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Liberal Arts and Sciences

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Emmanuel College

Mission: To educate students in a dynamic learning community rooted in the liberal arts and sciences and shaped by strong ethical values and a Catholic academic tradition.

Emmanuel College, founded by the Sisters of Notre Dame de Namur in 1919, is a coed, residential, Catholic liberal arts and sciences college located in the heart of the city of Boston. Its beautiful 17-acre campus is neighbored by a world-class medical center, two major art museums and Fenway Park. Its unique location allows students and faculty opportunities to explore real-world experiences through internships, research and strategic partnerships within the Longwood Medical Area and the city of Boston.

Emmanuel is a community with a lifelong passion for teaching and learning rooted in the commitment to rigorous intellectual inquiry and the pursuit of social justice. Today, Emmanuel College continues to embrace its founding mission to transform lives and make a better world.

As a liberal arts and sciences college, Emmanuel enables students to cultivate both the means of acquiring and evaluating knowledge and the imagination to shape new and alternative ways of perceiving, thinking and creating. At Emmanuel College, students develop their intellectual potential, their strong sense of self and their commitment to serve others in the community. They become critical thinkers, ethical decision makers and contributing members of society.

By offering a variety of career-oriented programs informed by the liberal arts disciplines, the College prepares students for professional fields and develops the skills and knowledge that can be applied to diverse and changing circumstances. The link between the liberal arts and career-oriented programs at Emmanuel reflects the College's sense of responsibility to students who desire to create lives of meaning and service; to identify their changing talents and concerns; to maintain the analytical, communicative and creative skills necessary for growth; to discern worthwhile work; and to bring ethical standards and moral sensitivities to all endeavors.

General Requirements

The Curriculum

The curriculum is designed to allow students to explore a wide range of liberal arts courses and, at the same time, to concentrate in an area of interest or professional concern.

The Bachelor of Arts, Bachelor of Science and Bachelor of Fine Arts degrees require the successful completion of a minimum of 128 credits. These credits are distributed among the general requirements, major requirements and elective or minor courses.

General Requirements

The general requirements have been established and designed to ensure that every student experiences the range of skills and content implied by the liberal arts mission of the College. These include:

- The skills required for successful college-level work
- The intellectual breadth that makes possible a lifelong engagement with and curiosity about significant knowledge, ideas and issues
- The foundation for competent functioning in diverse and changing contexts
- The informed intelligence necessary for responsible participation in society

These goals are achieved through required courses drawn from a cross-section of the liberal arts disciplines that expose students to models of analytical reasoning, symbolic thinking, observation, creativity, critical thinking, moral reasoning, self-knowledge and significant intellectual content from the fields of history, literature, the arts, philosophy, religion, the social sciences,

the natural sciences and the study of cultures outside the United States. Additionally, such courses require student work that enhances the ability of students to comprehend and to function intellectually in the variety of disciplinary modes that constitute the liberal arts.

Foundation Skills

This requirement ensures that students have the foundational skills for learning at the college level, for lifelong learning and for functioning in a diverse and global society. New students are assessed in each of these areas before entering the College. These assessments are used for placement in designated courses or to exempt the student from the requirement. Students who demonstrate that they have already acquired the level of skill attained through fulfilling the course requirements attached to each requirement are exempted from the requirement. The following courses fulfill the requirement for each foundational skill:

- Writing communication skills:

ENGL1101	Writing Workshop
and/or	
ENGL1103	Critical Inquiry (by placement or demonstration of skill)
- Computer literacy:

ITECH1101	Computer Applications for the Liberal Arts
or	
ITECH1103	Online Introduction to Electronic Spreadsheets (by placement or demonstration of skill)

- **Mathematical competency:**
MATH0010 Basic Math or
demonstration of skill
(MATH0010 may not be counted toward
the graduation requirement)
- **Second language skills:**
Two consecutive semesters of a foreign
language or American Sign Language or
demonstration of skill

First-Year Seminar

Requirement: one semester, first semester

The first-year seminar program comprises one-semester topical seminars unified under the theme, “Knowledge, Values and Social Change.” These seminars are designed to introduce the first-year students to the ways in which the liberal arts construct knowledge; to enhance their abilities to read closely, analyze information, construct arguments and communicate effectively; to educate students in the expectations and values of the academic community; and to provide first-year students with an opportunity to work closely with a member of the faculty.

Domains of Knowledge

The knowledge, skills and habits of the mind developed through the study of the liberal arts disciplines and their respective methods of inquiry, their concepts and vocabulary, their creative and critical processes, and their contributions to human knowledge are basic to the goal of developing the intellectual, aesthetic and moral sensibility assumed in a person liberally educated for life. Courses that fulfill these requirements are marked with the abbreviations noted in parentheses in the course descriptions section of this catalog.

1. Aesthetic Inquiry (AI-L; AI-A)

Requirement: two courses (one from literature, one from the arts)

The two-course requirement in this domain consists of courses that expose students to original works produced by

writers, visual artists and musicians, and provides an opportunity to interpret, evaluate, analyze and understand these products of the creative imagination. Using the language, concepts, and criteria of the respective aesthetic disciplines, courses in American, British, world and foreign language literature as well as historical surveys of art, music, theater and performance/studio courses will explore the relationship between aesthetic works and their historical and cultural contexts.

2. Historical Consciousness (H)

Requirement: one course (a historical survey of a significant period of history or region of the world)

The requirement in this domain consists of courses that provide students with a context for understanding relationships between historical events and the connection between past and present. The requirement in the historical consciousness domain will be drawn from courses that survey a period in history or a region of the world. These courses demonstrate the methods and theories with which historians deal with such issues as causation, the role of perspective and judgment in reconstructing the past, conflicting interpretations of historical events and processes, and the ways in which evidence is analyzed and evaluated as a tool for reconstructing the past.

3. Social Analysis (SA)

Requirement: two courses from two different disciplines

The two-course requirement in this domain consists of courses that present and apply the formal theoretical perspectives and empirical research methods that define those bodies of knowledge known as the social sciences: anthropology, economics, political science, psychology and sociology. Courses in this domain

have in common the aim of analyzing the interaction between individuals, states and cultures; and the institutions and ideas that organize social life within and between societies. Individual courses will vary according to their respective disciplinary emphases on personality, economic systems, political institutions, social structures and culture. Courses will provide an understanding of important elements of the intellectual tradition of social science inquiry and have application to issues of contemporary society.

4. Scientific Inquiry and Quantitative Analysis (SI; SI-L; QA)

Requirement: three courses (one laboratory science course, one quantitative analysis course, and one from either area, where the science course may be a non-laboratory science course. Laboratory science courses indicated by SI-L.)

The three-course requirement in this domain consists of courses that deal with the scientific study of the natural world and with the logical systems of mathematics. The scientific inquiry component of the requirement consists of courses that demonstrate the methods used by scientists to obtain and evaluate information, consider the impact of scientific information on humanity and the environment, and provide experience in using scientific reasoning to investigate questions and develop and evaluate hypotheses. In so doing, such courses can provide a basis for scientific literacy for non-scientists. The quantitative analysis component of the requirement consists of courses that teach the logical structures of quantitative reasoning, the concept of probability, or the application of quantitative argument to everyday life. In so doing, the courses in this domain provide a basis for mathematical literacy for non-mathematicians.

5. Religious Thought and Moral Reasoning (R; M)

Requirement: three courses (two in religious thought, one in moral reasoning)

The three-course requirement in this domain consists of courses that provide an intellectual framework for the exploration of systems of religious belief and of moral concepts. Courses fulfilling the religious thought requirement will affirm the religious dimension of life as a central aspect of understanding human experience, address the interrelationship of religion with other social systems and cultures, and explore the multiplicity of expressions of belief both within and across religious traditions. Courses fulfilling the moral reasoning requirement may be those that address moral reasoning either in the narrow sense of determining right from wrong and good from evil, or in the broader sense in which the subject matter of moral reasoning is the good life itself, especially the virtues discussed by philosophers for centuries, in particular the virtue of wisdom.

The Capstone Experience

Each student is required to complete a one-semester capstone experience that is designed to provide an opportunity to integrate and present content and methodology acquired in the major. This course may take the form of a seminar, an internship, a research project or a creative project. As part of the general requirements of the College, one course in a student's program must deal with some aspect of United States society and one course must deal with a society or culture outside North America. A list of courses approved for the new general requirements is available from academic advisors and on the web site.

Competency Program

Students are required to demonstrate computer literacy by the end of their first year at the College. This may be accomplished by the following: successfully passing the computer literacy test given at the time of Foundation Skills Assessment, enrolling in and passing ITECH1101 Computer Applications for the Liberal Arts, or enrolling in and passing ITECH1103 Online Introduction to Electronic Spreadsheets. Enrollment in ITECH1103 requires departmental recommendation.

Students are required to participate in the Internship and Career Development program designed to prepare students for successful careers. For details, see courses listed under Competency Program in the course descriptions.

Major and Minor Programs

Emmanuel College believes that the best preparation for successful and meaningful careers is a strong liberal arts and sciences education. Each of the programs offered at the College reflects that conviction. At the same time these programs provide a student with opportunities—through courses in specialized fields within the disciplines, as well as through internship and practica placements—to develop the skills and knowledge required to move into the world of work.

Major Requirements

A departmental major consists of 40 to 48 credits. A student may elect to take additional courses in his or her field of concentration. However, a student may take no more than 64 credits in one department except for students enrolled in the Bachelor of Fine Arts program. A student must complete no less than 50% of the courses in the major at Emmanuel College.

Minor Requirements

A student who wishes to develop a secondary area of competence may take a minor program. A minor consists of 20 to 24 credits. A student may count only four credits in his/her major toward a minor, but the total number of credits cannot be fewer than 60. A student must complete no fewer than 12 credits in the minor at Emmanuel College.

Individualized Majors

Individualized majors are available for students whose career goals and intellectual interests can best be served through a major program outside the traditional disciplinary major. For more information, refer to Special Academic Opportunities on page 12.

Major/Minor Programs Offered

Majors and minors are offered in the following departments and subject areas:

American Studies

B.A. in American studies

Art

B.F.A. in graphic design and technology

B.A. in studio art

B.A. in studio art with specialization
in art therapy

Minors in studio art, art history,
digital photography, graphic design
and technology

Biochemistry

B.S. in biochemistry

Biology

B.S. in biology

B.S. in biology with concentration
in biochemistry

B.S. in biology with concentration
in neuroscience

Minor in biology

Biostatistics

B.S. in biostatistics

Chemistry

B.S. in chemistry

B.S. in chemistry with concentration
in biochemistry

B.S. in chemistry with concentration
in forensic science
Minor in chemistry

Education

B.A. in elementary education
B.A. in secondary education

English

B.A. in English communication,
media and cultural studies
B.A. in English literature
B.A. in writing and literature
Minors in communication, literature
and writing

Environmental Science

B.S. in environmental science

Foreign Languages

B.A. in Spanish
Minor in Spanish

Gender and Women's Studies

Minor in gender and women's studies

Global Studies and International Affairs

B.A. in global studies and
international affairs
Minor in Latin American studies

Health Care

Minor in health care

History

B.A. in history
Minor in history

Information Technology

Minor in information technology

Management and Economics

B.A. in management
Minors in management, economics
and organizational leadership

Mathematics

B.A. in mathematics
Minor in mathematics

Performing Arts

Minors in music
and theater arts

Philosophy

Minor in philosophy
Minor in applied ethics

Political Science

B.A. in political science
Minor in political science

Psychology

B.A. in psychology with concentration
in general/experimental psychology
B.A. in psychology with concentration
in developmental psychology
B.A. in psychology with concentration
in counseling and health psychology
B.A. in psychology with concentration
in neuroscience
Minor in psychology

Religious Studies

Minor in religious studies
Minor in Catholic studies

Sociology

B.A. in sociology
Minor in sociology

For individualized majors, see Special
Academic Opportunities on page 12.

Special Academic Opportunities

Colleges of the Fenway (COF)

Emmanuel and five of its neighboring colleges—Massachusetts College of Art, Massachusetts College of Pharmacy and Health Sciences, Simmons College, Wentworth Institute of Technology and Wheelock College—have joined in the Colleges of the Fenway collaboration. The collaboration benefits students by offering cross-registration to second-semester freshmen or above at no additional cost. Students may take up to two courses each semester at a COF institution. In addition, students benefit from common social events and access to the academic resources and services of all six institutions. Emmanuel students enjoy all the benefits of a small college environment while having access to resources equal to those of a major university.

Honors Program

The Emmanuel College Honors Colloquium invites highly motivated and talented first-year students to participate with members of the faculty in explorations of issues of current concern and interest. The goals of the program are to develop high-level skills in critical thinking and communication, explore the practical value of a liberal arts education and engage students in exploration and research using information technology. The program includes courses for qualified students in their first three years and culminates in an opportunity to complete work for distinction in the major.

Individualized Major

The individualized major is designed for students whose career goals and intellectual interests can best be served through a carefully constructed individualized major

program. The individualized major is appropriate for highly motivated and self-directed students. Examples of possible individualized programs include mathematics and information technology; sociology and religious studies; ecology; and international relations, diplomacy and conflict resolution. Students who choose an individualized major work closely with a faculty advisor throughout their program and are encouraged to begin planning their program as early in their academic career as possible. Information is available from academic advisors or the Dean of Arts and Sciences.

Internships and Practica

Internships and practica are an integral part of an Emmanuel education. Through an internship or practicum, a student can work in a professional setting, gaining new insights on classroom learning while obtaining practical job experience. Most departments at Emmanuel provide the opportunity for students to receive credit for off-campus academic experience through internships and practica. An internship may consist of work, research and/or observation. Internships are directed by an instructor of the College and supervised on location by personnel of the sponsoring organization. A practicum consists of clinical experience closely related to the student's field of concentration. Practica are coordinated by an instructor of the College and supervised in the clinical setting by a qualified professional. Ordinarily, no more than eight credits are accepted from internships or practica toward fulfillment of the undergraduate degree requirements. Internships for academic credit are available to upper-class students and non-credit, exploratory

internships are available to sophomores and above, once the required pre-internship course is taken.

Directed Studies

Directed studies give students at an intermediate or advanced level an opportunity to work closely with a member of the faculty on a topic of interest that is not available in the general curriculum. Directed studies are usually offered to majors in a department and are subject to departmental guidelines.

Pre-Medical, Pre-Dental, Pre-Veterinary Professions Preparation

Admissions requirements for medical, dental, veterinary and optometry schools are standardized by the Association of American Medical Colleges. The minimum requirements for entrance to most of these professional schools include:

- Two semesters each of biology, physics and English
- Four semesters of chemistry
- Research experience in science is also strongly recommended

Although it is possible to prepare for admission to these schools by majoring in any discipline, the required courses are most readily obtained by majoring in a science such as biology or chemistry. Since all professional schools differ, it is important for students to obtain admissions material from schools in which they are interested and familiarize themselves with the specifics of each institution.

Any student planning a career in medicine, dentistry, veterinary medicine or optometry should contact the Chair of the Health Professions Advisory Committee at the earliest possible date to plan a program and obtain information about application procedures. When the student is at the point of applying for acceptance to a professional school, the

Committee stands ready to examine the applicant's credentials and prepare a letter for the admissions committee.

Pre-Law Program

Most liberal arts majors are considered preparation for law school. A Pre-Law Advisory Committee assists students in planning and applying to law school.

Study Abroad

Emmanuel students are encouraged to enrich their educational experience through an approved program abroad, open to students with a cumulative 2.5 grade point average. See the Director of International Programs in the Office of International Programs (OIP) for further eligibility criteria, procedures, approval forms, and the list of suggested programs which includes over 500 external programs in 70 countries. A student can study abroad for a year, semester or summer, as well as through short-term programs led by faculty.

Pre-approved courses completed abroad with a C or better will be reflected as transfer "in residence" credit. All study abroad approvals must be sought through the OIP, and all program applications requiring an Emmanuel authorization signature must be signed by the Study Abroad Coordinator rather than other faculty or staff.

To be eligible for study abroad, students must:

- Have a cumulative grade point average of 2.5
- Not have a disciplinary record for at least the semester preceding the period of study abroad. Students with a disciplinary record will meet with the Director of International Programs or the Study Abroad Advisor. Students with more than one incident on their record run the risk of becoming ineligible to study abroad

- Not be on academic or disciplinary probation at the time of application and/or time of departure
- Have the support of academic advisors

Washington Center Internship

Emmanuel College is affiliated with the prestigious Washington Center for Internships and Academic Seminars in Washington, D.C. Participants in the program are able to earn a semester's academic credit while completing a full-time internship and attending seminars and lectures in the nation's capital. Internships are available in every academic discipline, in both the summers and the academic year. Information is available from the Office of Internships and Career Development.

Admission

Admissions Office
Emmanuel College
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Boston, MA 02115
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Phone: 617-735-9715
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E-mail: enroll@emmanuel.edu
Web site: www.emmanuel.edu

Emmanuel College seeks candidates with varied experiences, interests and backgrounds. Admissions decisions are based on several factors, including:

- Academic record
- Scholastic Aptitude Test (SAT) or American College Test (ACT) results
- Recommendations
- Extracurricular and community activities

The College recommends that applicants have strong academic preparation. Applicants should have completed 16 units in a secondary school program including the following courses:

- English—four years
- Mathematics—three years including Algebra I and Algebra II
- Foreign language—two years of the same language
- Social sciences—two years
- Laboratory sciences—two years

Four years of mathematics are recommended for a student considering college study in mathematics, chemistry or business management. Candidates for admission as first-year students are required to take the SAT or the ACT. Emmanuel College's CEEB code is 3368. Mathematics, French or Spanish and computer literacy foundation skills

assessment are administered to all new students who enter the College and are used to place students into appropriate sections of required courses.

Procedure for Traditional Students

Candidates for first-year admission should submit the following credentials to the Admissions Office:

- A completed application with essay and \$40 non-refundable application fee
- An official secondary school transcript (including senior grades through the first marking period) and GED scores, if applicable
- SAT or ACT results (students who graduated from high school prior to 2006 are not required to submit SAT or ACT results); SAT II tests are not required, although scores will be taken into consideration. The TOEFL (Test of English as a Foreign Language) may be requested if the student's native language is not English
- Two letters of academic reference: one from a secondary school guidance counselor and the other from a secondary school teacher

Students who will be enrolling before their 18th birthday as of September 1, 2009 must interview with the Dean of Students.

The College has an application deadline of March 1. It is the candidate's responsibility to complete his/her application with the requested credentials. Decisions are made after December 1. Accepted applicants must notify the College of their enrollment decision by the Candidate's Reply Date of May 1.

To enroll, the accepted applicant must submit a \$300 tuition deposit (deductible from the first semester bill) and a \$200 room and board deposit (deductible from the first semester bill) if planning to reside on campus. After May 1, these deposits become non-refundable.

The Admissions Committee reserves the right to withdraw acceptance if a student's final report from secondary school is unsatisfactory.

Enrolled students must complete a Health Form to be filed with the Office of Health Services before beginning classes or moving into the residence halls.

Candidates who wish to delay their enrollment must submit a request in writing to the Admissions Office. All requests will be reviewed and enrollment may be delayed for up to one year without filing a new application. Deferred applicants must submit a final, official secondary school transcript to complete the deferral process, and may not enroll in any college courses. Deferred applicants forfeit any merit scholarships they were awarded and will be reviewed again to determine their eligibility based on current scholarship requirements.

International Students should refer to the section, "Procedure for International Students."

Campus Visits

Students are encouraged to visit the campus during their junior and senior years of high school. Students who wish to arrange a campus tour, personal interview, class visit or an overnight stay in the residence halls should contact the Admissions Office at 617-735-9715 or contact us via the web site www.emmanuel.edu.

Early Decision Plan

In the fall, the Admissions Committee reviews applications of qualified high school seniors who have applied to Emmanuel College as their first choice. Students applying under the Early Decision Plan should state their intention on their application form. All admission requirements must be completed before November 1. Each applicant is considered on the basis of:

- The recommendation of a guidance counselor and a teacher
- Three-year high school record
- Rank in class
- SAT or ACT results taken prior to senior year

Notification of admission under this plan will be made on or about December 1. The admitted candidate will agree to withdraw all applications to other colleges, to reserve a place in the September class and will submit a \$300 tuition deposit (non-refundable but deductible from the first semester bill) and a \$200 room and board deposit by January 15 (deductible from the first semester bill) if planning to reside on campus. The student will be expected to complete his/her senior year of high school satisfactorily and submit a record of that year's work. The candidate whose application decision has been deferred will be given full and careful reconsideration after December 1.

Advanced Placement/ International Baccalaureate

Advanced Placement (AP) examinations for students who have taken designated AP courses in their secondary schools are offered by the College Board in the spring. The Advanced Placement Examination Bulletin of Information is available from the College Board Center, Box 592, Princeton, NJ 08540. A student achieving an AP score of three, four or five will receive credit for one course and advanced placement.

Students who are taking International Baccalaureate (IB) courses and plan to take the IB diploma or IB examinations may have their higher-level examination results reviewed for course credit and/or advanced placement. Students must submit their official IB exam results, and higher-level exam results of four, five, six or seven will be reviewed by each department at Emmanuel College and entitle students to credit equivalent to at least one course.

Procedure for Transfer Students

The transfer student is an important and valuable contributor to the Emmanuel College community. The College welcomes transfer applicants from junior and community colleges as well as from four-year institutions.

Students wishing to transfer to Emmanuel College in the semesters beginning in September or January should contact the Admissions Office at 617-735-9715 for transfer information and applications.

Transfer applicants must submit:

- A completed application form and \$40 non-refundable application fee
- An official secondary school transcript
- SAT or ACT results, if taken
- An official transcript from each post-secondary institution attended, including grades from the most recent semester
- Two letters of reference, with at least one from a recent college professor or advisor
- Course descriptions for each post-secondary institution attended for appropriate credit evaluation
- An essay or graded writing sample

The College has a transfer application deadline of April 1 for transfer students applying for fall admission, and an application deadline of November 1 for students applying for spring admission. Decisions are made

after September 1 for spring applicants and after January 1 for fall applicants.

Transfer students may transfer courses from regionally accredited institutions. No credit is given for courses below 2.0 (C). Transfer students are expected to fulfill the regular requirements for the degree and successfully complete half of their academic program, at least 64 credits, at Emmanuel College to receive an Emmanuel degree. Courses to be considered for transfer credit will only be reviewed once a student has been accepted.

Since the official transcript determines placement and course selection, it is imperative that the transfer process be completed prior to registration. All official college/university transcripts must be received prior to registration for any in-progress courses to be counted as transfer credit.

International transfer students should refer to the section, “Procedure for International Students.”

Procedure for Non-Matriculating Students

Students who wish to take undergraduate courses at Emmanuel College as non-matriculating students should contact the Office of the Registrar. A non-matriculating student is one who is earning credits, but not toward an Emmanuel degree.

Procedure for International Students

Emmanuel College is dedicated to helping qualified international students reach their personal and academic goals while studying in the United States. With a commitment to an internationally diverse campus, Emmanuel strives to foster appreciation for cultural diversity and to broaden the perspective of the entire Emmanuel College community to include the whole world

as its frame of reference. More than 30 countries and territories are represented in Emmanuel's student body.

International candidates for admission as first-year students should submit the following to the Admissions Office:

- A completed application with a \$40 non-refundable application fee in U.S. dollars
- A written essay chosen from the application form (students may also submit additional examples of personal expression that may serve to enhance their applications)
- Official or certified true copies of all secondary school transcripts in English (preferably the last three or four years), as well as certificates and national examination results as applicable
- Official first semester or mid-year grades from the student's senior year of secondary school as soon as they are available
- Official test scores (TOEFL, IELTS, SAT or ACT scores). International students whose native language is not English are required to submit scores from the Test of English as a Foreign Language (TOEFL or IELTS). The SAT or ACT is recommended but not required for non-native English speaking international applicants. International students whose native language is English are required to submit official SAT or ACT scores. Students whose native language is English and whose SAT Verbal is below 500 are strongly encouraged to submit an official TOEFL score report. Emmanuel's reporting code is 9606 for the TOEFL and 3368 for the SAT and ACT

For more information regarding the TOEFL, students may contact:

TOEFL Services
P.O. Box 6151
Princeton, NJ 08541-6151
USA
Phone: 1-609-771-7100 or
1-877-863-3546 (toll free)
Fax: 1-609-290-8972
Web site: www.toefl.org

For more information about the SAT, students may contact:

College Board SAT Program
P.O. Box 025505
Miami, FL 33102
USA
Phone:
(Dom.) 1-866-756-7346
(Int'l.) 1-212-713-7789
Students with Disabilities:
1-609-771-7137
TTY (Students deaf or hard of hearing):
(Dom.) 1-888-857-2477
(Int'l.) 1-609-882-4118
Web site: www.collegeboard.com

- I-20 Application with supporting bank documentation must be submitted upon acceptance

The College has an application deadline of March 1 for first-year students, April 1 for transfer students applying for the fall semester and November 1 for students applying for the spring semester. Decisions are made after September 1 for spring semester and December 1 for fall semester.

To enroll, the accepted applicant must submit a \$300 tuition deposit in U.S. dollars (deductible from the first semester bill) and a \$200 room and board deposit (deductible from the first semester bill) if planning to reside on campus. After May 1, the deposit becomes non-refundable.

International Transfer Students

International transfer students should follow the same procedure outlined above, but with a few variations. At least one of the letters of recommendation should come from a recent college professor or advisor. If your TOEFL results are over two years old and have expired, please submit a copy of your expired score report. In addition, international transfer applicants are required to submit:

- Official final secondary school transcript along with proof of graduation (if the date of graduation is on the official transcript, this is sufficient)
- Official transcripts from each post-secondary institution attended, including grades from the most recent semester
- Course descriptions in English of all college-level courses from each post-secondary institution attended for the transfer credit evaluation process
- Official documentation of all work at the college level, including grades from the most recent semester
- Course description catalogs from each post-secondary institution attended

For more detailed information, international students may contact:

Admissions Office
Emmanuel College
400 The Fenway
Boston, MA 02115
USA
Phone: 617-735-9715
Fax: 617-735-9801
E-mail: enroll@emmanuel.edu
Web site: www.emmanuel.edu

Academic Regulations

Registration

With the advice of their academic advisors, students register with the Office of the Registrar each semester. Students who are already enrolled pre-register in April for the following fall semester and in November for the following spring semester. A student is officially registered for classes only after all financial obligations to the College have been met or an acceptable and approved deferred payment plan has been arranged with the Office of Student Financial Services.

Full-time Status

Full-time undergraduate students normally carry a course load of between 12 and 20 credits per semester.

Add/Drop

Students wishing to change a course must secure the necessary forms from the Office of the Registrar and obtain all required signatures. This must be done prior to the end of the add/drop period. Students may not enter a class after the add period, which ends after the first week of classes. The drop period extends to the end of the second week of classes. Please see page 39 of the catalog for detailed information regarding refund policies.

Choice of Major

Students should declare a major by March 1 of their sophomore year. Departmental academic advisors are assigned once a major is declared. Major declaration forms are available in the Office of the Registrar.

Class Attendance

Students are expected to attend classes regularly. Each faculty member will state

clearly on the course syllabus the relationship between class attendance and course grade. Faculty members may take attendance.

Class Cancellation

In the event that a class meeting must be canceled, staff in the Office of the Registrar will post an official class cancellation notice.

Auditing

With the approval of the instructor, students may register to audit a course by completing a course audit form (available in the Office of the Registrar) by the end of the add/drop period. Audited courses are recorded on the transcript. Neither a grade nor credit is given. The total course load taken for credit and audit in a semester cannot exceed the equivalent of five full courses.

Visiting Classes

Emmanuel College encourages students to visit classes with the instructor's permission. Registration is not necessary. Tuition is not charged and no official records are kept.

Internship Policy

Internships and practica are an integral part of an Emmanuel education. Through an internship or practicum, a student can work in a professional setting, gaining new insights on classroom learning while getting practical job experience. Most departments at Emmanuel provide the opportunity for students to receive credit for off-campus academic experience through internships and practica. An internship may consist of work, research and/or observation. Internships are directed by an instructor of the College and supervised on location by personnel of the sponsoring organization.

A practicum consists of clinical experience closely related to the student's field of concentration. Practica are coordinated by an instructor of the College and supervised in the clinical setting by a qualified professional. Ordinarily, no more than eight credits are accepted from internships or practica toward fulfillment of the undergraduate degree requirements. Internships for academic credit are available to upperclass students and non-credit, exploratory internships are available to sophomores and above, once the required pre-internship course is taken.

Academic Integrity Policy

All Emmanuel students are responsible for understanding and adhering to standards of academic integrity. A copy of the Academic Integrity Policy is available in the Student Handbook or from the Office of the Registrar.

Examinations

Student performance is evaluated at regular intervals throughout the semester and particularly by the end of the sixth week for first-year students and for students on academic probation. A final examination or an equivalent form of evaluation is required in each course and must be stipulated in course syllabus. Final examinations must be administered on the officially-designated examination days on the academic calendar. A student who has more than two final exams scheduled on the same day may reschedule the middle exam. The student must arrange for the change with the faculty member no later than the last day to withdraw from classes.

Grading System

Instructors submit final grades to the Registrar at the end of each course. Letters express the quality of the work and are correlated with grade point values as follows:

A	=	4.0
A-	=	3.67
B+	=	3.33
B	=	3.0
B-	=	2.67
C+	=	2.33
C	=	2.0
C-	=	1.67
D+	=	1.33
D	=	1.0
F	=	0
INC	=	Incomplete
IP	=	In Progress (used for two-semester-long courses)
P	=	Pass
W	=	Withdrawn
UW	=	Unofficial Withdrawal
AU	=	Audit
NG	=	No Grade was submitted by the faculty member
X	=	Non-credit item completed

A student's grade point average or credit ratio is the ratio of quality points earned to credits carried. Grades submitted at the end of a course are considered final. Only courses with a semester grade of 2.0 (C) or above are accepted for major courses and minor courses; grades of 1.0 (D) or above are accepted for other courses. A cumulative grade point average of 2.0 (C) is required for graduation.

Mid-semester grades are submitted to the Office of the Registrar for all students in their first year at Emmanuel College, all athletes, and all students on academic probation. Course warning forms may be issued by faculty at any time during a semester. A copy is also sent to the academic advisor.

Credit Deficiency Removal/ Repeating Courses

Courses may be repeated to replace an F (0), to meet college requirements, or to improve a student's grade point average. The student must repeat the same course. Another course in the same department may be substituted only with the approval of the student's academic advisor and the chairperson of the department. Credit will be awarded only for one of the courses and the higher of the grades will be calculated in the cumulative grade point average. The original grade remains on the transcript. Should the original grade have resulted in the student being placed on academic probation, the new grade will not affect that status. It is the student's responsibility to submit a completed credit deficiency form from the Office of the Registrar to complete the process.

Incomplete (INC) Grades

In exceptional cases, students who have been unable to complete the work of a course may request to receive a grade of INC. Such requests will be granted only for extraordinary reasons, e.g., serious prolonged illness. A form for each INC must be signed by the faculty member and the student. The form is submitted to the Office of the Registrar by the faculty member with the final grade roster. Incomplete grades must be replaced by final grades by February 1 for fall semester courses and October 1 for spring and summer courses. Incomplete grades not replaced by the deadline automatically become an F. In extraordinary circumstances, the Dean of Arts and Sciences, in consultation with the student and faculty member, may extend the INC, but not beyond the final day of that semester. A student on academic probation may not receive any grades of INC.

Course Withdrawal

After the add/drop period, a student may withdraw from a course with a grade of W by completing the course withdrawal form available from the Office of the Registrar. Dates for final withdrawal from courses are November 10 for fall semester and April 10 for spring semester.

Pass/Fail Option

The pass/fail option is possible for two elective courses that are counted neither in the student's major or minor requirements, nor among the student's general requirements. The pass/fail option is open to sophomores, juniors and seniors. The pass/fail option must be finalized in the Office of the Registrar by October 1 for courses taken during the fall semester or February 15 for courses taken during the spring semester. Grades for students so choosing are submitted only as pass/fail (P/F). A pass grade does not receive quality points and is not counted in determining the grade point average. Pass/fails may not be changed to letter grades after the course is completed.

Grade Changes

Changes in any assigned grade will not be made beyond one semester after the initial awarding of the grade. After consultation with the faculty member, a student who wishes to challenge a grade on a transcript or grade report should follow procedures outlined in the Release of Student Information Policy available in the Office of the Registrar.

Reports and Records

Final grades are available online at the close of the semester. All incoming students, all athletes, and upperclass students on probation receive mid-semester grades. The College will withhold copies of grade reports and transcripts of students under certain conditions, such as outstanding financial obligations and non-compliance

with Massachusetts Immunization Law. Transcripts are provided at the written request of students or graduates at a cost of \$5 per transcript.

Student Confidentiality

Emmanuel College regulates access to and release of a student's records in accordance with the provisions of the Family Educational Rights and Privacy Act of 1974 as amended (PL 93-380, Section 438, The General Education Provisions Act). The purpose of this act is to protect the privacy of students regarding the release of records and access to records maintained by the institution.

In compliance with the Family Education Rights and Privacy Act of 1974 (the Buckley Amendment), Emmanuel College has committed itself to protecting the privacy rights of its students and to maintaining the confidentiality of its records. A copy of this law is available in the Office of the Registrar.

Certain personally identifiable information from a student's educational record, designated by Emmanuel College as directory information, may be released without the student's prior consent. A student who so wishes has the absolute right to prevent release of this information. In order to do so, the student must complete a form requesting nondisclosure of directory information by the end of add/drop period. This form is available in the Office of the Registrar.

Directory information includes name, term, home and electronic address, campus address and mailbox number, telephone and voice mailbox number, date and place of birth, photograph, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, program of enrollment, anticipated date of graduation, degrees and awards received, the most recent previous educational agency

or institution attended and other similar information. Some or all of this information may be published in directories such as a student directory, an electronic student directory, a sports program or other campus publications.

With regard to external inquiries, the Office of the Registrar will verify directory information, unless advised to the contrary by the student as indicated above. "Verify" means to affirm or deny the correctness of the information. The College will not provide corrections for inaccurate information. All non-directory information, which is considered confidential, will not be released to outside inquiries without the express consent of the student. However, the College will verify financial awards and release data for government agencies.

Students have the right to review their educational records. A student may waive this right in special cases of confidential letters of recommendation relative to admission to any educational agency or institution, application for employment, receipt of financial aid form, or receipt of any services or benefits from such an agency or institution. A copy of the Reports and Records: Release of Student Information Policy is available in the Office of the Registrar.

Immunization Requirements

The Commonwealth of Massachusetts College Immunization Law, Chapter 76, Section 15c states: In order to be registered at an institution of higher learning, (1) every full-time undergraduate or graduate student born after 1956 and (2) every full-time or part-time undergraduate student or graduate student in a Health Science Program, regardless of birth date, who is in contact with patients, must present a physician's certificate that such student has received the following immunizations:

- At least one dose of mumps and rubella vaccine(s) given at or after 12 months of age
- Two doses of live measles vaccine given at least one month apart beginning at or after 12 months of age
- A booster dose of tetanus and diphtheria within the last 10 years
- Three doses of hepatitis B vaccine (mandatory)
- Meningitis vaccine (mandatory)
- TB results

The requirements of this section shall not apply where:

- The student meets the standards for medical or religious exemption set forth in Massachusetts General Law, Chapter 76, Section 15c
- The student provides a copy of an immunization record from a school in the Commonwealth indicating receipt of the required immunizations before entering
- In the case of measles, mumps or rubella, the student presents laboratory evidence of immunity

Students may not register for classes or reside on campus unless these requirements are met.

Residency Requirements

Students must complete a minimum of 64 credits at Emmanuel College to receive a bachelor's degree in liberal arts and sciences. The student's final semester must be completed at Emmanuel College.

International Certificate of Eligibility

International students must carry a minimum of 12 credits per semester to maintain their Certificate of Eligibility.

Study Off Campus

A matriculated student may obtain transfer credit for no more than one course for every full year completed at Emmanuel College as a full-time student. A student wishing to exercise this option must obtain a Study Off Campus form and a copy of the regulations for study off campus from the Office of the Registrar. The student is responsible for understanding and complying with the regulations, including those relating to financial aid. All approvals must be obtained, and the completed form filed with the Office of the Registrar before the student enrolls in a course at another institution. Credit will be granted only for courses in which a grade of 2.0 (C) or better is achieved. Grades are not included in the grade point average. This policy does not apply to courses taken within the Colleges of the Fenway consortium or as part of an approved study abroad program.

Class Standing

Class standing is determined by the number of credits completed by the beginning of the first semester of the academic year; for second-year standing, 32 credits; for third-year standing, 64 credits; for fourth-year standing, 96 credits; and for graduation, 128 credits.

Academic Review Board

The Academic Review Board reviews petitions for exceptions to academic policies and monitors satisfactory academic progress of students toward degree completion. Petitions are available in the Office of the Dean of Arts and Sciences.

Academic Progress

Satisfactory Academic Progress

To achieve Satisfactory Academic Progress, a student must maintain a 2.0 (C) semester grade point average and must complete two-thirds of attempted credits during each academic year. For details, see Finances and Financial Aid on page 47.

Unsatisfactory Student Progress/ Academic Probation

A student who achieves below a 2.0 grade point average in any semester will be placed on probation for the following semester.

During this probationary semester the student must not enroll in more than 16 credits, nor receive any grades of INC. In addition, the student may not participate in an intercollegiate sports program, hold an elected position in the Student Government Association or be involved in a leadership position in student activities. The student may be placed in a course designed to support academic success.

Academic Dismissal

If the student fails to achieve satisfactory academic progress (see definition of Satisfactory Academic Progress above) at the end of this first probationary semester, the student will be dismissed from the College.

Financial Aid Implications

The status of any student whose grade point average falls below a 2.0 for two consecutive semesters, regardless of his/her cumulative grade point average, is defined as unsatisfactory progress. After completing the second academic year, a student must maintain a cumulative 2.0 grade point average for Satisfactory Academic Progress. Students should refer to Finances and Financial Aid on page 48 for information on loss of eligibility for financial aid due to unsatisfactory academic progress.

Leave of Absence

A student may take a voluntary leave of absence for one semester after consultation with a member of the Academic Advising Office. During this time, a student ordinarily does not study at another college; such permission is granted only by the Director of Academic Advising. Students should consult

with the Office of Student Financial Services before taking a leave of absence. International students should consult with the Associate Registrar and PDSO before taking a leave of absence.

Students may extend a voluntary leave of absence after consultation with representatives of the Academic Advising Office.

Withdrawal

Students may withdraw officially from the College at any time upon completing the withdrawal form. Failure to register for courses for two consecutive semesters constitutes an automatic administrative withdrawal. Mere absence from classes and examinations is not a withdrawal, nor does it reduce financial obligations. A student holding Perkins Loans (formerly National Direct Student Loans) or veterans benefits must have a withdrawal interview with a representative from the Office of Student Financial Services.

Reinstatement

A student in good standing who voluntarily has withdrawn from the College and who wishes to be reinstated should apply to the Director of Academic Advising at least one month prior to the beginning of the semester in which reinstatement is sought.

Graduation Requirements

A minimum of 128 credits is required for the undergraduate Bachelor of Arts and Bachelor of Science degrees. A cumulative grade point average of 2.0 (C) is required for graduation. Only courses with a semester grade of 2.0 (C) or above are accepted for major courses and minor courses; grades of 1.0 (D) or above are accepted for other courses.

Degree Application

A degree application must be submitted to the Office of the Registrar by September 15 for December completion and by February 15 for May completion. Failure to complete a degree application will delay a student's ability to graduate. Participation in the May Commencement ceremony will be allowed upon successful completion of all academic requirements and financial obligations.

Graduation Rates

Public Law 101-524: The Student Right-to-Know and Campus Security Act requires all institutions of higher education receiving Title IV funds to disclose the graduation rates of full-time students who are attending college for the first time. In accordance with this law, Emmanuel College's graduation rates are available in the Office of the Registrar.

Honors

Term Honors – Dean's List

Each semester, the names of students who attained academic distinction the preceding term are published. Students with a grade point average of 3.5 with 16 credits (no pass/fail) and no incomplete grades at the close of the term achieve placement on the Dean's List.

Honor Societies

Alpha Delta

Emmanuel awards membership in Alpha Delta, Emmanuel College's first-year student honor society, to all first-year liberal arts and sciences students who are registered for a full course of study leading to a bachelor's degree and have a cumulative grade point average of 3.5 at the end of their first year

Alpha Kappa Delta

Sociology honor society

Beta Beta Beta

Biology honor society

Phi Alpha Theta

History honor society

Phi Beta Delta

International scholars honor society

Pi Lambda Theta

Education honor society

Pi Sigma Alpha

Political science honor society

Psi Chi

Psychology honor society

Sigma Beta Delta

Management honor society

Sigma Tau Delta

English honor society

Sigma Xi

Chemistry honor society

Honors for Baccalaureate Degrees

Latin Honors

Latin Honors—summa cum laude, magna cum laude and cum laude—are awarded at graduation to full-time bachelor's degree candidates who have achieved high scholastic performance and have completed at least 64 credits at Emmanuel College. Full-time is defined as enrollment in 32 credits during an academic year (fall, spring and summer). Until May 2011, Latin Honors will be awarded based on minimum grade point average, with the minimum for each honor as follows:

Summa cum laude 3.9

Magna cum laude 3.7

Cum laude 3.5

Beginning with the May 2011 graduation, Latin Honors will be awarded based on a percentage of the graduating class of Arts and Science students as listed below:

Latin Honors	% of Graduates
Summa cum laude	4.5
Magna cum laude	the next 9.5
Cum laude	the next 15.0

Kappa Gamma Pi

Students graduating from Emmanuel College who have maintained a 3.5 cumulative grade point average for seven semesters and have demonstrated outstanding leadership and community service are eligible for membership in Kappa Gamma Pi, the national honor society organized in 1927 for graduates of Catholic colleges in the United States.

Distinction in the Field of Concentration

To receive distinction in the field of concentration, a student must earn a 3.5 grade point average in major courses and successfully complete and present in public a significant senior project, determined in consultation with the department.

Distinction in the Field for Individualized Majors

To receive distinction, a student completing an individualized major must earn a 3.5 average in all of the courses in the major program and complete a significant senior project, determined in consultation with the advisor. The project may be completed as part of a capstone course or culminating experience. The project must be approved for distinction by two faculty members representing different academic disciplines within the individualized major.

Academic Support Services

Academic Advising Program

The Academic Advising program provides a comprehensive framework within which students explore the liberal arts curriculum and focus on a particular area of study. Students meet regularly with their general academic advisors during their first two years. These meetings provide opportunities to become knowledgeable about academic policies and procedures, to develop short- and long-term academic plans, to discuss academic progress, to select and schedule courses and identify additional resources on campus. This program has been thoughtfully crafted, based on developmental research and theory, with an appreciation of students' individuality and the challenges students experience as they transition from high school to college.

Generally, students declare their majors by March 1 of their sophomore year, and at that time, they continue their academic advising with a departmental academic advisor. The ultimate responsibility for fulfilling graduation requirements rests with the student.

Academic Computer Center and Computer Classrooms

The Academic Computer Center located in Room G07 of the Cardinal Cushing Library, the Macintosh classroom/lab located in Room 535 in the Administration Building, and the PC classrooms located in Room 133 of the Administration Building and Rooms 224, 225 and 226 of Marian Hall, are equipped to assist students and faculty in integrating computers across the curriculum. A growing software library, new technology, e-mail and the Internet are available in all locations for all students and faculty members.

Academic Resource Center

The Academic Resource Center (ARC) offers resources and support to students in their quest for academic success. Through a variety of programs and interaction with professional specialists and peer tutors, students develop their potential, thus enhancing academic success. Students can develop their independent learning skills based on their own strengths and learn effective study skills. The ARC offers a peer tutoring program. Peer tutors are current students recommended by professors as a result of their academic credentials and effective interpersonal skills and are trained and supervised by the ARC staff. A student who desires short- or long-term tutoring may sign up for an appointment with a peer tutor. Peer tutors also facilitate group study sessions in many courses throughout the semester. A math specialist is available to support students' efforts in math as well as other classes where math is involved. Students may also take advantage of the Writing Center, which enables them to clarify their thoughts, revise the organization of their ideas, and refine the style of their writing under the guidance of professional writing specialists and peer tutors.

Disability Services

Emmanuel College is committed to providing full access of its educational programs for qualified students. We practice a nondiscriminatory policy and offer classroom and testing accommodations, and assistive technology to students with documented disabilities. The Disabilities Coordinator's office ensures that all students with disabilities can actively participate in all facets of college life. Our goal is to coordinate and provide the kind of services that will enable students with disabilities to

reach their educational potential. In addition, our focus and responsibility is to increase the level of awareness among all members of the College community.

For more information on disability accommodations, please contact the Disabilities Coordinator in the Academic Resource Center by phone at 617-735-9923, by TTY at 617-735-9755 or visit the disability services web page at: www.emmanuel.edu/disability_services.

Language Laboratory

The language laboratory is designed to supplement and support classroom instruction in foreign languages. Located in the Cardinal Cushing Library, the language laboratory provides computerized instruction for students to enhance their speaking and listening skills.

Internships and Career Development (I/CD) Office

The Office of Internships and Career Development offers a variety of resources to assist Emmanuel students in all phases of their career development. This includes individual career advising, walk-in hours, electronic job and internship postings and resources for academic major or career decisions, including computerized career assessments. The office offers several career workshops throughout the academic year on such topics as: résumé writing, interviewing skills, job search strategies, Internet resources, networking and graduate school resources. Before students undertake internships, they participate in a required pre-internship career course, which assists them in identifying and applying to internship sites and prepares them for successful experiences. In addition to supporting academic internships, students also have the option to explore careers in non-academic, exploratory level-one internships as well.

The office organizes a variety of employer-based events both on- and off-campus, such as: employer information tables and information sessions; part-time and summer jobs and internships fair; alumni panels; and joint career fairs through our collaboration with other career centers in Boston. In addition, the office maintains a Career Advisory Network of committed alumni who are available for networking, career advice and mentorship.

Library Services

The Cardinal Cushing Library, open to all members of the Emmanuel College community, houses reference and circulating collections as well as online databases, reference works and journals. The library holds over 96,000 titles that support all academic disciplines of the College, and a total of more than 210,000 items in all formats (e.g., books, CDs, DVDs, videos and reference materials).

In addition, the library maintains nearly 400 journal subscriptions and 45 online reference databases, the majority of which are accessible off-campus. The library staff offers information literacy sessions, workshops and web-based tutorials in research techniques, and participates in the First-Year Seminars.

Two conference rooms in the lower level of the library may be reserved for student group study. The library also provides media equipment, including DVD and VHS camcorders, which can be reserved online at the library's web site, and maintains multimedia listening and viewing rooms equipped with DVD/VCRs, monitors, and CD players for use by the College community.

The Janet M. Daley Library Lecture Hall provides a technological center on the Emmanuel campus for lectures, courses, programs and special events. The Janet M. Daley Library

Lecture Hall encourages interactive learning, facilitates connections across disciplines and provides an unparalleled educational resource in the heart of the library.

The library's automated network, Fenway Libraries Online (FLO), provides online access to Emmanuel's print and media collections as well as to the collections of other area institutions. The FLO network is comprised of: Emmanuel College, Emerson College, Lesley University, Massachusetts College of Art, Massachusetts College of Pharmacy and Health Sciences, the Museum of Fine Arts, New England Conservatory of Music, Wentworth Institute of Technology and Wheelock College. The FLO network maintains a shared online catalog of the members' respective holdings, offers walk-in circulation and reference privileges and provides interlibrary loan services for document delivery of books and journal articles.

The Cardinal Cushing Library is also a member of the 15-library Fenway Library Consortium (FLC), which grants students and faculty access to the 1.5 million volumes collectively held. The Fenway Library Consortium includes the Brookline Public Library, Hebrew College, Roxbury Community College, Simmons College, Suffolk University, the University of Massachusetts Boston, and the nine members of Fenway Libraries Online. All 15 institutions provide open access to research collections, and most offer circulation privileges.

Student Life

Emmanuel College is located in the heart of Boston, a city rich in history and culture. Emmanuel College students' experience extends far beyond the campus. The Museum of Fine Arts, The Isabella Stewart Gardner Museum, Symphony Hall and Fenway Park are just a few of the landmarks within walking distance that enhance student life.

Emmanuel College is in the midst of the heaviest concentration of colleges in the world. Through its participation in the Colleges of the Fenway consortium, Emmanuel students benefit from the social and cultural events at the six member colleges.

The College seeks to serve both the College community and the local community. Volunteer and paid work of various types, including work in nearby hospitals, schools and community agencies, provide students with opportunities to become involved in the community and gain professional experience. Service to others is central to the Emmanuel College student experience.

General Regulations

Regulations and information covering all phases of student life are contained in the Student Handbook. All students are expected to fulfill the obligations set forth. Emmanuel College students who are not living at home or residing on campus must report their local address to the Office of the Registrar.

The College is not liable for the loss, theft or damage of personal property. Massachusetts state law requires all students to have health insurance coverage. A college health

insurance plan is available for students not covered by a family plan. All international students are required to enroll in the college health insurance plan.

Student Affairs

Administration

The Vice President for Student Affairs and the Dean of Students collaborate with student leaders, faculty, staff and administrators to provide quality services, programs and activities that support students in their academic endeavors, and enhance campus life. Student Affairs represents the needs and interests of the student body to the College community, responds to student needs, answers inquiries and imposes discipline for infractions of the student code of conduct. Student Affairs staff and administrators serve as student organization and class advisors and are available to assist individual students with concerns. The offices that report to Student Affairs include Athletics and Recreation, Campus Ministry, Counseling, Health Services, Residence Life and Housing, Student Activities and Multicultural Programs and the Jean Yawkey Center.

Athletics and Recreation

It is the mission of the Emmanuel College athletic department to recruit, enroll and foster the development of collegiate student athletes both on and off the playing fields. The development of the whole person is promoted by combining strong athletic competition and high academic standards, providing students with a physical, mental, and social readiness in a safe, sportsmanlike, and challenging environment. Emmanuel

College is a Division III member of the National Collegiate Athletic Association (NCAA).

The College sponsors 15 varsity sports, including: men's and women's cross country, men's golf, men's and women's soccer, women's softball, women's tennis, and men's and women's volleyball, men's and women's indoor and outdoor track and field, and men's and women's basketball. Emmanuel's main conference affiliation is with the Great Northeast Athletic Conference (GNAC), which is comprised of 13 New England colleges. The Athletic Department will sponsor women's varsity lacrosse in 2010.

In 2008, the Emmanuel Women's Soccer Team made its first ECAC Tournament appearance, after setting a program record for wins in a season and winning a GNAC Championship in 2007.

The Women's Basketball Team continued its winning tradition last year with the program's 13th GNAC Championship and 14th NCAA Tournament appearance. The Men's Basketball Team advanced to the GNAC Championship game for the second time in program history and finished just one overtime basket shy of the program's first GNAC title.

The 2008 Women's Tennis Team made its sixth-straight appearance in the GNAC Tournament. The Men's Volleyball Team set a program record for wins in a season and made the team's third appearance in the NECVA post-season tournament. The 2009 Emmanuel Softball Team more than tripled its win total from the 2008 season.

In 2001, the Emmanuel Women's Basketball Team became the first basketball team in the history of any four-year college or university in Boston to compete in the

NCAA Final Four. The Saints also made their second trip to the NCAA Sweet Sixteen in 2007.

The Jean Yawkey Center and the newly renovated Roberto Clemente turf field are home to the Emmanuel Saints. The athletic facilities include an athletic training room, locker rooms, and a gymnasium with a bleacher seating capacity of 1,400. The gymnasium is a comprehensive facility that hosts home basketball and volleyball contests. In addition, the multi-use facility includes a batting cage and space utilized by all of our varsity sports, club teams and Colleges of the Fenway Intramural programs. The Colleges of the Fenway Intramural Program promotes non-varsity competition between and among the six Colleges of the Fenway campuses. The program offers both coed and single-sex options in many different areas including basketball, soccer, volleyball, flag football, racquetball, ping-pong and innertube water polo.

Campus Ministry

Rooted in the teachings of the Catholic Church and the mission of the College, Campus Ministry strives to create a welcoming community based on Gospel values that inspire us to seek justice and act compassionately. The staff in Campus Ministry hopes to enhance each individual's relationship with God, self and others through prayer, sacraments, retreats, pastoral counseling, educational programming and community service. Campus Ministry is a vibrant part of student life at Emmanuel College. Campus Ministry coordinates and sponsors many collaborative projects that encourage student participation in community service, such as CityYear Serve-a-thon, Alternative Spring Break and after-school programs at neighboring schools.

Counseling Center

The Counseling Center provides assistance to any member of the Emmanuel College community who wishes to discuss a matter of personal concern in a supportive and confidential atmosphere. The staff includes counselors, a psychiatrist and graduate counseling interns. Workshops and group discussion on such topics as relationships, stress, interpersonal communication, relaxation techniques and assertiveness training are offered periodically. Short-term counseling is available upon request, and special interest support groups are formed on occasion. The Counseling Center provides consultation with outside therapists regarding their Emmanuel College student clients.

The Jean Yawkey Center

The Jean Yawkey Center serves as the central gathering area—the “hub” of activity for the student body. The building includes the Maureen Murphy Wilkens Atrium with wireless Internet access, student meeting spaces, dining facilities, recreational and fitness areas, as well as a 1,400-seat gymnasium. The Jean Yawkey Center hosts various weekly student organization meetings, Family Weekend events, discussion and study groups, intramural programs, numerous club activities including concerts, poetry slams, casino night, lectures and open-mic nights.

The Jean Yawkey Center for Community Leadership provides numerous opportunities for Emmanuel students to utilize Boston as their extended classroom while simultaneously allowing them to serve at agencies and schools throughout the greater Boston area. The Jean Yawkey Center for Community Leadership sponsors numerous academic and co-curricular events including service learning courses, a cultural competence training program, a city-wide service day, and the student leadership institute. Annually, the Jean Yawkey Center

for Community Leadership awards scholarships to upperclass Emmanuel students for exemplary work.

Residence Life and Housing

The Office of Residence Life and Housing provides students with opportunities to explore new experiences, enhance personal growth, build new relationships, and play an active role in celebrating and promoting the ideals of a Catholic community. The Residence Life and Housing staff strives to create an environment conducive to promoting living and learning that is safe, just and developmental.

Students live in four residence halls on main campus that offer a variety of living options. The residence halls offer a number of amenities including Internet and cable, recreation and fitness equipment, televisions, kitchens, laundry facilities, study areas and computers. A Residence Director is a professional staff member who lives in the hall with the students. This person is responsible for the day-to-day management of the building and is responsible for creating an environment that will support an individual’s growth and development. In addition, each hall has Resident Assistants who are student leaders that live with the residents and are dedicated to supporting residents with their personal and academic concerns.

Student Activities and Multicultural Programs

The Office of Student Activities and Multicultural Programs provides many opportunities for academic, personal and professional development. The Office is committed to providing services and programs that foster a safe and supportive environment for our students to explore issues of wellness, self, spirituality, ethics, leadership, service, diversity and multiculturalism. The office assists clubs and

organizations in coordinating activities and is also responsible for implementing a variety of college-wide programs such as New Student and Family Orientation, Family Weekend, the Leadership Institute, International Hospitality Night and the Student Leadership Awards Ceremony.

At Emmanuel College, students have the opportunity to become involved in a variety of activities and organizations by joining one of the more than 90 student clubs or areas of involvement that the College offers, including the Student Government Association (the governing voice of the student body). Students may also apply for positions such as orientation leaders, student leadership coordinators, peer advisors, mentors and office assistants.

Through the advisement of the Black Student Union, H.U.E.L.L.A.S (our Latino Organization) and the program advisement of ACCENT (our Multicultural Club), the Office of Student Activities and Multicultural Programs is able to develop events in collaboration with our students that meet the needs of the college community. The Office and student clubs plan thematic programs (Black History Month, Women's History Month and Hispanic Heritage Month), initiatives such as the Cultural Competence Peer Educator Program, and other special events.

Health Services

The mission of Health Services is to provide accessible and high-quality health care to the students. Health Services strives to maintain and promote the health and well-being of the student population while treating acute illnesses and coordinating referrals for specialty care when appropriate.

Finances and Financial Aid

Emmanuel College is committed to providing students with a quality education at an affordable cost. The College continues to make investments in facilities, technology and academic and student life programs. Emmanuel’s administration, faculty and staff are committed to ensuring that an Emmanuel education is worth the investment.

The following pages provide information regarding the costs, financial obligations, payment options, financial aid and financing opportunities at Emmanuel College. Please contact the Office of Student Financial Services at 617-735-9938 for questions regarding this information.

Schedule of Fees for Students Enrolled in the Undergraduate Liberal Arts and Sciences Program

Tuition fee for 2009-2010 (12-20 credits)		\$ 29,200.00	
Tuition fee (per credit)		\$ 912.50	
Room and board fee (per year):	ECONOMY TRIPLE	\$ 9,500.00	
	TRIPLE	\$ 10,270.00	
	DOUBLE	\$ 11,950.00	
	SINGLE	\$ 13,630.00	
	SUITE	\$ 700.00	ADDITIONAL PER YEAR
Health coverage fee (COMPULSORY, see page 48) *		\$ 1,030.00	
Student activity fee (per year)		\$ 165.00	
Orientation fee (one-time, new students only)		\$ 125.00	
Late payment fee**		\$ 100.00	

* Massachusetts Universal Health Law enacted September 1989.

** A late payment fee is charged when payments are not received in accordance with payment agreements.

Billing and Payment Schedule

A Statement of Account is mailed to students in early July for the fall semester and in late November for the spring semester. Unless the student is enrolled in a payment plan, the fall semester balance is due in full on August 5, 2009 and the spring semester balance is due on December 18, 2009. Students may use a financial aid award (except Federal Work Study or “estimated” awards) as a credit on their bill. It is the student’s responsibility to pay any balance due. Private parent and student loans may be used as a credit once all application paperwork is completed and final approval notice is received from the lender. A student is considered officially registered only when all financial obligations to the College have been met.

All graduating students must be paid in full prior to receiving graduation invitations and participating in the graduation ceremony.

Payment Options

For the 2009-2010 academic year, payment of tuition, fees, room, board, and all other charges are due on or before August 5, 2009 for the fall semester and December 18, 2009 for the spring semester.

Payment may be made using any of the following payment options:

- Personal Check
- Credit Card
- Wire Transfer
- Monthly Payment Plan
- Private Student Loan
- Parent Loan

Personal Check

Checks should be made payable to **Emmanuel College** and may be mailed to:

Emmanuel College
Office of Student Financial Services
400 The Fenway
Boston, MA 02115

A fee of \$25 in addition to any late payment fees will be charged for any dishonored check. Foreign check collection fees will be charged when applicable.

Credit Card

MasterCard, Visa, and Discover payments can be made online through Online Academic Resources at www1.emmanuel.edu.

Wire Transfer

Please send wire transfers to:

TD Bank
15 Broad Street
Boston, MA 02109
Account Name: Emmanuel College
Account #: 8246095017
ABA #: 211370545

Monthly Payment Plan

Tuition Management Systems (TMS) offers families the opportunity to spread payments for the year over a **ten-month** period. There is an administrative fee of \$65 to enroll in this plan. For the 2009-2010 academic year, the payment plan begins in July and concludes in November for the fall semester and begins in December and concludes in April for the spring semester. Payments are due on the 15th of each month.

To receive more information or to enroll, please contact TMS at 1-888-216-4258 or visit the TMS web site at www.afford.com.

Private Student Loans

CitiAssist Loan

The CitiAssist Loan which is offered through Citibank is a student loan that offers competitive interest rates, automatic in-school deferment, flexible repayment options and loan discounts. The interest and fees vary depending on borrower’s (or co-signer’s) credit. The repayment term is up to 20 years and payments can be deferred until six months after a student graduates, leaves school or drops below

half-time enrollment. There is a co-signer release option after 24 on-time payments. Borrowers have the option to make interest-only payments for the first 24-28 months.

You may apply online for this loan at www.studentloan.com or by phone at 1-800-STUDENT (788-3368).

Discover Private Student Loan

The Discover Private Student Loan is a loan that has competitive interest rates, zero fees and a cash reward given at the time of graduation. The interest rate depends on a borrower's (or co-signer's) credit. There are no fees associated with this loan. The repayment term is up to 15 years and payments can be deferred until six months after a student graduates, leaves school or drops below half-time enrollment. A 2% graduation reward which is based on outstanding debt is rewarded at the time of graduation.

You may apply online for this loan at www.discoverstudentloans.com or by phone at 1-877-728-3030.

Parent Loans

Federal Direct Parent Loan for Undergraduate Students (PLUS)

The Federal Direct Parent Loan for Undergraduate Students (PLUS) is a federally sponsored low-interest loan for the parents of undergraduate students. For the 2009-2010 academic year, the interest rate is fixed at 7.9%. There is a 2.5% origination fee (which is net of a 1.5% up-front rebate that assumes 12 on-time monthly payments) that is deducted from the proceeds of the loan.

Parents may borrow up to the cost of attendance minus financial aid. The loan funds are disbursed directly to Emmanuel College and repayment begins 60 days after the loan has fully disbursed. Upon request, loan payments may be deferred until six months

after a student graduates, leaves school or drops below half-time enrollment.

The Federal Direct PLUS Loan is a credit-based loan. If the parent borrower applies for the Federal Direct PLUS Loan and is denied, the student may borrow additional funds with the Unsubsidized Federal Direct Stafford Loan or the parent borrower may reapply with an endorser (co-signer).

You may apply for a Federal Direct PLUS Loan by printing the Federal Direct PLUS Loan Request Form from the OSFS web site and returning this to the Office of Student Financial Services by fax: 617-735-9939 or by mail to:

Emmanuel College
Office of Student Financial Services
400 The Fenway
Boston, MA 02115

Once this pre-approval application has been received, it will be reviewed and you will be notified of the credit decision. If you are approved, you must also complete a Federal Direct PLUS Loan Master Promissory Note.

Questions regarding the Federal Direct PLUS Loan may be directed to the Office of Student Financial Services at 617-735-9938.

Massachusetts Educational Financing Authority (MEFA) Undergraduate Loan

The MEFA Loan is a fixed interest rate loan for undergraduate students that may be borrowed in the parent's name or with a co-signer. The MEFA Loan for the 2009-2010 academic year has two options for interest rates. There is an immediate repayment option with a 7.75% interest rate or a deferred repayment option with an 8.89% interest rate. This loan may be borrowed up to the cost of attendance minus financial aid. There is a 4% origination fee associated with this loan. Interest capitalizes only one

time at repayment. Repayment is up to 15 years and there are no prepayment penalties.

You may apply online at www.mefa.org or by phone at 1-800-449-MEFA (6332).

Delinquent Accounts

If the College refers a delinquent account to a collection agency or an attorney, these costs, plus administrative expenses associated with the collection effort, will be due and payable by the student. In this instance the account will not be held by the College, and the student must direct all inquiries and payments to the collection agency. The College will withhold all diplomas and academic transcripts from students who have an outstanding overdue debt to the College or have defaulted on their loan agreements.

All charges are subject to change at the discretion of the College whenever it is deemed necessary. The College reserves the right to withhold all or part of its services to students whose accounts are not paid in full or whose deferred payment plan is in a past due or delinquent status.

Deposits

New students at the time of acceptance are required to make a \$300 tuition deposit that is credited toward the initial semester tuition charges. Incoming students who are planning to live in the residence halls are required to pay an additional \$200 deposit that is credited toward the initial semester room charges. These deposits are forfeited after May 1 if the student fails to register for class in the year in which the student is accepted.

Returning students are required to pay a \$200 room deposit with their housing application. This deposit is applied to the student's fall semester housing charges. If the student chooses not to live in the residence halls after submitting the housing application, the deposit is refundable until May 1, 2009.

Room and Board

New students are assigned to rooms in order of deposit date and Housing Information and Roommate Preference Form receipt date. Students returning to housing following an absence are housed in order of Housing Information and Roommate Preference Form receipt date. Students who live on campus must participate in the board plan. Students with scheduling difficulties or medical leaves may be accommodated by making arrangements with the food service director or dietician.

Institutional Refund/ Withdrawal Policy

To officially withdraw from the College, students must complete a withdrawal form, which is available from Office of Academic Advising and the Office of the Registrar. **Non-attendance does not constitute an official withdrawal.**

Students who take a leave of absence or who withdraw from the College are subject to the following refund policy.

Prior to the start of classes, 100% of tuition, fees, room and board, excluding non-refundable deposits, are refunded. After the start of classes, fees are not refundable and tuition, room and board is refunded based on the following policy:

Withdrawal Date During Semester	% of Refundable Tuition, Room & Board Charges
Prior to start of classes	100%
Week 1	75%
Week 2	50%
Week 3	25%
After third week	0%

Requesting a Refund

To obtain a refund upon withdrawal from the College, please complete a Refund Request Form with the Office of Student Financial Services.

Return of Title IV Funds Policy

When a student withdraws from the College prior to the 10th week of the semester, most federal student financial assistance (and certain state financial assistance) is subject to federal regulations for the return of Title IV funds. The eligibility to retain financial aid for a student who withdraws prior to the 10th week of the semester is calculated on a daily basis. For example, if a student is receiving \$1,500 in financial aid for the fall semester and withdraws on the 15th day of a semester that is 100 days in length, the student is eligible to keep \$225.00 of their financial aid ($15/100 = .15 \times \$1500 = \225.00). There is no correlation between the amount of financial aid a student can retain and the amount the student is charged for tuition, fees, room and board.

Withdrawal from a Course

Course schedule changes may not be made after the add/drop period in order to obtain a refund.

After the add/drop period, enrollment and housing status is confirmed prior to the disbursement of financial assistance.

Financial aid may be reduced if the student is enrolled in fewer courses than originally reported or has changed his/her residency status without notifying the Office of Student Financial Services.

Refund Process

Students who have a credit balance on their account with the College (e.g., due to excess financial aid, private loans, tuition remission, overpayment, etc.) may request this refund by completing the Refund Request Form, which is available in the OSFS or online at www.emmanuel.edu. You may check to see if there is a credit balance on your account by viewing your Statement of Account on Online Academic Resources at www1.emmanuel.edu.

Once this form is received by the Office of Student Financial Services and a credit balance does exist, a check in the amount of the refund will be mailed to the student at the address listed on the form.

Merit-Based Scholarships

Merit-based scholarships are awarded to qualified incoming students. Scholarships are divided evenly between traditional semesters and cannot be used for summer enrollment. All merit scholarships are mutually exclusive.

Eligibility

In addition to the criteria for individual scholarships, students will meet the following criteria:

- Enrollment in a degree or certificate program
- Enrollment in four graded courses (16 credits) each semester for scholarship eligibility
- Satisfactory academic progress as defined by the College

Emmanuel College Scholarships Presidential Scholarship

The award for the prestigious Presidential Scholarship is a full tuition scholarship. Presidential Scholarships are renewable each year for up to three years providing the recipient maintains full-time enrollment and a 3.5 cumulative grade point average.

Entering first-year students considered for this scholarship must provide:

- Exceptional academic credentials (3.7 grade point average or above)
- SAT scores of 1350 (V&M) or ACT of 32 or higher
- Completed admissions application, post-marked no later than January 30, 2009

Transfer students considered for this scholarship must provide:

- Exceptional academic credentials (3.5 college grade point average or above)
- A high school record which reflects the criteria used for entering first-year students (3.7 grade point average or above; SAT 1350 (V&M) or ACT 32 or higher)
- Completed admission application, post-marked no later than April 1, 2009 for the fall semester and November 1, 2009 for the spring semester

Dean's Scholarship

The amount of the Dean's Scholarship is \$15,000. Dean's Scholarships are renewable each year for up to three years providing the recipient maintains full-time enrollment and a 3.3 cumulative grade point average.

Entering first-year students considered for this scholarship must provide:

- Strong academic credentials (3.5 grade point average or above)
- SAT scores of 1250 (V&M) or ACT of 30 or higher

- Completed admissions application, post-marked no later than January 30, 2009

Transfer students considered for this scholarship must provide:

- Strong academic credentials (3.0 college grade point average or above)
- A high school record which reflects the criteria used for entering first-year students (3.5 grade point average or above; SAT 1250 (V&M) or ACT 30 or higher)
- Completed admissions application, post-marked no later than April 1, 2009 for the fall semester, and November 1, 2009 for the spring semester

Academic Achievement Scholarship

The award for the Academic Achievement Scholarship ranges from \$7,500 to \$12,500. To renew this scholarship, students must maintain full-time enrollment and a 3.0 cumulative grade point average while at Emmanuel.

Entering first-year students considered for this scholarship must provide:

- Strong academic credentials (3.4 grade point average or above)
- SAT scores of 1100 (V&M) or ACT of 23 or higher
- Completed application, postmarked by January 30, 2009

Transfer students considered for this scholarship must provide:

- Strong academic credentials (3.0 college grade point average or above)
- A high school record which reflects the criteria used for entering first-year students (3.4 grade point average or above; SAT 1100 (V&M) or ACT of 23 or higher)
- Completed application, postmarked by April 1, 2009 for the fall semester and November 1, 2009 for the spring semester

Sisters of Notre Dame de Namur Scholarship

This \$2,500 scholarship is given to students recommended by members of the founding order of Emmanuel College. To be considered for this scholarship, students should submit a written recommendation from a Sister of Notre Dame de Namur no later than January 30, 2009. The deadline for transfer students is April 1, 2009 for the fall semester and November 1, 2009 for the spring semester. To request a recommendation form, please contact the Office of Admissions at 617-735-9715. To renew this scholarship, the student must be enrolled full-time and maintain Satisfactory Academic Progress as defined by the College.

Friends of Emmanuel College Scholarship

Eligibility for this \$2,500 scholarship requires a nomination from a friend, alumnus, current faculty or staff person from the College. Nomination forms are available in high school guidance offices or by contacting the Office of Admissions at 617-735-9715. To be considered, the Office of Admissions must receive nomination forms no later than January 30, 2009. The deadline for transfer students is April 1, 2009 for the fall semester and November 1, 2009 for the spring semester. To renew this scholarship, the student must be enrolled full-time and maintain Satisfactory Academic Progress as defined by the College.

The City of Boston Scholarship

Students, first-year and transfer, who are residents of the city of Boston are eligible for consideration for the \$4,500 scholarship. Academic achievement, leadership and co-curricular involvement are evaluated in awarding this scholarship. Other criteria include: a minimum high school grade point average of 3.0 (transfer students must also demonstrate a college grade point average of 3.0 or higher); an SAT of 1000 (V&M) or higher; completed admissions application,

postmarked no later than January 30, 2009. The deadline for transfer students is April 1, 2009 for the fall semester and November 1, 2009 for the spring semester. To renew this scholarship, the student must be enrolled full-time and maintain a cumulative grade point average of 2.5.

Leadership and Community Service Scholarship

Twenty-five \$2,500 scholarships will be awarded to students who demonstrate exemplary leadership or community service experience. Students wishing to be considered for this scholarship must submit a written recommendation stating the type of leadership position or community service activity the student participates in, the length of service, and any related accomplishments. First-year and transfer students are eligible to apply. The scholarship is renewable for three years for students who maintain full-time enrollment and a 2.5 cumulative grade point average, be an active member of the L.E.A.D.E.R.S. Program, and participate in the Leadership Institute. The application deadline for this scholarship is January 30, 2009. The deadline for transfer students is April 1, 2009 for the fall semester and November 1, 2009 for the spring semester.

Need-Based Financial Aid**Eligibility**

Students eligible for need-based aid will meet the following criteria:

- Enrollment in a degree program
- Demonstration of financial need
- U.S. citizenship, permanent residence, or an eligible non-citizen
- Satisfactory Academic Progress as defined by the College

Financial assistance is not available for expenses incurred for courses that are audited.

Application Process

To apply for need-based aid for the 2009-2010 academic year, the following forms must be completed:

- 2009-2010 Free Application for Federal Student Aid (FAFSA)
- 2009-2010 Emmanuel College Application for Financial Aid
- Signed copy of parents' 2008 Federal Income Tax Return as requested
- Signed copy of student's 2008 Federal Income Tax Return as requested
- Other documents as requested

FAFSA forms are available at local high schools, the Office of Student Financial Services or by calling 1-800-4-FEDAID. The FAFSA may also be completed on the Internet at www.FAFSA.ed.gov.

The financial aid priority filing date for incoming students is April 1, 2009; however, applications continue to be processed on a rolling basis after this date. To receive priority consideration for the 2009-2010 academic year, please ensure that the federal processor receives the FAFSA and the Office of Student Financial Services receives the Emmanuel College Application for Financial Aid no later than April 1, 2009. The financial aid priority filing date for returning students is March 1, 2009. To ensure consideration for the same amount of need-based financial aid as the prior year, the 2009-2010 Free Application for Federal Student Aid (FAFSA) must be received by the federal processor no later than March 1, 2009.

Emmanuel College Grants

An Emmanuel College Grant is aid from Emmanuel College that is awarded based on financial need. Continued demonstrated financial need, timely application submissions and satisfactory academic progress are required for renewal. Changes in enrollment

and housing, including moving off campus, may affect the amount of your Emmanuel grant(s).

Endowed Scholarships

Endowed scholarships are funded by alumni and friends of the College. These named scholarships are awarded based on criteria established by the donor. Many endowed scholarships are made available during the end of the fall semester for the following academic year. Most endowed scholarships are reserved for continuing students, however all incoming students are reviewed for their endowed scholarship eligibility upon receipt of their financial aid application.

Sibling Discount

The Sibling Discount is a 5% tuition discount offered to siblings enrolled concurrently at Emmanuel College. To qualify, all siblings must be matriculated and enrolled full-time for each period of eligibility. Students receiving full tuition scholarships are not eligible for the discount.

Emmanuel College Loan-to-Grant Program

This student loan is interest-free while the student is enrolled at Emmanuel College and the loan is **canceled in full** at the time of graduation from Emmanuel. Should the recipient of the Loan-to-Grant Program withdraw, transfer from Emmanuel, or drop below half-time enrollment, the borrower would begin repayment nine-months after withdrawal from Emmanuel. The interest rate for students who enter repayment is 5%.

Federal Financial Assistance

Federal Pell Grants

A Federal Pell Grant is gift aid awarded to students who are enrolled in an undergraduate program and demonstrate exceptional financial need. The awards range from \$609 to \$5,350.

Federal Supplemental Educational Opportunity Grants (FSEOG)

Federal Supplemental Educational Opportunity Grants (FSEOG) are gift aid awarded to students who are enrolled at least half-time in an undergraduate program and demonstrate exceptional financial need. FSEOG is awarded on a funds-available basis to students who are recipients of the Federal Pell Grant.

Academic Competitiveness Grant (ACG)

The Academic Competitiveness Grant is a need-based grant from the federal government to first- and second-year undergraduate students who are U.S. citizens, qualify for the Federal Pell Grant, and who have completed a rigorous high school program. Students must be enrolled full-time and earn a 3.0 cumulative grade point average for renewal.

National SMART Grant

The National SMART Grant is a need-based grant from the federal government to third- and fourth-year students majoring in certain areas of science or mathematics. Students must also be enrolled full-time, be U.S. citizens, meet the eligibility requirements for a Federal Pell Grant, and have a 3.0 cumulative grade point average.

TEACH Grant

A Teacher Education Assistance for College and Higher Education (TEACH) Grant is gift aid of \$4,000 each year from the federal government to full-time undergraduate students who intend to teach a high-need field in a public or private elementary or secondary school that serves students from low-income families. Students who meet the conditions of this grant may also qualify for federal loan cancellation benefits. Please visit www.TEACHgrant.ed.gov for more information.

Federal Work Study

A federally subsidized program that provides opportunities for employment in order to help you meet educational expenses. The amount shown on your award notification reflects your maximum potential academic year earnings. Students who choose to work are paid every two weeks for hours worked. Due to this, **FWS cannot be deducted from your bill.** FWS positions are posted at the beginning of each semester. Most on-campus positions are open to all students who apply. If you did not receive a FWS award, you may still apply for most posted positions.

Note: Job positions are not guaranteed.

If you are having trouble finding a position, visit the Internship and Career Development Office for information concerning nearby off-campus employment opportunities, or come to our office for further assistance.

Federal Perkins Loans

A federally subsidized low-interest student loan, fixed at 5%, from both the federal government and Emmanuel College. The federal government pays the interest on this loan while the student is enrolled at least half-time and during grace and deferment periods. Repayment begins nine months after the student graduates, leaves school or drops below half-time enrollment. Federal regulations require that the Perkins Loan be awarded to students with exceptional financial need. Awards are generally \$1,000-\$2,000 per year. If you qualify for this loan, the amount will appear on your award letter.

Federal Direct Stafford Loan

The Federal Direct Stafford Loan is a low-interest student loan from the federal government. To borrow with a Federal Direct Stafford Loan, you must first apply for need-based financial aid by completing a 2009-2010 FAFSA. To receive the loan funds, you are also required to complete a Master Promissory Note (MPN) and entrance counseling.

The amount you are eligible to borrow appears on your financial aid award letter as displayed on the Federal Direct Stafford Loan chart below. Repayment begins six months after the borrower graduates, leaves school or drops below half-time enrollment. A 1.5% origination fee (**which is net of a 1.5% up-front rebate that assumes 12 on-time monthly payments**) will be deducted from each disbursement of Federal Direct Stafford Loan funds. The difference will be reflected on your Statement of Account.

Subsidized Loans

Students who demonstrate financial need are eligible for the Subsidized Federal Direct Stafford Loan. The federal government pays the interest on this loan while the student is enrolled at least half-time and six months thereafter. Please see the chart below to

determine the fixed interest rate for your Subsidized Stafford Loan.

Unsubsidized Loans

Unsubsidized Federal Direct Stafford Loans begin accruing interest at the time of disbursement. Students may receive this loan in addition to their Subsidized Federal Direct Stafford Loan or if they do not demonstrate financial need are eligible to borrow with the Unsubsidized Federal Direct Stafford Loan. The interest rate is fixed at 6.8%. The student is responsible for the interest on the unsubsidized loans even during periods of enrollment. Interest payments will be deferred while the student is in school and during the six-month grace period, however the interest will be capitalized. Borrowers may choose to pay this interest during these periods with no additional fees.

First Disbursement of a Loan		
Made on or after	And made before	Interest rate on the unpaid balance
July 1, 2008	July 1, 2009	6.0%
July 1, 2009	July 1, 2010	5.6%
July 1, 2010	July 1, 2011	4.5%
July 1, 2011	July 1, 2012	3.4%

Annual Federal Stafford Loan Limits			
Grade	Credits	Dependent Students	Independent Students
Freshman	0-31	\$5,500	\$9,500
Sophomore	32-63	\$6,500	\$10,500
Junior/Senior	64+	\$7,500	\$12,500
Graduate	n/a	n/a	\$20,500

Loan limits include both subsidized and unsubsidized amounts and cannot exceed your cost of attendance minus other financial aid.

Aggregate Federal Stafford Loan Limits:

\$31,000 for a dependent undergraduate student
 \$57,500 for an independent undergraduate student
 \$138,500 for a graduate or professional student

State Financial Assistance**State Scholarships**

Connecticut, Delaware, Maine, Maryland, Massachusetts, New Hampshire, Pennsylvania, Rhode Island and Vermont offer scholarships to eligible full-time students who attend Emmanuel College. Completing the FAFSA and listing the student's state of residence ensures the application for a state scholarship.

Massachusetts Gilbert Grants

Need-based grant from the Commonwealth of Massachusetts to Massachusetts residents who are full-time undergraduate students and who demonstrate significant financial need. Funds are limited.

Massachusetts No-Interest Loans

Massachusetts No-Interest Loans are zero-interest loans provided by the Commonwealth of Massachusetts to Emmanuel College. These loans are awarded to full-time students based on financial need and Massachusetts residency. Although they must be repaid, there is no interest charged to the student borrowing under this program. Awards are generally \$1,000 per year.

Other Assistance**Private Scholarships**

Many scholarships are available to students through school organizations, fraternal organizations and employers. These sources can be researched at a local library or high school guidance office. There are also many web sites on the Internet that have links to information about privately funded scholarships and grants, including www.finaid.org and www.fastweb.com.

Tuition Exchange Program

Emmanuel College participates in the Tuition Exchange Program, Inc. an employee benefit program for students' parent(s) who are employed at a participating college or university. The scholarship is equal to the amount of tuition and recipients are eligible for the scholarship for a maximum of eight semesters.

To be considered for the scholarship at Emmanuel College, the employed parent must complete a Tuition Exchange Program Application with his/her Human Resources Office. If the Human Resources Office determines that the applicant is eligible to participate in the program, the Tuition Exchange Program Application will be forwarded to Emmanuel College for consideration.

Emmanuel College must have a complete admissions application in addition to the Tuition Exchange Program Application no later than March 1st to be considered for the scholarship. Tuition Exchange applications will be reviewed in March for all students accepted for admission and a response will be mailed no later than April 1st.

The Tuition Exchange Program is highly competitive. Students are encouraged to apply for financial aid in addition to completing a Tuition Exchange Program Application if financial assistance is needed. To inquire if a parent may be eligible for this benefit and the process by which to apply, please visit the Tuition Exchange web site at www.tuitionexchange.org.

Prepaid Tuition Plans

Prepaid tuition plans, such as the UPLAN, allow families to lock in future tuition rates at current prices. If you are using a pre-paid tuition plan to pay for tuition, please provide the Office of Student Financial Services with the provider name and the amount you will be using for the upcoming academic year. Once we receive this information, we will credit your account and ensure the timely receipt of payment from the plan provider.

Student Employment

Emmanuel College strives to assist students with educational costs by offering part-time employment opportunities. All on-campus student employment positions are open to those students who are eligible to work in the United States and have a valid Social Security number.

In addition to the job opportunities on campus, Emmanuel College has a small number of partnerships with off-campus organizations that provide employment opportunities to students. Students must have a Federal Work Study Award as part of their financial aid award to be considered for these positions.

Students may search for available job positions for both on- and off-campus employment on Emmanuel College Career Connect (EC3), which may be accessed by visiting www1.emmanuel.edu. After creating a login, list “Emmanuel College” as the employer to view available positions. Students may apply for jobs directly with the supervisor listed on the job posting. Because jobs are limited, students who are interested in working on campus should contact supervisors as soon as possible upon arriving on campus.

To work on campus, students must complete employment paperwork including the I-9 Employment Authorization Form and the W-4 and the M-4 tax withholding forms. If you are interested in working on campus, you should have the following paperwork with you when you arrive in September:

- A voided check for checking accounts or a verification statement including a routing and account number for savings accounts.
- Valid identification, such as a U.S. passport OR a driver’s license AND Social Security card.

The Office of Internships and Career Development also posts opportunities for students to locate off-campus jobs and internships. You may contact the Internships and Career Development Office by calling 617-735-9930 or by e-mail at careerdevelopment@emmanuel.edu

Student Budgets

Student budgets are determined by living arrangements and enrollment status. A budget contains fixed expenses (tuition, fees, room and board if living on campus) and estimated costs for books, supplies, transportation and personal expenses. If a change in any of the listed expenses occurs, the budget may be recalculated. If this results in adjusted financial aid eligibility, the student will be notified with a revised Financial Aid Award letter. Listed below are sample budgets used to calculate student eligibility for financial assistance at Emmanuel College for the 2009-2010 school year. Individual budgets will vary based on enrollment status and program.

Full-Time Resident

Tuition	\$29,200
Fees	\$ 265
Room & Board	\$11,950
Books and Supplies	\$ 880
Transportation	\$ 270
Personal/Misc.	\$ 1,935

Total **\$44,500**

Full-Time Commuter

Tuition	\$29,200
Fees	\$ 265
Room & Board	\$ 5,625
Books and Supplies	\$ 880
Transportation	\$ 1,035
Personal/Misc.	\$ 1,935

Total **\$38,940**

Study Abroad and Consortium Agreements

Certain types of federal and state financial aid may be available to students studying abroad or at another college. The credits to be transferred to Emmanuel must be approved in advance. Please see the Office of Student Financial Services for information and application materials.

Satisfactory Academic Progress Policy

To continue receiving financial aid, students must maintain satisfactory academic progress; that is, measurable progress toward the completion of a course of study according to the standards of Emmanuel College and the federal government.

Procedure

At the end of each academic year, student records are reviewed by the Office of Student Financial Services to ensure students are maintaining Satisfactory Academic Progress. Students who are not maintaining Satisfactory Academic Progress are notified by mail. If the student improves his or her academic standing by completing coursework or summer courses, and would like to be considered for financial aid, he or she must contact the Office of Student Financial Services to make this request.

Students are solely responsible for maintaining their academic progress; those who have not done so will be notified of their ineligibility for financial aid during the awarding process or when their academic progress drops below the required minimum.

Requirements

Federal regulations require that Satisfactory Academic Progress (SAP) measures students' academic progress using both quantitative and qualitative measures. SAP is reviewed annually.

Qualitatively, students must be maintaining a 2.0 (C) semester grade point average. If a student's cumulative grade point average drops below 2.0 (C) any time after the end of the second academic year, he or she will be ineligible for financial aid.

Quantitatively, full-time students must successfully complete 66.66% of their attempted credits during each academic year. Students attending full-time have six years in which to complete a four-year program. Students not attending full-time have eight years in which to complete a four-year program. In order to maintain Satisfactory Academic Progress, a student is expected to complete the following minimum number of credits each year:

Year	Full-time Credits	Half-time Credits
1st year	21	16
2nd year	43	32
3rd year	64	48
4th year	85	64
5th year	107	80
6th year	128	96
7th year		112
8th year		128

Grades of failure, withdrawal, unofficial withdrawal and incomplete do not count toward completed credits.

Part-Time Students

Part-time students must successfully complete 66.66% of the number of attempted credits for each part-time semester, and maintain a 2.0 (C) cumulative grade point average after their second academic year.

Appeal Process

Students who have lost their financial aid eligibility due to unsatisfactory academic progress may submit a letter of appeal to the Office of Student Financial Services if they had special circumstances that prevented them from achieving the Satisfactory Academic Progress requirements.

Special Circumstances

Special consideration may be given to students admitted, or later identified, as physically handicapped or learning disabled.

Students returning to Emmanuel College with less than a 2.0 (C) cumulative grade point average after a suspension, dismissal or required leave of absence are placed on probation. It is the responsibility of the student to officially notify the Office of Student Financial Services of any changes to their academic standing. (For example, credits transferred in from another institution need to be brought to the attention of the Office of Student Financial Services.) Financial aid cannot be awarded until this official notification is received. Students who have been denied financial aid because they were not making Satisfactory Academic Progress may again receive financial aid the semester after attaining Satisfactory Academic Progress.

Student Health Insurance Requirements

Student Health Insurance Requirement

The Commonwealth of Massachusetts requires all students enrolled at least 3/4 time to be enrolled in a health insurance plan. To ensure that Emmanuel College students are meeting this requirement, all students are automatically enrolled in the College's health plan and are charged the annual health insurance premium.

Annual Premium

The premium for the 2009-2010 academic year is \$1,030.

Waiving the College's Health Insurance

Students who are enrolled in health insurance through another carrier may document this coverage by completing a health insurance waiver online at www.universityhealthplans.com. Once this waiver is completed,

University Health Plans will forward this information to Emmanuel College and the health insurance premium will be removed from your account. For the 2009-2010 academic year, the deadline to complete the waiver is August 5, 2009. Please note that a health insurance waiver must be completed each academic year and that the health insurance waiver is separate from the Entrance Health Report required by the Health Services Office.

Emmanuel College Health Insurance Coverage

For detailed information regarding the coverage provided by the College's health plan provider, please go to the University Health Plans web site at www.universityhealthplans.com.

American Studies

Matthew Elliott, Ph.D.

Coordinator

The American Studies program provides an interdisciplinary understanding of the foundations and expressions of American society and culture. The program is comprised of a selection of courses in history, politics, sociology, literature, the performing and visual arts, philosophy and religion. These liberal arts-based courses provide an appreciation of the attributes of diversity and change in the life of a society and in the lives of individuals in their various roles in the workplace, families and as citizens.

The major in American Studies can serve as a valuable educational background for future study and careers in the fields of law, teaching, the academic professions, business, media and journalism, cultural institutions, social service and politics. The program is of value both to the student who comes to the United States with an international background and the student who has grown up as part of the diverse and changing American experience.

Program Requirements

The major in American Studies is a 12-course interdisciplinary program. Students wishing to declare a major in American Studies should consult with the program coordinator. The student should, in consultation with the major advisor, design a course of study to ensure that courses are taken in an appropriate sequence, and that all requirements are met by graduation. As part of the process of declaring a major, the student must complete a one-page essay explaining the choice of courses.

There are three levels of program requirements and electives. Each student must include at least two 3000-level courses in the major:

Level I: Foundations of the American Nation and Society

Four required courses, preferably taken during the student's first two years:

AMST1101	Introduction to American Studies
HIST1105	United States History to 1877
HIST1106	United States History Since 1877
SOC1105	U.S. Institutions

Level II: Expressions of the American Experience

Seven electives chosen from the following courses:

ART2217	American Art to 1913
EDUC1111	The Great American Experience
ENGL2303	The Modern American Novel
ENGL2304	American Voices I: U.S. Literature to 1865
ENGL2305	Writing Women
ENGL2309	The Haves and the Have-Nots: American Authors on Money, Class and Power
ENGL2413	African American Literature: A Tradition of Resistance
ENGL2604	American Voices II: U.S. Literature Since 1865
ENGL3301	The American West in Film and Literature
ENGL3303	Images of Masculinity

ENGL3601	Crime Stories and American Culture	POLSC2225	The 1960s
HIST2105	America Since 1960	POLSC2228	State and Local Government
HIST2128	Immigrants in the American Experience	POLSC2401	American Foreign Policy
HIST2129	American Catholics: Diversity and Change	POLSC3202	The American Presidency
HIST2130	African American History 1865 to the present	POLSC3607	Constitutional Law
HIST2205	Women in American History	SOC2105	Race, Ethnicity, and Group Relations
HIST3107	A History of Boston	SOC2127	Social Class and Inequality
HIST3111	U.S. and Global Issues: 19th and 20th Centuries	SOC2131	Catholic Social Teaching
PERF1303	American Musical Theater	Level III: Capstone Course	
POLSC1201	Introduction to American Politics and Government	One course selected from the following options for upper-level independent work:	
POLSC2207	Politics and the Media	Interdisciplinary Seminar in American Studies	
POLSC2223	Politics through Film	AMST4178	Directed Research
		AMST4995	Internship

Art

Megumi Naitoh, M.F.A.

Chair

The art department offers programs in studio art, graphic design and technology, art therapy, art history, and art education. The study of art within a liberal arts context provides a rich, interdisciplinary source of material for self-expression. Through a broad studio and art history experience, students develop the critical, analytical and technical facility necessary to produce and understand works of art. Students are challenged to engage in idea generation, critical thinking, and creative expression through a variety of courses using both traditional and new media. Department majors develop a comprehensive awareness of issues in historical and contemporary artworks through frequent interaction with art collections in area galleries and museums. Each program within the department strives to develop a student's potential to communicate, influence and interact creatively in society in an effective and responsible way. Students are encouraged to study abroad in order to gain a first-hand global experience in the arts.

Core courses in drawing, two-dimensional and three-dimensional design, digital processes, and art history prepare students with the visual vocabulary, verbal and writing skills, and basic technical facility needed to pursue a major in the art department. Upper-level courses in the specific programs build on the core and prepare students for graduate school or careers in the fields of graphic design, art therapy, art education, and arts administration in museums, galleries and auction houses. In addition, art majors also have successful careers in business because of the creative and critical-thinking skills developed through their course of study.

All aspects of the programs are rigorous. Students contemplating majors or minors in the art department should note that careers in the field require advanced levels of proficiency in their creative work as well as in their writing and communication skills. Students should expect and desire coursework that heavily emphasizes studio projects, research, and writing.

In addition to the Bachelor of Arts degree, the art department offers a Bachelor of Fine Arts degree in graphic design and technology and in an individually designed studio major. These programs require additional courses which must be taken in sequence in order to ensure the academic integrity of the degree.

Courses leading to Initial Licensure as Teacher in Visual Art Education by the Commonwealth of Massachusetts, pre-K through eight, and five through 12 may be taken.

Department Core Courses

The following courses comprise the studio core for all art majors. The courses are designed to introduce students to the formal elements of art and design as well as a variety of traditional and digital media and art history.

ART1201	Survey of Western Art I
or	
ART1202	Survey of Western Art II
ART1401	Basic Drawing I
ART1402	Basic Drawing II *
ART1407	Introduction to Digital Processes
ART2403	Design and Composition
ART2433	3D Form Studies

* Art therapy majors are exempt from taking ART1402 Basic Drawing II

Studio Art

The studio art program is designed to:

- Introduce and develop the conceptual and technical aspects of the studio arts in both traditional and new media
- Assist in developing an independent critical ability to choose appropriate media in concert with the level of craftsmanship necessary for individual artistic expression
- Develop the ability to evaluate artwork through art history courses, class critiques, writing, and viewing original works in museums, galleries and artists' studios
- Prepare students to pursue their own creative direction in the future

Requirements for Departmental Major in Studio Art

ART1201	Survey of Western Art I
or	
ART1202	Survey of Western Art II
ART1401	Basic Drawing I
ART1402	Basic Drawing II
ART1407	Introduction to Digital Processes
ART2215	Modern Art
ART2403	Design and Composition
ART2415	Life Drawing
ART2433	3D Form Studies
ART4417	Senior Studio
Two electives selected in consultation with department advisor	
Non-credit written thesis and senior exhibition	

Requirements for Studio Art Minor

ART1401	Basic Drawing I
ART1407	Introduction to Digital Processes
ART2403	Design and Composition
ART2433	3D Form Studies
Two electives chosen from a 2000- or 3000-level course	

Art History

The department offers a minor in art history. Students work in conjunction with the art historian to devise a course of study appropriate to individual interests. Students are encouraged to study abroad.

Students may elect to pursue an individualized major in art history. This major must be designed and submitted in the spring of their sophomore year. Students who wish to pursue this major must work with the art historian to construct a cohesive program and submit their proposal to the Dean of Arts and Sciences. The Dean must approve the proposal. Upon completion of the course of study, the student must submit a comprehensive report on their individualized program.

Requirements for Art History Minor

ART1201	Survey of Western Art I
ART1202	Survey of Western Art II
Three courses in art history to be selected in consultation with the advisor	

Bachelor of Fine Arts

The art department offers a Bachelor of Fine Arts degree in graphic design and technology and a Bachelor of Fine Arts degree as an individualized major in studio art. To achieve this degree, the student must take studio courses that ensure sequential learning experiences in both fundamental and specific areas of art. In addition to the general requirements, 17 courses in art are required for the B.F.A. in studio art (individually designed major) and 17 courses in art are required for the B.F.A. in graphic design and technology.

B.F.A. in Studio Art (Individualized Major)

Students who are interested in the B.F.A. in studio art must submit an individualized major plan during their sophomore year. The plan must be developed in consultation

with a department advisor and submitted to the Dean of Arts and Sciences for approval in the spring of their sophomore year. Students who choose this course of study meet regularly with their department advisor to ensure proper sequencing of courses. Those students who pursue this course of study work to prepare portfolios for submission to graduate programs. Upon completion of the course of study, the student must submit a comprehensive report on their individualized program. A non-credit thesis project and exhibition are required.

Those who come to Emmanuel after receiving a Bachelor of Arts degree in art must be formally admitted to the program. The applicant should present an official transcript of a Baccalaureate degree, a portfolio and two letters of recommendation if the applicant has completed work outside Emmanuel. The B.F.A. has a matriculation requirement of six courses to be chosen in consultation with a department advisor. The degree also requires a B.F.A. project and exhibition.

B.F.A. in Graphic Design and Technology

The graphic design and technology program is committed to educating students within curriculum firmly rooted in traditional design methodology and practice, with an emphasis on conceptual development, contemporary decision making, and advances in technology. Students learn through research, problem solving, critique and practical applications. Students actively participate in service learning opportunities, providing professional experience, while serving the College and the greater Boston community.

Requirements for B.F.A. in

Graphic Design and Technology

ART1201	Survey of Western Art I
or	
ART1202	Survey of Western Art II
ART1401	Basic Drawing I
ART1402	Basic Drawing II
ART1407	Introduction to Digital Processes
ART2215	Modern Art
ART2403	Design and Composition
ART2411	Printmaking I
ART2415	Life Drawing
ART2432	Graphic Design I
ART2433	3D Form Studies
ART2443	Digital Photography I: New Technologies in Photography
ART3402	Interactive Design
ART3431	Motion Design
ART3432	Graphic Design II
ART4432	Graphic Design III: Senior Studio
ART4194	Internship
One elective chosen from studio art or art history	
Non-credit B.F.A. thesis project and exhibition	

Suggested Four-Year Program for B.F.A. in Graphic Design and Technology

The following is a preferred course sequence for the B.F.A. in Graphic Design and Technology degree:

First Year

Fall:

ART1401	Basic Drawing I
ART1407	Introduction to Digital Processes

or

ART2403	Design and Composition
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Spring:

ART1402	Basic Drawing II *
ART1407	Introduction to Digital Processes

or

ART2403	Design and Composition
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Second Year*Fall:*

ART1201 Survey of Western Art I
or

ART1202 Survey of Western Art II
(only one survey is required and may be
taken fall or spring)

or

ART2433 3D Form Studies

ART2432 Graphic Design I

Spring:

ART1202 Survey of Western Art II
(if not taken in the fall)

or

ART2433 3D Form studies
(if not taken in the fall)

ART3402 Interactive Design

Third Year*Fall:*

ART2215 Modern Art

or

ART2443 Digital Photography I:
New Technologies in
Photography

ART2411 Printmaking I

or

ART2415 Life Drawing

ART3431 Motion Design

Spring:

ART2215 Modern Art

or

ART2443 Digital Photography I:
New Technologies in
Photography

ART3432 Graphic Design II

One elective

Fourth Year*Fall:*

ART2411 Printmaking I

or

ART2415 Life Drawing

ART4432 Graphic Design III:
Senior Studio

Spring:

ART4194 Internship

One elective

Requirements for Minor in**Graphic Design and Technology**

ART1401 Basic Drawing I

ART1407 Introduction to Digital
Processes

ART2403 Design and Composition

ART2432 Graphic Design I

ART2433 3D Form Studies

And one of the following:

ART2443 Digital Photography I:
New Technologies in
Photography

ART3402 Interactive Design

ART3431 Motion Design

ART3432 Graphic Design II

* Graphic design minors are not required to
take ART1402 Basic Drawing II

Requirements for Minor in**Digital Photography**

ART1407 Introduction to Digital
Processes

ART2213 Daguerreotypes to Digital
Prints: The History of
Photography

ART2413 Photography I

ART2443 Digital Photography I:
New Technologies in
Photography

ART3443 Digital Photography II:
Photographer's Digital
Workflow

ART4443 Digital Photography III:
Pixel and Page, Traditional
and Virtual Publishing

**Art Therapy:
A Pre-Professional Program**

This program is designed to introduce students to the field of art therapy and enable students to use art in a therapeutic and experiential way with a variety of populations. It prepares students for entry-level positions in a number of human services settings, such as social service agencies, hospitals, psychiatric institutions, child care or specialized school

programs, and other community settings. As a pre-professional program, students also become prepared for application and entry into leading professional master's degree programs in art therapy and certification as an art therapist. Program components include a studio major, courses in biology and psychology, and a culminating senior thesis and clinical practicum which provides students with the opportunity for field experience. Practicum sites include rehabilitation centers, hospitals, residential facilities, nursing homes and day care centers.

Requirements for Pre-Professional Program in Art Therapy

Studio Art:

ART1401	Basic Drawing I
ART1407	Introduction to Digital Processes
ART2401	Painting I
ART2403	Design and Composition
ART2433	3D Form Studies
ART3407	Ceramics
ART4417	Senior Studio
One elective	

Art Therapy:

ART2301	Introduction to Art Therapy
ART3301	Principles of Art Therapy
ART4365/4366	Art Therapy Practicum I & II

Art History:

ART1201	Survey of Western Art I
or	
ART1202	Survey of Western Art II
ART2215	Modern Art
One elective	

Biology:

BIOL1102	Human Biology
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Psychology:

PSYCH1501	General Psychology
PSYCH3211	Theories of Personality
PSYCH3212	Abnormal Psychology Thesis

Recommended: PSYCH2405 and PSYCH3601

* Art therapy majors are not required to take ART1402 Basic Drawing II but may take it as an elective.

Suggested Four-Year Program in Art Therapy

First Year

ART1201	Survey of Western Art I
or	
ART1202	Survey of Western Art II
ART1401	Basic Drawing I
PSYCH1501	General Psychology I

Second Year

ART1407	Introduction to Digital Processes
or	
ART2215	Modern Art
ART2301	Introduction to Art Therapy
ART2403	Design and Composition
ART2433	3D Form Studies
ART3407	Ceramics
BIOL1102	Human Biology
PSYCH3211	Theories of Personality
PSYCH3212	Abnormal Psychology

Third Year

ART1407	Introduction to Digital Processes
or	
ART2215	Modern Art
ART2401	Painting I
ART3301	Principles of Art Therapy
One art history elective	
One studio art elective	

Fourth Year

ART4365/4366	Art Therapy Practicum I & II
ART4417	Senior Studio

Recommended: PSYCH2405 and PSYCH3601

Art Education

Students who wish to pursue an art education major must major in studio art and minor in education. Two pre-practica and a teaching practicum are required.

Students are required to have an advisor in both the art department and the education department.

Thesis and Exhibition Requirement

All art majors are required to submit a non-credit thesis and take part in the senior exhibition in order to graduate. Students in the studio art, graphic design and art education programs choose a thesis topic in their area of interest as well as a faculty advisor in the spring of their junior year. Working independently on their project, students meet on a regular basis with their advisor to discuss their work. Research, formal issues in the visual arts and choice of media are all discussed over the course of the senior year. At the end of April of their

senior year, students present their projects formally before a panel of art faculty. Students are assessed on the quality of their work and their presentation.

Art therapy students submit a comprehensive thesis paper in conjunction with their practicum experience. This paper must adhere to guidelines standard to the field and is presented formally to an art faculty committee. Students also submit an art project in response to their thesis. Art therapy students are also required to submit work for the senior exhibition.

Individualized majors in art history must submit a comprehensive research paper in their area of interest. Students may submit studio work for the senior exhibition.

All artwork submitted for the senior exhibition is juried by the art faculty for inclusion in the exhibition.

Biochemistry

Paul March, Ph.D.

Chair

Biochemistry is a study of the chemical and molecular basis of life. This discipline has emerged as an important cornerstone for students that seek careers in medical and basic sciences. The discovery of the DNA sequence of vast numbers of new genes is useless without an understanding of how these genes elicit their function. The study of the molecular and chemical basis of gene function defines biochemistry. Students that complete this program will learn the chemistry of living systems and be able to apply this knowledge to careers or advanced degrees in medical sciences and related fields. Students will be exposed to current research in lectures, labs and in faculty-supported research projects. Students will learn about the chemical basis of the structure of cellular components such as the cell membrane, the structure of proteins, the structure of nucleic acid (DNA and RNA). Students will also learn about the chemical and molecular basis of how the cell functions, how new cell components are made, how biological machines functions, how genes are reproduced and how genes function. Finally, students will learn how biochemists use information from genomics and bioinformatics in their research by creating their own research projects using these tools. Qualified students will have the opportunity to join research projects directed by Emmanuel College faculty, or enroll in research internships to do biochemical research at a neighboring institution.

Emmanuel College biochemistry majors pursue careers in medicine, veterinary sciences and dentistry; they seek graduate training in biochemistry, molecular biology, immunology, or biotechnology. Others

obtain immediate employment as research technicians in academic or commercial research labs.

Departmental Major B.S. in Biochemistry

Core Requirements:

BIOL1105	Introduction to Cellular and Molecular Biology
BIOL1106	Introduction to Organismic and Evolutionary Biology
BIOL2123	Genetics
BIOL/	Biochemistry I
CHEM 2131	
BIOL3125	Molecular Biology
BIOL/	Systems
CHEM3141	Biochemistry
BIOL/	Research Internships in the Natural Sciences I
CHEM4194	Biochemistry
CHEM3141	Biochemistry
BIOL/	Research Internships in the Natural Sciences II
CHEM4195	Biochemistry Senior Seminar
BIOL4999	
CHEM1101	Principles of Chemistry I ¹
CHEM1102	Principles of Chemistry II ¹
CHEM2101	Organic Chemistry I
CHEM2102	Organic Chemistry II
CHEM3105	Physical Chemistry I *
or	
CHEM3106	Physical Chemistry II *

Electives:

Two Biochemistry electives chosen from the following list:

BIOL3103	Cell Biology
BIOL3105	Endocrinology
BIOL3119	Immunology
BIOL3127	Microbiology

BIOL3132	Advanced Topics in Biochemistry
CHEM2104	Analytical Chemistry
CHEM3121	Molecular Modeling

Additional courses strongly recommended and/or required for certain programs after graduation:

MATH1111	Calculus I
and	
MATH1112	Calculus II
PHYS1109	General Physics I (Calculus)
PHYS1113	General Physics II (Calculus)

Suggested Four-Year Program for Biochemistry Majors

First Year

Fall:

BIOL1105
CHEM1101
MATH1111

Spring:

BIOL1106
CHEM1102
MATH1112

Second Year

Fall:

BIOL2123
CHEM2101 ¹
PHYS1109

Spring:

BIOL2131
CHEM2102
PHYS1113

Third Year

Fall:

BIOL3125
CHEM3105 or 3106 *

Spring:

BIOL3141 Systems Biochemistry
Biochemistry elective

Fourth Year

Fall:

BIOL4999 Senior Seminar in Biochemistry

BIOL4000 or CHEM4195

Spring:

Biochemistry elective
BIOL or CHEM4195

¹ In the Biochemistry major a grade of C or higher is required in CHEM1101 and CHEM1102 for progression to CHEM2101.

* Students may consider taking these subjects in their senior year.

Biology

Paul March, Ph.D.

Chair

The biology major at Emmanuel College has three objectives: 1) to provide students with an understanding of the fundamental concepts in biology; 2) to develop students' capacities to use and critically evaluate scientific knowledge; and 3) to collaborate with students to develop keen problem-solving skills and appreciate how biology is related to issues that affect society.

The biology major provides a solid core of courses along with a rigorous laboratory experience, enabling each graduate to pursue a wide variety of career options. Modern instrumentation and current computer technology are intensively used in the laboratory courses. Laboratory courses also provide an opportunity for student-directed research. Successful and motivated sophomores, juniors and seniors may also be engaged in undergraduate research with faculty. Advanced research through senior research internships is available on or off campus, particularly at the major hospitals and research institutions in the Longwood Medical Area.

Emmanuel College biology majors pursue careers in medicine, veterinary sciences and dentistry; they seek graduate training in biochemistry, public health, molecular biology, immunology, biotechnology and forensics; or they engage in studies in the fields of ecology, environmental sciences, marine or wildlife biology. Others obtain immediate employment as research technicians in academic or commercial research labs. The curriculum also prepares students for the option of secondary school teaching for those interested in a teaching career.

Departmental Major B.S. in Biology

Core Requirements:

BIOL1105	Introduction to Cellular and Molecular Biology
BIOL1106	Introduction to Organismic and Evolutionary Biology
BIOL2123	Genetics
BIOL2131	Biochemistry I
BIOL4160	Seminar
CHEM1101	Principles of Chemistry I
CHEM1102	Principles of Chemistry II *
CHEM2101	Organic Chemistry I
CHEM2102	Organic Chemistry II

* In order for a Biology major to progress to CHEM2101, a grade of at least C- must be obtained in CHEM1102.

Electives:

Five biology electives, which include three with laboratory and two at the 3000-level, with or without a laboratory. Students must choose at least one from each of the two categories of biology electives. The remaining courses are chosen according to interest.

Category 1: Cellular/Molecular Electives

BIOL2115	Determinants of Health and Disease
BIOL2119	Current Topics in Biology Research
BIOL3103	Cell Biology
BIOL3119	Immunology
BIOL3125	Molecular Biology
BIOL3127	Microbiology
BIOL3132	Advanced Topics in Biochemistry
BIOL3135	Cancer Biology
BIOL4194	Research Internships in the Natural Sciences I *

Category 2: Organismic/Systems Electives

BIOL2105	Plant Biology
BIOL2106	Economic Botany
BIOL2107	Ecology
BIOL2113	Human Nutrition
BIOL2117	Histology
BIOL2135	Anatomy and Physiology I
BIOL2137	Anatomy and Physiology II
BIOL2201	Neurobiology
BIOL3101	Analysis of Development
BIOL3105	Endocrinology
BIOL3137	Medical Neuroscience
BIOL3141	Systems Biochemistry
BIOL4194	Research Internships in the Natural Sciences I *

* One semester of the internship counts as a 3000-level biology laboratory elective. The student's advisor determines the appropriate category for the internship. Students receive academic credit for the second internship course, but it would not be counted as one of the 10 biology courses.

Additional courses strongly recommended and/or required for certain programs after graduation:

BIOL2133	Science Communication
MATH1111	Calculus I
	and
MATH1112	Calculus II
	or
MATH1117	Introduction to Statistics
	and
MATH1121	Applied Mathematics for the Natural, Social, and Management Sciences
PHYS1109	General Physics I (Calculus)
PHYS1113	General Physics II (Calculus)

(MATH2113 Applied Statistics may be substituted for MATH1117 Introduction to Statistics)

Suggested Four-Year Program for Biology Majors

First Year

BIOL1105	Introduction to Cellular and Molecular Biology
BIOL1106	Introduction to Organismic and Evolutionary Biology
CHEM1101	Principles of Chemistry I
CHEM1102	Principles of Chemistry II

Second Year

BIOL2123	Genetics
CHEM2101	Organic Chemistry I
CHEM2102	Organic Chemistry II
MATH1111	Calculus I *
MATH1112	Calculus II *
	Biology elective(s)

Third Year

BIOL2131	Biochemistry I
PHYS1109	General Physics I * (Calculus)
PHYS1113	General Physics II * (Calculus)
	Biology elective(s)

Fourth Year

BIOL4160	Seminar
	Biology elective(s)

* Strongly recommended

Distinction in the field of biology requires the completion of two semesters of Research Internships in the Natural Sciences, a public presentation of research results, and a 3.5 cumulative grade point average in biology courses.

**Requirements for Minor in Biology
Five courses (no more than two at the 1000-level), such as:**

BIOL1101	Life on Earth
BIOL1102	Human Biology
	or
BIOL1105	Introduction to Cellular and Molecular Biology

BIOL1106	Introduction to Organismic and Evolutionary Biology
or	
BIOL1110	Human Anatomy and Physiology I
BIOL1111	Human Anatomy and Physiology II

Electives:

Any three biology courses except: BIOL3211, BIOL4160, BIOL4178, BIOL4194, BIOL4195, and BIOL4999

Pre-Medical, Pre-Dental, Pre-Veterinary Students

Students with the goal of medical school, dental school or veterinary school may choose a major in biology, with or without a concentration in biochemistry or neuroscience or a major in chemistry. Specific advising for these students involves the Health Professions Advisory Committee.

The Health Professions Advisory Committee helps students determine a specific program geared to their particular discipline (medical, dental, veterinary, etc.) and advises them in the application process.

Please refer to Special Academic Opportunities for Liberal Arts and Sciences on page 12.

Requirements

For biology students, the following will fulfill all the admissions requirements set by the Association of American Medical Colleges for medical, dental, veterinary and optometry schools:

- B.S. in biology
- Two semesters of physics
- Two semesters of English

B.S. with Concentration in Biochemistry

This program is structured for those pursuing a career in research or health sciences such as medicine or dentistry. Students complete the requirements for a B.S. in biology, but include two semesters of laboratory research, BIOL4194-4195 Research Internships in the Natural Sciences.

Requirements for Concentration in Biochemistry

Five core biology courses, plus:

BIOL4194 Research Internships in the Natural Sciences I

BIOL4195 Research Internships in the Natural Sciences II

One chemistry course from the following:

CHEM2104 Analytical Chemistry

or

CHEM3105 Physical Chemistry I

or

CHEM3106 Physical Chemistry II

Electives:

Four biology electives: two with a laboratory component, one at the 3000-level, with or without laboratory

B.S. with Concentration in Neuroscience

The neuroscience concentration is a collaborative program between the biology and psychology departments. It is designed to give students a solid foundation of biology and chemistry and then the flexibility to follow interests in advanced neuroscience and biology courses. The program also includes capstone seminar and research experiences. The neuroscience concentration can be obtained by both biology and psychology students and comprises seven courses under five components.

Requirements for Concentration in Neuroscience

I. Three introductory science courses

Physiology:

BIOL2135 Anatomy and Physiology I
(for biology majors)

Chemistry:

CHEM1101 Principles of Chemistry I

CHEM1102 Principles of Chemistry II

II. One neuroscience concentration gateway course

BIOL2201 Neurobiology

III. One upper-level neuroscience course

BIOL3137 Medical Neuroscience

IV. Capstone Seminar

BIOL4160 Seminar (Neuroscience section)

V. Research experience

BIOL4194 Research Internships in the Natural Sciences I

or

BIOL4178 Directed Study

Biostatistics Major

Biostatistics is an interdisciplinary study with requirements in both the biology and mathematics departments. Students who major in biostatistics will gain a strong background in mathematics and biology as well as communications skills that are necessary in the working world. Students will be well prepared to find jobs in many newly emerging fields of biotechnology. For details, please refer to the program description of biostatistics on page 64.

Teacher Licensure in Biology

Students seeking teacher licensure in biology must complete a major in biology, as well as complete required education courses and student teaching. Education requirements are available through the education department.

Students seeking Initial Licensure in Massachusetts must pass the Massachusetts Tests for Educator Licensure (MTEL).

Requirements for Teacher Licensure (in addition to five biology core courses):

BIOL2105	Plant Biology
BIOL2107	Ecology
BIOL2135	Anatomy and Physiology I
BIOL3103	Cell Biology
BIOL3125	Molecular Biology

Biostatistics

Matthew Tom, Ph.D.

Coordinator

Biostatistics is an interdisciplinary study with requirements in both biology and mathematics. Students who major in biostatistics will not only gain a strong background in the two fields, but also the communication skills that are essential for success in the working world. Students will be well prepared to find jobs in both current and emerging fields.

Biostatistics is the application of statistical techniques to data generated from biological problems. A career in biostatistics is ideal for students with strength in mathematics and science who enjoy working with computers and numbers, and wish to apply their skills to solving real-world problems in biological research. Graduates with a major in biostatistics can find employment in medical facilities, research institutions, pharmaceutical companies and data analysis organizations. They can also pursue master's or doctoral degrees in statistics, biological research or public health.

B.S. in Biostatistics

Requirements for B.S. in Biostatistics

BIOL1105	Introduction to Cellular and Molecular Biology
BIOL1106	Introduction to Organismic and Evolutionary Biology
BIOL2123	Genetics
BIOL2135	Anatomy and Physiology I
CHEM1101	Principles of Chemistry I
CHEM1102	Principles of Chemistry II
ITECH4101	Programming in SAS
MATH2101	Linear Algebra
MATH2103	Calculus III
MATH2113	Applied Statistics
MATH3103	Probability
MATH3105	Advanced Statistics

Suggested Four-Year Program of Courses

For a student who has taken calculus in high school:

First Year

Fall:

BIOL1105	Introduction to Cellular and Molecular Biology
MATH2103	Calculus III

Spring:

BIOL1106	Introduction to Organismic and Evolutionary Biology
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Second Year

Fall:

CHEM1101	Principles of Chemistry I
MATH2101	Linear Algebra

Spring:

CHEM1102	Principles of Chemistry II
MATH2113	Applied Statistics

Third Year

Fall:

BIOL2123	Genetics
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Spring:

BIOL2135	Anatomy and Physiology I
MATH3103	Probability

Fourth Year

Fall:

MATH3105	Advanced Statistics
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Spring:

ITECH4101	Programming in SAS
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A student who has not taken calculus in high school would take MATH1111 Calculus I and MATH1112 Calculus II in the first year, and MATH2103 Calculus III in the second year.

Chemistry and Physics

Paul March, Ph.D.

Chair

Chemistry Program

Chemistry is the basic science that deals with the composition and transformation of matter. Scientific, medical and technological phenomena ultimately are understood in terms of molecular structure and interactions. Chemistry is often referred to as the central science, and a clear understanding of chemistry is essential for all branches of the natural and physical sciences.

Knowledge of chemistry is also useful in such fields as law, government, business and art. Many aspects of our high-technology society can be understood better from the viewpoint of chemistry. The chemistry department is equipped with the latest instrumentation and computer technology that are used intensively in laboratory courses and student-directed research.

Recognizing the value of an individual research experience, we encourage our students to participate in research projects with the faculty. Summer research opportunities are also available. Internships can be designed to match individual backgrounds and interests. The chemistry program prepares students for graduate study and professional careers in education, academic research, industry and engineering. A major in the chemistry program is also an excellent choice for students in the health sciences and pre-professional programs, including medicine, dentistry, law and pharmacy.

Requirements for Departmental Major with B.S. in Chemistry

CHEM1101	Principles of Chemistry I
CHEM1102	Principles of Chemistry II
CHEM2101	Organic Chemistry I
CHEM2102	Organic Chemistry II
CHEM2104	Analytical Chemistry
CHEM3105	Physical Chemistry I
CHEM3106	Physical Chemistry II
CHEM4160	Senior Seminar in Chemistry
MATH1111	Calculus I
MATH1112	Calculus II
PHYS1109	General Physics I (Calculus)
PHYS1113	General Physics II (Calculus)

Three electives selected from upper-level chemistry courses

Requirements for Departmental Major with Biochemistry Concentration

CHEM1101	Principles of Chemistry I
CHEM1102	Principles of Chemistry II
CHEM2101	Organic Chemistry I
CHEM2102	Organic Chemistry II
CHEM2104	Analytical Chemistry
CHEM2111	Biochemistry I
CHEM3105	Physical Chemistry I
CHEM3106	Physical Chemistry II
CHEM4160	Senior Seminar in Chemistry
MATH1111	Calculus I
MATH1112	Calculus II
PHYS1109	General Physics I (Calculus)
PHYS1113	General Physics II (Calculus)

Three electives: two selected from upper-level chemistry courses; one selected from upper-level biology courses

Distinction in the field of chemistry requires the completion of two semesters of CHEM4195 Research Internships in the Natural Sciences, a public presentation of research results, and a 3.5 cumulative grade point average in Chemistry courses.

Suggested Four-Year Program for B.S. in Chemistry

First Year

CHEM1101	Principles of Chemistry I
CHEM1102	Principles of Chemistry II
MATH1111	Calculus I
MATH1112	Calculus II

Second Year

CHEM2101	Organic Chemistry I
CHEM2102	Organic Chemistry II
PHYS1109	General Physics I (Calculus I)
PHYS1113	General Physics II (Calculus II)

Third Year

CHEM3105	Physical Chemistry I
CHEM3106	Physical Chemistry II
or	
CHEM2104	Analytical Chemistry
	Chemistry electives

Fourth Year

CHEM3105	Physical Chemistry I
CHEM3106	Physical Chemistry II
or	
CHEM2104	Analytical Chemistry
CHEM4160	Senior Seminar in Chemistry

Chemistry electives

Suggested Four-Year Program for B.S. in Chemistry with a Biochemistry Concentration

First Year

BIOL1105	Introduction to Cellular and Molecular Biology
BIOL1106	Introduction to Organismic and Evolutionary Biology
CHEM1101	Principles of Chemistry I
CHEM1102	Principles of Chemistry II
MATH1111	Calculus I
MATH1112	Calculus II

Second Year

CHEM2101	Organic Chemistry I
CHEM2102	Organic Chemistry II
PHYS1109	General Physics I (Calculus I)
PHYS1113	General Physics II (Calculus II)

Third Year

CHEM3105	Physical Chemistry I
CHEM3106	Physical Chemistry II
or	
CHEM2104	Analytical Chemistry
CHEM2111	Biochemistry I
CHEM3132	Advanced Topics in Biochemistry
	Chemistry and biology electives

Fourth Year

CHEM3105	Physical Chemistry I
CHEM3106	Physical Chemistry II
or	
CHEM2104	Analytical Chemistry
CHEM4160	Senior Seminar in Chemistry
	Chemistry and biology electives

Requirements for Departmental Minor

CHEM1101	Principles of Chemistry I
CHEM1102	Principles of Chemistry II
CHEM2101	Organic Chemistry I
CHEM2102	Organic Chemistry II
or	
CHEM2104	Analytical Chemistry

CHEM3105	Physical Chemistry I
or	
CHEM3106	Physical Chemistry II
Two upper-level chemistry courses	

Chemistry Major with Forensic Science Concentration

CHEM1101	Principles of Chemistry I
CHEM1102	Principles of Chemistry II
CHEM1117	Forensic Chemistry with Lab
CHEM2101	Organic Chemistry I
CHEM2102	Organic Chemistry II
CHEM2104	Analytical Chemistry
CHEM2108	Instrumental Analysis
CHEM3105	Physical Chemistry I
CHEM3106	Physical Chemistry II
CHEM3115	Introduction to Toxicology
CHEM3xxx	Chemistry of Fire and Explosives
CHEM4160	Senior Seminar
or	
CHEM4194	Senior Internship in Forensic Sciences

Additional Major Courses:

MATH1111 & 1112 (Calculus I and II),
PHYS1109 & 1113 (Physics I and II)

Courses Recommended to Fulfill General Requirements

ENGL1103	Critical Inquiry
PERF1111	Public Speaking: Voice and Diction
POLSC2603	Problems of Law and Society
PSYCH2203	Social Psychology

Pre-Medical, Pre-Dental, Pre-Veterinary Students

The Health Professions Advisory Committee helps pre-health students determine a specific program geared to their particular discipline (medical, dental, veterinary, etc.). Please refer to Special Academic Opportunities for Liberal Arts and Sciences on page 12.

Requirements for Pre-Health Professions Preparation

For chemistry students, the following will fulfill all the admissions requirements set by the Association of American Medical Colleges for medical, dental, veterinary and optometry schools:

- B.S. in chemistry
- Two semesters of English

Teacher Licensure in Chemistry

Students seeking teacher licensure in chemistry must complete a major in chemistry; required education courses; and student teaching. Education requirements are available through the education department.

Students seeking Initial Licensure in Massachusetts must pass the Massachusetts Tests for Educator Licensure (MTEL).

Physics Program

The physics department offers students the opportunity to develop an understanding of the physical laws governing natural processes and the methods of scientific inquiry. The study of physics provides an excellent preparation for employment in industry or government, elementary or secondary school teaching in physics, or engineering. The department offers courses in general physics, as well as general requirement courses.

Education

Sally Dias, Ed.D.
Chair

Annette Stavros, Ed.D.
Coordinator

The education department prepares students who desire to become elementary and secondary teachers. Students begin by building knowledge of the history and philosophical foundations of education in America. They are trained in current theory and research-based practice in the design, delivery and management of curriculum and instruction. The program also provides opportunities for field-based experiences in urban school settings.

The education program complies with licensure requirements established by the Massachusetts Department of Elementary and Secondary Education. Students seeking elementary teacher licensure must complete a major in liberal studies as well as a major in education. Students seeking secondary teacher licensure must complete a subject area major in addition to a major in education. Specific subject matter requirements for the Initial License may be obtained from Academic Advising. Students seeking Initial Licensure in Massachusetts must pass the Massachusetts Tests for Educator Licensure (MTEL).

Teacher Licensure Program

Students seeking an Initial Teaching License must apply for formal admission to the education program. An application must be filed by March 15 of the student's sophomore year. Applications must be submitted to the Director of Teacher Education and Field-based Experience. Students will be notified by April 5.

To be considered for admission into the education program, students must:

- Submit a writing sample, which may be taken from one of the education courses
- Successfully complete the Communication and Literacy components of the Massachusetts Tests for Educator Licensure
- Have a minimum cumulative grade point average of 2.0 and a minimum grade of C (2.0) in each education course

MTEL Requirements

Students must successfully complete the Communication and Literacy MTEL to be approved for the second part of curriculum courses (EDUC2212 or EDUC2312). Students who have not passed Communication and Literacy and have received a waiver for EDUC2212 or EDUC2312, must participate in MTEL Prep Lab as a requirement of the course.

Elementary education majors must pass the Foundations of Reading MTEL and the General Curriculum MTEL in order to be approved for EDUC4467 Student Teaching Practicum.

Secondary education majors must pass the specific subject area MTEL in order to be approved for EDUC4467 Student Teaching Practicum.

Student Teaching

An application for the student teaching practicum must be filed with the Director of Teacher Education and Field-based Experience during the second semester of the junior year. The application must include the following:

- Elementary and secondary teacher candidates must provide evidence of successful completion of all required MTEL tests

- Students must have a minimum cumulative grade point average of 2.0 and a minimum grade of C (2.0) in each education course and in each course required by the major for Liberal Studies
- Students must complete an interview with an education department faculty member focusing on the student's readiness for the student teaching practicum

Elementary Education

Students interested in Elementary Teacher Licensure (grades 1-6) will complete the liberal studies major and the education major outlined below. The liberal studies major is designed specifically to address the requirements for elementary licensure and to prepare elementary teachers in the content they will teach.

Liberal Studies Major

Specific course requirements for the liberal studies major are listed below.

Liberal Studies Major Requirements for Elementary Education Majors

BIOL1101	Life on Earth
CHEM1110	Introduction to Physical Sciences
ENGL1105	Introduction to Literature
ENGL2304	American Voices I: U.S. Literature to 1865
HIST1106	United States History Since 1877
HIST1108	World History to 1500
MATH1120	Foundations of Mathematics for Teachers I
MATH1122	Foundations of Mathematics for Teachers II
MATH2122	Foundations of Mathematics for Teachers III
SOC2129	Cultural Geography
A 3000-level course in art history, English, history, math or political science	

Four-Year Sequence for Elementary Education Program

First Year

EDUC1111	The Great American Experience
PSYCH1401	Child Psychology

Second Year

EDUC2211	Elementary Curriculum, Assessment and Instructional Design for Diverse Learners I
EDUC2212	Elementary Curriculum, Assessment and Instructional Design for Diverse Learners II *

Third Year

EDUC3211	Literacy and Literacy Methods I
EDUC3212	Literacy and Literacy Methods II *
EDUC3213	Mathematics Methods *
EDUC3214	Science and Social Studies Methods

Fourth Year

EDUC4467	Student Teaching Practicum
EDUC4468	Student Teaching Capstone Seminar
EDUC4469	Capstone Seminar/ Electronic Teaching Portfolio Development

* Includes pre-practicum field-based experience

Secondary Education

Students interested in Secondary Teacher Licensure (grades 5-8 or 8-12) will complete the subject area major and the education major outlined below. Subject area majors leading to teacher licensure at the secondary level are: art, biology, chemistry, English literature, history, mathematics and Spanish.

Four-Year Sequence for Secondary Education Program**First Year**

EDUC1111	The Great American Experience
PSYCH1405	Adolescent Psychology

Second Year

EDUC2311	Secondary Curriculum, Assessment and Instructional Design for Diverse Learners I
EDUC2312	Secondary Curriculum, Assessment and Instructional Design for Diverse Learners II *

Third Year

EDUC3311	Secondary Methods: Classroom Management *
EDUC3312	Secondary Methods: Strategies for Teaching *

Fourth Year

EDUC4467	Student Teaching Practicum
EDUC4468	Student Teaching Capstone Seminar
EDUC4470	Capstone Seminar/ Electronic Teaching Portfolio Development

* Includes pre-practicum field-based experience

Art Education

Students majoring in art may complete a minor in education. The following are the course requirements for art education:

Education Department Requirements for Students in the Elementary Art (PreK-8) Licensure Program

ART3501	Methods and Materials of Teaching Art *
EDUC1111	The Great American Experience
EDUC2211	Elementary Curriculum, Assessment and Instructional Design for Diverse Learners I

EDUC2212	Elementary Curriculum, Assessment and Instructional Design for Diverse Learners II *
EDUC4467	Student Teaching Practicum (12 credits)
EDUC4468	Student Teaching Capstone Seminar (4 credits)
EDUC4469	Elementary Education Capstone Seminar/ Electronic Teaching Portfolio Development (2 credits)
PSYCH1401	Child Psychology

Education Department Requirements for Students in the Secondary Art Education (5-12) Licensure Program

ART3501	Methods and Materials of Teaching Art *
EDUC1111	The Great American Experience
EDUC2311	Secondary Curriculum, Assessment and Instructional Design for Diverse Learners I
EDUC2312	Secondary Curriculum, Assessment and Instructional Design for Diverse Learners II *
EDUC4467	Student Teaching Practicum (12 credits)
EDUC4468	Student Teaching Capstone Seminar (4 credits)
EDUC4470	Secondary Education Capstone Seminar/ Electronic Teaching Portfolio Development (4 credits)
PSYCH1405	Adolescent Psychology

* Includes pre-practicum field-based experience

English

Kelly McGuire, Ph.D.

Chair

The English department offers programs in literature, communication, and writing and literature. The guiding principle behind all three is rhetorical analysis, that is, examining how we use language to influence the beliefs, attitudes or emotions of various audiences. Students who major in any of these departmental programs study the process by which we derive meaning from a variety of texts that are written, oral, visual or multimedia in nature.

Through these three programs, the department seeks to demonstrate how the knowledge associated with the study of English can serve students in their future roles as citizens, cultural consumers and professionals in a society increasingly shaped by language and the media. All programs emphasize the development of students' writing, speaking and research abilities, skills which are in great demand in today's workplace.

Students contemplating majors or minors in the Department of English should note that the professional fields associated with literature, writing, and communication call for advanced levels of literacy. Thus, students who major in the department should expect and desire coursework which heavily emphasizes reading and writing.

A Distinction in the Field program (ENGL4991-4992) involving scholarly research under faculty direction is open to senior English majors with a 3.5 grade point average in department courses.

Students majoring in English follow one of the three programs described below: communication, media and cultural studies program; literature program; or writing and literature program.

Communication, Media and Cultural Studies Program

The communication, media and cultural studies program is organized around eight key areas of knowledge, ability and/or experience the department has identified as essential for those who contemplate entering professional communication fields upon graduation. These eight areas are listed and described below.

1. **Rhetorical Knowledge (1 course)**
Understanding how language and symbols influence beliefs, ideas, and emotions, and how persuasion depends upon ethical choices.
2. **Cultural Literacy (1 course)**
Understanding literary and cultural history through the reading and interpretation of literary texts, and how texts from the past continue to influence print and media sources today.
3. **Creative Writing and Professional Communication (1 course)**
Understanding and practicing the composing processes and research strategies that are essential to achieving success in either the creative or technical writing fields.
4. **Speech and Performance (1 course)**
Understanding the theoretical and practical processes by which printed texts are adapted to a variety of oral communication situations.

5. Media and Visual Literacy (1 course)
Understanding the theoretical and practical processes that influence how written language is interpreted when used in concert with film, visual, computer and multimedia technologies.

6. Theory and Research (1 course)
Writing and researching at an advanced level as a prelude to the senior capstone experience.

7. Professional Experience (1 course)
Applying the knowledge gained through classroom work to an internship in the communication field.

8. Senior-level/Capstone Research Seminar (1 course)
Applying at an advanced level the research skills and knowledge gained in earlier communication courses to the completion of a major research project.

9, 10. Two additional electives from any category in the communication menu (2 courses)
Students choose one course from each of the eight categories and two additional courses from any category in the communication menu. Students must complete two 3000-level literature or theory courses.

Requirements for Departmental Major in Communication, Media and Cultural Studies

The following courses fulfill the requirement under which they are listed:

- 1. Rhetorical Knowledge (1 course)**
 - ENGL1208 Persuasive Strategies and Rhetorical Traditions
- 2. Cultural Literacy (1 course)**
 - ENGL2101 English Literature I
 - ENGL2102 English Literature II
 - ENGL2106 Irish Identities: Literature and Culture
 - ENGL2303 The Modern American Novel
 - ENGL2304 American Voices I: U.S. Literature to 1865

- ENGL2305 Writing Women
- ENGL2309 The Haves and Have-Nots: American Authors on Money, Class and Power
- ENGL2321 Performing Gender
- ENGL2323 Short Fiction
- ENGL2325 Spirituality and the Literary Imagination
- ENGL2402 Shakespeare: Tragedies, Comedies, Histories and Romances
- ENGL2406 The Rise of the British Novel
- ENGL2408 The Modern British Novel: Empire and After
- ENGL2409 The Political Novel
- ENGL2413 African American Literature: A Tradition of Resistance
- ENGL2417 Literature of the Black Atlantic
- ENGL2604 American Voices II: U.S. Literature Since 1865
- ENGL2701 Literature and Film

3. Creative Writing and Professional Communication (1 course)

- ENGL2501 Journalism
- ENGL2504 Prose Writing
- ENGL2506 Poetry Writing
- ENGL2507 Fiction Writing
- ENGL2521 Public Relations Writing
- ENGL2523 Introduction to Advertising
- ENGL3501 Writing for the Electronic Media
- ENGL3801 Feature Writing
- ITECH2109 Using the Internet: Tools and Techniques
- ITECH3103 Information Systems in the Workplace
- MGMT2307 Organizational Behavior
- SOC2113 Methods of Social Research (with permission)

4. Speech and Performance (1 course)

ENGL1207	Critical Speech Communication
PERF2111	Acting I: Basic Techniques
PERF2112	Acting II: Styles and Genres

5. Media and Visual Literacy (1 course)

ART1407	Introduction to Digital Processes
ART2215	Modern Art
ART2403	Design and Composition
ART2433	3D Form Studies
ENGL2321	Performing Gender
ENGL2701	Literature and Film
ENGL3301	The American West in Film and Literature
ENGL3303	Images of Masculinity
ENGL3701	Media Theory
ENGL3705	Monsters, Madness and Mayhem: The Gothic Tradition in Film and Literature
ITECH3105	Social Issues in Computing

6. Theory and Research (1 course)

ENGL3301	The American West in Film and Literature
ENGL3303	Images of Masculinity
ENGL3305	Satire
ENGL3309	Characters of the Long 18th Century
ENGL3601	Crime Stories and American Culture
ENGL3701	Media Theory
ENGL3703	Critical Theory and the Academy
ENGL3705	Monsters, Madness and Mayhem: The Gothic Tradition in Film and Literature
ENGL3991	Special Topics I
ENGL3992	Special Topics II

7. Professional Experience (1 course)

ENGL4994	Internship I
ENGL4995	Internship II

8. Capstone Research Seminar (1 course)

ENGL4999	Senior Seminar
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9, 10. 2 additional courses from the communication menu**Suggested Four-Year Program for Departmental Major in Communication, Media and Cultural Studies**

The communication major is designed to be completed in eight semesters of full-time study (four years) and should be planned when possible in the following sequence, with specific courses chosen to complete each requirement:

In the First Two Years

Rhetorical Knowledge Requirement:	
ENGL1208	Persuasive Strategies and Rhetorical Traditions (to be taken as the first course in the major and should be completed no later than sophomore year)

Cultural Literacy Requirement
Creative Writing and Professional
Communication

Speech and Performance
Media and Visual Literacy

In the Final Two Years

Theory and Research Requirement:
Professional Experience Requirement
Capstone Seminar
3000-level communication menu course
Elective courses from any of the
eight categories

The department recommends that, if possible, communication program majors complete a minor program in another department. Although any department is relevant, minors in graphic design, information technology, management, or organizational leadership are particularly useful as they provide additional preparation in areas already included in the communication menu. See respective department listings for minor requirements.

Requirements for Departmental Minor in Communication, Media and Cultural Studies

ENGL1208 Persuasive Strategies and Rhetorical Traditions

Students must take four additional courses from the communication menu, one from each of the following categories:

Creative Writing and Professional Communication
Speech and Performance
Media and Visual Literacy, and
Theory and Research.

At least one course must be at the 3000-level. The communication, media and cultural studies minor is available to non-English majors only.

Literature Program

The literature program specifically enables students to study texts composed in, or translated into, English and to understand the various cultural forces that have influenced their making. Students gain a broad overview of major texts and traditions in British, American and world literature, as well as familiarity with critical theory. The literature major, with its focus on developing students' cultural and rhetorical awareness, as well as speaking, reading, and writing skills, is excellent preparation for graduate study and professional careers in law, business, education, publishing, journalism, public relations, human resource management and advertising.

1. Rhetorical Knowledge (1 course)

Students study rhetoric as the foundation of English studies and learn how to read and interpret a variety of texts as persuasive messages.

2. Foundational Knowledge (1 course)

Students gain an understanding of the place and influence of various canonical texts (the Bible, Shakespeare, world myths) in Western literature.

3. British Literature (1 course)

Students study important British novelists, poets, or dramatists, both canonical and contemporary, and apply the tools of literary study to reading and writing about these texts.

4. American Literature (1 course)

Students study important American novelists, poets, or dramatists, both canonical and contemporary, and apply the tools of literary study to reading and writing about these texts.

5. British OR American Literature (1 course)

Students gain additional knowledge of central figures in either British or American literature and apply the tools of literary study to reading and writing about these texts.

6. Global/Non-Western Perspectives (1 course)

Students gain an appreciation of the literature outside of the traditional British and American canons.

7. 2000-level or above English department offering (1 course)

Students gain additional knowledge in the disciplines of literature, writing or communication. Choose any 2000-level or above English department offering.

8. 3000-level or above English department offering (2 courses)

Students gain additional knowledge in literature, writing or communication at an advanced level as a prelude to the senior seminar experience.

9. Capstone Experience (1 course)

Applying at an advanced level the research skills and knowledge gained in earlier communication courses to the completion of a major research project.

Students in the literature program are strongly urged to complete an internship in addition to the 10-course requirement.

Requirements for Departmental Program in Literature

1. Rhetorical Knowledge (1 course)

ENGL1208 Persuasive Strategies and Rhetorical Traditions

2. Foundational Knowledge (1 course)

ENGL2402 Shakespeare: Tragedies, Comedies, Histories and Romances

ENGL2325 Spirituality and the Literary Imagination

RELIG1111 Introduction to the Bible

3. British Literature (1 course)

ENGL2101 English Literature I

ENGL2102 English Literature II

ENGL2106 Irish Identities: Literature and Culture

ENGL2402 Shakespeare: Tragedies, Comedies, Histories and Romances

ENGL2406 The Rise of the British Novel

ENGL2408 The Modern British Novel: Empire and After

4. American Literature (1 course)

ENGL2303 The Modern American Novel

ENGL2304 American Voices I: U.S. Literature to 1865

ENGL2413 African American Literature: A Tradition of Resistance

ENGL2604 American Voices II: U.S. Literature Since 1865

5. British OR American Literature (1 course)

ENGL2101 English Literature I

ENGL2102 English Literature II

ENGL2106 Irish Identities: Literature and Culture

ENGL2303 The Modern American Novel

ENGL2304 American Voices I: U.S. Literature to 1865

ENGL2402 Shakespeare: Tragedies, Comedies, Histories and Romances

ENGL2406 The Rise of the British Novel

ENGL2408 The Modern British Novel: Empire and After

ENGL2413 African American Literature: A Tradition of Resistance

ENGL2604 American Voices II: U.S. Literature Since 1865

6. Global/Non-Western Perspectives (1 course)

ENGL2103 Literary Mirrors: Introduction to World Literature

ENGL2105 Contemporary Latin American Fiction

ENGL2124 History through Fiction: Event and Imagination

ENGL2417 Literature of the Black Atlantic

ENGL3421 Spanish Caribbean Literature

7. 2000-level or above English department offering (1 course)

Choose any 2000-level or above English department offering

8. 3000-level or above English department literature offering (2 courses)

ENGL3301 The American West in Film and Literature

ENGL3303 Images of Masculinity

ENGL3305 Satire

ENGL3309 Characters of the Long 18th Century

ENGL3601 Crime Stories and American Culture

ENGL3701 Media Theory

ENGL3703 Critical Theory and the Academy

ENGL3705 Monsters, Madness and Mayhem: The Gothic Tradition in Film and Literature

ENGL3991	Special Topics I
ENGL3992	Special Topics II
9. Capstone Experience (1 course)	
ENGL4999	Senior Seminar

Suggested Four-Year Program for Departmental Major in Literature

Students in the literature program should complete ENGL1208 no later than the end of their second year. The 3000-level requirements and senior seminar should be completed in the final two years. All other courses should be scheduled in consultation with the student's departmental advisor.

Requirements for Departmental Minor in Literature

ENGL1208	Persuasive Strategies and Rhetorical Traditions
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Four additional literature courses chosen in consultation with the department chair. At least one course must be at the 3000-level.

The literature minor is available to non-English majors only.

Teacher Licensure in English

Students seeking teacher licensure in English (literature program) must complete a major in English as well as complete required education courses and student teaching. Education requirements are available through the education department.

Students seeking Initial Licensure in Massachusetts must pass the Massachusetts Tests for Educator Licensure (MTEL).

Writing and Literature Program

The writing and literature program is based on the principle that the study of literature is essential for students who seek careers in either publishing or journalism or who hope to pursue a Master of Fine Arts in writing. The program blends the study of literature

with intensive coursework in writing and offers students the opportunity to focus, at an advanced level, on a particular genre (i.e., literary non-fiction, fiction, poetry, journalism).

1. Rhetorical Knowledge (1 course)

Students study rhetoric as the foundation of English studies and learn how to read and interpret a variety of texts as persuasive messages.

2. British Literature (1 course)

Students study important British novelists, poets, or dramatists, both canonical and contemporary, and apply the tools of literary study to reading and writing about these texts.

3. American Literature (1 course)

Students study important American novelists, poets or dramatists, both canonical and contemporary, and apply the tools of literary study to reading and writing about these texts.

4. 2000-level or above English department offering (1 course)

Students study important American or British novelists, poets, or dramatists, both canonical and contemporary, and apply the tools of literary study to reading and writing about these texts.

5. Core writing course (1 course, ENGL2504)

Students focus on developing creative non-fiction writing skills required for upper-level courses in this track.

6. 2000-level or above English department writing course (1 course)

Depending on individual interests, students focus on writing in a particular genre.

7. 3000-level or above English department literature offering (1 course)

Students deepen their knowledge of the literary canon and theories and practice research at an advanced level.

8. 3000-level English department writing workshop (1 course, ENGL3504)

Students focus on writing creative non-fiction at an advanced level.

9. 3000-level or above English department writing or internship course (1 course)

Either through an internship or coursework, students learn how writing skills apply to various professional work environments.

10. Capstone Experience (1 course, ENGL4160)

Students create a writing portfolio based on individual interests and learn how to submit material for publication.

Requirements for Departmental Program in Writing and Literature

The following courses fulfill the requirement under which they are listed:

1. Rhetorical Knowledge (1 course)

ENGL1208 Persuasive Strategies and Rhetorical Traditions

2. British Literature (1 course)

ENGL2101 English Literature I

ENGL2102 English Literature II

ENGL2106 Irish Identities: Literature and Culture

ENGL2402 Shakespeare: Tragedies, Comedies, Histories and Romances

ENGL2406 The Rise of the British Novel

ENGL2408 Modern British Novel: Empire and After

3. American Literature (1 course)

ENGL2303 The Modern American Novel

ENGL2304 American Voices I: U.S. Literature to 1865

ENGL2413 African American Literature: A Tradition of Resistance

ENGL2604 American Voices II: U.S. Literature Since 1865

4. 2000-level or above English department literature offering (1 course)

ENGL2101 English Literature I

ENGL2102 English Literature II

ENGL2303 The Modern American Novel

ENGL2304 American Voices I: U.S. Literature to 1865

ENGL2305 Writing Women

ENGL2309 The Haves and Have-Nots: American Authors on Money, Class and Power

ENGL2321 Performing Gender

ENGL2323 Short Fiction

ENGL2325 Spirituality and the Literary Imagination

ENGL2402 Shakespeare: Tragedies, Comedies, Histories and Romances

ENGL2406 The Rise of the British Novel

ENGL2408 Modern British Fiction: Empire and After

ENGL2409 The Political Novel

ENGL2413 African American Literature: A Tradition of Resistance

ENGL2604 American Voices II: U.S. Literature Since 1865

ENGL2701 Literature and Film

5. 2000-level English department core writing course (1 course)

ENGL2504 Prose Writing

6. 2000-level or above English department writing course (1 course)

ENGL2501 Journalism

ENGL2506 Poetry Writing

ENGL2507 Fiction Writing

ENGL2521 Public Relations Writing

ENGL3501 Writing for the Electronic Media

ENGL3801 Feature Writing

7. 3000-level or above English department literature offering (1 course)

ENGL3301	The American West in Film and Literature
ENGL3303	Images of Masculinity
ENGL3305	Satire
ENGL3309	Characters of the Long 18th Century
ENGL3601	Crime Stories and American Culture
ENGL3701	Media Theory
ENGL3703	Critical Theory and the Academy
ENGL3705	Monsters, Madness and Mayhem: The Gothic Tradition in Film and Literature
ENGL3991	Special Topics I
ENGL3992	Special Topics II
ENGL4178	Directed Study

8. 3000-level English department writing workshop (1 course)

ENGL3504	Advanced Prose Writing
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9. 3000-level or above English department writing course (1 course)

ENGL3501	Writing for the Electronic Media
ENGL3801	Feature Writing
ENGL3804	Critical Approaches to Organizational Communication
ENGL4994	Internship

10. Capstone Experience (1 course)

ENGL4160	Writing Seminar
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Students in the Writing and Literature track are strongly encouraged to complete an internship in addition to the 10-course requirement.

Requirements for Departmental Minor in Writing

The following courses are required for the writing minor:

ENGL1208	Persuasive Strategies and Rhetorical Traditions
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ENGL2504	Prose Writing
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Any two of the following courses:

ENGL2501	Journalism
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ENGL2506	Poetry Writing
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ENGL2507	Fiction Writing
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ENGL2521	Public Relations Writing
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One of the following:

ENGL3501	Writing for the Electronic Media
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ENGL3504	Advanced Prose Writing
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ENGL3801	Feature Writing
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The writing minor is available to non-English majors only.

Environmental Science

G. Douglas Crandall, Ph.D., Biology
Emmanuel Coordinator

The Colleges of the Fenway consortium is committed to providing excellence in environmental science education. The Environmental Science major at the Colleges of the Fenway offers unique opportunities for students to use the many specialized laboratory and faculty resources located within the COF system. Each program allows students to concentrate their environmental science focus in specialized areas of interest, with tracks in science and technology, health and safety or pre-law and policy. These tracks permit students to tailor their environmental science education to the career they wish to pursue. Students interested in this COF program should consult one of the Emmanuel College coordinators.

Sample Curriculum for Environmental Health and Safety Track (COF courses are in italics)

First Year

<i>Fall:</i>	
BIOL1105	Introduction to Cellular Biology
CHEM1101	Principles of Chemistry I
FYS	
MATH1111	Calculus I

<i>Spring:</i>	
BIOL1106	Introduction to Organismic Biology
CHEM1102	Principles of Chemistry II
MATH1117	Introduction to Statistics
	<i>Environmental Science Forum I (2 credits)</i>

Second Year

<i>Fall:</i>	
CHEM2101	Organic I
ECON1101	Principles of Microeconomics
PHYS1109	Physics I

Christine Jaworek-Lopes, Ph.D., Chemistry
Emmanuel Coordinator

<i>Spring:</i>	
BIOL2107	Ecology
PHYS1113	Physics II
	<i>Environmental Science Forum II (2 credits)</i>

Third Year

<i>Fall:</i>	
BIOL2135	Anatomy and Physiology I
CHEM2104	Quantitative Analysis
	General Environmental Elective
<i>Spring:</i>	
	Environmental Health and Safety Elective
	<i>Environmental Science Forum III (2 credits)</i>
	<i>Environmental Ethics (Simmons)</i>
	<i>Environmental Chemistry (Wentworth)</i>

Fourth Year

<i>Fall:</i>	
	Environmental Health and Safety Elective
	General Environmental Elective or
	Environmental Health and Safety Elective
	Internship
<i>Spring:</i>	
	Environmental Health and Safety Elective
	Internship

Sample Curriculum for Environmental Science and Technology Track (COF courses are in italics)

First Year

<i>Fall:</i>	
BIOL1105	Introduction to Cellular Biology
CHEM1101	Principles of Chemistry I
FYS	
MATH1111	Calculus I

<i>Spring:</i>	
BIOL1106	Introduction to Organismic Biology
CHEM1102	Principles of Chemistry II
MATH1117	Introduction to Statistics
	<i>Environmental Science Forum I (2 credits)</i>

Second Year*Fall:*

CHEM2101	Organic I
ECON1101	Principles of Microeconomics
PHYS1109	Physics I

Spring:

BIOL2107	Ecology
PHYS1113	Physics II

Environmental Science Forum II (2 credits)

Third Year*Fall:*

CHEM2104	Analytical Chemistry
POLSC3201	General Environmental Elective

Spring:

Environmental Science and Tech Elective
Environmental Science Forum III (2 credits)
Environmental Chemistry (Wentworth)

Fourth Year*Fall:*

Environmental Science and Tech Elective
General Environmental Elective or
Environmental Science and Tech Elective
Internship

Spring:

ECON3115	Economics and the Environment
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Environmental Science and Tech Elective
Internship
Environmental Ethics (Simmons)

**Sample Curriculum for
Environmental Pre-Law and Policy Track**
(COF courses are in italics)

First Year*Fall:*

BIOL1105	Introduction to Cellular Biology
CHEM1101	Principles of Chemistry I
FYS	

Spring:

BIOL1106	Introduction to Organismic Biology
CHEM1102	Principles of Chemistry II
MATH1117	Introduction to Statistics

Environmental Science Forum I (2 credits)

Second Year*Fall:*

CHEM2101	Organic I
ECON1101	Principles of Microeconomics

Spring:

BIOL2107	Ecology
PHYS1121	Energy and the Environment

Environmental Science Forum II (2 credits)

Third Year*Fall:*

CHEM2104	Analytical Chemistry
POLSC3201	Public Policy General Environmental Elective

Spring:

ECON3115	Environmental Economics
MGMT2301	Legal Environment of Business

Environmental Science Forum III (2 credits)

Environmental Ethics (Simmons)

Environmental Chemistry (Wentworth)

Fourth Year*Fall:*

General Environmental Elective
Pre-Law/Policy Elective
Internship

Spring:

Pre-Law/Policy Elective
Internship

**Elective Courses Offered at
Emmanuel**

General Environmental Electives

BIOL2105	Plant Biology
BIOL2106	Economic Botany
BIOL2107	Ecology
BIOL2113	Science Communication
BIOL2131	Biochemistry
BIOL3127	Microbiology
CHEM2102	Organic Chemistry II (with Lab)
CHEM2108	Instrumental Methods of Analysis
CHEM2113	Chemistry of the Boston Waterways
MATH1117	Introduction to Statistics

PHIL1115 Recent Moral Issues
RELIG2108 Religion and
the Environment;
Ethical Explorations

Health and Safety Track Electives

BIOL2123 Genetics

Pre-Law/Policy Track Electives

ECON2113 The Politics of
International Economic
Relations

MGMT2301 Legal Environment
of Business

PHIL2103 Ethics at Work

Elective Courses Offered at Other COF Institutions

General Environmental Electives

Mass. Art:

AD3X0 Sustainable Architecture

Simmons:

CHEM327 Energy and
Global Warming

Environmental Health and Safety Track

MCPHS:

PHY381 Radiation Physics
and Instrumentation

PSB352 Pathophysiology

SAS220 Introduction to
Health Care Delivery

Wentworth:

CHEM205 Chemical
Health and Safety

ENVM105 Environmental
Health and Safety

ENVM490 Environmental
Risk Assessment

Environmental Science and Technology Track

MCPHS:

PHY381 Radiation Physics
and Instrumentation

Simmons:

BIOL333 Marine Biology

Wentworth:

CHEM205 Chemical
Health and Safety

ENVM105 Environmental
Health and Safety

ENVM215 Environmental Ecology

ENVM350 Water and Wastewater
Treatment

ENVM430 Fundamentals of
Chemical Processes

ENVM490 Environmental
Risk Assessment

EMVM520 Sustainability of the
Built Environment

ENVM570 Introduction to Air, Noise,
and Radiation Pollution

ENVM595 Waste Management I
GEO400 Site Characterization

Environmental Pre-Law and Policy Track

MCPHS:

SAS220 Introduction to
Health Care Delivery

SAS250 American Government
and Public Policy

Simmons:

ECON239 Government Relations
of Industry

POLS217 American Public Policy

Wentworth:

ENVM440 Environmental Impact
and Protection

ENVM520 Sustainability of the
Built Environment

ENVM580 Energy Resources
and Conservation

Foreign Languages

Arlyn Sanchez Silva, Ph.D.

Chair

The Department of Foreign Languages offers a major and a minor in Spanish as well as an individually designed interdisciplinary major with a concentration in Spanish. Students interested in pursuing this second option should meet with the department chair as early as possible in their academic programs to discuss their particular interests. The department also offers Arabic, French and Italian language courses, as well as World Literature in Translation courses.

Students who choose not to fulfill the requirements of a foreign language minor or major may instead pursue a Foreign Language Certificate in French, Italian or Spanish. This course of study gives students an official acknowledgement of completion of a structured program of basic language skills. The Foreign Language Certificate program is recommended for students who want to enhance their knowledge of a foreign language. Successful completion of a language certificate will be noted on the student's transcript.

Spanish courses comprise the study of language, as well as the incorporation of the students' experience into the reading and analysis of representative literature of the Spanish-speaking world. French courses cover two levels of language and also include the study of Francophone literature and cultures. World Literature in Translation courses, taught in English, introduce the student to major world authors.

Language Laboratory facilities allow students to further develop oral and aural command of language skills.

The department encourages study abroad at accredited academic institutions and strongly encourages Spanish majors and

minors to participate in Emmanuel College's study abroad program in Oviedo, Spain.

Requirements for Departmental Major in Spanish

Five LANG courses at the 2000-level and above

LANG2413 Spanish Conversation and Composition I

LANG3417 Spanish American Experience: An Overview

LANG3429 Great Figures of Spanish Literature

An additional 3000-level course

Senior Seminar

Major courses are chosen with departmental advising

Requirements for Departmental Minor in Spanish

Four LANG courses at the 2000-level and above

Two 3000-level courses at Emmanuel College
Minor courses are chosen with departmental advising

Requirements for a Foreign Language Certificate

Five courses chosen with departmental advising at the beginning level and above

Teacher Licensure in Foreign Language (Spanish)

Students seeking teacher licensure in Spanish must complete a major in Spanish as well as complete required education courses and student teaching. Education requirements are available through the education department. Students seeking Initial Licensure in Massachusetts must pass the Massachusetts Tests for Educator Licensure (MTEL).

Gender and Women's Studies

Jennifer Nepper Fiebig, Ph.D.

Coordinator

Courses in gender and women's studies provide a focused opportunity to explore, in historical and contemporary perspective, the ways in which gender affects human identities and relationships. It is a dynamic, multidisciplinary approach to the study and analysis of women's experiences, contributions, voices, and lives and the effects that culturally based gender roles has on men's and women's lives. Over 30 years of scholarship have produced a wide range of theories and research that challenge and invigorate every area of academic investigation.

Requirements for a Minor in Women's Studies

IDS2113 Basic Issues in Gender and Women's Studies (SA)

Four additional courses from the following list, or from approved offerings at other Colleges of the Fenway, selected in consultation with faculty advisor:

BIOL1102 Human Biology (SI-L)
 ENGL2305 Writing Women (AI-L)
 ENGL2321 Performing Gender (AI-L)
 HIST2123 Topics in European Women's History

HIST2205 Women in American History
 LANG3427 Contemporary Spanish American Women Novelists (AI-L)
 PHIL3107 Women and Philosophy
 PSYCH2103 Relationships, Marriage, and the Family (SA)
 PSYCH3101 Seminar: Psychology of Women
 PSYCH4178 Directed Study (on relevant topic)
 RELIG2131 Relationships and Sexuality: Christian Perspectives (R)
 RELIG2217 Women in World Religions
 RELIG2219 Women in Christian Traditions (R)
 SOC2115 Family and Gender Roles

Students may also elect to design an interdisciplinary major in gender and women's studies, under the individualized major program, by choosing relevant courses in various departments at Emmanuel and the Colleges of the Fenway.

Global Studies and International Affairs

Javier Marion, Ph.D. and Petros Vamvakas, Ph.D.

Coordinators

The Global Studies and International Affairs program is an interdisciplinary major designed to prepare students for work and life in an increasingly interconnected world. The program provides a broad-based foundation in world history, culture, politics and economics. Students will gain in-depth understanding of international relations, conflict and change, and a heightened sensitivity to diverse cultures. The major is well-suited to students interested in a career in such rapidly growing sectors as international business, law, media, and governmental and non-governmental organizations concerned with diplomacy, policymaking, public health, peace, relief operations, immigration and the environment.

The major in global studies consists of 13 courses. At least two courses in the major must be taken at the 3000-level. Students should choose all their courses in consultation with their advisors, in order to pursue their particular interests and arrange their programs to broaden and deepen their knowledge. Global Studies and International Affairs faculty advisors can recommend specific course selections for majors who wish to pursue the study of world resources, diplomacy and war and peace, international culture and ideology, or a particular region. Students with a particular interest in Latin America are advised to consider the Latin American minor, described below.

Requirements for Major in Global Studies and International Affairs

Core Courses (seven required courses)

HIST1109	Modern World History
POLSC1401	Introduction to International Relations
ECON2113/ POLSC2409	Politics of International Economic Relations *
SOC2129	Cultural Geography
SOC3115	Sociology of Globalization
GLST4100	Senior Seminar

Choose one of the following:

RELIG2105	Judaism
or	
RELIG1335	World Religions
or	
RELIG2202	Hinduism
or	
RELIG2208	Global Christianity
or	
RELIG2211	Islam
or	
RELIG2212	Buddhism: Beliefs and Practices

* Students who have completed ECON1101 and ECON1103 should consider taking ECON3103 The International Economy in place of POLC2409.

Electives (choose six of the following):

ECON1103	Principles of Macroeconomics
ECON3103	The International Economy
ECON3115	Economics and the Environment
ECON3204	Economics of Latin America

ENGL2106	Irish Identities: Literature and Culture	LANG3427	Contemporary Spanish American Women Novelists
ENGL2409	The Political Novel		
ENGL2417	Literature of the Black Atlantic	LANG3429	Great Figures of Spanish Literature
ENGL3991	Special Topics: Post-Colonial Rewriting	MGMT2202	International Management
ENGL/ LANG2103	Literary Mirrors: Introduction to World Literature	PERF1304	Musics of the World
		PHIL2114	Global Ethics
ENGL/ LANG2105	Contemporary Latin American Fiction	POLSC1301	Introduction to Comparative Government and Politics
ENGL/ LANG3421	Spanish Caribbean Literature	POLSC2302	European Politics: From Transition to Integration
HIST1107	African History: Themes	POLSC2401	American Foreign Policy
HIST1108	World History to 1500	POLSC2411	The Contemporary Middle East: Challenges and Promise
HIST2116	History of Modern Latin America		
HIST2119	19th Century Europe	POLSC2413	International Law and Institutions
HIST2120	Europe in the Era of World War	POLSC3301	Comparative Politics of Developing States
HIST2122	History of Colonial Latin America	POLSC3303	Street Democracy
HIST2123	Topics in European Women's History	POLSC3403	Human Issues in International Relations
HIST2124/ ENGL2124	History through Fiction: Event and Imagination	POLSC3405	Strategies of War and Peace
HIST2401	Modern China: Continuity and Change	POLSC3415	Issues of People and Politics in the Middle East
HIST3111	United States and Global Issues: 19th and 20th Centuries	RELIG2105	Judaism
		RELIG2202	Hinduism
HIST3119	The Individual and Society in European History	RELIG2208	Global Christianity
		RELIG2211	Islam
HIST3121	Surviving Columbus: History of Native Americans 1492 to 1992	RELIG2212	Buddhism: Beliefs and Practices
		RELIG3133	Social Justice and Religious Traditions
HIST3401	Cult of Mao	SOC1107	Introduction to Anthropology
IDS2113	Basic Issues in Women's Studies	SOC2105	Race, Ethnicity and Group Relations
ITECH3105	Social Issues in Technology	SOC2107	The Urban World
LANG3417	Spanish American Experience: An Overview		

Capstone Experience

GLST4100 Senior Seminar
and Internship

The seminar is the capstone of the Global Studies and International Affairs major. It consists of two interactive components: internships and a major research paper. Classes will rotate between the two projects. The first, the practical application of coursework in an internship appropriate to the student's interests, will involve the goals and interactions of the internship site project. The second, advanced analysis, research and writing, requires that the student focus on a topic approved by the instructor, and write his or her senior thesis. Initial meetings involve discussion of why students chose particular internships, how the sites are organized, what new skills are being developed, special experiences, etc. Next, the development of each student's research project and presentation is the focus. Topics, sources, interviews, outlines, drafts of presentations, and finally the presentations themselves are the subject of seminar discussion. Ideally it would be best if each student's thesis is related to the subject matter of his or her internship, but it is not a requirement that the two be connected. Especially important is that a student research a topic which is a culmination of coursework, study and thinking on the part of the student and which is of particular interest to him or her.

Each student will do at least 12 hours a week of work at an internship site and write a 25-50 page research paper, properly cited, with a full bibliography. Further, each student will make a full presentation of his or her research findings and analysis before the paper is finally written. Students will also keep a journal of their internship work to be submitted at the end of the semester.

Students enrolling in this program are strongly urged to complete a semester or year of study abroad as part of the major.

Latin American Studies Minor

Students desiring to minor in Latin literary must complete a total of five courses selected from three different fields, including one of two required core courses. One of the courses must be at the 3000-level.

In addition, students are required to achieve an intermediate level of language proficiency in Spanish or Portuguese (at the College, if available, or at another approved institution, or through a study abroad program).

Requirements for a Minor in Latin American Studies

Required Core Courses:

HIST2116 History of Modern Latin America

or

POLSC2301 Latin American Politics

Electives (choose four courses from three different fields):

ECON3109 Emerging Economies

ECON3204 Economics of Latin America

ENGL2417 Literature of the Black Atlantic

HIST2116 History of Modern Latin America

HIST2122 History of Colonial Latin America

HIST2221/ Caribbean Thought, Culture and Society

GLST2221 Surviving Columbus: History of Native Americans 1492 to 1992

HIST3121 Contemporary Latin American Fiction (conducted in English)

LANG2105 Spanish at Work in the Community (lectures in Spanish)

LANG2416	Latin American Peoples and Cultures
LANG3411	Latin American Literary Giants (lectures in Spanish)
LANG3417	Spanish American Experience: An Overview (lectures in Spanish)
LANG3421	Spanish Caribbean Literature (conducted in English)
LANG3427	Contemporary Spanish American Women Novelists (lectures in Spanish)
POLSC2301	Latin American Politics
POLSC3301	Comparative Politics
POLSC3303	Street Democracy

Health Care

Maggie Cole Beebe, Ph.D.

Coordinator

Health care is an important and contemporary issue of great concern in the United States and throughout the world. The minor in health care integrates knowledge from several disciplines as well as Emmanuel's location in the heart of the Longwood Medical Area to provide students with multiple lenses through which to explore questions about health care. The knowledge developed through completion of three core courses (in ethics, sociology, and economics) is strengthened when combined with study of more specific health care issues, such as pharmaceuticals or the aging of our population. Through multiple perspectives, students will be able to further develop the critical-thinking skills necessary to address the complex issues currently surrounding health care in the U.S. and beyond.

Requirements for a Minor in Health Care

ECON3113	Economics of Health Care
PHIL2113	Ethics of Health Care
SOC2123	Health Care: Systems, Structures and Cultures

Two additional courses from the following list, selected in consultation with the faculty advisor. Students majoring in a non-science field should choose a science elective as one of their courses:

BIOL1211	Emerging Infectious Diseases (SI)
BIOL2113	Human Nutrition (SI)
CHEM1105/1125	Prescription and Non-Prescription Drugs (SI-L/SI)
PSYCH2304	Adulthood and Aging
PSYCH2405	Health Psychology
SOC1111	Introduction to Social Work
SOC2119	Age and Generations

History

Melanie Murphy, Ph.D.

Chair

The study of history enables students to understand change and continuity across time in the United States, Europe and the world. Courses survey such topics as the growth and decline of states and societies, the conduct of war and the pursuit of justice, cultural achievements, religious belief and forms of worship, reform movements, influential ideologies, the significance of race, gender and class and exploration and colonization. Students look at cultures and civilizations both nearby and remote as they study topics such as Boston's neighborhoods, the British presence in India or the ideals of the ancient Greeks. Examining instances of beauty, progress and success on the world stage as well as episodes of carnage, cruelty and injustice familiarizes students with the range and commonality of human experience and gives them perspective on the present.

Analyzing historical records and interpretations enables students to become more perceptive, confident and sophisticated writers and thinkers. The department provides training in research methods, theories of history, and the opportunity for applied work through a broad range of internship choices in archives, libraries, museums and government and media agencies.

Requirements for Departmental Major in History

HIST1105	United States History to 1877
HIST1106	United States History Since 1877
HIST1108	World History to 1500
HIST1109	Modern World History
HIST4000	Senior Seminar: Historiography
Five other departmental courses, at least two of which must be at the 3000-level	

Internships are not required, but are available.

Requirements for Departmental Minor in History

HIST1105	United States History to 1877
or	
HIST1106	United States History Since 1877
and	
HIST1108	World History to 1500
or	
HIST1109	Modern World History
Three additional departmental courses	

Teacher Licensure in History

Students seeking teacher licensure in history must complete a major in history as well as complete required education courses and student teaching. Education requirements are available through the education department.

Students seeking Initial Licensure in Massachusetts must pass the Massachusetts Tests for Educator Licensure (MTEL).

**History Content Course Requirements
for Secondary Education Students**

HIST1105	United States History to 1877
HIST1106	United States History Since 1877
HIST1108	World History to 1500
HIST1109	Modern World History
HIST2119	19th-Century Europe
HIST2120	Europe in the Era of World War
HIST4000	Senior Seminar: Historiography
SOC2129	Cultural Geography

Three other departmental courses, at least
two of which must be at the 3000-level

Information Technology

Jeanne Trubek, Ph.D.

Chair

Recognizing the need for students to be prepared for the increased role of technology in the global economy, the information technology department offers courses to fulfill the foundation skills of the general requirements as well as a minor in information technology. Courses in the department facilitate students' understanding of the role of computers in education, communication and media, business and strategic decision making. Students will gain hands-on experience with software applications that allow information gathering, critical evaluation, organization and presentation. Students will also explore the social and ethical implications of the development and application of technology.

A minor in information technology will expand the student's skill set, providing preparation for careers, graduate school and life in a technological society. Students choosing a minor in information technology will utilize the most current software and hardware programs to gain additional skills necessary for success in the liberal arts. The 20-credit minor consists of one required course: ITECH2100 Information Technology for a Changing Society. Students will choose the remaining courses from the following list.

Requirements for Departmental Minor

Required Course:

ITECH2100 Information Technology for a Changing Society

16 credits of additional technology based courses selected from the following or in consultation with departmental advisor:

ART1407	Introduction to Digital Processes
ENGL3501	Writing for Electronic Media
ITECH2101	Problem Solving with Computers
ITECH2107	Computer Databases: Designs and Applications
ITECH2109	Using the Internet: Tools and Techniques
ITECH2113	Introduction to Computer Programming
ITECH2115	Introduction to Programming with MATLAB
ITECH3103	Information Systems in the Workplace
ITECH3105	Social Issues in Computing
ITECH4101	Programming in SAS

Leadership

Diana Stork, M.B.A., Ph.D.

Coordinator

Emmanuel College offers a minor in organizational leadership, a multidisciplinary program for students who want to learn about leadership generally and who hope to make a difference wherever they end up working. Regardless of formal position or title, people can be influential, they can be leaders. The minor in organizational leadership challenges students with a rigorous, values-based, mission-driven curriculum that blends conceptual learning, experiential learning, and reflection to foster leadership competence.

This six-course minor includes an ethics course, Organizational Behavior, a leadership sequence (two courses), and one elective that deals with social issues/problems of today.

Requirements for the Minor in Organizational Leadership

1. MGMT2211 Leadership: Person and Process
2. MGMT2307 Organizational Behavior
3. MGMT3211 Leadership at Work
4. ENGL1207 Critical Speech Communication
 - or
 - ENGL1208 Persuasive Strategies and Rhetorical Traditions
 - or
 - PERF1111 Public Speaking: Voice and Diction
5. PHIL2103 Ethics at Work
 - or
 - PHIL 1115 Recent Moral Issues
 - or
 - PHIL 2106 Ethical Theory
6. Elective: A service-learning course or other course dealing with a contemporary social problem or issues of public policy. Courses not listed here that a student thinks should count for the elective are encouraged to speak with the Coordinator of the Organizational Leadership Minor.
 - BIOL2115 Determinants of Health and Disease
 - CHEM2113 Chemistry of Boston Waterways
 - ECON3113 Economics of Health Care
 - ECON3115 Economics and the Environment
 - ENGL2309 The Haves and the Have-Nots: American Authors on Money, Class and Power
 - LANG2415 Spanish at Work in the Community
 - MGMT3110 Management Research for Positive Change
 - PHIL2113 Health Care Ethics
 - POLSC2603 Problems of Law and Society
 - POLSC3209 Public Policy, the Law and Psychology
 - PSYCH2405 Health Psychology
 - RELIG2130 Catholic Social Teaching (Cross-referenced with SOC2131)
 - SOC2105 Race, Ethnicity and Group Relations
 - SOC2123 Health Care: Systems, Structures and Cultures
 - SOC2127 Social Class and Inequality

Management and Economics

Diana Stork, M.B.A., Ph.D.

Chair

The management/economics department offers a major in management and a minor in economics and a minor in management. In addition, the department coordinates the minor in organizational leadership and the minor in health care.

The management major reflects the reality of management today—a field of study and action that is fundamentally multidisciplinary, drawing theories and models from disciplines such as economics, mathematics, sociology, political science, and psychology. Built on a broad conceptual background, the discipline of management focuses on the processes by which an organization's resources are allocated and coordinated, for the purpose of achieving goals. Dedicated to creating value for the organization, the effective manager will have technical, analytical, and social competencies, as well as communication skills and the ability to make ethical decisions in the face of uncertainty and difficult problems.

The management major provides graduates with a general understanding of business principles supported by a strong background in the liberal arts. Management students learn concepts and theories, as well as skills and tools necessary to manage responsibly in a complex society. The comprehensive liberal arts foundation teaches students to think critically, be problem solvers, and communicate well. In their management courses, students develop further competencies in writing, quantitative analysis, ethics and social responsibility, leadership and teamwork, international/multicultural issues, and technology.

This integrated management degree prepares students to participate effectively and ethically in the constantly changing business world. Graduates will be strong management generalists prepared for a wide range of careers in business or not-for-profit organizations.

Specifically, students graduating with a major in management understand the following responsibilities in for-profit and in not-for-profit organizations.

Management responsibilities include:

- Understanding how managers operate in a changing global business environment
- Familiarity with the technical aspect of business management, including skills of sorting, analyzing, and reporting data needed by management for reviewing operational results and planning future action
- Competency in using computer software and the Internet for managerial decisions
- Knowledge of how people behave and interact in an organizational context and being able to apply concepts and theory to practical people and organizational problems
- Examining and discussing ethical issues faced by managers and issues of social responsibility faced by companies

Marketing responsibilities include:

- Competence in applying concepts and principles within marketing, an integrated discipline in which policy and operating decisions reflect marketing strategy
- Proficiency in communicating orally and in written form to present qualitative and quantitative information needed in making marketing decisions

- The ability to address issues of ethics and social responsibility in marketing

Accounting and Finance responsibilities include:

- Being able to read and analyze annual reports
- Understanding the measurement approaches taken by accountants to make financial information more meaningful and reliable
- Knowledge of the essential elements of management accounting, including the planning and control techniques of budgeting, allocating costs to products or services, and competency with analytical techniques and the Excel computer spreadsheet program
- Knowing how to read the financial information, to invest in financial markets and to value stocks and bonds
- Being able to use financial data to review results and plan for future business activity
- Being able to evaluate alternative financing options for management

Operations responsibilities include:

- Understanding how organizations produce goods and provide services
- The ability to apply concepts and techniques to the design, planning, production, delivery, control and improvement of both manufacturing and service operations

Economics principles for management include:

- Being able to use economics concepts and theory to analyze issues of supply, demand, and price at both a macro level and for individual firms
- Understanding economic theories as they apply to current issues

People responsibilities include:

- Understanding and predicting the behavior of people and groups in the work environment

- Applying organizational behavior concepts and ideas to learning about self and others at work
- Developing interpersonal and team insights and skills

Strategic responsibilities include:

- Being able to adopt strategic perspectives and orientations, whether at the level of senior strategist or general manager
- Being able to integrate previous coursework in order to design strategies and implementation plans
- Applying conceptual frameworks for strategic analysis
- Considering values and ethical perspectives to inform socially responsible decision making

Capstone Experience

Management majors take two capstone courses:

MGMT4303	Strategic Management
MGMT4396	Management Internship

Strategic Management focuses on developing and implementing strategies that reflect the interests and concerns of a range of stakeholders. Students use tools and knowledge from other courses to assess company performance, identify problems and possibilities, and develop strategies and action plans, taking into consideration issues of effectiveness, efficiency, and social responsibility.

In their management internship, students apply theoretical knowledge to a practical setting. The course provides them with the opportunity to gain experience in their chosen career and to make a contribution to the organization in which they complete their internship. In addition to working at their internship site, students attend seminar sessions that deal with theoretical, practical, and ethical aspects of work.

Recent interns have held positions in the following areas:

- Research analysis
- Financial investment
- Account management
- Service support
- Human resources
- Service support
- Marketing and design
- Event planning
- Customer service
- Accounting/taxes
- Accounting/payroll
- Target marketing
- Sales support
- Development

Below is a list of some of the organizations in which management majors have recently held internships:

- Watertown Savings Bank
- American Red Cross
- Eduventures
- Harpoon Brewery
- Family Justice Center of Boston
- Morgan Stanley
- Merrill Lynch
- Habitat for Humanity
- Office of the Governor
- The Charles Hotel
- Mellon Financial Corporation
- Kraft Foods
- The Georgetown Club
- WFXT Fox25
- Clinton Foundation HIV/AIDS Initiative
- Massachusetts General Hospital
- Sports and Society
- Boston Bruins

Recent graduates are now working for a wide variety of organizations—large financial institutions, medium-sized accounting firms, nationally recognized advertising agencies, and not-for-profit service agencies. Some of our graduates have moved on to own their own business. Other management

majors pursue graduate degrees in various disciplines that include business administration, social work, law, economics, and international finance.

Management Major

Required Core Courses

ECON1101	Principles of Microeconomics
ECON1103	Principles of Macroeconomics
	Economics elective
MGMT1101	Foundations of Management
MGMT1201	Financial Accounting
MGMT2201	Managerial Accounting
MGMT2301	Legal Environment of Business
MGMT2307	Organizational Behavior
MGMT3301	Principles of Marketing
MGMT3302	Operations Management
MGMT3305	Financial Management
MGMT4303	Strategic Management
MGMT4396	Management Internship

Management majors must also complete the following mathematics courses:

MATH1117	Introduction to Statistics
and one of the following two courses:	
MATH1111	Calculus I
or	
MATH1121	Applied Mathematics for the Natural, Social and Management Sciences

Management majors are encouraged to take:

PHIL2103	Ethics at Work
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Electives

The management/economics department offers a number of electives that management majors may take. Here are some examples:

ECON2101	History of Economic Thought
ECON3103	The International Economy

ECON3105	Money and Financial Markets	ART2403	Design and Composition
ECON3109	Emerging Economies	ART2432	Graphic Design I
ECON3113	Economics of Health Care	ART2443	Digital Photography I: New Technologies in Photography
MGMT2111	Personal Finance	ENGL1207	Critical Speech Communication
MGMT2202	International Management	ENGL1208	Persuasive Strategies and Rhetorical Traditions
MGMT2211	Leadership: Person and Process	ENGL2521	Public Relations Writing
MGMT2410	Introduction to Entrepreneurship	ENGL2523	Introduction to Advertising
MGMT3110	Management Research for Positive Change	ENGL3701	Media Theory
MGMT3207	Human Resource Management	ITECH2101	Problem Solving with Computers
		PERF1111	Public Speaking

Management majors may wish to focus their elective choices, although they are not required to do so. For example, students wanting a global focus for their electives would select courses that supported that interest. They could choose from courses within the management/economics department and from courses offered by other departments. Here are some examples of relevant courses from other departments:

HIST1109	Modern World History
MGMT2202	International Management
POLSC1401	International Relations
RELIG2135	Religions of the World
SOC2105	Race, Ethnicity and Group Relations
SOC2129	Cultural Geography
SOC3115	The Sociology of Globalization

Students wanting a public relations, media, and design focus could select courses that supported that interest. They might choose electives, for example, from the following courses:

ART1401	Basic Drawing I
ART1407	Introduction to Digital Processes

Students wanting a technology focus for their electives might take computer applications and technology courses like:

ITECH2101	Problem Solving with Computers
ITECH2107	Computer Databases: Designs and Applications
ITECH2109	Using the Internet: Tools and Techniques
ITECH3103	Information Systems in the Workplace

Departmental Minors

In addition to the major in management, the department offers two minors: a minor in management and a minor in economics, as well as two minors that are coordinated through the department.

Minor in Management

ECON1101	Principles of Microeconomics
MGMT1101	Foundations of Management
MGMT1201	Financial Accounting

Two management courses at the 2000-level or above

**Minor in Economics
(for non-management majors)**

- ECON1101 Principles of Microeconomics
 - ECON1103 Principles of Macroeconomics
 - ECON2101 History of Economic Thought
- Two economics courses at the 2000-level or above, where at least one is at the 3000-level or above

**Minor in Economics
(for management majors)**

Four economics courses at the 2000-level or above, where at least two are at the 3000-level or above

A management major completing an economics minor must take ECON1101, ECON1103, ECON2101 and four other economics courses because “a student may count only four credits in his/her major toward a minor, but the total number of credits (for the major and minor combined) cannot be fewer than 60” (see page 10).

Coordinated Minors

These multidisciplinary minors include courses from the management/economics department and courses from other departments. Listed here are the requirements for the two coordinated minors.

**Minor in Organizational Leadership
(Coordinator: Professor Stork)**

(See page 92 of the Catalog for more information about this minor.)

- 1. MGMT2211 Leadership: Person and Process
- 2. MGMT2307 Organizational Behavior
- 3. MGMT3211 Leadership at Work
- 4. ENGL1207 Critical Speech Communication

or

- ENGL1208 Persuasive Strategies and Rhetorical Traditions
- or
- PERF1111 Public Speaking: Voice and Diction
- 5. PHIL2103 Ethics at Work
- or
- PHIL1115 Recent Moral Issues
- or
- PHIL2106 Ethical Theory

6. Elective: A service-learning course or other course dealing with contemporary social problems or issues of public policy. Courses not listed here that a student thinks should count for the elective are encouraged to speak with the Coordinator of the Organizational Leadership Minor.

- BIOL2115 Determinants of Health and Disease
- CHEM2113 Chemistry of Boston Waterways
- ECON3113 Economics of Health Care
- ECON3115 Economics and the Environment
- ENGL2309 The Haves and the Have-Nots: American Authors on Money, Class and Power
- LANG2415 Spanish at Work in the Community
- MGMT3110 Management Research for Positive Change
- PHIL2113 Health Care Ethics
- POLSC2603 Problems of Law and Society
- POLSC3209 Public Policy, the Law and Psychology
- PSYCH2405 Health Psychology
- RELIG2130 Catholic Social Teaching (Cross-referenced with SOC2131)
- SOC2105 Race, Ethnicity and Group Relations

SOC2123	Health Care: Systems, Structures and Cultures
SOC2127	Social Class and Inequality

Minor in Health Care**(Coordinator: Professor Beebe)**

(See page 88 in this catalog for more information about this minor.)

1. PHIL2113 Health Care Ethics
2. SOC2123 Health Care: Systems, Structures and Cultures
3. ECON311 Economics of Health Care
4. Two additional courses from the following list, selected in consultation with the student's faculty advisor or minor coordinator. Students majoring in a non-science field should choose a science elective as one of their elective courses:

BIOL1211	Emerging Infectious Diseases
BIOL2113	Human Nutrition
CHEM1105/1125	Prescription and Non-Prescription Drugs
PSYCH2304	Adulthood and Aging
PSYCH2405	Health Psychology
SOC1111	Introduction to Social Work
SOC2119	Age and Generations

Second Year

MATH1117	Introduction to Statistics
MGMT1201	Financial Accounting
MGMT2201	Managerial Accounting
PHIL2103	Ethics at Work **
	Economics elective

Third Year

MGMT2301	Legal Environment of Business
MGMT2307	Organizational Behavior
MGMT3301	Principles of Marketing
MGMT3302	Operations Management
MGMT3305	Financial Management

Fourth Year

MGMT4303	Strategic Management
MGMT4396	Management Internship

*Students with a strong math background may take MATH1111 Calculus I or MATH1112 Calculus II.

**Students are encouraged to take this course, although it is not a requirement for the major.

Students should choose electives and their internships with career goals in mind.

Suggested Four-Year Program for Management Major**First Year**

ECON1101	Principles of Microeconomics
ECON1103	Principles of Macroeconomics
MATH1121	Applied Mathematics for the Natural, Social and Management Sciences *
MGMT1101	Foundations of Management

Mathematics

Jeanne Trubek, Ph.D.

Chair

The goal of the mathematics program is to provide a solid theoretical understanding of mathematics and an appreciation of the many applications in science and other disciplines. Mathematics is a powerful collection of tools for analyzing and solving problems. It is also a rich field of study filled with imagination and creativity. A solid background in mathematics will position graduates for careers in any field that requires quantitative and analytical skills. Those who major in mathematics will focus on both the abstract aspects and the applications of mathematics. Graduates are prepared to continue their studies at graduate school or to enter the workforce in many different fields. These fields include marketing, finance, statistics, biotechnology or education. The number of opportunities in many of these fields has increased dramatically in the past few years.

Requirements for Departmental Major

MATH2101	Linear Algebra
MATH2103	Calculus III
MATH2109	Discrete Methods
MATH2113	Applied Statistics
MATH3101	Real Analysis
MATH3107	Abstract Algebra
MATH4157	Seminar in Mathematics

At least three electives to be chosen from:

ITECH2115	Introduction to Programming with MATLAB
ITECH4101	Programming in SAS
MATH2104	College Geometry
MATH2107	Differential Equations
MATH3103	Probability

MATH3105	Advanced Statistics
MATH3109	Operations Research
MATH4178	Directed Study
MATH4194	Internship

Students must satisfactorily complete MATH2101 Linear Algebra before declaring a major in mathematics.

Requirements for Departmental Minor

This minor provides a strong background in mathematics for a variety of majors. The program offers valuable support to the student in their post-Emmanuel careers and provides essential background for students pursuing graduate work.

Required Courses:

MATH1111	Calculus I
MATH1112	Calculus II

Four electives to be chosen from:

ITECH2115	Introduction to Programming with MATLAB
MATH2101	Linear Algebra
MATH2103	Calculus III
MATH2104	College Geometry
MATH2107	Differential Equations
MATH2109	Discrete Methods
MATH2113	Applied Statistics
MATH3101	Real Analysis
MATH3103	Probability
MATH3105	Advanced Statistics
MATH3107	Abstract Algebra
MATH3109	Operations Research

Students exempt from Calculus I and/or Calculus II by placement will choose additional electives for a total of six courses.

Teacher Licensure in Mathematics

Students seeking teacher licensure in mathematics must complete a major in mathematics as well as complete required education courses and student teaching. Education requirements are available through the education department. Interested students should also consult the mathematics department regarding the optimal selection of electives. Students who are seeking teacher licensure in mathematics must select MATH2104 College Geometry as one of their electives.

Students seeking Initial Licensure in Massachusetts must pass the Massachusetts Tests for Educator Licensure (MTEL).

Biostatistics Program

Biostatistics is an interdisciplinary study with requirements in both the biology and mathematics departments. Students who major in biostatistics will gain a strong background in mathematics and biology as well as communications skills that are necessary in the working world. Students will be well prepared to find jobs in many newly emerging fields of biotechnology. For details, please refer to the biostatistics section on page 64.

Performing Arts

Tom Schnauber, Ph.D.

Chair

Performing Arts may be selected as a concentration in an individually designed interdisciplinary major. An individualized major with performing arts as a component allows students to combine courses in this department with carefully selected courses from another department or departments. The courses that complete an individualized major are chosen with the aid of a faculty advisor. Students prepare for careers in such varied fields as musical and theatrical performance, teaching, theater design, music publishing, arts management, and stage managing (please refer to Individualized Majors in this catalog).

It is also possible to combine theater arts and music without involving another department. There are many performance opportunities through involvement with the Emmanuel College Theater Guild, which performs three to six productions each year. Students also direct plays under faculty guidance. Student playwriting is encouraged and supported. The Performance Techniques for the Singing Actor and Dance courses present one show each semester. The Emmanuel College Chorus and the Colleges of the Fenway Orchestra, Chorus, and Jazz Band are among the performance opportunities.

A departmental internship is available, and students have interned at such sites as The Huntington Theatre Company, The Boston Lyric Opera, The Boston Symphony Orchestra, J Magazine, The Speakeasy Theatre, the Massachusetts Bureau of Travel and Tourism and the New England Aquarium.

Requirements for a Minor in Music

6 courses (24 credits)

PERF1321 *	Foundations of Western Music (AI-A)
PERF1301	Song: From the Monks to the Monkees (AI-A)
or	
PERF1302	Music-Theater through the Ages (AI-A)
PERF1304	Musics of the World (AI-A)
PERF2321	Harmony through Creative Composition

Three semesters of performance courses, which can include:

	Performance(s) in a musical theater production
PERF0311	Emmanuel College Chorus (0 credits)
PERF0312	Performance Techniques for the Singing Actor (0 credits)
COF Orchestra and/or Chorus	(0 credits)
PERF2312	Advanced Performance Techniques for the Singing Actor (4 credits)

or

Other performances (to be decided in consultation)

Two or more courses (including Directed Study) to be decided in consultation. If 2312 is taken (4 credits), then one more course (including Directed Study) to be decided in consultation.

- * A student may be exempt from taking PERF1321 through demonstration of skills and mastery of knowledge as determined by the course instructor and department chair. In such a case, another course would be decided, in consultation with the department chair, to take its place.

Requirements for a Minor in Theater Arts

6 courses (24 credits)

- PERF1111 Public Speaking:
Voice and Diction
- PERF2111 Acting I: Basic Techniques
- Four other courses chosen in consultation with the department advisor

Philosophy

Thomas F. Wall, Ph.D.

Chair

Philosophy was originally defined by the Greeks as “love of wisdom.” Wisdom is knowledge that enables us to understand ourselves and our world and to live a good life. In this spirit, the department strives to help students explore the meaning of humanity, God, freedom, knowledge, society, history, good and evil, and to construct a personal worldview. The successful student of philosophy finds it to be intellectually exciting and rewarding, and is better able to interpret the meaning of his or her life.

While the study of philosophy is valuable for its own sake and as preparation for living a fuller, richer life, it also has considerable practical value. Philosophy students develop high levels of the type of skills required for success in many of today’s most interesting careers, such as teaching, law, medicine, business and a variety of leadership positions. Successful students can question assumptions, analyze ideas carefully, reason accurately, solve problems creatively, think

in an interdisciplinary fashion and develop other critical-thinking skills that are in great demand in our rapidly changing world.

Philosophy may be selected as a concentration in an individually designed interdisciplinary major. The requirements of this major will be determined by a faculty advisor in consultation with the student. Many students choose to supplement this individualized major with another major or minor in another field.

Students may also minor in philosophy to complement their studies in the liberal arts and sciences.

Requirements for Departmental Minor in Philosophy

PHIL1117	Critical Thinking
PHIL2101	Problems of Philosophy
Three additional philosophy courses, one of which must be a 3000-level course	

Political Science

Melanie Murphy, Ph.D.

Chair

The major in political science is geared towards helping students understand, research and critically assess the intricate relationships between peoples and their domestic governmental and political systems and in the international arena. Political scientists study such topics as peace and war, the making of public and international policy, the values held by people in particular political systems, political participation, and the political roles of special interests, the media and public opinion, among other issues. All of these are related to the expectations people have of their leaders and how their leaders behave. The political science department offers students the opportunity to integrate theory and classroom learning with practice, through such experiences as classroom simulations, internships, or participation in Model UN.

The department offers a wide range of courses in the areas of American politics and government, comparative politics and government, international relations, law, and political theory. Each of these sub-fields of the discipline of political science is crucial to an understanding of the entirety of the discipline. Once students have satisfied the requirements of the departmental major, they can concentrate on any of the above sub-fields. The senior internship seminar is the capstone course that offers the opportunity for students to work with political and governmental decision makers, interest groups, legislators and the media. Graduates of the political science department have excelled in a variety of fields,

including law, academe, public policy, government, journalism, campaign management, and in elective offices. Political science graduates have had a profound impact on the domestic and international arenas, and are involved in a range of issues and movements, such as human rights both at home and abroad, political reform, legal reform and public policy advocacy.

Requirements for Departmental Major

POLSC1201	Introduction to American Politics and Government
POLSC1301	Introduction to Comparative Government and Politics
POLSC1401	Introduction to International Relations
POLSC1501	Political Theory and Analysis (to be taken prior to senior year)

Senior seminar

Five additional political science courses exclusive of internships or directed studies. At least two electives must be at the 3000-level.

It is recommended that political science majors take the following courses outside the department:

ECON1103	Principles of Macroeconomics
MATH1117	Introduction to Statistics
SOC2113	Methods of Social Research
SPCH1101	Dynamics of Speech Communication

Other courses outside the department may be recommended following individual consultation with departmental advisors. These will be determined by the student's proposed course of study and interests.

Requirements for Departmental Minor

- POLSC1201 Introduction to American Politics and Government
- POLSC1301 Introduction to Comparative Government and Politics
- POLSC1401 Introduction to International Relations
- POLSC1501 Political Theory and Analysis
- Two upper-level political science electives

Psychology

Kimberly Eretzian Smirles, Ph.D.

Chair

Psychology is a rich and varied discipline. Dedicated to the scientific study of the complexity and diversity of the mind and behavior, psychology covers a broad area of study, including cognition, memory, motivation, interpersonal relationships, personality, psychological disturbance and psychotherapy.

Psychology majors receive a broad liberal arts education as well as training in the specialized knowledge and skills of psychology. This training can be applied in a wide variety of work settings, such as with children and the elderly, or in institutional and mental health facilities. Emmanuel graduates have continued their education at the master's and doctoral level in psychology, social work, health care and other professional fields. Some graduates work in human resources, personnel and related careers in business and academia. Graduates have also been involved in research, in college teaching, and in human services within a variety of institutions and agencies and within a broad range of clinical settings.

The psychology department offers a B.A. degree in psychology with four tracks, which help to guide students' coursework in an area that helps them to meet their academic and professional goals.

General/experimental psychology is a broad program containing theoretical and laboratory components based in the liberal arts context.

Developmental psychology is a program that concentrates on developmental psychology through the human life span.

Counseling and health psychology concentrates on interviewing skills and modern research on coping and dealing with stress and other health-oriented issues.

The *neuroscience* concentration is the result of a collaboration between the psychology and biology departments. This program of study is designed to provide students with a solid foundation in the psychological, biological and chemical sciences.

The early core courses in psychology provide the scientific background for later courses that build upon students' knowledge base, capacity to analyze and critical-thinking skills. Upper-level courses allow students to explore more deeply specific areas in scientific psychology and further develop critical sophistication through directed research, exposure to psychological literature and senior internships.

Requirements for Departmental Major

Required Courses

PSYCH1501	General Psychology
PSYCH2207	Quantitative Methods in Psychology
PSYCH2209	Physiological Bases of Behavior
PSYCH2701	Research Methods in Psychology
PSYCH3111	Cognition
PSYCH4100	Experimental Psychology

**Additional Requirements for
Departmental Tracks**

General/Experimental Psychology:

- PSYCH3212 Abnormal Psychology
 PSYCH3215 History and Systems
 of Psychology
 Senior capstone experience (2 semesters):
 PSYCH4282-3 Senior Directed Research
 I and II
 or
 PSYCH4494-5 Internship in Psychology
 I & II

- At least two electives from the following:
 PSYCH2105 Cross-Cultural Psychology
 PSYCH2203 Social Psychology
 PSYCH2303 Child and Adolescent
 Psychology
 PSYCH2304 Adulthood and Aging
 PSYCH2405 Health Psychology
 PSYCH3101 Seminar: Psychology
 of Women
 PSYCH3211 Theories of Personality
 PSYCH3601 Counseling Theories
 and Techniques

Developmental Psychology:

- PSYCH2303 Child and Adolescent
 Psychology
 PSYCH2304 Adulthood and Aging
 PSYCH3601 Counseling Theories
 and Techniques
 Senior capstone experience (2 semesters):
 PSYCH4282-3 Senior Directed Research
 I & II
 or
 PSYCH4494-5 Internship in Psychology
 I & II

- At least one elective from the following:
 PSYCH2103 Relationships, Marriage
 and the Family
 PSYCH2105 Cross-Cultural Psychology
 PSYCH2203 Social Psychology
 PSYCH2405 Health Psychology
 PSYCH3211 Theories of Personality

- PSYCH3212 Abnormal Psychology
 PSYCH3215 History and Systems
 of Psychology

Counseling and Health Psychology:

- PSYCH2405 Health Psychology
 PSYCH3212 Abnormal Psychology
 PSYCH3601 Counseling Theories
 and Techniques
 Senior capstone experience (2 semesters):
 PSYCH4494-5 Internship in Psychology
 I & II
 or
 PSYCH4282-3 Senior Directed Research
 I & II

- At least one elective from the following:
 PSYCH2103 Relationships, Marriage
 and the Family
 PSYCH2105 Cross-Cultural Psychology
 PSYCH2203 Social Psychology
 PSYCH2303 Child and Adolescent
 Psychology
 PSYCH2304 Adulthood and Aging
 PSYCH3101 Seminar: Psychology
 of Women
 PSYCH3211 Theories of Personality
 PSYCH3215 History and Systems
 of Psychology

Neuroscience:

- BIOL1110 Anatomy and Physiology
 BIOL2201 Neurobiology
 CHEM1101 Principles in Chemistry I
 CHEM1102 Principles in Chemistry II
 PSYCH2405 Health Psychology
 or
 PSYCH3212 Abnormal Psychology
 BIOL3137 Medical Neuroscience
 BIOL4160 Neuroscience Seminar
 PSYCH4478 Directed Study
 or
 PSYCH4496 Internship

With departmental approval, psychology majors may substitute BIOL1110 and BIOL1111 Human Anatomy and Physiology I and II for PSYCH2209 Physiological Bases of Behavior.

Requirements for Minor in Psychology

At least five courses are required.

PSYCH1501	General Psychology
PSYCH3211	Theories of Personality
either:	
PSYCH2303	Child and Adolescent Psychology
or	
PSYCH2304	Adulthood and Aging
either:	
PSYCH2203	Social Psychology
or	
PSYCH2105	Cross-Cultural Psychology
either:	
PSYCH3212	Abnormal Psychology
or	
PSYCH3601	Counseling Theories and Techniques

Once students declare their major and are assigned an advisor, they should consult with their department advisor as soon as possible.

Recommended Four-Year Sequence of Courses for Psychology Majors

First Year

PSYCH1501	General Psychology
MATH1117	Introduction to Statistics
BIOL1110	Human Anatomy and Physiology I
and	
BIOL1111	Human Anatomy and Physiology II
or	
PSYCH2209	Physiological Bases of Behavior
PSYCH2207	Quantitative Methods in Psychology

Second Year

PSYCH2209	Physiological Bases of Behavior
PSYCH2207	Quantitative Methods in Psychology
PSYCH2701	Research Methods in Psychology
Depending on student's track:	
PSYCH2303	Child and Adolescent Psychology
PSYCH2304	Adulthood and Aging
PSYCH2203	Social Psychology
PSYCH2405	Health Psychology

Third Year

PSYCH3111	Cognition
PSYCH4100	Experimental Psychology
Depending on student's track:	
BIOL2201	Neurobiology
PSYCH3601	Counseling Theories and Techniques
PSYCH3212	Abnormal Psychology
PSYCH3215	History and Systems of Psychology

Fourth Year

PSYCH4494-5	Internship in Psychology I & II
or	
PSYCH4282-3	Senior Directed Research I & II
Electives:	
PSYCH2103	Relationships, Marriage and the Family
PSYCH3101	Seminar: Psychology of Women
PSYCH3211	Theories of Personality

Distinction in the Field

College-wide criteria specify completion of a research project and a 3.5 minimum GPA in the major. Psychology majors in any concentration complete a substantive project (with approval from the faculty supervisor) in the capstone course and present during Senior Distinction Day.

Religious Studies

Reverend Thomas L. Leclerc, M.S., Th.D.

Chair

Religion or religious expression is a universal phenomenon evident in cultures throughout history and throughout the world. The department serves a diverse student population by providing the opportunity to explore Roman Catholicism, as well as other expressions of Christianity and other religious traditions. Rooted in the intellectual and social justice traditions of Catholicism, courses in the religious studies department are designed to explore religion as a dimension of the human quest for meaning. Courses address national and global diversity of religious belief and practice, the interface of religion with other social institutions and the impact of social location (race, gender, economic status and so forth) on religion.

Courses at the 1000-level provide students with a basic introduction to the methods and content of the academic study of religion. Courses at the 2000-level have more focused content and require a greater depth of student research and written and/or oral presentation. Courses at the 3000-level are discussion-oriented seminars where content is partially determined according to student interests. These upper-level courses usually provide the opportunity for oral as well as written presentation of independent research projects. Juniors and seniors taking their first course in religious studies are encouraged to begin at the 2000-level.

Religious studies may be selected as a concentration in an individually designed interdisciplinary major. Students interested in pursuing this option should meet with the department chair as early as possible in their academic programs to discuss their particular interests.

Requirements for Departmental Minor in Religious Studies

Five courses chosen in consultation with a departmental advisor, at least one of which must be at the 3000-level, and no more than two at the 1000-level.

Requirements for the Minor in Catholic Studies:

Two introductory courses:

RELIG1103	Introduction to Catholic Theology
RELIG1111	Introduction to the Bible

Two courses from the following offerings:

ART2205	Italian Renaissance
ART2219	Baroque Art and Architecture
ENG2325	Spirituality and the Literary Imagination
HIST2127	Religion, Society and Europe
HIST2128	Immigrants in the American Experience
HIST2129	American Catholics: Diversity and Change
PHIL3115	Ancient and Medieval Philosophy
RELIG2108	Religion and the Environment: Ethical Explorations
RELIG2111	Love and Justice: Christian Ethics
RELIG2130/ RELIG2203	Ethics in the N.T.: Discipleship and Community
RELIG2205	Gospels: Portraits of Jesus
RELIG2207	The Church: Sacramental Community for Justice

RELIG2209	History of Christianity
RELIG2217	Women in the World Religions
RELIG2219	Women in Christian Traditions
SOC2131	Catholic Social Teaching

One course from the following offerings:
(with the approval of the instructor, the student seeking to apply one of these courses to a Catholic Studies minor will be required to write the main paper for the course on a Catholic topic):

RELIG3133	Social Justice and Religious Traditions
RELIG3135	Contemporary Issues in Roman Catholicism
RELIG3143	Interpreting Vatican II

Sociology

Sr. Mary Johnson, SND, Ph.D.

Chair

The major in sociology prepares students for life in a global society. Whether students enter the world of work immediately after graduation or go on to graduate school, professional school, or a year of service in a non-profit in the U.S. or abroad, the ability to think sociologically will enhance their academic and professional lives.

The department offers a wide array of courses that prepare students to critically analyze the key institutions that comprise society and the dominant social and demographic issues that confront the world in the 21st century.

Sociology courses stress the development of critical-thinking skills, quantitative and qualitative research skills, and oral and written analysis and argument. The internship allows students to meld theory with practice outside the classroom in a range of social research, social service, health care, social justice, criminal justice, and educational organizations in the Boston area. The seminar serves as a capstone to the sociology majors' undergraduate career.

Graduates of the sociology department have distinguished themselves nationally and internationally as lawyers, social workers, college and university professors and administrators, teachers, human resource directors, probation officers, health care and social service administrators, journalists, government officials, leaders of religious and non-profit organizations, corporate managers, market researchers and social researchers. They also have made very important contributions to the work of creating a more just global society through their involvement in social movements for peace, social justice,

civil rights, women's rights, democracy and human rights throughout the world.

Requirements for Departmental Major

SOC1101	Introduction to Sociology: Analysis of Society in Global Perspective
SOC2113	Methods of Social Research
SOC3101	Theories of Society
SOC4194	Internship
SOC4999	Seminar in Sociology
Five additional sociology courses, at least one of which is 3000-level. Either SOC3103 or SOC3104 is recommended.	

Requirements for Departmental Minor

SOC1101	Introduction to Sociology: Analysis of Society in Global Perspective
SOC2113	Methods of Social Research
SOC3101	Theories of Society
Three additional sociology courses	

SOC2113 has a prerequisite of either MATH1117 Introduction to Statistics or MATH2113 Applied Statistics.

Recommended Four-Year Program in Sociology

First Year

SOC1101	Introduction to Sociology: Analysis of Society in Global Perspective
Additional sociology courses	

Second Year

SOC2113	Methods of Social Research
Additional sociology courses	

Third Year

SOC3101 Theories of Society
Additional sociology courses

Fourth Year

SOC4194 Internship
(*Fall*)
SOC4999 Seminar in Sociology
(*Spring*)

Electives:

Sociology majors may wish to focus their elective choices, although they are not required to do so. If they have a particular area of interest—for instance, in **Sociological Research, Social Services, Social Justice and International Development, or Crime and Justice**—students should select courses that support that interest.

Students wanting to focus on **Sociological Research** may choose the following electives:

SOC1105 U.S. Institutions
SOC3103 Advanced Quantitative
Research Methods
SOC3104 Advanced Qualitative
Research Methods
SOC3201 Worlds in Motion:
The Causes and
Consequences of
Migration
SOC4182 Directed Research

Students wanting to focus on **Social Services** may choose the following electives:

SOC1111 Introduction to Social
Work
SOC2201 The Practice of
Social Policy
Choose three of four:
SOC2105 Race, Ethnicity and
Group Relations (SA)
SOC2115 Family and Gender Roles
SOC2119 Age and Generations
SOC2127 Social Class and Inequality
(SA)

Students wanting to focus on **Social Justice and International Development** may choose the following electives:

SOC2129 Cultural Geography (SA)
SOC3115 Sociology of Globalization
SOC3201 Worlds in Motion:
The Causes and
Consequences of
Migration
Choose one of two:
SOC2131 Catholic Social Teaching
SOC2205 War and Peace
Choose one of two:
SOC3103 Advanced Quantitative
Research Methods
SOC3104 Advanced Qualitative
Research Methods

Students wanting to focus on **Crime and Justice** may wish to choose the following electives:

SOC1105 U.S. Institutions
SOC2201 The Practice of Social
Policy
SOC2203 Crime and Justice
Choose one of two:
SOC2105 Race, Ethnicity and
Group Relations
SOC2127 Social Class and Inequality
Choose one of two:
SOC3103 Advanced Quantitative
Research Methods
SOC3104 Advanced Qualitative
Research Methods

Course Descriptions

Course numbers 1000 through 1999 are defined as introductory, elementary, and general requirement courses appropriate for first-year students and others with no special background. These courses ordinarily would have few or no prerequisites.

Course numbers 2000 through 2999 are defined as lower-level undergraduate courses, ideal for second- and third-year students. These courses build on materials from 1000-level courses and may carry prerequisites.

Course numbers 3000 through 3999 are defined as upper-level undergraduate courses, courses for majors, and courses that may require significant prerequisites.

Course numbers 4000 through 4999 are defined as advanced upper-level undergraduate courses, including senior seminars/capstone courses, advanced directed study courses, and so on.

General Requirements

The courses marked with the following abbreviations indicate fulfillment of the domains of knowledge component of the general academic requirements:

Aesthetic Inquiry (AI-L); (AI-A)
Historical Consciousness (H)
Social Analysis (SA)
Scientific Inquiry (SI)
Scientific Inquiry with Laboratory (SI-L)
Quantitative Analysis (QA)
Religious Thought (R)
Moral Reasoning (M)

See page 8 for more information regarding each requirement.

American Studies

AMST1101 Introduction to American Studies (AI-L)

This course is designed to introduce students to some of the significant works, interpretative methods, and central concerns of American Studies. Employing an interdisciplinary analytical approach and focusing on a variety of texts (including works of film, literature, and folklore as well as less traditional texts of academic study, such as advertisements), this course explores popular and academic formulations of American identity and considers a range of American experiences. In our studies, we will focus especially on times, places, and texts that illuminate the complexity and diversity of American culture.

Spring semester. 4 credits

AMST4178 Directed Study

Under the guidance of a faculty member, students will undertake and complete a major research project on a American Studies-related topic.

Offered as needed. 4 credits

Prerequisite: Permission of department chair

AMST4995 Internship

This course involves an internship in a cooperating institution, regular discussion sessions, and the completion of several projects related to the internship site. Students select their internship with the approval of the agency and a department faculty member.

Offered as needed. 4 credits

Prerequisites: INT1001, senior status, and permission of department chair

Art

Art History

ART1201 Survey of Western Art I (AI-A)

This course is a chronological survey of major artistic styles from prehistoric times to the Renaissance. Works of architecture, painting, and sculpture are studied within the context of the particular historical environments in which they were produced. Students analyze and interpret their technical, formal and expressive characteristics and assess their value as evidence of cultural attitudes.

Fall and spring semesters. 4 credits

ART1202 Survey of Western Art II (AI-A)

This course is a chronological survey of the major periods of Western art from the Renaissance to the present. Works of architecture, painting and sculpture are studied within the context of the particular historical environments in which they were produced. Students analyze and interpret their technical, formal, and expressive characteristics and assess their values as evidence of cultural attitudes.

Fall and spring semesters. 4 credits

ART2205 Italian Renaissance

The development of Italian architecture, painting and sculpture in the Early and High Renaissance is studied. With emphasis on the major early masters—Giotto, Masaccio, Donatello, Brunelleschi, Piero, Alberti and Botticelli—the course traces the rise and evolution of new artistic forms and ideas to their culmination in the works of Leonardo, Michelangelo and Raphael in central Italy, and Giorgione, Titian and Tintoretto in Venice.

Fall semester, alternate years, expected fall 2010. 4 credits

ART2213 Daguerreotypes to Digital Prints: The History of Photography (AI-A)

This course surveys the history of photography, from its beginning in the early 19th century to the present. In this course, we will examine both photographic aesthetics and subject matter based on social and cultural concerns at specific moments in history. We will also consider the relationship between photography and the visual arts in general, which culminates with the primacy of photography as a medium by the late 20th century. The course ends with a consideration of photography in relation to the introduction of the digital camera and computer art.

Fall semester. 4 credits

ART2215 Modern Art (AI-A)

This course is a survey of the major movements in painting, sculpture and architecture and the major European and American artists since the 1860s. The course also interweaves the central historical and cultural events and themes of the modern world.

Fall and spring semesters. 4 credits

ART2217 American Art to 1913 (AI-A)

The development of the American visual arts in the context of European influence and national expansion is studied. This course is a survey of colonial painting and architecture, 19th-century landscape painting and revival architecture and early 20th-century responses to impressionism, post-impressionism and technological advances. *Spring semester, alternate years, expected spring 2011. 4 credits*

ART2219 Baroque Art and Architecture

This course is a survey of 17th-century Baroque architecture, painting and sculpture, and the emergence of the Rococo style in the 18th century. The course emphasizes the major masters of the period: Bernini, Caravaggio, Poussin, Rembrandt, Rubens, Velasquez and Vermeer.

Spring semester, alternate years, expected spring 2010. 4 credits

ART3209 From Modern to Postmodern: Art Since 1940

Focusing on art from 1940 to the present, this course covers the transition from Modernism to Postmodernism. After examining the rise and fall of painting, this course will pay close attention to new media used by artists, including performance art, video art, and installation art. The course will investigate the shifting definition of art in the late 20th century and the artist's role as cultural critic.

Spring semester. 4 credits

Prerequisite: Junior or senior standing only

ART3391/2 Special Topics in Art History

This course is a focused study of topics in art history that warrant complex analyses and in-depth investigation. The course will be designed to assist students in further developing their research skills. Students will consider the critical theory that serves as the foundation for the methodologies used by art historians as well as scholars in other disciplines. Topics will include: Toward an Aboriginal Perspective; Contemporary American Indian Art; Resist! Art and Social Justice; Art and American Popular Culture; and Art and Spirituality.

Fall semester. 4 credits

Prerequisite: Junior or senior standing only

Studio Art

ART1401 Basic Drawing I

This course is designed to develop facility in a variety of media and discrimination in seeing through observation of form, structure and movement in natural forms. Lectures, critiques and museum assignments are an integral part of the course.

Fall and spring semesters. 4 credits

\$75 studio fee

ART1402 Basic Drawing II

This course is designed to study and develop the concepts and processes of visual perception in drawing and to explore personal expression. Students increase their awareness of the visual world by articulating their responses to drawing through critiques and written assignments.

Spring semester. 4 credits

Prerequisite: ART1401

\$75 studio fee

ART1407 Introduction to Digital Processes

This course is an introduction to the computer imaging environment, relative to visual synthesis. Students will use various two-dimensional imaging software, digital typesetting and layout tools as well as hypermedia and motion graphics software in an effort to complete a concise direction as individual visual thinkers.

Fall and spring semesters. 4 credits

\$75 studio fee

ART2401 Painting I

This course is an introduction to painting in oil and related media and offers an elementary understanding of physical properties of the medium. Spatial relationships of color, form, light and composition are explored through the process. Lectures, critiques and museum assignments are an integral part of the course.

Spring semester. 4 credits

Prerequisite: ART1401, ART2403 or permission of instructor

\$75 studio fee

ART2403 Design and Composition

The understanding of two-dimensional design is essential to all image making. This studio core course explores the formal elements of line, texture, value, space and composition. Design projects in black and white and in color which expand students'

visual perception are the focus of the course. Lectures, critiques and museum assignments are an integral part of the course.

Fall and spring semesters. 4 credits

\$75 studio fee

ART2407 Sculpture

This course studies the essentials of expression and design specific to three-dimensional form. Additive, subtractive and constructive methods are employed using traditional and non-traditional materials.

The course includes lectures and discussion on internal and external space as these affect the perception of sculpture.

Fall semester. 4 credits

Prerequisite: ART1401, ART2433

or permission of instructor

\$75 studio fee

ART2411 Printmaking I

This course is an introduction to the printmaking processes of intaglio and relief.

Lectures, critiques and museum assignments are an integral part of the course.

Fall semester. 4 credits

\$75 studio fee

ART2413 Photography I

This course introduces students to the basic tools and techniques of black and white photography. Students learn the function of a camera and lens, proper exposure and development of the negative and print, methods of presentation and preservation techniques. Digital photography will be introduced. This course stresses the photographic process as a means of expanding visual expression and communication.

Students are introduced to the history of photography as an art form.

Fall and spring semesters. 4 credits

\$75 studio fee

ART2415 Life Drawing

Using a variety of media, this course studies the human form. Compositional problems as related to the figure(s) in space are explored. Human anatomy, expressive possibilities of the human form and compositional problems as related to the figure(s) in space are explored. Lectures, critiques and museum assignments are an integral part of the course.

Fall semester. 4 credits

Prerequisites: ART1401, ART1402

\$75 studio fee

**ART2432 Graphic Design I:
Text, Image, Structure**

In this course, basic design principles and skills are expanded through a series of projects, which focus on the formal elements of typography as an expressive medium, color, hierarchy of information, structure and legibility within the context of design. Through lectures, demonstrations, and research, the historical/social impact of typography and graphic design innovations in production, visual thinking and media will be introduced.

Fall semester. 4 credits

Prerequisites: ART1401, ART1402 (graphic design minors are not required to take ART1402), ART1407, ART2403

\$75 studio fee

ART2433 3D Form Studies

Understanding three-dimensional form impacts sculpture, industrial design, graphic design, architecture, as well as the execution of successful two-dimensional images. Form study is a three-dimensional studio core course, which is designed to develop students' problem-solving skills. It will examine perception, organization, analysis, colors, objects and environments in real space. The course is structured around studio projects where students are required to apply various approaches of generating and developing ideas. Group critiques are

given weekly. Simple technical processes with various media will be introduced through demos as well as some of the major ideas influencing three-dimensional art and design in the history of art.

Fall and spring semesters. 4 credits

\$75 studio fee

**ART2443 Digital Photography I:
New Technologies in Photography**

This course introduces each student in how to maintain a stable digital color work space from capture to print. By means of demonstration and course projects, students will establish technical knowledge and ability with professional digital single lens reflex (DSLR) cameras. The fundamentals of studio lighting and available light control, use of single and multiple on-camera flash units, processing of RAW captured image files, and calibration and maintenance of working color space will be introduced.

Fall and spring semesters. 4 credits

Prerequisite: ART1407 or permission of instructor

\$75 studio fee

ART3402 Interactive Design

This advanced course introduces students to concepts and techniques of interactive design and industry-standard web development applications. Through focused projects, students will explore interactive paradigms of user experience, information architecture and navigation design with emphasis on organization and usability. Current and future directions of web interactivity will be addressed with a focus on CSS, browser compatibility, bandwidth limitations and the integration of dynamic content.

Spring semester. 4 credits

Prerequisites: ART1401, ART1402 (graphic design minors do not need to take ART1402), ART1407, ART2403, ART2432

\$75 studio fee

ART3403 Painting II

Students further examine the formal issues of painting. Exploration of content and a critical approach to painting are emphasized. Visits to local exhibitions supplement the course.

Spring semester. 4 credits

Prerequisites: ART1401, ART1402, ART2401, ART2403
\$75 studio fee

ART3407 Ceramics

This course introduces the student to hand-built forms including vessels and sculptures. Clay materials and glazes are explored as means to develop a sense of three-dimensional form.

Fall semester and spring 2010. 4 credits
\$75 studio fee

ART3412 Photography II: Image and Idea

This course concerns advanced camera and traditional darkroom techniques and the application of these techniques in communicating a personal message. Foundation instruction in studio lighting, digital capture and Photoshop-based color workflow are also introduced. Students produce individual projects that are critiqued in class. The class also includes gallery visits and review and discussion of influential photographers and current trends in the fine art and commercial fields.

Spring semester. 4 credits

Prerequisites: ART1407, ART2403, ART2443, or permission of instructor
\$75 studio fee

ART3422 Printmaking Workshop

Through experimental approach and self-generated independent projects, students will build upon previous printmaking knowledge. Emphasis will be placed upon continued development of personal imagery and technical competency. Studio work,

study of master prints, museum visits, and discussions are an integral part of the course. Silkscreen and photosensitive processes are introduced.

Spring semester. 4 credits

Prerequisite: ART2411 or permission of instructor
\$75 studio fee

ART3431 Motion Design

In this advanced course, students build upon fundamentals of design while exploring time-based media. Students will experience concept building, storyboarding and problem solving, while investigating issues of type, image, sequence, scale, contrast, movement, rhythm and balance. Focus will be on the dynamic communication of visual systems of information with an emphasis on audience, organization, legibility and purpose. Projects will address web and broadcast production of advertising, informational graphics, and narrative shorts.

Fall semester. 4 credits

Prerequisites: ART1401, ART1402 (graphic design minors do not need to take ART1402), ART1407, ART2403
\$75 studio fee

ART3432 Graphic Design II: Advanced Print Design

This advanced course is an exploration of complex print projects and the application of learned design skills as it relates to clients and the community. Using concepts, problem-solving skills, and design issues of type, image, structure and hierarchy, students will develop solutions to various print materials such as books, magazines, mailers, posters and periodicals.

Spring semester. 4 credits.

Prerequisites: ART1407, ART1401, ART1402 (graphic design minors do not need to take ART1402), ART2403, ART2432
\$75 studio fee

ART3443 Digital Photography II: Photographer's Digital Workflow
Using Adobe CS3 Photoshop, Bridge + Lightroom software, this course introduces foundation and intermediate tool skills of industry-standard image correction and management tools specific to the needs of photographers. This course presents the fundamental facilities of Adobe Systems' premier digital imaging editing and management software used by professional photographers and in photo imaging and post-production. Students will produce a portfolio of completed images.

Spring semester. 4 credits

Prerequisites: ART1407, ART2443;

or permission of instructor

\$75 studio fee

ART4178-4179 Directed Study I & II

This course is open only to juniors and seniors who have had experience in a specific area. Approvals of the chairperson and instructor are required.

Fall and spring semesters. 4 credits

ART4194-4195 Internship I & II

This course involves a formal, supervised experience in galleries, museums, corporate collections, art centers, graphic design firms, broadcasting and publishing or state arts funding organizations. Students must apply one semester in advance to the chair of the department.

Fall and spring semesters. 4 credits

Prerequisites: INT1001, permission

of instructor

ART4417 Senior Studio

This capstone course for all studio majors examines advanced problems in two-dimensional and three-dimensional design with an emphasis on the student's individual process of problem solving and the strategies used. Students work on individual projects over the course of the semester and meet weekly for group critiques.

Fall semester. 4 credits

Prerequisites: ART2403, ART1407,

ART2433, ART1401, ART1402, and

permission of instructor

\$50 studio fee

ART4432 Graphic Design III: Senior Studio

In this capstone course, graphic design majors construct a personalized identity system in preparation for entrance into professional practice. In addition, this course is designed to be an active studio, where students research a specific area of graphic design and document their design process in preparation for their senior thesis project.

Fall semester. 4 credits

Prerequisites: ART1401, ART1402,

ART1407, ART2403, ART2432, ART3432

\$75 studio fee

ART4443 Digital Photography III: Pixel and Page, Traditional and Virtual Publishing

This course presents students with an opportunity to apply their technical and aesthetic knowledge in creating a correlative traditionally bound book and web site representing a personal photographic project. Students will propose and develop a technically and conceptually challenging visual essay and present the final stage of their project in hardcopy and virtual formats.

Fall 2009. 4 credits

Prerequisites: ART1407, ART2443,

ART3443, or permission of instructor

\$75 studio fee

Art Therapy

ART2301 Introduction to Art Therapy

This course is an introduction to the field of art therapy, its history, theoretical perspectives, and applications for various populations in mental health, special education and rehabilitation.

Spring semester. 4 credits

Prerequisite: Sophomore status

\$35 studio fee

ART3301 Principles of Art Therapy

This course provides an in-depth study of the field of art therapy. Through readings, training exercises and case presentations, students gain a deeper understanding of art therapy and the adaptability of methods and materials in clinical and educational practice.

Fall semester. 4 credits

Prerequisite: ART2301 or permission of instructor

\$35 studio fee

ART4365 & 4466 Art Therapy Practicum I & II

This weekly seminar provides students with a forum for sharing their required training experiences at off-campus clinical sites under the supervision of professional art therapists. It also serves as a focus for integration of practice with research and writing, culminating in an art therapy thesis. Students are prepared for professional development in the field of art therapy and are introduced to ongoing professional activity available through workshops and organizations, as well as graduate training programs.

Fall 2009 and spring semesters. 4 credits

Prerequisites: ART2301, ART3301 and permission of instructor

Required for the class of 2012; the two-semester sequence begins in fall 2009.

Students currently in the program may elect to take the course in fall 2009.

Art Education

ART3501 Methods and Materials of Teaching Art

This course deals with the methods and techniques of teaching art, design and craft-work in elementary or secondary school.

Spring semester, alternate years, expected spring 2010. 4 credits

\$35 studio fee

Biochemistry

BIOL2131 Biochemistry I

Biochemistry I is an intermediate level course and, as such, functions to provide a basic understanding of the structure and function of the living cell at the level of individual molecular types. Students are expected to master the chemical structures of the major groups of biomolecules (proteins, carbohydrates, lipids and nucleic acids) and to understand the biochemical basis of cellular metabolism. Contemporary approaches to biochemical research are integrated into classroom and laboratory instruction. Laboratory exercises are designed to provide a working knowledge of techniques employed in a modern biochemistry laboratory. Students work as collaborative groups of three to four, sharing all laboratory responsibilities. Students isolate and characterize proteins and nucleic acids, and in the process become proficient in such basic techniques as solution preparation, centrifugation, chromatography, and electrophoresis. Three hours lecture, three hours laboratory.

Fall semester. 4 credits

Prerequisites: BIOL1105 and BIOL1106 or their equivalent, CHEM2102, or permission of instructor

*Required of all biology majors
(Cross-referenced with CHEM2111)*

This course is strongly recommended for biology majors.

Spring semester. 4 credits

Prerequisites: BIOL1105 or BIOL1106 and CHEM1101

BIOL3132 Advanced Topics in Biochemistry

This is a laboratory-based course in which the student will learn modern biochemical techniques such as protein expression, protein purification, and enzyme assay. Emphasis will be on developing independent

laboratory skills. This is a Colleges of the Fenway course given at one of the member institutions. Six hours laboratory.

Spring semester. 4 credits

Prerequisite: BIOL2131

(Cross-referenced with CHEM3132)

BIOL3141 Systems Biochemistry

The high-throughput methods that underlie contemporary biomedical research: genome sequencing, proteomics, DNA and RNA chips, high-throughput drug screening, are all based on biochemical principles. This course is aimed at providing students with advanced understanding of the biochemical basis of contemporary high-throughput technology. The aim is to train students to understand the technology at a deeper level by exposing them to the principles upon which the technology is built. Topics covered include genome sequencing, microarrays, proteomics and high-throughput screening for protein-protein interactions.

Spring semester. 4 credits

Prerequisite: BIOL2131

Recommended: BIOL2123, BIOL3125

BIOL4999 Biochemistry Senior Seminar

This seminar provides senior biochemistry majors with the opportunity for in-depth study of a biochemical topic chosen by the student within the seminar theme. Since extensive library research is required, the course will begin with a consideration of library resources, the use of search engines, and discussions of ethical conduct in biochemical research and publication. Each student will write a scientific review article on their topic and present their work at a seminar open to the Emmanuel community.

Fall semester. 4 credits

Prerequisite: BIOL2131, senior standing or permission of department

Recommended: BIOL2123, BIOL3125

Biology

BIOL1101 Life on Earth (SI-L)

This introductory biology course is designed primarily for non-science majors seeking an understanding of life processes. Topics include cellular structure, metabolism, genetics, genetic engineering, human systems, plant structure and function, evolution, and ecology. Laboratories include experiments, demonstrations and films to illustrate these phenomena. Three hours lecture, two hours laboratory.

Fall semester. 4 credits

BIOL1102 Human Biology (SI-L)

This course covers selected topics in human biology, chosen for their unique importance in the lives of women and men. Biological similarities and differences between females and males at all stages of life are considered. Topics discussed include basic anatomy and physiology, genetics, sexuality, reproduction, endocrinology, special nutritional considerations and medical problems of women and men. Laboratory exercises using models, slides and experiments supplement the lecture topics. Three hours lecture, two hours laboratory.

Spring semester. 4 credits

BIOL1103 Human Biology (SI)

This is the same course as BIOL1102, but without the laboratory component. This course covers selected topics in human biology, chosen for their unique importance in the lives of women and men. Biological similarities and differences between females and males at all stages of life are considered. Topics discussed include basic anatomy and physiology, genetics, sexuality, reproduction, endocrinology, special nutritional considerations and medical problems of women and men. Three hours lecture.

Spring semester. 4 credits

BIOL1105 Introduction to Cellular and Molecular Biology (SI-L)

This is the first of a two-semester introductory biology course intended for, but not limited to, students considering a biology major. Beginning with the key molecules of the cell, the course moves from molecular to cellular while illustrating key concepts with examples from human diseases such as cystic fibrosis, myasthenia gravis, rheumatoid arthritis and cancer. Topics include: the role of carbohydrates in cellular activity, illustrated by glucose regulation and diabetes; signaling molecules and signal transduction; transport across membranes into and out of cellular compartments; protein structure and function; how cells regulate enzymes; cellular receptors for hormones, neurotransmitters and growth factors; and inheritance, DNA and the molecular biology of transcription and translation. The laboratory stresses problem solving with a variety of exercises. Students learn to use molecular visualization software for analysis and study of DNA and proteins. Three hours lecture, three hours laboratory.

Fall semester. 4 credits

Required of all biology majors, unless exempted by departmental permission

BIOL1106 Introduction to Organismic and Evolutionary Biology (SI-L)

This course surveys the kinds of living organisms found on the planet and investigates the evolutionary relationship between them. Emphasis is placed on structure, function and experimentation at the organismal level. Although this course is the logical successor to BIOL1105, there is no requirement that BIOL1105 precede it, although previous coursework in biology is beneficial. Three hours lecture, three hours laboratory.

Spring semester. 4 credits

Required of all biology majors, unless exempted by departmental permission

BIOL1110 Human Anatomy and Physiology I (SI-L)

This combined course in anatomy and physiology covers the basic structure and function of the human body. The topics covered include cellular anatomy and physiology, the integumentary system, skeletal system, muscular system, nervous system and the special senses. Laboratory exercises may include dissection, computer simulations and experiments in human physiology. This Human Anatomy and Physiology I course is for non-biology majors; it does not count toward the requirements for a major in biology. Three hours lecture, three hours laboratory.

Fall semester. 4 credits

BIOL1111 Human Anatomy and Physiology II (SI-L)

This is a continuation of the first semester course BIOL1110. The topics covered include the circulatory system, respiratory system, digestive system, urinary system, endocrine system and reproductive system. Laboratory exercises may include dissection, computer simulations and experiments in human physiology. This Human Anatomy and Physiology II course is for non-biology majors; it does not count toward the requirements for a major in biology. Three hours lecture, three hours laboratory.

Spring semester. 4 credits

Prerequisite: BIOL1110 or permission of instructor

BIOL1112 Biology and Society (SI)

This class focuses on decision making on scientific and technological issues and the importance of civic responsibility around science. This course explores the important roles of biology and scientists in society historically and currently and the potential for the future. The nature of science is studied with applications to different scientific and technological disciplines.

Specific aspects of biology, such as in genetics, are considered as case studies. Appropriate ways of understanding and assessing science are considered, and ethical issues are discussed. Examples of current controversies in biology are studied, and the influence of government and the impact on the general public are explored. For a major project in the course, each student chooses a current scientific issue to research and develops an action plan for implementing education or change at the town, state, country, or international level.

Fall semester, alternate years, expected fall 2009. 4 credits

BIOL1211 Emerging Infectious Diseases (SI)

Emerging Infectious Diseases (EIDs) is designed primarily for non-science majors who are interested in understanding the impact of globalization on the spread of infectious diseases. This course should be of particular interest to students majoring in Global Studies and related fields. Anthrax, Swine Influenza, Lyme disease, Ebola, SARS, polio, smallpox, plague, malaria, mad cow disease, MRSA and West Nile virus continue to attract news headlines. EIDs will cover the impact of globalization on the spread of infectious diseases, the biological mechanisms of EIDs, the ecology of disease agents and vectors, agencies involved in fighting the spread of diseases, bioterrorism in the past, present and future, and the socioeconomic impact of EIDs. Lectures, debates, book discussions, case studies, films, and projects will be integral parts of this course. Three hours lecture.

Fall semester, alternate years, expected fall 2009. 4 credits

BIOL2105 Plant Biology

The objective of this course is to provide students with a thorough understanding of the morphology, anatomy, and physiology of plants. The initial emphasis is on the

“lower” or more primitive species such as the algae, mosses and ferns. The bulk of the semester is spent on an in-depth consideration of the “higher” or more evolved plants, specifically the angiosperms (flowering plants) and gymnosperms (cone bearing plants). Particular emphasis is accorded the angiosperms because of their abundance and economic importance. Of the approximately 325,000 known plant species on earth, roughly 230,000 are angiosperms and practically all of the economically important plants (those used for food, drugs, fibers, etc.) fall into this group. The laboratory is an opportunity to obtain first-hand experimental and observational information about living plants. Much of the lab work is done in the rooftop greenhouse where students gain practical greenhouse experience. Collaborative groups of three to four students design and implement experiments to determine the required factors for seed germination. Later specific examples of representative flora are studied in the lab and experiments are set up to investigate the role of mineral nutrients, light, gravity and plant hormones on plant growth and development. Three hours lecture, three hours laboratory.

Spring semester, alternate years, expected spring 2009. 4 credits

Prerequisites: BIOL1105 and BIOL1106 or permission of instructor

BIOL2106 Economic Botany

This course examines the origins and progress of agriculture from its beginning over 10,000 years ago to the present day of genetically modified crops. We will learn what is known about where agriculture started, when it began, and how it is believed to have happened. As humanity moved from hunter-gatherers to farmers, what were the cultural, economic and social implications? After a brief review of basic botanical terminology, we will study the

plants that we use for food. This will include rice, potatoes, wheat, beans and yams as the five crop plants that support 80% of the human population. We will look at other food crops as well. As an example, we will determine where and how corn first became an important food source. What were the mechanisms (both accidental and intentional) that brought it to be one of the most widely cultivated plants in the world? What is its future? Each of the other crops studied will be considered in detail with an emphasis on how they are unique and fill an important place in our diet. Plants are cultivated for many other purposes, including fibers (cotton and flax), medicine (opium and digitalis), spices (cinnamon and pepper), beverages (coffee, tea and cocoa), esthetics (shrubs and flowers), recreation (marijuana and tobacco), essences (perfumes and flavors), fuel (wood and charcoal) and many, many more. Our task will be to examine each of these in turn to learn where and how it is cultivated plus what its overall effect has been on humanity. We will learn from the past by studying the practices of herbalists and shamans who have used curative plants for centuries. We will also be informed by newly emerging technologies for the development of plant hybrids with new and useful traits.

Spring semester, alternate years, expected spring 2010. 4 credits

Prerequisite: One semester of college biology or permission of instructor

BIOL2107 Ecology

Ecology is the study of the relationships which exist between living things and the environment. Students examine the ecosystem from the simplest level (a species) to the most complex (the biosphere). An understanding of ecology is of importance not only because it tells us how the world works, but more pragmatically because it gives us information for dealing with the

changes (both good and bad) that have been brought about by human activity on the earth. Air and water pollution, climate change, human overpopulation, diminishing fossil fuels, extinction of species all represent problems of the human species brought about primarily by its own activities. During the first four weeks of the semester the outdoor laboratory of the Back Bay Fens is our primary source of data. Armed with a map and a notebook for recording observations, student groups of three to four each become intimately familiar with the flora, fauna and environmental characteristics of the area. Subsequent labs investigate population growth, predator/prey interactions and related topics. Time at the end of the semester is dedicated to student-designed experiments investigating the effects of environmental factors on the growth and development of the tiny water plant duckweed. Three hours lecture, three hours laboratory.
Fall semester, alternate years, expected fall 2009. 4 credits
Prerequisites: BIOL1105 and BIOL1106 or permission of instructor

BIOL2113 Human Nutrition (SI)

This course provides an understanding of nutritional requirements and the roles of nutrients in body functioning. Students discuss how to design a healthy diet, weight control and physical fitness. Topics include nutrition throughout various stages of life, evaluation of food intakes and habits, world food problems and malnutrition, nutrition and health, and food processing and food safety. This course may serve either as a general requirements course or toward the biology major or minor.
Spring semester, alternate years, expected spring 2010. 4 credits

BIOL2115 Determinants of Health and Disease

The objective of this course is to offer insight into important human diseases. Content will vary and will reflect student input. There is a strong communication component to this course as students will give multiple oral presentations on topics such as cancer (oncogenes, tumor suppressors), infectious diseases (tuberculosis, salmonella, hepatitis), genetic disorders (obesity, cystic fibrosis, pituitary dwarfism, hemophilia, muscular dystrophy), immune diseases (rheumatoid arthritis, asthma, AIDS, diabetes), diseases of the nervous system (Parkinson's, Alzheimer's, depression), respiratory diseases (emphysema) and others.

Spring semester, alternate years, expected spring 2009. 4 credits

Prerequisites: BIOL1105 and BIOL1106 or permission of instructor

BIOL2117 Histology

Vertebrate tissues are studied at histological and ultrastructural levels with an emphasis on functional significance. Laboratory experience includes extensive microscope use. Three hours lecture, three hours laboratory.

Fall semester, alternate years, expected fall 2009. 4 credits

Prerequisite: BIOL2135

BIOL2119 Current Topics in Biological Research

This is an introductory level course that describes and analyzes the emerging fields of biotechnology, genetic engineering and molecular biology. The course focuses on recent developments that will have a revolutionary impact on our lives. Topics may include transplantation, artificial organs, rational drug design, combinatorial libraries, drug delivery systems, exotic epidemics, transgenic animals, knockout mice, gene therapy, antisense and others. Readings from a wide spectrum of books

and periodicals are assigned as a basis for class discussion, short papers and oral presentations. Students are encouraged to view the challenges of modern biology from scientific, social and ethical viewpoints.

Spring semester, alternate years, expected spring 2009. 4 credits

Prerequisites: BIOL1105 and BIOL1106 or permission of instructor

BIOL2123 Genetics

This course covers Mendelian and molecular genetics. Students examine the principles of gene segregation analysis, gene mapping, chromosome structure, DNA replication, transcription, translation and regulation of gene expression. Particular attention is paid to the role of genetics in our world, human and bacterial genetics. Genetically modified organisms, genome analysis, pharmacogenomics and their social implications are analyzed through discussions and scientific readings. Ethical issues, such as risks for genetic discrimination, genetic testing and personal genomics, are discussed. Problem solving is also emphasized. Three hours lecture.

Fall or spring semester. It will be offered fall 2009. 4 credits

Prerequisites: BIOL1105 and BIOL1106, CHEM1101 and CHEM1102 or permission of instructor

Required of all biology majors

BIOL2131 Biochemistry I

Biochemistry I is an intermediate level course and, as such, functions to provide a basic understanding of the structure and function of the living cell at the level of individual molecular types. Students are expected to master the chemical structures of the major groups of biomolecules (proteins, carbohydrates, lipids and nucleic acids) and to understand the biochemical basis of cellular metabolism. Contemporary approaches to biochemical research are integrated into

classroom and laboratory instruction.

Laboratory exercises are designed to provide a working knowledge of techniques employed in a modern biochemistry laboratory. Students work as collaborative groups of three to four, sharing all laboratory responsibilities. Students isolate and characterize proteins and nucleic acids, and in the process become proficient in such basic techniques as solution preparation, centrifugation, chromatography, and electrophoresis. Three hours lecture, three hours laboratory.

Fall semester. 4 credits

Prerequisites: BIOL1105 and BIOL1106 or their equivalent, CHEM2102, or permission of instructor

Required of all biology majors

(Cross-referenced with CHEM2111)

BIOL2133 Science Communication

Science and non-science students will learn skills necessary for effective communication of complex concepts both to scientists and to the lay public. The course will include: writing a research paper, adapting journal articles for news media, elements of the lab report, and oral presentation. The latter includes technological preparation, delivery and knowing one's audience. Students will learn how to make effective use of illustrations and will be taught graphics software in order to design and produce illustrations for their own presentations. This course is strongly recommended for biology majors.

Spring semester. 4 credits

Prerequisite: BIOL1105 or BIOL1106 and CHEM1101

BIOL2135 Anatomy and Physiology I

This course is the first semester of Anatomy and Physiology for biology majors. This course will examine the structure and function of the human body through investigation of the major organ systems.

General physiological principles, especially mechanisms of homeostasis and structure-function relationships, will be emphasized for each system. The interactions among organ systems within a total body physiologic framework will be studied with particular emphasis being placed on homeostatic imbalances and disease states. This semester the topics covered include tissues: histology, integumentary system, skeletal system, muscular system, nervous system and special senses. Students interested in a career in the health professions are particularly encouraged to take both semesters. Three hours lecture, three hours laboratory.

Fall semester. 4 credits

Prerequisites: BIOL1105 and BIOL1106

BIOL2137 Anatomy and Physiology II

This course is the second semester of Anatomy and Physiology for biology majors. This will examine the structure and function of the human body through investigation of the major organ systems. General physiological principles, especially mechanisms of homeostasis and structure-function relationships, will be emphasized for each system. The interactions among organ systems within a total body physiologic framework will be studied with particular emphasis being placed on homeostatic imbalances and disease states. This semester of the two-semester sequence covers the endocrine system, circulatory system, respiratory system, digestive system, metabolism and nutrition, urinary system and reproductive system. Three hours lecture, three hours laboratory.

Spring semester. 4 credits

Prerequisites: BIOL1105, BIOL1106 and BIOL2135 or permission of instructor

BIOL2201 Neurobiology

This course is designed to introduce students to the exciting and ever-evolving field of neuroscience from molecular to behavioral

levels. Consideration of the fundamentals of neuroanatomy, neurophysiology and neurochemistry as they relate to brain function is emphasized. Topics include neuronal communication, sensory, motor and autonomic systems, learning and memory, neuronal plasticity and higher level functioning with a focus on behavior. Throughout the course, examples from current research and clinical references will be utilized to reinforce and illustrate key concepts. Three hours lecture, three hours laboratory.

Spring semester. 4 credits

Prerequisite: BIOL1110 or BIOL2135 or PSYCH2209 or permission of instructor

BIOL3101 Analysis of Development

The processes of development: gametogenesis, fertilization, morphogenesis, differentiation, metamorphosis and regeneration are examined. Emphasis is on vertebrate development, with consideration of invertebrates and plants when appropriate. Laboratory includes observation of developmental events coupled with experimental analysis of underlying mechanisms. Three hours lecture, three hours laboratory.

Fall semester, alternate years, expected fall 2009. 4 credits

Prerequisite: BIOL2135 or permission of instructor

BIOL3103 Cell Biology

This course includes a detailed examination of the structure and function of living systems at the cellular level. Particular attention is paid to the relationship between the fine structure of the cell and cellular mechanisms such as transport, movement, secretion and reproduction. Selected cellular systems such as neurons and muscle cells are examined in detail to illustrate specific phenomena. The laboratory component of the course is designed to provide hands-on experience investigating concepts discussed in the lecture and learning important

experimental techniques. Students work together as groups of three to four students each. Some of the labs are done in the traditional mode of demonstration and observation while others are investigative. Three weeks are set aside for the collaborative student groups to design and implement investigations of membrane transport in red blood cells from several different species. Three hours lecture, three hours laboratory. *Alternate years, expected fall 2010.*

4 credits

Prerequisite: BIOL2131 or its equivalent

BIOL3105 Endocrinology

The structure and function of the endocrine system is examined, with special emphasis on endocrine gland anatomy and physiology as well as the mechanisms of hormone action. Developmental, comparative, behavioral and clinical aspects of endocrinology are considered.

Fall semester, alternate years, expected fall 2009. 4 credits

Prerequisite: BIOL2131 or permission of instructor

BIOL3119 Immunology

The course covers the current advances and classical foundations of immunology. It includes: innate and adaptive immunity; the anatomic, cellular and molecular basis of the immune response; clonal selection; immunoglobulin structure and specificity; antibody-antigen interactions, key signaling pathways of T cells and B cells; cytokines; apoptosis in the immune system, classic and novel pathways of antigen processing and presentation; allergy and other forms of hypersensitivity; tolerance, autoimmune diseases and immune deficiency, including HIV. *Spring semester, alternate years, expected spring 2010. 4 credits*

Prerequisite: BIOL2131 or its equivalent

BIOL3125 Molecular Biology

Molecular biology is a discipline at the center of current advances in medicine, genetics, immunology, development and agriculture. The course entails a rigorous and detailed exploration of various biological mechanisms, beginning with an examination of DNA replication, RNA transcription, and protein synthesis, followed by analysis of gene regulation, signal transduction, the role of mutations, RNAi, and the field of genetic engineering. Laboratories illustrate important concepts of molecular biology and provide hands-on training in recently developed techniques. Three hours lecture, three hours laboratory.

Fall semester. 4 credits

Prerequisite: One semester of biochemistry or permission of instructor

BIOL3127 Microbiology

Focusing primarily on medical aspects of microbiology, with particular attention to pathogenic bacteria and viruses, the course covers fundamental structure, physiology, and metabolism of microorganisms, as well as recent concepts in bacterial and viral genetics. Microbial disease and immune defenses are also addressed. Laboratories follow lecture material. Three hours lecture, three hours laboratory.

Spring semester, alternate years, expected spring 2009. 4 credits

Prerequisites: BIOL1105 and BIOL1106 or their equivalent, CHEM2101, BIOL2131 or permission of instructor

BIOL3132 Advanced Topics in Biochemistry

This is a laboratory-based course in which the student will learn modern biochemical techniques such as protein expression, protein purification, and enzyme assay. Emphasis will be on developing independent laboratory skills. This is a Colleges of the Fenway course given at one of the member institutions. Six hours laboratory.

Spring semester. 4 credits

Prerequisite: BIOL2131

(Cross-referenced with CHEM3132)

BIOL3135 Cancer Biology

In 1971, President Nixon declared a “war on cancer,” which was followed by increased levels of funding and support, with the intention of “beating” this disease within ten years. Over 35 years later, we are still very far from finding a cure. This course will require students to draw on knowledge learned during their studies within the biology major, including genetics, cell, physiology, anatomy, biochemistry, immunology, and molecular biology, as we undertake a rigorous treatment of cancer as a “holistic” biological problem and explore both what is known and what remains to be learned. Primary research and review articles will serve as the basis for this course.

Spring semester, alternate years, expected spring 2009. 4 credits

Prerequisite: BIOL3125 or BIOL3103

BIOL3137 Medical Neuroscience

This course is designed with the future medical student and health professional in mind. Lecture content will focus on diseases and disorders of the nervous system. Clinical case studies will be discussed, thus making this a good course for pre-med students.

While there is no separate laboratory, students will participate in class on group projects working on clinical cases as if they were working in the medical field. This course is an upper-level elective course for completing the neuroscience concentration.

Fall semester, alternate years, expected fall 2010. 4 credits

Prerequisite: BIOL2201 or PSYCH2209 or permission of instructor

BIOL3141 Systems Biochemistry

The high-throughput methods that underlie contemporary biomedical research: genome sequencing, proteomics, DNA and RNA chips, high-throughput drug screening, are all based on biochemical principles. This course is aimed at providing students with advanced understanding of the biochemical basis of contemporary high-throughput technology. The aim is to train students to understand the technology at a deeper level by exposing them to the principles upon which the technology is built. Topics covered include genome sequencing, microarrays, proteomics and high-throughput screening for protein-protein interactions.

Spring semester. 4 credits

Prerequisite: BIOL2131

Recommended: BIOL2123, BIOL2135

(Cross-referenced with CHEM3141)

BIOL3211 Experiential Internships in the Natural Sciences

Biology majors may apply to do an internship in a non-research setting. The internship sites and project must be appropriate for biology, and it is the student’s responsibility to obtain an internship. The options for sites could include venues that would allow for career exploration. Examples of experiences include museum work, science writing, business in a biological company, environmental work, and a project in a clinical or veterinary setting. A proposal for the internship must be submitted by the first week of the semester for committee review. The proposal describes the project, the name and commitment from the onsite supervisor, and the expectations and significance of the internship. Students meet for a minimum of 15 hours per week at the internship site. Students meet weekly with a faculty coordinator and are evaluated by the site supervisor and faculty coordinator. A comprehensive portfolio and formal presentation are required. This one-semester internship counts as an Emmanuel College elective.

4 credits

Prerequisites: INT1001, junior or senior status, and permission of department

BIOL4160 Seminar

Students read and discuss current research and give in-depth oral presentations. Topics may include: human genetic disorders, endocrinology, biochemistry of development, neuroscience, molecular biology, reproductive physiology, genomics, cancer biology, advanced physiology or others. The neuroscience seminar satisfies the seminar requirement for biology and psychology majors with a concentration in neuroscience.

Fall and spring semesters. 4 credits

Prerequisites: BIOL2123 and BIOL2131 or permission of instructor

Neuroscience Seminar prerequisite: BIOL2201 or PSYCH2209 or permission of instructor

Required of all senior biology majors

BIOL4178-4179 Directed Study

Conducted one-on-one with an individual member of the biology faculty, this course is an in-depth study of an important topic chosen mutually by student and instructor. Directed Study is an elective in addition to, not as a replacement for, the required five biology electives.

Fall and spring semesters. 4 credits

By faculty invitation only.

BIOL4194-4195 Research Internships in the Natural Sciences I & II

Qualified students interested in careers in research or the health professions may undertake senior year research projects at off-campus institutions such as Brigham and Women's Hospital, Children's Hospital, Beth Israel Deaconess Medical Center, Dana-Farber Cancer Institute, and the New England Aquarium, or with on-campus

faculty conducting research. Under supervision, students plan and carry out projects that reflect their interests and goals. A proposal for the internship must be submitted by September 1 for committee review. The proposal describes the project, the name and commitment from the onsite supervisor, and the expectations and significance of the internship. Students meet for a minimum of 15 hours per week at the internship site. Students meet weekly with a faculty coordinator and are evaluated by the site supervisor and faculty coordinator. An undergraduate thesis and presentations, including a defense, are required. BIOL4194 may count as a 3000-level biology elective with laboratory. BIOL4195 does not count as one of the ten biology courses, but both BIOL4194 and BIOL4195 are required for distinction in the field of biology in addition to a 3.5 grade point average in biology.

Fall and spring semesters. 4 credits each

Prerequisites: INT1001, senior status, 3.0 grade point average, and permission of department

BIOL4999 Biochemistry Senior Seminar

This seminar provides senior biochemistry majors with the opportunity for in-depth study of a biochemical topic chosen by the student within the seminar theme. Since extensive library research is required, the course will begin with a consideration of library resources, the use of search engines, and discussions of ethical conduct in biochemical research and publication. Each student will write a scientific review article on their topic and present their work at a seminar open to the Emmanuel community.

Fall semester. 4 credits

Prerequisites: BIOL2131, senior standing or permission of department

Recommended: BIOL2123, BIOL3125 (Cross-referenced with CHEM4999)

Chemistry

CHEM1101 Principles of Chemistry I (SI-L)

This course considers basic measurement in chemistry, description of matter, the mole, stoichiometry, quantitative information from balanced chemical equations, solution chemistry, atomic structure, bonding and molecular shape. The laboratory sessions focus on development of laboratory technique. The calculations and problems associated with these topics require a basic mathematical background. Three hours lecture, three hours laboratory.

Fall semester. 4 credits

Recommended: MATH1101

CHEM1102 Principles of Chemistry II (SI-L)

This course is a continuation of CHEM1101 and considers the states of matter, colligative properties, fundamental aspects of acid-base chemistry, basic principles of equilibrium, kinetics and selected aspects of thermodynamics. The laboratory sessions focus on quantitative behavior related to acids/bases, exploring equilibrium, heat content and properties of solutions. Three hours lecture, three hours laboratory.

Spring semester. 4 credits

Prerequisites: MATH1101, CHEM1101

CHEM1103 Chemical Perspectives (SI-L)

This one-semester advanced course is designed to further develop the fundamental topics in chemistry: stoichiometry, atomic and molecular structure and theory, equilibrium, electrochemistry and kinetics. This course will replace CHEM1101 and CHEM1102 sequence in the chemistry major or minor for qualified students.

Three hours lecture, three hours laboratory.

Fall semester. 4 credits

Prerequisite: Departmental examination

CHEM1104 Chemistry of Everyday Life (SI-L)

This survey course is designed primarily for non-majors who are interested in the chemistry involved in everyday life. This course takes a tour of the home, covering a wide range of topics, including the chemistry of cooking, cosmetics, cleaners, the chemical basis of photography and radon in the basement. The amount of time spent in any one room in the home is based on class interest. Laboratories include experiments and demonstrations to elucidate topics discussed in lecture. Three hours lecture, two hours laboratory. *Fall semester, alternate years, expected fall 2010. 4 credits*

CHEM1105 Prescription and Non-Prescription Drugs (SI-L)

This course offers the student a basic understanding of common prescription and over-the-counter drugs, their uses, misuses, interaction, side effects and contraindications. The course presents the student with methods to evaluate current drugs as well as new products as they come on the market. Laboratory experiments stress identification and analysis of medicinal components. Three hours lecture, two hours laboratory. *Fall semester, alternate years, expected fall 2009. 4 credits*

CHEM1107 Forensic Chemistry (SI)

Forensic chemistry is a unique and challenging application of science to the law. This course will introduce the students to the application of science to criminal and civil law, including an overview of forensic chemistry, forensic toxicology and drug analysis, DNA profiling and other sub-disciplines. Special emphasis will be placed on the techniques of sampling a crime scene and the use of physical evidence to help solve cases. Students will learn how to unlock the mystery of crimes through application of science

techniques. No prior knowledge of chemistry is required. Three hours lecture.

Fall semester, expected fall 2010. 4 credits

CHEM1108 Chemistry and Art (SI-L)

This course is designed to introduce non-science majors to the relationship of chemistry and art. After laying a foundation based on introductory topics (atomic structure, light and color), this course will focus on the chemistry of photography, painting and pigments. The topics of art conservation and methods of detection of art forgeries will also be introduced. Guest lecturers will be invited and trips to the local art museums will be encouraged. The laboratories include experiments and demonstrations to elucidate topics discussed in lecture. Three hours lecture, two hours laboratory.

Spring semester. 4 credits

CHEM1110 Introduction to Physical Sciences (SI-L)

This course surveys topics in chemistry, physics, astronomy and geology. This course is required for those planning on teaching at the elementary school level and is recommended for individuals interested in topics such as electricity, the solar system and how antacids work. Laboratory experiments will focus on elucidation of lecture material.

Three hours lecture, two hours laboratory.

Spring semester. 4 credits

CHEM1111 Chemistry: A World of Choices (SI)

This is the same course as CHEM1112, but without the laboratory component. An introduction to the chemical concepts needed to understand many of the numerous scientific problems confronting society today. It will examine the way chemistry impacts today's world and will cover fundamental principles of chemistry with particular emphasis on the role of chemistry in

modern society, and the benefits and costs of chemical technology. This course is designed to help to understand and appreciate the important role that chemistry plays in our personal and professional lives and to use the principles of chemistry to think more intelligently about scientific and technological real-world issues, to make informed decisions in matters as diverse as environmental issues, medical care and public policy. Three hours lecture.

Fall semester, alternate years, expected fall 2009. 4 credits

CHEM1112 Chemistry: A World of Choices (SI-L)

An introduction to the chemical concepts needed to understand many of the numerous scientific problems confronting society today. It will examine the way chemistry impacts today's world and will cover fundamental principles of chemistry with particular emphasis on the role of chemistry in modern society, and the benefits and costs of chemical technology. This course is designed to help to understand and appreciate the important role that chemistry plays in our personal and professional lives and to use the principles of chemistry to think more intelligently about scientific and technological real-world issues, to make informed decisions in matters as diverse as environmental issues, medical care and public policy. Three hours lecture, two hours laboratory.

Spring semester, alternate years, expected spring 2010. 4 credits

CHEM1117 Forensic Chemistry (SI-L)

Forensic chemistry is a unique and challenging application of science to the law. This course will introduce the students to the application of science to criminal and civil law, including an overview of forensic chemistry, forensic toxicology and drug analysis, DNA profiling and other sub-disciplines.

Special emphasis will be placed on the techniques of sampling a crime scene and the use of physical evidence to help solve cases.

Students will learn how to unlock the mystery of crimes through application of science techniques. No prior knowledge of chemistry is required. Three hours lecture, two hours laboratory.

Fall semester, expected fall 2010. 4 credits

CHEM1125 Prescription and Non-Prescription Drugs (SI)

This is the same course as CHEM1105, but without the laboratory component.

This course offers the student a basic understanding of common prescription and over-the-counter drugs, their uses, misuses, interaction, side effects and contraindications. The course presents the student with methods to evaluate current drugs as well as new products as they come on the market.

Three hours lecture.

Fall semester, alternate years, expected fall 2009. 4 credits

CHEM2101 Organic Chemistry I

This course considers the structure, bonding and reactivity of the following classes of carbon compounds: alkanes and alkyl halides. Particular attention will be paid to stereochemistry, isomerism and the mechanisms of organic reactions. The laboratory sessions focus on common organic techniques used to analyze reaction progress and for purification of compounds. Three hours lecture, three hours laboratory.

Fall semester. 4 credits

Prerequisites: CHEM1101, CHEM1102

CHEM2102 Organic Chemistry II

This course is a continuation of CHEM2101 and considers the structure, bonding and reactivity of the following classes of carbon compounds: alkenes, alkynes, alcohols, ethers, aldehydes, ketones, carboxylic acids, carboxylic acid derivatives and aromatic

compounds. Particular attention will be paid to multi-step synthesis of target molecules from readily available starting materials.

The laboratory sessions focus on the synthesis, purification (utilizing techniques learned in the first semester) and identification of organic compounds using spectrometric techniques. Three hours lecture, three hours laboratory.

Spring semester. 4 credits

Prerequisites: CHEM1101, CHEM1102, CHEM2101

CHEM2104 Analytical Chemistry

In this course the principles and techniques of various chemical and instrumental methods of qualitative and quantitative analysis are discussed and applied. Topics include gravimetric, titrimetric, electrochemical and spectrochemical analysis, as well as basic analytical methodology including statistical analysis of data and testing for bias. Laboratories include the application of these methods and the analysis of environmental, biological, pharmaceutical and food samples. Three hours lecture, four hours laboratory.

Spring semester, alternate years, expected spring 2010. 4 credits

Prerequisites: CHEM1101, CHEM1102

CHEM2108 Instrumental Methods of Analysis

This is a one-semester upper-level course in chemistry. The fundamental principles of analytical instrumentation will be described. Practical, real-world applications of these techniques will be explored in the laboratory. Topics will include electronics, optical spectroscopy, vibrational spectroscopy, Fourier transforms, NMR spectroscopy, mass spectrometry, chromatographic methods and electroanalytical methods. Three hours lecture, three hours laboratory.

Spring semester, offered as needed. 4 credits

Prerequisites: CHEM2101 and CHEM2104

CHEM2111 Biochemistry I

Biochemistry lays the foundation for a full understanding of the biological chemistry of the living cell. Students will study the structure of the biological molecules that make up living things and the physical and chemical properties that make them suited to their particular functions. Emphasis will be placed on the relationship between the structure of a molecule and the role it plays in the overall economy of the cell. The laboratory component for this course is roughly divided into two halves: the first aimed at imparting laboratory skills; the second permitting collaborative student-designed investigations. Three hours lecture, three hours laboratory.

Fall semester. 4 credits

Prerequisites: BIOL1105 or BIOL1106 or their equivalent, CHEM2102, or permission of instructor

(Cross-referenced with BIOL2131)

CHEM2113 Chemistry of Boston Waterways (SI)

The course will provide opportunities for students to conduct environmental research projects on the water, soil and air quality of historical Fenway, as well as fully evaluate the impact of Man on the environment.

The students will be able to perform projects according to their interests. The students will collect the samples and analyze them for EPA controlled pollutants typical of an urban environment. They will then investigate the effect of the pollutants on human health and environment using modern analytical methods, chemical instrumentation, and computer modeling. The results will be reported to local environmental organizations with suggestions for the most effective means of reducing these pollutants. The students will also have the option of presenting this information on the state of the environment to local schools and communities. Students will complete

about 30 hours of service work in the areas of environmental conservation, activism or education. As a wrap-up to the course, they will participate in the annual Muddy River clean-up event honoring Earth Day. *Spring semester, alternate years, expected spring 2009. 4 credits*

Prerequisite: CHEM1101 or CHEM1102 or CHEM1103 or CHEM1112 or permission of instructor

CHEM3101 Advanced Inorganic Chemistry

This course covers basic concepts of atomic structure, stereochemical principles and bonding models applied to main group and transition metal compounds and to the structure of solids. It considers elementary molecular orbital and ligand field theory and reaction mechanisms of d-block complexes as well as the fundamental knowledge of biological functions of metal complexes in living organisms. Basic principles of inorganic coordination chemistry will be discussed and applied to the understanding of the role of metal ions in biology.

Spring semester, offered as needed. 4 credits

Prerequisites: CHEM1101, CHEM1102, CHEM3105 or CHEM3106

CHEM3105 Physical Chemistry I

This course is the first of the two-semester physical chemistry sequence. It covers the laws of thermodynamics and their application to chemical and selected biological systems. Topics considered include the kinetic-molecular theory of ideal and real gases, thermochemistry, physical transformations of pure substances and simple mixtures, phase stability and transitions, chemical equilibrium, acid-base equilibria in water, solutions of electrolytes and electrochemical cells. The laboratory involves practical experiments based on selected lecture topics as well as computer modeling projects.

Fall semester. 4 credits

Prerequisites: CHEM1101, CHEM1102, or CHEM1103, PHYS1109, PHYS1113, MATH1111, MATH1112 with grade C or higher

Recommended: MATH2103

CHEM3106 Physical Chemistry II

This course is the second of the two-semester physical chemistry sequence. It introduces students to the principles of quantum mechanics. The Schrödinger equation is used to solve a series of important chemical problems including the harmonic oscillator, the rigid rotor and the hydrogen atom. The valence-bond and molecular orbital theories of chemical bonding are discussed, and methods for performing quantum chemical calculations, including variational and perturbation methods, are introduced. The quantum mechanics of spin and angular momentum are discussed and used to interpret magnetic resonance spectra. The laboratory involves practical experiments based on selected lecture topics as well as computer modeling projects.

Spring semester. 4 credits

Prerequisites: CHEM1101, CHEM1102, or CHEM1103, PHYS1109, PHYS1113, MATH1111, MATH1112, or CHEM3105 with grade C or higher

Recommended: MATH2103

CHEM3115 Introduction to Toxicology

Toxicology is the study of the adverse effects of chemicals on living organisms. In this course, we will study the symptoms, mechanisms, treatments, and detection of selected human poisons. Students will be introduced to the concepts of dose-response relationships, toxicity of metabolites, and chemical toxicology.

Spring semester, alternate years, expected spring 2010.

Prerequisite: CHEM2102 or permission of instructor

Highly recommended: CHEM2111 or BIOL2131

CHEM3116 Introduction to Research Methods

This course provides basic science research competence, focusing on the logic of scientific research; the identification and formulation of research problems; research design strategies; techniques used for gathering quantitative and qualitative data professionalism and ethics in science; and the analysis and presentation of research results through both formal teaching sessions and discussion groups. It is intended for advanced students who major in science or math and who plan to apply to graduate or professional programs for which a research methods course is required, or in which the student will be expected to perform research. Students will participate in actual research projects with a faculty member of the chemistry department at Emmanuel College.

Spring semester, alternate years, expected spring 2009. 4 credits

Prerequisite: Completion of at least four courses in science and/or mathematics major and departmental approval

CHEM3121 Introduction to Molecular Modeling

As computation and modeling carve an ever-deeper niche in the field of chemistry, the scientists of tomorrow need to learn these tools and techniques today. The course is devoted to practical implementations of readily available software designed for specific aspects of molecular modeling. Lectures are intended to provide the background needed to understand the how and why of computational techniques that will be applied. This is important since practical software implementation requires making numerous strategic decisions; poor choices can seriously impact the reliability or efficiency of your investigation. Laboratory

exercises represent the major portion of this course. Each student will be also asked to formulate a small research project and present the result to the class. The laboratory exercises and research project are expected to be student's individual work: data collection and interpretation are to be completed independently. This course is intended for advanced students who major in science or math and who plan to apply to graduate or professional programs.

Three hours lecture.

Fall semester, alternate years, expected fall 2010. 4 credits

Prerequisites: CHEM1101 and CHEM1102 or CHEM1103 and one of the following: CHEM2101 or CHEM2111, MATH1111 and MATH1112 or PHYS1109

Recommended: CHEM3116

CHEM3123 Advanced Chemical Synthesis

In this laboratory-based course, students will learn laboratory techniques common in the industrial and academic research laboratory. Students will prepare, purify and characterize a variety of organic compounds. The course concludes with each student using the techniques learned to synthesize an organic compound independently after performing an exhaustive literature search. Six hours laboratory.

Spring semester, alternate years, expected spring 2010. 4 credits

Prerequisite: CHEM2102 or permission of instructor

CHEM3132 Advanced Topics in Biochemistry

This is a laboratory-based course in which the student will learn modern biochemical techniques such as protein expression, protein purification and enzyme assay. Emphasis will be on developing independent laboratory skills. Three hours lecture, four hours laboratory.

Spring semester. 4 credits

Prerequisite: CHEM2111 or BIOL2131

(Cross-referenced with BIOL3132)

CHEM3141 Systems Biochemistry

The high-throughput methods that underlie contemporary biomedical research: genome sequencing, proteomics, DNA and RNA chips, high-throughput drug screening, are all based on biochemical principles. This course is aimed at providing students with advanced understanding of the biochemical basis of contemporary high-throughput technology. The aim is to train students to understand the technology at a deeper level by exposing them to the principles upon which the technology is built. Topics covered include genome sequencing, micro-arrays, proteomics and high-throughput screening for protein-protein interactions.

Spring semester. 4 credits

Prerequisite: CHEM2131

*Recommended: BIOL2123, BIOL2135
(Cross-referenced with BIOL3141)*

CHEM3211 Experiential Internships in the Natural Sciences

Chemistry majors may apply to do an internship in a non-research setting. The internship sites and project must be appropriate for chemistry, and it is the student's responsibility to obtain an internship. The options for sites could include venues that would allow for career exploration. Examples of experiences include museum work, science writing, science business, environmental work, a crime laboratory and a project in a clinical or industrial setting. A proposal for the internship must be submitted by the first week of the semester for committee review. The proposal describes the project, the name and commitment from the onsite supervisor, and the expectations and significance of the internship. Students meet for a minimum of 15 hours per week at the internship site. Students meet weekly with a faculty

coordinator and are evaluated by the site supervisor and faculty coordinator. A comprehensive portfolio and formal presentation are required. This one-semester internship counts as an Emmanuel College elective.

Fall and spring semesters. 4 credits

Prerequisites: INT1001, junior or senior status, and permission of department

CHEM4160 Senior Seminar in Chemistry

This seminar provides senior chemistry majors with the opportunity for in-depth study of a chemical topic of interest to them. Since extensive library research is required, the course will begin with a consideration of library resources, the use of search engines, and discussions of ethical conduct in chemical research and publication. Each student will write a scientific review article on their topic and present their work at a seminar open to the Emmanuel community.

Fall semester. 4 credits

Prerequisite: Successful completion of at least four upper-level chemistry courses

Recommended: CHEM3116 and at least one upper-level chemistry elective

CHEM4178 Directed Study

Students investigate topics in chemistry not covered in existing courses.

Fall and spring semesters. 4 credits

Prerequisite: Open to qualified students with department approval

CHEM4194-4195 Research Internships in the Natural Sciences I & II

Qualified students interested in careers in research or other professions may undertake senior year research projects at off-campus research institutions, or with on-campus faculty conducting research. The work may involve observation and research in clinical, industrial or environmental chemistry. A proposal for the internship must be submitted by September 1 for committee review.

The proposal describes the project, the

name and commitment from the onsite supervisor, and the expectations and significance of the internship. Students meet for a minimum of 15 hours per week at the internship site. Students meet weekly with a faculty coordinator and are evaluated by the site supervisor and faculty coordinator. An undergraduate thesis and presentations, including a defense, are required.

CHEM4194 and 4195 are required for distinction in Chemistry in addition to a 3.5 grade point average in Chemistry.

Fall and spring semester as needed.

4 credits each

Prerequisites: INT1001, senior status, 3.0 grade point average, and permission of department

Recommended: CHEM3116, BIOL2133

CHEM4999 Biochemistry Senior Seminar

This seminar provides senior biochemistry majors with the opportunity for in-depth study of a biochemical topic chosen by the student within the seminar theme. Since extensive library research is required, the course will begin with a consideration of library resources, the use of search engines, and discussions of ethical conduct in biochemical research and publication. Each student will write a scientific review article on their topic and present their work at a seminar open to the Emmanuel community.

Fall semester. 4 credits

Prerequisites: CHEM2131, senior standing or permission of department

Recommended: BIOL2123, BIOL3125 (Cross-referenced with BIOL4999)

Economics

ECON1101 Principles of Microeconomics (SA)

Microeconomics focuses on how individual markets work. The emphasis is on how consumers make choices and how privately owned businesses produce goods, set wages and earn profits. It also addresses policies designed to overcome market failure, including antitrust law, taxation, environmental regulation, and the redistribution of income. Tools of analysis include supply and demand, profit maximization in competitive and monopolistic markets, and the tradeoff between incentives and equity in policy design. Microeconomic theory is applied to a variety of markets, such as energy, software, pharmaceuticals, housing and labor markets.

Fall and spring semesters. 4 credits

Prerequisite: MATH1101 or concurrently with MATH1101

ECON1103 Principles of Macroeconomics (SA)

Macroeconomics studies the well-being of societies by focusing on unemployment, economic growth, inflation, poverty, income inequality, and globalization. There is a multitude of contributing factors, including the actions of governments, individuals, and firms. Specifically, the Federal Reserve, tax and trade policies, financial systems, values and beliefs all contribute to the well-being of a society in complex ways. Macroeconomics provides a theoretical framework for understanding these interactions, causes and their effects, and informing difficult policy decisions. Furthermore, macroeconomics enables individuals and firms to understand the economic environment that affects them both personally and professionally.

Fall and spring semesters. 4 credits

Prerequisite: MATH1101 or concurrently with MATH1101

ECON2101 History of Economic Thought

This course revolves around key ongoing debates in economic theory over the nature of economic growth, the ideal economic system, and the role of government in the economy. The historical, political, and philosophical context of the evolution of economics is examined. As a survey of economic thought, the course also provides an overview of the entire body of economic theory, from the inception of economics to current techniques and ideas.

Fall semester. 4 credits

Prerequisites: ECON1101 and ECON1103

ECON2113 The Politics of International Economic Relations

This course will explore the inter-relationships of economics and politics in the international arenas. Students will study the interdependence of economies, questions of economic development, the power of multinational corporations, international trade and trade agreements, oligopolies, oil, environment and the arms trade.

Fall semester. 4 credits

Prerequisite: Either one economics or one political science course

(Cross-referenced with POLSC2409)

ECON3103 The International Economy

This course will analyze the workings of the international economy and the economic interdependencies between nations using current theoretical models. Four major topics are covered: international trade agreements, the international financial system, multinational corporations, the relationship between rich and poor countries and the prospects for economic development.

Fall semester, alternate years, expected fall 2010. 4 credits

Prerequisites: ECON1101 and ECON1103

ECON3105 Money and Financial Markets

What is money? How does the stock market work? How do financial markets impact the economy? This course will analyze the role of financial markets and institutions in the world economy, with special emphasis on the U.S. economy, and an in-depth look at the banking industry, the bond market, markets in stocks, foreign currencies, financial futures and derivatives. The course explores the impacts of financial activity on real economic activity and considers the effects of government policies and regulations on financial markets.

Spring semester, alternate years, expected spring 2011. 4 credits

Prerequisite: Successful completion of ECON1103

ECON3109 Emerging Economies

This course offers an overview of economic development and general theories of development and underdevelopment. Specific topics include debt relief, population growth, HIV/AIDS, migration, the special role of women, microfinance, agrarian reform, education, health care, privatization, aid, nationalization, monetary and fiscal policy, exchange rate regimes, foreign capital flows, and trade negotiations. The roles of international organizations and private industry in economic development are also examined.

Spring semester, alternate years, expected spring 2010. 4 credits

Prerequisite: ECON1103

ECON3113 Economics of Health Care

This course uses economic analysis to examine selected issues in health care. The course includes an examination of current and proposed private and government health programs in terms of access, equity, and efficiency and their potential impact on the structure of health care delivery in the United States. In addition, the federal health budget, cost-benefit analysis, and an overview of

management techniques for health institution administration are discussed.

Spring semester, alternate years, expected spring 2011. 4 credits

Prerequisite: ECON1101

ECON3115 Economics and the Environment

This course examines the environmental impact of economic activity and effectiveness of environmental policy. Topics include: the depletion of minerals and oil, management of renewable resources such as water and forests; the conservation of biodiversity; mitigation of global climate change; and the regulation of pollution. Environmental policies are assessed in terms of costs, benefits, ease of implementation and the prospects for encouraging sustainable development.

Spring semester, alternate years, expected spring 2010. 4 credits

Prerequisite: Successful completion of ECON1101

ECON4178-4179 Directed Study

This course is limited to seniors.

Fall and spring semesters. 4 credits

Prerequisite: Permission of instructor

Education

EDUC1111 The Great American Experience

This course is a comprehensive overview of the historical, philosophical and societal foundations of American education. Issues of race, class, gender, sexual orientation and learning differences are highlighted within the context of the positive and negative impact the schools have on society.

Fall and spring semesters. 4 credits

EDUC1112 The Great American Experience

This course provides the same comprehensive overview of the historical, philosophical and societal foundations of American education and, in addition, engages students in a service learning component working directly with children and adolescents through placements in schools and programs that serve school-age children.

Fall and spring semesters. 4 credits

EDUC2211 Elementary Curriculum, Assessment and Instructional Design for Diverse Learners I

This course is designed to provide students with the background and practical skills related to the curriculum planning process for grades 1-6. Students will explore a variety of learning styles and instructional methods in meeting the needs of all students. Course objectives include examining the Massachusetts Curriculum Frameworks, their development and impact on student learning, and ways to implement the frameworks in instruction and assessment.

Fall semester. 4 credits

Prerequisites: PSYCH1401, EDUC1111

EDUC2212 Elementary Curriculum, Assessment and Instructional Design for Diverse Learners II

This course is a sequel to Part I. Students will apply the theories and skills developed in the first course. Through site placements in local, urban elementary schools, students will regularly observe various pedagogical practices and reflect on their observations, as well as share in small group and whole class discussions. Course objectives include implementing the Massachusetts Curriculum Frameworks in instruction and assessment as they relate specifically to student achievement and expected student outcomes.

Spring semester. 4 credits

Pre-practicum field-based experience

Prerequisites: EDUC2211 and successful completion of the Communication and Literacy MTEL

EDUC2311 Secondary Curriculum, Assessment and Instructional Design for Diverse Learners I

This course is designed to provide students with the background and practical skills related to the curriculum planning process for grades 5-8 and 8-12. Students will explore a variety of learning styles and instructional methods in meeting the needs of all students. Course objectives include examining the Massachusetts Curriculum Frameworks, their development and impact on student learning, and ways to implement the frameworks in instruction and assessment.

Fall semester. 4 credits

Prerequisites: PSYCH1405, EDUC1111

EDUC2312 Secondary Curriculum, Assessment and Instructional Design for Diverse Learners II

This course is a sequel to Part I. Students will apply the theories and skills developed in the first course. Through site placements in local, urban middle and high schools, students will regularly observe various pedagogical practices and reflect on their observations, as well

as share in small group and whole class discussions. Course objectives include implementing the Massachusetts Curriculum Frameworks in instruction and assessment as they relate specifically to student achievement and expected student outcomes.

Spring semester. 4 credits

Pre-practicum field-based experience

Prerequisites: EDUC2311 and successful completion of the Communication and Literacy MTEL

EDUC3211 Literacy and Literacy Methods I

This course will introduce students to theories and current practice in literacy teaching and learning focusing on young learners. Course topics will include organizing and managing literacy instruction, current assessment practices in literacy, and the components of a literacy program in reading, writing and word study. Students will learn a variety of instructional techniques for reading, writing, oral language development, vocabulary development, spelling and phonics, and differentiated instructional strategies to meet the needs of English language learners and diverse populations of learners.

Fall semester. 4 credits

Prerequisite: EDUC2212

EDUC3212 Literacy and Literacy Methods II

This course is a continuation of Literacy and Literacy Methods I. The course will reinforce and extend student knowledge and understanding of the theories and current practices in literacy teaching and learning that were introduced in Literacy and Literacy Methods I. Course topics will include organizing and managing literacy instruction, current assessment practices in literacy, and the components of a literacy program in reading, writing and word study at the intermediate elementary level (grades 3-6). Students will learn a range of

instructional techniques for reading, writing, oral language development, vocabulary development, spelling, grammar and usage and differentiated instructional strategies to meet the needs of English language learners and diverse populations of learners.

Spring semester. 4 credits

Pre-practicum field-based experience

Prerequisite: EDUC3211

EDUC3213 Mathematics Methods

This course will introduce students current, research-based practices in the instruction of mathematics at the elementary level. Through readings, hands-on activities, observations and the design and presentation of lessons, students will develop understanding of and skill in inquiry-based mathematics teaching and learning which focuses on problem solving. Students will also explore the use of technology and manipulatives in mathematics teaching and techniques for integrating and reinforcing literacy skills, especially reading and vocabulary development.

Spring semester. 4 credits

Pre-practicum field-based experience

Prerequisites: MATH2122 and EDUC2212

EDUC3214 Science and Social Studies Methods

This course will introduce students to topics, concepts and current practice in the teaching of science and social studies at the elementary level. The course will address instructional strategies that promote higher order thinking skills, design of instruction to accommodate multiple intelligences and interdisciplinary lesson design. Students will explore a range of technology programs and applications for science and social studies and become familiar with the grade-appropriate content standards in the Massachusetts Curriculum Frameworks for science and social studies.

Fall semester. 4 credits

Prerequisite: EDUC2212

**EDUC3311 Secondary Methods:
Classroom Management**

This course will be a study of different approaches to classroom management in the high school and assist students in developing their skills in classroom management. Developing competencies in various approaches to classroom management as well as questions concerning goals, curriculum, discipline, motivation and instructional methods are addressed. Students will be taught current computer technology to assist in effective management.

Fall semester. 4 credits

Pre-practicum field-based experience

Prerequisite: EDUC2312

**EDUC3312 Secondary Methods:
Strategies for Teaching**

Students study and demonstrate teaching methods unique to their area of concentration and as they apply to the Massachusetts Curriculum Framework. Students will demonstrate competency as effective teachers by using various teaching tools to critique their own teaching style, i.e., video-taping and videoconferencing. Students will develop lesson plans in their area and prepare these electronically on a web page.

Spring semester. 4 credits

Pre-practicum field-based experience

Prerequisite: EDUC3311

EDUC4467 Student Teaching Practicum
Supervised student teaching in elementary or secondary classes provides the opportunity for experience in all aspects of teaching and provides students with understanding of the culture of schools as institutions.

Fall semester. 12 credits

Prerequisite: All education program courses and successful completion of all required Massachusetts Tests for Educator Licensure

**EDUC4468 Student Teaching
Capstone Seminar**

This seminar examines the educational issues that grow out of the daily student teaching experience in elementary and secondary classrooms. It is designed to accompany and enhance the practicum experience.

Fall semester. 4 credits

**EDUC4469 Capstone Seminar/
Electronic Teaching Portfolio
Development (Elementary)**

This course will assist students in reviewing effective teaching through discussions of their student teaching practicum experiences. The course will explore how instructional technologies can be used for teaching and learning and will demonstrate technology as a research tool to enhance learning. Specific topics to be explored include: effective teaching practices, social issues in computing, the technology planning process, web page design, and e-portfolio development. The course, which will be partially online, addresses the regulations outlined for Instructional Technology standards issued by the Massachusetts Department of Education and Secondary Education and the International Society for Technology Education (ISTE).

Spring semester. 2 credits

Prerequisite: EDUC4467

**EDUC4470 Capstone Seminar/
Electronic Teaching Portfolio
Development (Secondary)**

This course will assist students in reviewing effective teaching through discussions of their student teaching practicum experiences. The course will explore how instructional technologies can be used for teaching and learning and will demonstrate technology as a research tool to enhance learning. Specific topics to be explored include: effective teaching practices, social issues in computing, the technology planning

process, web page design and e-portfolio development. The course addresses the regulations outlined for Instructional Technology (ISTE). Secondary student teachers will prepare an action research project based on their content area and will present a web-based portfolio. A major focus of the action research is a literate review on current educational subject content authors.

Spring semester. 4 credits

Prerequisite: EDUC4467

English

ENGL1101 Writing Workshop

This course provides students with the opportunity to refine their college writing skills and address issues of organization, focus and grammar. Emphasis is placed on drafting and revising assignments. Students also meet individually with instructors to discuss essays. Admission is based on foundation skills assessment.

Fall and spring semesters. 4 credits

ENGL1103 Critical Inquiry

This course concentrates on developing expository writing skills using critical thinking that empower students. Writing assignments based on readings and on basic research are designed to develop strengths in interpretation, logical sequences, coherence, organization, analysis and synthesis. While conducting critical inquiries into a variety of visual and printed text, students will be introduced to college writing conventions and then use those conventions to demonstrate an understanding of the ideas within the collection. Readings serve as models to deepen students' understanding of good writing and thinking as well as primary sources of inquiry.

Fall and spring semesters. 4 credits

ENGL1105 Introduction to Literature (AI-L)

This course introduces students to the major literary genres of poetry, fiction and drama. Readings will combine classical and modern literature. The emphasis will be on learning how to think and write critically about literature.

Fall and spring semesters. 4 credits

ENGL1207 Critical Speech Communication

This course emphasizes theory and analysis in the study of oral discourse in culture. The primary goal of the class is to prepare

students to become better orators by studying three distinct areas: speech delivery, communication theory and rhetorical analysis of argument, as illustrated in a forensic debate. Students will learn to maximize verbal effectiveness by controlling and enhancing non-verbal elements of their communication style and achieving “proper delivery.” Students will also learn how communication theory enhances our understanding of effective speaking in a variety of settings (public speaking, interpersonal relationships, small groups, organizations, etc.). Students will use rhetorical analysis to construct oral arguments aimed at a variety of audiences, focusing specifically on a debate format. Finally, students will learn to distinguish between the expectations for written and oral discourse. Part of this analysis will include an understanding of how audiences’ needs differ from readers’ needs.

Fall and spring semesters. 4 credits

ENGL1208 Persuasive Strategies and Rhetorical Traditions

Rhetoric, or the ancient art of persuasion, is the foundation for study in communication, literature and writing. Students apply their knowledge of the historical, social and political roots of rhetoric to the analysis of a variety of contemporary media and texts, including advertising, television, music lyrics, journalism, classical and popular literature, and entertainment. Students learn that all texts function as instances of persuasion. This is a writing-, reading-, and speaking-intensive course and particular emphasis is placed on the development of ability in these areas. This course is required of all majors in the English department.

Fall and spring semesters. 4 credits

ENGL2101 English Literature I (AI-L)

This course surveys English literature from the medieval period to the 18th century. Reading a broad range of canonical and non-canonical texts in both an historical and

cultural context, students will examine the ways in which literature challenges dominant values. Students will distinguish the characteristics of different literary periods, analyze specific passages and understand how those analyses participate in the construction of the English literary canon.

Fall semester, expected fall 2010. 4 credits

ENGL2102 English Literature II (AI-L)

This course surveys English literature across the 19th, 20th and 21st centuries. Reading a broad range of canonical and non-canonical texts in both an historical and cultural context, students will examine the ways in which literature challenges dominant values. Students will distinguish the characteristics of different literary periods, analyze specific passages and understand how those analyses participate in the construction of the English literary canon.

Spring semester. 4 credits

ENGL2103 Literary Mirrors: Introduction to World Literature (AI-L)

Embark on a literary journey to Africa, Europe, Asia and Central and South Americas with major world authors who treat in short novels the triumphs and tragedies of the human condition. This course is designed to foster critical thinking and to improve writing skills. All readings are in English.

Spring semester, alternate years, expected spring 2011. 4 credits

(Cross-referenced with LANG2103)

ENGL2105 Contemporary Latin American Fiction (AI-L)

Conducted in English, this literature in translation course introduces students to major contemporary authors from the Latin American Boom to the present. Students will engage in literary analysis of representative prose from Argentina, Chile, Colombia, Mexico, Peru and Puerto Rico. Reading selections will expose students

to literary styles characteristic of Latin American writers as well as to the socio-political reality of the Americas.

Fall semester, alternate years, expected fall 2010. 4 credits

(Cross-referenced with LANG2105)

ENGL2106 Irish Identities: Literature and Culture (AI-L)

This course explores the formation of national, religious, regional, gender, and class identities through the study of the literature and culture of Ireland in the 20th century.

Students will examine Irish culture from the Revival to Field Day, looking at the diverse impacts on the formation of individual and group identities in the successive historical contexts of the struggle for independence, the period of post-independence, the “troubles” of sectarian violence and the British occupation of Ulster, and the rise of the “Celtic Tiger” in the contemporary globalized world economy. This course will study poets such as W.B. Yeats, Patrick Kavanagh, Seamus Heaney, Paul Muldoon and Eavan Boland; prose writers such as James Joyce, Elizabeth Bowen, Roddy Doyle and Edna O’Brien; and playwrights such as Lady Gregory, J.M. Synge, Sean O’Casey and Brian Friel. Films such as *The Commitments*, *Sunday* and *The Crying Game* will be viewed and the global interest of Irish contemporary music will be considered.

Fall semester, alternate years, expected fall 2010. 4 credits

ENGL2124 History through Fiction: Event and Imagination

History and literature question and illuminate one another as the imagined world of the political novel is read against, and as part of, historical events. How do such works as *The Heart of a Dog*, *The Victory*, or *Nervous Conditions* present politics and society? How, in reading them, do we gain a greater understanding of power relations and human relations in times of crisis and

stasis? Works will be placed in context and then discussed in terms of perspective, ideology, style and impact. When last offered, the theme of the course was Jewish history through fiction; upcoming themes include ancient and early modern history through fiction, imperialism and colonialism in fiction, and history through detective and mystery stories.

Spring semester, alternate years, expected spring 2011. 4 credits

(Cross-referenced with HIST2124)

ENGL2303 The Modern American Novel (AI-L)

Focusing on American novels since World War I, this course will introduce students to a range of literary responses to some of the dramatic historical developments and cultural changes of the modern era. Students will study the formal and aesthetic developments in the modern novel while also examining each literary work in its historical context. Writers studied will include both well-known and lesser-known figures, and the novels discussed will lend themselves to a consideration of the diversity of American experiences that has characterized American modernity.

Fall semester, alternate years, expected fall 2011. 4 credits

ENGL2304 American Voices I: U.S. Literature to 1865 (AI-L)

This course examines the development of American literature from Columbus to Whitman. Students will consider the aesthetic characteristics of non-fiction, fiction, and poetry, as they engage with religious and political movements like Puritanism and slavery, interrogate themes like self-reliance and individualism, and discuss sociocultural issues such as class dynamics, the treatment of indigenous peoples by European settlers, and gender relations. Students consider each text within its historical context in order to understand

how it simultaneously responds and contributes to the conditions that have given rise to it. Throughout the semester, students will identify and define the characteristics that constitute an American voice.

Fall semester, expected fall 2010. 4 credits

ENGL2305 Writing Women (AI-L)

This course surveys the role of women in British and/or American literary culture, as both creators and subjects of literary and cinematic expression. Readings include a range of poetry, short stories, novels and visual texts such as paintings and film.

Spring semester, alternate years, expected spring 2010. 4 credits

ENGL2309 The Haves and the Have-Nots: American Authors on Money, Class and Power (AI-L)

Since Puritan times, Americans have linked material wealth and economic success with self-worth and identity. This course explores how writers have grappled with the issues of money, class and power and traces the theme of consumerism throughout the American literary canon. The readings are drawn from a variety of American writers from the 17th through the 21st centuries and may include texts by Franklin, Howells, Fitzgerald and Wharton as well as lesser-known works by women, African American and Native American authors.

Fall semester, alternate years, expected fall 2011. 4 credits

ENGL2321 Performing Gender (AI-L)

This course focuses on representations of gender as it relates to love relationships in a variety of British and American literary texts and films. The course provides an introduction to gender theory as it applies to literary and media studies. Readings may include Sir Philip Sidney's *Astrophil and Stella*, Shakespeare's *Twelfth Night*, Virginia Woolf's *Orlando*, Hawthorne's

The Scarlet Letter, and Jeanette Winterson's *The PowerBook*. Films may include *Il Postino* (Radford 1994), *Soldier's Girl* (Pierson 2003), *Eternal Sunshine of the Spotless Mind* (Gondry 2004), *Bridget Jones's Diary* (Maguire 2001), and *Fight Club* (Fincher 1999).

Fall semester, alternate years, expected fall 2011. 4 credits

ENGL2323 Short Fiction (AI-L)

This course introduces students to the intensive study of short fiction. Students read a wide array of short stories and analyze them in relation to aesthetic and cultural issues, including race, class, and gender. Writers may include Sherwood Anderson, Anton Chekhov, James Joyce, Ernest Hemingway, Zora Neale Hurston, Amy Tan, Raymond Carver and Jhumpa Lahiri.

Fall and spring semesters. 4 credits

ENGL2325 Spirituality and the Literary Imagination (AI-L)

The recent widespread popularity of best-sellers and television shows dealing with angels, the soul and other religious topics suggests that God is anything but dead in the 21st century. Spirituality has always been a topic of great intellectual interest to artists and writers, from St. Augustine and Julian of Norwich to modern-day writers such as Isaac Bashevis Singer, Thomas Merton and Kathleen Norris. This course examines the ways in which Christian and non-Christian writers have grappled with their faith and relationship with a higher being over the course of centuries. Readings cover both fiction and non-fiction, with a special emphasis on Catholic writers.

Spring semester, alternate years, expected spring 2011. 4 credits

ENGL2402 Shakespeare: Tragedies, Comedies, Histories and Romances (AI-L)

This course is a survey of Shakespeare's plays from the four dramatic genres: comedy, tragedy, history, and romance. It provides an in-depth study of a selection of plays as well as a consideration of broader concerns such as canonicity. How do modern audiences respond to Shakespeare's plays? Do they resonate with a 21st-century audience because of certain "universal" truths unearthed by a 16th-century "genius?" If so, what are those universals? Why do Shakespeare's plays persist at the core of the Western canon? What are the specific features of a Shakespeare comedy, tragedy, history, or romance? These are some of the questions we will explore as we seek to understand the plays as well as their place in the literary canon and in our lives.

Spring semester, alternate years, expected spring 2010. 4 credits

ENGL2406 The Rise of the British Novel (AI-L)

A survey of the 18th- and 19th-century British novel with an emphasis on its development from the cultural margins to literary preeminence, and the way that this rise intersects issues of class, gender, and empire. Novelists may include Defoe, Richardson, Fielding, Austen, the Brontë sisters, Eliot, Dickens and Hardy.

Fall semester, alternate years, expected fall 2010. 4 credits

ENGL2408 The Modern British Novel: Empire and After (AI-L)

This course surveys major British fiction from the early 20th century to the present with particular emphasis on how the novel and short story give narrative shape to issues of class, gender, race, nationality in the period of the British Empire's decline and fall. Writers may include James Joyce, E.M. Forster, Virginia Woolf, D.H. Lawrence,

Doris Lessing, V.S. Naipaul and Jeanette Winterson.

Spring semester, alternate years, expected spring 2011. 4 credits

ENGL2409 The Political Novel (AI-L)

The novel has always been political, especially when it claims that it is not. It necessarily reproduces some of the cultural and political ideology that informs it. As a commodity, for example, it advances the priorities of consumer capitalism and contributes to the hegemonic imperatives of the ruling class. How, then, do we read novels that criticize the economic and political system that produces them? Can novels which challenge dominant political assumptions become legitimate vehicles to engender significant social change? If so, what does this capability say about the sociocultural power of subversive texts and the relationship between political ideas and literary aesthetics? This course will consider these questions, along with many others, as it examines several 20th-century American novels that interrogate the complexities of politics and political life in America and abroad. Novels may include *Blood Meridian*, *The Grapes of Wrath*, *Ceremony*, and *Under the Feet of Jesus*.

Fall semester, alternate years, expected fall 2011. 4 credits

ENGL2413 African American Literature: A Tradition of Resistance (AI-L)

This course traces the African American literary tradition from its origins to the present, focusing in particular on ways that African American narratives have challenged and changed American literary, political, and historical discourses. Readings will include folktales, fugitive slave narratives, and political writings, as well as fiction, poetry and drama from the Harlem Renaissance to the contemporary moment. Writers may include Frederick Douglass,

W.E.B. Dubois, Langston Hughes, Zora Neale Hurston and Toni Morrison.
Spring semester, alternate years, expected spring 2010. 4 credits

ENGL2417 Literature of the Black Atlantic (AI-L)

This course surveys the literatures and cultures of the Black world—including Africa, the Caribbean, and Black Britain—in the 20th century. Through an examination of representative works of prose fiction, drama, poetry, film, and music by major figures of Black Africa and its Atlantic diaspora (including, for example, Chinua Achebe, Buchi Emecheta, Jamaica Kincaid, “dub” poet Linton Kwesi Johnson, and reggae musician Bob Marley), the course explores how Black culture and consciousness have been shaped by their engagements with issues of race, class, nationality, and gender in the successive historical contexts of colonialism, anti-colonial resistance, and the post-colonial, “globalized” world.

Fall semester, alternate years, expected fall 2011. 4 credits

ENGL2501 Journalism

Taught by a professional journalist, this course introduces the roles, responsibilities, and habits of print and online journalists in order to consider the place of journalism in an age of increased technology and media influence. Students receive practice in selected assignments typical of contemporary journalistic writing and research, such as beat reporting, investigative journalism and interviewing, with opportunities to revise their work for possible publication in the College’s student publications.

Fall and spring semesters. 4 credits
Prerequisite: ENGL1208

ENGL2504 Prose Writing

This course explores selected types of writing often associated with the term “literary non-fiction,” giving students the opportunity for active reading as well as frequent practice in composing and revision. Besides personal essays and magazine feature articles, versions of this course may focus on genres including written argumentation, profiles and documentaries, or writing about specific topics such as sports, entertainment, food, travel, science, spirituality or the environment. The course also helps students develop research strategies appropriate to various non-fiction genres.

Fall semester. 4 credits

ENGL2506 Poetry Writing

This course is an overview of the craft of poetry writing in a workshop format. Students will read and discuss the work of a broad selection of contemporary poets. Various exercises will be assigned to demonstrate the relationship between form and content. Students will be introduced to basic figures of speech and concepts in poetic form (sonnet and ballad, for example), rhyme, and meter. Students will compose portfolios from daily journals and class workshops.

Spring semester, alternate years, expected spring 2011. 4 credits

Prerequisite: ENGL1103

ENGL2507 Fiction Writing

An overview of the craft of fiction writing and the creative process, study will focus on story-telling structure, use of narrative and scene, the importance of conflict, sensory details, the revelation of character through dialogue and action, and the paramount importance of point-of-view to literary technique. Students will read and discuss published short fiction, write assigned exercises and read/hear the completed manuscripts of class members.

Spring semester, alternate years, expected spring 2010. 4 credits
Prerequisite: ENGL1103

ENGL2521 Public Relations Writing

This course introduces students to the professional world of public relations by concentrating on the writing, research, and oral skills required of entry-level PR practitioners. In particular, the course focuses on the basic grammar skills, effective prose styles, and professional presentation approaches that are critical for success in the field. In addition, students will practice working as a member of a collaborative team and communicating ideas effectively with a range of clients.

Fall and spring semesters. 4 credits
Prerequisite: ENGL1208

ENGL2523 Introduction to Advertising

How are advertisements created? Why are some ads so memorable while others barely make a dent in our collective consciousness? What are some of the issues surrounding the placement of a particular ad? This course introduces students to the creative processes behind an advertising campaign, while also helping them better understand the role advertising plays in their own lives as well as the modern economy. In addition, students will learn about the strategic identification of markets and targets and the relationship between advertising agencies and the media.

Spring semester. 4 credits
Prerequisite: ENGL1208

ENGL2604 American Voices II: U.S. Literature Since 1865 (AI-L)

A survey of American literature from the Civil War to the contemporary era, this course introduces students to major works of U.S. fiction, poetry, and drama. Students examine key literary movements, including realism, modernism, and postmodernism,

and study a diverse array of U.S. writers who have shaped, extended, or challenged them.
Spring semester, expected spring 2010.
4 credits

ENGL2701 Literature and Film (AI-L)

This course focuses on investigating the relationships between different media, specifically traditional forms of literature and film, with special attention to understanding the cultural significance of these texts. Students will read literature from a variety of genres, including poetry, short stories, plays and novels. Films to be viewed will include direct adaptations of these works; alternative representations of the work's plots, themes, or characters; and cinematic renderings of literary figures and the literary imagination.

Spring semester, alternate years, expected spring 2011. 4 credits

ENGL3301 The American West in Film and Literature (A)

Poet Derek Walcott tells us that the poet is the voice of the landscape, suggesting a dynamic interplay between our inner and outer landscapes. This course concentrates on the influence of the American landscape on the lives and thoughts of European colonial settlers to the cowboys and cowgirls of the Wild West to contemporary writers and visual artists. Using the lens of the landscape of the West, the class examines the literature of tolerance, democracy and ambition.

Spring semester, alternate years, expected spring 2010. 4 credits

ENGL3303 Images of Masculinity

This course explores the construction of masculinities in post-World War II American literature and film, concentrating on whether masculinity is conceived as natural and immutable or is culturally or historically determined. We will examine how versions

of masculinity relate to cultural developments such as feminism, the “crisis in masculinity,” and drag culture. We will also explore the connections between sex, gender, sexuality, race, and class. Readings have included John Irving, *The World According to Garp*; Walter Mosley, *The Man in My Basement*; Arthur Miller, *The Death of a Salesman*; and Annie Proulx, *Brokeback Mountain*. Films have included *Fight Club* (Fincher 1999); *The Graduate* (Nichols 1967); *Training Day* (Fuqua 2001); *Venus Boyz* (Baur 2002); *Brokeback Mountain* (Lee 2005); and *Y Tu Mamá También* (Cuaron 2001). Theoretical texts include readings from theorists such as Michel Foucault, Thomas Laqueur, and Judith Halberstam.

Fall semester, alternate years, expected fall 2011. 4 credits

Prerequisites: ENGL1208 and two 2000-level courses and junior or senior status

ENGL3305 Satire

Our specific focus in this course will be satire—a particularly powerful strategy used in literary and popular texts to question the “status quo” in political, religious, corporate, and academic institutions. We will look specifically at the creative and subversive strategies that poets, essayists, novelists, comedians, television writers, and filmmakers use to subvert dominant ideologies. We will also study the theory of satire and explore its relationship to irony, parody, the grotesque, and the carnivalesque. Readings have included Jonathan Swift, *A Modest Proposal*; John Kennedy Toole, *A Confederacy of Dunces*; Jasper Fforde, *The Eyre Affair*; Gore Vidal, *Live from Golgotha: The Gospel According to Gore Vidal*; Juvenal, *Satire 1*; Dryden, “A Discourse Concerning the Original and Progress of Satire”; Stephen Crane, “War is Kind”; Bakhtin, from *Rabelais and His World*; Rabelais, from *Gargantua and Pantagruel*; Cixous, “Laugh of the Medusa”;

and Irving, “Tales of a Traveller.” Films have included *Fahrenheit 9/11* (Moore 2004) and *Best in Show* (Guest 2000). Student projects involve analyzing and presenting popular culture satirical texts such as television shows, web sites, and popular films.

Spring semester, alternate years, expected spring 2010. 4 credits

Prerequisite: ENGL1208 and two 2000-level courses and junior or senior status

ENGL3307 Survey of Literature for Children and Young Adults

This course provides a historical and critical survey of major writers and illustrators in children’s and young adult literature and explores the distinguishing characteristics of literature written for children. Students will read a range of traditional and contemporary literature and explore major authors and illustrators and a variety of genres. Through reading, discussion, in-class writing exercises, written assignments, and a research paper, students will become informed and analytical readers of literature written and illustrated for children and adolescents.

Spring semester, as needed. 4 credits

Prerequisites: PSYCH1401, ENGL1105, ENGL2304

Note: This course does not count toward any English department major or minor.

ENGL3309 Characters of the Long 18th Century

This seminar investigates the significance of the different characters one encounters in the textual productions (poetry, prose, and drama) from the “long 18th century.” In current scholarship, the definition of this period varies widely, but for the purposes of this class, the time period begins at the Restoration of the Stuart monarchy to England’s throne (1660) and concludes in the chaotic years following the French Revolution (1790s). The characters students will encounter include the fop, the gossip, the intellectual, the rake, the virtuous lady,

the slave, the self-made man, the virtuoso, the newsman and woman, the emerging feminist, and the abolitionist. Part of the class will involve coming to terms with the uncomfortable excesses (slavery, misogyny, revolution, etc.) that these characters embody and that pervade this period of English history generally. Primary texts for this class will include John Wilmont, Second Earl of Rochester's poetry, George Etherege's *The Man of Mode*, Aphra Behn's *The Rover*, Susanna Centlivre's *A Bold Stroke for a Wife*, Jonathan Swift's *A Tale of a Tub*, Joseph Addison and Richard Steele's *The Tatler* and *The Spectator*, Aphra Behn's *Oroonoko*, Eliza Haywood's *Love in Excess*, and Daniel Defoe's *Robinson Crusoe*, Jane Collier's *An Essay on the Art of Ingeniously Tormenting*, and Mary Wollstonecraft's *A Vindication of the Rights of Woman*.

Spring semester, alternate years, expected spring 2011. 4 credits

Prerequisites: ENGL1208 and two 2000-level courses and junior or senior status

ENGL3421 Spanish Caribbean Literature (AI-L)

This course will introduce students to the literature of the Spanish Caribbean, engaging them in literary analysis of major authors from Cuba, Puerto Rico and the Dominican Republic. Special attention will be given to the author's literary style, themes developed and to the ideological content of each piece. Students will also get a glimpse of this region's historical and sociopolitical conditions. At the end of the semester participants will have acquired an appreciation of the literature of the Spanish-speaking Caribbean as well as a better understanding of the complex issues affecting this interesting region.

Fall semester, as needed. 4 credits

(Cross-referenced with LANG3421)

ENGL3501 Writing for Electronic Media

Writers who can write effectively for electronic media will be tomorrow's success stories. News organizations, publishers, and commercial businesses are seeking writers steeped in new media, especially those who can write for the web. In this project-based course, students will master writing for podcasts, audio slideshows and videos. In addition, they will sharpen their journalistic skills (through regular blogging, for example), and build a professional portfolio that will assist them in finding work in the media business.

Spring semester. 4 credits

Prerequisites: ENGL1208, ENGL2501 (both required) and one other 2000-level or above English offering and junior or senior status

ENGL3504 Advanced Prose Writing

A requirement for Writing and Literature track majors, this course will be taught in the format of a writing workshop, with the goal of extending and refining the skills of non-fiction writing that students were introduced to in ENGL2504 Prose Writing.

Spring semester, expected spring 2010

Prerequisites: ENGL1208, ENGL2504, and junior or senior status

ENGL3601 Crime Stories and American Culture

This course will examine crime narrative traditions and their function in American culture. The course begins with the birth of the classic detective story and traces the form through various transformations in 20th-century America, including the emergence of hardboiled "private eye," noir films, police procedurals and the "true crime" genre. Throughout the semester, we will analyze the social and political implications of each genre and each text, focusing especially on the representation of crime and society, as well as the portrayal

of policing, forensic science, law, order, class, race, gender and justice.

Fall semester, alternate years, expected fall 2011. 4 credits

Prerequisites: ENGL1208 and two 2000-level courses and junior or senior status

ENGL3701 Media Theory

This course approaches the history of media theory from the focal point of its newest branch, new media theory. “New Media” is an umbrella term for all forms of electronic communication that are digitally produced and distributed. Unlike traditional forms of communication, these media are interactive and non-linear. From this vantage point, we will examine our relationship with media, new and old. We will explore this relationship by focusing on images of technology in popular culture. With new media, we are placed in a scene we seem to direct. But to what extent are we being directed? Significant fears—specifically technophobia—have sprung from pondering that question. By studying popular representations of a technologically driven world and by examining our own practical experience with new technologies, we will seek to understand both our fears and our fascination with changes in media. The course combines theoretical readings with the study of a variety of primary texts such as films (*Metropolis*, *Terminator*), television (*Lost*), interactive fiction (*253* and *Afternoon*), social networks (Facebook, MySpace), and computer games (*Adventure*, *The Sims*)

Spring semester. 4 credits

Prerequisite: ENGL1208 and two 2000-level courses and junior or senior status

ENGL3703 Critical Theory and the Academy

What does it mean to study literature?

What does it mean to be a literary critic?

What role does theory play for a literary critic in analyzing literature? Does “high theory” have any application outside of the halls of academe? What are the connections between theory and practice? These are some of the questions we will explore as we study the history and development of literary and cultural theory. We will focus on the dominant theoretical approaches of the 20th and 21st centuries, including Marxism, structuralism, deconstruction, feminist criticism, and post-colonial theory. This course is recommended for all interested in literary and cultural theories and especially those interested in the teaching profession or those continuing on to graduate school, where a basic working knowledge of major theories is expected. Literary texts include Fowles’s *Mantissa* and Churchill’s *Cloud Nine*; films include *Derrida* and *The Matrix*.

Fall semester, alternate years, expected fall 2010. 4 credits

Prerequisites: ENGL1208 and two 2000-level courses and junior or senior status

ENGL3705 Monsters, Madness and Mayhem: The Gothic Tradition in Film and Literature

This course traces the development of the Gothic tradition in both literature and foreign and American cinema. We will examine the historical roots of the genre in British literature, then shift our focus to American writers and their treatment of the Gothic in classic and contemporary fiction. We will also spend time viewing some classic “B” films that use the Gothic as a central cinematic and narrative device, and compare those versions to the literature. However, the central question we will ask of all the texts for the course is “what does the enduring popularity of the Gothic in both literature and film say about us and the genre itself?”

Fall semester, alternate years, expected fall 2010. 4 credits

Prerequisites: ENGL1208 and two 2000-level courses and junior or senior status

ENGL3801 Feature Writing

Taught by a professional editor, this course focuses on learning to research, write, and edit feature-length articles for newsletters, newspapers, or magazines. The course explores topics such as research, project management, interviewing, article structure, editing for content and copy, as well as roles and responsibilities of writers and editors working in professional settings.

Fall and spring semesters. 4 credits

Prerequisites: ENGL1208, ENGL2501, one other 2000-level English course and junior or senior status

ENGL3804 Critical Approaches to Organizational Communication

Critical Approaches to Organizational Communication focuses on how power may be understood and how it informs our daily organizational lives. Students will learn and increase their knowledge of a variety of critical theories and apply these to numerous organizations. Major perspectives on organizational culture and power will be utilized to analyze and inform student understandings of organizations so students are better able to negotiate relationships of power. We will examine how identity is constructed, negotiated, and constrained through everyday communication in and across organizations; how factors such as race, class and gender inform our everyday workplace actions; how our workplaces provide constraints upon our activities in subtle yet effective ways and how those constraints may be challenged and/or resisted. Special emphasis will be placed on analysis of organizational cultures via critical theory with the aim of achieving a healthy and robust work life.

Spring semester, alternate years, expected 2010. 4 credits

Prerequisites: ENGL1208 and two 2000-level courses and junior or senior status

ENGL3991-3992

Special Topics I & II

This course emphasizes the study and application of theoretical perspectives to literary and media texts, as well as advanced research and writing projects requiring secondary sources. The topic for the course will be determined by the instructor.

Fall and spring semesters. 4 credits

Prerequisites: ENGL1208 and two 2000-level courses and junior or senior status

ENGL4160 Writing Seminar

By way of exercises and practice, students consider creative process, craft and aesthetics. In addition, they revise and edit work produced in previous writing courses. Students will also learn about the publishing process and submit their best work for consideration at journals, magazines, anthologies, and contests, with the ultimate goal of publication.

Spring semester, as needed. 4 credits

Prerequisites: ENGL1208, 2504, 3504, and junior or senior status or instructor approval

ENGL4178 Directed Study

Under the guidance of a faculty member, students select, read, and research a particular literary, writing, or media-related topic.

Offered as needed. 4 credits

Prerequisites: Two 3000-level literature or theory courses and senior status

ENGL4991-4992 Independent Study

This course is limited to seniors whose proposal for Distinction in the Field has been accepted by the department. Under the guidance of a member of the English faculty, students complete a 40-page research paper which is the sole requirement for

Distinction in the Field of English graduation honors.

Offered as needed. 2 credits

Prerequisites: Two 3000-level literature or theory courses, proposal approval, and senior status

ENGL4994-4995 Internship I & II

Students gain practical and professional training and experience in a range of fields, including, but not limited to, journalism, broadcasting, advertising, publishing, public relations, and corporate, political, or governmental communication. Students work a minimum of 15 hours per week at their placement and meet regularly with other interns and the course instructor while completing several projects related to their internship site. All placements must receive instructor approval.

Fall and spring semesters. 4 credits

Prerequisites: INT1001, two 3000-level literature or theory courses, senior status, and permission of instructor

ENGL4999 Senior Seminar

Students will examine how different texts (e.g., popular and classic literature, movies, television, etc.) present and shape a variety of issues such as gender, race and class throughout all levels of culture. Specific topics and texts will be determined by the instructor, but will include theoretical and critical material as well as primary sources. “Texts” could be all of one kind or a combination of different media, also to be determined by the instructor. Active student participation and a major research project is required.

Fall and spring semesters. 4 credits

Prerequisites: Two 3000-level literature or theory courses and senior status

Environmental Science

ENVM200 Environmental Forum

This course provides a forum for different disciplines and interests to assess and evaluate current environmental topics. This course includes a service-learning component and encourages student and faculty interaction with local, regional, and national environmental advocates. In the process, students will develop applied research skills as well as oral and written skills. In addition to addressing environmental issues from a scientific basis, socioeconomic and political issues are also incorporated.

Spring semester. 2 credits

Foreign Languages

Arabic

LANG1661 Beginning Arabic I

Beginning Arabic I will introduce students to Modern Standard Arabic and to the cultures of the Arab world. This program is designed for students with little or no prior knowledge of Arabic who are committed to the study of this fascinating language. The course will emphasize the spoken language while developing basic reading and writing skills as well. It will also present grammatical structures in context, relating abstract concepts to practical skills. Students will be introduced to a range of Arabic, from colloquial to standard, in authentic contexts. They will be encouraged to verbally communicate in Arabic with one another and with the instructor.

Fall semester. 4 credits

LANG1662 Beginning Arabic II

Beginning Arabic II will continue to introduce students to Modern Standard Arabic and to the cultures of the Arab world. The course is designed for students who have completed Beginning Arabic I or its equivalent and are committed to the study of this fascinating language. It will emphasize the spoken language while developing basic reading and writing skills as well. It will also present grammatical structures in context, relating abstract concepts to practical skills. In addition, students will gain ample cultural knowledge, learning about conventional forms of politeness, social greetings and culturally appropriate etiquette. Students will be introduced to a range of Arabic from colloquial to standard in authentic contexts. They will be encouraged to verbally communicate in Arabic with one another and with the instructor.

Spring semester, 4 credits

French

LANG1201 Beginning French I

This course is a language immersion program that introduces French to students with little or no previous knowledge of the language while developing basic comprehension, speaking, reading and writing skills.

The students are encouraged to communicate with each other and the instructor through role-playing and interpersonal activities. A video program supplements classroom instruction. Three hours of class, two hours of laboratory.

Fall semester. 4 credits

LANG1202 Beginning French II

This course is a continuation of LANG1201. Students will continue their progress in conversational French while developing basic language skills. A video program supplements classroom instruction. Three hours of class, two hours of laboratory.

Spring semester. 4 credits

Prerequisite: LANG1201 or equivalent

LANG2201 Intermediate French I: Language through Film

This course is part of a language immersion program that emphasizes oral communication through interpersonal activities, while also further developing basic comprehension skills, such as listening, speaking, reading, and writing, through a variety of classroom activities and homework assignments. A conversationally interactive cultural component is also emphasized, through the viewing and discussion of both classic and contemporary French films.

Fall semester. 4 credits

Prerequisite: LANG1202 or equivalent

LANG2202 Intermediate French II: Language through Film

This language immersion course, a continuation of LANG2201, continues to develop listening, speaking, reading and writing skills in the French language.

Spring semester. 4 credits

Prerequisite: LANG2201 or equivalent

LANG2213 French Conversation and Composition I

Develops proficiency in the oral and written use of French language through literary and cultural readings, written essays and oral presentations. Students will expand their vocabulary and will also review key grammatical concepts.

Fall semester. 4 credits

Prerequisite: LANG2202 or permission of instructor

LANG2215 Darkness in the City of Lights: Contrasting Views of Paris in Modern French Literature and Culture (AI-L)

France's capital has had an enormous impact on the mind and machinations of modern French writers, especially since the middle of the 19th century. Through novels, novellas, short stories, poems, and films, contrasting accounts of life in the city of Paris will be studied, offering radically opposing views of the French capital. As a setting for realist fiction (Balzac, Hugo, Maupassant), Paris breeds hatred and love, good and evil, emancipation and regression, sin and redemption. As a source of lyrical expression and moral reflection (Baudelaire, Apollinaire), Paris elicits both optimistic and pessimistic meditations on modern city life. As a stage for surrealistic and/or carefree wanderings (*Cléo de 5 à 7*, *Amélie*), the French capital leads to chance encounters which are not devoid of strange and disquieting discoveries about the world and the self. This course, conducted in English, travels to Paris in January.

Fall semester, as needed. 4 credits

Italian

LANG1301 Beginning Italian I

Beginning Italian I is a language immersion course designed for students with little or no prior knowledge of Italian. Its objective is to introduce the language and culture of Italy while developing basic comprehension, speaking, reading and writing skills. The course emphasizes oral communication, encouraging students to verbally communicate in Italian with one another and with the instructor.

Fall semester. 4 credits

LANG1302 Beginning Italian II

Beginning Italian II is a continuation language immersion course designed for students with prior knowledge of Beginning Italian I. Its objective is to continue to introduce the language and culture of Italy while developing basic comprehension, speaking, reading and writing skills. The course emphasizes oral communication, encouraging students to verbally communicate in Italian with one another and with the instructor.

Spring semester. 4 credits

Prerequisite: LANG1301 or equivalent

LANG2301 Intermediate Italian I

This course offers a language immersion program that further develops basic comprehension skills such as listening, speaking, reading and writing. A primary objective of the course is to help students acquire a good command of spoken and written Italian, and an appreciation of the culture of Italy. Students will engage in a variety of interpersonal activities, will study the structure of the language and will be introduced to literary readings. Three hours of class, one hour of laboratory.

Fall semester. 4 credits

Prerequisite: LANG1302 or permission of instructor

LANG2302 Intermediate Italian II

This language immersion course, which follows LANG2301, continues to develop listening, speaking, reading and writing skills in Italian language. The development of strong communication skills and an appreciation of the culture of Italy will remain at the center of the program. Three hours of class, one hour of laboratory.

Spring semester. 4 credits

Prerequisite: LANG1302 or permission of instructor

Spanish**LANG1401 Beginning Spanish I**

This course is a language immersion program that introduces Spanish to students with little or no previous knowledge of the language while developing basic comprehension, speaking, reading and writing skills. The students are encouraged to communicate with each other and the instructor through role-playing and interpersonal activities. A video supplements classroom instruction. Three hours of class, two hours of laboratory.

Fall semester. 4 credits

LANG1402 Beginning Spanish II

This course is a continuation of LANG1401. Students will continue their progress in conversational Spanish while developing basic language skills. A video supplements classroom instruction. Three hours of class, two hours of laboratory.

Spring semester. 4 credits

Prerequisite: LANG1401, LANG1402, or equivalent

LANG2401 Intermediate Spanish I

This course is a language immersion program that emphasizes oral communication through interpersonal activities. Class work and home assignments further develop basic comprehension, speaking, reading and writing skills. A video program provides the

basis for classroom discussion. Three hours of class, one hour of laboratory.

Fall semester. 4 credits

Prerequisite: LANG1402 or equivalent

LANG2402 Intermediate Spanish II

This course is a continuation of LANG2401. Conversational skills are emphasized through role-playing and interpersonal activities. Literary readings are incorporated into the course. Three hours of class, one hour of laboratory.

Spring semester. 4 credits

Prerequisite: LANG2401 or equivalent

LANG2413 Spanish Conversation and Composition I

This course encourages the student to integrate the grammatical structures already learned into meaningful communication in the context of practical settings. Varied activities and audiovisual material will supplement literary readings, readings of cultural interest, and readings on public events as a stimulus to everyday oral and written language use.

Fall semester. 4 credits

Prerequisite: LANG2402 or equivalent

LANG2414 Spanish Conversation and Composition II

This course is a continuation of LANG3401. It continues to emphasize oral and written expression while strengthening key grammatical structures necessary for meaningful communications. Varied activities will supplement cultural and literary readings.

Spring semester, as needed. 4 credits

LANG2415 Spanish at Work in the Community

This is an upper-level language course that will promote linguistic fluency and better cultural understanding of the Latin American and Latino communities in the United States. The course's content will focus on Hispanic

immigration, emphasizing the experiences of the Latin American and Latino communities of the United States. It will concentrate on the largest groups of immigrants, those from Mexico, Puerto Rico and Cuba, exploring issues related to language, identity, socio-economic realities and demographics. Class discussions will center on cultural and literary readings and films. Students will provide community service to non-profit organizations within the Boston area, as well as to local schools, where they will be using their language skills while assisting Spanish-speakers.

Spring semester, alternate years, expected spring 2011. 4 credits

Prerequisite: LANG2413 or equivalent

LANG2416 Latin American Peoples and Cultures (AI-L)

This Latin American culture course will introduce students to the cultures and peoples of the region from pre-Columbian to modern times. Following a thematic approach, students will gain a better understanding of significant historical events, geographical regions, indigenous cultures, regional languages, religious customs and beliefs, music, and other forms of artistic expression. Literary texts from different Spanish-speaking countries will illustrate the richness and diversity of this complex world. Students will read Inca Garcilaso de la Vega's account of Pizarro's conquest of Peru, José Martí's vision of Cuba, Marta Truebas's gripping narrative of military repression in the Southern Cone, and Nellie Campobello's fiction of the Mexican revolution. They will also read a selection of poetry and short stories relevant to the content of the course. Music and film will also be incorporated into the program.

Spring semester, alternate years, expected spring 2010. 4 credits

LANG2417 Hispanic Culture and Language through Film

This course will introduce students to the heterogeneous culture of the Hispanic world through the use of films and other selected materials provided by the instructor. The course aims to provide students with a panoramic appreciation of Hispanic cultures as well as to develop their linguistic proficiency through the use of films and other assorted materials (music, pictures, paintings, articles, short narratives, and the like). The course will place special emphasis on the links that tie the films with the broader economic, sociopolitical and historical landscape of the Hispanic world. It also offers a comprehensive review of grammar, systematic vocabulary building, and intensive practice in oral and written expression. All movies will be shown in their original language with subtitles. The course will be conducted in Spanish.

Fall semester, alternate years, expected fall 2010. 4 credits

Prerequisite: LANG2413 or permission of instructor

LANG2419 Approaches to Hispanic Literature (AI-L)

The last half of the 20th century witnessed a revolution in literary theory and criticism. Drawing on a vast network of other disciplines such as philosophy, anthropology, linguistics, political economy, sociology, women's studies, religion, etc., this course will introduce students to this vast and varied present-day field. The critical and theoretical concepts presented in this class aim to provide undergraduate students with the tools to conduct in-depth study of literary texts.

Fall semester, alternate years, expected fall 2011. 4 credits

LANG2605 Spain: A Cultural Approach (AI-L)

This course presents an overview of Spanish culture in the physical reality of the geography of Spain, the trajectory of its history and the rich values of its art.

Spring semester, as needed. 4 credits

LANG3411 Latin American Literary Giants (AI-L)

This course will focus on the most influential Latin American authors. It will engage students in literary analysis of representative texts by Borges, Neruda, Paz, Garcia Marquez and others. Readings will include a wide range of poetry, short stories and novels.

Spring semester, expected spring 2012. 4 credits

Prerequisite: LANG2413 or permission of instructor

LANG3417 Spanish American Experience: An Overview (AI-L)

This course examines the developments of Spanish American literature through the study of the most representative literary movements and cultural periods.

Fall semester, alternate years, expected fall 2010. 4 credits

LANG3427 Contemporary Spanish American Women Novelists (AI-L)

This course introduces the student to outstanding women novelists of the contemporary period, such as Rosario Castellanos, Elena Poniatowska, Marta Traba, Rosario Ferré and Isabel Allende. Discussions will focus on literary analysis, sociopolitical context and feminist perspective.

Spring semester, expected spring 2010. 4 credits

Prerequisite: LANG2413 or permission of instructor

LANG3429 Great Figures of Spanish Literature (AI-L)

This study of selected texts of the most outstanding Hispanic authors across the centuries will bring the student into contact with the evolution and artistic richness of the literary history of Spain and Spanish America.

Fall semester, alternate years, expected fall 2011. 4 credits

Prerequisite: LANG2413 or permission of instructor

LANG3431 Contemporary Spanish Novel (AI-L)

The student will read and discuss relevant works of the most outstanding contemporary novelists of Spain, noting particularly the changed social, political and cultural environment of present day Spain as evidenced in these novels.

Spring semester, expected spring 2013. 4 credits

Prerequisite: LANG2413 or permission of instructor

LANG3433 Modern Hispanic Drama (AI-L)

This is an approach to the study of Hispanic society and culture of the contemporary period through the reading, discussion of, and analysis of selected works of outstanding dramatists of the period.

Spring semester, expected spring 2011. 4 credits

LANG4478-4479 Directed Study

Fall and spring semesters. 4 credits

Prerequisite: Permission of instructor

Literature in Translation**LANG2103 Literary Mirrors: Introduction to World Literature (AI-L)**

Embark on a literary journey to Africa, Europe, Asia and Central and South Americas with major world authors who treat in short novels the triumphs and

tragedies of the human condition. This course is designed to foster critical thinking and to improve writing skills. This course is conducted in English.

Spring semester, alternate years, expected spring 2011. 4 credits

(Cross-referenced with ENGL2103)

LANG2105 Contemporary Latin American Fiction (AI-L)

Conducted in English, this literature in translation course introduces students to major contemporary authors from the Latin American Boom to the present. Students will engage in literary analysis of representative prose from Argentina, Chile, Colombia, Mexico, Peru and Puerto Rico. Reading selections will expose students to literary styles characteristic of Latin American writers as well as to the socio-political reality of the Americas.

Fall semester, alternate years, expected fall 2010. 4 credits

(Cross-referenced with ENGL2105)

LANG2215 Darkness in the City of Lights: Contrasting Views of Paris in Modern French Literature and Culture (AI-L)

France's capital has had an enormous impact on the mind and machinations of modern French writers, especially since the middle of the 19th century. Through novels, novellas, short stories, poems, and films, contrasting accounts of life in the city of Paris will be studied, offering radically opposing views of the French capital. As a setting for realist fiction (Balzac, Hugo, Maupassant), Paris breeds hatred and love, good and evil, emancipation and regression, sin and redemption. As a source of lyrical expression and moral reflection (Baudelaire, Apollinaire), Paris elicits both optimistic and pessimistic meditations on modern city life. As a stage for surrealistic and/or carefree wanderings (*Cléo de 5 à 7*, *Amélie*), the French capital leads to chance encounters which are not devoid of

strange and disquieting discoveries about the world and the self. This course, conducted in English, travels to Paris in January.

Fall semester, as needed. 4 credits

LANG3421 Spanish Caribbean Literature (AI-L)

This course will introduce students to the literature of the Spanish Caribbean, engaging them in literary analysis of major authors from Cuba, Puerto Rico and the Dominican Republic. Special attention will be given to the author's literary style, themes developed and to the ideological content of each piece. Students will also get a glimpse of this region's historical and sociopolitical conditions. At the end of the semester participants will have acquired an appreciation of the literature of the Spanish-speaking Caribbean as well as a better understanding of the complex issues affecting this interesting region.

Fall semester, as needed. 4 credits

(Cross-referenced with ENGL3421)

Global Studies and International Affairs

GLST4100 Global Studies Senior Seminar

This seminar is the senior capstone course which allows students to apply their analytical, writing and research skills to practical situations and to use them in the composition of a senior paper. Students will both participate in an internship and meet as a seminar class. As much as possible, the internship and required paper will be related. Each student will present his/her research in the seminar, and write a senior thesis.

Spring semester. 4 credits

Prerequisite: INT1001

History

HIST1105 United States History to 1877 (H)

This survey course explores the major political, social and economic developments of the United States through 1877. The central ideas and conflicts that shaped American society from the Colonial era through Reconstruction are examined through the lives, experiences, and contributions of various Americans including the working class, African Americans, and immigrants, among others. Topics include colonization and contact with Native Americans, colonial development, the American Revolution, the origins and development of American slavery, western expansion, and the Civil War. The goal of this course is to teach students to write critically about the early history of the United States, and to challenge broad-based assumptions about American history.

Fall and spring semesters. 4 credits

HIST1106 United States History Since 1877 (H)

This survey course examines the major political, social and economic developments of the United States by exploring the central ideas and conflicts that shaped American society since the Civil War. The lives, experiences, and contributions of various groups of Americans including the working class, African Americans, and immigrants, among others, are a central focus of the course. Some of the broader themes emphasized include industrialization, territorial expansion, international relations, the women's movement, and the struggle for civil rights. The successful student will recognize ways in which conflicts, innovations and changing ideas shaped American society.

Fall and spring semesters. 4 credits

HIST1107 African History: Themes (H)

This course focuses on major themes in the history of Africa, beginning with its position as the cradle of humanity. Then, the formation of non-state societies as well as empires and kingdoms prior to the 15th century is discussed. Most of the course concerns increasing interactions between Africa and the outside world from the 15th through the 18th centuries, the intense and brutal colonization of the late 19th century, and nationalist, anti-colonialist and liberation movements of the 20th century. The course concludes with a consideration of contemporary Africa. Attention is given to African cultures, and films are shown as appropriate.

Fall semester. 4 credits

HIST1108 World History to 1500 (H)

World History is an effort to view the past with a “wide angle lens.” This involves looking at history not on a local or national scale, nor even exploring a specific part of the world, but looking at history on a truly global scale. World History to 1500 examines processes of change that affected very large numbers of people over very long periods of time: the emergence of complex societies (civilizations), the rise of religions that have endured for thousands of years, the development and transfer of technologies that affected everyday life, and the development of systems of government. This course crisscrosses the globe to give students an idea of the similarities and differences and, above all, the perhaps unexpected interconnectedness that mark the early and pre-modern years of human experience.

Fall and spring semesters. 4 credits

HIST1109 Modern World History (H)

This course examines how the modern world has been shaped through historical encounters, antagonistic or not, among Europe, Africa, Asia and the Americas from the

1500s to the present. Given the chronological and geographical expanse, we will focus mainly on significant patterns and long-term developments rather than on specific figures or chronological details. The goals of the course are to acquaint the student with some of the historical roots of the contemporary world and its problems; to introduce students to the various ways historians have approached these issues; and to help facilitate analytical and critical thinking, reading and writing skills.

Fall and spring semesters. 4 credits

HIST2105 America Since 1960

America’s history from 1960 to the recent past is explored in this class. The course will focus primarily on social and cultural history, diversity, and change since 1960, including the struggle for civil rights, the women’s movement, youth culture, the counter culture, the anti-war movement, gay and lesbian rights movements, and the resulting political, social and economic ramifications. Students are asked to challenge broadly held assumptions and reflect critically upon the past generation through the use of readings, film, music, and other non-traditional primary sources.

*Fall semester, alternate years, fall 2010.
4 credits*

HIST2116 History of Modern Latin America (H)

This course surveys the history of Latin America from approximately 1810 to the present. This period witnessed the emergence of capitalist economies and the creation of governments based on the nation-state model. This course will focus on how these two transformations impacted Latin American societies across regional, ethnic, gender, and class lines and the various social movements they produced. Class discussions will focus on the following themes: Colonial legacies, economic development, gender and

class relations, urban versus rural relations, and revolution. The course will also address the push-pull factors associated with emigration to the United States and Europe.

Spring semester. 4 credits

HIST2118 Minorities and Marginality in European History

This course focuses on the historical experience and significance of individuals and groups in Europe whose characteristics have not matched those of the dominant society. These “outsiders”—ethnic and racial minorities, radicals, criminals, the insane, geniuses, reformers, utopians, members of the avant-garde, the poor and the near-poor—shed light on national norms, limitations and ideals. Looking at examples of marginal or minority cultures in the past, the class will examine this relatively understudied topic and reach a deeper understanding of pariah-status, socialization, reconciliation and reform, and the persistence of injustice.

*Fall semester, alternate years, fall 2011.
4 credits*

HIST2119 19th-Century Europe (H)

This course begins with the French Revolution and the Napoleonic Era and examines the political, economic, social, cultural and diplomatic history of Europe to the close of the 19th century. Among the topics to be covered are: the industrial revolution; new ideologies such as nationalism, liberalism, socialism and romanticism; the revolutions of 1830 and 1848; unification of Italy and Germany; Bismarckian diplomacy; militarism; the new imperialism; and the turn-of-the-century mind.

Fall semester. 4 credits

HIST2120 Europe in the Era of World War (H)

This course begins with Europe at its zenith and the background to the Great War. The devastation of that war, and the troubled international relations and radicalization of domestic politics that followed from it, are major topics, as are the Russian Revolutions of 1917 and subsequent development of the Soviet Union, the actions of the fascist parties and states, especially the ascendancy of Nazism in Germany, and the causes and course of World War II. Film and personal accounts are a prominent part of the course.

Spring semester. 4 credits

HIST2122 History of Colonial Latin America (H)

This course surveys the social, political, economic, and ecological transformations as they unfolded in colonial Portuguese- and Spanish-America from the pre-Columbian period to the 1820s. Class discussions and assigned reading will address the contributions of native peoples, Africans and Iberians in creating vibrant and complex regional societies. Themes for this course include race and gender relations, urban versus rural relations, mercantilism, colonialism, and self-rule. Although the overall structure of the course is thematic, examples will be drawn predominantly from the colonial histories of the Caribbean region, Mexico, Brazil, Argentina, Bolivia and Peru.

Fall semester. 4 credits

HIST2123 Topics in European Women's History

What can we learn about history by focusing on women, and what can we learn about women by studying their history? This course considers the lives, accomplishments and dilemmas of European women in the context of different political regimes, social expectations and cultural values. Especially the focus is on women who challenged

political and societal brutality. Women's reassertion and remaking of traditional ethics of caring, concern with beauty and artistic achievements, intellectual life and accomplishments, and leadership are main issues in the course. After some attention to the early modern era, most of the course will concentrate on women's lives under fascism, communism, and modern imperialism. *As needed. 4 credits*

HIST2124 History through Fiction: Event and Imagination

History and literature question and illuminate one another as the imagined world of the political novel is read against, and as part of, historical events. How do such works as *The Heart of a Dog*, *The Victory*, or *Nervous Conditions* present politics and society? How, in reading them, do we gain a greater understanding of power relations and human relations in times of crisis and stasis? Works will be placed in context and then discussed in terms of perspective, ideology, style and impact. Thematic emphasis varies each semester. In recent semesters, reading and discussion have focused on foundational fictions; the Gulag; Jewish history through fiction; and imperialism and colonialism in fiction. Future topics will include ancient and early modern history through fiction, and history through detective and mystery stories.

Spring semester, alternate years, expected spring 2011. 4 credits
(Cross-referenced with ENGL2124)

HIST2127 Religion, Society and Europe

This course looks at religious beliefs and practices in modern Europe from the French Revolution to the mid-20th century. Such forms of religious affiliation and expression as apparitions, pilgrimages, the occult, and minority and dissident churches are major topics, as are religious life in cities, women and religious life, and the challenges posed

by science and atheism to religion. Most of the course is concerned with varieties of Christianity, but Judaism is also considered. *Spring semester, alternate years, expected spring 2010. 4 credits*

HIST2128 Immigrants in the American Experience

This course examines the history of immigration to America from the colonial era until the recent past. Emphasis is given to the role immigrant groups have played in the nation's history and the contributions they have made in shaping America's diverse culture. It will examine the "push" and "pull" factors which helped propel emigrants to the United States, particularly its cities. The course focuses on the diverse immigrant experience and the debate over assimilation as well as the problems and promises immigrants have historically confronted upon their arrival in the United States. Students are expected to develop an appreciation for the role of immigration in American history and challenge broadly held assumptions about immigration by writing and thinking analytically about the topic through the use of actual immigrant experiences, film and field trips.

Spring semester, alternate years, expected spring 2010. 4 credits

HIST2129 American Catholics: Diversity and Change

This course introduces students to the history of American Catholicism from the Colonial era to the present. It will focus on the role of various immigrant groups in the diverse Catholic population on the United States. The course will also examine the relations between these groups, their contributions to the church, their place within American democracy and society, the hierarchy, and the institutional church, with a clear emphasis on the social history of Catholicism in the United States.

Spring semester, alternate years, expected spring 2011. 4 credits

HIST2130 African American History: 1865 to the Present

This course examines the history of African Americans from the end of the Civil War to the present. Topics include: emancipation; Reconstruction and its aftermath; the rise of Jim Crow; Booker T. Washington and his critics; migration and the making of urban ghettos; the Harlem Renaissance; African Americans and American popular cultures; the origins, conduct, and legacy of the Civil Rights Movement; the “War on Poverty;” and race in contemporary American politics. *Spring semester. 4 credits*

HIST2205 Women in American History

The central focus of this course is the contributions of women to the country’s history since the Colonial era. Various topics will be addressed, including work, family, race, ethnicity, reform and the development of the modern women’s movement. The course will combine lectures, discussions, readings, a walking tour of Boston’s women’s history, and films in re-examining the role of women in American society and the reasons for their marginalization. Students will develop interpretive and analytical skills through writing assignments and class discussion. *Fall semester, alternate years, expected fall 2009. 4 credits*

HIST2221 The Other America: Caribbean Thought, Culture, and Society

This course investigates the major theoretical, social and cultural movements that have shaped contemporary Caribbean thought in the 20th century. Course themes will draw from a selective reading of key theoretical thinkers from the region such as C.L.R. James, José Martí and Frantz Fanon and radical figures such as Marcus Garvey, Bob Marley and Fidel Castro examined alongside internationally recognized literary figures such as Nobel Laureates Derek Walcott and V.S. Naipaul, Negritude poet Aimé Césaire and novelist Jamaica Kincaid. Seminar

themes include: revolution and modernity, Caribbean Marxism, Negritude, Black radicalism, and U.S.-Caribbean relations. An additional objective of this seminar is to challenge students to think critically and improve their oral and written expression. All readings and discussions are in English. Prior knowledge is neither assumed nor required. By the end of the semester, students will be able to understand the central role of the Caribbean in Western thought. Students will be able to discuss why the 33 countries that constitute the Caribbean archipelago—far from being a mere site for touristic fantasies—were once characterized by the Cuban poet, José Martí, as “the Other America.”

Spring semester, alternate years, expected spring 2010. 4 credits
(Cross-referenced with GLST2221)

HIST2401 Modern China: Continuity and Change (H)

This course surveys China’s history from about 1800 to the present. This course has no prerequisites and assumes no prior background in Chinese history. The course provides a rudimentary familiarity with China’s chronological history from the 19th century to the present, while also introducing some of the key intellectual and historiographical issues in the field of modern Chinese history. The course first sets up a fairly detailed picture of daily life during this period. In the sixth week of the course, we deliberately introduce the element of change and explore the decline and fall of the Qing dynasty and the development of “modern” China. *Fall semester. 4 credits*

HIST3107 A History of Boston

This course examines the history of Boston since its founding in 1630. The city’s history will be explored in a number of ways, including its geographic expansion and growth, the development of its neighborhoods, immigration and politics, among other areas.

Students will develop an appreciation of Boston's varied and unique history through readings, lectures, outside assignments and field trips.

Spring semester, alternate years, expected spring 2010. 4 credits

Prerequisite: HIST1105 or HIST1106

HIST3111 United States and Global Issues: 19th and 20th Centuries

This upper-level course examines the interaction between the United States and other parts of the world from the early 19th century to the end of the Cold War. The course is arranged topically and looks at the connection between world events and how they shaped, and were shaped by, the United States. Examples include revolution, trade and commerce, war, colonization, industrialization and various cultural conflicts.

The students will learn to think and write critically about the United States's connection with the world and to understand the complexity of the interaction.

Fall semester, alternate years, expected fall 2009. 4 credits

Prerequisites: HIST1106 and HIST1109

HIST3119 The Individual and Society in European History

This course treats themes and events in European history primarily, but not exclusively, before the modern era. The lives and achievements of learned people, aristocrats, peasants, children, rebels, visionaries and other notable and interesting Europeans are studied to provide students with a window on European culture and society, mostly, but not entirely, pre-1815. Each time the course is offered, a particular theme will be used to organize the material, such as religious expression and dissent, the history of friendship, and the idea of the individual.

Fall semester, alternate years, fall 2010. 4 credits

Prerequisites: Sophomore standing and HIST1109 or HIST2119

HIST3121 Surviving Columbus: History of Native Americans, 1492 to 1992

This course explores the events and currents of the past 500 years from the perspective of selected Native groups in North and South America, from the period of the first contact through the colonial period and culminating in the modern period. Course readings and class discussions focus almost exclusively on the indigenous peoples of Mesamerica and the Andes, the Pueblo nations in present-day New Mexico, and the Lakota Sioux nation of present-day South Dakota. Successful students will understand the ways in which Native Americans construct their identities and organize their communities and how these strategies allowed them to adapt and survive the changing economic and political processes associated with colonization and nation-building.

Spring semester, alternate years, offered spring 2010. 4 credits

Prerequisites: HIST1106 and HIST2122

HIST3205 Themes in the History of the American West

By taking the idea of the many "Wests" and many Western experiences as a starting point, this course explores the history of the American West as both a region and an idea. Part cultural, intellectual and geographic history, the course will highlight a number of selected themes that defined the region from the Corps of Discovery (1803) to the present day. Although the antebellum period will receive some attention, the overarching focus is the Trans-Mississippi West after 1865. Course readings and class discussions will draw from the following topics as they relate to the West: myth and popular culture, boom and bust cycles, women's history, Hispanics and Chicanos, Native America, environmental history, Chinese history, the New Deal, and World War II and the nuclear age. This course is designed

as a seminar to facilitate high levels of discussion and interaction, so active participation is required.

Fall semester, alternate years, offered fall 2009. 4 credits

Prerequisites: HIST1105, HIST1106, and junior standing

HIST3401 The Cult of Mao

The Great Helmsman of the People's Republic of China, Chairman Mao Zedong, is one of the most controversial figures in history. Did he save China or almost destroy it? Should he be revered as a hero or defiled as a demon? Against a background of contemporary Chinese history, this course will look at the personal and public history of the Chairman and the cults he continues to inspire. The course will also explore personality cults in comparative perspective and look at Mao Zedong's impact in other parts of the world. In addition, students will discuss what makes a leader a leader, and how "followers" are made. This class is geared toward developing critical-reading, writing and research skills; it will be intensely participatory.

Spring semester. 4 credits

Prerequisite: HIST2401 or permission of instructor

HIST3504 From Lenin to Putin: A History of the Soviet Union and Its Collapse

This course will examine the roots of the Russian Revolution of 1917, the 70 years of the Soviet regime, and the brief history of Russia as an independent state since 1991. In addition to politics, both domestic and international, the course will survey economic policies, everyday life, and cultural accomplishments in the Soviet Union over the past century.

As needed. 4 credits

HIST4000 Senior Seminar: Historiography

This course is a seminar on historiography, the history of historical writing. Covering a variety of topics, the course will give students an overview of historical writing across time. By the end of the course, students will be familiar with historical methods, classic and recent interpretations of history, varieties of approaches to the past, and major ideologies and arguments in the field. The course will be a capstone experience and will provide students with a foundation for their future research.

Spring semester. 4 credits

HIST4178-4179 Directed Study I & II

Fall and spring semesters. 4 credits

Prerequisite: Permission of department chair

HIST4194-4195 Internship I & II

This course involves an internship in a cooperating institution, regular discussion sessions, and a project term paper. Students select their internship with the approval of the agency and a department faculty member.

Fall and spring semesters. 4 credits

Prerequisite: INT1001

Information Technology

ITECH1101 Computer Applications for the Liberal Arts

This course introduces students to fundamental hardware concepts in the use of microcomputers and to some practical applications of software. The course focuses primarily on word processing, spreadsheets and business charts and presentation software using the Microsoft Office products on both the Windows and Macintosh platforms. The course examines the use of computers for communication and collaboration including e-mail, conferencing software and the Internet for exploring the resources of the World Wide Web. Students participate in group discussions using FirstClass groupware, work with computerized library databases and make decisions about the purchase of hardware, software and service providers. Assignment to ITECH1101 is based on performance on the Computer Literacy Test.

Fall and spring semesters. 4 credits

ITECH1103 Online Introduction to Electronic Spreadsheets

This course is designed for students who have successfully demonstrated their computer literacy requirement but who still need to demonstrate proficiency using electronic spreadsheets. This course is offered primarily in an online asynchronous format with students actually meeting for class three to four times during the semester. This course is designed for students who can work independently and who have good time management and organizational skills. Admission to the course is determined by foundation skills assessment or permission of the Information Technology faculty. The course, using Microsoft Excel, will provide basic skills in the creation of simple worksheets, using formulas, functions and the order of operations. Data presentation using

formats and autoformats will be introduced and basic business charting techniques will be presented. Excel's capabilities in the areas of sorting, listing and simple database functions will also be examined. Assignment to ITECH1103 is based on performance on the Computer Literacy Test.

Fall and spring semesters. 2 credits

ITECH2100 Information Technology for a Changing Society

This is the gateway course to the minor in Information Technology. Its goal is to make a substantial contribution to the student's awareness that Information Technology is a part of their lives and plays an important role in all aspects of work, life, school and entertainment—a role that will continue to increase in the future. Another goal is to highlight the undisputable merit of computer fluency in every profession, now as well as in the future. This class will focus on using various Information Technology devices to help students obtain and evaluate information, use it for data analysis and consider the impact on humanity and society. Students will do significant hands-on work such as building an e-portfolio and uploading it to WebCT as a referential point. This course will also serve as a foundation for further exploration and development of skills in their chosen areas of interest. Students will become proficient in using all the resources available. This course is required for all students who want to minor in information technology.

Fall semester. 4 credits

Prerequisite: Completion of college computer literacy requirement

ITECH2101 Problem Solving with Computers (QA)

Students in this course gain hands-on experience with a variety of software applications for data gathering, analysis and presentation. The course is designed for those who are majoring in many areas

of the liberal arts curriculum. Students use data pertaining to many different disciplines, learn methods for quantitative analysis, and ways to present data in face-to-face and over the web environments. Data analysis methods may include the use of advanced skills in Microsoft Word, Excel and PowerPoint, SPSS and web editors.

Fall semester. 4 credits
Prerequisite: Completion of college computer literacy requirement

ITECH2107 Computer Databases: Designs and Applications (QA)

People rely on databases for providing critical information for decision making. This course offers students majoring in management, science and the humanities an opportunity to learn the database environment: its evolution, advantages over file processing systems and the major components in designing a safe and user-friendly system. No previous experience with databases is required. Using Microsoft Access, students use a variety of case studies to explore issues relating to the physical design of databases, examine multiple ways to organize, maintain and report data, define relationships between tables, create complex queries and study major issues related to data privacy, security and user friendliness.

Spring semester, alternate years, expected spring 2010. 4 credits
Prerequisite: Completion of college computer literacy requirement

ITECH2109 Using the Internet: Tools and Techniques

This course looks at the Internet as a research tool. It is intended for students in any major or minor interested in online reading and writing beyond the casual use of the web. A variety of web tools are examined: browsers, messaging systems, email, search engines, FTP, Chat, plug-ins and Internet utilities. Students gather information from libraries, research sites, government databases, and commercial sources on topics of their own

choosing. Students gain an understanding of the hardware and software required for using the Internet, digital protocols, issues related to speed and bandwidth and the process of getting connected. They study the history and evolution of web technology and its impact on modern business and culture.

Offered as needed. 4 credits
Prerequisite: Completion of college computer literacy requirement

ITECH2113 Introduction to Computer Programming

This is a first course in Java that will cover major syntactical elements of the Java programming language, Java virtual machines and the Java programming environment. Proper object-oriented programming techniques and design will be emphasized. Students will master the elementary concepts of programming with Java, including input/output, looping, conditional branching, use of functions and arrays.

Offered as needed. 4 credits
Prerequisites: MATH1101 or MATH1105, and completion of college computer literacy requirement

ITECH2115 Introduction to Programming with MATLAB (QA)

MATLAB is a programming language that is used extensively by mathematicians and scientists in both academia and industry. This course, which does not assume any prior experience with programming, will introduce students to this powerful programming language as they formulate and solve quantitative problems. Applications will be drawn from mathematics and science, depending on student interest.

Spring semester, alternate years, expected spring 2011. 4 credits
Prerequisites: Completion of college computer literacy requirement and MATH1101 or placement

ITECH3103 Information Systems in the Workplace

This course is designed to help students use and manage information systems and technology in their personal lives as well as their careers. This class will place emphasis on presenting up-to-date aspects of web and Internet technologies, neural science, human-computer interaction, applications of emerging technologies for a large array of disciplines such as business, communications, medicine, biology, chemistry and psychology. Real-world case studies will be examined along with tools and resources for managing business operations, supporting decision making, marketing and advertising.

Spring semester. 4 credits.

Prerequisites: Completion of college computer literacy requirement and junior or senior status, or permission of instructor

ITECH3105 Social Issues in Computing (SA)

This course is a study of the history of technology and the social issues that incur as the result of emerging technology. This course will explore social, legal, philosophical, ethical, political, constitutional and economic implications of computing in our technological world. The course substance will be presented in thematic categories: history of the personal computer, intellectual property, data privacy, codes of ethics in computing, open and flexible learning, equity issues, censorship, information access, online finances, knowledge webs, senior net and other emerging issues related to technology. The course will reflect the principles that drive contemporary open and flexible learning.

Fall semester, alternate years, expected fall 2010. 4 credits

Prerequisites: Completion of college computer literacy requirement and junior or senior status, or permission of instructor

ITECH4101 Programming in SAS

SAS is a statistical software package used by statisticians in many different fields. This course will teach students how to develop functions and scripts in SAS. Students should have some previous programming experience and familiarity with statistical methods. After using SAS to analyze data sets in a variety of fields, students will develop and pursue an independent research project. Students will finish the course by giving oral presentations on their work.

Spring semester, alternate years, expected spring 2010. 4 credits

Prerequisite: MATH3105, ITECH2115 or equivalent programming experience

Management

MGMT1101 Foundations of Management

This survey course introduces students to business and management in the 21st century. Topics covered include: the role of business; macro and micro economics of business; the legal, social, and ethical environment of business; and stakeholders and stakeholder relationships. The functional areas of business are also covered: management, operations, finance, accounting, and marketing. The course emphasizes the remarkable dynamism and liveliness of business organizations, raises issues of ethics and social responsibility, and encourages students to engage in self-reflection around career issues in business and management. (Formerly MGMT1303)
Fall and spring semesters. 4 credits

MGMT1201 Financial Accounting (QA)

At its core, financial accounting converts data into financial information for decision making. The course introduces students to the methods and procedures accountants use to gather data, record their financial effects, summarize them into financial statements, analyze and interpret the economic impact, and report them to stakeholders.
Fall and spring semesters. 4 credits
Prerequisites: Completion of the college computer literacy requirement and satisfied math competency

MGMT2111 Personal Finance (QA)

This course introduces students to a broad range of concepts and problem-solving skills for planning and managing personal financial decisions across the many phases of personal and professional life. Students will learn to make appropriate financial decisions for themselves and their families. They will understand the implications of financial decisions made by them and others on their communities and society as a whole.

Personal financial statements, appropriate credit, insurance decisions, investment in various financial instruments and real assets, as well as retirement planning will be covered. This course includes a financial literacy service project.

Fall and spring semesters. 4 credits
Prerequisites: Sophomore standing, completion of the college computer literacy requirement and satisfied math competency

MGMT2112 Personal Finance (QA)

This is the non-service learning version of MGMT2111. This course introduces students to a broad range of concepts and problem-solving skills for planning and managing personal financial decisions across the many phases of personal and professional life. Students will learn to make appropriate financial decisions for themselves and their families. They will understand the implications of financial decisions made by them and others on their communities and society as a whole. Personal financial statements, appropriate credit, insurance decisions, investment in various financial instruments and real assets, as well as retirement planning will be covered.
As needed. 4 credits
Prerequisites: Sophomore standing, completion of the college computer literacy requirement and satisfied math competency

MGMT2201 Managerial Accounting

The use of accounting in planning, controlling, and decision making is examined in this course. Cost terms, classification and behavior are fully developed and utilized in budgeting, break-even analysis and pricing of products and services. Simulation exercises in production, cost accumulation systems and budgeting will make extensive use of the Excel electronic spreadsheet.
Fall and spring semesters. 4 credits
Prerequisites: MGMT1101 and MGMT1201

MGMT2202 International Management

This course focuses on the strategic role of culture and ethics in the implementation of global strategies. Emphasis is on the management functions, resources, and strategies required for organizations (not-for-profit and for-profit) to sustain competitive advantage in world markets. With ever-accelerating advances in technology and world events, the complex dimensions of global business relationships entwined with interpersonal relations are discussed.

Fall semester. 4 credits

Prerequisite: MGMT1101

MGMT2211 Leadership: Person and Process (SA)

Students will become familiar with models and theories of leadership and be able to apply leadership concepts and ideas to the lives and accomplishments of many different leaders, some well-known, others not.

Through readings, class discussions, group activities and projects, students consider questions like: “What is leadership?” “What makes a great leader?” and “How can leadership be learned?” Students will also develop greater leadership self-awareness through assessments and class work.

Fall and spring semesters. 4 credits

Prerequisite: Sophomore standing

MGMT2301 Legal Environment of Business

This course provides students with an understanding of the legal environment in which businesses operate. Students will learn to use knowledge and understanding of ethics, law, and regulation in making business decisions. (Formerly titled Business Law)

Fall and spring semesters. 4 credits

Prerequisite: Sophomore standing

MGMT2307 Organizational Behavior (SA)

Organizational Behavior (OB) concentrates on understanding and predicting the behavior of people and groups in the work environment. No matter what role people play in a work organization—as individual contributors, team members, or managers—understanding OB concepts and developing OB skills will enhance their ability to initiate and sustain healthy working relationships and to contribute more effectively at work.

In this course, students will learn organizational behavior concepts and theories, apply them in cases and exercises, develop greater self-awareness, and practice team skills.

In addition, the course devotes attention to career issues and ethical concerns that arise between and among people at work.

Fall and spring semesters. 4 credits

Prerequisite: Junior standing

MGMT2410 Introduction to Entrepreneurship

An introduction to the entrepreneurial process: deciding to be an entrepreneur, finding and developing a good idea, determining feasibility and gathering needed resources, launching the venture, and managing the entrepreneurial organization. Concepts, ideas, and practices learned in this course apply to for-profit entrepreneurship as well as to social entrepreneurship.

Spring semester. 4 credits

Prerequisites: MGMT1101 and MGMT1201

MGMT3110 Management Research for Positive Change

This project-based course gives students the opportunity to develop skills in social research methods as they collect and analyze data needed for organizational decision making and action. Students will gain experience in research design, the collection of data, the analysis of data using the Statistical Package for the Social Sciences (SPSS), and the presentation of results to support positive change.

Fall semester. 4 credits

Prerequisites: Junior standing, MATH1117, and MGMT1101

MGMT3207 Human Resource Management

Large or small, for-profit or not-for-profit, the effective management of human resources is a challenge all organizations face. This course will introduce students to the central functions they will need to successfully manage human capital, whether they work in HR, finance, operations, marketing, accounting, or general line management. HR activities covered in this course include recruiting and selecting employees, training them, evaluating their performance, and rewarding them. Other HR concerns covered in this course include labor relations, work and family, health and safety at work, and diversity.

Spring semester. 4 credits

Prerequisites: Junior standing, MGMT2307

MGMT3211 Leadership at Work

Being an effective leader at work requires self-knowledge, an understanding of conceptual and practical models of organizational leadership, a range of leadership behaviors and skills, as well as ongoing leadership development. In this course, students will learn from conceptual material, experience, behavioral exercises, cases, discussion, and reflection. The focus is on both the leader and the organizational context of leadership. Topics include: self-understanding, models of leadership, ethics and values, trust, communication, power and influence, vision, leading change, shaping culture, and leadership diversity.

Spring semester. 4 credits

Prerequisites: Junior standing, MGMT2211

MGMT3301 Principles of Marketing

This course focuses on the total system of interacting business activities involved in the movement of goods from producers to consumers and industrial users. It involves analysis of the marketing functions performed by the manufacturers, wholesalers, retailers, agent middlemen, and market exchangers. This course examines consumer and industrial products and services; private, public, for-profit, not-for-profit organizations; as well as the social, ethical, and legal implications of marketing policies. Students evaluate pricing, branding, choice of distribution channels, selective selling, and the planning and implementation of sales programs. Emphasis is on a managerial approach to making responsible marketing decisions.

Fall and spring semesters. 4 credits

Prerequisites: Junior standing, MGMT1101, MGMT1201 and ECON1101

MGMT3302 Operations Management

Operations management is the discipline that focuses on how organizations produce goods and provide services. Students learn concepts and techniques related to the design, planning, production, delivery, control, and improvement of both manufacturing and service operations. They address problems and issues confronting operations managers such as process improvement, forecasting, capacity planning, facility layout, location planning, inventory management, quality management, and project management. This course employs practical methods for analyzing and improving manufacturing and service operations, and considers the interface of operations to other management functions.

Fall and spring semesters. 4 credits

Prerequisites: Junior standing, MGMT2201, MATH1117, and MATH1111 or MATH1121

MGMT3305 Financial Management

Topics in this course include the search for financing and the management of funds already invested, economic value added (EVA) and wealth creating strategies, financial analysis and planning, valuation of stocks and bonds, the management of working capital, the cost of capital and capital budgeting analysis. Also reviewed are financial markets, institutions and interest rates.

Fall and spring semesters. 4 credits

Prerequisites: Junior standing, MGMT1101, MGMT1201, and MGMT2201

MGMT4303 Strategic Management

This is one of two capstone courses of the management curriculum. This course focuses on the formulation and implementation of strategy. Students use tools and knowledge from other courses to extract, develop, and make sense of technological, financial, economic, marketing, operational, geographic, and human information. Emphasis is placed on the strategy process (assessing company performance, identifying problems and possibilities, developing strategies, putting strategies and plans into action) as well as the ethical issues and social responsibilities that should be addressed in the formulation and implementation of strategic decisions. Cases and/or simulation exercises will be a pedagogical component of this course.

Fall and spring semesters. 4 credits

Prerequisites: MGMT2307, MGMT3301, MGMT3302, and MGMT3305. This course is limited to management seniors.

MGMT4396-4397 Management Internship I & II

The management internship is one of two capstone courses of the management curriculum that involves experiential learning in a for-profit or not-for-profit firm related to the student's prospective career. The course requires that students apply theoretical knowledge to a practical setting, and

provides them with the opportunity to gain experience in their chosen career and make a contribution to the organization in which they complete their internship. In addition to working at their internship site, students attend weekly seminar sessions that will deal with theoretical, practical, and ethical aspects of work. Together with the Internship supervisor, a project is defined for the student that will add value to the organization and that will help the student build expertise and confidence in an area of mutual interest. The student completes the project as part of the internship.

Fall and spring semesters. 4 credits

Prerequisites: INT1001, MGMT2307, MGMT3301, MGMT3302, MGMT3305, and approved internship placement. This course is limited to management seniors.

Mathematics

MATH0010 Basic Math

This course prepares the student to take college-level mathematics courses as well as to take other college-level courses requiring quantitative skills. This course reviews charts and graphs, estimating and computing, fundamental problem-solving techniques and using basic algebra to solve problems encountered in applications.

This course is offered on a pass/fail basis. Satisfactory completion of MATH0010 constitutes satisfaction of the college-wide mathematical competency requirement. Assignment to MATH0010 is based on performance on the foundation skills assessment.

Fall and spring semesters. 4 credits (will not be counted toward 128-credit graduation requirement)

MATH1101 College Algebra (QA)

This course studies properties, graphs, and uses of algebraic expressions, including linear, quadratic, exponential and logarithmic equations. The focus of the course is on application of algebra to real-world problems. The course is designed primarily for students who plan to major in an area that requires more mathematics, and who need additional preparation in algebra.

*Fall and spring semesters. 4 credits
Prerequisite: Satisfactory score on foundation skills assessment*

MATH1103 Precalculus Mathematics (QA)

This course is designed to prepare students for calculus (MATH1111). It includes the study of polynomial, exponential, logarithmic and trigonometric functions and their graphs.

*Fall and spring semesters. 4 credits
Prerequisite: Satisfactory score on foundation skills assessment or MATH1101*

MATH1105 Topics in Contemporary Mathematics (QA)

This course is designed for students planning to take no further mathematics courses.

Topics covered may include logic, graph theory, cryptology and the structure of the number system. This course does not prepare the student for further work in mathematics.

*Fall and spring semesters. 4 credits
Prerequisite: Satisfactory score on foundation skills assessment*

MATH1111 Calculus I (QA)

This course studies limits and continuity, differential calculus of algebraic, trigonometric and transcendental functions, applications of the derivative, and introduction to integration through the fundamental theorem of calculus.

*Fall and spring semesters. 4 credits
Prerequisite: Satisfactory score on foundation skills assessment or MATH1103*

MATH1112 Calculus II (QA)

This course is a continuation of Calculus I and includes methods of integration, applications of the definite integral, and infinite sequences and series.

*Fall and spring semesters. 4 credits
Prerequisite: MATH1111 or by placement by department*

MATH1117 Introduction to Statistics (QA)

This is an introductory course in statistics. It presents the concepts, techniques, and methods used in the description and analysis of data, and in statistical inference. The fundamental ideas of probability theory as required for the study of statistical methods are presented, as well as many applications.

*Fall and spring semesters. 4 credits
Prerequisites: Completion of college computer literacy requirement and satisfactory score on foundation skills assessment or MATH1101*

MATH1120 Foundations of Mathematics for Teachers I (QA)

MATH1120 is the first course in a three-semester mathematics content sequence designed to develop fundamental computation skills and a comprehensive, in-depth understanding of K-8 mathematics among elementary education majors. This course focuses on numeration systems and properties of numbers. Different numeration systems will be studied, followed by operations on whole numbers, integers and rational numbers. Problem solving will be emphasized throughout the course.

Spring semester. 4 credits

Prerequisite: Satisfactory score on foundation skills assessment

MATH1121 Applied Mathematics for the Natural, Social and Management Sciences (QA)

This is an introductory course for those majoring in fields other than mathematics. The course covers linear functions and linear models, quadratic functions, exponential and logarithmic functions, and an intuitive introduction to differential calculus. Coursework will emphasize applications to real-world problems.

Fall and spring semesters. 4 credits

Prerequisite: Satisfactory score on foundation skills assessment or MATH1101

MATH1122 Foundations of Mathematics for Teachers II (QA)

MATH1122 is the second course in a three-semester mathematics content sequence designed to develop fundamental computation skills and a comprehensive, in-depth understanding of K-8 mathematics among elementary education majors. This course begins with a study of patterns and functions, followed by a study of two-dimensional geometry, and concludes with a study of measurement. Problem solving will be emphasized throughout the course.

Fall semester. 4 credits

Prerequisite: MATH1120

MATH2101 Linear Algebra (QA)

This course serves as a transition from computational mathematics to more theoretical approaches. This course also provides the student with some of the most useful tools of applied mathematics. Topics include systems of linear equations, matrices, determinants, vector spaces and linear transformations. This is a gateway course for the major in mathematics, and must be satisfactorily completed before a student declares a major in mathematics.

Fall semester. 4 credits

Prerequisite: MATH1111 or MATH1121 or by placement

MATH2103 Calculus III (QA)

This course studies multivariable calculus. Topics covered include vector valued functions, functions of several variables, partial derivatives and multiple integrals.

Fall semester. 4 credits

Prerequisite: MATH1112

MATH2104 College Geometry (QA)

In this course, we use geometry as a lens through which we examine topics in algebra, trigonometry, the history of mathematics, and mathematically appropriate pedagogy. Students will gain a deeper understanding of the underlying structure of geometry, and the interconnectedness of geometry with other branches of mathematics. Students will examine how these advanced mathematical topics are reflected in secondary mathematics curricula. Particular emphasis will be placed on the development of mathematical reasoning through critical analysis and construction of formal mathematical proof. Technology, including the graphing calculator, Excel and Geometer's Sketchpad, will be an important part of this course.

*Spring semester, alternate years, expected
spring 2010. 4 credits
Prerequisite: MATH1111*

MATH2107 Differential Equations

In this course we study the theory and applications of ordinary differential equations. Topics covered include first-order equations, linear equations, systems of equations and modeling using differential equations.

*Fall semester, alternate years, expected
fall 2010. 4 credits*

Corequisite: MATH2103

MATH2109 Discrete Methods (QA)

Topics such as logic, methods of proof, number theory, counting principles and graph theory are covered.

Spring semester. 4 credits

Prerequisite: MATH1111

MATH2113 Applied Statistics (QA)

This course is an introduction to the practice of statistics. Topics covered include descriptive statistics, estimation, hypothesis testing, regression and nonparametric methods.

Spring semester. 4 credits

Corequisite: MATH1112

MATH2122 Foundations of Mathematics for Teachers III

MATH2122 is the third course in a three-semester mathematics content sequence designed to develop fundamental computation skills and a comprehensive, in-depth understanding of K-8 mathematics among elementary education majors. The course will focus on topics in linear programming, analytic geometry, probability, and statistics. This course, like Foundations I and II, will deepen students' knowledge of mathematics and provide a solid foundation for learning about the methods for teaching elementary school mathematics. The course will also prepare students for the mathematics subtest required for Massachusetts state licensure.

Spring semester. 4 credits

Prerequisite: MATH1122

MATH3101 Real Analysis

This is an introduction to the theoretical foundations of real analysis. The completeness of the real number system, limits, continuity and theory of differentiation and integration are covered.

*Fall semester, alternate years, expected
fall 2009. 4 credits*

Prerequisites: MATH2103, MATH2109

MATH3103 Probability

This course is an introduction to the theory of probability and its applications. Topics include random variables, probability laws, joint distributions, the Law of Large Numbers and the Central Limit Theorem.

*Spring semester, alternate years, expected
spring 2011. 4 credits*

Corequisite: MATH2103

MATH3105 Advanced Statistics

This course is a continuation of MATH2113 Applied Statistics. More advanced topics in statistics will be covered, including contingency tables, exact tests, nonparametric methods, single and multiple linear regression and logistic regression. At the end of the course, students will research a procedure or methodology on their own, write a short paper summarizing what they have learned, and give a short presentation.

*Fall semester, alternate years, expected
fall 2009. 4 credits*

Prerequisites: MATH2113, MATH3103

MATH3107 Abstract Algebra

This is an introduction to abstract algebra. Properties of groups, rings, fields and homomorphisms will be studied.

*Spring semester, alternate years, expected
spring 2010. 4 credits*

Prerequisites: MATH2101, MATH2109

MATH3109 Operations Research

In this course, students will learn how to translate a variety of real-world business problems into mathematical models that can then be solved using standard techniques from Operations Research. The course will rely heavily upon applications and algorithms, including study of the mathematical underpinnings for further clarification. Students will learn to use a standard software package for solution of their mathematical formulations.

Fall semester, alternate years, expected fall 2010. 4 credits

Prerequisites: MATH2101 and either MATH1111 or MATH1121 (Cross-referenced with MGMT3109)

MATH4157 Senior Seminar

The seminar gives upper-level mathematics majors the opportunity to study an area of mathematics in-depth. Each student will prepare and present a paper to the class on a selected topic. Seminar topics are chosen by faculty and mathematics majors.

Spring semester. 4 credits

Prerequisite: Senior mathematics major status

MATH4178 Directed Study

The course is available for junior or senior mathematics majors. This is an independent study of material not covered in offered courses.

Offered as needed. 4 credits

Prerequisite: Consent of department chair

MATH4194 Internship

This is a directed experience in mathematics. Students are required to meet regularly with an assigned member of the department and complete a final paper.

Offered as needed. 4 credits

Prerequisites: INT1001, consent of department chair

Performing Arts**PERF0311 Emmanuel College Chorus**

The chorus is open to all students by audition, including those from the COF. There is at least one concert each semester, with additional performances opportunities. Works performed range from choral classics to Broadway. There are many solo and small ensemble opportunities available to members of the chorus.

Fall and spring semesters. 0 credits (Pass/Fail)

PERF0312 Performance Techniques for the Singing Actor

This course incorporates movement, acting and vocal techniques for those interested in musical theater. Course study to culminate in a scenes recital.

Fall and spring semesters. 0 credits (Pass/Fail)

PERF1101 The Theater: History and Appreciation (AI-A)

This survey course traces the history of theater as an art form, a branch of literature, a vocational craft and ultimately as an expression of the human condition. Students begin with an introduction to the elements of theater: its architecture, terminology and the roles and functions of each contributing artist in the theatrical process. From here the history of the theater is discussed, beginning with its early origins and including study of key areas in theater history: Greek theater, religious theater of the Middle Ages, the Elizabethan Era, the Restoration theater, Victorian spectacle and the Era of Modernism. Finally, a critical perspective is applied to the present-day theater and students discuss how influences from each of the preceding eras have affected what is presented and the expectation of audiences today.

Fall semester. 4 credits

**PERF1111 Public Speaking:
Voice and Diction**

Fundamentals of public speaking are studied, including volume and projection, proper posture and voice-body integration, diction, clarity and techniques for engaging an audience. These skills are then applied to the composition, analysis and presentation of formal and informal speeches as well as role-playing exercises concerning other business and social situations.

Fall and spring semesters. 4 credits

PERF1211 Dance I: Concepts and Practice

This class will focus on the creative process of dance through the study of the physical, historical and visual resources of dance. With the aid of dance films, lecture-demonstrations and performance, this course will familiarize the student with the broad range of dance styles and vocabularies. Musical theater dance and jazz will be taught.

Fall semester. 4 credits

PERF1212 Dance II: Concepts and Practice

This course is a continuation of the creative process of dance through the study of the physical, historical and visual resources of dance. With the aid of dance films, lecture-demonstrations and performance, this course will go in-depth into the dance styles that were introduced in Dance I: Concepts and Practice (PERF1211). Musical theater dance and jazz will be expanded to develop dance literacy.

Spring semester. 4 credits

Prerequisite: PERF1211 or permission of instructor

**PERF1301 Song: From the Monks
to the Monkees (AI-A)**

In this course, students will explore the history of Western music through its songs. After learning certain basic musical concepts and discussing what types of works can fall under the category of “song,” the topic will

be explored chronologically, with emphasis on text setting and stylistic characteristics. These issues will be addressed through lectures, reading and video presentations; however, the greatest emphasis will be on in-class and especially out-of-class listening.

Fall semester. 4 credits

**PERF1302 Music-Theater through
the Ages (AI-A)**

In this course, students will explore the history of Western music through music-theater. After learning certain basic musical concepts and discussing what types of works can fall under the category of “music-theater,” the topic will be explored chronologically, starting with Medieval liturgical drama and ending with contemporary opera and film. Emphasis will be on addressing text setting, dramatic narrative, and stylistic characteristics. These issues will be addressed through lectures, reading and video presentations; however, the greatest emphasis will be on in-class and out-of-class listening and viewing.

Spring semester. 4 credits

**PERF1303 History of the
American Musical Theater (AI-A)**

Emphasizing music and theater equally, this course studies the origins of American musical theater from its European opera and operetta influences, through vaudeville and minstrel shows and including the many variations of the form over the last half century.

Fall semester. 4 credits

PERF1304 Musics of the World (AI-A)

This course will explore non-Western music from various parts of the world. After an introduction of basic musical concepts, the history, culture and music of various peoples will be examined by geographic region. The topics will be addressed through lectures, reading and video presentations; however, the greatest emphasis will be on in-class and especially out-of-class listening.

Fall and spring semesters. 4 credits

PERF1321 Foundations of Western Music (AI-A)

This course will develop the student's abilities in the basics of musical notation and practical skills. The student will become familiar with the rudiments of Western notation (clefs, staves, notes, key signatures, and time signatures) and how they apply to the melodic, harmonic, and rhythmic structures of music in various styles and genres. The course will also address the history of notation, especially in terms of how the various methods of writing music down informed and interacted with the creation of music in any given period. No previous experience in music required.

Fall semester. 4 credits.

PERF2101 Studies in Drama: Ritual and Social Reality

This course is a survey of dramatic literature from the classical period to the modern era, with an emphasis on drama's fundamentally communal character. The playwrights considered may include Sophocles, Aristophanes, Plautus, Shakespeare, Behn, Moliere, Ibsen, Chekhov, Brecht, and Beckett, as well as medieval and renaissance genres such as the mystery and morality plays and the commedia dell'arte.

Fall semester, alternate years. 4 credits

PERF2102 Modern Drama

This course analyzes selected plays by British, European, American and world dramatists of the 20th century, with close attention to the evolving methods and sensibilities associated with the cultural movements of naturalism, modernism, and postmodernism. Writers may include Ibsen, Shaw, Wilde, Brecht, Beckett, O'Neill, Soyinka, Churchill, Kushner, Friel, and Wilson.

Spring semester, alternate years. 4 credits

PERF2111 Acting I: Basic Techniques

This course is a production-oriented study of movement, acting and improvisation techniques. Students practice rehearsal methods, text analysis and interpretation, and learn the basic fundamentals of acting. Students perform scenework as well as improvisation, and careers in acting are discussed.

Fall semester. 4 credits

PERF2112 Acting II: Styles and Genres

Basics of acting discussed in Acting I are applied to specific styles and genres, including Greek Drama, Elizabethan Theater, Restoration Comedy, Comedy of Manners and Realism. Students present scenes from classic plays and study the conventions of various major periods in theater history.

Spring semester. 4 credits

Prerequisite: PERF2111

PERF2113 Playing Shakespeare: from Study to Stage

The course combines the reading of a small selection of Shakespeare's plays with a performance component in which students prepare scenes for class presentation. Students also consider staging and performance issues by attending live performances and by analyzing film versions of the plays. By adding a theatrical dimension to the traditional study of texts, the course translates the written word into that complex of speech and action that brings drama to life.

Spring semester, alternate years. 4 credits

PERF2312 Advanced Performance Techniques for the Singing Actor

This class is designed for the student interested in vocal performance. Repertoire will consist primarily of musical theater selections to be chosen with the instructor's guidance. The student will develop his or her vocal and dramatic talent by participating in vocal performance and critique. Through analysis and research the student will

discover tools to interpret vocal music with the goal of producing an effective and stylistically accurate interpretation.

Fall semester. 4 credits

Prerequisite: PERF0312 or permission of instructor

PERF2321 Harmony through Creative Composition

In this course, students will explore Western tonal harmony by writing their own works of music. Starting with short, single-line tunes and gradually working toward larger-scale melodies and harmonies, the basics of tonality—melody, rhythm, harmony, and form—will be learned and applied to create songs and/or works for solo or ensemble instruments. Students need not have had previous experience composing music, but a basic ability to read and notate music is required.

Spring semester, alternate years. 4 credits

Prerequisite: PERF1321 or permission of instructor

PERF2322 Read and Sing!

This course will teach the skills necessary for being able to sing or perform a piece of music at sight. Through graduated work with rhythms, intervals, modes, keys, and words, students will, in the end, be able to look at a printed song, hear it in their head, and sing it without ever having heard it previously.

Spring semester, alternate years. 4 credits

Prerequisite: PERF1321 or permission of instructor

PERF3101 Dramaturgy and Play Analysis

This course offers study and analysis of theater history and topical readings. Individual research projects by class members are required.

Fall semester, alternate years. 4 credits

Prerequisite: PERF1111 or PERF1303 or permission of instructor

PERF3111 Public Speaking: Interactive Speech

In this course, advanced techniques of interpersonal communication will be stressed, enabling the student to handle the complexities of business and social interaction.

Role-playing situations include interviews, negotiations and debates. An emphasis will be placed on audience interaction, proxemics and nonverbal communication, as well as the balance of power between parties in any situation where two or more parties directly interact.

Fall or spring semester. 4 credits

Prerequisite: PERF1111 or permission of instructor

PERF3121 Theatrical Design and Production

In this course, students gain hands-on experience with every aspect of theatrical production, from show selection and script analysis to lighting, costuming and scenic design. In conjunction with the instructor, students will select a script or set of short scripts as the basis for a project portfolio. Each part of the production process will then be explored in relation to each student's project, beginning with the thematic analysis of the script, and continuing with set design, lighting design, costume design, sound design, prop selection, casting, blocking and production publicity. Professionals in each field may also be invited to visit class and field student questions. Students will also participate in the current Emmanuel College Theater Guild production, and will apply skills developed in class to the actual working production for credit. A particular emphasis will be placed on the technical side of the directorial process.

Spring semester. 4 credits

Prerequisite: PERF1101 or permission of instructor

PERF4131 Theater Arts Internship

This internship is designed to offer the student related experience in a theater company, organization or talent agency.
Prerequisites: INT1001, PERF1111, PERF2111, PERF3111, and permission of department chair

PERF4178/4179 Directed Study I and Directed Study II/Capstone

Students take part in independent and individual study in the field of their choice. Fields offered include: directing (student directs his or her own production under faculty supervision), playwriting, dramaturgy, individual performance, advanced technical projects, recital (voice or piano), topics in music theory, topics in musical analysis, topics in music history, and composition.

PERF4331 Music Internship

A music internship is designed to offer the student related experience in a company or organization.
Fall and spring semesters. 4 credits
Prerequisites: INT1001, PERF1321, PERF1302 or 1304, and permission of department chair

Applied Study in Music

Students who wish to take lessons in any of the following should consult with the department chair. The College does not award academic credit for these lessons, and the student is responsible for paying any fees. Scholarships to cover fees are available through audition. Contact department chair for details.

- Piano
- Voice

Philosophy**PHIL1103 Philosophy of Religion (R)**

This course examines philosophical questions about God and religion. It will clarify the concepts of God in the great religious traditions stemming from Abraham and examine the classic arguments designed to prove that this God exists. Additional topics discussed are miracles, the possibility of life after death, the natural evils embedded in God's creation, the tension between modern science and religion, and the atheistic critiques of Nietzsche and Freud.
Fall and spring semesters. 4 credits

PHIL1111 Literature and Philosophy (AI-L)

Literature often provides extensive and moving descriptions of people engaging in moral reasoning as they face complex situations in life. Philosophy traditionally seeks to deepen our understanding of morality and the nature of moral reasoning. This course will explore some of the fundamental complementarities in moral reasoning that exist between literature and philosophy by interpreting, evaluating, and analyzing selected literary texts.
Fall semester. 4 credits

PHIL1112 Aesthetics (AI-L)

The philosophical field of aesthetics has a long history that includes contributions from some of the most prominent philosophers of Western history. The class will explore a variety of key areas regarding aesthetics, including the nature of beauty, the grounds of aesthetic judgment, and the various functions of art in society, with reference to some of the most important texts of aesthetic philosophy. The course takes a historical approach, beginning with classical ideas of aesthetics in antiquity, through the early-modern period, and concluding with aesthetics theory in the modern era. Controversial questions will also be

examined, such as whether artistic evaluations can possibly be objective, or whether determinations of beauty and artistic merit are culturally determined.

Spring semester. 4 credits

PHIL1115 Recent Moral Issues (M)

The nature of ethical decision making is first discussed. Skills of moral reasoning are then applied to various issues such as capital punishment, euthanasia, abortion, world hunger, preferential treatment and discrimination, pornography and censorship, environmental ethics, war and terrorism, reproductive technology, genetic engineering, animal rights, and the legalization of drugs.

Fall and spring semesters. 4 credits

PHIL1117 Critical Thinking (M)

The goal of this course is to improve skills of critical thinking. Students learn to define concepts accurately, to examine assumptions of their thinking, to be aware of various points of view, to reason correctly and evaluate the reasoning of others, and to examine the logical consequences and interconnections of their beliefs. Students practice various techniques to improve problem-solving skills and their ability to think creatively.

Spring semester. 4 credits

PHIL2101 Problems in Philosophy (M)

This course discusses fundamental problems in philosophy, problems which recur with each generation: the nature of reality, the existence of God, the nature of the self, life after death, the nature and foundations of society, right and wrong, good and evil, the meaning of life and the nature of knowledge. Major philosophers from various historical periods are discussed but the emphasis is on how answers to their questions affect the basic beliefs and world view of students.

Fall and spring semesters. 4 credits

PHIL2103 Ethics at Work (M)

After a brief introduction to moral theory and moral reasoning the course will examine some typical ethical issues that arise in managing organizations. Case studies will help students develop their skills in deliberation and ethical decision making.

Fall semester. 4 credits

PHIL2104 Theories of Human Nature (M)

This course is an introduction to a wide variety of views on how human beings understand human nature. It will consider the accounts of Confucianism, Hinduism, the Bible, the early Greeks (Plato and Aristotle), Darwin, Descartes, Kant, Marx, Nietzsche, Freud, Hume and Skinner. The course will conclude with an overview of some contemporary issues and topics: gender, sociobiology, evolutionary psychology and cognitive science.

Fall and spring semesters. 4 credits

PHIL2106 Ethical Theory (M)

This course addresses some fundamental questions about the “Good Life” and what makes life worth living. Students will explore questions about what makes an action “right” or “wrong,” what makes us happy, what kinds of qualities a person should have, and how we should treat other people. The course will begin with an examination of various conceptions of the good life and what it means to be virtuous. This will be followed by a discussion of the central moral theories that continue to influence contemporary discussions about ethics: Aristotle’s Virtue Ethics, Utilitarianism, and Immanuel Kant’s Deontology. Throughout the semester, we will also consider the ways in which feminist and non-Western perspectives both parallel and challenge some of the ideals of Western moral philosophy.

Spring semester. 4 credits

Prerequisite: Sophomore status or permission of instructor

PHIL2113 Health Care Ethics (M)

After an overview of the various normative frameworks for making moral decisions and judgments that moral philosophies and moral theologies propose, the course will focus on intelligent decision making about the ethical issues and dilemmas that arise in the field now known as bioethics. Among the topics considered are: patient choices and informed consent, proxy decision making, advance directives, brain death, withholding life-prolonging treatments and feeding tubes, diagnostic and experimental interventions on human embryos, cloning, artificial reproductive techniques, surrogate motherhood, preimplantation and prenatal testing, treatment and destruction (abortion) of fetuses, treatment of seriously defective babies, euthanasia and physician-assisted suicide, medical research on human subjects, transplanting organs from dead and living donors, the ethical implications of genetic medicine and genomic information, and the ethical issues arising in managed care payment systems.

Spring semester. 4 credits

PHIL2114 Global Ethics (M)

This course examines what various cultures consider to be a good moral life. It examines both the moral principles offered by many cultures to determine right from wrong, and the values that they believe we ought to pursue to lead full, rich and happy lives. Moral traditions considered include European, Asian, Arab, African, Latin American, Caribbean, and Native American. In this global age, multicultural ethical views will deepen a student's appreciation of major ethical traditions from various cultures, serve as a foundation for further exploration, and develop moral reasoning and critical-thinking skills.

Fall semester. 4 credits

Prerequisite: Sophomore status or permission of instructor

PHIL2115 History and Philosophy of Science (M)

This course is an introduction to the history and philosophy of science. It covers the major historical developments from Aristotle through the rise of Newtonian science to the 20th-century developments in relativity theory, quantum theory, and genetics. It also considers major philosophical questions relating to science, questions such as the nature of scientific truth and method, empirical fact, inductive reasoning, theory formation and scientific revolutions, falsifiability, instrumentalism, realism, and neuroscience.

Spring semester. 4 credits

PHIL2117 War, Terrorism and Morality (M)

This course explores just war theory, terrorism, humanitarian intervention, and non-violent action. It discusses some of the central tenets of just war theory, the rules of jus ad bellum (justice of going to war) and jus in bello (justice during war), and the supposed moral distinction between combatants and non-combatants. Much of the course is devoted to applying these theories to real-life military interventions.

Fall semester. 4 credits

PHIL2119 Symbolic Logic (QA)

The study of logic can make a deep and lasting contribution to the intellectual life of every student. Knowledge of the principles of clear and accurate thinking are required to evaluate information and judge between competing cognitive claims. The study of symbolic logic is an especially effective way to develop the higher order reasoning skills which such abilities require. Both categorical logic and propositional logic are examined in this course, which will focus on how to symbolize arguments and construct proofs of their validity. Topics discussed include syllogisms, sentential connectives,

truth tables, quantification, rules of inference, formal and informal proofs, and criteria for proper definitions.

Fall semester. 4 credits

PHIL3107 Women and Philosophy

This course is an introduction to issues in feminist philosophy, including its critique of Western philosophy and its contributions to major areas of philosophy such as ethics, social philosophy, and theories of knowledge. It will explore issues surrounding gender, human nature, ways in which the feminist perspective contributes to our understanding of moral judgment, and ways in which knowledge and scientific inquiry can be shaped by gender.

Fall semester. 4 credits

Prerequisites: Sophomore status and one philosophy course

PHIL3115 Ancient and Medieval Philosophy

This course is a textual analysis of ancient philosophy, including the pre-Socratic philosophers, Socrates, Plato, Aristotle, and the Stoics. Medieval philosophers studied include Augustine, Anselm, Bonaventure and Aquinas.

Spring semester, alternate years. 4 credits

Prerequisites: Sophomore status and one philosophy course

PHIL3201 Race, Ethnicity and Ethics

This course is an introduction to critical race theory as well as to moral issues surrounding race and ethnicity. In the process of analyzing “race” and “ethnicity,” the class will discuss how historical and contemporary understandings of these concepts have given rise to various moral concerns surrounding discrimination, rights, personal and group identity, and citizenship. Topics discussed will include racism, assimilation, pluralism, multiculturalism, group rights, and the value of diversity.

Spring semester, alternate years. 4 credits

Prerequisites: Junior or senior status and one philosophy course, or permission of instructor

PHIL3215 Modern Philosophy

This course is an examination of some central ideas of major modern philosophers, including Descartes, Leibniz, Spinoza, Locke, Berkeley, Hume and Kant, as well as associated authors. These philosophers greatly influenced the development of the contemporary mind. Emphasis is on epistemology and metaphysics, especially the rationalist and empiricist traditions, with some discussion of political philosophy. Students will read original texts and, with the help of background readings, interpret their meaning and significance.

Fall semester. 4 credits

PHIL4178-4179 Directed Study

Fall and spring semesters. 4 credits

Prerequisite: Permission of instructor

Physics

PHYS1109 General Physics I (Calculus) (SI-L)

This course is a mathematical treatment of general physics using calculus. This course provides an introduction to classical mechanics, sound and wave motion and thermodynamics. Topics include: partial kinetics, vectors, forces, Newton's Law of Motion, momentum, energy, conservation laws, fluid mechanics, temperature, quality of heat, heat transfer, thermal properties of matter, mechanical waves and vibrating bodies. Three hours lecture, one-hour problem class, two hours laboratory.

Fall semester. 4 credits

Prerequisite: MATH1111, MATH1112, or permission of instructor

PHYS1113 General Physics II (Calculus) (SI-L)

This course is a mathematical treatment of general physics using calculus. This course provides an introduction to the laws of thermodynamics, electricity, magnetism and optics. Topics include: first and second laws of thermodynamics, magnetic forces and energy, electromagnetism, D.C. circuits, reflection and refraction of light, image formation, interference and diffraction. Three hours lecture, one-hour problem class, two hours laboratory.

Spring semester. 4 credits

Prerequisite: MATH1111, MATH1112, or permission of instructor

PHYS1116 Astronomy (SI)

This course is the same as PHYS1117, but without the laboratory component. This course is an introduction to the origin and evolution of the universe, emphasizing the methods of acquiring astronomical information. Basic physical concepts such as atomic structure, thermodynamics and electromagnetic radiation are presented at an elementary level. Three hours lecture.

Spring semester. 4 credits

PHYS1117 Astronomy (SI-L)

This course is an introduction to the origin and evolution of the universe, emphasizing the methods of acquiring astronomical information. Basic physical concepts such as atomic structure, thermodynamics and electromagnetic radiation are presented at an elementary level. Three hours lecture, two hours laboratory.

Spring semester. 4 credits

PHYS1121 Energy and the Environment (SI-L)

Students study their interaction with the environment through energy. Topics include: energy sources, population growth, pollution, local and global environment and problems confronting technology. Three hours lecture, two hours laboratory.

Fall semester. 4 credits

PHYS1122 Energy and the Environment (SI)

This course is the same as PHYS1121, but without the laboratory component. Students study their interaction with the environment through energy. Topics include: energy sources, population growth, pollution, local and global environment and problems confronting technology. Three hours lecture.

Fall semester. 4 credits

PHYS4178-4179 Directed Study

This is an independent study of material not included in existing courses.

Fall and spring semesters. 4 credits

Prerequisite: Permission of department

Political Science

POLSC1201 Introduction to American Politics and Government (SA)

This course offers an overview of the American political system. Included are examinations of the American presidency, Congress, political parties, interest groups, the courts and the mass media. Students analyze the way in which American society attempts to realize the goals of a constitutional democracy, as well as the successes and failures of the system.

Fall and spring semesters. 4 credits

POLSC1301 Introduction to Comparative Government and Politics (SA)

This course offers a comparative analysis of the structure and operation of selected European, African, Latin American and Asian governments. Emphasis is placed on the structure, functions and operations of the political systems in each country.

Fall semester. 4 credits

POLSC1401 Introduction to International Relations (SA)

The course introduces students to the dynamics of the interrelationships in the international arena. It examines the interactions of states and international organizations as well as sub-national actors such as guerrilla groups. The course explores the theoretical concepts used to explain the international system and applies them to international politics today in Europe, the Middle East, Asia, Africa and Latin America.

Fall and spring semesters. 4 credits

POLSC1501 Political Theory and Analysis

Following a survey of traditional and modern political theory, the course focuses on the various forms of analysis and research methods in political science.

Spring semester. 4 credits

POLSC2203 Political Socialization

Political socialization, the “people-oriented” explanation of political events, is concerned with the knowledge, values and beliefs of the average citizen. What do citizens demand of their government? Under what conditions are they willing to support its leaders? What is the relationship between citizens’ attitudes and the way the state operates? How are political standards and beliefs transmitted from generation to generation? By what agents? These questions are addressed throughout the semester.

Fall semester, alternate years, expected fall 2010. 4 credits

POLSC2207 Politics and the Media

This course examines the impact the mass media has on the workings of the American political system. The course investigates the continually increasing influence of the media in terms of its interaction with political institutions, its role in campaigning, its use by politicians and office-holders, its effect upon recent trends in the political arena (e.g., its treatment of violence, riots, etc.) and possible future effects.

Spring semester, alternate years, expected spring 2010. 4 credits

POLSC2211 Campaign Strategies, Political Parties and Interest Groups in the United States

How and why do certain candidates win elections while others are failures? Is it superior ability or a more clever campaign strategy? This course will explore effective campaign techniques, the role of political parties and the increasing influence of interest groups in U.S. political campaigns.

Fall semester, as needed. 4 credits

POLSC2223 Politics through Film

A country’s popular culture offers significant and accurate insights into the political values, attitudes and beliefs of its people at a given

point in time. One form of popular culture, films, can be a powerful disseminator of political messages. This course will examine a number of different eras and political themes as they have been reflected through films in the United States.

Spring semester, alternate years, expected spring 2011. 4 credits

POLSC2225 The 1960s

The decade of the 1960s represents different things to different generations. The decade was a combination of a peculiar set of events, conflicts and emotions. To those who lived through it, it was a difficult period in time. Yet now there is a nostalgia about it. For those who did not live through it, there is often a sense of “lost moments.” This course shall explore the many events, personalities and movements that constitute the unique period of the 1960s.

Fall semester, alternate years, expected fall 2009. 4 credits

POLSC2228 State and Local Government

The course reviews the position of the states under the Constitution, the relationship of the states to the citizens, and state control over the municipalities and other local units of government.

Spring semester, alternate years, expected spring 2010. 4 credits

POLSC2229 Public Administration

This course is an analysis of the general nature of bureaucracy in public and private organization. Its characteristics as a mechanism for decision making, with emphasis on American experience, are stressed, with particular attention to problems of goal setting, innovation and accountability.

Fall semester, alternate years, expected fall 2009. 4 credits

POLSC2301 Latin American Politics

Latin America, stretching from the southern border of the United States to the southern tip of the continent, is diverse and complex. In this course, students will examine the politics of Latin America at three levels: regional, sub-regional, and national.

Fall semester, alternate years, fall 2010. 4 credits

POLSC2302 European Politics: From Transition to Integration

Comparative study of politics in several Western European countries, with an emphasis on political development, institutions, major issues in contemporary politics, and the impact of European integration. Special attention will be paid to the issue of Europe-making related to the post-EU/NATO enlargement and the post-9/11 situation and European-Atlantic relations.

Fall semester, alternate years, expected fall 2009. 4 credits

Prerequisite: POLSC1301

POLSC2401 American Foreign Policy

This course will examine when and how the United States acts in the world arena. We will analyze the role of domestic politics, the interpretation of the national interest, and the formulation of policy.

Fall semester, alternate years, expected fall 2009. 4 credits

POLSC2409 The Politics of International Economic Relations

This course will explore the interrelationships of economics and politics in international arenas. Students will therefore study the interdependence of economics, questions of economic development, the power of multinational corporations, international trade and trade agreements, oligopolies, oil, environment and arms trade.

Fall semester. 4 credits

*Prerequisite: Either one economics or one political science course
(Cross-referenced with ECON2113)*

POLSC2411 The Contemporary Middle East: Challenges and Promise

This course will introduce students to the states, political movements, conflicts and the possibilities for peace in the Middle East. Students will begin by examining the major international dynamics of the region, such as the Palestinian-Israeli dispute, the interactions of the Gulf Region, and the Syrian-Lebanese-Israeli triangle. The discussion will then turn to the domestic political, social, and economic environment challenging the people and governments of the area. Lastly, students will look at the implications for the United States of the complexities of this region—its challenges and its promise.

Fall semester, alternate years, expected fall 2010. 4 credits

POLSC2413 International Law and Institutions

In this course, students will examine the sources and the historical foundations that define the body of international law and identify the organizations that attempt to enforce the norms of international law. Student will discuss specific areas of international law as they relate to states such as humanitarian law, the law of the sea, the use of force, environmental law, etc. The legal foundations of specific arguments will be investigated through the study of a number of cases for each topic.

*Spring semester, as needed. 4 credits
Prerequisite: POLSC1401*

POLSC2415 In the Footsteps of Thucydides

The course examines the theoretical genesis of the dominant argument of International Relations, namely that of the Realist and

the Neorealist paradigm. Thucydides, an Athenian general and a combatant in the “world war” of his day, which pinned two great alliances against each other and ultimately caused the demise of the entire city-state system, traces the seductive lure of state power and its effects on the those who possess it as well as those who seek it. Students will trace the footsteps of Thucydides through the pages of *The Peloponnesian War* and in Athens, Sparta and Milos, where “the strong did as they wished and the weak suffered as they must.” This course travels to Greece in March.

Spring semester. 4 credits

POLSC2503 Revolution and Nationalism

This course discusses the nature and causes of rebellion and revolution with special regard to the national self-assertion of societies emerging from imperialism since World War I.

Spring semester, alternate years, expected spring 2011. 4 credits

Prerequisite: POLSC1501

POLSC2602 Introduction to Law and the Judicial System

This course provides a general introduction to the study of law and the judicial process in the U.S. It will explore the different areas of law, giving students an overview of the many different directions in which the study of law may take them.

*Fall semester, as needed, offered fall 2009.
4 credits*

POLSC2603 Problems of Law and Society

The course evaluates the current ability of legal institutions to deal with a variety of societal problems such as discrimination, child rights, the aged, drug addictions, AIDS, prisoner rights and rehabilitation, and the environment.

Spring semester, as needed. 4 credits

POLSC3201 Public Policy, Congress and the Legislative Process

Understanding the basic characteristics and nature of Congress is critical to a fuller appreciation of the development of American government and politics as a whole. With this in mind, the course focuses upon what Congress is and why; the impact political parties have had upon its development and its internal workings; its relationship with the Presidency; and its impact in shaping public policy and representing public opinion.

Fall semester, alternate years, expected fall 2010. 4 credits

Prerequisite: POLSC1201 or permission of instructor

POLSC3202 The American Presidency

This course studies the development and contemporary importance of the Presidency as an institution of national and international leadership.

Spring semester, alternate years, expected spring 2011. 4 credits

Prerequisite: POLSC1201 or permission of instructor

POLSC3209 Public Policy, the Law and Psychology

Public policy and the law affect, and are affected by, many disciplines, with psychology playing an increasingly prominent role in the legal system. One cannot truly understand psychology, the law, or public policy in the United States without understanding the interrelationships of these three realms of knowledge and practice. This course will explore the evolving interactions at the theoretical and practical level among psychology, law and public policy. This is a service-learning course, which requires two to three hours per week devoted to working at an appropriate site.

Fall semester, alternate years, expected fall 2010. 4 credits

Prerequisites: POLSC1201, PSYCH1501 or PSYCH2203

POLSC3301 Comparative Politics of Developing States

This course explores various models of the government of changing societies, such as those evolving out of revolution and military juntas, as well as the politics of economic and religious change. Africa, Asia and Latin America are the areas of concentration.

Spring semester, alternate years, expected spring 2011. 4 credits

Prerequisite: POLSC1301 or permission of instructor

POLSC3303 Street Democracy

This course focuses on protest movements and their role as interest articulation mechanisms specifically within transitioning and consolidated democracies. The main question that this course raises is: Do protest movements work to hinder or enhance the process of democratic consolidation, and to what extent? Comparative methods will be used to identify, compare and contrast protest movements in Latin America and Europe.

Fall semester, alternate years, expected fall 2009. 4 credits

Prerequisite: POLSC1301

POLSC3403 Human Issues in International Relations

Through the use of novels, films, biographies, and special studies, students examine the phenomena which play an increasing role in the world arena. These may include: nationalism, genocide, refugee movements, and international intervention.

Spring semester, alternate years, expected spring 2011. 4 credits

Prerequisite: POLSC1401 or permission of instructor

POLSC3405 Strategies of War and Peace

Through this course students will explore the causes and means of war; its emphasis will be on conflict resolution. This study

will focus on the evolution of various methods of war and analysis of the evolving role and methods of negotiation and international institutions in preventing and ending war. The class will culminate with a month-long negotiation simulation working to resolve a contemporary conflict situation.

Spring semester, alternate years, expected spring 2010. 4 credits

Prerequisite: POLSC1401 or permission of instructor

POLSC3415 Issues of People and Politics in the Middle East

This course will be conducted as a seminar around one theme each time it is offered. The types of themes that may be rotated include: political reform in the Middle East; human rights in the Middle East; women in the Middle East; water in the Middle East; the Peace Process in the Palestinian-Israeli Dispute; U.S. policy in the Middle East; and political Islam in the Middle East. Students will lead and participate in discussions throughout the semester. The seminar will culminate with the presentations of each student's individual research papers.

Spring semester, alternate years, expected spring 2011. 4 credits

Prerequisite: POLSC2411 or permission of instructor

POLSC3607 Constitutional Law

Through an examination of Supreme Court decisions, the first part of this course explores the constitutional powers of the Presidency, Congress, and the judiciary as well as the constitutional relations between states and the federal government. The second part of the course will focus on individual rights and freedoms.

As needed. 4 credits

Prerequisite: POLSC1201 or permission of instructor

POLSC4100 Senior Seminar and Internship in Political Science

This seminar is the senior capstone course which allows students to apply their analytical skills to practical situations. Students will both participate in an internship and meet as a seminar class. As often as possible the internship and required research project should interrelate. Each student presents his/her research in the seminar and writes a senior thesis.

Spring semester. 4 credits

Prerequisite: INT1001

POLSC4178 Directed Study

Prerequisites: INT1001, permission of department chair. 4 credits

Psychology

PSYCH1401 Child Psychology (SA)

This course studies child growth and adolescent development, learning theory and its application to classroom management, measurement theory and techniques. Papers emphasize integration of theory and practice. This course will not count toward the psychology major unless the student also has taken PSYCH1405.

Fall and spring semesters. 4 credits

PSYCH1405 Adolescent Psychology (SA)

This course studies the physical, cognitive, social and moral development from the onset of adolescence to young adulthood. The influence of heredity, family, culture, school and peers will be discussed, including common adolescent problems as well as adolescent psychopathological disorders. Special emphasis will be placed on the characteristics and needs of early adolescents and the role of professionals in adolescent assessment, coordination and education. This course will not count toward the psychology major unless the student also has taken PSYCH1401.

Fall and spring semesters. 4 credits

PSYCH1501 General Psychology (SA)

This course introduces the broad field of psychology by surveying a wide range of topics, including personality, development, motivation, emotion, adjustment, cognition, consciousness, the nature of psychological research, social problems and behavioral disorders. The objective is for students to gain a base of knowledge, which they will broaden and deepen in other psychology courses.

Fall and spring semesters. 4 credits

PSYCH2103 Relationships, Marriage and the Family (SA)

This course considers how intimate relationships are formed, what makes a successful relationship and how relationships fail. Topics include people's choices of different lifestyles, sex and love, communication and conflict. Modern data is used to consider changes in the typical family, the troubled family and abuse, and racial and ethnic patterns in family life.

Fall and spring semesters. 4 credits

PSYCH2105 Cross-Cultural Psychology (SA)

Psychology addresses such fundamental questions as "What is the essential nature of humankind?" "How does the social environment affect individuals' development?" and "How do people change and evolve?" Understanding cultural differences (e.g., race, ethnicity, social class) is necessary to understand the complex influences on attitudes, beliefs, and behavior. The cultural communities in which children are raised differ significantly, and these can (and do) shape individual identities. One's sense of self, in turn, impacts self-perceptions, motivations, social and psychological adjustment, perceptions of others, and social behavior. Therefore, the purpose of this course will be to understand cross-cultural differences in thought, perceptions, behavior, and identity. In this course, we will examine the theories and research in psychology as both scientists and as members of our own cultural groups.

Fall semester. 4 credits

PSYCH2203 Social Psychology (SA)

Social psychology deals with the study of people and the environmental contexts in which they live. Social psychology encompasses a broad range of topics, including such areas as conformity, attitudes, gender, attraction and love, helping and aggression, and prejudice and discrimination. Through

lectures, discussions, demonstrations and group activities, we will take a scientific approach to explore these everyday topics. We will examine classic, as well as more contemporary, research in social psychology, critically evaluate this research and apply social psychological findings to real-world situations.

Fall and spring semesters. 4 credits

PSYCH2207 Quantitative Methods in Psychology (QA)

This course is designed to introduce students to the analysis and interpretation of research data and research designs. Topics covered are descriptive statistics, probability, sampling and estimation and hypothesis testing. Analyses, such as chi-square, t-tests, and ANOVA are introduced. This course is required of all psychology majors.

Fall and spring semesters. 4 credits

Prerequisites: PSYCH1501 and MATH1117

PSYCH2209 Physiological Bases of Behavior (SI)

This course covers current knowledge concerning the relationship between anatomy and physiology on the one hand, and behavior on the other. Although the focus is on the central nervous system, other structures having wide ramifications for behavior, such as sex differentiation and cardiac, endocrine and gastrointestinal systems, are studied.

Fall and spring semesters. 4 credits

Prerequisite: PSYCH1501

PSYCH2303 Child and Adolescent Psychology

This course offers a comprehensive view of the research and theory dealing with the psychological development of the individual through the stages of childhood and adolescence. Within these stages, the focus will be on the specifics of cognitive, emotional, physical, social and moral tasks of development. In addition to dealing with the key markers

of early life stages, language development and the emergence of personality, appropriate applications from research will be made to parenting and educational situations.

Fall and spring semesters. 4 credits

Prerequisite: PSYCH1501

PSYCH2304 Adulthood and Aging

This course offers a comprehensive view of the research and theory pertaining to the developmental tasks of adulthood and the later adult years. The focus is on normal adjustment processes, both biological and psychological, from young adulthood, through mid-life, to the end stages of life. Topics will include the biological process of aging, changes in emotional and cognitive functions, relationships, parenting, mid-life crises, life choices as to occupation and retirement, coping and adaptation.

Fall and spring semesters. 4 credits

Prerequisite: PSYCH1501

PSYCH2405 Health Psychology

This course deals with the psychophysical bases of health and illness. It considers health-enhancing and health-endangering behaviors, the causes of stress, ways of dealing with stress and the psychological preparation for stressful situations. Psychological research on coping and adaptation is applied to specific questions of pain, illness and modern behavioral medicine.

Fall and spring semesters. 4 credits

Prerequisite: PSYCH1501

Recommended: PSYCH2209, or BIOL1110 and BIOL1111

PSYCH2701 Research Methods in Psychology

This course introduces the process of experimental and non-experimental methods in the field of psychology, focusing on research design, implementation, and analysis. Special emphasis is placed on the scientific method in order to understand,

predict, and control psychological phenomena. Papers integrate theory and application within psychological research. There will also be an emphasis on reading primary-source material and learning appropriate writing conventions.

Fall and spring semesters. 4 credits

Prerequisites: PSYCH1501, PSYCH2207

PSYCH3101 Seminar: Psychology of Women

The experiences of women, both as a group and as unique individuals, are an important focus of research by psychologists today.

In this service-learning course, students will examine critical issues in the field (e.g., gender roles, body image, violence against women), integrate research with applied resources and service in the Boston area, and develop educational programs on these issues for adolescent girls. Classic and contemporary research will guide dialogues about specific issues women and girls face as a group. Examining Boston's resources (e.g., shelters) will allow students to study how theoretical and empirical research is applied to real-world situations and affects real individuals. Finally, students will work with small groups of adolescent girls to develop resources and programs that will ultimately benefit them and their peers. The work accomplished in this service-learning seminar will reflect the core mission of social awareness and social justice.

Spring semester, alternate years. 4 credits

Prerequisites: Junior or senior status, PSYCH1501, or PSYCH2203 or permission of instructor recommended

PSYCH3111 Cognition

This course is designed to introduce students to cognitive psychology with an emphasis on cognitive methods. Students will examine internal mental processes such as attention, memory, language, and reasoning. At all times, students will be challenged to make

links between cognitive theory, research, and methods.

Fall and spring semesters. 4 credits

Prerequisites: PSYCH1501, PSYCH2207

PSYCH3211 Theories of Personality

This course presents the major features of several important personality theories, including the psychoanalytic, the humanist and the cognitive-behavioral. Emphasis will be given to contemporary and psychodynamic theories. Case studies will be used to clarify, compare and contrast different theoretical approaches.

Fall and spring semesters. 4 credits

Prerequisite: PSYCH1501

PSYCH3212 Abnormal Psychology

This course studies mental deviation from the normal; the etiology and description of various symptom categories, including the changes brought about by D.S.M. IV; major explanatory systems, methods of diagnosis and study of abnormal mental processes, and methods of treatment and rehabilitation.

Fall and spring semesters. 4 credits

Prerequisite: PSYCH1501

PSYCH3215 History and Systems of Psychology

This is a seminar-like presentation of the evolution of psychological concepts from the 18th century to the present. Emphasis is placed on contributions from philosophy and the physical sciences in the early stages of science leading to the development of modern theoretical approaches and systems.

Spring semester, alternate years. 4 credits

Prerequisites: Two courses in psychology including PSYCH1501

PSYCH3601 Counseling Theories and Techniques

This course provides an introduction to the theories and techniques of behavior change and psychotherapy. Students will be exposed to various schools of thought, with greater emphasis on empirically validated treatments. Specific skills in interviewing and clinical techniques will be learned through role-plays and classroom demonstrations.

Fall and spring semesters. 4 credits

Prerequisite: PSYCH1501

Recommended: PSYCH3211, PSYCH3212

PSYCH4100 Experimental Psychology

This course helps students, by immersing them in the research process, to understand and learn the complex decisions made in designing and implementing a research study. Students will be exposed to a wide range of contemporary research topics and issues, and will also actively conduct their own research, from the choosing of an appropriate topic to presenting their results to an audience of colleagues.

Fall and spring semesters. 4 credits

Prerequisites: PSYCH1501, PSYCH2207, PSYCH2701

PSYCH4178 Directed Study

A student, with departmental approval, may pursue research in a specialized area in psychology under the personal direction of one or more members of the department.

Offered as needed. 4 credits

Prerequisite: Junior or senior status or permission of instructor

PSYCH4282-4283 Senior Directed Research I & II

Students in any track may do a directed research project. This course rotates among department members who will supervise all directed research projects. Students can either (a) develop and implement their own

research study or (b) participate significantly in an existing research study at an outside placement. Regardless of their choice, all students will produce an APA style, formal manuscript that contains a literature review, description of research methods, analysis of data, and a discussion of the relevance of the study. To ensure that students working at outside institutions have significant exposure to the research process, several requirements must be met by the supervisor, including providing students with background to the theory and development of the study, experience in collecting and entering data, and ability to analyze data for the students' own projects. The course faculty member will monitor the students' outside work and be responsible for grading the final project. There will be regular class meetings, as well as individual meetings, to discuss individual projects.

Fall and spring semesters. 4 credits (8 credits total)

Prerequisites: PSYCH1501, PSYCH2207, PSYCH4100 and senior status. Credit granted upon completion and acceptance of the work. Some students may be advised to complete INT1001.

PSYCH4478 Senior Directed Study

A student, with departmental approval, may pursue research in a specialized area in psychology under the personal direction of one or more members of the department.

Fall and spring semesters. 4 credits

Prerequisite: Senior status

PSYCH4494-4495 Internship in Psychology I & II

This course involves supervised work experience in clinical or social service-oriented placements. Over the course of two semesters with the guidance of the faculty and internship office, students are responsible for finding and arranging their own internship. Students are expected to

be working at their sites by the end of the first week of classes and meet on campus for a weekly seminar.

*Fall and spring semesters. 4 credits
(8 credits total)*

Prerequisites: INT1001, PSYCH1501, PSYCH2207, PSYCH4100 and senior status. Credit granted upon completion and acceptance of the work.

PSYCH4496 Internship in Psychology

This course is for those students who, by exception, need only one semester of internship. This course involves supervised experience in practical or clinical settings designed for psychology majors.

Fall semester. 4 credits

Prerequisites: INT1001, six courses in psychology including PSYCH3601, and permission of instructor. Senior status required.

Religious Studies

RELIG1101 Introduction to Religious Studies (R)

This course offers an introduction to the academic study of religion. In addition to some of the theories of religion, students will explore some of the most common phenomena found in religious traditions, such as symbols, rituals, human identity, ethics, ideas of the afterlife, and so forth.

Fall semester. 4 credits

RELIG1103 Introduction to Catholic Theology (R)

This course introduces students to the central aspects of Catholic theology today. Catholic theology is the result of the Church's reflection upon its own experience of faith. Since the experience of faith is shaped by the historical and cultural context in which it takes place, the course will address contemporary formulations of Catholic theology as well as their origins and development. Students will encounter Catholic understandings of God, of Jesus Christ, of the Church, sacraments, biblical interpretation, tradition, morality, and hopes for the afterlife, among other themes. Special emphasis will be placed on the transformation of Catholic practice and theology after the Second Vatican Council.

Fall and spring semesters. 4 credits

RELIG1111 Introduction to the Bible (R)

The Christian Bible consists of two parts: the first testament contains those sacred texts that comprise the Jewish Bible, and the second testament adds the early Christian writings held sacred by the Church. This course explores the meaning of these texts to believing communities today by examining the cultural, theological and historical influences that shaped them. Students will become acquainted with the basic plot, characters,

literary forms, religious institutions, theology and ethical teachings of the Bible.

Fall and spring semesters. 4 credits

**RELIG2102 In the Beginning:
Genesis to Deuteronomy (R)**

This course will enable students to acquire a detailed familiarity with the characters, plot, and theological concerns of the Pentateuch (the first five books of the Bible). The focus will be on the main events and characters of these books, for example, creation, Adam and Eve, Noah, Abraham and Sarah, Moses and the deliverance from Egypt, as well as the main religious institutions in Israel such as Sabbath, worship, covenant, and Law. Topics will be examined using the methods of modern historical biblical interpretation as well as ancient Christian and Jewish methods of biblical interpretation. Students will also participate in a Passover (Seder) Supper.

Spring semester, alternate years, expected spring 2011. 4 credits

RELIG2105 Judaism (R)

This course offers an introduction to Judaism and surveys its history. It examines scripture, beliefs, ritual, ethics, intellectual life and the roles of women.

Spring semester, alternate years, expected spring 2010. 4 credits

**RELIG2108 Religion and the
Environment: Ethical Explorations (R)**

In this course, students will engage in the debate about the relationship between humans and their environment from a comparative religious ethical perspective. Discussion will address such questions as the roots of current environmental concerns, various religious ethical perspectives on these concerns and personal responsibility to the other-than-human world.

Fall semester, alternate years, expected fall 2010. 4 credits

**RELIG2111 Love and Justice:
Christian Ethics (R)**

In this approach to Christian Ethics, students explore personal and social justice as the test of Christian love of God and neighbor. Discussions include the impact on contemporary Christian ethics of biblical scholarship, church tradition, philosophy, and the social and physical sciences. The course also examines, from a Christian perspective, some of the ethical issues relating to such areas as sexuality, health care, politics, economics and the environment. This course ordinarily includes a service-learning component.

Fall semester. 4 credits

**RELIG2114 The Prophets: Power, Politics,
and Principles (R)**

The Hebrew prophets were vocal critics of the power structures and political institutions of their day. They took a stand against the abuse of power, exploitation of the poor, land grabbing, self-seeking, religious corruption, and other societal ills. This course will examine the range of ethical issues the prophets addressed, discover the principles they championed, and invite students to make application of these principles to present-day social issues.

Spring semester, alternate years, expected spring 2011. 4 credits

RELIG2130 Catholic Social Teaching (R)

This course will provide an introduction to over 100 years of Catholic social teaching, using papal encyclicals and pastoral letters from the U.S. Catholic Conference of Bishops primarily. Analysis of the documents and critiques of the teachings will also be used. Each of the documents will be grounded in its sociological, political, economic and religious context. A service-learning component will be included in the course introducing students to service to people in poverty in the Boston area.

The mission of national and international Catholic social justice organizations will also be highlighted.

*Spring semester. 4 credits
(Cross-referenced with SOC2131)*

RELIG2131 Relationships and Sexuality: Christian Perspectives (R)

This course explores diverse Christian views on human sexuality and relationships with particular attention to issues of social justice and peace, gender and sexual orientation.

Spring semester, alternate years, expected spring 2011. 4 credits

RELIG2135 World Religions (R)

Students will encounter some of the world's many religious traditions by studying their origins, writings, rituals and beliefs as well as contemporary expressions of these religions.

Spring semester. 4 credits

RELIG2151 Religious Traditions of Rome

This course will explore the various religious traditions that shaped life in Rome from ancient times to today with a focus on Roman religion, Mithraism, Judaism and Christianity. We will explore the intersection of religious beliefs and practices with art, architecture, politics and various aspects of daily Roman life such as family life, leisure, economics and learning. The course is built around an eight-day trip to Rome over the spring break with pre-trip and post-trip meetings required. The travel component is required for participation in this course.

Spring semester, alternate years, expected spring 2011. 4 credits

RELIG2153 Travel with St. Paul: Greece and Turkey (R)

An introduction to the historical, social, and cultural context of the writings of Saints Paul and John, particularly the letters to the Corinthians and Ephesians, the *Acts of the Apostles*, and John's *Book of Revelation*.

This course, which includes travel to Greece and Turkey, examines the intersection of Greco-Roman culture and history with the development of the earliest Christian communities. The course compares and contrasts Greco-Roman religion with the beliefs and practices of early Christianity and Judaism. The course includes pre-study tour sessions on campus and one week abroad in Greece and Turkey.

Spring semester, alternate years, expected spring 2010. 4 credits

RELIG2201 War, Peace and Religions (R)

Does religion primarily pacify or foment violence? Adherents of many of the world's religions understand their religions to be religions of peace. Yet there is no denying the many instances of religiously inspired violence in today's world. This course will explore the ways in which world religions promote war and peace, with an eye towards understanding when and how our own religious communities can be more effective at peacemaking and the promotion of human rights.

Spring semester, alternate years, expected spring 2010. 4 credits

RELIG2202 Hinduism (R)

This course will provide the student with an introductory knowledge of the Hindu tradition. Over the semester, we will study the historical development, diverse beliefs, exemplary practices, ethical teachings, and primary texts of Hinduism. We will also participate in field trips to Hindu communities in Boston, thereby gaining experiential knowledge of the Hindu-American community. By the end of the course, the student will have acquired rigorous scientific knowledge of Hinduism. Just as importantly, the student will have obtained a sympathetic, yet critical, understanding of the diverse strains of this ancient tradition.

Spring semester, alternate years, expected spring 2010. 4 credits

**RELIG2203 Ethics in the N.T.:
Discipleship and Community (R)**

Christian morality can only be “Christian” in reference to Jesus Christ, who, according to Christian faith, continues to call people to follow him and to become his disciples.

Today’s Christian can only encounter Jesus Christ and get to know him through the community of his disciples and through the traditions preserved by that community, the core of which is present in the New Testament. This course will engage a wide array of texts from the New Testament in order to characterize both the kind of ethics that it proposed to Christians at the time when the diverse documents contained in it were originally written, and the kind of ethics that it proposes to Christians today. The course will also include an introduction to diverse ethical models and systems espoused by Christian authors today, with special emphasis on virtue ethics.

Spring semester. 4 credits

**RELIG2205 The Gospels:
Portraits of Jesus (R)**

The four canonical gospels (Matthew, Mark, Luke and John) are the primary sources for the life and teachings of Jesus of Nazareth. This course will explore how the words spoken by Jesus became oral stories about Jesus and were finally written down as the texts we have today. We will focus on each gospel’s distinctive theological interpretation of the historical figure of Jesus and will examine what makes each gospel unique with respect to the others. The course will also discuss some of the gospels that are not included in the Bible, such as *The Gospel of Thomas*, *The Infancy Gospel of James*, and *The Gospel of Mary Magdalene*.

Fall semester, alternate years, expected fall 2010. 4 credits

**RELIG2207 The Church: Sacramental
Community for Justice (R)**

While Americans continue to believe in God and value spirituality, participation in religious institutions is declining. At the same time, Christianity insists on the necessity of the church as community with other believers. Why does the Christian tradition consider this dimension of faith to be so crucial? And what is the relationship of the church to such important current issues as peace, justice, the environment, and women’s rights? The course will also examine contemporary understandings and experience of the sacraments and what it means to say that the church is a sacramental community. Although primarily focused on the Catholic church, there will be comparative attention to other Christian communities and the ecumenical movement toward dialogue among them.

Fall semester, alternate years, expected fall 2010. 4 credits

RELIG2208 Global Christianity (R)

Christianity is a global religion, not only because it is geographically spread throughout the world, but because it realizes itself in and through the diverse cultures in which it is embedded. This course will examine the many different expressions of Christianity around the world to search for their differences and commonalities. Sociopolitical implications and relationships to other globalizing processes will also be critically examined as well as the rise of fundamentalisms across cultures and denominations. Although attention will be paid to the history of Christianity in specific countries and cultures, the course will be especially concerned with how Christianity is lived and understood today by the people in the variety of cultures and denominational expressions we will examine.

Fall semester, alternate years, expected fall 2009. 4 credits

RELIG2209 History of Christianity: Between Prophecy and Compromise (R)

This survey course will address the major historical, theological and doctrinal developments in the 2,000-year-long history of the Christian church. Special attention will be given to most influential turning points and to the recurring tension between those who tried to accommodate the Christian message to the surrounding culture in order to make it more socially relevant, and those who interpreted the role of Christianity as a witness against the prevailing culture's values and expectations.

Fall semester, alternate years, expected fall 2009. 4 credits

RELIG2211 Islam (R)

This course will introduce students to Islam from its classical period to the present day, including its interaction with the West. Particular attention will be paid to ethical teachings and practices, the lived experiences of Muslims, and the theological, cultural and geographical diversity within the tradition. The course will include a field trip to a local mosque.

Fall semester, alternate years, expected fall 2010. 4 credits

RELIG2212 Buddhism: Beliefs and Practices (R)

This course will introduce students to Buddhism both as a textual tradition and as a lived, historical reality. We will study not only Buddhist texts, but Buddhist practices and social organization as well. Ritual, dance, meditation, art, architecture, philosophy, psychology, and pilgrimage will all be considered in this comprehensive course. We will not consider Buddhism as a single tradition due to its great historical, geographic and ethnic diversity. Instead, the course will present Buddhism in all its internal complexity, from 500 BCE to 2000 CE, from India to Japan to America. Just as

importantly, the course will include several site visits to Buddhist temples in Boston, where we will gain experiential knowledge of Buddhism. Students will be encouraged to contemplate Buddhism and its ultimate claims regarding human existence in both a sympathetic and critical manner.

Spring semester, alternate years, expected spring 2011. 4 credits

RELIG2213 Latin American Liberation Theologies (R)

Liberation Theology is both one of the main developments in Christian theology in the second half of the 20th century and arguably the only theology which has originated in Latin America and has not been "imported" from Europe into the continent. These characteristics make it worth studying for any student interested in Christian theology as well as those interested in Latin American affairs. This course will focus on the methodology of Liberation Theology, on its Christology, and on its view of the church and the church's role in society.

The main authors to be studied are Gustavo Gutierrez, Leonardo Boff, and Jon Sobrino. The discussion of the topic will be introduced by a review of Latin American history and religion between 1492 and present time, of Vatican II and its impact on current Catholicism and Catholic theology, and of some of the sociological and philosophical methodologies appropriated by Liberation theologians such as "theory of dependence" and Marxism. Since part of the ecclesial practice in which Liberation Theology originates includes political persecution and martyrdom, the course will also study briefly personalities such as Mons. Romero, Dom Helder Camara, Ignacio Ellacuria, Sr. Dorothy Stang, SND, et al.

Spring semester, alternate years, expected spring 2011. 4 credits

RELIG2215 Chinese Religions (R)

This course will introduce students to Chinese religions (especially folk traditions, Taoism, and Confucianism) as textual traditions and as lived, historical realities. We will study not only Chinese texts, but Chinese practices and social organization as well. Ritual, dance, meditation, art, architecture, philosophy, psychology, sociology, mysticism, history, and pilgrimage will all be considered in this comprehensive course. As a survey, the course will fully acknowledge the tremendous variety of Chinese religions due to China's historical, geographic and ethnic diversity. Just as importantly, the course will include a site visit to a Tai Chi center in Boston, where we will gain experiential knowledge of Chinese religion in practice. Students will be encouraged to contemplate Chinese religions and their ultimate claims regarding human existence in both a sympathetic and critical manner.
Fall semester, alternate years, expected fall 2009. 4 credits

RELIG2217 Women in the World Religions (R)

This course addresses issues of concern to women in comparative perspective. Drawing on women's voices from multiple religious and cultural traditions, the course explores such issues as women's leadership roles, languages and imagery, family life and sexuality, relationship to sacred texts, and so forth.
Fall semester, alternate years, expected fall 2011. 4 credits

RELIG2219 Women in Christian Traditions (R)

The religious and social experiences of women in the various Christian traditions form the basis for this course. Topics include the changing roles women have played in multiple cultural, historical and denominational expressions of Christianity;

language and imagery; leadership and women's ordination; topics of particular interest to class participants.

Fall semester, alternate years, expected fall 2010. 4 credits

RELIG2301 Health Care: Social Justice and Economics (R)

This interdisciplinary course will examine social justice issues raised by decision making in health care from the perspectives of Christian ethics and of economics, using primarily a case study approach. Issues addressed will include problems in the distribution of health care globally and within the U.S. (including racial and gender disparities), the global AIDS epidemic, nursing strikes, the evaluation of various possibilities for health care reform, and priorities in drug development and biomedical research.
Summer, online course. 4 credits

RELIG3133 Social Justice and Religious Traditions (R)

The relationship of social issues with religious belief and commitment is the subject of investigation in this course. Students will study past and present social teachings of some of the major religious traditions, exploring how religious beliefs can translate into social visions of justice, developing some tools and techniques of social and religious analysis, and discussing and analyzing social issues of particular concern to class participants in light of how some of today's religious communities struggle to resolve these concerns.
Fall semester, alternate years, expected fall 2009. 4 credits
Prerequisite: Junior or senior status or permission of instructor

RELIG3135 Contemporary Issues in Roman Catholicism (R)

This course deals with selected issues of concern in the Roman Catholic Church that arise out of the church's encounter with contemporary cultures. These issues will be examined in their historical context especially in the light of Vatican Council II's teaching. Students have the opportunity to choose a research project in an area of their own particular interest.

Spring semester, alternate years, expected spring 2010. 4 credits

Prerequisite: Junior or senior status or permission of instructor

RELIG3143 Interpreting Vatican Council II: Tradition and Transition (R)

This course is an exploration of the impact of Vatican Council II on the life and ministry of the church today. It will examine the continuing relevance of Vatican II for the life of the church today and the conflict of interpretations over its meaning. Topics will include the mission of the church, roles of laity and women, leadership and authority, ecumenism and the relationship of Mary and the church.

Spring semester, alternate years, expected spring 2011. 4 credits

Prerequisite: Junior or senior status or permission of instructor

RELIG3201 The Bible in Art (R)

The Bible has inspired creative works in many artistic media, from catacomb paintings to stained glass, canvas to mosaics, frescos to friezes, illuminated manuscripts to monumental sculptures. In order to understand and appreciate much of the art and culture of the West, a basic familiarity with the Bible is needed. This course will use modern and traditional methods of biblical interpretation to study key stories and characters of the Bible and will examine

how they are represented and interpreted by some of the great works of art.

Fall semester, alternate years, expected fall 2010. 4 credits

Prerequisite: Junior or senior status or permission of instructor

RELIG4178 Directed Study

4 credits

Prerequisite: Permission of instructor

RELIG4182 Directed Research

4 credits

Prerequisite: Permission of instructor

Sociology

SOC1101 Introduction to Sociology: Analysis of Society in Global Perspective (SA)

This course will help students to understand the complexities of the global society by introducing students to the discipline of sociology and its tools. Students will explore what society is, what institutions are and how they vary from place to place and over time, how groups of people are divided within society, and how these different groups behave and interact. We will read works by major theorists and researchers, and we will use the city of Boston as a lab in order to understand social issues on the local level.

Fall and spring semesters. 4 credits

SOC1105 U.S. Institutions (SA)

This course will introduce students to the major institutions that underlie and organize U.S. society. We will explore the government, the economy, the military, the system of education, and the prison system, as well as other institutions within the United States. This course will provide both sociologists and non-sociologists with a framework for thinking about the major structures in U.S. society. We will explore how the institutions are structured, how they came to look this way, and their differential implications for groups and individuals within the United States.

Fall semester, alternate years, expected fall 2010. 4 credits

SOC1107 Introduction to Anthropology (SA)

The goal of this course is to introduce students to the comparative study of human societies. With the help of hands-on research exercises, ethnographic accounts and video documentaries, students will explore the beliefs and cultural practices of social groups from all parts of the world. The course begins by examining the

research methods used by anthropologists before turning to the comparative study of the perspectives and customs of various communities. Students will compare different groups' approaches to food production and consumption; child-rearing and family life; gender and sexuality; and race, ethnicity and social class. Students will also carry out a research project which they will present at the end of the course.

Spring semester. 4 credits

SOC1111 Introduction to Social Work

This course provides an overview of social problems, social welfare systems, and social work practice from both historical and contemporary perspectives. Students become familiar with interventions at individual, family, community, and societal levels. Social work values and ethics provide the framework for exploring fields of social work practice and work with vulnerable populations.

Spring semester. 4 credits

SOC2105 Race, Ethnicity and Group Relations (SA)

How do prejudice, power, and privilege shape the ways we define race and ethnicity and meanings we give to them? How are we to understand patterns of inequality in the United States using these concepts? What other variables, such as religion or gender, manifest themselves in the racial and ethnic mix? In addition to studying the U.S., the course will explore contemporary racial, ethnic, and religious conflicts around the world. Particular attention will be given to Iraq, Sudan, and the Balkans.

Fall semester. 4 credits

SOC2107 The Urban World

The goal of this course is to introduce students to sociological perspectives on metropolitan areas in the United States and worldwide. The course begins by examining the historical development of cities before

analyzing the social organization of contemporary urban spaces. We will explore the uneven social developments in Boston with the help of two neighborhood walking tours. The course draws on several case studies in developing and developed nations to familiarize students with urban problems related to the labor market, housing, poverty, segregation, and crime. The course will also explore metropolitan social policy and grassroots organizing for urban rejuvenation. Students will also carry out a research project which they will present at the end of the course.

Fall semester, alternate years, expected fall 2010. 4 credits

SOC2113 Methods of Social Research

Students are introduced in this course to qualitative and quantitative methodologies for social research. Surveys, in-depth interviews, focus groups, participant observations, and content analysis are described and conducted, exploring the strengths and weaknesses of each methodology. Individual and group research projects using various methods are conducted.

Fall and spring semesters. 4 credits
Prerequisites: SOC1101 and either MATH1117 or MATH2113

SOC2115 Family and Gender Roles

This course examines historical and cultural influences on the family and on the origin and development of male and female gender roles as they develop within the family and are expressed in all areas of social life. Particular attention is paid to changes across time and those occurring in contemporary societies. The contributions of the women's movement to ways of thinking about gender and inequality are also included.

Fall semester. 4 credits

SOC2119 Age and Generations

This course seeks to understand the life course in its social context. Focus will be given to childhood, adolescence, young adulthood, middle-age, elders, and the oldest-old. The relationship between and among generations will be examined, with particular attention to the millennial generation, Gen X, the baby boomers, and the World War II generation. Analysis of the social factors shaping each generation will be a key focus, with attention given to the Internet as a key factor in the socialization of the young. The needs of the vulnerable sub-populations of young and old in societies will be examined, with analysis of infant mortality and life expectancy rates in the more developed and developing nations. The anti-aging and the anti-anti-aging movements in Western societies will be highlighted.

Spring semester, alternate years, expected spring 2010. 4 credits

SOC2123 Health Care: Systems, Structures and Cultures

This course examines one of the most contentious issues and complex institutions in the U.S. and world today: access to and delivery of health care. It provides an overview of the social meaning of health and illness. The course analyzes the roles of hospitals, physicians, nurses, insurance and drug companies, alternative and complementary medicine, and the hospice movement. It contrasts the U.S. health care system to Canadian and European systems and discusses health care needs in developing countries. The course takes advantage of Emmanuel's proximity to world-class medical institutions in the Longwood Medical Area.

Fall semester, alternate years, expected fall 2010. 4 credits

SOC2127 Social Class and Inequality (SA)

What are the origins, forms and consequences of the unequal distribution of wealth and power in American society and in selected societies around the world? This course will explore the theories, both classical and contemporary, that have sought to explain how resources come to be distributed so unequally. We will also explore what the practical implications of such economic stratification are for certain groups in American society. Particular attention will be paid to the real-world implications of economic inequality and the public policies that have (and have not) been put into place to deal with the issue.

Fall semester, alternate years, expected fall 2010. 4 credits

SOC2129 Cultural Geography (SA)

Cultural geography deals with the many different uses and perceptions of space, locally and globally. It examines how language, religion, economics, and political practices vary over time. A central concern is to analyze the reciprocal relationship between cultural transmission and environment. The course celebrates and critically analyzes geographic human diversity in rural and urban settings in industrial and less-developed areas worldwide. The course examines solutions for the ecological survival of the planet.

Fall and spring semesters. 4 credits

SOC2131 Catholic Social Teaching

This course will provide an introduction to over 100 years of Catholic social teaching, using papal encyclicals, and pastoral letters from the U.S. Catholic Conference of Bishops primarily. Analysis of the documents and critiques of the teachings will also be used. Each of the documents will be grounded in its sociological, political, economic and religious context. A service-learning component will be included in the course introducing students to

service to people in poverty in the Boston area. The mission of national and international Catholic social justice organizations will also be highlighted.

Spring semester. 4 credits

(Cross-referenced with RELIG2130)

SOC2201 The Practice of Social Policy

Students will learn about the creation and implementation of welfare reform and poverty-related policies as a means of understanding the policy-making process. Students will consider the political and economic context for policymaking in Massachusetts today as they research one social policy and consider advocacy strategies. Activities include a visit to the State House and a mock legislative hearing.

Spring semester, alternate years, expected spring 2010. 4 credits

SOC2203 Crime and Justice

Sociology reminds us that the way in which a society defines and responds to crime is a choice. This course explores the nature of social control, theories about the causes of crime, and the foundations and success (or failure) of various crime prevention and punishment strategies. We will examine the institutions of the U.S. criminal justice system, focusing on law enforcement, the courts, and corrections. A cross-cultural perspective will also be introduced.

Fall semester, alternate years, expected fall 2009. 4 credits

SOC2205 War and Peace

This course uses an interdisciplinary approach to exploring the causes and consequences of war and terrorism. The course also explores peaceful ways of living and resolving conflict. Students will learn about the human, social, and financial costs of war, in particular the adverse effects on the lives of children. Students will also explore the historical and contemporary aspects of

the ethics of peace. Students will learn the difference between negative peace, understood as the absence of war, and positive peace, defined as professional-active peacemaking, by learning about the peacemaking strategies of individuals, social groups and organizations actively engaged in creating a peaceful world.

Spring semester, alternate years, expected spring 2010. 4 credits

SOC3101 Theories of Society

The major thought systems contributing to 19th- and 20th-century analysis of complex societies are presented. The course proceeds to the study of the writings of Marx, Spencer, Durkheim, Weber and Freud, as well as to schools of sociological theory such as functionalism, conflict and interaction theory. Contemporary social thought will also be introduced. Feminist theory will be examined for its relationship and reactions to classical social thought.

Fall semester. 4 credits

Prerequisites: SOC1101 and at least one other sociology course, and junior or senior status or permission of instructor

SOC3103 Advanced Quantitative Research Methods

This course is designed to give students the opportunity to build upon and expand the capabilities they developed in the Methods of Social Research course. Advanced quantitative research methods will highlight both primary data collection and analysis, via the development, distribution, and analysis of an original survey, and secondary data analysis, via the utilization of the General Social Survey. Students will go through the process of working with the Institutional Review Board prior to embarking on their respective research studies. A substantial research paper and presentation are required. This course will help students prepare for both graduate school and the workplace.

Spring semester, alternate years, expected spring 2010. 4 credits

Prerequisites: SOC2113 and junior or senior status or permission of instructor

SOC3104 Advanced Qualitative Research Methods

Students will explore approaches and conventions of qualitative research methods and get experience by applying these methods. Students will practice qualitative research by conducting their own projects based on in-depth interviewing or ethnographic observation. Carrying out these research practices will give students the opportunity to gain hands-on experience with research design, data collection, analysis and presentation.

Spring semester, alternate years, expected spring 2009. 4 credits

Prerequisites: SOC2113 and junior or senior status or permission of instructor

SOC3115 The Sociology of Globalization

This course explores the sociological aspects of globalization. We will examine whether globalization has increased prosperity or created social inequalities in the global South and North. The course also discusses the role of major global institutions, such as the United Nations, the International Monetary Fund, and the World Bank, in shaping social development. On a field trip to New York City, students will learn about the United Nations and non-governmental organizations involved in international development.

Fall semester, alternate years, expected fall 2009. 4 credits

Prerequisite: Junior or senior status or permission of instructor

SOC3121 Religion, Spirituality and Global Society

In this course students analyze global religion in sociological perspective. Religion and

spirituality, as they are manifested in various forms across the world, will be examined using sociological concepts of culture, structure, function, gender, race, social class and generation. Issues of social cohesion, social conflict and social change will be examined through the lens of politics and religion nationally and internationally. Fundamentalism and evangelicalism and new religious movements will be highlighted. Visits to religious sites in the Boston area will be included.

Fall semester, alternate years, expected fall 2011. 4 credits

Prerequisite: Junior or senior status or permission of instructor

SOC3201 Worlds in Motion: The Causes and Consequences of Migration

This course introduces students to the major theories of international migration and immigrant incorporation. Why do people undertake costly, emotionally painful, and, often, life-threatening journeys? What happens to them once they arrive in their place of destination? And how do factors such as race and gender impact the settlement process? Although the course will primarily focus on immigration to and settlement in the United States, we will also explore the process of migration to other parts of the world. Contemporary issues, such as the current guest worker debate in the United States and the incorporation of Muslim immigrants in the U.S. and Western Europe, will also be covered. Course requirements include a significant research paper and presentation.

Spring semester, alternate years, expected spring 2011. 4 credits

Prerequisite: Junior or senior status or permission of instructor

SOC4182 Directed Research

This course involves independent research in conjunction with a member of the department. It is open to senior sociology majors with departmental approval.

Fall and spring semesters. 4 credits

Prerequisite: Senior status

SOC4194 Internship in Sociology: Field Research in Professional Settings

Students participate in a supervised experience in a variety of sites: the courts and justice system, in social service and health care agencies, or in local or international social justice organizations. The students will gain practical experience in professional settings with supervision while preparing an analytical paper based on their experience in the field.

Fall semester, beginning in fall 2009.

4 credits

Prerequisite: INT1001

Open to seniors only. Most major requirements must already be fulfilled.

SOC4999 Seminar in Sociology

Topics in theory and research in the major areas of sociology will be presented and discussed by students and faculty. A major paper and presentation are required of all students. This course fulfills the capstone requirement.

Spring semester. 4 credits

Prerequisite: Open to senior sociology majors only. Most major requirements must already be fulfilled.

Interdisciplinary Courses

FYS1101 First-Year Seminar

(Open to first-year students only.)

The first-year seminar program comprises one-semester topical seminars unified under the theme, “Knowledge, Values and Social Change.” These seminars are designed to introduce the first-year students to the ways in which the liberal arts construct knowledge; to enhance their abilities to read closely, analyze information, construct arguments and communicate effectively; to educate students in the expectations and values of the academic community, and to provide first-year students with an opportunity to work closely with a member of the faculty.

Fall and spring semesters. 4 credits

IDS2113 Basic Issues in Women’s Studies (SA)

This interdisciplinary course examines some of the issues and themes raised by the second and third waves of the women’s movement and by the current scholarship on women. It examines concepts such as patriarchy, feminism, gender stereotypes and sexism. Through the study of literature, anthropology, sociology and feminist theory, it looks at women’s creativity, self-definitions and cultural images, taking into account variations of experience by race and class.

Spring semester, alternate years, expected 2010. 4 credits

IDS4494 Internship

Students enrolled in interdisciplinary majors may complete an internship in an appropriate setting with the approval of their advisor.

Fall and spring semesters. 4 credits

Prerequisite: Senior status

Competency Program

INT1001 Pre-Internships and Career Development

This course is required for students before they complete an internship. It is open to sophomores, juniors and seniors. The course prepares students for successful internship/job searches and teaches search strategies to secure a quality placement. The course includes: helping students focus, skills assessment, identifying resources, career research, résumé and cover letter writing, interviewing tips and mock interview practice, networking, and safety and professionalism in the workplace. Several sections of this course are offered every semester. Upon successful completion of this course, students will receive a pass notation on their transcript.

Fall, spring, or summer semester.

Graduate and Professional Programs

Professional Programs

- Bachelor of Science in Business Administration (BSBA)
- Bachelor of Science in Nursing (RN to BSN)
- Undergraduate Certificate in Management (CM)
- Undergraduate Certificate in Health Care Management (HCM)
- Undergraduate Certificate in Project Management for Clinicians (PMC)

Graduate Programs

Education

- Master of Arts in Teaching (MAT) Preparing for Initial Licensure
(Elementary and Secondary)
- Graduate Programs in School Administration
 - Master of Education (M.Ed.)
 - Certificate of Advanced Graduate Study (C.A.G.S.)
- Professional Development Programs in Education

Management

- Master of Science in Management (MSM)
- Graduate Certificate in Management and Leadership (MLC)
- Master of Science in Human Resource Management (HRM)
- Graduate Certificate in Human Resource Management (HRC)
- Master of Science in Management (MSM) with specialization in Research Administration
- Graduate Certificate in Research Administration (RAC)

General Policies and Procedures

Emmanuel College Community Standards

Emmanuel College has a long-standing reputation for academic excellence and intellectual inquiry, for values-based education and for a caring, friendly environment. Members of the Emmanuel College community are expected to demonstrate respect and show sensitivity to differences in others. All members of the community are entitled to and responsible for maintaining an environment of civility that is free from disparagement, intimidation, harassment and violence of any kind.

Students are responsible for understanding and adhering to the Emmanuel College community standards. Violations will be addressed by the administration and could result in dismissal from the College. Please refer to the Graduate and Professional Program's Student Handbook for more information.

Ethical Statement

In the classroom, students and faculty may share real-life experiences, knowledge, feelings, reactions and opinions which relate to the curriculum. This is an integral part of the learning process. Confidentiality must be respected at all times both in and out of the classroom. It is a violation of the Emmanuel College ethical standard for any student, faculty or staff member to use information shared, or comments or opinions expressed during classroom discussions, in a manner which is intended to or has the possibility to humiliate, embarrass, harass, damage or cause injury to the student in his or her personal, public or professional life.

Attendance Policy

Completing a course in an accelerated format requires that students take a great deal of responsibility for their own learning outcomes. For face-to-face classes, students are expected to attend each and every class and arrive punctually. For hybrid and online courses, students are expected to attend class meetings as scheduled and participate regularly in the online environment throughout the course.

In the case of a family, personal or medical emergency, the student is required to notify the faculty member as soon as aware of the situation. He/she will help to make arrangements to complete the work, if at all possible.

Students who miss two or more class meetings of a face-to-face seven-week course will not be able to complete the course or receive a passing grade. Students should drop the course immediately after missing the second class. If the second class missed occurs after the close of the drop period, students will receive an F for the course.

Students who miss due dates for two or more assignments in an online or hybrid* course will not be able to complete the course or receive a passing grade. Students should drop the course immediately after missing the second assignment. If the second assignment missed occurs after the close of the drop period, students will receive an F for the course.

** Please note that missing the due date for one assignment and missing a class meeting in a hybrid course would constitute two assignments.*

In all of these cases, the student is liable for the full tuition.

Leave of Absence

A student may take a voluntary leave of absence for one semester after consultation with their Academic Advisor. During this time, a student ordinarily does not study at another college and should be in consultation with their Academic Advisor and the Office of Student Financial Services.

Withdrawal

Students may withdraw officially from the College at any time with the written authorization of their Academic Advisor. Students must notify the Office of Student Financial Services in writing. Failure to register for courses over one academic year constitutes an automatic administrative withdrawal. Mere absence from classes and examinations is not a withdrawal, nor does it reduce financial obligations. A student holding a Federal Stafford Loan must complete exit counseling upon withdrawal.

Readmission Policy

Students who have withdrawn, yet were previously officially accepted into a program of study, will need to submit a new application and an essay in order to be considered for readmission into the program. Students who have been withdrawn and had never been formally accepted in the program will need to submit a new application along with all other required application documents. In either case, the student does not have to pay the application fee again. An application for readmission is not a guarantee of acceptance into a program. All prior fiscal obligations to the College must be resolved with Student Financial Services prior to re-enrollment.

Health Insurance

Required Coverage

All three-quarter-time students are required by the Commonwealth of Massachusetts to be covered under an acceptable health insurance plan. It is assumed that students will be covered under the student health insurance secured through Emmanuel College. All three-quarter-time students are automatically charged the health insurance premium.

Student Health Insurance Waiver

Any three-quarter-time student who is covered under another health insurance plan and does not wish to be covered under the Emmanuel College plan must submit a completed Student Health Insurance Waiver to the Office of Student Financial Services. The waiver is included with the Student Health Insurance Brochure. The waiver must be returned to the Office of Student Financial Services no later than September 15 for the fall semester and January 15 for the spring semester. The health insurance premium will be removed from your bill statement only after the signed waiver is received. Any student who does not meet the deadline will be charged in full for the premium. In addition, once the premium is paid, it cannot be refunded.

Voluntary Coverage

Any student who is enrolled less than three-quarter-time (less than 12 credits) is not required to enroll in the health insurance plan. However, all students taking at least three credits are eligible to enroll. Please make this request in writing to the Office of Student Financial Services.

Dependents

Eligible students who enroll in the student health insurance plan may purchase insurance for their dependents as defined in the Student Health Insurance Brochure. Please see the brochure for eligibility requirements and rates.

Prerequisites

A prerequisite indicates an academic requirement that must be met prior to taking a particular course. The prerequisite(s) is noted at the end of each course description. Most upper division courses have a prerequisite(s) and cannot be taken until the student has completed the prerequisite(s).

Registration

The Office of the Registrar is the resource for course registration and schedules, grades, transcript requests, enrollment verification, and other matters related to records and registration.

Location: The Office of the Registrar is located at 400 The Fenway, Boston, MA in the Administration Building, Room 335.

Phone: 617-735-9960

E-mail: gppreg@emmanuel.edu

Hours: Monday–Thursday, 8:30 am–6:30 pm; Friday, 8:30 am–4:30 pm

Campus Safety Office: ID Cards

For the safety of all, it is required that students, employees and faculty members have a valid Emmanuel College photo identification card on their person while attending classes or visiting the campuses. The Campus Safety Office is located in the Administration Building, Room 136 on the Boston campus. Students must be registered and present documentation from the College that has their student ID number in order to receive a photo ID. The Campus Safety Office can be reached at 617-735-9710.

Bookstore Information

Students may order course materials online at the Emmanuel College web page:

Go to: www.emmanuel.edu

Click on: “Bookstore”

Students may also phone their book order to the Emmanuel College bookstore at one of the following telephone numbers: 617-264-7697 or 617-739-2232. Call the bookstore or check the web site for hours.

The course title and number may be found in the course syllabus. The bookstore will send the textbooks required for the course. Ground shipping is free. Charges do apply for overnight or second day shipping. Students may also order books online for an in-store pickup. If the pickup will happen after hours, please note on the order that it should be left at the Emmanuel College Campus Safety Office.

Please purchase textbooks one session at a time, since textbooks may change or new editions may be published. When phoning in an order, please self-identify as a Graduate and Professional Programs student.

Academic Policies and Procedures

Grades and Transcripts

Final grades are available through Online Academic Resources: www1.emmanuel.edu. Students who need official grade reports for tuition reimbursement purposes should contact the Office of the Registrar.

Phone: 617-735-9960

E-mail: gppreg@emmanuel.edu

Grades cannot be released over the telephone. Students may request an unofficial grade from the faculty member following the end of the session.

Transcripts are available from the Office of the Registrar by mail, by fax or in person. Students may also print an unofficial transcript from Online Academic Resources: www1.emmanuel.edu.

Telephone requests are not accepted. Official transcripts are provided at the written request of students for \$5 per transcript.

Undergraduate Grading System

Faculty members submit final grades to the Registrar at the end of each course. Letters express the quality of the work and are correlated with grade point values as follows:

A	=	4.0
A-	=	3.67
B+	=	3.33
B	=	3.0
B-	=	2.67
C+	=	2.33
C	=	2.0
C-	=	1.67
D+	=	1.33
D	=	1.0
F	=	0
INC	=	Incomplete

IP	=	In Progress (used for two-semester-long courses)
P	=	Pass
W	=	Withdrawal
UW	=	Unofficial Withdrawal
AU	=	Audit
NG	=	No Grade was submitted by the faculty member
X	=	Non-credit item completed

A student's grade point average or credit ratio is the ratio of quality points earned to credits carried. Grades submitted at the end of a course are considered final. Only undergraduate courses with a semester grade of 2.0 (C) or above are accepted for upper division courses; grades of 1.0 (D) or above are accepted for lower division or other courses. A cumulative grade point average of 2.0 (C) is required for graduation. In order to achieve satisfactory academic progress in an undergraduate program, a minimum grade point average of 2.0 (C) must be maintained and two-thirds of attempted credits must be completed during each academic year.

Graduate Grading System

Faculty members submit final grades to the Registrar at the end of each course. Letters express the quality of the work and are correlated with grade point values as follows:

A	=	4.0
A-	=	3.67
B+	=	3.33
B	=	3.0
B-	=	2.67
C+	=	2.33
C	=	2.0
F	=	0
INC	=	Incomplete

IP	=	In Progress (used for two-semester-long courses)
P	=	Pass
W	=	Withdrawal
UW	=	Unofficial Withdrawal
AU	=	Audit
NG	=	No Grade was submitted by the faculty member
X	=	Non-credit item completed

For graduate courses, students must receive a grade of 2.0 (C) or better. A cumulative grade point average of 3.0 (B) is required for graduation.

Students who are not achieving satisfactory academic progress will be notified in writing by the Office of the Registrar.

Credit Deficiency Removal/ Repeating Courses

Graded courses may be repeated only once. Courses may be repeated to replace an F (0), to meet college requirements, or to improve a student's grade point average. The student must repeat the same course. Another course may be substituted only with the approval of an Academic Advisor. Credit will be awarded only for one of the two courses and the higher of the two grades will be calculated in the grade point average. The original grade remains on the transcript. It is the student's responsibility to submit a completed credit deficiency form from the Office of the Registrar to complete the process.

Incomplete Grades

In exceptional cases, students who have been unable to complete the work of a course may petition to receive a grade of INC. Such requests will be granted only for extraordinary reasons, e.g., serious prolonged illness. A form for each INC must be signed by the faculty member and by the student. The form is submitted to the Office of the Registrar by the faculty member with the final grade roster.

Incomplete grades from the fall semester must be completed and submitted to the Office of the Registrar by February 1. Spring and summer incomplete grades must be completed and submitted to the Office of the Registrar by October 1. Incomplete grades not received by the deadline automatically become an F (0). In extraordinary circumstances, the Registrar, in consultation with the student and faculty member, may extend the INC, but not beyond the final day of that semester/term. If the work is not completed by the end of the semester/term, the INC automatically becomes an F (0).

Note: Students on Academic Probation may not receive an Incomplete grade.

Grade Changes

Changes in any assigned grade will not be made beyond one semester after the initial awarding of the grade. A student who, after consultation with the faculty member, wishes to challenge a grade on a transcript or grade report, should follow procedures outlined in the Student Handbook

Academic Review Board

The Academic Review Board reviews petitions for exceptions to academic policies and monitors satisfactory academic progress of students towards degree completion. Petition forms are available online or students may put the request in writing to their Academic Advisor.

Unsatisfactory Academic Progress Academic Probation

If an undergraduate student receives below a 2.0 in any semester, he/she will be placed on academic probation for the following semester. If a graduate student receives below a 3.0 in any semester, he/she will be placed on academic probation for the following semester. During this first probationary semester, the student may not receive any Incomplete grades.

Academic Dismissal

If the student fails to achieve satisfactory academic progress (see definition of Unsatisfactory Academic Progress in section above) at the end of this first probationary semester, the student will be dismissed from the College.

Academic dismissal from the Graduate and Professional Programs is permanent. Students may not petition for readmittance to the College.

Financial Aid Implications

In order to continue receiving financial assistance, students must pass a minimum of 67% of courses attempted after the completion of two semesters and maintain a cumulative grade point average of 2.0 after the completion of four semesters. Private student loans may be available to students who are not maintaining satisfactory academic progress.

Student Confidentiality

Emmanuel College regulates access to and release of a student's records in accordance with the provisions of the Family Educational Rights and Privacy Act of 1974 as amended (PL 93-380, Section 438, The General Education Provisions Act). The purpose of this act is to protect the privacy of students regarding the release of records and access to records maintained by the institution.

In compliance with the Family Educational Rights and Privacy Act of 1974 (the Buckley Amendment), Emmanuel College has committed itself to protecting the privacy rights of its students and to maintaining the confidentiality of its records. A copy of this law is available in the Office of the Registrar.

Certain personally identifiable information from a student's education record, designated by Emmanuel College as directory

information, may be released without the student's prior consent. A student who so wishes has the absolute right to prevent the release of this information. In order to do so, the student must complete a form requesting non-disclosure of directory information by the end of the add/drop period. This form is available in the Office of the Registrar.

Directory information includes name, home and electronic address, home and work telephone numbers, date and place of birth, program of enrollment, anticipated date of graduation, degrees and awards received, the most recent previous educational agency or institution attended, and other similar information. Some or all of this information may be published in directories such as a student directory, an electronic student directory or other campus publications.

With regard to external inquiries, the Office of the Registrar will verify directory information, unless advised to the contrary by the student as indicated above. "Verify" means to affirm or deny the correctness of the information. The College will not provide corrections for inaccurate information. All non-directory information that is considered confidential will not be released to outside inquiries without the express consent of the student. However, the College will verify financial awards and release data for government agencies.

Students have the right to review their educational records. A student may waive this right in special cases of confidential letters of recommendation relative to admission to any educational agency or institution, application for employment, receipt of financial aid form, or receipt of any services or benefits from such an agency or institution.

A copy of the Reports and Records: Release of Student Information Policy is available in the Office of the Registrar.

All Emmanuel students are responsible for understanding and adhering to standards of academic integrity. A copy of the Academic Integrity Policy is available on the Emmanuel College web site.

Transfer Credits and Non-Traditional Credits

All transfer credits from other institutions are required to be submitted to the Office of Graduate and Professional Programs before the completion of 12 credits. Undergraduate students will not be able to register for the fourth course without a completed application. An accepted student is eligible to take a maximum of two courses at other institutions with approval from their Academic Advisor. These transfer credits are subject to all other transfer credit standards. Students may not take courses at another institution during their final semester at Emmanuel. Only transfer courses from regionally accredited institutions (or equivalent which will be verified by the appropriate agency) will be granted credit. Undergraduate-level courses must have a grade of C (2.0) or better in order to be eligible for credit. Graduate-level courses must have a grade of B (3.0) or better in order to be eligible for credit. Graduate students cannot transfer more than 6 credits.

Courses taken at other institutions will be recorded as transfer credits on the student's transcript. The transfer course grades will not be included in the calculation of the student's grade point average. The student is responsible for obtaining and completing the appropriate form, including the required permissions, before registering for a course at another institution. Students receiving financial aid are responsible for ensuring that they do not lose eligibility.

Students can earn college credit by taking any of the following examinations: CLEP, DSST or PEP. Credit may be awarded

through the American Council on Education for some courses taken through the military and in business/industry. Credits earned through documentation of college-level learning are considered transfer credits. Details are available through the advisors for the Graduate and Professional Programs.

All undergraduate CLEP and DSST exams must be completed and results submitted to the Office of Graduate and Professional Programs prior to the start of the student's last semester at Emmanuel. A student may earn a maximum of 32 credits (eight courses) through credit by examination (CLEP and DSST).

Honors

Undergraduate Dean's List

In February, June and October, the Associate Dean/Registrar publishes the names of undergraduate students who attained academic distinction the preceding term. Students with a grade point average of 3.5 with four graded courses (no pass/fail) and no Incomplete grades at the close of the term achieve placement on the Dean's List. The records of students in designated IP (in progress) courses will be individually evaluated for honors.

Sister Marie Barry Scholars

Sister Marie Barry was the President of Emmanuel College from 1969 to 1975, and she welcomed the first group of adult students to Emmanuel College in September of 1974. Nursing students who have completed two graded courses during a term with a grade point average of 3.5 or better (no pass/fail) and no grades of incomplete are honored with the title of Sister Marie Barry Scholar.

BSBA Scholars

Business Administration students who have completed three graded courses (no pass/fail) during a term with a grade point average of 3.5 or better and no incomplete grades at the

close of the term are awarded the designation of BSBA Scholar. To be eligible for any of these honors, the student must be formally accepted into their program.

Honors for Baccalaureate Degrees

Latin Honors

Latin Honors—summa cum laude, magna cum laude and cum laude—are awarded at graduation to full-time bachelor's degree candidates who have achieved high scholastic performance and have completed at least 64 credits at Emmanuel College. Full-time is defined as enrollment in 32 credits during an academic year (fall, spring and summer). Until May 2011, Latin Honors will be awarded based on minimum grade point average, with the minimum for each honor as follows:

Summa cum laude 3.9

Magna cum laude 3.7

Cum laude 3.5

Beginning with the May 2011 graduation, Latin Honors will be awarded based on a percentage of the graduating class of undergraduate Graduate and Professional Program students as listed below:

Latin Honors	% of Graduates
Summa cum laude	4.5
Magna cum laude	the next 9.5
Cum laude	the next 15.0

Graduate students are not eligible for Latin honors.

Nursing Honor Society

Eligible students may apply for membership to the Pi Epsilon Chapter, Sigma Theta Tau International Honor Society of Nursing.

Distinction in the Field of Nursing

Students who receive a grade point average of 3.5 in major courses and who successfully complete a significant senior project, determined in consultation with the department, may graduate with distinction in the field of concentration.

International Certificate of Eligibility

International undergraduate students must carry a minimum of 12 credits per semester to maintain their Certificate of Eligibility. International graduate students must carry a minimum of 9 credits per semester to maintain their Certificate of Eligibility

Class Standing

Undergraduate class standing is determined by the number of courses completed by the beginning of the first semester of the academic year; for second-year standing, 8 courses; for third-year standing, 16 courses; for fourth-year standing, 24 courses; and for graduation, 32 courses.

Graduation Requirements

A minimum of 128 credits is required for the undergraduate Bachelor of Arts and Bachelor of Science degrees.

A cumulative grade point average of 2.0 (C) or better is required for graduation in the Bachelor of Arts and Bachelor of Science degrees. A grade of 2.0 (C) or better is required for major/upper division courses. A minimum of 36 credits is required for a graduate degree. Students must earn a 2.0 (C) or better in graduate courses. A cumulative grade point average of 3.0 (B) is required for a graduate degree or certificate.

Second Bachelor's Degree

Emmanuel College's Graduate and Professional Programs offers the opportunity for students to pursue a second bachelor's degree for either the Bachelor of Science in Business Administration or for the Bachelor of Science in Nursing. Those applying follow the application process and meet the requirements for admissions of bachelor's degree candidates.

In order to earn a second bachelor's degree for either the Bachelor of Science in Business Administration or for the Bachelor of Science in Nursing, students must satisfy all major requirements and meet the 48-credit residency requirement.

Degree and Certificate Application

A Degree or Certificate Application form must be submitted to the student's Academic Advisor by September 15th for December completion and by February 15th for May completion. The College will not be responsible for the graduation of any student who fails to submit the Degree or Certificate Application form. Participation in the May Commencement ceremony will be allowed upon successful completion of all academic requirements.

Note: Students completing six-course certificate programs do not participate in May Commencement.

Policy on Commencement Participation

Students must have completed all degree requirements in order to participate in Commencement. Students in the Graduate and Professional Programs enter at multiple points throughout the academic year; therefore, they may not necessarily complete degree requirements in time for a May Commencement. The flexibility in allowing multiple entry times means that students

must either plan coursework so that they finish prior to the deadline for May Commencement, or they must wait for the ceremony subsequent to their final coursework.

To participate in Commencement or receive a diploma or an academic transcript, the student cannot have an outstanding financial obligation with the College. Students who have borrowed with a federal student loan are also required to attend student loan exit counseling prior to graduation.

Note: Students completing six-course certificate programs do not participate in May Commencement.

Graduation Rates

Public Law 101-524, the Student Right-to-Know and Campus Security Act requires all institutions of higher education receiving Title IV funds to disclose the graduation rates of full-time students who are attending college for the first time. In accordance with this law, Emmanuel College's graduation rates are available in the Office of the Registrar.

Computer Literacy Requirement

All undergraduate students at Emmanuel College are required to demonstrate computer literacy. Students may transfer credits for a computer course, may take the introduction to computer science course offered in the Business Administration program, or use a CLEP or DSST exam to meet the requirements. A competency exam is available through Emmanuel (no credit). If you have questions about this policy, please contact your Academic Advisor.

Support Services

Academic Advising

Integral to an Emmanuel College education is academic advising which provides a comprehensive framework where students are able to explore the curriculum and focus on achieving their goals effectively. Students may meet regularly with their Academic Advisors to learn academic policies and procedures, to develop short- and long-term academic plans, to discuss academic progress, to select and schedule courses and for referrals to additional resources. The ultimate responsibility for fulfilling graduation requirements rests with the student.

Academic Computer Center

The Academic Computer Center located in the Cardinal Cushing Library, the Macintosh classroom/lab located in the Administration Building, and the PC classrooms located in the Administration Building and Marian Hall are equipped to assist students and faculty in integrating computers across the curriculum. A growing software library, new technology, e-mail and the Internet are available in all locations for all students and faculty members.

Academic Resource Center

The Academic Resource Center (ARC) offers resources and support to students in their quest for academic success. Through a variety of programs and interaction with professional specialists, students develop their potential, thus enhancing academic success. Students can develop their independent learning skills based on their own strengths and learn effective study skills.

Students may also take advantage of the Writing Center, which enables them to clarify their thoughts, revise the organization of their ideas, and refine the style of their writing under the guidance of professional writing specialists and peer tutors.

Disability Services

Emmanuel College is committed to providing full access of its educational programs for qualified students. We practice a non-discriminatory policy and offer classroom and testing accommodations, and assistive technology, to students with documented disabilities. The Disabilities Coordinator's office ensures that all students with disabilities can actively participate in all facets of college life. Our goal is to coordinate and provide the kind of services that will enable students with disabilities to reach their educational potential. In addition, our focus and responsibility is to increase the level of awareness among all members of the college community.

For more information on disability accommodations, please contact the Disabilities Coordinator in the Academic Resource Center by phone at 617-735-9923 or TTY at 617-735-9755.

Language Laboratory

The Language Laboratory is designed to supplement and support classroom instruction in foreign languages. Located in the Cardinal Cushing Library, the Language Laboratory provides audiovisual equipment for students to enhance their speaking and listening skills.

Office of Internships and Career Development

The Office of Internships and Career Development offers a variety of resources to assist Emmanuel College students in all phases of their career development. This includes individual career advising, walk-in hours, electronic job and internship postings and resources for academic major or career decisions, including computerized career assessments. The office offers several workshops throughout the academic year on such topics as résumé writing, interviewing skills, job search strategies, Internet resources, networking and graduate school resources.

The office organizes a variety of employer-based events, both on and off campus, such as employer information tables and information sessions, alumni panels, and joint career fairs through our collaboration with other career centers in Boston. In addition, the office maintains a Career Advisor Network of committed alumni who are available for networking, career advice and mentorship.

Library Services

The Cardinal Cushing Library, open to all members of the Emmanuel College community, houses reference and circulating collections as well as online databases, reference works, and journals. The library holds over 96,000 titles in all formats (e.g., books, CDs, videos, microfilm, reference materials, rare books, Catholic fiction) that support all academic disciplines of the College and more than 210,000 items in all formats including e-books.

In addition, the library maintains over 1,000 print and online journal subscriptions and 51 online databases, the majority of which are accessible off campus. The library staff offers

information literacy sessions, workshops, and web-based tutorials in research techniques, and participates in the First-Year Seminars for Liberal Arts and Sciences students.

Two conference rooms in the lower level of the library may be reserved for student group study. The library also provides media equipment, including DVD and DVD camcorders, which can be reserved online at the library web site, and maintains multimedia listening and viewing rooms equipped with DVD/VCRs, monitors, and CD players for use by the College community.

The Janet M. Daley Library Lecture Hall provides a technological center on the Emmanuel campus for lectures, courses, programs and special events. The Janet M. Daley Library Lecture Hall encourages interactive learning, facilitates connections across disciplines and provides an unparalleled educational resource in the heart of the library.

The library's automated network, Fenway Libraries Online (FLO), provides online access to Emmanuel's print and media collections as well as to the collections of other area institutions. The FLO network is comprised of: Emmanuel College, Emerson College, Lesley University, Massachusetts College of Art, Massachusetts College of Pharmacy and Health Sciences, the Museum of Fine Arts, New England Conservatory of Music, Wentworth Institute of Technology, Wheelock College and the University of Massachusetts Boston. The FLO network maintains a shared online catalog of the members' respective holdings, offers walk-in circulation and reference privileges and provides interlibrary loan services for document delivery of books and journal articles.

The Cardinal Cushing Library is also a member of the 15-library Fenway Library Consortium (FLC), which grants students and faculty access to the 1.5 million volumes

collectively held. The Fenway Library Consortium includes the Brookline Public Library, Hebrew College, Roxbury Community College, Simmons College, Suffolk University, and the ten members of Fenway Libraries Online. All 15 institutions provide open access to research collections, and most offer circulation privileges.

Campus Ministry

The Campus Ministry staff works to provide students with opportunities to develop and nurture their faith life. These include liturgies, retreats, educational programming, sacramental preparation and informal discussions. Additionally, the quest for social justice leading to social action is a deeply held conviction at Emmanuel College.

Campus Ministry coordinates and sponsors many collaborative projects that encourage participation in community service.

Counseling Services

The Counseling and Health Office provides assistance to any member of the Emmanuel College community who wishes to discuss a matter of personal concern in a supportive and confidential atmosphere. Workshops and group discussion on such topics as relationships, stress, interpersonal communication, relaxation techniques and assertiveness training are offered periodically. Short-term counseling is available upon request and special interest support groups are formed on occasion.

Finances

Schedule of Fees for Students Enrolled in the Graduate and Professional Programs

Undergraduate Management	\$1,292 per course
Nursing	\$1,650 per course
Graduate	\$1,995 per course

Billing Procedures

Tuition and fees are billed three weeks prior to the beginning of each session. All balances must be paid on or before the first day of class unless another payment arrangement has been made with the Office of Student Financial Services. Students may use most financial aid as credit toward your bill. Student loans of all types may be used as credit only if your loan has been approved by the College and by the private lender. It is the responsibility of the student to pay any balance remaining after financial aid.

Payment Methods

Credit Card, Check or Money Order

Credit card payments may be made by calling 617-735-9938.

Check or money order may be mailed to:

Emmanuel College
 ATTN.: Office of Student Financial Services
 400 The Fenway
 Boston, MA 02115

Be sure to include student's name and social security number or College identification number on the check or money order.

Online Academic Resources

Online Academic Resources provides access to students to make web payments, view billing statements, and if having applied for financial aid, the student's award letter can be viewed here as well. To access Online Academic Resources, please visit www1.emmanuel.edu. The user ID and password is the same as the Emmanuel College e-mail system.

Delinquent Accounts

Students with a past-due balance are ineligible to attend classes, register for future courses, receive a diploma or an official academic transcript. If payment is not received in a timely manner, a \$100 late fee will be assessed to the account. If the account remains delinquent, the account will be referred to a collection agency and the student will be responsible for the costs incurred with the collection effort. Once an account is referred to an outside agency, all inquiries and payments are made to the collection agency.

Course Withdrawal and Refund Policy

Note: This policy is for all Graduate and Professional Programs courses. This policy also applies to all courses which run at Emmanuel College in the summer semester.

To withdraw from a course, students must contact the Office of the Registrar by calling 617-735-9960, or by e-mailing gppreg@emmanuel.edu. When communicating by e-mail, students must request confirmation from the Office of the Registrar. Please note that non-attendance does not constitute withdrawal from a course; a student must contact the Office of the Registrar to officially withdraw. Students who do not officially withdraw will be responsible for the cost of the course.

Withdrawal policy for face-to-face (F2F) and hybrid seven-week courses:

- Drops prior to the first class meeting (F2F or hybrid), the student receives a 100% refund.
- Drops prior to the second class meeting (F2F or hybrid), the student receives a 75% refund and a “W” on their transcript.

Withdrawal policy for online seven-week courses:

- Online courses will open on Monday of the first week of a session. This will be considered the course start date. The Monday of the second week of a session, at 6 pm EST, will be the deadline for withdrawal to receive a 100% refund.

Withdrawal policy for face-to-face (F2F) Nursing courses:

- Drops prior to the first class meeting, the student receives a 100% refund.
- Drops prior to the second class meeting, the student receives a 75% refund and a “W” on their transcript.

Drops after the second class meeting for F2F or hybrid seven-week classes or F2F Nursing courses, the student is liable for 100% of tuition.

Drops after 6 pm EST on Monday of the second week of online classes, the student is liable for 100% of tuition.

Health Insurance

The Commonwealth of Massachusetts requires students enrolled at least three-quarter time (9 or more credits per semester) to be covered under an acceptable health insurance plan. A student enrolled at least three-quarter time will be automatically billed for the cost of the insurance. If the student has health insurance, he/she may waive enrollment in the College’s

plan by completing a waiver online at www.universityhealthplans.com.

Any student who is enrolled less than three-quarter time is not required to enroll in the health insurance plan. All students taking at least three credits, however, are eligible to enroll. Students who are interested in enrolling in the health insurance plan may do so online at www.universityhealthplans.com.

The 2008-2009 rates were \$1,059 per year for undergraduate students and \$2,200 for graduate students. The 2009-2010 rates will be available from University Health Plans in mid-May. Eligible students who enroll in the student health insurance plan may purchase insurance for their dependents as defined in the Student Health Insurance Brochure. Please see the brochure for eligibility requirements and rates.

Employer Deferment Plan

The deferment plan requires students to pay 25% of the course tuition prior to the first day of class and allows the remaining 75% to be deferred until 30 days after the last day of the course.

To enroll in the Deferment Plan, a fully complete Deferment Plan Promissory Note is required through the Office of Student Financial Services. This includes providing all required information related to the credit card authorization. Please note that if the credit card information is invalid, or the charge is otherwise declined for any reason, payment is due immediately. Additionally, this documentation must be updated prior to the start of classes at the beginning of each academic year.

Students planning to graduate must ensure the balance on their student account is paid in full prior to graduation and may not defer this payment.

Applying for Financial Aid

To apply for financial aid for the 2009-2010 academic year, students must complete a 2009-2010 Emmanuel College Application for Financial Aid and a 2009-2010 Free Application for Federal Student Aid (FAFSA). Both of these forms are online at www.emmanuel.edu (click on “Graduate and Professional Programs,” then select “Tuition and Aid”) or contact the Office of Student Financial Services to have the forms mailed.

The Emmanuel College federal school code is 002147.

Some students may need to provide signed copies of their 2008 Federal Income Tax Returns or other documentation. The student will receive notification from the Office of Student Financial Services if additional information is required to determine eligibility for financial aid.

Eligibility Requirements for Financial Aid
Requirements to receive federal and state financial aid include:

- Acceptance to and enrollment in a program of study at Emmanuel College
- Enrolled at least half-time for most forms of financial aid (e.g., loans, etc.)
- Maintaining satisfactory academic progress
- Being free from default on a previous student loan
- Being in compliance with selective service requirements
- U.S. citizenship or permanent resident status (see FAFSA for more details)

Eligibility for financial aid varies based on the criteria of the specific award. For most forms of financial aid, students must demonstrate financial need which is determined through an evaluation of the student's Free Application for Federal Student Aid (FAFSA) each year. In addition, a student's need-based financial aid may not be greater than the demonstrated financial need, nor may the student's total award package, including loans, be greater than the cost of attendance. Students must maintain half-time status (six credits) to receive most forms of financial aid. The following is the criteria to determine enrollment status:

Enrollment Status	Credits per Semester
Full-time	12 or more credits
Three-quarter	9-11 credits
Half-time	6-8 credits
Less than half-time	less than 6 credits

All financial assistance, regardless of its source, will be credited first toward institutional costs. **Withdrawal or reduction in credit load may result in an adjustment to or cancellation of the financial aid award.** The student is responsible for reading and understanding all materials sent to the student, including information published in the Academic Catalog. The student must meet all eligibility requirements to be awarded and renew financial aid. If at any time a student ceases to be eligible, the financial aid will be canceled and the student is responsible for the balance on the account.

Financial Aid Award Descriptions

Grants and Scholarships

Federal Pell Grant

A Federal Pell Grant is gift aid from the federal government to undergraduate students with significant financial need.

Massachusetts State Grants

State grants are gift aid from the Commonwealth of Massachusetts to full-time undergraduate students with significant financial need who are Massachusetts residents. Awards are estimated until the College receives notification from the state's scholarship office.

Massachusetts Part-time Grant

A Massachusetts Part-time Grant is gift aid from the Commonwealth of Massachusetts for part-time undergraduate students with significant financial need who are Massachusetts residents.

Student Loans

Subsidized Loans

Students who demonstrate financial need are eligible for the Subsidized Federal Stafford Loan. The federal government pays interest while the student borrower is enrolled at least half-time in school and six months thereafter.

Unsubsidized Loans

Students who do not demonstrate financial need are eligible for the Unsubsidized Federal Stafford Loan. The student is responsible for the interest on the unsubsidized loans even during periods of enrollment. Borrowers may choose to defer the interest payments while in school and during their six-month grace period, but the interest will be capitalized.

Loan Requirements

To borrow a Federal Stafford Loan, students are required to complete a Master Promissory Note (MPN) and entrance counseling. In order to complete these documents, please visit our web site at www.emmanuel.edu or contact the Office of Student Financial Services to have the forms mailed.

Annual Stafford Loan Limits

Grade Level	Dependent Student	Independent Student
Freshman (0-31 credits)	\$5,500	\$9,500
Sophomore (32-63 credits)	\$6,500	\$10,500
Junior/ Senior (64+ credits)	\$7,500	\$12,500
Graduate Student	N/A	\$20,500

Loan limits include both subsidized and unsubsidized amounts and cannot exceed cost of attendance minus other financial aid.

Additional Loan Options

If you have a balance remaining after financial aid or if you prefer not to apply for need-based financial aid, there are private loans available to assist with educational costs. For more information or guidance with these loans, students may contact the Office of Student Financial Services.

When planning a method of payment, it is strongly recommended that students borrow for the entire year instead of applying each semester.

Employer Partnerships

Emmanuel College partners with several area employers to provide specialized educational opportunities. Elements of employer partnerships may include:

- Partial tuition scholarships for employees of partner organizations
- Onsite classes at employer sites

- Direct employer billing for employees receiving tuition assistance from their employer
- Information sessions at employer sites
- Responsive curriculum offerings based on workforce development goals

Students who are employed by one of the following organizations may qualify for a tuition scholarship. Students should confirm eligibility with their manager or human resources department and submit supporting documentation to the Office of Student Financial Services within the first two weeks of their first course. For continued eligibility, students are required to annually submit proof of employment to the Office of Student Financial Services prior to the start of the summer term. This documentation is defined as a letter from the student's supervisor or human resource office, on company letterhead, stating the student is a current employee of the organization.

Employer

Sisters of Notre Dame
Catholic Schools (Teachers and Principals in Education courses only)
Boston Public Schools (Teachers in Education courses only)
Catholic Hospitals (Nurses in nursing courses only)
Members of the Clergy
Blue Cross/Blue Shield of Massachusetts
Natick Soldier Systems Center
Brigham and Women's Hospital

Please visit www.emmanuel.edu/GPP/Employer_Partnerships.html for the most current information on Employer Partnerships and tuition discounts.

Satisfactory Academic Progress

To continue receiving financial assistance, financial aid recipients are required to maintain satisfactory academic progress toward their degree. These requirements stipulate that students maintain a minimum cumulative grade point average of 2.0 after completion of four semesters of attendance. Students must also successfully complete 67% of the attempted credits during each academic year, and must complete their degree program within 150% of the normal length of the program. Please refer to page 215 for more information regarding Satisfactory Academic Progress.

Credit Balances

Students with a credit balance due to excess financial aid will receive a refund check via postal mail to a permanent home address at the end of the academic semester. To carry forward this credit balance to the future terms please complete the Credit Authorization Form. This form is available on the Emmanuel web site at www.emmanuel.edu. Click on “Graduate and Professional Programs,” select “Tuition and Aid,” then select “Refund Process.”

Financial aid is not disbursed until enrollment verification is completed for the semester. Due to this, financial aid refunds are not available until the end of the semester.

Parking in Boston

To purchase a parking pass, please complete a parking application on the web site at www.emmanuel.edu. Click on “Graduate and Professional Programs,” then select “Campus Safety and Parking.”

Once an application has been received, the request will be processed and the student’s account will be charged accordingly. Once the request is processed, the parking permit will be available to be picked up in the Office of Student Financial Services, or the student may request to have it mailed.

2009-2010 Parking Rates:

7-week session pass \$70

Updating Demographic Information

It is the student’s responsibility to keep the College informed of any changes in name, address or telephone number. Information may be updated with the Office of the Registrar.

Contact Information

Office of Graduate and Professional Programs

Phone: 617-735-9700

Fax: 617-735-9708

E-mail: gpp@emmanuel.edu

Office of the Registrar

Phone: 617-735-9960

Fax: 617-264-7705

E-mail: gppreg@emmanuel.edu

Office of Student Financial Services

Phone: 617-735-9938

Fax: 617-735-9939

E-mail: financialservices@emmanuel.edu

Office Hours: Monday – Thursday,

8:30 am – 6 pm

Friday, 8:30 am – 4:30 pm

Undergraduate Professional Programs

Degrees and Certificates

Bachelor of Science in Business Administration (BSBA)

Bachelor of Science in Nursing (RN to BSN)

Undergraduate Certificate in Management (CM)

Undergraduate Certificate in Health Care Management (HCM)

Undergraduate Certificate in Project Management for Clinicians (PMC)

Please refer to specific Graduate and Professional Programs for admission requirements.

Bachelor of Science in Business Administration (BSBA)

The business administration undergraduate program is an accelerated degree program designed for adults. Courses are offered once per week in seven-week sessions at convenient locations throughout Eastern Massachusetts. The accelerated course format allows students to earn degrees in half the time of traditional semester-based courses.

Admission Requirements

- **Completed application**
(apply online: www.emmanuel.edu)
- **Official transcripts** from all regionally accredited (or equivalent, which will be verified by the appropriate agency) academic institutions attended and, if applicable, an official copy of standardized test scores and/or military credit (DD-214). American Council on Education approved materials will be reviewed for transfer credit as appropriate.
For admission to undergraduate degree programs, a high school or GED transcript documenting high school completion is required. RNs may submit proof of Massachusetts RN licensure to document high school (or equivalent) completion. Emmanuel College will only accept official transcripts. Official transcripts will be required for all academic regionally accredited (or equivalent, which will be verified by the appropriate agency) institutions listed.
Note: Generally a grade point average of 2.0 (cumulative) from previous college-level coursework is expected.

- **Two letters of recommendation**
Recommendations should be requested from professional colleagues, supervisors and/or individuals with whom you have worked closely and who can provide specific information about your abilities and your potential to succeed in an academic program. One letter of recommendation should be from a current supervisor.
- **Personal statement/essay**
- **Current résumé**
- **Personal interview/meeting with an enrollment counselor/faculty member**

Degree Requirements

Students must complete a degree program within eight years of their acceptance into the program or apply for an extension.

General Studies Requirements (eight courses)

- **Humanities** (three courses)
Selected from art, foreign language, history, literature, music, philosophy, religious studies
- **English Composition** (one course)
- **Natural Science** (one course)
- **Religious Studies** (one course)
- **Speech Communication** (one course)
- **World Studies** (one course)

Lower Division Business/Management Requirements

8 Course Requirements:

ECON6101	Microeconomics
ECON6103	Macroeconomics
MGMT6101	Principles of Accounting I
MGMT6102	Principles of Accounting II
MGMT6105	Principles of Marketing
MGMT6107	Principles of Management
MGMT6109	Computer Applications*
MATH6117	Introduction to Statistics

* competency exam available (no credit)

Upper Division Business/Management Requirements

10 Course Requirements:

MGMT7105	Ethical Decision Making
MGMT7107	Human Resource Management
MGMT7109	Corporate Financial Management
MGMT7111	Management Information Systems
MGMT7113	Organizational Behavior
MGMT7115	Business Law
MGMT7117	Gender Issues in Organizations
MGMT7119	International Management
MGMT7121	Introduction to Business Research
MGMT7123	Business Policy

General Elective Requirements

6 Course Requirements

Total Courses Required for Degree: 32

Residency Requirement: 12 (eight upper division courses)

Course Descriptions

The following courses are four-credit courses.

General Studies and General Elective Courses

ART1201 Survey of Western Art II (Online)

This course is a history of Western art from the Renaissance to the present. Focusing on prevailing styles of art during significant art periods, we will attempt to determine the impact of cultural and historical trends on the visual arts. Other topics for consideration will include the shifting status of the artist, the role played by art patrons in determining artistic production, and the methodologies used by art historians to interpret works of art.

ART6201 Topics in Western Art History

Major artistic styles are surveyed from prehistory to the present. Works are studied within the context of the particular historical environment in which they were produced. Students analyze and interpret their technical, formal and expressive characteristics and assess their value as evidence of cultural attitudes.

LANG6101 Spanish for Health Care Professionals

This course is designed for health care providers who need to communicate with Spanish-speaking patients and co-workers as part of their daily work. This is a language immersion course for students with little or no previous knowledge of Spanish.

BIOL6101 Biological Concepts of Health and Disease

Determinants of health and disease, including coronary and respiratory disease, infectious disease, immune disorders, genetic disease and cancer are explored. Students gain an understanding of the

biology of selected major diseases, the basis of diagnosis or treatment, and the basic functioning of healthy organ systems.

BIOL6103 Human Nutrition

Students learn the roles of nutrients in body functioning, nutritional requirements of individuals and populations and the vital role of nutrition in health. Food intakes and habits, as well as food safety, food processing, consumerism and current nutritional issues, including world food concerns and malnutrition, are discussed. Through learning nutrition, students understand the scientific method and how to think critically about biological issues.

ECON6105 Money, Banking and the Economy

The history, purpose and function of money and banking are explored in today's competitive environment. Students examine commercial banking, the Federal Reserve System, the capital markets and interest rates and their effect on prices, income and employment. Emphasis is on the development and implementation of monetary policy and its relationship to fiscal policy.

Prerequisites: ECON6101 and ECON6103

ECON6107 Economic History of the Western World

With a major emphasis on capitalism and its history in the 19th and 20th centuries, this course examines the significant events and social upheavals that have led to changes in the conduct of commerce, including the Industrial Revolution, the growth of unions, the role of government in the market and the prospects for further change in the 21st century. Emphasis is on understanding economics as an evolving social system for the production and distribution of goods and services.

Prerequisites: ECON6101 and ECON6103

ECON6111 Government and the Nation's Economy

This intermediate-level course in macroeconomic theory provides the student with an in-depth look at the options facing government policymakers in influencing economic activity. Analyzing government's motives and obligations for intervention in the marketplace, students will learn how government effectively implements economic policy and the costs and benefits associated with an active national economic policy. Government's domestic role and the performance of the macroeconomy are explored for their impact on the global economy and world trade.

Prerequisites: ECON6101 and ECON6103

ECON6113 Managerial Economics

This intermediate-level course in microeconomic theory provides the student with an in-depth look at the application of microeconomic analysis to the decision-making process. The theory of consumer behavior and the production and cost decisions of the individual firm are analyzed. Special emphasis is placed upon understanding decision-making techniques under uncertainty and risk, and the influence of monopolistic elements in the formation of executive business policy.

Prerequisites: ECON6101 and ECON6103

ENGL6201 English Composition

This course presumes a reasonable competency in basic writing skills, including paragraph and sentence structure, grammar, and mechanics. Students concentrate on critical, analytical and argumentative essays, as well as effective business communications of varying lengths.

ENGL6203 Writing for Professionals

This course provides students with the opportunity to sharpen the writing and editing skills necessary for success in today's work environment. The focus is on the most common types of writing required of the business professional, including memos, letters, formal and informal reports, résumés and cover letters. In addition to revising their own work, students will also engage in collaborative activities designed to provide practice in reviewing and offering feedback to other writers.

Prerequisite: ENGL6201

ENGL6205 Introduction to Literature

This course introduces students to two basic genres of literature: the short story and poetry. Students will learn and utilize terminology commonly used in analyzing and discussing literary texts. This learning, along with the ability to read closely and place a reading within a context, will be exhibited in class discussions, in classroom activities, in producing four short papers, and in satisfactory performance on an in-class test.

HIST6111 Survey of Western Civilization I

With a focus on the development of Western civilization from its beginnings in the ancient Near East through its flowering in the Middle Ages, students examine the political and military, social and economic, and intellectual and religious contributions of various civilizations that contributed to the Western heritage. Major topics include the nature of historical inquiry and the formation of civilization, the ancient empires and nations of the Near East, Greek and Hellenistic civilization, Rome, and the forging of Western civilization in the Middle Ages. The course provides students with an understanding of the major issues of human history and the forging of a unique and specifically Western civilization.

HIST6113 Survey of Western Civilization II

This course traces the evolution of modern Western civilization. Emphasis is placed on those events and institutions that have had a decisive influence on modern Western culture. Major themes include absolutism, the Enlightenment, the French Revolution, the great wars of the 20th century, and the ideologies of the modern world.

ITECH1101 Computer Applications for the Liberal Arts (Online)

This course is an introduction to computers and other Information Technology tools used in today's business world. Looking at a broad picture of the computing field, its fast-paced growth and its impact on every aspect of the economy, society and our personal lives, we will try to integrate this in the context of a world governed by the Internet, the explosive development of hardware, software and telecommunications in the past 20 years, as well as addressing issues of security and privacy, ethics and the role of Information Technology in liberal arts. The class will explore techniques for improving analyses, communication and presentation of ideas using software packages such as First Class, Microsoft Office and WindowsXP or Mac OSX.

MGMT6115 Project Management

Much managerial work is actually project work. Project management provides students with experience using planning tools to track and achieve successful project outcomes, on time and on budget. Techniques for cost estimation, risk analysis, project team effectiveness and contract management will be studied.

MGMT7129 Financial Markets

Students survey financial markets, securities and institutions, including the bond, mortgage and equity markets. Investment principles, market behavior and investment strategies are explored. In addition, the course examines the use of alternative investment vehicles in an investment portfolio, including futures and options, floating rate securities and other more specialized derivative securities. The institutional features of the major markets and their role in facilitating the issue of new securities and their subsequent ownership transfer are examined.

Prerequisite: MGMT7109

PHIL1115 Recent Moral Issues (Online)

The nature of ethical decision making is first discussed. Skills of moral reasoning are then applied to various issues such as capital punishment, euthanasia and prolonging life, abortion, world hunger, preferential treatment and discrimination, pornography and censorship, poverty and welfare, environmental ethics, war, reproductive technology, genetic engineering, organ transplants, and the legalization of drugs.

PHIL2101 Philosophy (Online)

Many understand philosophy as an attempt to answer deep and fundamental questions about the human condition. Due to the complex nature of such questions, people throughout history have disagreed about how best to answer them. The purpose of this course is to introduce students to some of these major “problems” in philosophy and explore some of the central positions and arguments that have been proposed as solutions. These questions, in the order in which they will be addressed, concern:

- 1) Knowledge and Reality; 2) Minds, Bodies, and Persons; 3) God; 4) Free Will; and 5) Morality.

PHIL6101 Problems of Philosophy

This course introduces some of the fundamental problems concerning the nature of reality, knowledge, God, the individual, others and society. Students will study major philosophers of various historical periods.

POLSC1401 Introduction to International Relations (Online)

This survey course provides an introduction to the subfield of political science that deals with the relations of states and non-state actors within the international arena. The purpose of the course is to provide the basis for the further study of international relations. We will begin by creating a lexicon of terminology and present the basic theoretical models in order to examine and analyze both historical and contemporary issues of international relations. Traditionally, the study of relations among states has been characterized by slow theoretical change. However today, in the second decade of the post-Cold War period, this is no longer the case, with the events of September 11th 2001 amplifying the fact that international relations is becoming increasingly complex.

PSYCH1501 General Psychology (Online)

This course introduces the broad field of psychology by surveying a wide range of topics, including personality, development, motivation, emotion, adjustment, cognition, consciousness, the nature of psychological research, social problems and behavioral disorders. The objective is for students to gain a base of knowledge, which they will broaden and deepen in other psychology courses.

RELIG1111 Introduction to the Bible (Online)

The Christian Bible consists of two parts: the first testament contains those sacred texts that comprise the Jewish Bible, and the second testament adds the early Christian writings held sacred by the Church. This course explores the meaning of these texts to believing communities today by examining the cultural, theological and historical influences that shaped them. Students become acquainted with the basic plot, characters, literary forms, religious institutions, theology and ethical teachings of the Bible.

RELIG2135 Introduction to World Religions (Online)

Students will encounter some of the world's many religious traditions by studying their origins, writings, rituals and beliefs as well as contemporary expressions of these religions.

RELIG2301 Health Care: Social Justice and Economics (Online)

This is an interdisciplinary online course that spans the fields of Religious Studies and Economics. Throughout the course students will examine social justice issues raised by decision making in health care from the perspectives of economics and Christian ethics. The course begins by setting out some basic economic theories as well as some basic principles of ethical

reasoning, with particular attention to Christian perspectives on social justice and how that is best attained. It will then move on to apply these theories to a case-based analysis of a number of issues, including U.S. health care reform, inequities in health care distribution, problems with health care delivery, AIDS, and health care in the developing world.

RELIG6110 Religion: The Human Search for Meaning

The study of religion as a way of creating order and meaning in life and of interpreting and understanding the human experience. This course explores the significance of religious symbolism, language and ritual, as well as sacred stories and texts, and discusses both the personal and communal/ social nature and implications of religious faith systems. Students are encouraged to bring their own "search for meaning" into dialogue with the course materials.

RELIG6111 Introduction to World Religions

A basic introduction to the academic study of world religions, the course focuses on beliefs, doctrines, ethics, spirituality and ritual as they are experienced and practiced in some of the major world religious traditions. In addition, students will consider the ways in which the traditions studied both influence and are influenced by their historical and contemporary cultures and contexts.

SPCH6101 Speech Communication

Effective public and professional presentations are critical to managerial success. The fundamentals of communication provide a practical base as students improve their skill and confidence in these areas.

Lower Division Business/ Management Courses

ECON6101 Microeconomics

Microeconomics analyzes individual economic units as it introduces supply/demand analysis and its applications, the theory of consumer behavior, production costs, price and output determination, and the efficient allocation of resources.

Prerequisite: ECON6103

ECON6103 Macroeconomics

Macroeconomics emphasizes an analysis of the economy as a whole while introducing principles of economics. Topics covered include the analysis of the Gross Domestic Product and its cyclical variability, the analysis of inflation, unemployment and government monetary and fiscal policies designed to foster economic growth and stability.

MGMT6101 Principles of Accounting I

Students learn basic accounting principles and procedures for sole proprietorships, partnerships and corporations.

MGMT6102 Principles of Accounting II

A continuation of Accounting I, this course emphasizes accounting procedures unique to corporations.

Prerequisite: MGMT6101

MGMT6105 Principles of Marketing

Marketing emphasizes relationships with the buyers of goods and services. Upon completion of the course, students have an understanding of marketing concepts, marketing functions and the relationship of marketing to other business disciplines.

MGMT6107 Principles of Management

This course examines managerial principles through study of the fundamental functions of management. Recent developments and their effect upon management and management techniques are discussed.

MGMT6109 Computer Applications

Fundamental concepts in the use of computers and practical applications of software are examined. The course focuses on word processing using Microsoft Word, spreadsheets using Excel business graphics, and an introduction to the Internet.

MATH6117 Introduction to Statistics

Students will gain the background necessary to be a “competent consumer” of statistical results, variables and sampling. Probability and analysis of results will be included. Knowledge of algebra is needed to be successful in this course.

Upper Division Business/ Management Courses

MGMT7105 Ethical Decision Making

Various philosophical and social/psychological decision systems are examined that can be used to resolve ethical problems that arise in management.

MGMT7107 Human Resource Management

Students analyze the nature and challenge of personnel management, the organization of a workforce, creating a favorable work environment and management/labor relations.

Prerequisite: MGMT6107

MGMT7109 Corporate Financial Management

The administrative and managerial problems of financing business are analyzed, including sources of fixed capital, expansion, cash management, portfolio management, distribution of earnings and reorganizations.

Prerequisites: MGMT6101 and MGMT6102

MGMT7111 Management Information Systems

A strategic and managerial approach is key to meeting the information needs of a company. Management information systems will be examined in terms of both physical and logical components.

Prerequisite: MGMT6109 or equivalent

MGMT7113 Organizational Behavior

This course focuses on organizational environment and behavior concepts, human resources and system ideas, motivating employees, job satisfaction, leadership, managing change, communication and group processes, and employee counseling.

Prerequisite: MGMT6107

MGMT7115 Business Law

Students are introduced to business law and the American legal system, with major emphasis on legal contracts.

MGMT7117 Gender Issues in Organizations

Gender issues in organizations, including the changing roles of men and women in the workforce and effective management of diverse workforces, are examined.

MGMT7119 International Management

The application of fundamental management concepts, functions, and processes to the strategies and structure of modern international business activities is critical for firm competitiveness and national economic performance.

Prerequisite: MGMT6107

MGMT7121 Introduction to Business Research

Students explore straightforward methods for handling research proposals, developing data-gathering instruments, and understanding research design.

Prerequisite: MATH6117

MGMT7123 Business Policy

The formulation and administration of analytical tools for coordinating technological, financial, economic, marketing, geographic and human constraints is key for effective strategic management. This is a capstone class and should be taken at the end of the program.

Prerequisites: Completion of all lower division and all other upper division courses. Permission of Academic Advisor is required.

Bachelor of Science in Nursing (RN to BSN)

The Bachelor of Science in Nursing program is designed for current registered nurses. The nursing education program provides professional education in the art and science of nursing that synthesizes the Catholic academic tradition and a broad liberal arts and sciences base into the practice of nursing. An Emmanuel education prepares a professional scholar who thinks critically, communicates effectively and appreciates diverse human experience. This nursing scholar uses personal and professional standards and values to serve others in a responsible, ethical practice.

The following beliefs frame the educational experiences offered to registered nurses:

- The professional nurse is committed to the promotion of health and wellness for all persons
- The recipients of health care are unique and have distinct emotional, physical, spiritual and social needs to which the professional nurse must respond
- The nurse as caregiver uses knowledge and caring activities to effect positive outcomes for care recipients within the context of their environment
- Assuming a leadership role in health care, the nurse advocates for access to health care for all members of society, particularly vulnerable populations

The graduate of the Bachelor of Science in Nursing program at Emmanuel College is a caring, concerned professional who understands the health care needs of individuals and society. He or she holds a strong commitment to the profession of nursing. As a caregiver, the professional nurse assumes accountability to individuals and society. The professional nurse is responsible for

rendering ethical professional nursing practice, achieved through lifelong learning as a foundation for self-actualization of personal and professional goals. The nursing program is accredited by the Commission of Collegiate Nursing Education (CCNE), One Dupont Circle, NW, Washington, DC 20036-1120. Their web site, www.aacn.nche.org, is a resource for information about nursing.

Admission Requirements

Candidates for the Bachelor of Science in Nursing program should submit the following materials to the Graduate and Professional Programs:

- **Completed application** (apply online: www.emmanuel.edu)
- **Official transcripts** from all regionally and nationally accredited (or equivalent, which will be verified by the appropriate agency) academic institutions attended and, if applicable, an official copy of standardized test scores and/or military credit (DD-214). American Council on Education approved materials will be reviewed for transfer credit as appropriate.

For admission to undergraduate degree programs, a high school or GED transcript documenting high school completion is required. RNs may submit proof of Massachusetts RN licensure in lieu of high school transcript or GED. Emmanuel College will only accept official transcripts. Official transcripts will be required for all academic regionally and nationally accredited (or equivalent, which will be verified by the appropriate agency) institutions listed.

Note: Generally a grade point average of 2.0 (cumulative) from previous college-level coursework is expected.

- **Two letters of recommendation**

Recommendations should be requested from professional colleagues, supervisors and/or individuals with whom you have worked closely and who can provide specific information about your abilities and your potential to succeed in an academic program. One letter of recommendation should be from a current supervisor.

- **Personal statement/essay**
- **Current résumé**
- **Proof of RN license**
(available at <https://licensecheck.hhs.state.ma.us/mylicenseverification>)
- **Personal interview/meeting with an enrollment counselor/faculty member**

Advisement with an assigned faculty advisor is required to complete an official plan of study by the end of the first academic semester.

Degree Requirements

Nursing Major Courses

NURS3101	Concepts of Professional Practice
NURS3103	Health Assessment
NURS3105	Research in Nursing Practice
NURS3107	Leadership and Professional Roles in Nursing
NURS3111	Public Health and the Professional Nurse
NURS3117	Health Promotion in Nursing Practice
NURS4169	Professional Nursing Roles in the Community Practicum
NURS4170	Health Promotion Practicum
NURS4171	Senior Seminar

Nursing Electives

Choose one:

NURS3113	Diversity in Health Care
NURS3115	Contemporary Healing Interventions

Prerequisite Courses

BIOL1110	Principles of Anatomy and Physiology I
BIOL1111	Principles of Anatomy and Physiology II
BIOL3127	Microbiology
CHEM1109	Introduction to Chemistry
SOC1101	Introduction to Sociology
PSYCH1501	General Psychology
PSYCH2303	Human Development I

General Studies Requirements

- Humanities (three courses)
- Computer Applications for Nurses
(this course must be taken prior to clinical coursework)
- Philosophy (one course)
- Religious Studies (one course)
- Statistics (one course)
- English Composition (one course)

Individualized Curriculum

Student progress through the nursing program is self-paced. Calendar time for program completion is based upon student choice of a full-time or part-time program of study and transfer credit evaluation.

Sigma Theta Tau International

Eligible students may apply for membership to Sigma Theta Tau, the International Honor Society of Nursing, during enrollment in senior coursework.

Course Descriptions

NURS3101 Concepts of Professional Practice

This course introduces the student to the conceptual roots of the theoretical bases of nursing practice. The focus of the course is expansion of the student's knowledge of critical-thinking and decision-making processes that translate the conceptual roots of nursing into caregiving practices. The evaluation of nursing theories is examined. The nurse's professional role will be explored to assist the student in role transition. This course is the designated writing-intensive course in the curriculum.

Level III

4 credits

NURS3103 Health Assessment

This course introduces knowledge and skills needed for comprehensive assessment of the client through selected experiences committed to the promotion of health and wellness. These skills include history taking and physical assessment using inspection, palpation, percussion, auscultation techniques, and documentation of findings. Students use critical thinking and decision making to integrate the resulting data in developing a client-focused plan of care.

Level III

4 credits

Prerequisite: NURS3101 or may be taken concurrently with NURS3101

NURS3105 Research in Nursing Practice

This course is an introduction to the process of scientific inquiry and its application to nursing practice. The focus is on the identification of researchable questions derived from nursing practice, the critical examination of relevant research in the literature, and the application of research findings to professional practice.

Level III

4 credits

Prerequisite: NURS3101

NURS3107 Leadership and Professional Roles in Nursing

This course examines the theories, concepts, and components of leadership and management. Students synthesize beliefs, knowing, caring and professional role with the elements of leadership and management. Attention is given to the complexities of professional nursing practice as influenced by changes in the delivery of health care.

Level III

4 credits

Prerequisite: NURS3101 or may be taken concurrently with NURS3101

NURS3111 Public Health and the Professional Nurse

This course introduces the basic concepts and theories of public health and community health as relational influences on the overall health of a community. Socio-economic, environmental, political, cultural and historical indicators of the health of a community are addressed. This course explores belief systems that impact the health planning of community resources. Collaborative models of care giving for individuals, families and aggregates in the community are examined.

Level IV

4 credits

Prerequisites: NURS3101, NURS3103, NURS3105, NURS3107, and all science/ social sciences and College computer literacy requirements. Concurrent with NURS4169.

NURS3113 Diversity in Health Care

This course focuses on the increasing diversity in health care. Theoretical bases in transcultural nursing, spirituality and emerging genomic research are discussed and their impact on the provision of health care services is analyzed. The opportunity to apply theory to specific situations will be available through the use of case studies and experiential learning.

2 credits

NURS3115 Contemporary Healing Interventions

This course explores the use of music, art, literature, and healing/touch modalities that enhance care giving and healing response of individuals. Age-old and contemporary health problems are examined in light of cost-effective therapeutic interventions. The nature of human suffering is explored in relation to the goals of nursing.

2 credits

NURS3117 Health Promotion in Nursing Practice

This course will address the importance of health promotion and illness prevention throughout the life span. Health beliefs will be examined from a multidimensional wellness perspective. Incentives and barriers to healthy behaviors are addressed through examination of health promotion and health education models. The critical role of the family in the development of health beliefs and health behaviors will also be explored.

Level IV

4 credits

Prerequisites: NURS3101, NURS3103, NURS3105, NURS3107, concurrent with NURS4170

NURS4169 Professional Nursing Roles in the Community Practicum

This course is designed to engage students in experiences that foster the development of personal, professional and civic responsibility to vulnerable populations in the community. Various roles of the professional nurse in the community will be explored and analyzed. Content and field learning experiences emphasize the impact of health care issues and their influences on the health of vulnerable populations within communities.

Level IV

4 credits

Prerequisites: NURS3101, NURS3103, NURS3105, NURS3107, and all sciences/ social sciences and College computer literacy requirements. Concurrent with NURS3111.

NURS4170 Health Promotion Practicum

Students use conceptual frameworks and theories of health promotion to design and implement contemporary nursing interventions for health promotion among individuals, families, and communities. Strategies developed for health education will integrate theory, research, and practice. Practica foci are centered on health promotion within the following specific populations: adult/geriatric/ rehabilitation, women's/children's health, and research/political-legal.

Level IV

4 credits

Prerequisites: NURS3101, NURS3103, NURS3105, NURS3107, and all sciences/ social sciences and College computer literacy requirements. Concurrent with NURS3117.

NURS4171 Senior Seminar

This course examines major contemporary nursing and health issues. Emphasis is on the role of the professional nurse in addressing global health issues. Consideration is also given to ethical and legal perspectives in nursing practice. The seminar is designed to serve as a catalyst to professional socialization whereby the student internalizes the values, norms and sense of identity characteristic of the professional nurse.

Level IV

4 credits

Prerequisites: NURS3101, NURS3103, NURS3105, NURS3107, and all sciences/ social sciences and College computer literacy requirements. Concurrent with another Level IV course.

Undergraduate Certificate in Management (CM)

Admission Requirements

- **Completed application**
(apply online: www.emmanuel.edu)
- **Official transcripts** from all regionally accredited (or equivalent, which will be verified by the appropriate agency) academic institutions attended and, if applicable, an official copy of standardized test scores and/or military credit (DD-214). American Council on Education approved materials will be reviewed for transfer credit as appropriate. *For admission to undergraduate degree programs, a high school or GED transcript documenting high school completion is required. RNs may submit proof of Massachusetts RN licensure to document high school (or equivalent) completion. Emmanuel College will only accept official transcripts. Official transcripts will be required for all academic regionally accredited (or equivalent, which will be verified by the appropriate agency) institutions listed.*
Note: Generally a grade point average of 2.0 (cumulative) from previous college-level coursework is expected.
- **Two letters of recommendation**
Recommendations should be requested from professional colleagues, supervisors and/or individuals with whom you have worked closely and who can provide specific information about your abilities and your potential to succeed in an academic program. One letter of recommendation should be from a current supervisor.
- **Personal statement/essay**
- **Current résumé**
- **Personal interview/meeting with an enrollment counselor/faculty member**

Program Design

The certificate program in management is designed to meet the immediate needs of managers within dynamic organizations. The program is relevant to professionals at all levels. In addition, the curriculum provides a foundation for those who are considering a managerial role.

The courses in this certificate provide an understanding of the principles of management, basic accounting, financial systems, oral communication, organizational behavior, project management, ethics and the development, organization, and evaluation of an organization.

Certificate Requirements

The certificate program consists of a total of 24 credit hours (six 4-credit courses).

Required Courses

MGMT6101	Principles of Accounting I
MGMT6107	Principles of Management
MGMT6115	Project Management
MGMT7105	Ethical Decision Making
MGMT7113	Organizational Behavior
SPCH6101	Speech Communication

Course Descriptions

MGMT6101 Principles of Accounting I

This course is an introduction to basic accounting principles and procedures that apply to business in general, with emphasis on the sole proprietorship form of business. Students learn to interpret and use financial accounting information effectively by understanding how accounting data is gathered and processed, and how accounting reports are prepared.

MGMT6107 Principles of Management

This course surveys managerial principles, theory, and functions applicable to a variety of organizational settings and conditions. Specific techniques related to each of the managerial functions will be explored as well as general issues and trends which influence the practice of contemporary management.

MGMT6115 Project Management

This course surveys project management principles, theory, and functions as they apply to both functional (single department) and matrix/cross-functional (multiple departments) organizations. While certain industries will be highlighted in the course, the principles that are presented are applicable to any industry or company. These principles are also applicable to the non-work environment. Since projects generally involve people working together, team dynamics and management will be explored. Specific techniques related to the management of projects will be explored as well as general issues and trends which influence the practice. Project Management tools will be discussed but will not be a major focus.

MGMT7105 Ethical Decision Making

Various philosophical and social/psychological decision systems are examined that can be used to resolve ethical problems that arise in management.

MGMT7113 Organizational Behavior

This course focuses on organizational environment and behavior concepts, human resources and system ideas, motivating employees, job satisfaction, leadership, managing change, communication and group processes, and employee counseling.

SPCH6101 Speech Communication

Effective public and professional presentations are critical to managerial success. The fundamentals of communication provide a practical base as students improve their skill and confidence in these areas.

Undergraduate Certificate in Health Care Management (HCM)

Admission Requirements

- **Completed application**
(apply online: www.emmanuel.edu)
- **Official transcripts** from all regionally accredited (or equivalent, which will be verified by the appropriate agency) academic institutions attended and, if applicable, an official copy of standardized test scores and/or military credit (DD-214). American Council on Education approved materials will be reviewed for transfer credit as appropriate. *For admission to undergraduate degree programs, a high school or GED transcript documenting high school completion is required. RNs may submit proof of Massachusetts RN licensure to document high school (or equivalent) completion. Emmanuel College will only accept official transcripts. Official transcripts will be required for all academic regionally accredited (or equivalent, which will be verified by the appropriate agency) institutions listed.*
Note: Generally a grade point average of 2.0 (cumulative) from previous college-level coursework is expected.
- **Two letters of recommendation**
Recommendations should be requested from professional colleagues, supervisors and/or individuals with whom you have worked closely and who can provide specific information about your abilities and your potential to succeed in an academic program. One letter of recommendation should be from a current supervisor.
- **Personal statement/essay**
- **Current résumé**
- **Personal interview/meeting with an enrollment counselor/faculty member**

Program Design

The certificate program in health care management is designed to meet the immediate needs of professionals in managerial roles within health care organizations. The program is relevant to professionals at all levels. In addition, the curriculum provides a foundation for those who are considering a managerial role.

The courses in this certificate provide an understanding of the principles of management, basic accounting, financial systems, oral communication, organizational behavior, health economics, legal aspects of business, and the development, organization, and evaluation of a health care organization.

Certificate Requirements

The certificate program consists of a total of 24 credit hours (six 4-credit courses).

Required Courses

HCA3101	Managing Health Services Organizations
HCA3103	Health Care Delivery Systems
HCA3105	Economics and Planning in Health Care
MGMT6101	Principles of Accounting I
MGMT6107	Principles of Management
PHIL2605	Ethics and Health Care Law

Course Descriptions

HCA3101 Managing Health Services Organizations

This course addresses the various issues faced by health services professionals and how to balance demands from patients, communities, and government. Health services organizations are in a constant cycle of trying to balance various priorities, such as keeping costs down, assuring high quality care, patient safety and ethical behavior. Leadership skills, expertise in managing multidisciplinary teams and clinical knowledge are necessary to meet the challenges faced in health services organizations.

HCA3103 Health Care Delivery Systems

This course explores the health care delivery system from the perspectives of different populations. Students will examine systems for the delivery of health care and analyze current trends. The changing landscape of health care delivery is analyzed for students to gain a better understanding of the basic framework for the system of health care in the United States.

HCA3105 Economics and Planning in Health Care

This course uses economics analysis to examine current and proposed private and government health insurance programs in terms of access equity and efficiency, and their potential impact on the structure of health care delivery in the United States. Managed care is not disappearing but is evolving. With economic and clinical changes, managed care has created challenges for the health care delivery system. Students will gain a strong understanding of the federal health budget, cost-benefit analysis, and an overview of management techniques for health institution administration.

MGMT6101 Principles of Accounting I

This course is an introduction to basic accounting principles and procedures that apply to business in general, with emphasis on the sole proprietorship form of business. Students learn to interpret and use financial accounting information effectively by understanding how accounting data is gathered and processed, and how accounting reports are prepared.

MGMT6107 Principles of Management

This course surveys managerial principles, theory, and functions applicable to a variety of organizational settings and conditions. Specific techniques related to each of the managerial functions will be explored as well as general issues and trends which influence the practice of contemporary management.

PHIL2605 Ethics and Health Care Law

Ethical issues in health care are reviewed and the components of decision making are discussed. Students examine some of the moral issues that accompany making sound business decisions. Further, the students will learn the legal implications of issues that arise in managed care, such as a patient's right to refuse treatment, mental illness, genetics, malpractice, and privacy.

Undergraduate Certificate in Project Management for Clinicians (PMC)

Admission Requirements

- **Completed application**
(apply online: www.emmanuel.edu)
- **Official transcripts** from all regionally accredited (or equivalent, which will be verified by the appropriate agency) academic institutions attended and, if applicable, an official copy of standardized test scores and/or military credit (DD-214). American Council on Education approved materials will be reviewed for transfer credit as appropriate. *For admission to undergraduate degree programs, a high school or GED transcript documenting high school completion is required. RNs may submit proof of Massachusetts RN licensure to document high school (or equivalent) completion. Emmanuel College will only accept official transcripts. Official transcripts will be required for all academic regionally accredited (or equivalent, which will be verified by the appropriate agency) institutions listed.*
Note: Generally a grade point average of 2.0 (cumulative) from previous college-level coursework is expected.
- **Two letters of recommendation**
Recommendations should be requested from professional colleagues, supervisors and/or individuals with whom you have worked closely and who can provide specific information about your abilities and your potential to succeed in an academic program. One letter of recommendation should be from a current supervisor.
- **Personal statement/essay**
- **Current résumé**
- **Personal interview/meeting with an enrollment counselor/faculty member**

Program Design

The certificate program in project management for clinicians is designed to meet the immediate needs of professionals in managerial roles within dynamic organizations. The program is relevant to professionals at all levels. In addition, the curriculum provides a foundation for those who are considering a managerial role.

The courses in this certificate provide an understanding of the principles of management, basic accounting, financial systems, oral communication, organizational behavior, health economics, legal aspects of business, project management and the development, organization, and evaluation of a health care organization.

Certificate Requirements

The certificate program consists of a total of 24 credit hours (six 4-credit courses).

Required Courses

HCA3101	Managing Health Services Organizations
HCA3103	Health Care Delivery Systems
HCA3105	Economics and Planning in Health Care
MGMT6101	Principles of Accounting I
MGMT6115	Project Management
PHIL2605	Ethics and Health Care Law

Course Descriptions

HCA3101 Managing Health Services Organizations

This course addresses the various issues faced by health services professionals and how to balance demands from patients, communities, and government. Health services organizations are in a constant cycle of trying to balance various priorities, such as keeping costs down, assuring high quality care, patient safety and ethical behavior. Leadership skills, expertise in managing multidisciplinary teams and clinical knowledge are necessary to meet the challenges faced in health services organizations.

HCA3103 Health Care Delivery Systems

This course explores the health care delivery system from the perspectives of different populations. Students will examine systems for the delivery of health care and analyze current trends. The changing landscape of health care delivery is analyzed for students to gain a better understanding of the basic framework for the system of health care in the United States.

HCA3105 Economics and Planning in Health Care

This course uses economics analysis to examine current and proposed private and government health insurance programs in terms of access equity and efficiency, and their potential impact on the structure of health care delivery in the United States. Managed care is not disappearing but is evolving. With economic and clinical changes, managed care has created challenges for the health care delivery system. Students will gain a strong understanding of the federal health budget, cost-benefit analysis, and an overview of management techniques for health institution administration.

MGMT6101 Principles of Accounting I

This course is an introduction to basic accounting principles and procedures that apply to business in general, with emphasis on the sole proprietorship form of business. Students learn to interpret and use financial accounting information effectively by understanding how accounting data is gathered and processed, and how accounting reports are prepared.

MGMT6115 Project Management

This course surveys project management principles, theory, and functions as they apply to both functional (single department) and matrix/cross-functional (multiple departments) organizations. While certain industries will be highlighted in the course, the principles that are presented are applicable to any industry or company. These principles are also applicable to the non-work environment. Since projects generally involve people working together, team dynamics and management will be explored. Specific techniques related to the management of projects will be explored as well as general issues and trends which influence the practice. Project Management tools will be discussed but will not be a major focus.

PHIL2605 Ethics and Health Care Law

Ethical issues in health care are reviewed and the components of decision making are discussed. Students examine some of the moral issues that accompany making sound business decisions. Further, the students will learn the legal implications of issues that arise in managed care, such as a patient's right to refuse treatment, mental illness, genetics, malpractice, and privacy.

Graduate Programs

Graduate Programs

Education

Master of Arts in Teaching (MAT) Preparing for Initial Licensure
(Elementary and Secondary)

Graduate Programs in School Administration

- Master of Education (M.Ed.)
- Certificate of Advanced Graduate Study (C.A.G.S.)

Professional Development Programs in Education

Management

Master of Science in Management (MSM)

Graduate Certificate in Management and Leadership (MLC)

Master of Science in Human Resource Management (HRM)

Graduate Certificate in Human Resource Management (HRC)

Master of Science in Management (MSM) with specialization in Research Administration

Graduate Certificate in Research Administration (RAC)

Admission

Admission for Graduate Programs

The graduate programs at Emmanuel College are geared toward the professional who desires to move in a new professional direction or to advance their present career. The various programs offered in education, management, and research administration will advance the student's personal leadership skills and expertise. Please refer to individual graduate programs for specific admission requirements.

Degree Requirements

Candidates for a master's degree must successfully complete a minimum of 36 credits. Specific credit requirements are indicated under each program section. A cumulative grade point average of B (3.0) or better is required for graduation. Emmanuel College normally allows a maximum of six years for completion of master's degree programs and four years for completion of certificate programs. Following admission, all courses applicable to an Emmanuel College degree must be taken at the College.

Enrollment Status

Three enrollment statuses are available:

- Full-time (nine or more credits per semester)
- Part-time (fewer than nine credits per semester)
- Summer session (maximum of nine credits during the summer)

Transfer Credit Policy

Emmanuel College will accept a maximum of two courses earned at the graduate level. Courses applied to a separate graduate degree will not be accepted. In order to be awarded transfer credit, prior learning must be graded B (3.0) or higher. Students must present an official transcript and course descriptions for credits to be reviewed for transfer. Credits are transferred from other academic institutions which are regionally accredited only with the approval of an Academic Advisor. The applicability of transfer credits may vary in specific programs.

Program Advising

Enrollment counselors interview prospective graduate students and advise them on their application. Advising begins with an initial interview and continues with specific program advisors at any time requested by the student throughout the period of study.

Graduate Programs in Education

Graduate Programs in Education

Master of Arts in Teaching (MAT) Preparing for Initial Licensure
(Elementary and Secondary)

Graduate Programs in School Administration

- Master of Education (M.Ed.)
- Certificate of Advanced Graduate Study (C.A.G.S.)

Professional Development Programs in Education

Master of Arts in Teaching (MAT)

Preparing for Initial Licensure (Elementary and Secondary)

Admission Requirements

Candidates for the Master of Arts in Teaching Preparing for Initial Licensure program (Elementary and Secondary) should submit the following materials to the Graduate and Professional Programs Office:

- **Completed application**
(apply online: www.emmanuel.edu)
- **Official transcripts** from all regionally accredited academic institutions attended. Transcripts must show the completion of a bachelor's degree from a regionally accredited institution. Official transcripts will be required for all regionally accredited institutions attended.

Note that a cumulative undergraduate grade point average of 2.5 or above is generally expected for acceptance into the graduate programs.

- **Two letters of recommendation**
Recommendations should be requested from professional colleagues, supervisors and/or individuals with whom you have worked closely. Recommenders should provide specific information about your abilities and your potential to succeed in the program. One letter of recommendation should be from a supervisor/colleague.
- **Leadership/critical analysis essay**
- **Current résumé**
- **Personal interview/meeting with an enrollment counselor**

Program Design

The Master of Arts in Teaching Preparing for Initial Licensure program (Elementary and Secondary) is for educators or career changers who are working toward an Initial License. It is a 36-credit program designed to meet the requirements issued by the Massachusetts Department of Elementary and Secondary Education for the elementary level (grades 1-6) or secondary level (grades 5-8 or 8-12). The program may also be structured for professionals who have an undergraduate or graduate degree outside education without teaching experience. In order to be accepted into the Master of Arts in Teaching program, candidates must have passed the following Massachusetts Tests for Educator Licensure (MTEL):

Elementary candidates:

Communication and Literacy
General Curriculum

Secondary candidates:

Communication and Literacy
Subject Matter

In addition, elementary candidates only must take and pass the Foundations of Reading MTEL prior to student teaching.

Required Courses:

Elementary

EDUC5202	Literacy and Literacy Methods I
EDUC5204	Literacy and Literacy Methods II *
EDUC5206	Mathematics and Mathematics Methods *
EDUC5207	Curriculum, Instruction and Assessment Practices
EDUC5208	Curriculum, Instruction and Assessment Practices II *

EDUC5209	Science and Social Studies Methods
EDUC5401	Child and Adolescent Development
EDUC5467	Student Teaching Practicum
EDUC5503	Ethical and Professional Leadership
EDUC5625	Classroom and Behavior Management
EDUC5701	Technology Integration for Educators

Secondary

EDUC5207	Curriculum, Instruction and Assessment Practices I
EDUC5208	Curriculum, Instruction and Assessment Practices II *
EDUC5301	Reading in the Content Area *
EDUC5305	Developing Teaching Strategies *
EDUC5307	Research in the Content Area I
EDUC5308	Research in the Content Area II
EDUC5401	Child and Adolescent Development
EDUC5503	Ethical and Professional Leadership
EDUC5467	Student Teaching Practicum (6 credits)
EDUC5625	Classroom and Behavior Management
EDUC5701	Technology Integration for Educators

* Pre-practicum field-based experience is required.

Course Descriptions**Elementary/Secondary**

* Unless otherwise noted, all courses are 3 credits.

EDUC5202 Literacy and Literacy Methods I (Elementary)

This course will examine current theory and practice in the instruction of literacy for diverse populations of students at the primary grade level. Students will become familiar with research-based strategies and techniques for the instruction of reading, writing, spelling and oral language and vocabulary development. Students will become knowledgeable about the standards for literacy in the Massachusetts English Language Arts Framework, and become familiar with a wide range of children's literature, instructional materials and assessments, as well as the processes of assessing, planning and implementing instruction to address a broad range of student abilities and needs.

EDUC5204 Literacy and Literacy Methods II (Elementary)

This course will build on the concepts, strategies and techniques introduced in Literacy and Literacy Methods I with a focus on literacy instruction at the intermediate elementary level, including comprehension strategies, readers' and writers' workshops, and literature circles. Students will become familiar with the standards for literacy at grades 3-6 in the Massachusetts English Language Arts Framework, and become familiar with a range of children's literature and instructional materials at the intermediate level, as well as processes for assessing, planning, implementing and managing instruction to address a broad range of student abilities and needs.

Pre-practicum field-based experience is required.

EDUC5206 Mathematics and Mathematics Methods (Elementary)

The course will provide students with a practical foundation for the teaching and learning of mathematics aligned with the Principles and Standards for School Mathematics (NCTM, 2000) and the Massachusetts State Curriculum Frameworks for Mathematics (2000, 2004). This course is grounded in constructivist theories of learning elementary mathematics and will address the content, methods, and materials appropriate for teaching mathematics to students in grades 1-6. In particular, this course will address issues related to teacher resources, instructional planning, assessment, classroom culture, mathematical discourse, the use of manipulatives and technology, and reflective practice. The mathematical content relates to numeration systems, properties of numbers, operations on whole numbers, integers and rational numbers. An investigative, problem-solving approach to the study of these topics will provide students with an opportunity to develop new and deeper understandings of a number of mathematical concepts and procedures. This course will challenge students' existing knowledge, ideas, and beliefs about mathematics and provide a solid foundation for learning about the methods for teaching elementary school mathematics. Students enrolled in this course will have opportunities to interpret and make sense of their experiences in the context of discussing course readings, engaging in hands-on activities, and completing a number of course assignments. *Pre-practicum field-based experience is required.*

EDUC5207 Curriculum, Instruction and Assessment Practices – Part I

This two-semester sequential course provides students with the background and practical skills necessary for successful curriculum planning for grades 1-12. Students

will examine closely the Massachusetts Curriculum Frameworks and develop lesson plans that support the standards in a variety of content areas and grade levels. In addition to incorporating significant use of technology in their instructional methods, students will identify strategies for differentiating instruction for all learning styles and accommodating various exceptionalities found in inclusive classroom settings. Finally, this course seeks to develop skills in planning curriculum and instruction, managing classroom climate and operation, promoting equity, and meeting professional responsibilities and standards for teachers as required by the Massachusetts Department of Elementary and Secondary Education.

EDUC5208 Curriculum, Instruction and Assessment Practices – Part II

This course will provide students with opportunities to learn from on-site field experiences, the practical skills necessary for successful curriculum planning in grades 1-12. Students will continue to examine the Massachusetts frameworks and develop extended unit plans and specific lesson plans that support the standards in a variety of content areas and grade levels. Students will discover the connections between instruction and student assessment and how one impacts the other. In addition to incorporating a significant use of technology in their instructional methods, students will continue to develop a portfolio reflective of the course contents. Finally, this course seeks to develop skills in planning curriculum and instruction, managing classroom climate and operation, promoting equity, and meeting professional responsibilities, four standards for teachers as required by the Massachusetts Department of Elementary and Secondary Education. *Prerequisite: EDUC5207*
Pre-practicum field-based experience is required.

EDUC5209 Science and Social Studies Methods (Elementary)

This course will examine current theory and practice in the teaching of social studies and science at the elementary level, including “best practices” that include interdisciplinary planning and instruction, content-specific curriculum goals, techniques and strategies that promote higher order thinking, and the design and management of inquiry-based learning experiences. Students will become familiar with the standards for social studies and science at the elementary level in the Massachusetts Science and Technology Frameworks and the History/Social Studies Frameworks, and with a range of instructional materials and web-based resources.

EDUC5301 Reading in the Content Area* (Secondary)

This course focuses on the principles and practices of the teaching of reading with attention to diagnostic devices, vocabulary building, improved word attack skills, and comprehension development. Emphasis is placed on reading to learn in accordance with developmental reading procedures and programs. Strategic approaches to teaching the reading of individual contents are examined.

Pre-practicum field-based experience is required.

EDUC5305 Developing Teaching Strategies* (Secondary)

This course orients students to the fundamental issues regarding instruction in content areas at the secondary level. Students are provided with opportunities to address concerns regarding the adolescent student, instructional methods and materials, organization and structure, and the role of the secondary level professional. Students gain knowledge and expertise in various approaches to

teaching within the context of recent developments in the field. Specific teaching skills are emphasized and developed through micro-teaching laboratory experiences. Students also develop instructional units that incorporate existing, modified, and original materials, assessment instruments, media, other content areas and community resources.

Pre-practicum field-based experience is required.

EDUC5307 Research in the Content Area I (Secondary)

This course provides a foundation within which students gain an understanding and appreciation of research in their content field. The historical and philosophical underpinnings of the subject field will be examined and critiqued.

EDUC5308 Research in the Content Area II (Secondary)

Current trends in the pedagogy of the individual subject matter will be examined and demonstrated. Students will be expected to gain knowledge of best practices and the state of the art in their respective fields.

EDUC5401 Child and Adolescent Development

This course offers a comprehensive view of research and theories dealing with the development of individuals from birth through adolescence. Students will focus on the stages of cognitive, emotional, intellectual, moral, physical, and social development of the first two decades of life. Using clear understanding of relevant research and theories, students will explore strategies for applying this knowledge to instructional practices as they relate directly to student performance. Finally, students will identify atypical characteristics and instructional implications for recognizing and accommodating the exceptional child.

EDUC5467 Student Teaching Practicum (Elementary/Secondary)

The practicum is supervised teaching in elementary or secondary school classes. It provides the opportunity for experience in all aspects of teaching, and for the development of a working point of view in the field of education.

6 credits

Prerequisites: All licensure courses, successful completion of the MTEL required.

EDUC5625 Classroom and Behavior Management

The primary goal of this course is to provide each student with an understanding of the classroom management knowledge base and a framework for developing a personal management model that centers on concern for each individual student in his/her classroom. The development of such a model requires an understanding of the growing knowledge base and research. This offers alternatives to traditional practices of classroom management.

EDUC5701 Technology Integration for Educators

This course assists educators to become technologically proficient using current and emergent technologies. Topics covered encompass aspects of technology planning, online learning, learning webs, program evaluation as well as social issues relating to technology integration and change. Participants learn the roles and responsibilities of various technology leaders and utilize an array of technology applications to enhance classroom instructions, motivate learners, and connect home and school.

Graduate Programs in School Administration

Master of Education in School Administration (M.Ed.) Certificate of Advanced Graduate Study (C.A.G.S.) in Educational Leadership

The graduate programs in school administration prepare educators for an Initial License as a School Principal/Assistant School Principal on the elementary (PreK-6), middle (5-8), or high school (9-12) level. Course offerings blend a strong theoretical base with the skills and knowledge required by practitioners in a school and community setting. Core courses reflect the Professional Standards for Administrators issued by the Massachusetts Department of Elementary and Secondary Education. Field-based experiences build upon the theoretical foundation and assist students to develop and enhance the leadership skills necessary to administer a sound, organized, creative, reflective and equitable teaching/learning school environment. *Students may pursue this program as a Master of Education (M.Ed.). Those already holding a graduate degree may pursue this program as a Certificate of Advanced Graduate Study (C.A.G.S.).*

Admissions Requirements

- **Completed application** (apply online: www.emmanuel.edu)
- **Official transcripts** from all regionally accredited academic institutions attended. Transcripts must show the completion of a bachelor's degree from a regionally accredited institution. Official transcripts will be required for all regionally accredited institutions attended.

Note that a cumulative undergraduate grade point average of 2.5 or above is generally expected for acceptance into the graduate programs.

- **Two letters of recommendation**

Recommendations should be requested from professional colleagues, supervisors and/or individuals with whom you have worked closely. Recommenders should provide specific information about your abilities and your potential to succeed in the program. One letter of recommendation should be from a supervisor/colleague.

- **Leadership/critical analysis essay**
- **Current résumé**
- **Personal interview/meeting with an enrollment counselor**

Program Design

This program is comprised of ten graduate courses and six credits of internship (36 semester hours) focusing on instructional leadership, educational foundations, legal issues, fiscal and personnel management, and community relations. A practicum/internship is required. Students should consult with their advisor regarding specific licensure requirements based on their experience and status. For licensure, candidates must pass the Communication & Literacy Skills from the Massachusetts Test for Educator Licensure (MTEL).

Required Courses

EDUC5107	Leadership I: The Administrator as Manager
EDUC5115	Educational Testing and Assessment
EDUC5503	Ethical and Professional Leadership

EDUC5601	Budget and Fiscal Management in Schools *	emphasis on test construction, appropriate selection, administration, interpretation and use of results to modify instructional strategies. Through observations, demonstrations, models and class exercises students gain skills in constructing their own measurement instruments as well as using alternative forms of assessment such as portfolios, performance and demonstrations. Current issues regarding state and national testing are also discussed.
EDUC5603	Leadership II: The Administrator as Instructional Leader *	
EDUC5605	Community Relations in Education	
EDUC5607	Legal Issues in School Administration	
EDUC5611	Selection, Supervision, Evaluation and Development of School Personnel *	
EDUC5621	Trends in the Development of American Education	
EDUC5666	Practicum/Internship School Administration I	
EDUC5667	Practicum/Internship School Administration II	
EDUC5701	Technology Integration for Educators	

* Pre-practicum field-based experience required.

Course Descriptions

* Unless otherwise noted, all courses are 3 credits.

EDUC5107 Leadership I:

The Administrator as Manager

This course examines the roles and responsibilities of the principal from a theoretical and practical perspective. Issues such as site-based management, community relations, facilities management, communication and supervision are addressed. Using case studies and other materials, students develop problem-solving skills and techniques.

EDUC5115 Educational Testing and Assessment

Students examine a variety of standardized measurement and assessment instruments and diagnostic techniques with specific

EDUC5503 Ethical and Professional Leadership

Educational leaders face ethical issues in the classroom and school setting. Through readings, discussion and analysis of case studies, students will reflect upon leadership styles. Issues of vision, influence, empowerment and inspiration will be addressed and students will develop competencies and strategies to confront and deal with ethical challenges.

EDUC5601 Budget and Fiscal Management in Schools *

This course presents an overview of sound fiscal management in the public and non-public school setting. Sources of revenue, budget preparation, allocation of resources, fiscal responsibility and ethical considerations are examined. Students develop practical budgeting and accounting techniques and financial assessment skills using spreadsheets. *Pre-practicum field-based experience is required.*

EDUC5603 Leadership II:

The Administrator as Instructional Leader *

This course examines curriculum theory, models of curriculum design and the evaluation of curriculum for school and instructional improvement with an emphasis on the state curriculum frameworks. Major topics addressed are curriculum alignment, assessment, instructional planning and professional development. Emphasis is on the leadership

role of the principal in shaping the instructional program of the school, setting clear and measurable goals for students.

Pre-practicum field-based experience is required.

EDUC5605 Community Relations in Education

This course explores the historical role of the community in the education process and examines how the school has served as the principal agent for preserving and transmitting the values, ideology, technical knowledge and skills of the community. This course focuses on understanding the process of community-school change and identifying those elements that help to achieve equitable working relationships between the school and the community such as the process of school-community team building, developing consensus for decision making, group identification and group problem solving.

EDUC5607 Legal Issues in School Administration

An overview of the constitutional and statutory provisions as a basis for school law is studied and discussed, as well as an analysis of salient court decisions affecting the schools. Current legal concepts and practices that concern the rights, liabilities and responsibilities of all personnel employed by the school system are explored. Opportunities are provided for participants to review the legal ramifications of their local school's policies and official documents.

EDUC5611 Selection, Supervision, Evaluation and Development of School Personnel *

This course encompasses the many facets of the principal's role in personnel management within the school. It includes the recruitment and selection of professional and non-professional staff, professional development, techniques for supervision

and evaluation, mentoring new teachers and collective bargaining. Pertinent state and federal laws and regulations are examined. Case studies and simulations offer practical strategies for addressing personnel issues.

Pre-practicum field-based experience is required.

EDUC5621 Trends in the Development of Education

This course is a comprehensive overview of the historical and philosophical foundations of American education. It traces the fundamental Western concept of the educated person and the liberal arts in their basic variations, from its origins with the Greeks to the creative ambiguities of modern day. Students investigate the relationship between education and the liberal arts, as well as the cultural forces influencing modern education and school reform.

EDUC5666 Practicum/Internship: School Administration I (3 credits)

EDUC5667 Practicum/Internship: School Administration II (3 credits)

This practicum/internship experience is scheduled for advanced graduate students within the Master of Education in School Administration program. An on-site practical school administration experience is provided as well as related seminar sessions. The experience is reserved for students who are able to assume administrative responsibilities on a part-time basis. Seminar sessions provide a support system for participants and are devoted to problem solving and discussing current issues and concerns in school administration.

EDUC5701 Technology Integration for Educators

This course assists educators to become technologically proficient using current and emergent technologies. Topics covered encompass aspects of technology planning, online learning, learning webs, program evaluation as well as social issues relating to technology integration and change. Participants learn the roles and responsibilities of various technology leaders and utilize an array of technology applications to enhance classroom instructions, motivate learners, and connect home and school.

Professional Development Programs in Education

Professional Development Programs

The Education Department develops and offers workshops and courses for teachers in response to identified needs. Professional Development Points are provided for attendance at workshops and courses for the purpose of meeting Massachusetts Department of Elementary and Secondary Education requirements for recertification. Some of the professional development courses include the option of one graduate credit. The credits provided through professional development programs are not applicable or transferable to degree-granting programs offered by the college through the Graduate and Professional Programs.

All courses are offered with the option of graduate credit as listed in the course description.

Course Descriptions

EDUC5002 Using Assessments and Interventions: Mathematics Grades PreK-2 – Part I

This 12-hour one-credit course is designed to provide participants with a practical foundation of assessment in early mathematics education. In addition to emphasizing the foundational concepts in the elementary mathematics curriculum, the course will offer a comprehensive overview of some of the most widely used mathematics assessments. Participants will learn to administer the assessments, record the results of the assessments, and use the results of the assessment to inform individual and whole class instruction. Participants will examine the most appropriate uses of each assessment tool and will begin

to identify resources for individual and whole class interventions. Participants will develop their knowledge base through active participation in class discussions/activities, required course readings, and course assignments linked to their own classroom settings.

EDUC5003 Using Assessments and Interventions: Mathematics Grades PreK-2 – Part II

This 12-hour one-credit course is intended for teachers who have completed “Using Assessments and Interventions: Mathematics Grades PreK-2,” Course I. Course II will deepen teachers’ knowledge and understanding of the “big” mathematical ideas, concepts and skills necessary for the acquisition of early mathematics literacy. Special attention will be paid to the essential understandings young children need to master addition and subtraction. Emphasis will be placed on strategies and techniques for designing and managing differentiated learning groups for mathematics. Participants will broaden their repertoire of authentic, classroom-based assessments and instructional interventions and expand their knowledge base through active participation in class discussions/activities, required course readings, and course assignments linked to their own classroom needs.

EDUC5004 Using Manipulatives and Multiple Strategies: Mathematics 3-5

This 12-hour one-credit course is designed to provide participants with a practical foundation of instruction in mathematics education through the use of incorporating manipulatives and multiple intelligence lesson planning. In addition to emphasizing the foundational concepts in the elementary

mathematics curriculum, the course will offer a comprehensive overview of some of the most widely used and most effective mathematics strategies and methodologies. Participants will learn to plan and implement student-centered lessons, evaluate the effectiveness of lessons, and use the results to inform individual and whole class instruction. Appropriate uses of each manipulative will be presented as well as additional resources for individual and whole class interventions. Participants will engage in class discussions and activities, complete required readings, and be given assignments to try techniques and strategies presented in the course in their own classrooms.

EDUC5006 Middle School Math: Algebra Strand 6-8

This 12-hour one-credit course is intended for middle school teachers of mathematics. The course will deepen knowledge and understanding of the NCTM standards for algebra for students in grades 6-8. The course will present the fundamental concepts of algebraic thinking and numerical thinking. Emphasis will be placed on providing a range of instructional strategies for teaching problem solving, promoting student thinking, developing questioning techniques, and integrating assessment of student errors into the process of instruction. Participants will develop math lessons which foster algebraic thinking through the use of manipulatives, drawings, tables, graphs, stories, applications and physical activities and learn to differentiate activities to accommodate varying levels of student understanding and abilities. Participants will be assessed through completion of assignments focused on application of techniques in their classrooms and written analyses and reflections on results.

EDUC5007 Classroom Strategies for Writing Workshop, Grades K-6 – Part I

This 12-hour one-credit course introduces the theoretical basis and components of Writing Workshop, including the use and management of writing cycles and the processes of drafting, revising, editing and publishing student writing. Instructional techniques for writers' notebooks, mini-lessons, and writing conferences are presented. Teachers will learn specific craft lessons as well as management strategies for independent writing. This course will demonstrate how teachers can take students through the writing process for personal narrative and poetry. Participants will maintain a writer's notebook; implement specific writing strategies and report in writing and through class presentations on results, sharing student work samples; and develop an instructional unit on personal narrative or poetry.

EDUC5008 Classroom Strategies for Writing Workshop, Grades K-6 – Part II

This 12-hour one-credit course will review and extend participants' understanding and skill in implementing the components of Writing Workshop which were presented in Part I, including instructional techniques for drafting, revising, editing and publishing student writing. Additional strategies for writers' notebooks, mini-lessons, writing conferences and classroom management will be presented. Instructional techniques for teaching personal narrative and poetry will be presented, and genre writing will be introduced. Participants will maintain a writer's notebook; implement specific writing strategies; report on results in writing and through class presentations, sharing student work samples; and develop an instructional unit on poetry or genre writing.

**EDUC5009 Middle School Math:
Probability and Statistics Strand 6-8**

This 12-hour one-credit course is intended for middle grade mathematics teachers to deepen their knowledge and understanding of the NCTM Probability and Statistics Strand 6-8. Emphasis will be placed on instructional strategies, problem solving, student thinking, questioning techniques, and assessment of student errors. Participants will develop math lessons which promote problem solving through the use of manipulatives, drawings, tables, graphs, applications, experiments, games and projects.

**EDUC5010 Differentiated Instructional
Strategies, K-8**

This 12-hour one-credit course will focus on strategies and techniques for incorporating differentiated instruction into classroom practices to meet the diverse needs and abilities of students. Participants will explore Gardner's theory of multiple intelligences and Bloom's Taxonomy as tools for developing differentiated lesson plans and instructional units for use in everyday classroom practice.

EDUC5020 Instruction for All Students

This six-day three-credit course will focus on the principles of standards-based lesson design and the techniques of standards-based instruction, including the development of clearly articulated standards and objectives. A wide range of strategies and skills for teaching and assessing diverse learners and techniques for motivating and engaging all students in the learning process will be presented. Students will: compare and contrast past educational theory and practice (where we've been) and present educational theory and practice (where we're going); increase their proficiency in standards-based lesson and unit design; add to their repertoire of ways to increase student learning (framing the learning, active learning, input strategies, checking for understanding, assessment); identify and apply the attributes of standards-based education, including assessing with balance; create learning environments which reflect high standards and expectations and connections to the real world.

Graduate Programs in Management

Graduate Programs in Management

Master of Science in Management (MSM)

Graduate Certificate in Management and Leadership (MLC)

Master of Science in Human Resource Management (HRM)

Graduate Certificate in Human Resource Management (HRC)

Master of Science in Management (MSM) with specialization in Research Administration

Graduate Certificate in Research Administration (RAC)

Graduate Programs in Management

Master of Science in Management

The Master of Science in Management (MSM) degree is an intensive, integrated learning experience designed to provide preparation for effective leadership in a rapidly changing marketplace. The program provides participants with opportunities to think critically, create visions based on ethical values, discern the future, take risks, become global leaders, and make a difference by instituting changes within an organization. This accelerated degree program places an emphasis on leadership and is a contemporary course of study for managers who recognize that specific management skills alone are insufficient preparation for facilitating constructive business changes. It is designed for individuals who want to cultivate their leadership skills and make a profound difference by instituting change within an organization.

A typical student of the MSM degree is someone who has a proven expertise in specific areas of management and desires to grow into broader managerial/leadership roles. Rather than offering traditional courses of study for people who wish to develop technical or functional expertise, the degree focuses on qualitative issues of leadership, enabling students to become lifelong learners with an understanding of:

- Strategic leadership
- Management and leadership processes
- Communications: oral and written
- Operations management
- Organizational development
- Cultural and strategic change
- Ethics
- Cultural diversity

- Management of effective teams
- Global economies
- Risk taking and leadership

Graduate Certificate in Management and Leadership

The Graduate Certificate program in Management and Leadership (MLC) is designed for new managers and/or current managers looking to develop and enhance their leadership skills. This innovative certificate program emphasizes leadership styles, organizational theories of behavior, developing high performance teams, trust building, diversity, conflict resolution, and the ethical responsibilities of a manager/leader.

The certificate program consists of a total of 18 credit hours (six three-credit courses). A cumulative average of 3.0 or better is required for a graduate certificate.

Master of Science in Human Resource Management

The accelerated Master of Science in Human Resource Management (HRM) program is designed specifically to address the strategic issues faced by human resource professionals in today's complex organizations.

Within this larger perspective, the HRM program emphasizes:

- Organizational theories of behavior, development, leadership and change
- The employee/employer relationship in terms of practices, procedures and legal aspects
- Ethical and diversity issues
- The implications of managing the HR function on an international scale

As key members of the management team, skilled practitioners are responsible for implementing an organization's goals and objectives. At the same time, they must identify and address employee needs and concerns so that employees will have the skills and opportunities to maximize contributions to their organizations. Experienced practitioners enable both the organization and individuals to accomplish mutually beneficial goals. This program prepares students to function as generalists in the human resource field, to integrate academic theory and practical experience and to play an expanded role in the constantly evolving human resource function. Students include skilled human resource professionals who would like to acquire professional credentials and a greater depth of knowledge in their chosen field, established professionals in other fields who want to begin a new career in human resources, and recent college graduates who wish to enter the field.

Graduate Certificate in Human Resource Management

The Graduate Certificate program in Human Resource Management (HRC) is designed for experienced human resource professionals in addition to professionals interested in the field. This innovative certificate program emphasizes recruiting, industrial relations, employee training and organizational theories of behavior.

The certificate program consists of a total of 18 credit hours (six three-credit courses). A cumulative average of 3.0 (B) or better is required for a certificate.

Master of Science in Management (MSM) with specialization in Research Administration

The Master of Science in Management (MSM) degree with specialization in Research Administration is an intensive, integrated learning experience designed to provide skills and preparation for effective leadership to those working in sponsored research environments. The program provides participants with a specialized curriculum focused on an overview of research administration, sponsored programs, finance and accounting, compliance, legal issues and organizational behavior.

This accelerated degree program places an emphasis on leadership and is a contemporary course of study for professionals who want to cultivate their leadership skills and make a profound difference within an organization.

A typical student of the MSM with specialization in Research Administration degree is someone who has experience in research administration and wishes to grow into broader managerial/leadership roles within this environment. The areas where students develop skill sets include:

- Strategic leadership
- Leadership and organizational behavior
- Communications: oral and written
- Financial accounting
- Organizational development
- Financial management
- Ethics and diversity
- Compliance and legal issues
- Management of effective teams
- Globalization
- Risk taking and leadership

Capstone Seminar

The Master of Science in Management and Master of Science in Human Resource Management programs require a six-credit Capstone Seminar which is completed at the end of the program.

This 14-week hybrid capstone seminar will allow students to integrate the management theories and organizational improvement practices mastered throughout earlier courses in the program. It is designed to synthesize these skills with research methods that are appropriate to organizational improvement in a variety of settings, both for-profit and not-for-profit. Student ability to communicate through a variety of methods, including written (as in the statement of problem and recommendations) and visual communication (choosing the appropriate tools to present data collected), will be emphasized throughout the process.

The final deliverable of the 14-week hybrid seminar is a report detailing the professional leadership project. The project will combine original research and thinking, supported by literature from the field, with a review of industry best practices. The professional leadership project involves identifying an area in which to improve organizational practice in an industry or a specific organization, either by choosing an opportunity in the student's organization/industry or from a list of suggested topics.

As the seminar begins, the student identifies an area for improvement and develops a logical situation analysis that includes examination of all key stakeholders (at the organizational, industry, or both levels as appropriate). The student will then outline the research necessary to adequately address the issue, in particular specifying how to quantify the opportunities for the organization/industry (cost savings, revenue or productivity increase, etc.). Next the student will carry out this research—emphasizing industry best practices. Finally, the student will use the research findings to identify and evaluate relevant practices to make recommendations to the organization/industry.

Graduate Certificate in Research Administration

The Graduate Certificate program in Research Administration (RAC) is designed for professionals currently working or interested in working in an academic or non-profit research environment. The curriculum provides an overview of research administration, the environment, finance and accounting, compliance, legal issues and organizational behavior.

The certificate program consists of a total of 18 credit hours (six three-credit courses), which should be taken consecutively. A cumulative average of 3.0 (B) or better is required for a certificate.

Master of Science in Management (MSM)

Admission Requirements

- **Completed application**
(apply online: www.emmanuel.edu)
- **Official transcripts** from all regionally accredited academic institutions attended. Transcripts must show the completion of a bachelor's degree from a regionally accredited institution. Official transcripts will be required for all regionally accredited institutions attended.

Note that a cumulative undergraduate grade point average of 2.5 or above is generally expected for acceptance into the graduate programs.

- **Two letters of recommendation**
Recommendations should be requested from professional colleagues, supervisors and/or individuals with whom you have worked closely. Recommenders should provide specific information about your abilities and your potential to succeed in the program. One letter of recommendation should be from a supervisor/colleague.
- **Leadership/critical analysis essay**
- **Current résumé**
- **Personal interview/meeting with an enrollment counselor**

Program Design

The MSM program is designed in an accelerated format with courses offered in seven-week formats. Each three-credit course meets once a week for the seven weeks. A total of six seven-week terms are offered within a calendar year. The design and structure of the MSM program allow for flexibility. Students are encouraged to develop a plan of study that best meets their needs.

Degree Requirements

A total of 36 credit hours are required for the MSM degree.

Required Courses

MSM9009	Leadership and Organizational Behavior
MSM9014	Organizational Development
MSM9015	Financial Management
MSM9018	Leading Effective Teams
MSM9019	Negotiation and Conflict Management
MSM9022	Changing Economies
MSM9025	Operations Management
MSM9028	Managing Diversity in Contemporary Organizations
MSM9029	Management Information Systems
MSM9034	Strategic Planning and Management
MSM9038	Capstone Seminar (6 credits)

Course Descriptions

Unless otherwise noted, all courses are 3 credits.

MSM9009 Leadership and Organizational Behavior

This course takes the traditional Organizational Behavior topics such as motivation, communication, collaboration, change, culture, the nature of groups and systems dynamics, and views them from the perspective of leadership. As well as learning how to apply this knowledge to improve organizational effectiveness, students examine the effect their own leadership approach has on

organizational change. Primary skills to be gained in this course include organizational analysis and problem solving through class experiential exercises and case discussions.

MSM9014 Organizational Development

Internal and external environmental forces driving organizational change face resisting forces that maintain the status quo. The leader's role as a collaborative change agent is examined and possible individual, group and organization-wide interventions are investigated. Concepts regarding the depth of change and culturally appropriate strategies for entry and change are evaluated. Students assess models of change and plan and execute data-gathering activities. Change scenarios and qualitative research activities are evaluated for use within an organization to begin preparing for the Capstone Seminar.

Prerequisite: MSM or RAC9009

MSM9015 Financial Management

Students will develop an understanding of the role of finance in the business organization. Topics include ratio analysis, creation of pro forma financial statements, sources of funds for financial operations, managing the cash flow process, the cost of capital and capital budgeting. In addition, the financial impacts of international operations will be explored.

Prerequisite: MSM9009

MSM9018 Leading Effective Teams

Developing high performance teams is critical in today's organizations. Supervisory and participative leadership will be compared to team leadership with emphasis on style, versatility, trust building, facilitation, empowerment, conflict management and negotiation. The theory of transforming teams into workplace communities will be explored as a possible outcome of inter-team collaboration.

Prerequisite: MSM9009

MSM9019 Negotiation and Conflict Management

Alternative Dispute Resolution (ADR) processes and procedures help parties to a business dispute participate in a non-adversarial, collaborative search for mutually beneficial outcomes. Students will review and critically examine significant ethical, public policy, and other considerations that affect an organization's use of ADR processes and their potential impact on its operations. An analytical framework and strategies to effectively examine and address several key considerations will be developed. Students will analyze the dynamics of communication and practice fundamental conflict resolution skills, including effective oral and written communication.

Prerequisite: MSM9009

MSM9022 Changing Economies

Current issues in economics and their relationship to the achievement of organizational goals will be discussed. The impact of economic reality on real organization will be analyzed.

Prerequisite: MSM or RAC9009

MSM9025 Operations Management

Operations effectiveness is critical to any enterprise, including manufacturers, service providers, or non-profits. Further, quality operations require understanding of basic statistical techniques in order to measure and improve outcomes. This course provides students with an understanding of operations and data analysis techniques to support decisions. Case studies and spreadsheets will be used to apply students' understanding to a range of operations issues.

Prerequisite: MSM9009

MSM9028 Managing Diversity in Contemporary Organizations

Economic, technological, demographic, and environmental changes have meant that today's organizations are becoming progressively more diverse. This course has been designed to allow students to explore issues of individuality and diversity in several contexts, with the goal of providing them with practical insights and tools to navigate this changing environment. During this course we will examine how differences affect individuals, groups and leaders in contemporary organizations, including effects related to both the domestic and global environments. Issues of stereotype, bias and resistance are examined from both personal and organizational viewpoints, supporting a clear insight into managing diversity. Students learn about the ethical and legal responsibilities of organizations, and will link these to culturally appropriate strategies and analytical competencies which will create a capacity to champion ethics and diversity in the workplace and community.

Prerequisite: MSM or RAC9009

MSM9029 Management Information Systems

This course provides students with the necessary knowledge and skills to assume leadership roles in information management, including the effective use of information for strategic planning, management control, program evaluation and outcome assessment. In addition, the course addresses oversight of information processes and evaluation of software for practitioners. This course assumes basic computer literacy. Knowledge of specific programs is not required; however, assignments will assume proficiency in word processing, spreadsheet and database applications.

Prerequisite: MSM9009

MSM9034 Strategic Planning and Management

Students identify strategic management areas for organizations and evaluate these in terms of changing environments. Skills are developed in strategic planning and scenario building for the alignment of mission, vision, strategies, goals and objectives. The realities of strategic management and ethical leadership are examined through current applications.

Prerequisite: Completion of 9 credit hours

MSM9038 Capstone Seminar (6 credits)

The 14-week capstone seminar allows students to integrate the management theories and organizational improvement practices mastered throughout earlier courses in the program. It is designed to synthesize these skills with research methods that are appropriate to organizational improvement in a variety of settings, both for-profit and not-for-profit. Student ability to communicate through a variety of methods, including written (as in the statement of problem and recommendations) and visual communication (choosing the appropriate tools to present data collected), will be emphasized throughout the process. The final deliverable of the capstone seminar is a report detailing the professional leadership project.

Prerequisite: Completion of all required courses and permission of Academic Advisor

Graduate Certificate in Management and Leadership (MLC)

Admission Requirements

- **Completed application**
(apply online: www.emmanuel.edu)
- **Official transcripts** from all regionally accredited academic institutions attended. Transcripts must show the completion of a bachelor's degree from a regionally accredited institution. Official transcripts will be required for all regionally accredited institutions attended.

Note that a cumulative undergraduate grade point average of 2.5 or above is generally expected for acceptance into the graduate programs.

- **Two letters of recommendation**
Recommendations should be requested from professional colleagues, supervisors and/or individuals with whom you have worked closely. Recommenders should provide specific information about your abilities and your potential to succeed in the program. One letter of recommendation should be from a supervisor/colleague.
- **Leadership/critical analysis essay**
- **Current résumé**
- **Personal interview/meeting with an enrollment counselor**

Program Design

The MLC certificate program is designed in an accelerated format with courses offered in seven-week formats. Each three-credit course meets once a week for the seven weeks. A total of six seven-week terms are offered within a calendar year. The design and structure of the MLC certificate program allows for flexibility. Students are encouraged to develop a plan of study that best meets their needs.

Certificate Requirements

The certificate program consists of a total of 18 credit hours (six three-credit courses). A cumulative average of 3.0 or better is required for a graduate certificate.

Required Courses

MSM9009	Leadership and Organizational Behavior
MSM9015	Financial Management
MSM9018	Leading Effective Teams
MSM9019	Negotiation and Conflict Management
MSM9028	Managing Diversity in Contemporary Organizations
MSM9034	Strategic Planning and Management

Course Descriptions

Unless otherwise noted, all courses are 3 credits.

MSM9009 Leadership and Organizational Behavior

This course takes the traditional Organizational Behavior topics such as motivation, communication, collaboration, change, culture, the nature of groups and systems dynamics, and views them from the perspective of leadership. As well as learning how to apply this knowledge to improve organizational effectiveness, students examine the effect their own leadership approach has on organizational change. Primary skills to be gained in this course include organizational analysis and problem solving through class experiential exercises and case discussions.

MSM9015 Financial Management

Students will develop an understanding of the role of finance in the business organization. Topics include ratio analysis, creation of pro forma financial statements, sources of funds for financial operations, managing the cash flow process, the cost of capital and capital budgeting. In addition, the financial impacts of international operations will be explored.

Prerequisite: MSM9009

MSM9018 Leading Effective Teams

Developing high performance teams is critical in today's organizations. Supervisory and participative leadership will be compared to team leadership with emphasis on style, versatility, trust building, facilitation, empowerment, conflict management and negotiation. The theory of transforming teams into workplace communities will be explored as a possible outcome of inter-team collaboration.

Prerequisite: MSM9009

MSM9019 Negotiation and Conflict Management

Alternative Dispute Resolution (ADR) processes and procedures help parties to a business dispute participate in a non-adversarial, collaborative search for mutually beneficial outcomes. Students will review and critically examine significant ethical, public policy, and other considerations that affect an organization's use of ADR processes and their potential impact on its operations. An analytical framework and strategies to effectively examine and address several key considerations will be developed. Students will analyze the dynamics of communication and practice fundamental conflict resolution skills, including effective oral and written communication.

Prerequisite: MSM9009

MSM9028 Managing Diversity in Contemporary Organizations

Economic, technological, demographic, and environmental changes have meant that today's organizations are becoming progressively more diverse. This course has been designed to allow students to explore issues of individuality and diversity in several contexts, with the goal of providing them with practical insights and tools to navigate this changing environment. During this course we will examine how differences affect individuals, groups and leaders in contemporary organizations, including effects related to both the domestic and global environments. Issues of stereotype, bias and resistance are examined from both personal and organizational viewpoints, supporting a clear insight into managing diversity. Students learn about the ethical and legal responsibilities of organizations, and will link these to culturally appropriate strategies and analytical competencies which will create a capacity to champion ethics and diversity in the workplace and community.

Prerequisite: MSM9009

MSM9034 Strategic Planning and Management

Students identify strategic management areas for organizations and evaluate these in terms of changing environments. Skills are developed in strategic planning and scenario building for the alignment of mission, vision, strategies, goals and objectives. The realities of strategic management and ethical leadership are examined through current applications.

Prerequisite: Completion of 9 credit hours

Master of Science in Human Resource Management (HRM)

Admission Requirements

- **Completed application**
(apply online: www.emmanuel.edu)
- **Official transcripts** from all regionally accredited academic institutions attended. Transcripts must show the completion of a bachelor's degree from a regionally accredited institution. Official transcripts will be required for all regionally accredited institutions attended.

Note that a cumulative undergraduate grade point average of 2.5 or above is generally expected for acceptance into the graduate programs.

- **Two letters of recommendation**
Recommendations should be requested from professional colleagues, supervisors and/or individuals with whom you have worked closely. Recommenders should provide specific information about your abilities and your potential to succeed in the program. One letter of recommendation should be from a supervisor/colleague.
- **Leadership/critical analysis essay**
- **Current résumé**
- **Personal interview/meeting with an enrollment counselor**

Program Design/Requirements

The HRM program is designed in an accelerated format with courses offered in a seven-week format. Each three-credit course meets once a week for the seven weeks. A total of six seven-week terms are offered within a calendar year. The design and structure of the HRM program allows for flexibility. Students are encouraged to develop a plan of study that best meets their needs.

A total of 36 credit hours are required for the HRM degree

Required Courses

HRM9009	Leadership and Organizational Behavior
HRM9014	Organizational Development
HRM9015	Financial Management
HRM9019	Negotiation and Conflict Management
HRM9028	Managing Diversity in Contemporary Organizations
HRM9029	Management Information Systems
HRM9032	Labor and Employee Relations
HRM9034	Employment and Recruitment
HRM9035	Compensation and Benefits
HRM9036	Strategic Planning and Management
HRM9038	Capstone Seminar (6 credits)

Course Descriptions

Unless otherwise noted, all courses are 3 credits.

HRM9009 Leadership and Organizational Behavior

This course takes the traditional Organizational Behavior topics such as motivation, communication, collaboration, change, culture, the nature of groups and systems dynamics, and views them from the perspective of leadership. As well as learning how to apply this knowledge to improve organizational effectiveness, students examine the effect their own leadership approach has on organizational change. Primary skills to be gained in this course include organizational

analysis and problem solving through class experiential exercises and case discussions.

HRM9014 Organizational Development

Internal and external environmental forces driving organizational change face resisting forces that maintain the status quo. The leader's role as a collaborative change agent is examined and possible individual, group and organization-wide interventions are investigated. Concepts regarding the depth of change and culturally appropriate strategies for entry and change are evaluated. Students assess models of change and plan and execute data-gathering activities. Change scenarios and qualitative research activities are evaluated for use within an organization to begin preparing for the Capstone Seminar.

Prerequisite: HRM9009

HRM9015 Financial Management

Students will develop an understanding of the role of finance in the business organization. Topics include ratio analysis, creation of pro forma financial statements, sources of funds for financial operations, managing the cash flow process, the cost of capital and capital budgeting. In addition, the financial impacts of international operations will be explored.

Prerequisite: HRM9009

HRM9019 Negotiation and Conflict Management

Alternative Dispute Resolution (ADR) processes and procedures help parties to a business dispute participate in a non-adversarial, collaborative search for mutually beneficial outcomes. Students will review and critically examine significant ethical, public policy, and other considerations that affect an organization's use of ADR processes and their potential impact on its operations.

An analytical framework and strategies to effectively examine and address several key considerations will be developed. Students

will analyze the dynamics of communication and practice fundamental conflict resolution skills, including effective oral and written communication.

Prerequisite: HRM9009

HRM9028 Managing Diversity in Contemporary Organizations

Economic, technological, demographic, and environmental changes have meant that today's organizations are becoming progressively more diverse. This course has been designed to allow students to explore issues of individuality and diversity in several contexts, with the goal of providing them with practical insights and tools to navigate this changing environment. During this course we will examine how differences affect individuals, groups and leaders in contemporary organizations, including effects related to both the domestic and in global environments. Issues of stereotype, bias and resistance are examined from both personal and organizational viewpoints, supporting a clear insight into managing diversity. Students learn about the ethical and legal responsibilities of organizations, and will link these to culturally appropriate strategies and analytical competencies which will create a capacity to champion ethics and diversity in the workplace and community.

Prerequisite: HRM9009

HRM9029 Management Information Systems

This course provides students with the necessary knowledge and skills to assume leadership roles in information management, including the effective use of information for strategic planning, management control, program evaluation and outcome assessment. In addition, the course addresses oversight of information processes and evaluation of software for practitioners.

This course assumes basic computer literacy.

Knowledge of specific programs is not required; however, assignments will assume proficiency in word processing, spreadsheet and database applications.

Prerequisite: HRM9009

HRM9032 Labor and Employee Relations

The employer/employee relationship is examined within the context of the National Labor Relations Act. Emphasis is placed on the role of unions, collective bargaining rights and agreements, arbitration, and contracts, as well as such topics as antitrust laws, federal and state regulations, concerted activity, and permitted methods of employee participation in management decision making.

Prerequisite: HRM9009

HRM9034 Employment and Recruitment

This course focuses on the employment function emphasizing strategic recruiting and employee retention through employee performance management. Topics include the employment process, workforce planning, job analysis and job descriptions, creative recruiting strategies, employee coaching and counseling and the employee corrective process.

Prerequisite: HRM9009

HRM9035 Compensation and Benefits

Theory and practice relating organizational characteristics to compensation-system strategy, design, and administration are covered. Topics include job evaluation, pay surveys, pay structure, pay administration, as well as individual and group incentives. A comprehensive overview of employee benefit principles and concepts will be presented. The design and administration of benefits such as pension, insurance, medical and other welfare plans as well as

employer-provided benefits will be analyzed and reviewed. Additional topics include current trends, the impact of organizational characteristics on benefit strategy/design, and cost-effectiveness. Applicable state and federal regulations will be examined.

Prerequisite: HRM9009

HRM9036 Strategic Planning and Management

Students identify strategic management areas for organizations and evaluate these in terms of changing environments. Skills are developed in strategic planning and scenario building for the alignment of mission, vision, strategies, goals and objectives. The realities of strategic management and ethical leadership are examined through current applications.

Prerequisite: Completion of 9 credit hours

HRM9038 Capstone Seminar (6 credits)

The 14-week capstone seminar allows students to integrate the management theories and organizational improvement practices mastered throughout earlier courses in the program. It is designed to synthesize these skills with research methods that are appropriate to organizational improvement in a variety of settings, both for-profit and not-for-profit. Student ability to communicate through a variety of methods, including written (as in the statement of problem and recommendations) and visual communication (choosing the appropriate tools to present data collected), will be emphasized throughout the process. The final deliverable of the capstone seminar is a report detailing the professional leadership project.

Prerequisites: Completion of all required courses and permission of Academic Advisor

Graduate Certificate in Human Resource Management (HRC)

Admission Requirements

- **Completed application** (apply online: www.emmanuel.edu)
- **Official transcripts** from all regionally accredited academic institutions attended. Transcripts must show the completion of a bachelor's degree from a regionally accredited institution. Official transcripts will be required for all regionally accredited institutions attended.
Note that a cumulative undergraduate grade point average of 2.5 or above is generally expected for acceptance into the graduate programs.
- **Two letters of recommendation**
Recommendations should be requested from professional colleagues, supervisors and/or individuals with whom you have worked closely. Recommenders should provide specific information about your abilities and your potential to succeed in the program. One letter of recommendation should be from a supervisor/colleague.
- **Leadership/critical analysis essay**
- **Current résumé**
- **Personal interview/meeting with an enrollment counselor**

Program Design/Requirements

The Human Resource Management certificate program is designed in an accelerated format with courses offered in a seven-week format. Each three-credit course meets once a week for the seven weeks. A total of six seven-week terms are offered within a calendar year. The design and structure of the Human Resource Management certificate program allows for flexibility. Students are encouraged to develop a plan of study that best meets their needs.

The certificate program consists of a total of 18 credit hours (six three-credit courses). A cumulative average of 3.0 or better is required for a graduate certificate.

Required Courses

HRM9009	Leadership and Organizational Behavior
HRM9028	Managing Diversity in Contemporary Organizations
HRM9032	Labor and Employee Relations
HRM9034	Employment and Recruitment
HRM9035	Compensation and Benefits
HRM9036	Strategic Planning and Management

Course Descriptions

Unless otherwise noted, all courses are 3 credits.

HRM9009 Leadership and Organizational Behavior

This course takes the traditional Organizational Behavior topics such as motivation, communication, collaboration, change, culture, the nature of groups and systems dynamics, and views them from the perspective of leadership. As well as learning how to apply this knowledge to improve organizational effectiveness, students examine the effect their own leadership approach has on organizational change. Primary skills to be gained in this course include organizational analysis and problem solving through class experiential exercises and case discussions.

HRM9028 Managing Diversity in Contemporary Organizations

Economic, technological, demographic, and environmental changes have meant that today's organizations are becoming progressively more diverse. This course has been designed to allow students to explore issues of individuality and diversity in several contexts, with the goal of providing them with practical insights and tools to navigate this changing environment. During this course we will examine how differences affect individuals, groups and leaders in contemporary organizations, including effects related to both the domestic and global environments. Issues of stereotype, bias and resistance are examined from both personal and organizational viewpoints, supporting a clear insight into managing diversity. Students learn about the ethical and legal responsibilities of organizations, and will link these to culturally appropriate strategies and analytical competencies which will create a capacity to champion ethics and diversity in the workplace and community.

Prerequisite: HRM9009

HRM9032 Labor and Employee Relations

The employer/employee relationship is examined within the context of the National Labor Relations Act. Emphasis is placed on the role of unions, collective bargaining rights and agreements, arbitration, and contracts, as well as such topics as antitrust laws, federal and state regulations, concerted activity, and permitted methods of employee participation in management decision making.

Prerequisite: HRM9009

HRM9034 Employment and Recruitment

This course focuses on the employment function emphasizing strategic recruiting and employee retention through employee performance management. Topics include the employment process, workforce planning, job analysis and job descriptions, creative recruiting strategies, employee coaching and counseling and the employee corrective process.

Prerequisite: HRM9009

HRM9035 Compensation and Benefits

Theory and practice relating organizational characteristics to compensation-system strategy, design, and administration are covered. Topics include job evaluation, pay surveys, pay structure, pay administration, as well as individual and group incentives. A comprehensive overview of employee benefit principles and concepts will be presented. The design and administration of benefits such as pension, insurance, medical and other welfare plans as well as employer-provided benefits will be analyzed and reviewed. Additional topics include current trends, the impact of organizational characteristics on benefit strategy/design, and cost-effectiveness. Applicable state and federal regulations will be examined.

Prerequisite: HRM9009

HRM9036 Strategic Planning and Management

Students identify strategic management areas for organizations and evaluate these in terms of changing environments. Skills are developed in strategic planning and scenario building for the alignment of mission, vision, strategies, goals and objectives. The realities of strategic management and ethical leadership are examined through current applications.

Prerequisite: Completion of 9 credit hours

Master of Science in Management (MSM) with specialization in Research Administration

Admission Requirements

- **Completed application** (apply online: www.emmanuel.edu)
- **Official transcripts** from all regionally accredited academic institutions attended. Transcripts must show the completion of a bachelor's degree from a regionally accredited institution. Official transcripts will be required for all regionally accredited institutions attended.

Note that a cumulative undergraduate grade point average of 2.5 or above is generally expected for acceptance into the graduate programs.

- **Two letters of recommendation**
Recommendations should be requested from professional colleagues, supervisors and/or individuals with whom you have worked closely. Recommenders should provide specific information about your abilities and your potential to succeed in the program. One letter of recommendation should be from a supervisor/colleague.
- **Leadership/critical analysis essay**
- **Current résumé**
- **Personal interview/meeting with an enrollment counselor**

Program Design

The MSM with specialization in Research Administration program is designed in an accelerated format with courses offered in seven-week formats. Each three-credit course meets once a week for the seven weeks. A total of six seven-week terms are offered within a calendar year. The design and structure of the MSM with Research Administration requires that the six research

administration specialization courses be taken in sequence, followed by the general management courses. Students are encouraged to develop a plan of study that best meets their needs.

Degree Requirements

A total of 36 credit hours are required for the MSM with specialization in Research Administration degree.

Required Courses

RAC9010	Introduction to Research Administration
RAC9012	Financial Accounting for Sponsored Programs
RAC9009	Leadership and Organizational Behavior
RAC9016	Compliance, Regulatory Environments and Legal Issues
RAC9018	Financial Management for Sponsored Programs
RAC9020	Contracts
MSM9014	Organizational Development
MSM9022	Changing Economies
MSM9028	Managing Diversity in Contemporary Organizations
MSM9034	Strategic Planning and Management
MSM9038	Capstone Seminar (6 credits)

Course Descriptions

The following courses are three-credit courses unless otherwise noted.

RAC9009 Leadership and Organizational Behavior

Students explore the role personality and individual style plays within organizations and begin to form a personal leadership philosophy. This course takes the traditional Organizational Behavior topics such as motivation, communication, collaboration, change, culture, the nature of groups and systems dynamics, and views them from the perspective of leadership. As well as learning how to apply this knowledge to improve organizational effectiveness, students examine the effect their own leadership approach has on organizational change.

The purpose of the course is to examine the role of leadership and the effect it has on how people and organizations behave and interact. Through the lens of leadership, students learn how to: 1) Describe the patterns of how people and organizations behave and interact; 2) Analyze why people behave and interact as they do; 3) Predict behavior based on our understandings of behavioral research; and 4) Improve performances based on our knowledge of that behavior.

Students are presented with a balance of theory and practice. Particular attention is paid to translating the models and theories into viable and practical methods and techniques that leaders and managers may use in their current and future positions. Assignments and projects are designed to challenge learners to understand and resolve real organizational problems with an eye towards their own leadership capabilities. Primary skills to be gained in this course include organizational analysis and problem solving through class experiential exercises and case discussions.

Prerequisites: RAC9010 and 9012

RAC9010 Introduction to Research Administration

This course provides an overview of the complex environment that supports the partnership between the federal government, industry, and academic and clinical research institutions. The goal of these partnerships is to spur innovations in a variety of fields including biomedical research, engineering, and others.

RAC9012 Financial Accounting for Sponsored Programs

This course provides an introduction to accounting in not-for-profit organizations. Students will learn about budgeting for research projects, planning and making projections and reporting on the allocation of funds. Students will also learn about basic accounting principles, such as direct and indirect costs, balance sheets and financial analysis. The various sources which fund research projects including grants, gifts, restricted and unrestricted, will be presented.

Prerequisite: RAC9010

RAC9016 Compliance, Regulatory Environments and Legal Issues

Federal and non-federal awarding agencies and institutions that provide research grants and awards require rigid adherence to their requirements. Universities, hospitals and other agencies that accept research awards are bound to the terms and conditions once a grant is accepted. Students are introduced to the federal requirements and other terms and conditions associated with acceptance of research grants.

Prerequisites: RAC9009, 9010 and 9012

RAC9018 Financial Management of Sponsored Programs

This course provides an introduction to the basics of financial management of sponsored awards, grants, contracts and cooperative agreements. Students gain an understanding

of the principles governing cost allocation and cost reimbursement in an academic environment, with emphasis on the distinction between indirect and direct costs and the importance of indirect cost recovery. Students discuss “post-award” administration issues including organizational structures, roles and responsibilities, internal controls and award monitoring and award closeout. Recent federal audits and audit findings at universities and medical centers are used to illustrate high-risk financial compliance issues such as cost allocation and allowability, cost sharing, effort reporting, cost transfers, and sub-recipient monitoring.
Prerequisites: RAC9009, 9010, 9012 and 9016

RAC9020 Contracts

Contracts in the context of sponsored programs and research administration are a major function in the “pre-award” process and have the potential to significantly impact “post-award” processes. This course provides a fundamental understanding of contract processes and typical forms, including those used by the federal government. In addition, policies and regulations affecting contracts are reviewed. Students gain a basic understanding of the contracting process, how to research terms and conditions and key elements in negotiating contracts.
Prerequisites: RAC9009, 9010, 9012, 9016 and 9018

MSM9014 Organizational Development

Internal and external environmental forces driving organizational change face resisting forces that maintain the status quo. The leader’s role as a collaborative change agent is examined and possible individual, group and organization-wide interventions are investigated. Concepts regarding the depth of change and culturally appropriate strategies for entry and change are evaluated. Students assess models of change and plan and execute data-gathering activities.

Change scenarios and qualitative research activities are evaluated for use within an organization to begin preparing for the Capstone Seminar.

Prerequisite: MSM or RAC9009

MSM9022 Changing Economies

Current issues in economics and their relationship to the achievement of organizational goals will be discussed. The impact of economic reality on real organization will be analyzed.

Prerequisite: MSM or RAC9009

MSM9028 Managing Diversity in Contemporary Organizations

Economic, technological, demographic, and environmental changes have meant that today’s organizations are becoming progressively more diverse. This course has been designed to allow students to explore issues of individuality and diversity in several contexts, with the goal of providing them with practical insights and tools to navigate this changing environment. During this course we will examine how differences affect individuals, groups and leaders in contemporary organizations, including effects related to both the domestic and global environments. Issues of stereotype, bias and resistance are examined from both personal and organizational viewpoints, supporting a clear insight into managing diversity. Students learn about the ethical and legal responsibilities of organizations, and will link these to culturally appropriate strategies and analytical competencies which will create a capacity to champion ethics and diversity in the workplace and community.

Prerequisite: MSM or RAC9009

MSM9034 Strategic Planning and Management

Students identify strategic management areas for organizations and evaluate these in terms of changing environments. Skills are developed in strategic planning and scenario

building for the alignment of mission, vision, strategies, goals and objectives. The realities of strategic management and ethical leadership are examined through current applications.

Prerequisite: Completion of 9 credit hours

MSM9038 Capstone Seminar (6 credits)

The fourteen-week capstone seminar allows students to integrate the management theories and organizational improvement practices mastered throughout earlier courses in the program. It is designed to synthesize these skills with research methods that are appropriate to organizational improvement in a variety of settings, both for-profit and not-for-profit. Student ability to communicate through a variety of methods, including written (as in the statement of problem and recommendations) and visual communication (choosing the appropriate tools to present data collected), will be emphasized throughout the process. The final deliverable of the Capstone Seminar is a report detailing the professional leadership project.

Prerequisites: Completion of all required courses and permission of Academic Advisor

Graduate Certificate in Research Administration (RAC)

Admission Requirements

- **Completed application**
(apply online: www.emmanuel.edu)
- **Official transcripts** from all regionally accredited academic institutions attended. Transcripts must show the completion of a bachelor's degree from a regionally accredited institution. Official transcripts will be required for all regionally accredited institutions attended.

Note that a cumulative undergraduate grade point average of 2.5 or above is generally expected for acceptance into the graduate programs.

- **Two letters of recommendation**
Recommendations should be requested from professional colleagues, supervisors and/or individuals with whom you have worked closely. Recommenders should provide specific information about your abilities and your potential to succeed in the program. One letter of recommendation should be from a supervisor/colleague.
- **Leadership/critical analysis essay**
- **Current résumé**
- **Personal interview/meeting with an enrollment counselor**

Program Design

The Graduate Certificate program in Research Administration (RAC) is designed for professionals currently working or interested in working in an academic or non-profit research environment. The curriculum provides an overview of research administration, the environment, finance and accounting, compliance, legal issues and organizational behavior.

The certificate program consists of a total of 18 credit hours (six three-credit courses), which should be taken consecutively. A cumulative average of 3.0 or better is required for a certificate.

Required Courses

RAC9009	Leadership and Organizational Behavior
RAC9010	Introduction to Research Administration
RAC9012	Financial Accounting for Sponsored Programs
RAC9016	Compliance, Regulatory Environments and Legal Issues
RAC9018	Financial Management for Sponsored Programs
RAC9020	Contracts

Course Descriptions

Unless otherwise noted, all courses are 3 credits.

RAC9009 Leadership and Organizational Behavior

Students explore the role personality and individual style plays within organizations and begin to form a personal leadership philosophy. This course takes the traditional Organizational Behavior topics such as motivation, communication, collaboration, change, culture, the nature of groups and systems dynamics, and views them from the perspective of leadership. As well as learning how to apply this knowledge to improve organizational effectiveness, students examine the effect their own leadership approach has on organizational change.

The purpose of the course is to examine the role of leadership and the effect it has on how people and organizations behave and interact. Through the lens of leadership, students learn how to: 1) Describe the patterns of how people and organizations behave and interact; 2) Analyze why people behave and interact as they do; 3) Predict behavior based on our understandings of behavioral research; and 4) Improve performances based on our knowledge of that behavior.

Students are presented with a balance of theory and practice. Particular attention is paid to translating the models and theories into viable and practical methods and techniques that leaders and managers may use in their current and future positions. Assignments and projects are designed to challenge learners to understand and resolve real organizational problems with an eye towards their own leadership capabilities. Primary skills to be gained in this course include organizational analysis and problem solving through class experiential exercises and case discussions.

Prerequisites: RAC9010 and 9012

RAC9010 Introduction to Research Administration

This course provides an overview of the complex environment that supports the partnership between the federal government, industry, and academic and clinical research institutions. The goal of these partnerships is to spur innovations in a variety of fields including biomedical research, engineering, and others.

RAC9012 Financial Accounting for Sponsored Programs

This course provides an introduction to accounting in not-for-profit organizations. Students will learn about budgeting for research projects, planning and making projections and reporting on the allocation of funds. Students will also learn about basic accounting principles, such as direct and indirect costs, balance sheets and financial analysis. The various sources which fund research projects, including grants, gifts, restricted and unrestricted, will be presented.

Prerequisite: RAC9010

RAC9016 Compliance, Regulatory Environments and Legal Issues

Federal and non-federal awarding agencies and institutions that provide research grants and awards require rigid adherence to their requirements. Universities, hospitals and other agencies that accept research awards are bound to the terms and conditions once a grant is accepted. Students are introduced to the federal requirements and other terms and conditions associated with acceptance of research grants.

Prerequisites: RAC9009, 9010 and 9012

RAC9018 Financial Management for Sponsored Programs

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Academic Calendars

Liberal Arts and Sciences

FALL 2009

August

30 New students arrive

September

2 Classes begin

7 Labor Day
All classes cancelled

10 Last day to add classes

15 December 2009 degree
applications deadline

17 Last day to drop classes without
a "W" grade

October

1 Pass/fail, audit declaration deadlines,
spring and summer 2009
"I" grade deadline

12 Columbus Day
Classes cancelled for Liberal Arts
and Sciences; GPP classes meet

16 Midterm grade deadline

November

10 Last day to drop classes with
a "W" grade

11 Veterans Day
Classes cancelled for Liberal Arts
and Sciences; GPP classes meet

25-27 Thanksgiving break
Classes cancelled for Liberal Arts
and Sciences students; GPP classes
scheduled for November 25 meet

December

14 Last day of day classes

15 Reading Day

16-19 Final exams

22 Final grades due at 10:00 a.m.

SPRING 2010

January

9 New students arrive

13 Classes begin

18 Martin Luther King, Jr. Day
All classes cancelled

21 Last day to add a class

28 Last day to drop classes without
a "W" grade

February

1 Fall 2009 "I" grade deadline

15 Presidents' Day
Classes cancelled for Liberal Arts
and Sciences; GPP classes meet

16 May 2010 degree application deadline;
pass/fail, audit declaration deadlines

26 Midterm grade deadline

March

8-12 Spring break for Liberal Arts and
Sciences students

April

1 Holy Thursday
Classes after 4:15 p.m. cancelled*

2 Good Friday
All classes cancelled**

12 Last day to drop a class with
a "W" grade

19 Patriot's Day
Classes cancelled for Liberal Arts
and Sciences; GPP classes meet

22 Senior Distinction Day
Classes cancelled for Liberal Arts
and Sciences; GPP classes meet

27 Last day of classes

28 Reading Day

29-30 Final exams

May

1, 3 Final Exams

5 Final grades due at 10:00 a.m.

8 Commencement

31 Memorial Day

* Make-up for evening classes scheduled for Holy Thursday will take place on Friday, March 26th during regularly scheduled class time.

** Make-up for classes that meet on Fridays from 12:00 to 3:00 p.m. will take place on Friday, April 9th from 3:30 to 6:30 p.m.

Graduate and Professional Programs

March

19 Registration opens:
Undergraduate Management and
Graduate Programs Summer 2009

30 Registration opens:
Undergraduate Nursing Program
Summer/Fall 2009

May

11 Summer 1 Session 2009 begins

June

24 Registration opens:
Undergraduate Management and
Graduate Programs Fall 2009

July

6 Summer 2 Session 2009 begins

September

1 Fall 1 Session 2009 begins

October

22 Registration opens:
Undergraduate Management and
Graduate Programs Spring 2010

29 Fall 2 Session 2009 begins*

November

2 Registration opens:
Undergraduate Nursing Program
Spring 2010

January

11 Spring 1 Session 2010 begins

March

8 Spring 2 Session 2010 begins

18 Registration opens:
Undergraduate Management and
Graduate Programs Summer 2010

29 Registration opens:
Undergraduate Nursing Program
Summer/Fall 2010

* Fall 2 Session 2009: Thursdays begin 10/29, Saturdays begin 10/31, Mondays begin 11/2, Tuesdays begin 11/3, Wednesdays begin 11/4.

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