 402; 404; 411A; 411G; 411H; 411I; 411E or 431; 411F; 411J; 411K; 434	39
MATHEMATICS 202; 203; 301; 304; 305; 307; 401; "300-400" ELECTIVES	31
PHYSICS 101-102	8
PSYCHOLOGY 403	3
ELECTIVES	3
	<hr/> 126

* See page 42

Social Studies
Elementary School Teacher Training Curriculum

	Credits
CORE CURRICULUM* (Science 301-302)	42
ECONOMICS 201-202	6
EDUCATION 201; 202; 312; 402; 404; 411A; 411G; 411H; 411I; 411E or 431; 411F; 411J; 411K; 434	39
HISTORY 101; 102; 307 or 311; 401; 402; 303 or 406	18
MATHEMATICS	6
POLITICAL SCIENCE 204; "300-400" COURSE	6
PSYCHOLOGY 403	3
SOCIOLOGY 301	3
ELECTIVES (GEO 312 IS RECOMMENDED)	3
	<hr/> 126

* See page 42

Spanish**Elementary School Teacher Training Curriculum**

	Credits
CORE CURRICULUM* (Science 301-302)	42
EDUCATION 201; 202; 312; 402; 404; 411A; 411G; 411H; 411I; 411E or 431; 411F; 411J; 411K; 434	39
HISTORY 306; 307	6
MATHEMATICS	6
PSYCHOLOGY 403	3
SPANISH 308; 310; 402; 405; ELECTIVES‡	27
ELECTIVES	3
	<hr/> 126

* See page 42

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

English Department

G. Bush, F. Caricato, R. Fox, Chairperson, A. Gill, G. Turbee, R. Wall and 3 lecturers.

This department offers a major in English.

	Credits
CORE CURRICULUM*	42
ENGLISH 402A or 402B; 450	6
ENGLISH ELECTIVES (300-400)	12
ELECTIVES	66
	<hr/> 126

* See page 42

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 twelve credits in French or German.

Foreign Language Department

N. Fiorenza, Chairperson, E. Garcia, F. Greene, S. Rutar and 3 lecturers.

This department offers majors in French and Spanish. Courses are offered in French, Spanish, and German.

French

	Credits
CORE CURRICULUM*	42
FRENCH‡	30
MINOR LANGUAGE‡	12
ELECTIVES	42
	<hr/> 126

* See page 42

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

Spanish

	Credits
CORE CURRICULUM*	42
SPANISH‡	30
MINOR LANGUAGE‡	12
ELECTIVES	42
	<hr/> 126

* See page 42

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

HEALTH SCIENCE DEPARTMENT

J. Caraway, C. Plonsky, Chairperson and 4 lecturers.

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

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

HEALTH SCIENCE

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

CORE CURRICULUM* (Chemistry 101-102)	44
BIOLOGY 003-004, 205	12
ECONOMICS 303 or 308	3
HEALTH CARE 403, 406	6
HEALTH SCIENCE 101, 102, 204, 206, 207, 301, 304, 464, 501, 503, (formerly HS 103) 504	34
PSYCHOLOGY 201, 413	6
SOCIOLOGY 409	3
one course from:	3
PSYCHOLOGY 314, 403, 404, 409	
SOCIOLOGY 304A, 309, 314, 402	
ELECTIVES	15
	<hr/> 126

* See page 42

HEALTH SERVICES DEPARTMENT

Department Chairperson to be named at a later date.

This department offers a major in health services.

HEALTH SERVICES

	Credits
CORE CURRICULUM	42
ACCOUNTING 101-102	6
ECONOMICS 201; 202; 308; 309; 318	15
HEALTH CARE 401; 403; 406; 407; 410; 411; 431; 433; 435	27
HEALTH SCIENCE 503 (formerly HS 103)	3
MANAGEMENT (formerly business management) 201; 308; 310; 404; 411	15
MATHEMATICS 301	3
ELECTIVES	15
	<hr/> 126

* See page 42

History and Political Science Department

M. Anderson, H. Cuddy, A. Doska, A. Hughes, Chairperson, D. Kennelly and 14 lecturers.

This 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.

History

	Credits
CORE CURRICULUM*	42
ECONOMICS 201; 202	6
FOREIGN LANGUAGE AND/OR MAT 301; SOC 406	12
MATHEMATICS OR SCIENCE†	6
POLITICAL SCIENCE 204 or SOCIOLOGY 404	3
SPEECH "300-400" ELECTIVE	3
HISTORY 202 or 301; 312 or 403 or 404; 400; 401; 402; "300-400" ELECTIVES	30
ELECTIVES	24
	<hr/> 126

* See page 42

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

Political Science

	Credits
CORE CURRICULUM*	42
ECONOMICS 201; 202	6
FOREIGN LANGUAGE AND/OR MAT 301; SOC 406	12
HISTORY 101; 102; 303; 402; 407	15
MATHEMATICS OR SCIENCE†	6
SPEECH "300-400" ELECTIVE	3
POLITICAL SCIENCE 202; 204; 301; 400; "300-400" ELECTIVES	24
ELECTIVES	18
	<hr/> 126

* See page 42

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

Social Studies

	Credits
CORE CURRICULUM*	42
ECONOMICS 201; 202	6
HISTORY 101; 102; "300-400" ELECTIVES	12
POLITICAL SCIENCE 204; 304	6
SOCIOLOGY 301	3
SPEECH "300-400" ELECTIVE	3
SOCIAL STUDIES 400 and ELECTIVES†	21
ELECTIVES	33
	<hr/> 126

* See page 42

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

Management Department

F. De Caro, R. Goldberg, U. Gonnoud, I. Kelly, J. McCabe, E. Petrocelli, S. Willing, Chairperson and 10 lecturers.

This department offers a major in management.

Management

	Credits
CORE CURRICULUM* (Mathematics 109; 110)	42
ACCOUNTING 101-102	6
BUSINESS LAW 201; 202	6
ECONOMICS 201; 202; 306	9
HISTORY, POLITICAL SCIENCE OR ECONOMICS—TWO COURSES	6
MANAGEMENT (formerly business management) 201; 202; 301; 302; 303; 308; 310; 400; 403; 404	30
MATHEMATICS 301	3
POLITICAL SCIENCE 404	3
ELECTIVES	21
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	126

* See page 42

Mathematics Department

J. Andres, R. Guaraldo, J. Lazzara, Chairperson, J. Tremmel and 2 lecturers.

This department offers a major in Mathematics.

Mathematics

	Credits
CORE CURRICULUM* (Physics—8 credits)	44
FOREIGN LANGUAGE	6
MATHEMATICS 202; 203; 304; 307; 401; 403; 404; 409; 412; "300-400"	
ELECTIVES	40
ELECTIVES	36
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	126

* See page 42

Philosophy Department

J. Carpino, G. Galgan, N. Langiulli, T. O'Brien, F. Slade, Chairperson and 4 lecturers.

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

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

Philosophy

	Credits
CORE CURRICULUM*	42
FOREIGN LANGUAGE	12
HISTORY 101; 102	6
MATHEMATICS OR SCIENCE†	6
PHILOSOPHY 431; 432; 441; 442	12
PHILOSOPHY ELECTIVES	15
ELECTIVES	33
	<hr/> 126

* See page 42

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

Physical Education Department

D. Lynch, S. Maletz, Chairperson, D. Nolan and 4 lecturers.

This department offers a major in physical education.

Physical Education

Teacher Training-leading to State Certification Grades Kindergarten through 12

	Credits
CORE CURRICULUM* (Biology 003-004)	44
CHEMISTRY 003-004 (without any high school chemistry); [003 (optional); 004 (with a year of high school chemistry)]	4-8
HEALTH SCIENCE 101	3
PSYCHOLOGY 201; 403 or 404	6
EDUCATION 201; 302; 402; 501B; 404	18
PHYSICAL EDUCATION (Four Skills Activities); 103; 104; 105; 205; 208; 211; 301; 302; 304; 305; 308; 402; 403; 450	36
PHYSICAL EDUCATION ELECTIVES	2-6
ELECTIVES	5-13
	<hr/> 126

* See page 42

Psychology Department

R. Guarcello, D. Mourer, J. O'Leary, L. Primavera, Chairperson and 5 lecturers.

This department offers a major in psychology.

Psychology

	Credits
CORE CURRICULUM*	42
FOREIGN LANGUAGES	6
MATHEMATICS OR SCIENCE†	6
PSYCHOLOGY 201; 220; 300; 305	14
PSYCHOLOGY 450-453 SERIES	4
PSYCHOLOGY ELECTIVES 309, 310, 411, 412 (choose two)	6
PSYCHOLOGY ELECTIVES 406, 409, 410, 415 (choose two)	6
PSYCHOLOGY ELECTIVES	6
ELECTIVES	36
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	126

* See page 42

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

Religious Studies Department

G. Largo, Chairperson and 2 lecturers.

This department offers a major in religious studies. Within the framework of liberal arts, religious studies majors are given a foundation for graduate studies in Religion, Theology, and Religious Education as well as 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 and other forms of inquiry.

Religious Studies

	Credits
CORE CURRICULUM*	42
HISTORY 101-102	6
PSYCHOLOGY 201	3
SOCIOLOGY 407	3
RELIGION 201, 303, 402, 601	12
RELIGION ELECTIVES	18
FREE ELECTIVES**	42
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	126

* See page 42

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

Sociology Department

P. Esposito, E. O'Hern, F. Tawab, Chairperson, and 3 lecturers.

This department offers two different majors.

Sociology

For those students who wish to take the traditional liberal arts degree with a concentration in Sociology, or who plan to pursue graduate study in Sociology and other related fields.

	Credits
CORE CURRICULUM*	42
FOREIGN LANGUAGE	12
HISTORY	6
MATHEMATICS OR SCIENCE†	6
POLITICAL SCIENCE	3
PSYCHOLOGY 201, 410	6
SOCIOLOGY 301; 311; 400; 404; 405; 406; "300-400" ELECTIVES	27
ELECTIVES‡	24
	<hr/> 126

* See page 42

† Electronic data processing 201 is recommended

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

Speech And Fine Arts Department

Professor E. Setrakian, Department Chairperson and 6 lecturers.

This department offers courses in speech, theatre and fine arts.

Preparation for Professional Study

Pre-Medical, Pre-Dental, and Pre-Optometry

The requirement for admission to the study of dentistry, medicine, or optometry is the satisfactory completion of two years of study toward a liberal arts degree, including approved courses in English, 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 optometry are strongly urged to obtain the degree.

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

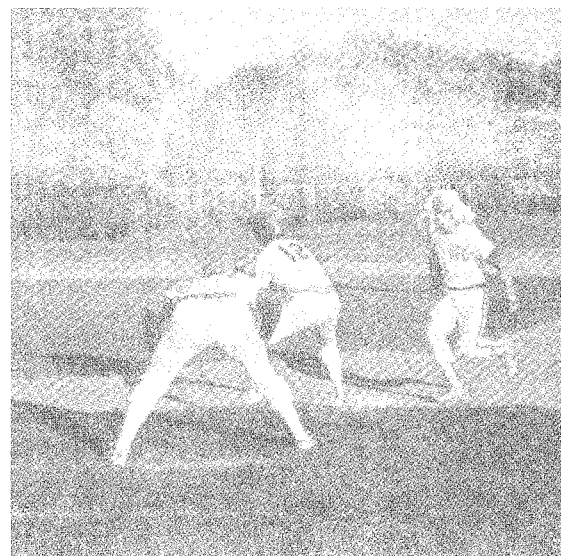
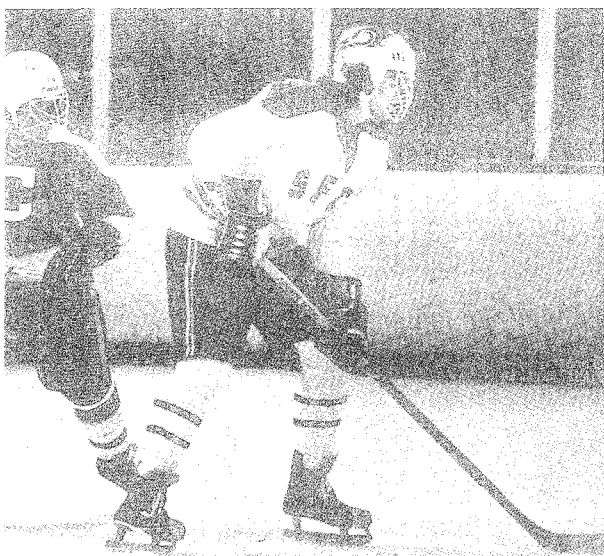
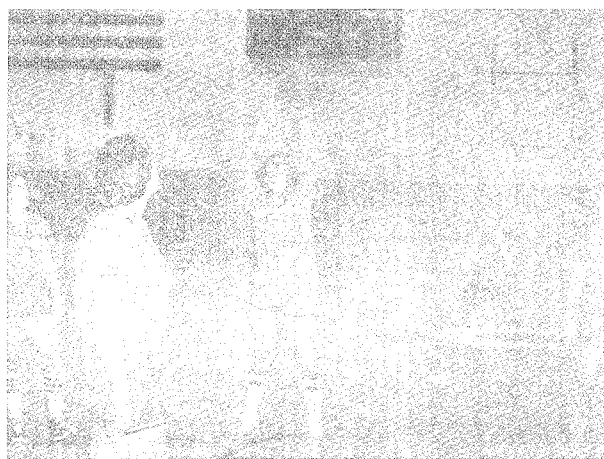
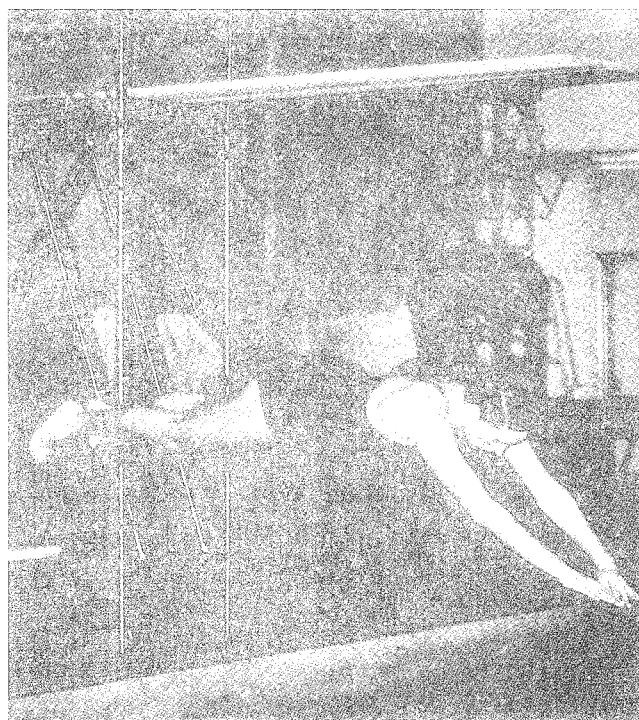
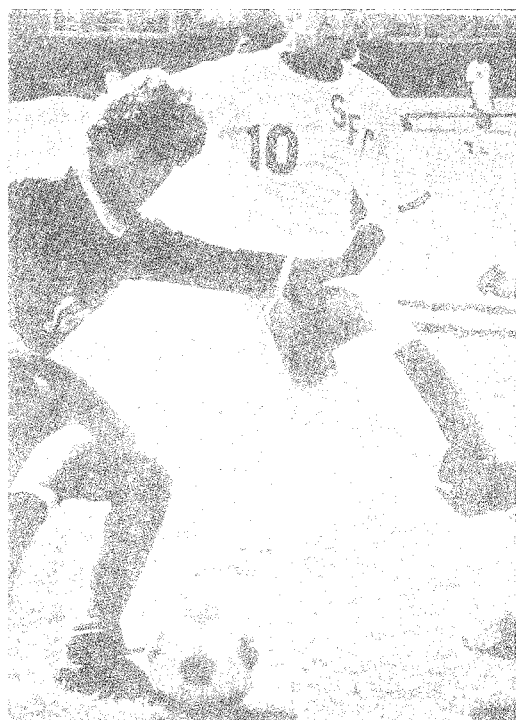
A junior or senior who intends to apply to a professional school must submit to a personal interview at a meeting of the Committee on Recommendations to Professional Schools. Exact dates of such meetings will be posted. Recommendations may be obtained at these times only. Students should have taken the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

Pre-Law

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

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





DIVISION OF CONTINUING EDUCATION

Dean of Continuing Education: Willie J. Kimmons, Ed.D.

Assistant to the Dean: Joseph S. Costa, J.D.

The Division of Continuing Education has been established for the purpose of enabling every segment of the community to share in the St. Francis experience. Open to men and women, this division of the college provides opportunities for human growth and enrichment through a wide variety of courses and programs. Within this Division, students may complete courses leading ultimately to the baccalaureate degree, or, if they so choose, to the two-year or associate degree. In addition, certificates of completion are offered in various areas. The Division of Continuing Education has the responsibility of opening up the educational potential to all segments of the community. Conscious of our ability to offer many and varied programs to the men and women of the metropolitan area, we have accepted the challenge.

A.A. LIBERAL ARTS

(Associate Arts Degree In Liberal Arts)

	Credits
CORE CURRICULUM*	30
ENGLISH ELECTIVE	3
FINE ARTS "400"	3
HISTORY 101; 102	6
PSYCHOLOGY 201	3
SOCIOLOGY 304	3
ELECTIVES**	15
	63

** With a Business Module the 15 Electives have been set up as follows:

ACCOUNTING 101, 102	6
MANAGEMENT 201, 202	6
ELECTIVE	3
	15

* See page 42

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

	Credits
CORE CURRICULUM* (MATHEMATICS 109; 301)	30
ACCOUNTING 101-102	6
BUSINESS LAW 201; 202	6
MANAGEMENT (formerly business management) 201; 202	6
ECONOMICS 201; 202	6
ELECTIVES	10
	<hr/> 64

* See page 42

A.A.S. CRIMINAL JUSTICE
(Associate Applied Science Degree in Criminal Justice)

	Credits
CORE CURRICULUM*	30
PSYCHOLOGY 461 Psychological Aspects of Poverty	3
SOCIOLOGY 301 Social Problems	3
POLITICAL SCIENCE 304 State and Local Government	3
POLITICAL SCIENCE 306 Metropolitan Government & Politics	3
CRIMINAL JUSTICE 460 Criminal Justice	3
CRIMINAL JUSTICE 461 Problems in Urban Law Enforcement	3
CRIMINAL JUSTICE 464 Community Relations in Law Enforcement	3
Electives in Criminal Justice & Related Fields**	6
ELECTIVES	6
	<hr/> 63

* See page 42

** Pre-Service students are required to take Criminal Justice 101

Introduction to Law Enforcement Science and Criminal Justice 102 Criminal Procedure.

B.S. IN SPECIAL STUDIES

The objective of the Bachelor of Science in Special Studies is to permit the mature person who already possesses business, professional or technological competence, supported by acceptable academic experience to fulfill the requirements for a Bachelor's Degree.

The Bachelor of Science in Special Studies is a curriculum for the Adult Learner who needs flexibility to plan a program to meet their special needs. Candidates for admission to this program must be 26 years of age and should submit approximately 60 credit hours of transfer credit. Students who are planning a career change or seek to improve their academic status and/or credentials may find the opportunity to plan an individualized program desirable.

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

Students in the B.S. in Special Studies degree program will be required to complete 126 credit hours for graduation with a satisfactory (2.00 or better) grade point average. The final 30 credit hours must be taken in residence. One half of the program must be drawn from the liberal arts and sciences (humanities, social sciences, mathematics and science) including at least one course each in English, philosophy, fine arts and social science. The liberal arts and sciences requirement may be met through transfer credit, life experience or in residence.

Candidates must apply for admission to the program submitting transcripts of previous academic work. Prior education will be evaluated when from an accredited institution or in accordance with procedures recommended by AACRAO for institutions outside the United States. Registered nurses may receive up to 62 credit hours based on an evaluation of their academic record at the institution, which provided their education and training.

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

LEEP PROGRAM

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

St. Francis College encourages state and local law enforcement personnel to send for more information about this significant program.

EXTENSION CENTERS:

Courses are offered both at the main campus (Brooklyn Heights) and at off-campus centers. The College has extension centers on Long Island, Upstate New York, in addition to other areas within the city. Courses are conducted off-campus in the evening and on week-ends. Centers have been operated at Bronx Municipal Hospital, St. Francis Hospital, Poughkeepsie, St. Anthony's High School, Smithtown, Peninsula Hospital Center, Far Rockaway, Fort Hamilton Army Base, St. Francis Prep, Trinity High School, Staten Island, and the Ulster County B.O.C.E.S.

WEEKEND CLASSES

Courses are available on Saturday and Sunday on campus and at our extension centers. Credits may be earned in a variety of academic areas.





COURSES OF INSTRUCTION

Each credit hour represents class participation one hour a week for one semester at a lecture, or two hours a week for one semester in a laboratory, unless otherwise indicated.

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

Courses that have insufficient registration will be cancelled.

ACCOUNTING

ACC 101-102 Elements of Accounting **6 credits**
Three lectures per week

An introduction to the basic principles of accounting including the bookkeeping cycle, adjusting entries, and classified financial statements; basic partnership and corporate accounting problems; aspects of managerial accounting.
Offered every year.

ACC 201, 202 Intermediate Accounting **6 credits**
Three lectures per week

Principles and procedures involved in asset validation and valuation; liability verification; enterprise equity (mainly corporate), including formation and liquidation; special topics. Course proceeds primarily on a problem basis.
Offered every year.

ACC 303-304 Cost Accounting **4 credits**
Prerequisite: Accounting 101-102
Two lectures per week

Managerial use of cost data for routine planning and control, and for long-range planning; product costing using job order, process, and standard costs.
Offered every year.

ACC 305-306 Auditing **4 credits**
Prerequisite: Accounting 201, 202

Principles, standards, procedures, and techniques of auditing with emphasis on the analytical approach; electronic data processing and statistical sampling; types of audit examinations with appropriate reports, evaluation of assets, and substantiation of liabilities; an auditing practice case to be completed.
Offered every year.

ACC 400 Accounting Internship Program 1 credit

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

Offered every fall.

ACC 401-402 Advanced Accounting Problems 4 credits

Prerequisite: Accounting 303-304 and 305-306

Consideration of such topics as home office and branch accounting, consolidations, estates and trusts, foreign branches and governmental accounting; analysis of selected problems from recent CPA examinations.

Offered every year.

ACC 404 Advanced Accounting Theory 2 credits

Prerequisite: Accounting 401

Analysis of concepts of income, revenues and expenses, price level changes, assets and liabilities, ownership equities; readings in current literature.

Offered every fall in the day session and every spring in the evening.

ACC 405-406 Taxation 4 credits

Prerequisite: Accounting 101-102

A study of the basic principles of federal income taxation as applied to individuals, partnerships, and corporations; Social Security, Gift, and Estate taxes.

Offered every year.

ACC 408 New York State and City Taxation 2 credits

Prerequisite: Accounting 405

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

Offered every spring.

BIOLOGY**BIO 003-004 Anatomy and Physiology** 8 credits

Two lectures, one recitation and three lab. hours per week.

An analysis of the anatomy and physiology of man at the cellular level as well as the body as a whole. Laboratory experiments and dissections of representative forms to obtain these objectives will be performed. This course open only to those students majoring in physical and health education.

Offered every year.

BIO 101-102 Introduction to Biology 6 credits

Three lectures per week.

An introduction to the science of biology. Selected topics will include the chemical nature of life processes, cellular basis of behavior, the principles of development, heredity and evolution, and the relation of the organism to the environment. The course is designed for non-science majors.

Offered every year.

BIO 103-104 General Biology 8 credits

Two lectures, one recitation and three lab. hours per week.

An introductory course in general principles and modes of scientific thought, illustrated by selected examples from the plant and animal sciences.

Offered every year.

BIO 201 Embryology**4 credits**

Prerequisite: Biology 103-104

Two lectures, one recitation and three lab. hours per week.

A descriptive study of the development of amphioxus, frog, chick and mammal in lecture and laboratory; developmental genetics; the problems of development; an introduction to experimental embryology.

Offered alternate years, fall semester.

BIO 202 Comparative Anatomy**4 credits**

Prerequisite: Biology 103-104

Two lectures, one recitation and three lab. hours per week.

A comparative lecture-and-laboratory study of the macroscopic anatomy of typical representatives of the classes of vertebrates.

Offered alternate years, fall semester.

BIO 203 Invertebrate Zoology**4 credits**

Prerequisite: Biology 103-104

Two lectures, one recitation and three lab. hours per week.

Major invertebrate phyla with emphasis on taxonomy, structure, physiology and ecology. Field trips to selected local areas for the collection and study of representative invertebrate forms. Laboratory dissection of representative types.

Offered alternate years, fall semester.

BIO 204 Ecology**4 credits**

Prerequisite: Biology 101, 102 or 103-104

Two lectures, one recitation and three lab. hours per week.

An introduction of ecological principles and their application to the environment; numerous field trips to representative ecosystems and environmental problems.

Offered in summer.

BIO 205 Descriptive Microbiology**4 credits**

Prerequisite or Corequisite: Biology 003

Two lectures, one recitation and three lab. hours per week.

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.

Offered every fall.

BIO 301 Microbiology**4 credits**

Prerequisite: Biology 103-104

Two lectures, one recitation and three lab. hours per week.

A survey of the principal groups of microorganisms (bacteria, fungi, algae, protozoa, viruses, and rickettsiae) with emphasis on taxonomy, morphology, physiology and their industrial and medical application.

Offered alternate years, spring semester.

BIO 302 Botany**4 credits**

Prerequisite: Biology 103-104

Two lectures, one recitation and three lab. hours per week.

A survey of the principal groups of plants from the standpoint of their structure and development, with intensive studies on the morphology and physiology of the Angiospermae.

Offered alternate years, spring semester.

BIO 303 Genetics**4 credits**

Prerequisite: Biology 103-104

Two lectures, one recitation and three lab. hours per week.

An introduction to variation and heredity; the theory of the gene as developed in classical genetics, biochemical and molecular genetics; cytogenetics; the genetics of populations; cytoplasmic inheritance; laboratory problems and experiments in drosophila, bacterial, and viral genetics.

Offered every fall.

BIO 306 Parasitology**4 credits**

Prerequisite: Biology 103-104

Two lectures, one recitation and three lab. hours per week.

A study of parasitic protozoa, platyhelminthes, nemathelminthes and arthropoda, stressing their relation to man and their control.

Offered every spring.

BIO 310 Cell Biology**4 credits**

Prerequisite: Biology 103-104 and Chemistry 101-102

Corequisite: Chemistry 301 is recommended

Two lectures, one recitation and three lab. hours per week.

An introduction to the form and function of cells. The course will include a study of the origins of life; cell prototypes and the prokaryote; the eukaryotic cell (plant and animal) and its organelles; bioenergetics; the central dogma; and vital activities of various cell-types.

Offered every spring.

BIO 401 Histology and Microtechnique**4 credits**

Prerequisite: Biology 202

Two lectures, one recitation and three lab. hours per week.

A study of the microscopic anatomy of normal animal tissues and organs.

Offered alternate years, spring semester.

BIO 402 Vertebrate Physiology**4 credits**

Prerequisite: Biology 103-104; 202 (Physics Recommended)

Two lectures, one recitation and three lab. hours per week.

The basic principles involved in the physiology of vertebrate systems; the physico-chemical aspects and homeostatic mechanisms of the functional systems.

Offered alternate years, fall semester.

BIO 405 Animal Microtechnique**2 credits**

One lecture and three lab. hours per week.

Methods of preparing animal tissue for study with the light microscope.

Offered alternate years, fall semester.

BIO 500 Independent Study**3 credits**

Prerequisite: Department approval

Independent study under faculty guidance.

Offered every semester.

BIO 501, 502 Biological Research**6 credits**

Prerequisite: Department approval

Independent research under faculty guidance. A required written report of the work may be considered part of the comprehensive examination required of all biology majors.

Offered every year.

BIO 503 Biology Seminar**1 credit**

Prerequisite: Department approval

A discussion by faculty, visiting scientists and students of topics reflecting research and current problems in biological sciences.

Offered every spring.

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

M400 Clinical Biochemistry**5 credits**

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 quantitative chemistry as applied to clinical methods.

M410 Instrumental Automation**3 credits**

Introduction of both current and classical laboratory instrumentation from Chemistry, Hematology, Coagulation and Immunology Labs.

Instruction includes absorption spectrophotometry, flame photometry, atomic absorption spectrophotometry, electrophoresis, automation including autoanalyzer, Coulter S, Bio-data equipment, fluorescence microscopy.

M420 Hematology**4 credits**

Deals with the 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 as well as laboratory diagnosis of these diseases.

Routine and special procedures are learned during the students' 12 week stay in the laboratory.

M430 Coagulation**2 credits**

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

M440 Immunohematology**4 credits**

Methods in Blood Banking with emphasis on genetics and transfusion therapy, including extensive laboratory techniques.

M450 Immunology/Serology**4 credits**

Principles of Immunology and Serology with emphasis on antibody antigen reaction, disease states and practical application in current laboratory techniques including radio-immunoassays, immunodiffusion and fluorescence microscopy techniques.

M460 Bacteriology**4 credits**

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.

M470 Mycology**2 credits**

A study of classification, identification life cycles and the morphologic, physiological and biochemical aspects of fungi of medical importance—Also a study of infections they may form.

M480 Parasitology**2 credits**

A study of the life cycle, morphology, transmission potency, pathology and treatment of diseases caused by protozoans, 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.

M490 Urine Components**2 credits**

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 students' knowledge of macroscopic, microscopic and chemical analysis of urine. Urinalysis is considered by most physicians as the single most significant lab test.

BUSINESS LAW**BL 201 Business Law I****3 credits**

An introduction to law in general, the courts, and the legal process together with the law of contracts, agency, and partnership.

Offered every fall.

BL 202 Business Law II**3 credits**

Prerequisite: Business Law 201

The law of corporations, commercial paper and sales.

Offered every spring.

BL 403 Business Law III**3 credits**

Prerequisite: Business Law 201

The law of property, wills, estates, trusts, insurance, secured transactions, bankruptcy, accountants' legal responsibility and government regulations.

Offered every fall.

CHEMISTRY**CHE 003-004 Chemistry and Life****8 credits**

For students not intending to major in science.

Two lecture hours, one conference, and three lab hours per week.

Introduction to basic principles of chemistry. Emphasis is on application of these principles to living systems and their impact on present day living.

Offered every year.

CHE 101-102 General Chemistry**8 credits**

Two lectures, one conference, and three lab hours per week.

For the science major. Emphasis on quantitative aspects of chemistry at a more specialized level than in Chemistry 003-004.

Offered every year.

CHE 201 Analytical Chemistry**4 credits**

Prerequisite: Chemistry 102

Two lectures, one conference, and three lab hours per week.

Quantitative study of gravimetric and volumetric analysis; solubility product, acid-base, oxidation-reduction and complex-formation phenomena considered with emphasis upon precision, resourcefulness, and chemical calculations.

Offered in fall 1978.

CHE 301, 302 Organic Chemistry**10 credits**

Prerequisite: Chemistry 102

Three lectures, one conference, and four lab hours per week.

Aromatic and aliphatic compounds; reaction mechanisms based on electronic theory; preparation of representative compounds and quantitative analysis.

Offered every year.

CHE 303 Inorganic Chemistry**3 credits**

Prerequisite: Department approval

Three lecture hours per week.

The study of bonding, structure, and reactions of inorganic compounds based on modern physical chemical concepts; coordination compounds and organometallic compounds.

Offered in fall 1978.

CHE 304 Biochemistry**4 credits**

Prerequisite: Chemistry 301

Two lectures and four lab hours per week.

Physio-chemical approach; amino acids, proteins, carbohydrates, lipids, enzymes, intermediate metabolism; modern techniques for isolation, identification, and determination of compounds of biochemical significance.

Offered in spring 1979.

CHE 401-402 Physical Chemistry**8 credits**

Prerequisite: Department approval

Three lectures and four lab hours per week.

Atomic, molecular, and crystal structure; thermodynamics; solution properties; chemical kinetics; electrochemistry.

Offered every year.

CHE 403 Advanced Physical Chemistry**3 credits**

Prerequisite: Department approval

Three lecture hours per week.

An advanced treatment of some of the topics introduced in Chemistry 401 and 402; quantum mechanics and statistical mechanics emphasized; application of these topics to thermodynamics, chemical bonding, and kinetics.

Not offered in 1978-79.

CHE 404 Instrumental Methods of Analysis**4 credits**

Prerequisite: Department approval

Two lectures and five lab hours per week.

Theory and laboratory work in spectroscopy, adsorption, and emission; electroanalytical chemistry and chromatography as they apply to analytical chemistry.

Offered in spring 1979.

CHE 405 Advanced Organic Chemistry**3 credits**

Prerequisite: Department approval

Three lecture hours per week.

Physical organic chemistry; emphasis on structure and reaction mechanisms; free radical chemistry.

Offered in fall 1978.

CHE 501, 502 Chemical Research**2 credits**

Prerequisite: Department approval

Independent research under faculty guidance. A required written report of the work may be considered part of the comprehensive examination required of all chemistry majors.

Offered every year.

CONTINUING EDUCATION**CE 100 Communication Arts and Skills****3 credits**

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

Not offered 1978-79.

CE 105 Ground School Requirements: Private Pilot Exam**3 credits**

This course is open to all student pilots and those thinking of taking up the art of flying for either business or pleasure. In addition to ground instruction, students will be directed to flight schools within the area when they desire to begin flight instruction.

This course fulfills the requirements of Part 61 of the Federal Air Regulations in preparation for taking the F.A.A. written examination. An F.A.A. approved course of study is used and a stress is placed upon safety and the operation of the aircraft within the regulations.

Aerodynamics and performance, controls, powerplants, systems and their functions, aircraft loading, meteorology, navigation, and medical facts are only some of the areas covered.

Not offered in 1978-79.

CE 310 Career Development: Theory and Practice**3 credits**

Students personally examine their values, interests and aptitudes in light of career possibilities. Theories and techniques which focus upon satisfactory career choice will be stressed.

Not offered in 1978-79.

CRIMINAL JUSTICE**CJ 101 Introduction to Law Enforcement Science****3 credits**

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

Offered every semester.

CJ 102 Criminal Procedure**3 credits**

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

Offered every semester.

CJ 460 Criminal Justice**3 credits**

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

Offered every semester.

CJ 461 Problems of Urban Law Enforcement**3 credits**

The role of law enforcement officer and agency in the city of the 70's; the limitations and the extent of community cooperation necessary for proper law enforcement.

Offered every semester.

CJ 462 Workshop in Juvenile Delinquency 3 credits

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

CJ463 Workshop in Corrections 3 credits

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

CJ464 Community Relations in Law Enforcement 3 credits

Survey of the numerous and complex factors involved in the area of human relations and its effects on policing and police management. Examination made of prejudice and discrimination. Confrontation of community rights and rights of police officer discussed. Image of police officer and department discussed in light of current events. Means of improving relations outlined. Offered every semester.

CJ 465 Courts Management 3 credits

It is for courts officers and involves training in proper reading of documents, setting-up procedures, proper handling of records and documents received, structure of courts system and management function of various divisions. Offered every spring.

CJ 466 Workshop in Imprisonment 3 credits

Prerequisites: Psy 461 Psychological Aspects of Poverty & CJ 463—Corrections.

Organization and functions of prison system; role of the corrections officer in the rehabilitative process. Modern thought concerning prison reform. Recent prison events analyzed and discussed. Character of the modern prisoner. Prisoner's rights and officers rights and duties. Offered every spring.

CJ 467 Development of American Criminal Justice 3 credits

Survey of the history and background of the American judicial system, its origins and development. The theory of law; development of the courts; emergency of a continuum of decision involving individual rights and freedoms; current decisions involving socio-political, civil rights matters. Offered every semester.

CJ468 Processes in Rehabilitation 3 credits

A systematic analysis of the alternatives in dealing with offenders in and out of institutions, emphasis on personnel dynamics of change and institutional reorganization. Offered every spring.

CJ469 Processes in Diversions 3 credits

Methods of diverting young offenders from the criminal justice system, combining advocacy, peer level grouping, and project planning. Designed for the formation of organization and individuals involved with delinquency prone adolescents. Offered every spring.

CJ 470 Methods of Criminal Investigation Procedures**3 credits**

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

Offered every semester.

CJ 471 Police Supervision**3 credits**

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

Offered every semester.

CJ 472 Police Administration**3 credits**

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

Offered every semester.

CJ 473 Problems and Issues Concerning Drug Abuse**3 credits**

This course will focus on the controversial social, medical, and legal problems of drug abuse. It will examine the background and history of drugs, the effect of the use of drugs, conditions associated with drug use, epidemiological studies, ideologies, enforcement and narcotic traffic.

Offered every fall.

CJ 474 Organized Crime in America**3 credits**

What is it, how it functions, its role in contemporary society, business, finance, labor, politics, consumer services. and corruption of the police and judiciary. The course covers origins, history and dimensions, in fact and fancy. European origins and ethnic patterns are examined. Methods and structure on both sides are extensively examined. How it operates and grows, its cohesiveness, wars, structure, economy and politics, and how federal, state, local government agencies exercise control.

Offered every fall.

CJ 475 Corruption in the Criminal Justice System**3 credits**

A historical, sociological, and practical discussion of the systematic and individual methods of corruption and its impact on the criminal justice system. Methods of reform, investigation and administrative efforts to combat corruption will also be investigated.

Offered every semester.

CJ 476 Forensic Science**3 credits**

An introduction to the problems and techniques of scientific criminal investigation. Emphasis is placed on the value of various scientific aids to the officer, detective or field investigator. Case illustrations drawn from the experiences of crime laboratories throughout the nation are employed to indicate the role played by physical evidence.

Offered every semester.

CJ 477 Patrol Administration**3 credits**

This course deals with the contemporary and future issues in patrol techniques, patrol planning, leadership and interpersonal relationships, organization, reporting and records,

command and control, crime prevention and community relations, patrol manpower distribution, special operations, weapons and team policing.

Offered every semester.

CJ 478 Major Case Investigation

3 credits

This course will prepare a student to go beyond the ordinary techniques of investigation and examine techniques employed in major cases of crime. It will cover the anatomy of investigations, robberies of banks and armored carriers, kidnappings, bombings & arson, transportation crimes, air, sea, freight, organized crime, extortions, con games, shylocking. Protection of witnesses, interviews, legal aspects, frauds (major) intelligence.

Offered every fall semester.

ECONOMICS

ECO 201 Principles of Economics I

3 credits

Macro-economics; the foundation of economic analysis; national income, employment and economic growth; aggregate demand, saving and investment; economic fluctuations; monetary and fiscal policy; underdeveloped countries; comparative economic systems.

Offered every semester.

ECO 202 Principles of Economics II

3 credits

Micro-economics; markets, the price system, and the allocation of resources; competition, monopoly, monopolistic competition, and oligopoly; government and business; the distribution of income.

Offered every semester.

ECO 302 Economic Development of the United States

3 credits

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

Offered in spring 1979.

ECO 303 Economic Issues Today

3 credits

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

Offered in spring 1979.

ECO 306 Money and Banking

3 credits

Money and credit; commercial banking; central banking; monetary theory and monetary and fiscal policy; other banking and credit institutions.

Offered every semester.

ECO 307 Environmental Economics

3 credits

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

Offered in fall 1978.

ECO 308 Urban Economics**3 credits**

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

Offered in fall 1978.

ECO 309 Labor Economics**3 credits**

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 operation of the labor market; government in labor problems; theories of wages and employment.

Offered in fall 1978.

ECO 311 Economic Geography**3 credits**

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

Not offered in 1978-79.

ECO 312 Public Finance**3 credits**

Analysis of the role of government in the national economy. Consideration is given to the growth of the public sector, the U.S. federal budget, the ordering of our national priorities among various public programs, the public debt and fiscal policy, the U.S. tax structure, personal and corporate income taxation, capital gains taxation and tax reform.

Offered in spring 1979.

ECO 316 Workshop in Personal Finance**3 credits**

A lecture-discussion course intended to familiarize the student with the many aspects of his personal finance situation. Personal budgeting, investments, credit usage, mortgages, insurance protection, and related topics are covered.

Not offered in 1978-79.

ECO 317 Contemporary Economic Systems**3 credits**

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

Offered in fall 1978.

ECO 318 Economics for the Health Field**3 credits**

A study of the particular and peculiar effects of demography, fiscal policy and public policy on the health field. Population studies, clustering of metropolitan areas and the problems of rural scattered service areas will be analyzed.

Offered in spring 1979.

ECO 400 Seminar in Economics**3 credits**

Principles of research; bibliography; the application of statistical methods to a specific problem for individual research; recent developments in applied economics.

Offered in spring 1979.

ECO 403 International Economics**3 credits**

Principles, practices, and problems of world trade; equilibrating the balance of payments through domestic and exchange rate adjustments; the effect of world trade on national income and output; international trade and domestic employment; regional economic

integration; the International Monetary Fund and dollar devaluation; foreign direct investment and multi-national corporation.
Offered in fall 1978.

ECO 406 Development of Economic Thought 3 credits

A survey of economic thought principally from the seventeenth century to the present day; mercantilism; physiocracy and the emergence of a science of economics; the Classical School; the rise of socialist protest; marginalism and the neo-classical synthesis; Keynes and post-Keynesian economics; Monetarism.
Offered in spring 1979.

Eco 411 Concepts in Economic Analysis 3 credits

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.
Offered in fall 1978.

ECO 500 Independent Studies 3 credits

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 his economics learning in a business environment with a viable alternative.

Two programs are afforded the student: one in the finance area and the other in the marketing-marketing research area.

Finance

Accounting 101-102— Elements of Accounting
Management 201— Industrial Organization and Management
Management 310— Behavioral Science
Management 303— Corporate Finance
Management 403— Financial Management
Management 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 309— The Sales Function
Management 310— Behavioral Science
Management 307— Advertising and Sales Promotion
Management 407— Market Research

EDUCATION

Information concerning the teacher training programs will be found on page 41 of this catalogue.

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

ELEMENTARY TEACHER TRAINING PROGRAM

ED 201 Foundations of Education: History and Philosophy 3 credits

The development of the various philosophies of education through a survey of ancient, medieval and modern education; the ends and means in education; educational theory in the United States today.

On Campus: 45 hrs.;

Field Centered Experience: Observation—15 hrs.

Offered every semester.

ED 202 Introduction to the Education of Children and Youth 3 credits

A study of individual differences among children; educationally disadvantaged children; elementary and secondary classroom techniques; basic school problems.

On Campus: 30 hrs.;

Field Centered Experience: Observation—15 hrs.

Offered every semester.

ED 312 Foundations of Curriculum in Elementary Education 3 credits

Basic conceptual treatment of child growth and development; curriculum and methods as they apply to the elementary school and early education.

On Campus: 45 hrs.;

Field Centered Experience: Peer Teaching

Offered every semester.

ED 402 Tests and Measurements 3 credits

Designed for future teachers. Course work includes: principles of basic statistics related to collecting, treating and interpreting data; the use of standardized tests (intelligence, aptitude, achievement, etc.) in a school situation; the construction and the improvement of classroom tests, and the use of test results by the administrator, teacher and guidance counselor.

On Campus: 45 hrs.;

Field Centered Experience: Peer testing/Micro testing.

Offered every semester.

ED 404 Observation and Supervised Practice Teaching 6 credits

Prerequisite: Completion of all other course work

During the senior year students in the teacher training program will spend a minimum of one term of supervised instructional experience in an approved secondary or elementary school. Aside from the normal school experience the student will be expected to attend individual and group conferences with the college supervisor and cooperating teacher. Students must be approved by the chairman of the education department.

On Campus: 15 hrs.;

Field Centered Experience: Full time teaching.

Offered every semester.

ED 411 Special Methods in Elementary School Teaching

Prerequisites: Education 201, 202 and 312

411A Reading**3 credits**

The basic principles of teaching reading; utilization of formal and informal diagnostic tools to appraise reading status; techniques of grouping for instruction; teaching specific reading skills; evaluating reading progress and appropriateness of reading programs; individualizing reading instruction.

On Campus: 30 hrs.;

Field Centered Experience: Tutoring—15 hrs.

Offered every fall.

411E Individualized Reading**3 credits**

Prerequisite: Education 411A

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

On Campus: 45 hrs.;

Field Centered Experience: Tutoring

Offered every spring.

411F LANGUAGE ARTS**2 credits**

Prerequisite: English 103 and 220

The principles, methods and materials employed in the teaching of listening and speaking skills, composition skills and writing skills in the elementary school.

On Campus: 20 hrs.;

Field Centered Experience: Micro Teaching—10 hrs.

Offered every fall.

411G Mathematics**2 credits**

Prerequisite: Mathematics 103 and 104

The principles and practices employed in teaching mathematics in elementary schools.

On Campus: 20 hrs.;

Field Centered Experience: Micro Teaching—10 hrs.

Offered every spring.

411H Literature**2 credits**

Children's literature and the techniques used in presenting it to children at different age levels; the use of audio-visual aids; illustrations of children's books.

On Campus: 20 hrs.;

Field Centered Experience: Micro Teaching—10 hrs.

Offered every fall.

411I Social Studies**2 credits**

Prerequisite: History 201 and Sociology 203

The instructional resources, methods, and materials of a sound social studies presentation in elementary and early adolescent classes; the history, culture, and sociology of various minority groups.

On Campus: 20 hrs.;

Field Centered Experience: Micro Teaching—10 hrs.

Offered every spring.

411J Science**2 credits**

Prerequisite: Science 301-302

Principles and techniques employed in teaching science in the elementary schools.

On Campus: 20 hrs.;

Field Centered Experience: Micro Teaching—10 hrs.

Offered every fall.

411K Music and Art 2 credits
Prerequisite: Fine Arts 401-402

Principles and techniques employed in teaching music and art in the elementary schools.

On Campus: 20 hrs.;

Field Centered Experience: Micro Teaching—10 hrs.

Offered every spring.

ED 431 Diagnosis and Treatment of Reading Disabilities 3 credits
Prerequisite: Education 411A or 401G

A study of formal and informal methods of diagnosis; special in-class room procedures; analysis of the services rendered by clinics and other professional groups.

On Campus: 30 hrs.;

Field Centered Experience: Tutoring—15 hrs.

Offered every spring.

ED 434 School and Community 3 credits

The school's role in relation to the community; "Inner City" education; the use of community resources in establishing good human relations and adjusting to the cultural and socio-economic changes of our time.

On Campus: 35 hrs.;

Field Centered Experience: Observation—10 hrs.

Offered every fall.

SECONDARY SCHOOL TEACHER TRAINING PROGRAM

ED 201 Foundations of Education: History and Philosophy 3 credits

The development of the various philosophies of education through a survey of ancient, medieval and modern education; the ends and means in education; educational theory in the United States today.

On Campus: 30 hrs.;

Field Centered Experience: Observation—15 hrs.

Offered every semester.

ED 301 Methods, Problems, and Principles in Secondary Education 3 credits

Methods and problems in junior and senior high schools and their relationship to basic principles; consideration of such topics as problems of transition in junior high school, secondary school organization, classroom management, lesson plans, problem-project method, evaluation, discipline, visual aids.

On Campus: 45 hrs.;

Field Centered Experience: Peer Teaching

Offered every semester.

ED 302 Educational Psychology 3 credits

The application of educational psychology to the art of teaching and the science of learning with emphasis on growth and development, environmental influences, understanding of the individual pupils, nature and conditions of learning, transfer of past experiences, guiding pupils for personal adjustment and mental health.

On Campus: 30 hrs.;

Field Centered Experience: Tutoring—15 hrs.

Offered every semester.

ED 401 Special Methods in Secondary School Teaching 3 credits

Prerequisites: Education 301 and 302

On Campus: 30 hrs.;

Field Centered Experience: Micro Teaching—15 hrs.

401C English 3 credits

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

Offered every spring.

401D Modern Languages 3 credits

Aims, methods, and objectives of present-day modern language teaching in high schools and junior high schools; practical exercises; visits to local schools.

Offered every fall.

401E Mathematics 3 credits

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

Offered every fall.

401F Social Studies 3 credits

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

Offered every fall.

401G Reading 3 credits

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

Offered every spring.

401H Science 3 credits

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

Offered every spring.

401I Religion 3 credits

Classroom management; general methods; positive approach to God; methods of teaching Sacred Scripture; adolescent psychology; group guidance; techniques of oral presentation.

Offered as students qualify.

401J Accounting 3 credits

Prerequisite: Accounting 101-102

The teaching of accounting by modern methods in accordance with present-day concepts in business education; general principles and techniques of teaching a vocational business subject; skill development and the correct methods and techniques that should be used in accounting procedures.

Offered every spring.

401K Office Practice**2 credits**

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

Offered every spring.

ED 402 Tests and Measurements**3 credits**

Designed for future teachers. Course work includes: principles of basic statistics related to collecting, treating and interpreting data; the use of standardized tests (intelligence, aptitude, achievement, etc.) in a school situation; the construction and the improvement of classroom tests, and the use of test results by the administrator, teacher and guidance counselor.

On campus: 45 hrs.;

Field Centered Experience: Peer Testing/Micro Testing.

Offered every semester.

ED 404 Observation and Supervised Practice Teaching**6 credits**

Prerequisite: Completion of all other course work

During the senior year students in the teacher training program will spend a minimum of one term of supervised instructional experience in an approved secondary or elementary school. Aside from the normal school experience the student will be expected to attend individual and group conferences with the college supervisor and cooperating teacher. Students must be approved by the chairman of the education department.

On Campus: 15 hrs.;

Field Centered Experience: Full time teaching.

Offered every semester.

**ED 501B Special Methods of Teaching Physical Education
In Schools****3 credits**

Prerequisite: Nine credits in education

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.

Offered every semester as students qualify.

ELECTIVE COURSES OFFERED BY THE DEPARTMENT

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

ED 439 Basic Principles of Guidance**3 credits**

The relation of basic concepts to in-school problems; the reference materials, resources, and procedures of the guidance counsellor in the school.

Not offered 1978-79.

ED 476 Techniques of Counseling**3 credits**

An introduction to the meaning of counseling; the process, background and instruments used in counseling on an individual and or group basis within a framework of

counseling theory. Use of information, appraisal, and referral to community agencies. Interpretation of counsel outcomes to school personnel and parents.
Not offered 1978-79.

ED 477 Educational and Occupational Information**3 credits**

To develop an understanding of the career development of the individual-educational, occupational, and personal. Analysis of occupational choice theories and research. Psychosocial and economic trends influencing career decisions; analyses, organizational and dissemination of educational and vocational information materials.
Not offered 1978-79.

ED 478 Humanistic Approaches to Learning**3 credits**

Understanding of human potentials of individuals; student needs and their learning styles; group processes applied in the classroom.
Not offered 1978-79.

ED 479 Workshop in Educational Problems For Inner City Child**3 credits**

Use of new teacher techniques; implementation of innovative curriculum areas; use of community resources.
Not offered 1978-79.



ENGLISH

ENG 103 Elements of Composition 3 credits

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 credits
Prerequisite: ENG 103

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.
Offered every semester.

ENG 199 Methods of Literary Research 3 credits
(Formerly ENG 299)

Readings, discussions and reports centered on techniques in English literary history: problems in biography, authenticity, source study, chronology, interpretation, and the history of ideas.
Offered every spring semester.

ENG 203 Survey of English Literature I 3 credits

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 credits

A survey of the major English authors from the Romantic movement to modern times.
Offered every semester.

ENG 220 Modern Short Fiction 3 credits
(Formerly ENG 120)

Readings in the short story and novella by select authors—American, English and Continental—of the nineteenth and twentieth centuries.
Offered every semester.

ENG 222 Masterpieces of Drama 3 credits
(Formerly ENG 122)

Readings in select works representing the major periods of dramatic literature from ancient Greece to the present.
Offered every semester.

ENG 301 Chaucer 3 credits

A study, in the Middle English text, of "The Canterbury Tales," "Troilus and Criseyde," and selected minor works; and of the political, social, and cultural backgrounds of the fourteenth century.
Offered in fall semester, even-numbered years.

ENG 302 Medieval English Literature 3 credits

A study in modernized texts of the principal English works from the twelfth through fifteenth centuries; and of some non-English works, such as the Arthurian material, which have an important bearing on English literature.
Offered in spring semester, even-numbered years.

ENG 303 Drama in England to 1700 (Exclusive of Shakespeare) 3 credits

A study of the origins of drama in England; mysteries, miracles, interludes, and farces; close reading of representative plays from the Elizabethan, Jacobean, and Caroline drama; the masque; the heroic play; bourgeois tragedy and Restoration comedy. Theatrical backgrounds from contemporary sources on the staging, acting, costume, and decor of the plays read.

Offered in fall semester, odd-numbered years.

ENG 304 Eighteenth-Century English Literature 3 credits

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

Offered in spring semester, odd-numbered years.

ENG 306 The Victorian Period: 1832-1900 3 credits

A survey of the poetry and prose of the period, with particular emphasis on the works of Tennyson, Browning, Arnold, the Pre-Raphaelites, Newman, Carlyle, and Ruskin, as well as some representative novelists.

Offered in fall semester, even-numbered years.

ENG 307 Sixteenth-Century English Literature 3 credits

A survey of the non-dramatic literature of the period, tracing the roots and development of the Renaissance and Humanism in England; special emphasis on Wyatt and Surrey, Spenser, Sidney, and More.

Offered in fall semester, odd-numbered years.

ENG 308 Seventeenth-Century English Literature: 1600-1660 3 credits

A study of the non-dramatic literature of the period, with special emphasis on the poems of Donne and Jonson and their followers; an examination of the prose works of Bacon, Browne, Burton, among others, as a reflection of the intellectual climate of the age.

Offered in spring semester, even-numbered years.

ENG 401J, 401K, 401M American Literature: 1800-Present 9 credits

Analysis of individual works of American literature and discussions of the intellectual, social, and political environments in which they were written.

401J: (1800-1860) Major emphasis on Cooper, Poe, Hawthorne, Emerson, Thoreau, Melville.

Offered in fall semester, even-numbered years.

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

Offered in spring semester, odd-numbered years.

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

Offered in spring semester, even-numbered years.

ENG 402A Shakespeare I 3 credits

A study of representative histories, comedies, tragedies and non-dramatic literature conventionally assigned to Shakespeare's early period (through 1601).

Offered every fall semester.

ENG 402B Shakespeare II 3 credits

A study of representative histories, comedies, tragedies and non-dramatic literature con-

ventionally assigned to Shakespeare's later period (after 1601).
Offered every spring semester.

ENG 403 The Romantic Movement

3 credits

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

ENG 404 Milton

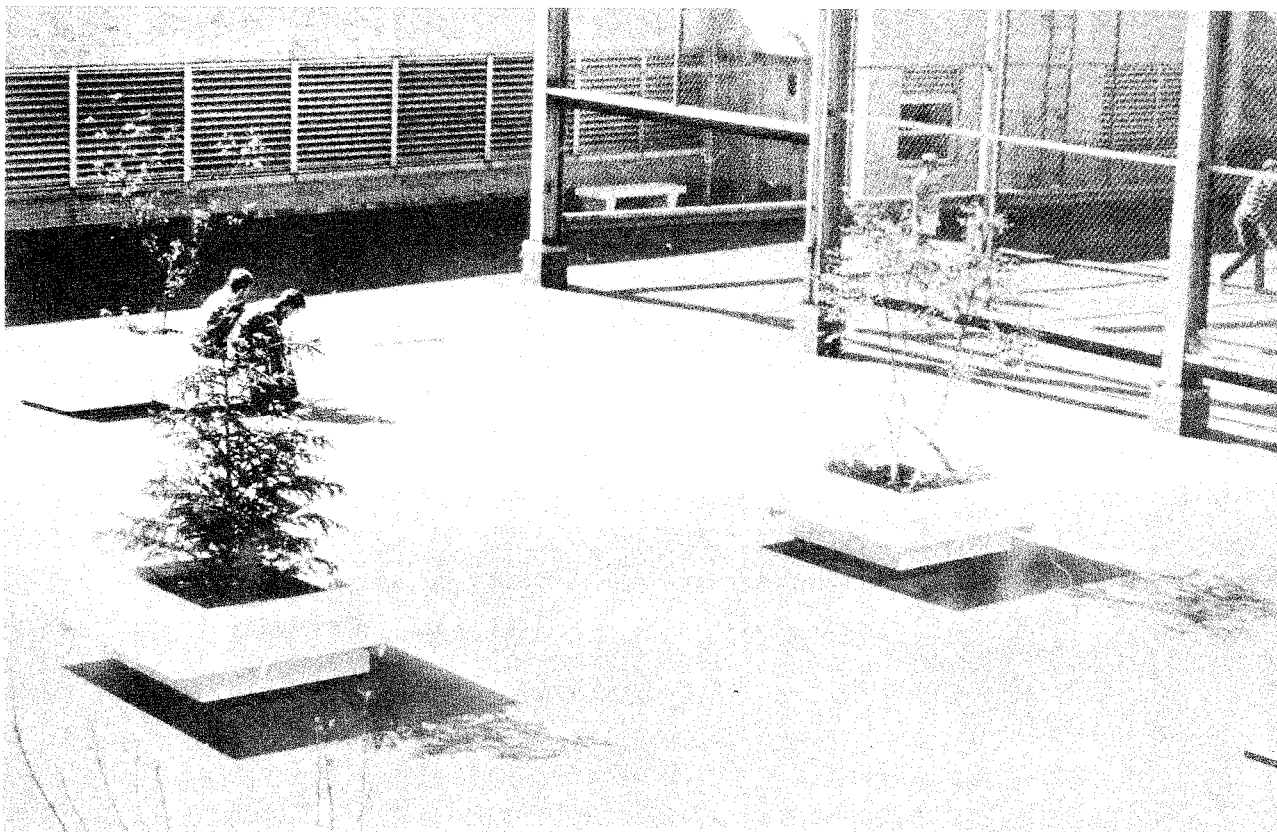
3 credits

A comprehensive study of Milton's poetic works; readings of selected prose works in order to illustrate the social, cultural, and religious conflicts of Milton's age.
Offered in spring semester, odd-numbered years.

ENG 405 Modern British Literature

3 credits

A formal introduction to the literature of the period from 1890 to the present; major emphasis placed on the works of Yeats, Eliot, Conrad, Joyce, Lawrence; further perspective provided by the study of a few representative continental writers.
Offered in fall semester, even-numbered years.



ENG 409 American Drama**3 credits**

A study of American drama from 1780 to the present.
Offered in fall semester, odd-numbered years.

ENG 450 Seminar**3 credits**

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

ENG 509 Independent Studies**3 credits**

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****3 credits**

A survey of the important music and musicians of the western world from the beginning of the Christian era to the present. Recorded illustrations and lectures.
Offered every semester.

FA 402 Orientation In Art**3 credits**

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

FA 404 Modern Art**3 credits**

Prerequisite: Fine Arts 402

A study of the many factors leading to the art traditions, the last one hundred years—from Impressionism to the present.
Offered in fall semester, even-numbered years.

FA 405 The Evolution of Grand Opera in Western Musical Tradition **3 credits**

Prerequisite: Fine Arts 401

An inquiry into the forces which give rise to this musical art form, its nature, and development to modern times.

Offered in fall semester, odd-numbered years.

FA 406 Ancient Egyptian Art**3 credits**

Prerequisite: FA 402

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.

Offered every spring.

FA 407 Studies in Architecture: 1800 to Present**3 credits**

Prerequisite FA 402

A study of the evolution of architecture as a fine art in Europe and America since 1800 to

the present time with an emphasis on the major architectural movements of the era and their historical sources.

Offered in Fall semester, odd-numbered years.

FOREIGN LANGUAGES

Elementary Level

6 credits

FRE 101-102 (French); GER 101-102 (German); SPA 101-102 (Spanish)

The attainment of audio-lingual skills. For students who have not previously studied the language selected or who have studied it for one or two years in high school.

Offered every year.

Intermediate Level

6 credits

FRE 103-104 (French); GER 103-104 (German); SPA 103-104 (Spanish)

Prerequisite: 102 or 116 or three years of language in high school conversation and reading or a placement test in the first hour if student so requests of chairperson.

The control of elementary audio-lingual skills, and their further development; emphasis on developing reading skills.

Offered every year.

Masterpieces

6 credits

FRE 201-202 (French); GER 201-202 (German); SPA 201-202 (Spanish)

Prerequisite: 104

Reading and discussion of major works from the medieval period to the 20th century; composition. These works are read in modern versions of the original language.

Offered every year.

FRE 301 Seventeenth-Century Literature

3 credits

Prerequisite: French 202

A study of the social and philosophical movements, and discussion of the significant authors of this period as examples of the spirit of their age.

Offered in fall 1979.

FRE 302 Advanced Phonetics

3 credits

Prerequisite: French 202

A systematic study of articulation and intonation intended for teachers.

Not offered in 1978-79.

FRE 303 Advanced Conversation

3 credits

Prerequisite: French 202

A course designed to develop the technique and vocabulary of discussion as a supplement to expression in the areas of experience.

Offered in fall 1979.

FRE 304 Nineteenth-Century Literature

3 credits

Prerequisite: French 202

A study of the principal authors and literary movements of this period, exclusive of the poets.

Offered in fall 1978.

FRE 401 Contemporary French Drama**3 credits**

Prerequisite: French 202

A survey of the development of French drama from 1870 to the present day; both the literary and technical character of its evolution will be studied in the most representative plays.

Offered in spring 1980.

FRE 402 Lyric Poetry in the Nineteenth Century**3 credits**

Prerequisite: French 202

A study and appreciation of the poetical development in France from Lamartine to Verlaine.

Offered in fall 1980.

FRE 403 Twentieth-Century Literature**3 credits**

Prerequisite: French 202

A study of the development of French literature from 1900 to the present.

Offered in fall 1980.

FRE 404 Advanced Prose Composition**3 credits**

Prerequisite: French 202

A study of the stylistic structure of sentences and paragraphs; review of grammar when necessary.

Offered in spring 1980.

FRE 405 French Civilization and Culture**3 credits**

A study of the characteristics of French culture based upon anthropological and sociological studies; humanistic and scientific contributions to civilization; readings and reports.

Offered in spring 1979.

FRE 408 Eighteenth-Century Literature**3 credits**

Prerequisite: French 202

A study of the literature of the eighteenth century as a reflection of the historical, social, and cultural development of France.

Offered in spring 1979.

FRE 410 Studies in French

Open to all students; no prerequisites. Liberal Arts credit; does not fulfill a language requirement. French majors may use for free elective credit only.

A course conducted entirely in English and dealing with an aspect of French literature or civilization. Specific topic to be announced each semester.

FRE 410A The Theme of Love in French Literature (Middle Ages to 1800)**3 credits****FRE 410B The Theme of Love in French Literature (1800-1972)****3 credits**

Not offered in 1978-79.

GER 301 Survey of German Literature in English**3 credits**

An introduction to the German Literary History without any prerequisites. The emphasis is on readings, interpretation, discussions and compositions centered on epic and lyric poetry and on short stories from different literary periods.

Not offered in 1978-79.

GER 302 Survey of German Drama in English**3 credits**

An introduction to the German Drama without any prerequisites. The emphasis is on read-

ing, interpretation, discussions and compositions centered on German Classical and Romantic Drama including Goethe's *Faust*, as well as a survey of modern dramatic output. Offered in spring 1979.

GER 410 Studies in German

Open to all students; no prerequisites. Liberal Arts credit; does not fulfill a language requirement.

A course conducted entirely in English and dealing with an aspect of German literature or civilization. Specific topic to be announced each semester.

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

GER 410B German Classical and Romantic Drama as World Literature 3 credits
Offered in fall 1978.

SPA 115, 116 Basic Conversational Spanish I and II 6 credits

Courses designed to promote the attainment of audio-lingual skills in the Spanish language, specifically speaking and understanding the language used in daily communications within the city services and personnel therein involved.

Offered every year.

SPA 302 Contemporary Spanish Literature from 1898 to Present 3 credits
Prerequisite: Spanish 202

A study of the outstanding authors of the twentieth century and their works.

Offered in fall 1979.

SPA 305, 306 History of Spanish-American Literature to Modernismo 6 credits
Prerequisite: Spanish 202

Selections from the principal Spanish-American writers from the sixteenth century to the present.

SPA 305 offered in fall 1978. SPA 306 offered in spring 1979.

SPA 308 Advanced Conversation 3 credits
Prerequisite: Spanish 202

A course to develop the technique and vocabulary of discussion as a supplement to expression in the areas of experience.

Offered in spring 1979.

SPA 310 Advanced Prose Composition 3 credits
Prerequisite: Spanish 202

A study of the stylistic structure of sentences and paragraphs; review of grammar when necessary.

Offered in fall 1978.

SPA 401 Spanish Drama of the Golden Age 3 credits
Prerequisite: Spanish 202

A study of the chief dramatists of the period.

Offered in fall 1979.

SPA 402 Spanish Civilization and Culture 3 credits
Prerequisite: Spanish 202

A study of the characteristics of Spanish culture based upon anthropological and sociological studies; humanistic and scientific contributions to civilization; readings and reports.

Offered in spring 1980.

SPA 405 Advanced Phonetics**3 credits**

A systematic study of articulation and intonation intended for teachers; peninsular Spanish; the development of divergent pronunciation patterns of Latin-American Spanish.

Offered in spring 1980.

SPA 406 The Novel and Poetry of the Golden Age**3 credits**

Prerequisite: Spanish 202

A study of the principal poets of the age; birth and development of the pastoral and picaresque novels; readings and discussions; reports.

Offered in fall 1979.

SPA 407 Cervantes**3 credits**

Prerequisite: Spanish 202

An analysis of Cervantes' works and their importance in the literature of the Siglo de Oro; readings and discussions; reports.

Offered in fall 1980.

SPA 410 Studies in Spanish

Open to all students; no prerequisites. Liberal Arts credit; does not fulfill a language requirement. Spanish majors may use for free elective credit only.

A course conducted entirely in English and dealing with major aspects and themes of Hispanic literature or culture. Specific topic to be announced each semester.

Not offered in 1978-79.

SPA 411 Spanish Literature of the 18th and 19th Centuries**3 credits**

Prerequisite: Spanish 202

Most important works from the Enlightenment to the Post-Romantic Period.

Not offered in fall 1978-79.

SPA 412 Contemporary Spanish-American Literature after World War II**3 credits**

Prerequisite: Spanish 202 or Spanish 305-306

Contemporary novel, poetry and essays. The Nobel Prizes; Gabriela Mistral Miguel Angel Asturias and Pablo Neruda. The works of Borges, Garcia-Marquez, Carpentier and others. Women poets in the Spanish-American countries.

Offered in spring 1980.

SPA 413 Hispanic Caribbean Cultures and Literature**3 credits**

Prerequisite: Registration only through the permission of the Chairperson.

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. Their literary and humanistic contributions to the present United States. Comparisons with Mexican-American Literature.

Not offered in 1978-79.

FRENCH (SEE FOREIGN LANGUAGES)**GEOGRAPHY****GEO 312 Introductory Geography****3 credits**

Recommended for teacher training in Social Studies.

A study providing an orderly examination of the world's spatial complexities; emphasis on landscape features, transportation, landforms, vegetation, soil, land cultivations.

Offered in spring 1979.

GERMAN (SEE FOREIGN LANGUAGES)

HEALTH CARE

HC 401 Institutional Management in the Health Field 3 credits

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

Offered every semester.

HC 402 Cost Analysis and Budgeting 3 credits

Prerequisite: Health Care 436

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

Offered every semester.

HC 403 Legal Aspects of Health Care 3 credits

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 3 credits

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 in Health Care 3 credits

In depth case study problems in health care. Particular emphasis will be placed on actual day by day problem solving situations. This course is intended for students with experience in the health care field.

Offered every semester.

HC 406 Professional Staff Relationships 3 credits

A study of the manifold problems concerned with the interrelationships of the various segments of the personnel found in health care facilities. Understanding of the positions of the professionals, semi-professionals, skilled and unskilled work forces in the institution. The problems of establishing positioning between the groups and the responsibilities of each group to each other and the institution.

Offered every semester.

HC 407 Influences of Government and "3rd" Parties 3 credits

Overview of the changes wrought by the government programs and other "3rd" party payment and control on the health care facility. A study on the new and proposed legislation on health delivery plans will enable the student to understand more fully the changing face of the profession.

Offered every semester.

HC 410 Specialty Management Areas**3 credits**

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

Not offered in 1978-79.

HC 411 Mental Health Care Administration**3 credits**

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

Offered every semester.

HC 431 Development and Community Relations**3 credits**

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

Offered every semester.

HC 433 Comparative Health Care Systems**3 credits**

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

Offered every semester.

HC 435 Issues in Geriatric Care**3 credits**

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

Offered every semester.

HC 436 Accounting for Nurses**3 credits**

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

Offered every semester.

HC 437 Fundamentals in Visual and Tactile Arts for Nurses**3 credits**

This course is designed to give nurses experience in Visual and Tactile Arts that can be applied to the practical rehabilitation of patients. Much of the emphasis on the course will be dealing with developing eye and hand coordination through these experiences. Although stress will be placed on using the tools and mediums of art, in and out of class reading will be done by the student. Readings will integrate the practical with the psychological experiences of learning new ways of thinking. Student will be asked to purchase materials for the course so they can work in and outside of the class on the exercises.

Offered every semester.

HEALTH SCIENCE**HS 101 Personal Health****3 credits**

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

Offered every semester.

HS 102 Community Health**3 credits**

An introductory course in the problems of community health. Content covers the spectrum of health problems providing the greatest fears and concern in the urban setting. Historical, sociologic and psychologic aspects, solving community health problems and comparison to severity and problems in other areas. Application of principles and methods to the promotion of better community health.

Offered every semester.

HS 202 Health Problems**1 credit**

Required of all day students. Selected current health problems of interest to the student discussed as to their sociologic, psychologic 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 credits**

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

Offered in spring 1979.

**HS 206 Safety and First Aid
(Formerly HS 203)****3 credits**

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 in spring 1979.

**HS 207 Nutrition
(Formerly HS 205)****3 credits**

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

Offered in fall 1978.

HS 208 Principles of Public Health**3 credits**

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

Offered in spring 1979.

HS 301 Health Counseling**2 credits**

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

Offered in fall 1978.

HS 302 Consumer Health**3 credits**

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

Offered in spring 1979.

HS 304 Mental Health**2 credits**

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

Offered in fall 1978.

HS 401 Org. and Adm. of the School Health Program**3 credits**

An introduction to the establishment and implementation of the total school health education program; health instruction, health services, health environment and the health of school personnel. For future teachers, health coordinators, and administrators.

Offered every semester as students qualify.

HS 463 Crucial Health Issues**3 credits**

An in-depth study of health problems which are of major concern. Specific content will change depending on up-to-date health issues. Public attitudes and opinions discussed. Comparison to critical health problems in other areas will be made. Public, voluntary and World Health Organizations' role in the issues explored.

Offered in spring 1979.

HS 464 Biostatistics**3 credits**

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

Offered every semester.

HS 501 Public Health Administration**3 credits**

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

Offered in spring 1979.

**HS 503 Epidemiology
(Formerly HS 103)****3 credits**

The natural history of disease in various population groups, causes from the environment as

well as biological factors influencing the emergence of diseases are discussed. Principles, practices, theory and methods are related to the control and prevention of disease. Determination of community needs for health services.

Offered in fall 1978.

HS 504 Internship

6 credits

(Health Science Majors only)

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

Offered every semester.

HS 505 or ED 505 Health for the Special Individual

3 credits

Daily living problems of the Mentally Retarded explored as to their self-realization and personal awareness. The course emphasizes the health responsibility of the individual as well as the teacher, parent and community.

Offered every semester as students qualify.

HISTORY

HIS 101 Survey of Western Civilization (to 1500)

3 credits

A survey of the principal historical events, forces and movements from the Dawn of Man to the Reformation. Ancient, medieval, and early modern developments are examined in this period.

Offered in fall 1978.

HIS 102 Survey of Western Civilization (since 1500)

3 credits

A survey of modern times, beginning with the Renaissance and Reformation. The course covers these movements plus the rise of national states, the Enlightenment, the Age of Revolutions, and the Nineteenth and Twentieth centuries.

Offered in spring 1979.

HIS 201 History of the United States: 1896 to the Present

3 credits

The major economic, social, intellectual, and political movements of the twentieth century in the United States.

Offered in fall 1978 and spring 1979.

HIS 202 Ancient History

3 credits

A study of ancient history from the origin of man to the "Fall of Rome"; contributions made by the ancient world to modern civilization.

Offered in spring 1979.

HIS 301 Medieval History

3 credits

A survey of a history of the Middle Ages; feudalism, universities, monarchy, church, the Hundred Years' War.

Offered in fall 1978.

HIS 303 The World in the Twentieth Century

3 credits

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

Offered in fall 1978.

HIS 305 Latin American History I**3 credits**

A survey of Latin American history from pre-conquest days through the independence movement; relationships of the period to present-day Latin America.
Not offered in 1978-79.

HIS 306 Latin American History II**3 credits**

A survey of contemporary Latin America; church-state relationships, land, labor, trade, and culture.
Not offered in 1978-79.

HIS 307 American Minorities**3 credits**

A survey of the peopling of the North American continent, with particular emphasis upon the United States.
Offered in spring 1979.

HIS 311 A History of the Black American**3 credits**

A study of the Black American from 1619 to the present, with emphasis placed on the blacks in the United States during the twentieth century.
Offered in fall 1978.

HIS 312 Renaissance and Reformation**3 credits**

Intellectual and religious movements during the transition from the Middle Ages to modern times.
Offered in spring 1979.

HIS 313 International Labor Movements**3 credits**

A comparative study of the origins and development of trade unionism and the present roles of labor internationals and national federations both in developed and under-developed nations including the U.S., Western European and Latin American blocs, the Soviet Union, Japan and the People's Republic of China.
Not offered in 1978-79.

HIS 314 Nations of the Modern World**3 credits**

The nations of the world in modern times, offered in eight parts.

a) France. Offered in Fall 1978.

b) Latin America (Argentina, Brazil, Mexico).†

c) China. Offered in spring 1979.

d) Russia.†

† Not offered in 1978-79.

e) Italy.†

f) England.†

g) Germany.†

h) Ireland.†

HIS 400 Historical Seminar**3 credits**

A thesis seminar. Emphasis placed on research and historical criticism. Divided into two separate seminars—Local History and Problems of the Western Hemisphere.
Offered in fall 1978.

HIS 401 History of the United States: The Age of Discovery—1789**3 credits**

A survey from the earliest explorations and discoveries to government under the Constitution; the colonial struggles, the dominance of Great Britain, the Revolutionary War, the "Critical Period."
Offered in Fall 1978.

HIS 402 History of the United States: 1789-1896**3 credits**

A study of the United States as it struggled to set the new government into motion; political, economic, cultural, and diplomatic developments in the nineteenth century.
Offered in spring 1979.

HIS 403 Modern European History: 1600-1763**3 credits**

A study of the history of Europe from the end of the religious revolts to the end of the

Seven Years' War; the Thirty Years' War, the Commercial Revolution, the rise of the nation-state, the age of absolutism and enlightenment.
Offered in fall 1978.

HIS 404 Modern European History: 1763-1900 **3 credits**

A study of the causes and effects of the French Revolution, the era of Metternich, emphasis on the Franco-Prussian War, the growth of nationalism, socialism, and democracy.
Offered in spring 1979.

HIS 405 Cultural and Social History of the United States **3 credits**

A study of the cultural and social developments in the United States; the trends of literature, arts, science, and philosophy as America comes of age.
Not offered in 1978-79.

HIS 406 Current Problems **3 credits**

An analysis of the major problems of the following world areas: Far East, Africa, Latin America, Middle East; a lecture course conducted by leading figures in academic, political, and diplomatic fields. Offered in the spring semester on a four-year cycle.
Offered in spring 1979.

HIS 407 Survey of United States Foreign Relations **3 credits**

A survey of American diplomacy from 1775 to present; "Manifest Destiny," the Civil War, the United States as a world power, and the United States after two World Wars.
Offered in fall 1978.

HIS 408 Facts, Myths and Legends—The Great Historians (Formerly Historiography) **3 credits**

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 1978-79.

HIS 409 The American Presidents **3 credits**

A study of the historical evolution of the Presidency from the eighteenth century to the present, emphasizing both the institutions and the characters of the men who held the office.
Offered in spring 1979.

HIS 410 The American City **3 credits**

Tracing the historical evolution of the city from the foundation of Jamestown to the present day. This course describes the major trends in urban development, the importance of the city in American history and the problems confronting urban America today.
Not offered in 1978-79.

MANAGEMENT

MGT 201 Industrial Organization and Management **3 credits**
(Formerly BM 201)

Philosophies and methodology underlying the successful operation of a business enterprise including study of the interaction of the use of labor, modern technology, and marketing knowledge; emphasis upon the conceptual aspects of problem solving and decision making utilizing twentieth-century techniques such as the computer, game theory, role playing, etc. The multi-national company and its particular problems will be studied.
Offered every semester.

**MGT 202 Marketing
(Formerly BM 202)****3 credits**

Policies concerning market research, product planning, brands, distribution channels, pricing, selling, sales promotion, and advertising; case problems. Marketing in foreign countries and the peculiar aspects of local culture and customs are to be evaluated.
Offered every semester.

**MGT 301 Management Theory and Practice
(Formerly BM 301)****3 credits**

Prerequisite: Management 201

Examination of organizational structure for similarities and differences in operation; the effective utilization of personnel, coordination of activities, and the functional aspects of enterprises within the American economic system; factors creating successful corporate goals, including motivation of personnel, establishing effective controls, and the social responsibilities of the organization.
Offered in spring 1979.

**MGT 302 Advanced Marketing and Management
(Formerly BM 302)****3 credits**

Prerequisite: Management 202

Factors affecting demand and methods of satisfying it; the structure of the market; marketing methods and problems of various agencies; competitive practices; the management of the selling activities of a business; distribution policies, pricing, and the planning of marketing operations; managerial aspects stressed.
Offered every spring.

**MGT 303 Corporate Finance
(Formerly BM 303)****3 credits**

Prerequisite: Open only to juniors and seniors

Examine and analyze aspects of financing corporate entities in the functioning of the economy; equity financing, capital structure; bond flotation, mergers and consolidations, holding companies, security underwriting and marketing rights, warrants, and options.
Offered every semester.

MGT 306 Merchandising**3 credits**

The study of contemporary and futuristic merchandising problems, methods and policies. Emphasis is placed on the impact that economic, sociological and physiological factors have on merchandising today and the future.
Offered every fall.

**MGT 307 Advertising and Sales Promotion
(Formerly BM 307)****3 credits**

Prerequisite: Management 202 and 302

The role of advertising in the economy; client-agency relationships, media selection and utilization, importance of selective copy; the objectives of promotion and public relations and the methods of achieving success in them.
Not offered in 1978-79.

**MGT 308 Quantitative Methods in Business
(Formerly BM 308)****3 credits**

Prerequisites: Mathematics 105, 108 and 301

Undertakes the employment of mathematical and statistical tools in the solutions of business decision problems. Techniques of linear programming, inventory theory, queuing theory, decision theory and computer simulation discussed. (Replaces Economic and Business Statistics)
Offered every semester.

MGT 309 The Sales Function**3 credits**

The role of the sales function in the total marketing program. Salesmanship and selling methods. Problems and methods of recruiting, selecting, training, building sales quotas, or sales programs. Contribution of the behavioral sciences to typical sales situations.

Offered every semester.

**MGT 310 Behavioral Science
(Formerly BM 310)****3 credits**

The fundamental concepts of psychology, sociology, cultural anthropology and management are examined to gain a better understanding of the predictability and awareness of human behavior in organizational environments. Topics include: Individual and Group Reactions, Motivation, Perception, Leadership Roles, Personality Dynamics and Stem Culture Differentiation.

Offered every semester.

**MGT 314 Credit Management
(Formerly BM 314)****3 credits**

The principles and problems of modern credit management with emphasis on the construction and administration of successful programs for the 1970's.

Offered in spring 1979.

**MGT 400 Business Policies
(Formerly BM 400)****3 credits**

Prerequisite: Open only to graduating seniors

The use of previous studies in the areas of management science, finance, personnel, marketing and accounting, and of integrated case studies; analysis of specific problems within a company leading to recommended alternative courses of action; systems or integrated approach to analysis is used, with the student assuming the role of corporate executive in leading group decision-making meetings.

Offered every semester.

**MGT 403 Managerial Finance
(Formerly BM 403)****3 credits**

Prerequisite: MGT 303

The specific purpose of the course is to give the non-financially oriented student some awareness of the benefits of sound financial management. Among the topics analyzed are: Alternative Strategy Selection, Opportunity Costs, Ratio Analysis, Breakeven Analysis, Operating and Financial Leverage and Mergers and Acquisitions.

Offered every spring.

**MGT 404 Personnel Management
(Formerly BM 404)****3 credits**

Prerequisite: Open only to upper juniors and seniors

A study of current personnel administration in various types of organizations; recruitment, testing, placement, motivation, and training of individuals; modern problems of sensitivity training, the effect of cultural differences, governmental assistance and regulations; basic aspects of effective programs of wage administration, employee benefits, and industrial judicial practices (grievances and arbitration).

Offered every semester.

MGT 405 Management of a Small Business**3 credits**

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

Offered in spring 1979.

MGT 407 Market Research 3 credits
(Formerly BM 407)

Prerequisite: Management 202 and 302

An inter-disciplinary approach to the study of recognizing and isolating marketing problems, while demonstrating the use of research as a management tool in guiding executive thinking and decision making; cases and problems employed with emphasis on quantitative and analytical techniques.

Not offered in 1978-79.

MGT 408 Security Analysis 3 credits
(Formerly BM 408)

Prerequisite: Business Management 303

Quantitative and qualitative methods of analyzing industrial securities, with greatest emphasis on common stock; principles underlying the selection and management of both individual and institutional portfolios; market timing and technical strategies.

Not offered in 1978-79.

MGT 410A, B, C, D Seminars in Business Problems 3 credits
(Formerly BM 410)

Seminars in specific types of business enterprises for seniors who are engaged in the field. Problem and case discussion techniques to be utilized. Students encouraged to develop own materials from work situations.

(May be taken as a substitute for BM 400 with permission of department chairperson.)

410A Banking

410B Stock Brokerage

410C Service Industries and Utilities

410D Insurance

Offered as applications are received.

MGT 411 Health Administration Seminar 3 credits

Prerequisite: Open only to seniors

A case presentation study of current problems in health administration. The students will operate as members of the governing board of a health facility to individually present analyses of the problems and submit to questioning by the others in the group and the instructor.

Offered as students qualify.

MGT 412 Portfolio Management 3 credits

The Construction and analysis of both individual and institutional investment portfolios. Topics include: Portfolio Objectives, Strategies and Constraints; Economic and Non-Economic Variables Impacting Portfolios; Performance Measurement.

Offered in spring 1979.

MGT 421 Interpretation of Financial Statements 3 credits

Designed for students other than accounting majors. Balance sheets, income statements and budgets of profit and non-profit organizations are examined, analyzed and interpreted.

Not offered in 1978-79.

MGT 500, 501 Small Business Consulting I and II 6 credits
(Formerly BM 500, 501)

Open only to Management and Accounting upper juniors or seniors.

A practical case course with 'hands-on' experience in the field consulting with the owners of small businesses in the metropolitan area. The student analyzes the problems of the firm, suggests solutions and assists the operators of the business in implementing the solutions.

Offered every semester.

MGT 510 Independent Study**3 credits**

Individual research and study with the approval of the department of management.
Offered as students qualify.

MGT 514 Business and Society**3 credits**

The objectives of this course are threefold.

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.

Not offered in 1978-79.

MATHEMATICS**MAT 101 Fundamental Algebra****No credit**

Algebraic techniques; solution of first degree equations; graphs of linear and parabolic curves; applications with emphasis on business problems; compound interest and simple annuities.

Intended for students who enter without three units of high school mathematics, or with permission of department chairperson.

Offered in fall and spring.

MAT 103 Foundations of Mathematics I**3 credits**

Historical orientation of mathematics; logic, number concepts, and algebra; readings on the mathematical order of nature; projective geometry and coordinate geometry. Intended for B.A. students.

Offered in fall.

MAT 104 Foundations of Mathematics II**3 credits**

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

Offered in spring.

MAT 105 College Algebra**3 credits**

Prerequisite: Mathematics 101 or three years of high school mathematics

Postulates; number system; linear and quadratic equations and functions; inequalities; mathematical induction; binomial theorem; determinants and matrices. Intended for accounting, business management, and economics majors.

Offered in fall.

MAT 109 Mathematics for Managerial Science I**3 credits**

Prerequisite: Mathematics 101 or 105 or three years of high school mathematics

Elementary algebra and break-even analysis, vectors and matrices determinants and systems of linear equations, linear programming, exponential and log functions.

Offered in fall.

MAT 110 Mathematics for Managerial Science II**3 credits**

Prerequisite: Mathematics 109

Mathematics of finance, compound interest and annuities. Introduction to differential calculus. Applications of the derivative. Integral calculus with applications.

Offered in spring.

MAT 202: Calculus I**4 credits**

Prerequisite: Intermediate Algebra and Trigonometry or Eleventh Year Mathematics

Emphasis given to calculus, including the differentiation and integration of simple algebraic forms, areas, volumes, rate and distance problems, differentials, approximate integration; polar coordinates and parametric equations are also studied.

Offered in fall.

MAT 203: Calculus II**3 credits**

Prerequisite: Mathematics 202

Derivatives of trigonometric, logarithmic, and exponential functions; integration by formal methods, by parts, by trigonometric substitution, by partial fractions; areas and volumes; arc length and surface areas; approximate integration.

Offered in spring.

MAT 301: Statistics**3 credits**

Prerequisite: Mathematics 105, 109 or 202.

A study of the principles and methods underlying collection of data, tabular and graphic representation, frequency distributions.

Offered in fall and spring.

MAT 304: Calculus III**3 credits**

Prerequisite: Mathematics 203

Convergent and divergent series; expansion of functions in series; partial derivatives; double and triple integrals with applications; vector algebra with applications.

Offered in fall.

MAT 305: Theory of Equations**3 credits**

Prerequisite: Mathematics 202

Complex numbers, polynomials, algebraic equations, solutions of cubic and biquadratics; Cardan's and Ferrari's formulas; ruler and compass constructions; determinants and matrices.

Offered in fall 1979.

MAT 307: Probability and Statistics I**3 credits**

Prerequisite: Mathematics 203

Sample space, concepts of the probability of an event, Counting theorems, Bayes Theorem, random variables for the discrete and continuous case, Moment-Generating Function Technique, special distributions, Transformations of variables. Students interested in an actuarial career should study mathematics 307.

Offered in fall 1979.

MAT 308: Probability and Statistics II**3 credits**

Prerequisites: Mathematics 304 and 307

Limiting distributions, interval and point estimation, maximum likelihood ratio tests, Chi-square tests, random sampling, statistical hypotheses. Students interested in an actuarial career should study mathematics 308.

Offered in spring 1980.

MAT 309: College Geometry**3 credits**

An extension of Euclidean geometry; a critical evaluation of the Euclidean postulates; a study of other geometries; projective, other non-Euclidean geometries.

Offered in spring 1980.

MAT 401: Differential Equations I**3 credits**

Prerequisite: Mathematics 203

Methods of solving ordinary differential equations with applications to problems in

geometry, physics, and chemistry; differential equations of the first order and the first degree or degree higher than first, and of the second order; linear differential equations with constant coefficients.
Offered in fall.

MAT 402 Differential Equations II**3 credits**

Prerequisite: Mathematics 401

Methods of equations of order higher than the first; integration in series; Legendre's equation; Bessel's equation; total differential equations; partial differential equations of the first order and of higher orders; Fourier series; applications.
Offered in spring.

MAT 403 Advanced Calculus I**3 credits**

Prerequisite: Mathematics 304

Rolle's theorem, law of the mean; partial differentiation and implicit functions; Taylor's series; differentiation and integration under integral sign; line integrals; theory of integration.
Offered in fall.

MAT 404 Advanced Calculus II**3 credits**

Prerequisite: Mathematics 403

Series—absolute and uniform convergence; special integrals; improper integrals; gamma and beta functions; introduction to complex functions.
Offered in spring.

MAT 406 Theory of Numbers**3 credits**

Prerequisite: Mathematics 202

An introductory course dealing mainly with divisibility, number theorems, theory and congruences, quadratic residues, and Diophantine equations.
Offered in spring.

MAT 408 Numerical Analysis**3 credits**

Prerequisite: Mathematics 304 and 401 and Electronic Data Processing 203

Numerical solutions of equations, difference tables, operator methods; numerical differentiation and integration; numerical solution of ordinary differential equations; systems of linear equations; solutions by iterative methods.
Offered in spring.

MAT 409 Modern Algebra**3 credits**

Prerequisite: Mathematics 304

Sets and mappings; theory of groups, rings, and fields; isomorphism; the field of real numbers and the field of complex numbers.
Offered in spring 1980.

MAT 410 Functions of a Complex Variable**3 credits**

Prerequisite: Mathematics 403

Point set theory; algebra of complex numbers; complex analysis; Cauchy-Riemann partial differential equation; Cauchy-Goursat theorem; conformal maps.
Offered in fall.

MAT 411 Real Variables**3 credits**

Prerequisite: Mathematics 403

The real numbers and the concepts of limit, sequence, and series; functions of one real variable; continuity; derivative integrals.
Offered in spring.

MAT 412 Linear Algebra**3 credits****Prerequisite:** Mathematics 304

Vector spaces; basis; dimension; systems of linear equations; matrices and determinants; scalar product; orthogonality and eigen-values.

Offered in fall.

MAT 414 Topology**3 credits****Prerequisite:** Mathematics 403

Set theory; definition of topology and topological space; homeomorphism and homeomorphic spaces; compactness and connectedness; separation axioms; metrics spaces and completion of a metric space.

Offered in spring.

PHILOSOPHY

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

PHI 101 Basic Problems in Philosophy**3 credits**

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

Offered every semester.

PHI 114 Logic**3 credits****(Formerly PHI 314)**

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

Offered every semester.

PHI 201 Philosophy of Man**3 credits****Prerequisite:** Philosophy 101 or Philosophy 114

An inquiry into human nature by means of the analysis of fundamental philosophical issues such as mind and body, death and immortality, perception and conception, reason and emotion, freedom and determinism, as they appear in the writings of philosophers from antiquity to the present.

Offered every semester.

PHI 203 Theories of Knowledge**3 credits****(Formerly PHI 302)****Prerequisite:** Philosophy 101 or Philosophy 114

An inquiry into the nature of knowledge by means of an examination of such explanations of knowledge as empiricism, idealism, skepticism, pragmatism, and realism (in its various versions). Readings from philosophers between antiquity and the present.

Offered every semester.

PHI 309 Marxism**3 credits****Prerequisite:** Philosophy 101 or 114 and Philosophy 201 or 203

Concepts, sources, backgrounds of Marxism; dialectical and historical materialism;

Hegel and Feuerbach; problem of history; meaning of work; notion of superstructure; concept of revolution.
Offered every spring.

PHI 310 American Philosophy 3 credits

Prerequisite: Philosophy 101 or 114 and Philosophy 201 or 203

Distinctive characteristics of American philosophic thought analysed and discussed; attention to the thought of Edwards, Emerson, Royce, Santayana, Peirce, James, Mead, Dewey.

Offered every spring.

PHI 323 Existentialism 3 credits

Prerequisite: Philosophy 101 or 114 and Philosophy 201 or 203

An examination and evaluation of the thought of such philosophers as Kierkegaard, Nietzsche, Heidegger, Jaspers, Marcel and Sartre.

Offered every fall.

PHI 326 Philosophy of Science 3 credits

Prerequisite: Philosophy 101 or 114 and Philosophy 202 or 203

The concept of natural science through an analysis of its central themes: hypothesis and evidence, criteria for verification and confirmation, role of law in explanation, theories and theoretical reduction. Contrasting views presented and discussed.

Offered every spring.

PHI 327 Metaphysics 3 credits

Prerequisite: Philosophy 101 or 114 and Philosophy 202 or 203

An inquiry into the problem of being and into the concepts in terms of which it has been elucidated. Topics studied include the question of the possibility of metaphysics itself and the peculiarity of this question. Readings from ancient, medieval, modern, and contemporary philosophers.

Offered every fall.

PHI 340 Special Problems in Ethics. 3 credits

Prerequisites: Philosophy 101 or 114 and Philosophy 201 or 203.

Examination of selected contemporary and traditional ethical problems, such as abortion, euthanasia, censorship, war, and capital punishment. Some study of the presuppositions, instruments, and procedures of ethical analysis will be involved.

Offered in fall 1978.

PHI 403 Moral Philosophy 3 credits

Prerequisite: Philosophy 101 or 114 and Philosophy 202 or 203

An examination of the basic questions of moral philosophy and of the positions taken up in response to them with particular attention to the question of the relationship between a given ethic and its corresponding conceptions of man and being. Readings from philosophers between antiquity and the present.

Offered every semester.

PHI 404 Political Philosophy 3 credits

Prerequisite: Philosophy 101 or 114 and Philosophy 201 or 203

A study of the fundamental concepts and problems of political philosophy. Examination of such topics as: the city, regime, state and civil society, force, power, law, authority, right, and freedom. Selected readings from major political philosophers.

Offered every semester.

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

PHI 431 Seminar: Greek Philosophy**3 credits**

Prerequisite: six credits in philosophy and permission of department chairperson.

Close examination and analysis of representative texts in ancient philosophy with particular emphasis on Plato and Aristotle. An advanced course.

Offered in fall 1978.

PHI 432 Seminar: Medieval Philosophy**3 credits**

Prerequisite: six credits in philosophy and permission of department chairperson.

Close examination and analysis of representative texts of major figures from the Christian, Arabic, and Jewish traditions. Particular attention to the question of the relation between philosophical inquiry and religious belief. An advanced course.

Offered in fall 1979.

PHI 441 Seminar: Modern Philosophy**3 credits**

Prerequisite: six credits in philosophy and permission of department chairperson

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

Offered in spring 1979.

PHI 442 Seminar: Contemporary Philosophy**3 credits**

Prerequisite: six credits in philosophy and permission of department chairperson

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

Offered in spring 1980.

PHYSICAL EDUCATION**PE I Skills Activities****2 credits**

Four Hours

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

PE II Skills Activities**2 credits**

Four Hours

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

Will not be offered 1978-79.

PE III Skills Activities**2 credits**

Four Hours

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

PE VI Skills Activities**2 credits**

Students who have completed PE VW need instructor approval before registering.

Four Hours

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

PE VII Skills Activities**2 credits**

Not open to students who have completed PE VM or PE VW.

Four Hours

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

PE VIII Skills Activities**2 credits**

Four Hours

Theory, instruction and practice in the skills of track and field, and in the processes of physical conditioning. Offered in the spring.

PE X Advanced Skills**2 credits**

Prerequisite: Physical Education I, III or Department Approval.

Four Hours

Theory, instruction and practice in advanced skills, strategy and conditioning for two sports.

- a. Tennis and Badminton—Not offered in 1978-79.
- b. Basketball and Volleyball—Offered in the fall 1978.

PE 101 Lifetime Sports**1 credit**

One Hour

Students may select any of the following activities:

- | | | | |
|----------------|------------------|-------------|---------------------------|
| a. Basketball‡ | e. Lifesaving*†† | l. Tennis† | r. Floor Hockey‡ |
| b. Volleyball† | g. Gymnastics‡ | n. Yoga‡ | s. Physical conditioning† |
| c. Badminton† | h. Modern Dance‡ | p. Karate†† | t. Women's Basketball‡ |
| d. Swimming† | i. Folk Dance‡ | q. Golf† | u. Paddle Tennis† |

* Prerequisite for (e.) Lifesaving: Intermediate Swimming Ability

† Offered each semester

‡ Not offered in 1978-79

†† Offered in spring 1979.

PE 103 Elementary Aquatics**1 credit**

Physical education majors who hold current WSI certification are exempt.

Two Hours

Fundamentals and development of forms and style in stroke mechanics. Students must demonstrate basic swimming proficiency. Offered in the fall.

PE 104 Advanced Aquatics**1 credit**

Prerequisite: PE 103 or Department approval

Two Hours

Techniques in competitive swimming and coaching methods. Lifesaving leading to American Red Cross-Advanced Lifesaving Certification. Offered in the spring.

PE 105 Folk, Square and Social Dance**1 credit**

Two Hours

Instruction and practice in the basic steps and techniques of folk, square and social dance. Offered in the fall.

PE 106 Modern Dance**1 credit**

Two Hours

An introduction to the fundamental techniques of modern dance. Offered in the spring.

PE 201 The Recreation Program**1 credit**

One Hour

The preparation on non professionals and volunteer workers for neighborhood com-

munity recreational programs; programs, use of facilities, public relations, and leadership; intensive study of urban community programs. Not offered in 1978-79.

PE 203 Community Recreation 3 credits
Three Hours

History and philosophy of recreation; consideration of current problems; recreational organization and leadership; intensive study of urban community programs. Not offered in 1978-79.

PE 205 Elementary Gymnastics 1 credit
Two Hours

Tumbling and apparatus development of basic skills; floor and mat stunts. Offered in the fall.

PE 208 Applied Anatomy and Kinesiology 3 credits
Prerequisite: Biology 004 or 104
Three Hours

Emphasis on the action of the joints, muscles, and ligaments involved in physical exercise, their relationships to other body systems and the mechanical principles involved. Offered in the fall.

PE 210 Philosophy and Techniques of Coaching and Officiating 2 credits
Two Hours

Evaluation of procedures, principles and methods of coaching and officiating for elementary schools, secondary schools, and non-school recreational groups. For practical applications, students will referee in the college intramural program. Offered in the spring.

PE 211 Movement Experience and Games of Low Organization 2 credits
Four Hours

Prerequisite: Any Skills Activities or Department approval

Techniques and methods in conducting elementary games. Theory and practice in rhythmic activities and movement education applicable to different age levels. Offered every semester.

PE 212 Intermediate Gymnastics 1 credit
Prerequisite: Physical Education 205 or Department approval
Two Hours

Emphasis on methods and procedures for individual and group instruction; including gymnastic games and exhibition gymnastics. Offered in spring.

PE 213 Advanced Gymnastics 1 credit
Prerequisite: Physical Education 205
Two Hours

Advanced Skill techniques in heavy apparatus, stunts and tumbling; competitive gymnastics and coaching methods. Not offered in 1978-79.

PE 301 History and Principles of Physical Education 2 credits
Two Hours

Orientation in the history and principles of physical education; current trends and problems in physical education analyzed and evaluated. Offered in the fall.

PE 302 Physical Education for the Atypical 2 credits
Prerequisite: Physical Education 208
Two Hours

Development of exercise programs and of modified athletic activities to meet the specific needs of the handicapped. Offered in the spring.

PE 304 Organization and Administration of Physical Education 2 credits

Prerequisite: Any Skills Activities or Department approval

Two Hours

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

PE 305 Physiology of Exercise 3 credits

Prerequisite: Biology 004 or 104, Chemistry 003

Three Hours

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

PE 307 Camp Administration 3 credits

Three Hours

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

PE 308 Motor Learning 3 credits

Three Hours

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

PE 310 Movement Perspectives for Special Children 3 credits

Not opened to Physical Education Majors.

Three Hours

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. Not offered in 1978-79.

PE 316 or PSY 316 Psychology of Sport 3 credits

Three Hours

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

PE 402 Evaluation of Physical Education 2 credits

Prerequisite: Any skills activity

Two Hours

Methods and procedures used in the construction, administration and interpretation of standardized testing in physical education; introduction to elementary statistical methods. Offered in the spring.

PE 403 Care & Prevention of Athletic Injuries 3 credits

Prerequisite or Corequisite: Physical Education 208 or Department approval

Three Hours

Study of the most common accidents and injuries in physical education and rehabilitation equipment, massage and training room procedures. Current trends in sports medicine. First aid leading to American Red Cross Certification in standard first aid and personal safety. Offered in the spring.

PE 450 Field Experience I**2 credits**

Prerequisite: Sophomore class standing; Department Chairperson approval
Four Hours

Observation and supervised experience in an area of student's expressed professional interest. Offered every semester.

PE 455 Field Experience II**2 credits**

Prerequisite: Physical Education 450; Junior Class Standing; Department Chairperson Approval
Four Hours

Observation and supervised experience in an area of student's expressed professional interest. Offered every semester.

PE 500 Independent Study**2 credits**

Prerequisite: Senior Class Standing; 3.0 major index; 2.8 overall index; Department Chairperson Approval

Independent study and readings in an area of specialization in the discipline of physical education. Conferences, report or term paper. Offered every semester.

PHYSICS**PHY 101-102 General Physics****8 credits**

Prerequisite or Corequisite: Mathematics 202, 203

Two lectures, two recitations, and two lab hours per week.

An elementary consideration of the fundamental laws and concepts of mechanics, heat, sound, light, electricity, and magnetism; experimental study of various topics made in the laboratory.

Offered every year.

POLITICAL SCIENCE**P SC 202 Introduction to Political Science—Scope and Method****3 credits**

Survey of the major contemporary trends in political science research enables the student to understand and work with a variety of analytical tools.

Offered in fall 1978.

P SC 204 American National Government**3 credits**

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

Offered every semester.

P SC 301 Comparative Government**3 credits**

A study of the basic political ideas and institutions of the major foreign powers; the evolutions of the principles, methods, and problems of European and American governments.

Offered in fall 1978.

P SC 302 Government and Politics of Africa and Asia**3 credits**

Regional approach on alternating basis between the two continents. Stress on characteristics of the 'third-world' nation: one-party government, military dictatorship, socio-economic underdevelopment, inter-group conflict, geographic impediment.

Offered in spring 1979.

P SC 303 American Political Parties 3 credits

The origins and nature of the two-party system, party organization on the federal, state and local levels, party politics and governmental institutions, the nomination and electoral processes through party, voters and the special-interests.

Offered in fall 1978.

P SC 304 State and Local Government 3 credits

Historical background and constitution-making. Structures and operations of both levels with an emphasis on the politics of public administration and services. Federalism: federal-state-local inter-governmental relations.

Offered every semester.

P SC 305 Politics and Administration in Latin America 3 credits

Contemporary governmental systems of representative nations of the Caribbean, Central and South American regions. The course combines a standard approach (governmental structures and operations) with special emphasis on particularly applicable topics (elite-mass relationship, political instability, economic development, inter-hemispheric politics).

Not offered in 1978-79.

P SC 306 Metropolitan Government and Politics 3 credits

Definition of the metropolitan region, traditional urban and suburban forms of government, the politics of re-organization, metropolitan forms of government, regional socio-economic problems and public policies.

Offered every semester.

P SC 307 Government and Politics of the Soviet Union and Communist China 3 credits

The role of ideology, the patterns of political leadership and decision-making, the characteristics of control mechanisms and economic planning, and other aspects of the authoritarian state. Special concentration: Sino-Soviet ideological and geopolitical conflict.

Offered in fall 1978.

P SC 400 Political Science Seminar 3 credits

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

Offered in fall 1978.

P SC 402 American Constitutional Law 3 credits

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

Offered in spring 1979.

P SC 404 Government and Business: 1865-Present 3 credits

A study of the relation of government to business as a control and as an aid; the commerce clause as the source of extended power of government control; decisions of the courts; state police powers.

Offered every semester.

P SC 405 Introduction to Law and the American Judicial Process 3 credits

The nature of law and its role in society; the "politics" of the administration of justice: selections of judges, criminal and civil procedure, judicial and jury decision making, courtroom operations, etc.

Offered in spring 1979.

P SC 406 International Relations 3 credits

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

Offered in spring 1979.

P SC 407 United States Congress 3 credits

This course examines the evolution of Congress, the principles on which it is based, its methods of operation, its struggles, and place in America's future.

Offered in fall 1978.

PSYCHOLOGY

Courses are offered both in the fall and spring semesters unless otherwise indicated.

PSY 201 General Psychology 3 credits

General introduction to psychology as a science; the data, methodology, and purposes of psychology.

PSY 220 Experimental Analysis and Design 3 credits

Three lecture hours per week.

A consideration of the use of experimental method in psychological research; scientific research as a decision making process.

Offered in spring only. Should be taken by sophomores.

PSY 300 Psychology Statistics 3 credits

Prerequisites: Psychology 201, 220

The use of statistics in psychology; descriptive and inferential techniques, prediction, and tests of significance.

Offered in fall only. Should be taken by juniors.

PSY 305 Basic Experimental Psychology 4 credits

Prerequisites: Psychology 201 and 220

Two lectures and three lab hours per week.

A general experimental approach to the study of human behavior; sensation, learning, motivation, emotion; individual and group research, experimentation, and report writing.

Offered in fall only. Should be taken with PSY 300.

PSY 309 Tests and Measurements 3 credits

Prerequisite: Psychology 201 and 300

The theoretical framework, underlying principles, and techniques of psychological tests; tests of aptitude, achievement, interest, and personality.

Offered in spring only.

PSY 310 Psychology of Learning 3 credits

Prerequisite: Psychology 201

Major theories of learning and significant research findings in the areas of learning, motivation, and behavioral modification.

Offered in fall only.

PSY 314 Human Sexuality 3 credits

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, bisexual, heterosexual, homosexual and others) will be studied from a foundation of historical, anthropological, and moral perspectives.

PSY 316 or PE 316 Psychology of Sport 3 credits

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.

PSY 325 Parapsychology 3 credits

This course deals with the major topics in parapsychology including: ESP, telepathy, precognition, psychokinesis, auras, etc. The course of instruction will include both lectures and demonstration.

PSY 329 Psychology of Women 3 credits

A general survey of the role of women in western society and its effects on current modes of psychological adjustment in the face of our changing social structure.

PSY 331 Psychology of Alternate Life Styles 3 credits

Prerequisite: Psychology 314 or instructor's permission

A continuation of Psychology 314 in which the changes in traditional marriage, and family structure, will be explored. As new life-styles, these will be viewed for their implication on the individual and the society.

PSY 403 Developmental Psychology I (Child Psychology) 3 credits

Human development from conception to early adolescence; psychophysical development and theories of personality development.

Offered in fall only.

PSY 404 Developmental Psychology II (Adolescent Psychology) 3 credits

Human development from puberty to early adulthood; psychophysiological development and psychosocial problems of adolescence.

Offered in spring only.

PSY 405 The Psychology of the Exceptional Child 3 credits

Prerequisite: Psychology 403

Psychological, physiological, emotional and social characteristics of the exceptional child; procedures for evaluating and assisting his development.

PSY 406 Personality Theories 3 credits

Prerequisite: Psychology 201

Theories of personality; structure and measurement of personality variables.

Offered in spring only.

PSY 408 Physiological Psychology 3 credits

Prerequisite: Psychology 201

The interrelationship of the physiological structure and behavior of the organism; consideration of the structure and function of the nervous system, the neurophysiological foundation of sensation, perception and emotion; comparative studies on neurophysiological structure and response.

Offered in fall only.

PSY 409 Abnormal Psychology 3 credits

Deviant human behavior from a psychodynamic point of view; etiology, symptom pattern, underlying dynamics, and treatment of emotional illness.

Offered in fall only.

PSY 410 Social Psychology 3 credits

Social dimensions in psychology; reciprocal contributions of the behavioral sciences to the understanding of human behavior.

PSY 411 Systematic Psychology**3 credits**

Prerequisites: Psychology 201

The history of psychology with special emphasis on the contribution of contemporary psychological research and theories.

Offered in fall only.

PSY 412 Psychology of Perception**3 credits**

Prerequisite: Psychology 201

The nature of perceptual processes and their functional relationship to environmental, behavioral, and physiological factors.

Offered in fall only.

PSY 413 Group Dynamics**3 credits**

Individual behavior in the group process; current theoretical views and research findings; sensitivity training; techniques of working with groups; participation in training groups and skill groups; role playing.

PSY 415 Clinical Psychology**3 credits**

Prerequisites: Psychology 201 & 409

A survey course dealing with the field of clinical psychology. The application of psychotherapeutic techniques will be stressed along with clinical testing in personality diagnosis and research methodology in clinical psychology. Offered in spring only.

PSY 421, 422 Field Experience in Psychology**6 credits**

Prerequisites: Psychology 201; 409

Open to senior psychology majors only with permission of the department chairperson and instructor.

Observation and supervised experience in selected clinical, social, educational or industrial settings; participation in institutional staff meetings and training sessions.

PSY 426 Counselling The Drug User**3 credits**

Techniques for recognizing drug users; commonly used drugs and their effects; groups, organizations, services, and individuals providing referral care and therapy; counseling techniques for the layman. Outside sources will be used to supplement presentation.

PSY 450 Experimental Psychology: Social**4 credits**

Prerequisite Psychology 300; 305; 410

Two lectures and three lab hours per week.

The methods and special techniques employed in the experimental analysis of social behavior.

Offered in spring only.

PSY 451 Experimental Psychology: Learning and Motivation**4 credits**

Prerequisite: Psychology 300; 305; 310

Two lectures and three lab hours per week.

The methods and special techniques employed in the experimental analysis of learning and motivation.

Offered in spring only.

PSY 452 Experimental Psychology: Sensation and Perception**4 credits**

Prerequisite: Psychology 300; 305; 412

Two lectures and three lab hours per week.

The methods and special techniques employed in the experimental analysis of sensory and perceptual processes.

Offered in spring only.

PSY 455, 456 Independent Research in Psychology credit varies
Prerequisite: Psychology 305

The individual investigation into some selected topic of research in Psychology under the direction of a faculty member of the department, with approval of Department chairperson only.

PSY 461 Psychological Aspects of Poverty 3 credits

The cultural and psychological framework around the notion of poverty: the psychology of poverty and its effects upon the urban complex; poverty as seen through the eyes of the ghetto community.

PSY 470 Seminar in Psychology 3 credits

This 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.

Offered in fall only.

PSY 481 Psychology of the Aged 3 credits

A comprehensive study of the life span from adulthood to old age. Topics will include perception, cognitive processes, personality dynamics, interpersonal and social factors of old age.

PROPOSED CONCENTRATION IN BUSINESS FOR PSYCHOLOGY MAJORS

Mgt. 201 Industrial Organization and Management
 Mgt. 202 Marketing
 Mgt. 307 Advertising and Sales Promotion
 Mgt. 309 The Sales Function
 Mgt. 310 Behavioral Science
 Mgt. 404 Personnel Management
 Mgt. 407 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 would probably be required to have Acct. 101-102 as a prerequisite. It might be advisable to take these as part of this program at St. Francis College.

The following is a list of suggested psychology electives:

PSY 309 Tests and Measurements
 PSY 406 Personality Theories
 PSY 409 Abnormal Psychology
 PSY 410 Social Psychology
 PSY 413 Group Dynamics

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

PSY 426 Counselling the Drug User
 PSY 461 Psychological Aspects of Poverty

RELIGIOUS STUDIES

Group 1: REL 201; 402; 341; either 612 or 621; 701 and 702.

Group 2: REL 303; 322; 634; 651; 701; 702.

Group 3: REL 201; 601; 341; either 612 or 621; 701; 702.

Group 4: REL 312; 633; 304; either 622 or 641; 701; 702.

Courses in religious studies will be offered in the four groups listed above. Both majors and

non-majors may take either REL 701 or REL 702 and any student may take these courses more than once. Students intending to register for REL 702 should obtain written permission from the chairperson before doing so.

REL 101 An Introduction to Religious Studies 3 credits

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

Not offered in 1978-79.

REL 201 The Origins of Biblical Traditions 3 credits

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

Offered in fall 1978.

REL 303 The Search For God 3 credits

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 1979.

REL 304 Myth, Symbol and Modern Man 3 credits

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 1980.

REL 312 The Experience of Jesus 3 credits

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 1980.

REL 322 Religion and Community 3 credits

Interpersonal relationship as a prerequisite for personal development. An analyses of various forms of interpersonal relationship such as friendship, romantic love, marriage, and the Church, attempting to elucidate the constructive, as well as the destructive, aspects of these efforts to overcome isolation and form community. Religion as a selective activity which expresses the consciousness of community.

Offered in spring 1979.

REL 341 The Search for Immortality 3 credits

Using data from world religions and psychic research, this 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 1978.

REL 402 Contemporary Moral Issues 3 credits

This 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 fall 1981.

REL 601 A Survey of World Religions 3 credits

A study of world religions, their basic insights with special emphasis on their mutual concord and discord.

Offered every semester.

REL 612 Religion, Witchcraft, and the Occult 3 credits

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 1978.

REL 621 Near Eastern Religions 3 credits

This course treats the classical religious expressions of the ancient Near East. Particular reference will be given to the religions of Egypt, the Fertile Crescent and Persia.

Offered in fall 1979.

REL 622 Oriental Religions 3 credits

This course considers the classical religious expressions of India, China and Japan.

Offered in spring 1980.

REL 633 Inter-Faith Studies 3 credits

The contemporary movement toward Christian unity and human solidarity discussed in light of its Biblical roots and theological principles. Historical survey of the major issues that led to the fragmentation of Church into Roman Catholic, Orthodox, and Protestant groups. The ecumenical progress of recent decades in perspective; future possibilities for the movement.

Offered in spring 1980.

REL 634 The American Religious Experience 3 credits

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 1979.

REL 641 Judaism 3 credits

This course provides a basic introduction to the concepts of Judaism as they are practiced and understood by contemporary members of the Jewish faith.

Offered in spring 1980.

REL 651 Mysticism 3 credits

This course focuses on those special recipients of the religious experience called mystics. It will discuss both Eastern and Western mysticism.

Offered in spring 1979.

REL 701 Seminar 3 credits

This course deals intensively with specific subjects that will be announced.

Offered every semester.

REL 702 Independent Study 3 credits

This 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.

SCIENCE**SCI 301-302 General Earth Science****6 credits**

Two lectures and two hours of laboratory and demonstration each week. A study of the solar system; basic concepts of climate; study of the structure and composition of the earth.

Offered every year.

SCI 400 A, B, C, D Science Seminar**1 credit**

Discussion of methods and problems in the physical sciences, stressing the interrelations and integrations of the individual sciences. Special topics presented and discussed by faculty members and students.

Students may take one or all parts of this course with the permission of the department chairperson. One part offered each semester.

Not offered in 1978-79.

SCI 501 Oceanography**3 credits**

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 semester.

SOCIAL STUDIES**S S 400 Social Studies Seminar****3 credits**

A thesis seminar. Lectures will focus on a special subject determined each year by the divisions. Students may determine the area in which they will write the thesis.

Offered in fall 1978.

S S 401 Seminar on Planning for the Future**3 credits**

An introduction to the study of future; the role of sciences in planning; methods of long range predictions. Course offered on pass-fail basis.

Not offered in 1978-79.

SS 402 Seminar on the Future of American Institutions**3 credits**

This course consists of a series of lectures to be given on the future of American institutions by leading scholars. The subject this academic year is the future of the American presidency.

Not offered in 1978-79.

SOCIOLOGY**SOC 203 Principles of Sociology****3 credits**

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 credits**

Prerequisite: Soc 203

An inquiry into the nature of social problems, both causes and consequences, within complex, industrial society, and in the perspective of social change.

Offered every semester.

SOC 303A Criminology**3 credits**

Prerequisite: Soc 203

The sociological approach to the study of crime causation and to patterns of criminal and delinquent behavior in contemporary society.

Offered in fall 1979.

SOC 303B The Sociology of Corrections**3 credits**

Prerequisites: Soc 203 and 303A

The study of the structure and functioning of the American system of corrections: law enforcement, courts, institutions, probation and parole. Field experience required.

Offered in spring 1980.

SOC 304A Urban Sociology**3 credits**

Prerequisite: Soc 203

A study of the city, suburbs, and metropolitan areas as unique phenomenon from a sociological perspective. An emphasis on the American City on its development over the last century.

Offered in fall 1978.

SOC 304B Urban Planning**3 credits**

Prerequisite: Soc 203

The development of the urban environment; the inter-relationship of social and spatial factors; the need for planning; the tools of the planner; some current concepts concerning the role of the planner.

Offered in spring 1979.

SOC 305 Social Anthropology**3 credits**

Prerequisite: Soc 203

An inquiry into the concept of culture as applied to both simple and complex societies; the ethnology of pre-literate peoples with emphasis on social, economic, and political organization.

Offered in fall 1979.

SOC 308A Introduction to Social Work**3 credits**

Prerequisite: Soc 203

This 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.

Offered in fall 1978.

SOC 308 B Field Experience in Social Work**3 credits**

Prerequisite: Soc 308

This course is designed to provide those interested in relating theory with the practice. The student's interest and demonstrated readiness is the major factor in the selection of the professional social work agency: family, child care, community, hospital, school . . . etc. The student is trained under joint supervision of the agency and department for a minimum of six hours a week throughout the semester.

Offered in spring 1979.

SOC 309 Sociology of Communication**3 credits**

Prerequisite: Soc 203

Primary and secondary communication systems. Language in socialization, social organization, and social control; theories of communication. Modern mass communication media: structure, content, and effects.

Offered in spring 1981.

SOC 310 Child Welfare**3 credits**

Prerequisite: Soc 203

This 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.

Offered in fall 1979.

SOC 311 Social Research Methods**3 credits**

Prerequisite: Soc 203

Preparation of a research proposal. Formulation of the problem; survey of relevant literature; definition of concepts; preparation of research design and research tools.

Offered every fall.

SOC 312 Sociology of Minority Groups**3 credits**

Prerequisite: Soc 203

The analysis of interaction among racial, ethnic, and religious groups in the United States; the study of structure, dynamics, and problem aspects.

Offered in spring 1979.

SOC 314 Population Dynamics**3 credits**

Prerequisite: Soc 203

This course surveys the world population growth and its implications; analyzes the three "vital" 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.

Offered in spring 1980.

SOC 315 Sociology of West Indian Peoples**3 credits**

Prerequisite: Soc 203

The Caribbean as a socio-cultural area; race, ethnicity, and class; the community; domestic organization; religion and folklore.

Offered in spring 1980.

SOC 316 Sociology of Public Administration**3 credits**

Prerequisite: Soc 203

This course is designed to give the students a clear account of the field of administration at all levels of government; reviews the rise 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 pressure upon the public administrator.

Offered every spring.

SOC 318 Sociology of Sex Roles**3 credits**

Prerequisite: Soc 203

The course in sex roles explores the development of masculinity-femininity as a consequence of two possible sources: a) biological, b) social conditioning. These factors are examined in detail. In addition, the consequences of sex roles are examined in the economic, political and social realms of society. Recommendations for change are proposed.

Offered in spring 1979.

SOC 400 Sociology Seminar**3 credits**

A coordinating seminar for the senior sociology majors only, for the purpose of integrating sociological knowledge, and for considering some of sociology's particular problems, e.g., sociology's scientific status, the place of values in the study of society, the relationship of sociology to other academic fields.

Offered in spring 1979.

SOC 401 Sociology of Politics 3 credits

Prerequisite: Soc 203

Contributions of sociology to theory and research in political behavior; analysis of the social bases of power and the political processes in organized groups.

Offered in spring 1979.

SOC 402 Sociology of the Family 3 credits

Prerequisite: Soc 203

The structure and functions of the family; comparison of families in primitive and industrial societies in order to demonstrate the nature of problems associated with institutional change and civilizational processes.

Offered in spring 1980.

SOC 403 Industrial Sociology 3 credits

Prerequisite: Soc 203

This 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.

Offered in spring 1980.

SOC 404 Theory and History of Sociology 3 credits

Prerequisite: Soc 203

A systematic survey of the growth of sociological theory; a study of influential individuals and representative schools from Auguste Comte to the present day.

Offered every fall.

SOC 405 Contemporary Sociological Theory 3 credits

Prerequisite: Soc 203 and 404

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).

Offered in spring 1980.

SOC 406 Sociological Statistics 3 credits

Prerequisite: Soc 203

Statistical techniques most commonly used in the analysis of sociological data.

Offered every spring.

SOC 407 The Sociology of Religion 3 credits

Prerequisite: Soc 203

The sociological study of religion in society; forms of religious organization; religion as social process; religion and social change.

Offered in spring 1979.

Soc 408 Complex Organizations: Structure and Process 3 credits

Prerequisite: Soc 203

This 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.

Offered in fall 1978.

SOC 409 Medical Sociology**3 credits**

Prerequisite: Soc 203

Society and disease; societal coping with illness and injury; society and health care administration.

Offered every fall.

SOC 500 Independent Studies**3 credits**

Individual research, study or field work under the direction of a faculty member with the approval of the department chairperson only.

Offered every semester as students qualify.

SPANISH (SEE FOREIGN LANGUAGES)**SPEECH****SPE 203 Public Speaking****3 credits**

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 301 Oral Interpretation**3 credits**

Prerequisite: Speech 203

Presentation and analysis of selections from various forms of prose and poetry.

Offered every semester.

SPE 302 Discussion and Debate**3 credits**

Prerequisite: Speech 203

Practice in discussions, speeches, and debates; theory of argumentation; analyzing problems and propositions; persuasive speaking; organization and development of cases; criticism and evaluation.

Offered every fall.

SPE 303 Language and Communication**3 credits**

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

Offered every spring.

SPE 304 Mass Communications**3 credits**

A study of the following media: radio, television, newspapers, magazines, film, cartoons, the stage, and the like. Areas of study include: basic techniques, effects, economics, management and controversial issues. Field trips, guest speakers, research paper on one medium, and reaction papers on controversial issues.

Offered every spring.

SPE 305 History of Film**3 credits**

An introduction to the basic techniques and major movements in film through key productions. The role of the writer, actor, director, producer and other professionals in the making of a film, trends in style and basic points of criticism will be studied.

Offered every fall.

SPE 306 Studies in Film**3 credits**

An in-depth study of key techniques through the productions of major directors. Topics include: symbolism in the film and the relation of film to written literature, as well as these elements that are peculiar to film.

Offered every spring.

SPE 403 Advanced Oral Expression**3 credits**

Prerequisite: Speech 203

Extended speeches and lectures relating to selected areas; practice in special forms such as reports, sales talks, sermons.

Not offered in 1978-79.

SPE 404 Acting**3 credits**

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

Offered every fall.

SPE 405 Play Production**3 credits**

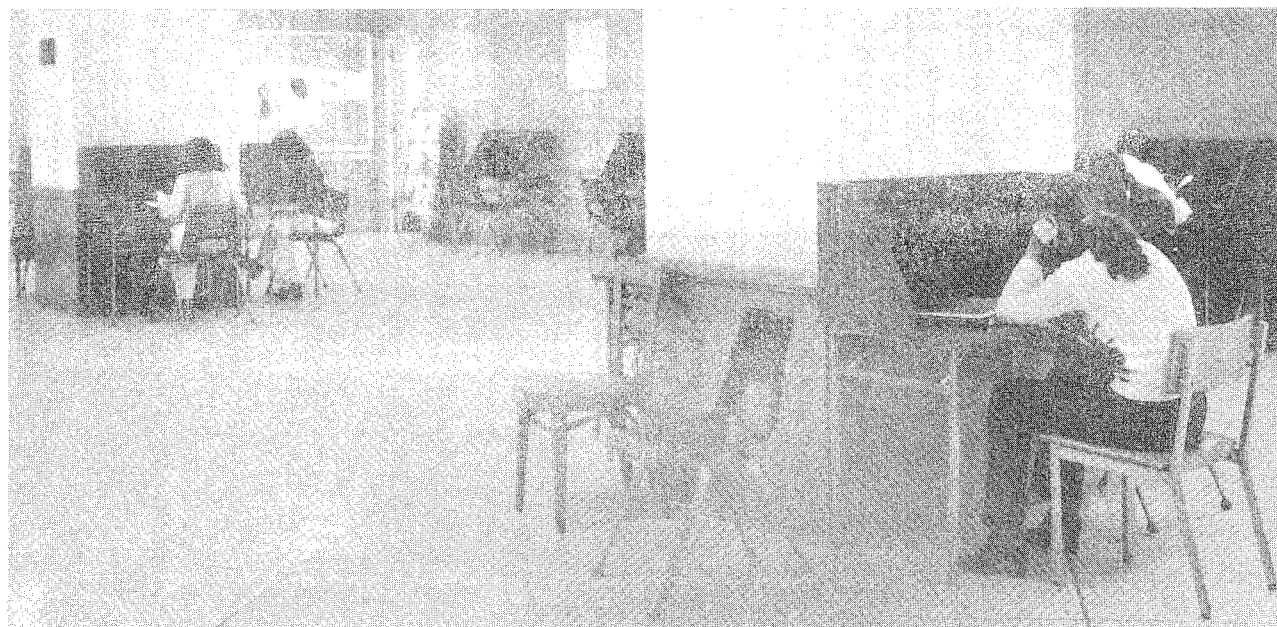
An introduction to the problems of bringing a play to life on the stage; the roles of the playwright, director, producer, actor, and the various stagecrafters as they apply to both professional and amateur productions.

Offered every spring.

SPE 408 Theatre in Performance**3 credits**

A course that investigates performance style and techniques in modern theatre. The class will meet alternately at St. Francis College and a specified New York theatre or studio. At least five professional productions are seen. The productions will represent a variety of performance style from the conventional to the avant garde. Expenses in addition to tuition are required to meet the cost of ticket purchases. All St. Francis meetings analyze the productions in light of modern trends. Depending upon availability, guest performers, writers and directors associated with the production are interviewed by the class. Grade evaluation is determined by a written examination at the term's end.

Offered every fall.



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Athletic Policy Committee: formulates and recommends policies for the control of intercollegiate and intramural athletics in accordance with the aims and objectives of the College; advises the President on the appointment of coaches and moderators of intercollegiate sports; and approves schedules, athletic awards, and other matters pertaining to athletics.

Curriculum Committee: makes a continuing study of the nature and extent of the courses offered; makes such revisions in the curriculum as are consistent with the aims and objectives of the College, and recommends the establishment of new curricula.

Faculty Interests Committee: recommends policies for improving faculty. They shall include policies for orientation, salaries, appointments, promotions, rank, tenure, professional growth, and leaves of absence.

Library Committee: formulates policies and procedures relating to the library; seeks means of enriching the library's holdings in books, periodicals, and audio-visual aids; and promotes extensive use of the library for study and research on the part of both students and faculty.

Nominating Committee: formulates and recommends procedures for the nomination and election to elective positions on other standing committees; to propose candidates and to conduct elections.

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; and 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.

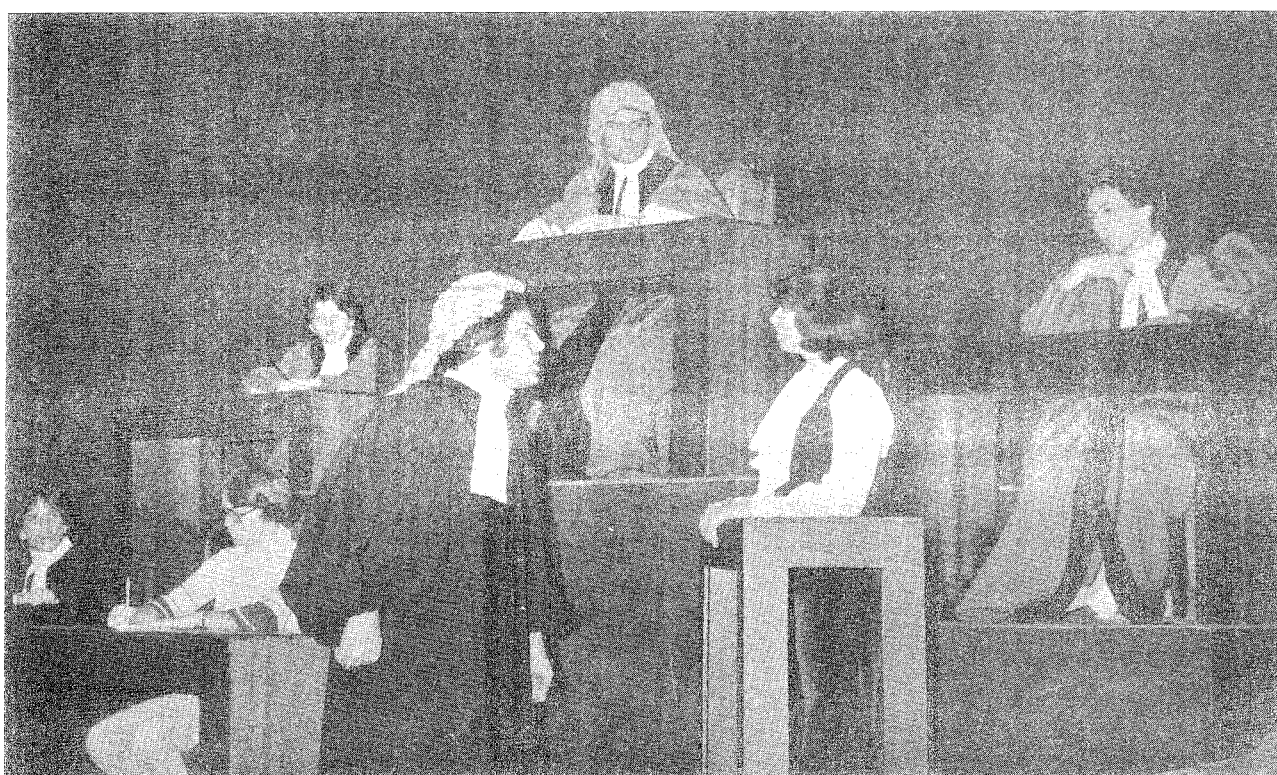
Research Committee: formulates and recommends policies concerning faculty research.

Scholarships and Grants-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.

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The Alumni Association, founded 1887, exists to advance the principles and purposes of St. Francis College and to benefit the present and former students.

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

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