

# KENTUCKY STATE UNIVERSITY

## CATALOGUE 2004-2005

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Published by  
Kentucky State University  
400 East Main Street  
Frankfort, Kentucky 40601

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Kentucky State University is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, Georgia 30033-4097; telephone number 406-679-4501) and awards undergraduate and graduate degrees.

It is the policy of Kentucky State University not to discriminate against any individual in its educational programs, activities, or employment on the basis of race, color, national origin, sex, disability, veteran status, age, religion, or marital status.

The information in this Catalogue is current at the time of publication. Curricula, courses, degree requirements, fees, and policies are subject to constant review. Specific details may vary from the statements printed here without further notice. If you are pursuing a degree, you are obliged to fulfill the requirements as they were listed in the Catalogue for the semester in which you enrolled in the program. If the requirements change after you enroll in the program, see the policy "Catalogue of Record" in the Academic Policies section of this Catalogue.

# CAMPUS DIRECTORY

## Campus Operator - (502) 597-6000

	Campus Address	Extension
Office of the President . . . . .	Hume Hall, Suite 201	6260
Vice President for Academic Affairs . . . . .	Hume Hall, Suite 202	6442
Vice President for Student Affairs . . . . .	Student Center, Suite 330	6671
Chief Financial Officer . . . . .	Hume Hall, Suite 201	6343
Vice President for University Advancement . . . . .	Hume Hall, Suite 102	6760
<b>College of Arts, Social Sciences, and Interdisciplinary Studies</b>		
Office of the Dean . . . . .	Carver Hall, Room 133	6411
Division of Behavioral and Social Sciences . . . . .	Hathaway Hall, Room 225	5922
Division of Integrative Studies . . . . .	Hathaway Hall, Room 313	5924
Division of Fine Arts . . . . .	Bradford Hall, Room G-5	6496
Division of Literature, Languages, and Philosophy . . . . .	Hathaway Hall, Room 317	6990
Endowed Chair of the Humanities . . . . .	Hathaway Hall, Room 419	6583
Whitney Young School of Honors & Liberal Studies	Carver Hall, Room 133	6411
<b>College of Mathematics, Science, Technology, and Health</b>		
Office of the Dean . . . . .	Carver Hall, Room 135	5977
Division of Mathematics and Sciences . . . . .	Carver Hall, Room 132	6603
Division of Aquaculture . . . . .	Aquaculture Research Ctr	8103
Division of Computer and Technical Sciences . . . . .	Hathaway Hall, Room 410B	6384
Industrial Technology . . . . .	Shauntee Hall, Room 113	6652
School of Nursing . . . . .	Betty White Health Center	5957
<b>College of Professional Studies</b>		
Office of the Dean . . . . .	Acad. Serv. Bldg., Suite 334	6117
School of Business . . . . .	Bradford Hall, Room 105	6708
School of Education . . . . .	Hathaway Hall, Room 215	5919
Applied Human Services . . . . .	Hathaway Hall, Room 414	6184
Health, Physical Education, and Recreation . . . . .	Exum Center, Room 270	5867
School of Public Administration . . . . .	Acad. Serv. Bldg., Suite 334	6117
Division of Social Work and Criminal Justice . . . . .	Hathaway Hall, Room 220	6890

## ADMINISTRATIVE OFFICES

Academic Advising .....	
Academic Computing .....	
Admissions .....	
Alumni Relations .....	
Alumni Stadium .....	
Aquaculture Research Facility .....	
Athletic Director .....	
Blazer Library .....	
Bookstore .....	
Cafeteria .....	
Cashier .....	
Center for Professional and Career Preparation .....	
Center of Excellence of the Study of KY African-Americans .....	
Communication Skills Center .....	
Community Recruitment .....	
Comprehensive Counseling .....	
Continuing and Distance Education .....	
Counseling and Placement .....	
Distance Learning/Videoconferencing .....	
Exum Center .....	
Financial Aid .....	
Financing and Collections .....	
First-Year Experience .....	
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# A LETTER FROM THE PRESIDENT

The 2004-2005 academic year will mark my first year as President of Kentucky State University. I believe you will find, as I have, that KSU is an institution focused on excellence, an institution embarking on a new era -- transforming itself to meet the ever-expanding needs of its students and the communities it serves.

Kentucky State University is proud of its heritage as a historically black college with a land grant history and unique liberal arts programs. Those three factors work in concert to help form a strong institution. We have quality programs, professors and staff who care about you, small class sizes, and a great location.

As you review the contents of this catalogue, you will see a host of programs that will help you meet your educational needs at the associates, bachelors, or masters levels. We offer outstanding programs in everything from Nursing to Aquaculture, KSU's Program of Distinction. You will find a student body, faculty, and staff that are very ethnically diverse and that come from varying backgrounds. Our graduates include some of the best and brightest from across the state, including state legislators and other government officials.

You will quickly see that the vibrancy of Kentucky State University is evidenced in its students, faculty, and staff. At KSU we are committed to producing good students who will become leaders in the communities in which they live. KSU's continued excellence will depend on students like you, who show an interest in the university.

We promise that as a university we will work hard to ensure that you will not be disappointed in us. Once you are here you will have an enriching experience inside the classroom and out. We will all work diligently to provide you with the advising and counseling assistance you need in clearing the hurdles that you may face while attending college.

As we start this new era and strive to become a more prominent regional institution, we will need your assistance and the help of all of our friends. When you come to KSU, please help us spread the word about the University so that more people will know what a great asset we are in the community. As importantly, we will also need your help in letting us know how we can make the university better.



Kentucky State University has much to celebrate. We will always remember that our students and faculty make us great. Because of that, we will remain committed to meeting your needs

Whether you are just beginning or continuing your educational journey, KSU welcomes you to join the other 2300+ students who are pursuing their dreams and working to achieve their goals at Kentucky State University. Come help us grow and better serve our community.

Sincerely,  
Mary Evans Sias, Ph.D.  
President  
Spring 2004

# ACCREDITATIONS AND INSTITUTIONAL MEMBERSHIPS

Kentucky State University is accredited by the

# UNIVERSITY ACADEMIC CALENDAR

## FALL SEMESTER 2004

August 16-17 Monday-Tuesday—New student orientation  
 August 17 Tuesday—Registration for new students  
 August 18-20 Wednesday-Friday—Continuing students register or complete registration  
 August 23 Monday—Classes begin  
 August 27 Friday—Last day of late registration  
 Friday—Last day to add/change registration  
 September 3 Friday—Fall payment deadline  
 September 6 Monday—Academic holiday (Labor Day)  
 September 10 Friday—Last day for students to submit an Application for Degree to Departments for the Spring 2005 semester  
 September 17 Friday—Last day for Departments to submit Applications for Degree to the Office of the Registrar for the Spring 2005 semester  
 October 8-14 Friday-Thursday—Midterm assessment/examinations  
 October 15 Friday—Last day for students to submit work for Incomplete grade received in Spring & Summer 2004 semester/session  
 October 15 Friday—Academic Holiday (Founders' Day)  
 October 16 Saturday—Homecoming  
 October 18 Monday—All Midterm Warnings to be input by departments no later than 12:00 noon  
 Monday—All grade changes for Incomplete work from Spring & Summer Sessions 2004 due in the Office of the Registrar  
 October 25-29 Rising Junior Assessment  
 October 29 Friday—Last day to drop classes or withdraw from the University with a "W"  
 November 1 Monday—Preregistration for the Spring 2005 semester begins  
 November 1-12 Student evaluations of faculty  
 November 2 Tuesday—Academic Holiday (Election Day)  
 November 24 Wednesday—Thanksgiving holiday begins at 12:00 noon  
 November 29 Monday—Classes resume  
 December 11 Saturday—Last day of classes  
 Dec. 13-18 Monday-Saturday—Final examinations

December 15 Wednesday—Reading Day (no exams except for Wednesday evening classes)  
 December 18 Saturday—Semester ends  
 December 20 Monday—All grades to be input by faculty not later than 12:00 noon

## SPRING SEMESTER 2005

January 10-11 Monday-Tuesday—New student orientation  
 January 11 Tuesday—Registration for new students  
 January 12-14 Wednesday-Friday—Continuing students register or complete registration  
 January 17 Monday—Academic holiday (Observance of Martin Luther King, Jr.'s Birthday)  
 January 18 Tuesday—Classes begin  
 January 21 Friday—Last day of late registration  
 Friday—Last day to add/change registration  
 January 28 Friday—Spring payment deadline  
 February 4 Friday—Last day for students to submit an Application for Degree to Departments for the Summer session and Fall semester 2005  
 February 11 Friday—Last day for Departments to submit an Application for Degree to the Office of the Registrar for the Summer session and Fall semester 2005  
 March 7-12 Monday-Saturday—Midterm assessment/examinations  
 March 11 Friday—Last day for students to submit work for an Incomplete grade received in the Fall 2004 semester  
 March 14-20 Monday-Sunday—Spring vacation  
 March 21 Monday—All Midterm Warnings to be input by departments no later than 12:00 noon  
 Monday—All grade changes for Incomplete work from Fall 2004 semester due in the Office of the Registrar  
 March 21-25 Rising Junior Assessment  
 Mar. 28-Apr. 9 Student evaluations of faculty  
 April 1 Friday—Last day to drop classes or withdraw from the University with a "W"



# THE UNIVERSITY: A HISTORY OF PUBLIC SERVICE

## **MORE THAN A CENTURY OF EXCELLENCE IN HIGHER EDUCATION**

From its modest beginnings as a small normal school for the training of black teachers for the black schools of Kentucky, Kentucky State University has grown and evolved to become the state's unique, small, liberal studies institution, serving students without regard to their race, age, sex, national origin, or economic status.

The University was chartered in May 1886 as the State Normal School for Colored Persons, only the second state-supported institution of higher learning in Kentucky. During the euphoria of Frankfort's 1886 centennial celebration, when vivid recollections of the Civil War remained, the city's 4,000 residents were keenly interested in having the new institution located in Frankfort. Toward that end, the city donated \$1,500—a considerable amount in 1886 dollars—and a site on a scenic bluff overlooking the town. This united display of community enthusiasm and commitment won the day. The new college was located in Frankfort in spite of competition from several other cities.

Recitation Hall (now Jackson Hall), the college's first building, was erected in 1887. The new school opened on October 11, 1887 with three teachers, 55 students, and John H. Jackson as president.

In 1890 the institution became a land grant college, and the departments of home economics, agriculture, and mechanics were added to the school's curriculum. The school produced its first graduating class of five students in the spring of that year. A high school was organized in 1893. This expansion continued into the twentieth century in both name and program. In 1902, the name was changed to Kentucky Normal and Industrial Institute for Colored Persons. The name was changed again in 1926 to Kentucky State Industrial College for Colored Persons. In the early 1930's the high school was discontinued, and in 1938 the school was named the Kentucky State College for Negroes. The term "for Negroes" was dropped in 1952. Kentucky State College became a university in 1972, and in 1973 the first graduate students enrolled in its School of Public Affairs.

Over the past 20 years more than 30 new structures or major building expansions have enhanced Kentucky State University's 511-acre campus, which includes a 203-acre agricultural research farm.

Kentucky State University is the smallest of Kentucky's public universities with an enrollment of approximately 2,300 students and 130 full-time instructional faculty members. During a typical

academic year, the University's student and faculty

composition indicates a substantial racial balance:

Students:	74% full time 26% part time
	69% residents of KY 31% non-KY residents
	62% African American 32% white 6% other
Faculty:	35% African American 57% white 8% other

Kentucky State University today has more than 35 campus structures to serve its family, 11 of which are used for instructional purposes. Many courses are taught each academic year in off-campus classes throughout Franklin County and the surrounding six-county service area. The University's student-faculty ratio is the lowest among public institutions of higher learning in Kentucky.

Today's students have the opportunity to receive an associate (two-year) degree in three disciplines, a baccalaureate (four-year) degree in 24 disciplines—several of which have optional specializations, and a master's degree in three disciplines. Students may also elect to prepare for professional schools through the University's arrangements with the University of Kentucky, the University of Louisville, the University of Maryland at College Park, Vanderbilt University, Meharry Medical College, Florida A&M University, Northern Kentucky University, Auburn University, Tuskegee University, Southern College of Optometry (Memphis), the University of Houston, and the University of Alabama-Birmingham.

## **VISION**

In the twenty-first century, Kentucky State University, a diverse and unique liberal studies, 1890 land grant institution, will be a comprehensive institution that effectively utilizes its resources to create an exceptional learning community. In its curricula, services, and outreach, Kentucky State University will remain committed to its rich heritage and dedicated to its future. Outstanding faculty and staff will prepare leaders committed to continuous improvement of the opportunities for expression and participation in the life of the University, the Commonwealth, the nation, and the

world.

## **MISSION**

KSU's liberal arts programs draw upon the unique diversity of the institution and its African-American heritage. As an 1890 Land Grant institution, KSU is committed to providing quality research and other community outreach initiatives. The work of the Governmental Services Center meets the institution's statutory responsibility to serve public employees in the Commonwealth. Teacher education and other selected undergraduate and graduate programs are articulated through agreements with other institutions in the system.

Admissions guidelines are consistent with the systemwide policy to provide broad access to our small classes within a nurturing and stimulating environment that prepares undergraduate and graduate students to become successful citizens and professionals.

KSU is ever vigilant in its resolve to collaborate with other institutions in the Commonwealth to increase the effectiveness of Kentucky's postsecondary system, especially in the promotion of cost effectiveness, quality assurance and accountability.

## **INSTITUTIONAL ADMISSION STANDARDS**

Kentucky State University shall admit students to the institution under selective admission standards which exceed the minimum guidelines established by the Council on Postsecondary Education, with only limited

education institutions in Kentucky and one of the most diverse in the nation. In a typical year, the institution's student body is equally divided between African American and Caucasian students. About two percent of the students come from 14 foreign countries. The faculty is comprised

Excellence for the Study of Kentucky African Americans (CESKAA). The unique mission of the Center is to serve as a cultural, research, and teaching resource to identify, collect, develop, research, preserve, and disseminate information and materials about the Kentucky African American, the African American, and the African heritage and experiences and their contributions to world civilization.

KSU's location in Frankfort, Kentucky's capital city, permits the University to offer unique and outstanding state government student in



# THE SETTING

ON THE HILL

## **THE STATE CAPITAL: AN EXTENDED CAMPUS**

Frankfort, the capital city of Kentucky and the home of Kentucky State University, lies on the western edge of the state's Bluegrass region. The city of 30,000, which is more than 200 years old, grew along the banks of the Kentucky River in a small valley bordered by limestone cliffs. Preservation of historic structures throughout the city adds to its picturesque quality. Easily accessible by major highways, Frankfort is within a short drive of Lexington, Louisville, and Cincinnati.

Frankfort's history is rich with familiar names and events. Daniel and Rebecca Boone are buried in a cemetery overlooking the city, just a few minutes' walk from the Kentucky State University campus. In the old Statehouse, Aaron Burr was brought before a grand jury on the charge of treason. The Military History Museum contains artifacts going back to the Revolutionary War and Civil War periods. Old houses at the Corner of Celebrities, located in the city's oldest residential neighborhood, have at different times been the residences of governors, supreme court judges, senators, and other noted statesmen. The Old Capitol Building is a finely restored example of Greek Revival architecture and the first public work by renowned architect Gideon Shryock. Its marble double-spiral staircase is a beautiful example of innovative design and superb craftsmanship.

The Orlando Brown House, also designed by Shryock, and Liberty Hall, built by statesman John Brown, served as meeting places for such famous

figures as Zachary Taylor, James Monroe, Andrew Jackson, and Theodore Roosevelt. These two houses, along with the Glen Willis House, provide the city with beautiful areas for public receptions and with formal gardens along the river.

Today, offices of state government, the University, and local organizations join together to provide the city with places and events of interest. Beautifully planted gardens at the new State Capitol and throughout the city establish pleasant and congenial surroundings. The Frankfort Arts Foundation brings nationally recognized talent to Frankfort for musical and theatrical productions. Art galleries show works by the widely known late local painter, Paul Sawyier, along with shows by other nationally and locally known artists. The Game Farm, established in 1944 by the State Department of Fish and Wildlife Resources, is only three miles from downtown Frankfort. In addition to its woods and lakes, which serve as rest and feeding areas for migratory birds, almost all of Kentucky's native animal species are in residence.

Frankfort is a diverse community that offers Kentucky State University students a variety of opportunities for recreation and personal growth. Students can choose to be a part of this community in a variety of ways. It offers access to a rich cultural and historical perspective while providing avenues for involvement in civic and community affairs.

# THE LAND GRANT MISSION

Kentucky State University is one of eighteen 1890 Land Grant institutions that were mandated by the Morrill Act of 1890 to conduct research, extension, and teaching in the food and agricultural sciences. This fact enables Kentucky State University to offer many opportunities for students interested in learning more about the food and agricultural sciences.

## **COMMUNITY RESEARCH SERVICE**

Research responsibilities are assumed at the University by the Community Research Service. Research programs are administered by the U.S. Department of Agriculture's Cooperative State Research Education and Extension Service.

The mission of Kentucky State's Community Research Service is to help resolve agricultural, economic, and social problems of the people of Kentucky, especially those people with limited resources living in rural and urban communities. Currently, research is being conducted in four broad areas: aquaculture and natural resources; human nutrition, health, and home economics; plant and soil science; and rural development. Scientists with diversified educational backgrounds as well as domestic and international experiences are involved in outstanding research, including projects in warm- and cold-water fish production, water quality, environmental toxicology, plant tissue culture, integrated pest management, horticulture, apiculture, and nutritional problems of the elderly.

The Atwood Agricultural Research Facility houses the principal laboratories and serves as the hub for program activities. Augmenting this facility are a research farm, greenhouses, and a fish hatchery/pond complex---all designed to test theoretical laboratory work under practical field conditions.

Students can participate in research projects as laboratory assistants, and may earn academic credit through cooperative education. Research partnerships with several state/federal agencies and private industries have enhanced agency-sponsored internship opportunities for students. KSU encourages the participation of minorities and international students.

High school juniors and seniors participate in the research program through the Research Extension Apprenticeship Program, which provides exposure to research and related career opportunities. An on-campus U.S. Department of Agriculture liaison is available to counsel students on national initiatives and career opportunities in the food and agricultural sciences. A scholarship is available to students

To effectively reach its audience of limited-resource Kentucky residents, the Extension Program routinely seeks outside funding to augment its program resources. It has thus far obtained more than \$1,000,000 in outside funds to help farmers and families increase the quality of their lives and the efficiency and productivity of their economic enterprises.

Each program is developed to meet a need expressed at the local level and to help Kentuckians deal effectively with the tasks of everyday living. The payoff is evident in dollars saved, in more satisfying relationships, and in more attractive homes and communities.

Students at Kentucky State University can learn more about Cooperative Extension as a career choice through student work assignments, work-study, and

other student employment opportunities.

The Cooperative Extension Program is housed in a state-of-the-art office/meeting complex that greatly assists staff in carrying out the mission of the Extension System. Through the work opportunities listed above, students are able to receive educational instruction not only in the specific program areas of Extension, but in the broader areas of communications specialties. Incorporated into the Extension facility are the most modern technologies that enable the University to interact with diverse audiences while never leaving campus. Video, audio, and graphic technologies offer students the opportunity to receive educational experiences in the most current methods of individual and mass communications.

# THE CENTER OF EXCELLENCE FOR THE STUDY OF



Favorable consideration for admission will be given to accredited secondary school graduates whose college aptitude test scores and high school grades give promise of success in college. Secondary school students planning to apply for admission to KSU should emphasize the following school courses: English, mathematics, history, and science. They must also meet the University general admission requirements.

### **Admissions Index**

The admissions index was established to quantify an assessment of a student's high school activities and ACT assessment. The admissions index is a numerical score calculated by multiplying the ACT by 10, the grade-point average by 100, and by adding the two sums. The equation is as follows:  $ACT \times 10 + GPA \times 100 = \text{index}$ . SAT I verbal and math scores are converted to ACT composite scores for use in the admissions index according to a table of equivalencies developed by the Kentucky Council on Postsecondary Education ([www.cpe.state.ky.us](http://www.cpe.state.ky.us)).

### **Unconditional Admission for First-Time Freshmen**

Kentucky State University requires students to meet an admission index of 430 or greater and to complete the Pre-College Curriculum (PCC) in order to be admitted unconditionally to the University.

### **Conditional Admission for First-time Freshmen**

Students with an admission index of 320-429 may be granted conditional admission. Applicants with an admission index of 320 or greater with PCC deficiencies also may be conditionally admitted to the University. Students granted conditional admission may not take more than 13 credit hours in their first semester. If a conditionally admitted student fails to earn a GPA of 2.0 in his/her first semester, no more than 13 credit hours may be attempted in his or her second semester. If a student fails to achieve a college GPA of 2.0 or better, then he or she may be suspended. If a student fails to successfully complete all mathematics and English deficiencies with the first 30 semester credit hours of course work, he or she will be suspended from the University. (See Academic Policies section XX.C.1-2.)

Conditional status will be removed upon satisfying all of the following:

- (a) Successful removal of PCC deficiencies in mathematics and English
- (b) A college GPA of 2.0 or better
- (c) Submission of all required admission documents, including SAT or ACT scores.

### **Denied Admission - Appeal Process**

Applicants who are denied admission to the University for any reason will receive written notice of such denial. Students wishing to challenge the admission decision may make a written appeal which

The following students are not required to have the PCC requirements:

- C Associate degree seeking students
- C International students
- C Nonresident students
- C Students entering baccalaureate-degree status with twenty-four (24) or more semester credit hours applicable to a baccalaureate degree with a GPA of at least 2.00 on a 4.00 scale
- C Students enrolled in a community or technical college or a community college type program
- C Active duty military personnel, their spouses and dependents
- C Students who have reached their 21<sup>st</sup> birthday before the beginning of the semester or term

### **Advanced Standing and Credit**

Prospective students are advised to request from the Testing Office at Kentucky State University information on the Advanced Placement Program.

Entering students with superior preparation or with competence in a specific area may qualify for advanced placement or credit. Placement or credit may be granted on the basis of Advanced Placement Examination (AP Exams) of the College Board, International Baccalaureate scores, College Level Examination Program (CLEP), General and Subject examinations, and other evidence of experience and competence.

Students transferring to Kentucky State University who have received advanced placement credits from another institution may be awarded these credits insofar as Kentucky State's requirements for awarding such credits are met. Advanced placement credits may not be substituted for residency requirements.

### **Admission of Transfer Students**

The transfer student must submit the following additional documents for admission consideration:

- C Transcripts of all college work attempted
- C A letter of good standing from the registrar of the institution last attended (if student was suspended or dismissed from the last institution attended)
- C A letter of recommendation from the Dean of Students or the Vice President of Student Affairs verifying a satisfactory citizenship record (may be faxed to the Admissions Office)

All transfer students who have completed 24 or more semester hours of college work must have earned a cumulative GPA of 2.00. The transfer student is not at liberty to disregard any part of his/her previous college or university records. Failure to report enrollment at another institution may result in dismissal and/or loss of credits earned at KSU. In the event of academic suspension/dismissal from any institution previously attended or currently being attended, an applicant must provide a letter of good standing from the last institution attended. Transfer applicants who were not eligible for

admission to Kentucky State University when they graduated from high school must present a minimum of 24 semester hours of college credit.

Placement examinations may be required of applicants transferring into Kentucky State University before registering for classes.

### **Admission of Transient/Visiting Students (Non-Degree Candidates)**

A student in good standing in an accredited college may be admitted to the University as a Transient/Visiting student. To be eligible for consideration, an applicant must submit an application, a letter of good standing, and a \$22.00 application fee (\$74.00 for international applications).

Transient status does not constitute admission or matriculation as a degree candidate. The transient is, however, subject to the same fees and regulations as a regular student except for the continuation-in-residence requirements.

### **Admission of Non-Traditional and/or Non-Degree Seeking Students**

Students who are twenty-one years of age or older or non-degree seeking may receive conditional admission to the University (if they do not qualify for unconditional admission). Such students are exempted from the PCC requirements and not required to do remedial course work. In addition, such students may obtain University credit hours through Academic Unit Challenge Examinations or by satisfactory performance on the College Level Examination Program (CLEP) tests. Students admitted without an ACT or SAT-1 score should refer to Academic Policies, section XXIII-B.

### **Admission of International Students**

The University welcomes admission inquiries from international students. International students should have complete admission applications on file three months before the beginning of the term (summer/semester) in which they intend to enroll.

The international student must submit the following:

- C An application for admission with a \$74.00



- C a score of 500 or better on the Test of English as a Foreign Language (TOEFL) paper-based exam or 173 or better on the TOEFL computer-based exam;
- C completion of Level 109 at an ELS Language Center
- C satisfactory completion of Freshman Composition I as a U.S. college or university;
- C a score of 18 on the verbal portion of the ACT;
- C a score of 480 on the verbal portion of the SAT-I;
- C a score with a minimum Band of 5.0 from the International English Language Testing Service (IELTS).

Upon receipt of the official letter of acceptance, the international student must prove his/her ability to meet college expenses by one of the following means:

- 1) an award of a full scholarship or similar financial aid covering tuition, room, and board
- 2) a confirmation deposit of \$3,500 (US) be sent to the Office of Admissions. A student may use a maximum of 65% of the \$3,500 deposit to pay the first semester's tuition and fees. The balance will remain on account until the student graduates or withdraws from Kentucky State University.

In addition to meeting one of the above requirements, the international student must complete a Declaration and Certification of Finances form to qualify for an Immigration Form (I-20) to be sent by KSU.

## **STUDENT CLASSIFICATIONS**

**Kentucky Resident:** A student who is a resident of Kentucky or whose parent(s) is(are) a resident(s) of Kentucky is considered a resident of the state. If a Kentucky resident graduated from an out-of-state high school, proof of residency must be submitted in order to avoid out-of-state tuition. Submission of a residency affidavit may be required to show proof. (See Residency

# LIBERAL STUDIES AND THE UNIVERSITY

Kentucky State University is the Commonwealth's unique public liberal studies institution.

Liberal studies comprise the traditional subjects of the arts and sciences, such as mathematics, poetry, history, politics, literature, languages, fine arts, philosophy, psychology, chemistry, and economics.

Subject matter alone, however, exhausts neither the meaning of liberal studies nor of a liberal studies education. A liberal studies education and preparation for a career or a profession are obviously not mutually exclusive. Whether one is a pre-engineering or an English major, a pre-medical or pre-law student, a computer science student or someone interested in a career in teacher education or business management, Kentucky State University best serves those students, who, regardless of their long-range goals, seek to think for themselves. Such students are those who wish to think clearly, to argue persuasively, to write with clarity and liveliness, and to gain both a cultural and historical perspective on the human experience as well as an in-depth knowledge in at least one area of human thought. Liberal studies spark curiosity and broaden vision. Liberal studies education provides the tools by which people come to understand the world, one another, and themselves.

In short, liberal studies develops independent and critical thinking. More critical than the development of specialized skills, the development of independent thinking is the foundation for personal growth. The possession of specific skills, however important they

may be, is insufficient if one is unable to confront life changes with resourcefulness and clarity of thought. Job skills change with the passing of time and the shifting demands of industry; however, the ability to think for oneself is the governing resource of truly educated individuals.

In a 1983 speech at Kentucky State University, Edwin Delattre, then president of St. John's College, spoke of the power of liberal education in these words:

*Minds can be shackled by laws against education, by parental indifference, by propaganda, by distinction, and in a thousand other ways. Worst of all, people can enslave, enshackle, victimize their own minds, without any help from anyone else. It happens all the time, and you can see the marks, the wounds and scars, of these shackles every day, everywhere, if you know what to look for. It is often very hard, though, to see or feel these shackles inside oneself.*

*Liberal education—liberating education—is the kind which ferrets out these shackles, seeks to open them where they exist, and prevent them where they do not.*

Education of this sort must be earned, because it comes with persistence and effort. Ultimately, liberal studies requires the courage to follow a question persistently and resourcefully wherever it might lead. At Kentucky State University, education is the daily pursuit of intellectual and moral maturity by students, faculty, and staff.

# ACADEMIC INFORMATION

Kentucky State University serves many ends and many needs, but the true test of an institution's quality is whether its graduates have learned to think for themselves. St. Augustine paid his education the

must have the approval of the Office of the Registrar. (Major core transfer courses are approved in the major departments.)

Certain Liberal Studies Requirements may also be fulfilled through the University's testing programs or other testing programs. For a listing of courses and the tests through which semester credit hours may be earned, see the catalogue section on Credit by Examination/Certification and Credit for Life Experience.

### LIBERAL STUDIES REQUIREMENTS

*Note: All students need to consult their degree requirements for variances to these Liberal Studies requirements.*

#### I. Languages and Reasoning

ENG 101—English Composition and Rhetoric I	3
ENG 102—English Composition and Rhetoric II	3
SPE 103—Interpersonal Communication	3
MAT 111—Contemporary Mathematics or above	3
*Foreign Language	<u>6</u>
TOTAL: 18	

\*The University requires a proficiency level in a foreign language equal to that which the student would have achieved after taking two semesters of language at the 101/102 levels. Students who have completed language training at the high school level may satisfy all or part of the foreign language requirement through the Advanced Placement Program (described elsewhere in this Catalogue) or through the College Level Examination Program (CLEP) (see Catalogue section, Division of Literature, Languages, and Philosophy, for more information).

#### II. Fine Arts, Letters, History, and Integrative Studies

ART 130—Introduction to Art OR	
MUS 130—Introduction to Music	3
ENG 211—Introduction to Literature	3
HIS 103—Western Civilization	3
*Integrative Studies	
IGS 200—The Foundations of Cultures	3
IGS 201—The Convergence of Cultures	3
IGS 300—Search for New Forms of Culture	3
IGS 301—Studies in African Cultures OR	
IGS 302—Studies in Asian Cultures OR	
IGS 303—Studies in Latin American Cultures OR	
IGS 304—The African-American Experience	<u>3</u>
TOTAL: 21	

\*Up to 15 semester credit hours of Integrative Studies may be elected by a student or required for a major.

#### III. Sciences

A. Behavioral (select one):	
PSY 200—General Psychology OR	
SOC 203—Principles of Sociology	3

B. Social (select one):	
ECO 200—Survey of Economics OR	
POS 101—American Government	3
C. Natural:	
BIO 101—Life Science	3
(select one):	
BIO 112—Exploration of Modern Topics in Biology OR	
PHY 111—Introduction to Physics I OR	
PHS 201—Physical Sciences I OR	
PHS 202—Physical Sciences II	<u>3</u>
TOTAL: 12	

#### IV. Health Education

(select one):	
HED 221—Personal Health and Lifetime Fitness OR	
PHE Physical Education activity course(s)	<u>2</u>
TOTAL: 2	

TOTAL HOURS: 53

### LIBERAL STUDIES REQUIREMENTS

## **CLASS SCHEDULING POLICY**

Kentucky State University follows a comprehensive plan that governs the offering of courses on a long-term basis. The University's Nine-Semester Schedule of Courses permits students and their advisors to develop an effective plan which identifies when required and elective courses may be taken. In general, all upper-division courses (elective or required), necessary to complete undergraduate degree requirements for a program, shall be offered at least once every two academic years.

## **PRE-PROFESSIONAL PROGRAMS**

Kentucky State University offers preparatory programs for students intending to enter the fields of medicine, dentistry, law, engineering, optometry, pharmacy, veterinary medicine, community health, cytotechnology, clinical laboratory sciences, nuclear medicine technology, and physical therapy. Most of these programs are housed in various divisions of the College of Arts and Sciences and in the Whitney Young College. The requirements for a pre-law curriculum can be fulfilled by a strong major, such as English or Political Science, which are housed in the College of Arts and Sciences, or Liberal Studies pre-law option, which is housed in the Whitney Young College.

In addition to preparing students for entrance into the professional schools of their choice, Kentucky residents attending Kentucky State University and meeting certain requirements, will be eligible for three percent of the openings annually at Kentucky's publicly-supported law, medical, and dental schools. Students interested in any of the above professional areas should contact the University's pre-professional program advisors through the College of Arts and Sciences. Information regarding veterinary medicine may be found in the section of this Catalogue describing the Division of Mathematics and Sciences.

## **COOPERATIVE EDUCATION PROGRAM**

Cooperative education at Kentucky State University is an academic program incorporating alternating and

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student's responsibility to notify the campus certifying official of any changes in his or her schedule during any given semester for which he or she is receiving educational benefits. Failure to do so may result in an overpayment, and the student may be charged with a debt to the United States Government.

## **MILITARY SCIENCE PROGRAM**

### **ARMY ROTC**

Kentucky State University has entered into a partnership agreement with the Army Reserve Officers Training Corps (ROTC) program at the University of Kentucky. Currently only AMS 102 and AMS 103 are offered on the KSU campus; all other Military Science classes are taught at the University of Kentucky, Lexington, Kentucky. Students who wish to participate in the ROTC program receive ROTC scholarship assistance, become commissioned as second lieutenants in the United States Army, and may attend the Military Science program at the University of Kentucky through this partnership agreement. Participating students must provide their own transportation to the University of Kentucky for Military Science classes that are not taught on the KSU campus as well as other ROTC activities.

The Military Science Program is open to both men and women and follows a general military science curriculum. Three- and two-year ROTC scholarships are available on an equally competitive basis to qualified freshmen and sophomores. These scholarships pay all tuition and required fees up to \$8,000 or 80% of the combined total of tuition and required fees for costs over \$8,000. The scholarship students also receive a \$100 monthly stipend. A military obligation is incurred in exchange for the scholarship funds. Minimum courses required and credit hours for each are listed in the course description section of this Catalogue under the Army Military Studies (AMS) course prefix.

Students interested in the Army ROTC Program should contact the KSU ROTC office in the Academic Services Building or write to the Professor of Military Science, University of Kentucky, Lexington, KY 40506 for further information.

### **AIR FORCE ROTC**

Kentucky State University, in cooperation with the Air Force Reserve Officers Training Corps (Air Force ROTC) detachment at the University of Kentucky, offers a two-, three-, or four-year Air Force ROTC program. These programs allow qualified students an opportunity to earn commissions as officers in active duty in the U.S. Air Force while completing the requirement for a degree in their chosen field. The Air Force ROTC courses are offered on the campus of the University of Kentucky. Students are responsible for their own transportation. Students attend classes at the University of Kentucky (UK) while enrolling for all other courses at Kentucky State University. Interested students should contact the

AFROTC office at UK at (606) 257-7115 for enrollment information.

Upon graduation from KSU and completion of either the two-, three-, or four-year Air Force ROTC program, students are commissioned as active duty second lieutenants in the United States Air Force.

Scholarships are available to qualified students who enroll in the Air Force ROTC program. These scholarships provide full payment of tuition, laboratory fees, an allowance for books, and a tax-free monthly subsistence allowance.

## **ACADEMIC TRANSCRIPT REQUESTS**

The Office of the Registrar processes all transcript requests. Students requiring a record of their academic coursework (transcript) at Kentucky State University may request the information by contacting the Office of the Registrar. The cost for transcripts is \$5.00 for overnight processing or \$7.00 for same-day processing. Request for transcripts may be made by:

- C visiting the office in person; or
- C faxing to (502) 597-6239; faxed requests must include credit card information for payment; or
- C mailing the request with a money order to: Transcripts, Office of the Registrar, ASB 323, Kentucky State University, 400 East Main Street, Frankfort, KY 40601.

The requests should include the following information: social security number, current mailing address, dates of attendance, degree received, and applicant's name as it was recorded when in attendance. Kentucky State University does not take telephone requests for transcripts.

## **KENTUCKY STATE UNIVERSITY STUDENTS AS VISITORS AT OTHER INSTITUTIONS**

KSU students may earn a limited amount of credit toward an associate or baccalaureate degree at another institution.





satellite up-link and down-link capabilities. These conference rooms are used for video conferences and distance learning.

### **CONTINUING AND DISTANCE EDUCATION**

The Office of Continuing and Distance Education (OCDE) offers career and professional development opportunities for people within the University's Central Kentucky service area. Credit and non-credit courses enable individuals to expand their career options, explore the world with its many cultures, or pursue personal goals and interests. In addition to over 650 on-campus classes offered each semester, the University also offers a wide range of distance learning environments for students unable to take full advantage of traditional on-campus options. These include:

#### **Interactive Television (ITV)**

Through two-way audio and video facilities, students interact with faculty in real-time from distance learning sites throughout central Kentucky and the State. Many

Peers (PEP) Program to help you meet the challenges you will face in math, Spanish, biology, chemistry, accounting, French, and computer science.

FYE's UNV 101 course takes you on a journey of discovery where you will become familiar with all of the services KSU has to offer ensuring that your transition to university life is a smooth one.

Your investment of time and energy, and your

commitment to education is one of the best you will ever make. Kentucky State University has implemented the First-Year Experience Program to assist you in making it a successful and rewarding investment. Students interested in obtaining more information should contact the Director of the First-Year Experience in Hathaway Hall 102, at (502) 597-6217.



# GUIDELINES FOR IMPLEMENTATION OF THE GENERAL EDUCATION TRANSFER POLICY

## I. Introduction

Following adoption by the Kentucky Council on Postsecondary Education of a policy for the transfer of general education credits at public colleges and universities in the Commonwealth, a committee was established to oversee the implementation of the policy. These Guidelines represent a condensation of the Council's policy and attempt to address frequently asked questions. The Guidelines should assist students and their academic advisors in planning programs of study.

To participate fully at the program level, students must be graduates of Associate in Arts/Associate in Science (AA/AS) transfer programs which contain 48 hours, including the Core Transfer Component, of lower-division general education, or complete 60 hours of study which meet the same conditions.

The Core Transfer Component represents common elements of current general education programs at Kentucky institutions. Students will benefit to the extent that their program of study reflects the composition of the Core Transfer Component or individual categories in the Component. Graduates of Associate in Applied Science (AAS) programs will participate in this transfer policy by comparing the Core Transfer Component to their respective programs of study.

The Policy on General Education Transfer was established to:

- Emphasize those aspects of general education requirements which are common among public institutions in Kentucky, and to encourage completion of approved AA/AS transfer programs;
- Promote the acceptability of general education credits as students transfer from one public institution to another;
- Enhance cooperation among institutions with respect to academic advising for undergraduates who plan to transfer from one public institution to another; and
- Serve as a framework for developing pre-major transfer programs for specific majors.

## II. Basic Assumptions and Principles

1. The transfer of general education credits is predicated on the acquisition of competencies in broad academic areas rather than on a comparison of individual courses taken at one

institution or another. The issue is not how particular general education courses at the sending institution match up with general education courses at the receiving institution, but how the competencies in various general education programs are similar to one another. Universities will recognize the completion of a Council-approved AA/AS transfer degree by admitting students to junior-level standing and accepting the corresponding general education credits as meeting institution-wide lower-division general education requirements at the receiving institution. Students are encouraged to complete an approved AA/AS transfer program prior to transferring.

2. Each institution recognizes the professional integrity of all other public institutions in the acceptance of their general education program.
3. The General Education Transfer Policy is limited to lower division requirements and applies only to transfer students (as distinct from transient students).
4. The general education requirements covered in this policy are not intended to fulfill general education requirements for particular majors. Specifically, the general education requirements of a specific major will not be set aside by this policy. This is a most important distinction and should be noted by students and their advisors.
5. When fully implemented, the transfer system at all institutions will include an audit process through which the sending institution will certify to the receiving institution the general education categories which the student has completed.
6. Close cooperation and communication among colleges and universities will be established to facilitate the transfer process for students and to enable the participating institutions to maintain timely and comprehensive information. Particular attention will be paid to academic advising on each campus and to interaction among campuses in order to inform students about the nuances of general education requirements at the various institutions.

7. Each receiving institution will provide a process for students to appeal decisions related to the transfer of general education credits.
8. The General Education Transfer Policy became effective at the beginning of the spring term in 1996. Students transferring after this date may request an audit from the sending institution.

### **III. Certification of General Education Blocks**

1. **Fully Certified.** Students who have completed a general education program of 48 semester hours which includes the 33-hour Core Transfer Component (see below), have received an approved AA or AS transfer degree, or have earned sixty hours of undergraduate credits and hold a cumulative GPA of 2.0 or better will be “Fully Certified” for purposes of transfer. If the receiving institution’s general education program requires more than 48 hours, the student will be required to earn additional general education credits.
2. **Core Component-Certified.** Students in good academic standing who have completed a core of courses (33 hours) in the areas listed below will be “Core Component-Certified” for purposes of transfer. Individuals in this category must fulfill the remaining general education requirements of the receiving institution which have not been satisfied through the Core Component.
3. **Category-Certified.** Students who have completed some, but not all, of the five categories in the 33-hour Core Component, will be “Category-Certified” for purposes of transfer. Individuals in this situation must fulfill all of the remaining general education requirements of the receiving institution which have not been satisfied through “Category” Certification.

### **THE 33-HOUR CORE COMPONENT**

#### **Communications—9**

Written Communications—6

Oral Communications—3

**What information can a receiving institution expect from a sending institution regarding a student's general education certification?**

The sending institution will indicate, either on the transcript or as an attachment to the transcript, whether the student is Fully Certified, Core Component-Certified, or Category-Certified in general education.

**Will information about the completion of transfer credits at one institution be automatically sent to another institution, or must students request this service?**

Some institutions have the capability to include general education certification on the transcript by using an automated process. Other institutions do not. Students should request a general education audit when they submit a transcript request.

**Who will receive the documentation certifying general education transfer?**

A centralized office on each campus will receive the transfer information. Normally, the Office of Admissions will handle this task.

**Does this policy affect general education requirements for specific majors?**

No. The General Education Transfer Policy does not add to, subtract from, or change any general education courses required for a major. Students need to work closely with their advisors to determine what relationship, if any, exists between requirements for general education and requirements for a specific major. This is a most important issue and should be carefully noted.

**What appeal do students have in case of misunderstandings or disagreements?**

Each institution has a process for appeals related to the General Education Transfer Policy. Also, each institution appoints a person to serve as the official institutional liaison with respect to the Policy. Students in need of assistance should contact that individual.

**Who are considered transfer students?**

Transfer students are those who transfer from one public higher education institution (sending institution) to another public higher education institution (receiving institution) with the intention of completing their educational program at the receiving institution.

**Who are transient (or visiting) students?**

Transient students are students in good standing in any recognized institution who enroll in another institution with the intention of transferring the credits earned to their home institution.

**Does the Transfer Policy allow students to receive duplicate credit by taking courses at one institution and repeating equivalent or similar courses at another institution?**

No. The General Education Transfer Policy does not impact the policies of the respective institutions with regard to duplicate course credit. Students should work closely with their academic advisors to make appropriate course selections before and after transferring from one institution to another.

**POLICIES**

Transcript evaluations at Kentucky State University are carried out in accordance with guidelines published by the American Association of Collegiate Registrars and Admissions Officers, the Kentucky Council on Postsecondary Education, and the Southern Association of Colleges and Schools.

All credits earned with a grade of "C" or better from a regionally accredited institution of higher education will be accepted for transfer. The transcript evaluation will determine the applicability of these credits to degree requirements at Kentucky State University. Credits that do not fulfill degree requirements will be accepted as free electives if grades of "C" or better were earned.

Kentucky State University will not give upper-level credit for courses completed at junior and community colleges without validation that the courses are equivalent to upper-level University courses.

**PROCEDURES**

Responsibility for the initial evaluation of transcripts for transfer credit rests with the University's Office of the Registrar. A transfer applicant is responsible for ensuring that all transcripts of previous college or university coursework are sent to the Office of Admissions. The admission decision cannot be made until all transcripts of previous college or university coursework, except for any coursework currently in progress, are received. In the event of academic suspension/dismissal from any institution previously attended or currently being attended, an applicant must submit a letter of good academic standing from the last institution attended, stating that he or she is eligible to return to that institution. Further, an applicant must submit a letter of recommendation from the Dean of Students of each institution attended.

Transfer credit from another institution accepted by the University will be placed on a student's academic record following completion of the student's first semester at the University. Transfer students will not have a University cumulative grade-point average until they have completed one semester of coursework at Kentucky State University. Quality points will be awarded only for work completed at KSU.

Upon completion of the initial evaluation of a transfer applicant's transcript(s), the Office of the Registrar will inform the applicant in writing as to the transferability of previously completed coursework and the applicability of these credits to degree requirements at the University. For students with an undeclared major, applicability of University-accepted credits to specific degree requirements will occur as part of the declaration of major process.

# ACADEMIC REGULATIONS AND POLICIES

Oversight of the Academic Regulations and Policies is given to the Academic Policies Committee of the Faculty Senate. Students are expected to become familiar with these regulations, as they apply to all students enrolled in undergraduate courses at Kentucky State University. In some cases, different policies apply to students enrolled in graduate courses. In these cases, graduate students are governed by the policies included in the graduate programs subsection of the Catalogue.

*The limitations in the definitions may be modified to meet accreditation, licensing, and/or certification requirements.*

## **I. General Definitions**

- A. A semester credit hour represents one clock hour of recitation or lecture, or two clock hours of laboratory per week for one semester for most courses; some



of free electives. A minimum of 45 semester credit hours in upper-level courses is required for graduation.

### **Associate Degree Programs**

An associate degree program is a planned and approved program of study leading to graduation with an associate degree. It is possible to complete an associate degree program in four semesters of normal full-time study. The minimum semester credit hour requirement shall be 64, and no program should require more than 76 semester credit hours. A student may elect to exceed this maximum in meeting personal education objectives.

Each associate degree program, except the Associate of Arts in Liberal Studies, shall include required major courses, support courses, and at least 15 semester credit hours of the Liberal Studies Requirements of the University. The liberal studies component shall include courses designed to develop skills in oral and written communication and in computational skills. The liberal studies component shall also include courses drawn from each of the following areas: humanities/fine arts, social/behavioral sciences, and natural sciences/mathematics. The Associate of Arts in Liberal Studies degree is comprised of 47 semester credit hours of liberal studies, 3 semester credit hours of support courses, and 15 semester credit hours of advised electives. Every associate degree program shall include the provision for a minimum of 3 semester credit hours of free electives.

### **The Major**

A major consists of a planned sequence of courses usually within a single discipline; however, a major may consist of a planned group of courses from more than one discipline. The minimum semester credit hour requirement for a major shall be 30, and the maximum shall be 48. A minimum of 18 semester credit hours in the major must be upper-level courses.

### **The Minor**

A minor consists of a planned sequence of courses, usually in a discipline related to the major. The minor shall consist of a minimum of 18 semester credit hours and shall not exceed 21 semester credit hours. A minimum of 12 semester credit hours in the minor shall be above the 100 level.

### **The Area of Specialization**

Some major programs consist of a core program of study within the academic unit as well as required additional study in one or more areas of specialization selected from options within or related to the discipline. The area of specialization shall consist of a minimum of 12 semester credit hours

and a maximum of 18 semester credit hours beyond the core, with a minimum of 12 in upper-level courses.

### **Pre-majors, Prerequisites, and Support Courses**

A degree program may identify and require courses as are justified for proper completion of the major. Courses may be from within the discipline (pre-majors or prerequisites) or from other disciplines (prerequisites or support courses). Such credits thus required are not included in the limitations stated previously, but are included in the minimum of 128 semester credit hours and the maximum of 144 semester credit hours for a baccalaureate degree.

### **Liberal Studies Requirements**

The Liberal Studies Requirements are described elsewhere in this Catalogue. These courses, whether unique requirements or optional requirements, may also serve as pre-majors, prerequisites, or support courses, but may not be included in requirements for a major, a minor, or an area of specialization. A student may not take a Liberal Studies Requirement on a pass-fail basis.

### **Free Electives**

Free electives may be selected by the student from any courses not required in the particular degree program, excluding remedial and non-credit course offerings.

*The limitations in the definitions may be modified to meet accreditation, licensing, and/or certification requirements.*

## **III. Academic Requirements for Graduation**

the prescribed schedule in the Academic Calendar. *No late applications will be accepted.* Students must submit a new application for a degree if they have been unsuccessful with a graduation attempt. A non-refundable graduation fee is assessed each time a student applies for graduation.

- C. No later than the semester of expected graduation, students must successfully complete a comprehensive exit assessment in the subject

which he/she is a candidate for graduation. A graduate student may pursue a maximum of 12 semester credit hours during the fall or spring semester of the academic year for which he/she is a candidate for graduation.

- E. An undergraduate student may pursue a maximum of 10 semester credit hours during the summer session, and a graduate student may pursue a maximum of 6 semester credit hours during the summer session.

#### **VII. Double/Multiple Majors**

A student wishing to pursue a double major must declare the first and second majors to the Registrar. A student will have earned a double major after he or she has completed all the requirements for the first and second majors and after completing a minimum of 128 semester credit hours. Unless otherwise specified, any course taken to satisfy a requirement (including electives) for one major may be used to satisfy a requirement for another major. The student who completes all the requirements for both majors receives a degree appropriate to the first major (either a B.A. or a B.S.) with a notation of the second major. The baccalaureate degree may be awarded for multiple majors and minors, provided the requirements for all majors and minors are met. The associate degree may be awarded for one or more majors, provided the requirements for all majors are met. A double major does not necessarily result in an additional degree.

#### **VIII. Concurrent Degrees**

A student may pursue two degrees of the same level in a given matriculation period, e.g., two baccalaureate degrees, two associate degrees, or two graduate degrees, when minimum graduation requirements are met with additional coursework for the appropriate degree level.



of this document. The instructor shall forward a copy to the student and retain a copy in the unit file.

5. If an "I" is received in a graduate-level course requiring a professional project or thesis, the incomplete must be removed within one calendar year after the completion of the term (summer session/semester) in which the "I" was assigned; otherwise, the grade of "I" will be automatically be changed to a grade of "F," and no further extensions shall be granted.
- J. Time Limitations for Grade Changes  
All grade changes must be processed within one semester from the time the original grade was recorded. These grade changes will be permitted only when there was an error in recording or calculating the grade.
- K. Appealing a Course Grade (see Section XXI.F.).

### **XIII. Academic Honors**

The University encourages high standards of academic excellence and acknowledges students' academic achievement. An Academic Honor Roll and Dean's List are published at the end of each academic semester. A student who earns 12 or more semester credit hours for which quality points are awarded and whose grade-point average is 3.2 or better, will be included on the Dean's List.

Part-time (at least one-half time) students are given special recognition for academic achievement. Students enrolled in 6 to 11 semester credit hours in which quality points are earned and whose grade-point average is 3.2 or better, will be included on the Academic Honor Roll.

### **XIV. Withdrawal from a Course**

- A. On the 13<sup>th</sup> day of classes, the Office of the Registrar will distribute class rosters to the faculty. Instructors will then verify the names of students who have attended at least one class meeting. Students who have never attended a class meeting will be administratively withdrawn and have all applicable charges reversed. Students who have attended at least one class meeting but have stopped attending are subject to the attendance policies enumerated in the Class Attendance section (XVIII). This policy does not apply to the summer session.
- B. If a student withdraws from a course before the end of the tenth full week of classes during a semester, a grade of "W" will appear on the student's transcript.
- C. If a student withdraws from a course before two-thirds of the instructional days have elapsed during a summer session or short course, a grade of "W" will appear on the student's transcript.
- D. A student who fails to follow proper University withdrawal procedures will receive a grade of "F" in that course.





of:

1. 1.7 or better for 12-29 attempted semester credit hours which count for quality points;
2. 2.0 or better for 30 or more attempted semester hours which count for quality points;
3. 2.0 or better for freshmen conditionally admitted.



2. The Academic Appeals Committee shall meet on other occasions only if the appeal load is heavy, if new evidence is brought forth which affects an appeal already acted upon, and/or if there is any other special circumstance in which the welfare of a student is at stake.

F. Appealing a Course Grade

To appeal a course grade, a student must follow the process described below:

1. The student must initiate his/her grade appeal by writing a letter of appeal to the course instructor. This letter must be completed and delivered to the instructor, along with a copy to the student's advisor, no later than the end of the third full week of classes during the next regular academic semester (Fall or Spring). No appeal of a course grade will be considered unless a written appeal is made to the instructor by the deadline date. After considering the student's appeal, the instructor must respond in writing to the student, stating whether or not the appeal is granted and stating the instructor's rationale for the decision. The written response must be completed by the end of the fifth full week of classes in the semester of the appeal. If the instructor is no longer employed by the University or is otherwise unavailable, the student must proceed as prescribed in step 2;
2. If the student is not satisfied with the instructor's decision and wishes to continue the grade appeal, the student must pick up

without appeal.

5. Exceptions to the above policies can be made at the discretion of the Academic Appeals Committee for exceptionally meritorious cases.
  6. After two years, a dismissed student may appeal in writing to the Academic Appeals Committee for re-admission to the University. The student's appeal must include a letter of support from the chairperson of the department/division or the dean of the college/school in which the student was majoring. Also, a letter of support must be submitted from either a faculty member or the student's former advisor.
- J. Appeal of Removal from a Major, Minor, or Area of Specialization
1. A student may appeal his/her removal from a major, minor, or area of specialization according to procedures established by the academic unit.
  2. A student may appeal removal from a major, minor, or area of specialization and request a fourth attempt in such a course (see XX.E) if his/her cumulative grade-point average is 2.0 or better and his/her cumulative grade point average in the major, minor, or area of specialization is 2.5 or better.
  3. If a student has unsuccessfully appealed removal from a major, minor, or area of specialization and if the student has a cumulative grade-point average of 2.0 or better, he/she must be allowed to major in or pursue some other discipline at Kentucky State University.

## **XXII. Academic Bankruptcy**

In certain situations, a student may apply to declare academic bankruptcy. In such cases, the student's academic record for the term(s) specified will be *stricken*. The bankruptcy policy is subject to the following:

- A. Only a student who has been readmitted to Kentucky State University after an interruption of two or more years is eligible to declare academic bankruptcy.
- B. The student must file a written petition for academic bankruptcy to the Academic Appeals Committee presenting a strong case for supporting the approval of the petition. Reasons for the request (i.e., financial problems, illness, or problems of a personal nature) should be cited.
- C. The student's entire academic record (all courses) for the stipulated period will have a notation of the bankruptcy action appearing on the transcript.
- D. A student who was on suspension at the time of last attendance and is granted academic bankruptcy and re-admitted to the University, will be placed on probation.
- E. If a student is suspended after having been granted a petition for academic bankruptcy, he/she will be

dismissed from the University.

- F. A student cannot declare academic bankruptcy more than once.

## **XXIII. Policy on ACT and SAT Scores**

- A. All full-time degree-seeking students admitted with freshman status must submit official ACT or SAT scores. If a student has been admitted to a degree program contingent upon receipt of the official test scores, the student must take the ACT to fulfill the requirement during the first semester of enrollment.
- B. All non-degree students are encouraged to submit official ACT or SAT scores if there is any possibility of becoming degree-seeking. Upon the completion of 24 semester credit hours in a non-degree status, a non-degree student is required to reconfirm his/her intention to not pursue a degree from Kentucky State University. The student's advisor will ensure that the student reconfirms his/her intention or takes the steps to become degree-seeking. If such a student changes his/her mind after the accumulation of 24 semester credit hours in a non-degree status, he/she must take the ACT or SAT before converting, regardless of the number of semester credit hours earned.
- C. All transfer applicants with fewer than 24 transferable semester credit hours must submit official ACT or SAT scores, either by those furnished directly to Kentucky State University by the American College Testing Program, by the College Board, or by inclusion in the transcript of the transfer application.

## **XXIV. Catalogue of Record**

- A. A degree-seeking student must meet the Liberal Studies Requirements as published in the Catalogue in effect at the time of enrollment. The student will be subject to the liberal studies requirements so long as he/she remains enrolled with no more than a two-year interruption of studies.
- B. A degree-seeking student can request to change his/her Catalogue of Record for the major to a subsequent edition if the major requirements change after a student declares a major. A written request to change the Catalogue of Record must be submitted to his/her advisor for approval and forwarded to the Office of the Registrar. If a student elects to fulfill the old requirements for the major listed in his/her Catalogue of Record, but required courses are no longer offered, he/she may substitute other courses with the approval of the chair of the department or the dean of the appropriate college.
- C. Students who complete a degree and wish to pursue an additional degree without interruption will have the option of selecting requirements for the additional degree in effect at the time of either

initial enrollment or of declaration of the second degree. To be eligible to pre-register for the semester following completion of the first degree, the student must attach a letter of intent to the Application for Degree form. (Please see section

on Subsequent Degrees for additional information.)

- D. A student who changes his/her major must meet the major requirements as published in the most recent Catalogue. The Major Change Form must be obtained from the Office of the Registrar and must be returned with all necessary approval signatures.
- E. A student who changes from non-degree status to

degree-seeking status must meet the requirements as published in the Catalogue in effect at the time the student becomes degree-seeking.

- F. A student pursuing a curriculum leading to certification or licensure must meet the curriculum requirements in effect at the time he/she graduates.





## COLLEGE LEVEL EXAMINATION PROGRAM

The College Level Examination Program (CLEP) is a series of standardized examinations recognized by many colleges and universities. Successful completion of these examinations enables students to receive credit for courses for which they have gained commensurate knowledge through reading and other experiences. Currently, Kentucky State University awards semester credit hours for 21 University courses through CLEP examinations.

The CLEP examinations are given at the University by appointment. Students should take the appropriate CLEP examination the semester before the one in which they would otherwise take the corresponding Kentucky State University course. If unsuccessful on the CLEP

examination, students can register for the course during the next semester. Registration for CLEP examinations should be completed with the University's Office of Testing.

For most of the CLEP examinations, Kentucky State University uses the minimum passing score on the objective portions recommended by the Commission on Educational Credit of the American Council on Education.

More information, including the current fees, is available at the University's Testing Service. The University courses for which CLEP credit is given, as well as the appropriate CLEP examination for each minimum score required to receive University credit, are the following:

University Courses			Semester Credit Hours	CLEP Exam	Minimum Score
BIO 101	Life Science	3	General Biology	50	
BIO 111	Principles of Biology	4	General Biology	50	
CHE 101	General Chemistry I	3	General Chemistry	50	
ECO 201	Principles of Economics I	3	Introductory Microeconomics	50	
EDU 221	Human Growth: Life Span Dev.	3	Human Growth and Development	50	
ENG 101	English Composition I	3	Freshman College Composition	50	
FRE 101	Elementary French I	3	College French Level I	50	
FRE 102	Elementary French II	3	College French Level II	62	
HIS 101	World Civilization I	3	Western Civilization I (Ancient Near East to 1648)	50	
HIS 102	World Civilization II	3	Western Civilization II (1648 to the Present)	50	
HIS 201	U.S. History to 1865	3	History of the U.S. I (Early Colonizations to 1877)	50	
HIS 202	U.S. History since 1865	3	History of the U.S. II (1865 to the Present)	50	
MGT 301	Principles of Management	3	Introduction to Management	50	
MKT 301	Principles of Marketing	3	Introductory Marketing	50	
POS 101	American Government	3	American Government	50	
PSY 200	General Psychology	3	Introductory Psychology	50	
SOC 203	Principles of Sociology	3	Introductory Sociology	50	
SPA 101	Elementary Spanish I	3	College Spanish Level I	50	
SPA 102	Elementary Spanish II	3	College Spanish Level II	66	



## TESTING SERVICE

The University's Office of Testing is responsible for the administration, scoring, reporting, and record keeping for a number of nation-wide standardized testing programs and services, as well as for specialized institutional testing programs and services. The specific tests and programs may vary as the University's programs change, but they currently include the following:

1. The American College Testing (ACT) Program (the preferred entrance test for Kentucky State University). A score of 21 or above is required for all applicants to the Nursing program and Education program;
2. Rising Junior Assessment—required of all university students seeking a baccalaureate degree. Assessment is scheduled after the student has earned 60 semester hours. The student must pass all sections of the Assessment by the time he/she has earned 96 credit hours. This is a comprehensive exam required of all students to assess general education competency;
3. The College Level Examination Program (CLEP) (a procedure for receiving college credit for specific courses by passing the computer based national examination);
4. The Scholastic Aptitude Test (SAT I & II) (required by some colleges or universities for entrance may be used as an alternate test for admission to Kentucky State University in certain cases);
5. Correspondence examinations (The Office of Testing will proctor examinations for persons taking courses from other universities or correspondence courses);
6. Advanced Placement (AP) (credit awarded to participating high school students);
7. Career Planning Program Exam-Level II (CPP2) (a test provided for admission to the University as an

alternate entrance exam and designed for adults 21 years or older who are pursuing an associate degree);

8. Professional Assessment for Beginning Teachers (PRAXIS) (required for students seeking Teacher Certification).

In addition, the Office of Testing has the official registration forms and information for other testing programs, such as the American College Testing (ACT), Graduate Management Ad



# STUDENT EXPENSES

Expenses associated with attending Kentucky State University are intentionally kept as reasonable as possible to help ensure access to the University's programs. During the 2004-2005 academic year, the following academic year expenses apply:

<b>Resident (in-state) students</b>	<b>Undergraduate</b>
Tuition	\$3,110
Board	3,028
Room* (double occupancy)	2,594
Student Activity Fee	458
Computer Usage Fee	136
Health Insurance	<u>298</u>
Total	\$9,624

<b>Nonresident (out-of-state) students</b>	<b>Undergraduate</b>
Tuition	\$8,754
Board	3,028
Room* (double occupancy)	2,594
Student Activity Fee	458
Computer Usage Fee	136
Health Insurance	<u>298</u>
Total	\$15,268

<b>Resident (in-state) students</b>	<b>Graduate</b>
Tuition	

**SCHEDULE OF FEES AND EXPENSES, 2004-2005**

**Semester Costs for Full-Time Students**

**BOARDING STUDENTS**

**N**

**Administrative Support Services \$20/course**

ADM 100, 103, 222, 225, 228, 230, 231

**Apparel Retail Marketing \$20/course**

ARM 221,222

**Art \$20/course**

ART 101, 113, 240, 245, 305, 306, 307, 315, 317, 319, 340, 345, 405, 407, 415, 417, 419, 436, 437, 438, 439, 440, 441, 442, 443, 444, 445, 446, 447, 451, 452, 453

**Biology \$20/course**

BIO 101, 107, 108, 111, 204, 210, 212, 301, 302, 303, 304, 305, 307, 308, 309, 317, 318, 406, 408, 410, 411, 427, 505, 509, 511, 527, 560

**Chemistry \$34/course**

CHE 110, 120, 210, 220, 203, 307, 308, 314, 350

**Child Dev. and Family Relations \$20/course**

CDF 206, 407, 408

**Computer Science \$14/course**

COS 100, 101, 108, 109, 180, 200, 230, 240, 250, 300, 301, 312, 340, 350, 380, 410, 420, 460, 470, 490

**Industrial Technology \$20/course**

INT 101, 124, 126, 127, 128, 129, 130, 208, 210, 212, 215, 226, 227, 229, 230, 231, 235, 240, 245, 246, 250, 255, 290, 299

**Music**

Private lessons for fall and spring:

Piano, Voice, and Organ -

1 half-hour lesson/week **\$42**2 half-hour lessons/week **\$75****Nursing**NUR 101, 102, 201, 202 **\$34/course**Testing fee **\$21.00**Exit senior exam **\$42.00**Annual insurance fee **varies****Physical Sciences \$14/course**

PHS 201, 202

**Physics \$14/course**

PHY 111, 112, 207, 208, 211, 212, 320, 340, 361

**Public Administration \$341/course**

PUA 797

**COMPUTER USAGE FEE**

There is a mandatory charge of \$68 per semester for each full-time student and a \$47 fee for each part-time student (full-time is defined as 12 or more semester credit hours for undergraduate students and 9 or more semester credit hours for graduate students;

part-time is defined as less than 12 semester credit hours for undergraduate students and less than 9 semester credit hours for graduate students). These mandatory fees will be dedicated to the future replacement/upgrade of computer acquisitions as well as to offset the cost of current provisions of equipment, software, and operating expenses.

**OTHER FEES**

Application Fee	\$22
Application Fee (International students)	\$74
Auto Registration (Students)	\$30/year
Auto Registration (Faculty/Staff)	\$88/year
Damage Deposit	\$37
Deferred Payment	\$59/semester
Diploma (Undergrad) Replacement	\$13
Diploma/Cover (Undergrad) Replacement	\$20
Diploma (Grad) Replacement	\$20
Diploma/Cover (Grad) Replacement	\$40
Drop/Add	\$15/add or drop
Graduation Fee (undergraduates; ex. cap & gown)	\$34
Graduation Fee (graduates; ex. cap & gown)	\$68
ID/Meal Card Replacement	\$28/card
Key Deposit	\$34/year
Key Replacement	\$54/key
Late Registration	\$82/semester
Reinstatement Fee	\$68/semester
Returned Check	\$34
Room Reservation Fee	\$123/year
Social Fee	\$14/year
Student Activity	\$110/semester
Transcript (overnight)	\$5
Transcript (same day)	\$7

**TESTING Social Fee**



Federal Direct PLUS Loans  
 Federal Perkins Loans  
 Federal Pell Grants  
 Federal Supplemental Educational Opportunity Grants (FSEOG)  
 Other Student Financial Aid Programs  
 Other federal, state, private, or institutional sources of aid  
 The Student

Those students who do not receive Title IV aid who withdraw from the University are calculated according to the following schedule:

#### **Fall and Spring Semesters**

100 percent refund — Prior to the first day of classes and during the first week of classes  
 75 percent refund — During the second week of classes  
 50 percent refund — During the third week of classes  
 25 percent refund — During the fourth week of classes  
 No refund will be made after the fourth week of classes.

#### **Summer Session**

100 percent refund — Prior to the end of late registration  
 75 percent refund — Two days after the end of late registration  
 50 percent refund — Next four days after the end of late registration  
 25 percent refund — Next two days after the end of late registration  
 No refund will be made nine days after the end of late registration.

#### **ROOM AND BOARD REFUNDS**

No refund of room and board fees will be made or adjusted for students withdrawing for the academic year or moving out of the dormitories if an application is not completed and returned within a 48-hour period from the official date of registration, unless approved by the Vice President for Student Affairs.

#### **REFUND APPEAL PROCESS**

A committee, chaired by the Vice President for Student Affairs, and composed of the Vice President for Finance and Administration and the Vice President for Academic Affairs or their designees reviews all appeals from students or parents/guardians who feel that individual circumstances warrant exemption from policy. Requests for appeals should be sent to the Vice President for Student Affairs.

#### **FEE ASSESSMENT: CLASSIFICATION OF STUDENTS**

The following is a statewide residency policy affecting students at all public higher education institutions in Kentucky, including Kentucky State University. It was established by the Council on Postsecondary Education and is subject to change. Any additional information can be obtained from the Office of Admissions.

#### **UNIVERSITY RESIDENCY PROCESS AND APPEALS**

The Office of Admissions determines the residency  
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Tc -0.0027 Tw -d of

## Section 1: Definitions

1. "Academic term" means a division of the school year during which a course of studies is offered, and includes a semester, quarter, or single consolidated summer term as defined by the institution.
2. "Continuous enrollment" means enrollment in a state-supported post-secondary education institution at the same degree level for consecutive terms, excluding the summer term, since the beginning of the period for which continuous enrollment is claimed unless continuous enrollment is broken due to extenuating circumstances beyond the student's control, including serious personal illness or injury, or illness or death of a parent.
3. "Degree level" means enrollment in a course or program which could result in the award of a:
  - (a) Certificate, diploma, or other program award at an institution;
  - (b) Baccalaureate degree or lower including enrollment in a course by a non-degree-seeking post-baccalaureate student;
  - (c) Graduate degree or graduate certification other than a first-professional degree in law, medicine, dentistry, or "Pharm. D"; or
  - (d) Professional degree in law, medicine, dentistry, or "Pharm. D."
4. "Demonstration of Kentucky domicile and residency" means the presentation of documented information and evidence sufficient to prove by a preponderance of the evidence that a person is domiciled in Kentucky and is a resident of Kentucky.
5. "Dependent person" means a person who cannot demonstrate financial independence from parents or persons other than a spouse and who does not meet the criteria established in Section 5 of this administrative regulation.
6. "Determination of residency status" means the decision of a post-secondary education institution that may include a formal hearing that results in the classification of a person as a Kentucky resident or as a non-resident for admission and tuition assessment purposes.
7. "Domicile" means a person's true, fixed, and permanent home, and is the place where the person intends to remain, and to which the person expects to return if absent without intending to establish a new domicile elsewhere.
8. "Full-time employment" means continuous employment for at least forty-eight (48) weeks at an average of at least thirty (30) hours per week.
9. "Independent person" means a person who demonstrates financial independence from parents or persons other than a spouse and who can meet the criteria established in Section 5 of this administrative regulation.
10. "Institution" means an entity defined in KRS 164.001(10) if the type of institution is not expressly stated and includes the Kentucky Commonwealth Virtual University.
11. "Kentucky residency" or "Kentucky resident" means the result of a determination by an institution that a person is a resident of Kentucky as determined by this administrative regulation.
12. "Non-resident" means a person who is domiciled outside of Kentucky, or who currently maintains legal residence outside Kentucky, or who has not met the criteria for Kentucky residency established in this administrative regulation.
13. "Preponderance of the evidence" means the greater weight of evidence, or evidence which is more credible and convincing to the mind.
14. "Parent" means one (1) of the following:
  - (a) A person's father or mother; or
  - (b) A court-appointed legal guardian if:
    1. The guardianship is recognized by an appropriate court within the United States;
    2. There was a relinquishment of the rights of the parents; and
    3. The guardianship was not established primarily to confer Kentucky residency on the













# FINANCIAL AID AND SCHOLARSHIPS

This section of the Catalogue describes financial aid and

It provides gift assistance to eligible students and is the "foundation" of financial aid packaging. Student eligibility is based on financial need, which is determined through statutory formulas developed by the U.S. Congress. The Federal Pell Grant Processor will send a three- to five-part Student Aid Report (SAR) directly to the student. *This SAR should be submitted by the student to the University's Student Financial Aid Office immediately upon receipt.* The University's Student Financial Aid Office will calculate the amount of a student's Federal Pell Grant award based upon information contained on the SAR.

### **Federal Supplemental Educational Opportunity Grants (FSEOG)**

The Federal Supplemental Educational Opportunity Grant (FSEOG) is a form of gift assistance supplemental to the Federal Pell Grant. FSEOG provides grant assistance to make available the benefits of post-secondary education to qualified students who demonstrate financial need. Applicants must complete the FAFSA to determine eligibility for this grant.

### **Federal Perkins Loan Program**

Kentucky State University provides loan assistance to eligible students who have established financial need. These loans carry an annual 5 percent simple interest charge, and the payment begins six or nine months after graduation or if the borrower ceases to be enrolled on at least a half-time basis. This is a federally-funded, low-interest loan, and ***legal action will be taken if repayment is not made as agreed to by the student.*** The FAFSA must be filed in order to determine eligibility for this loan.

### **William D. Ford Federal Direct Student Loan Program**

**Federal Direct Stafford/Ford Loans** - Also called Direct Subsidized Loans: The federal government pays the interest on these loans while students are in school at least half-time and during certain other times, such as grace periods and deferments (postponements of repayment). Students must demonstrate financial need to receive this type of loan. (Financial Aid determines need based on the information provided on the Student Aid Report.)

**Federal Direct Unsubsidized Stafford/Ford Loans** - Also called Direct Unsubsidized Loans: Students can get these loans regardless of financial need, but will have to pay all interest charges.

### **Master Promissory Note**

Must be completed by all direct loan borrowers. It is a legally binding contract between the U.S. Department of Education (lender) and a borrower. The promissory note contains the terms and conditions of the loan, including how and when the loan must be repaid. One MPN covers both the Federal Direct Subsidized and the Federal Direct Unsubsidized Loans. The amount of subsidized and/or unsubsidized loan does not show on the MPN but will be

included in the most recent financial aid award notification from the Office of Financial Aid. A disclosure statement from the common origination and disbursement will be sent to the borrower. This statement will provide comprehensive information about the types of loans that were processed by the school, including both subsidized and/or direct unsubsidized loans, the loan period, and the anticipated disbursements. It is important for the student to remember that he/she will be responsible to repay only the loans he/she actually receive at the school.

**Federal Direct PLUS Loans** - for parents of dependent students to pay for their children's education. Parents are responsible for all interest charges. In order to apply, a parent must complete a PLUS Fact Sheet sent from the school. The student must also complete a portion of the application. The parent will be notified if he/she is eligible for the PLUS loan. Generally, the parent is eligible if he/she does not have an adverse credit history (a credit check will be done), is not in default on a federal student loan (including Federal PLUS loans), and meets the other eligibility requirements outlined on the loan application. The interest rate is variable and is adjusted each year on July 1, but is currently capped at 9 percent. The interest begins to accumulate on the date of the first loan disbursement. The loan will be disbursed in at least two payments and generally will be credited to the student's account for payment of tuition and other school charges. Any leftover funds will be paid to the parent by check or, with his/her written permission, either left in the student's account or paid directly to the student. The repayment period begins on the day the loan is fully disbursed. First payment is due within 60 days after the final loan disbursement. The U.S. Dept. of Education Direct Loan Servicing Center manages Direct Loan Accounts and handles all payment plans.

### **Federal Work-Study Program**

The Federal Work-Study Program provides jobs for students who have established financial need through the U.S. Department of Education. This is completed by filing the FAFSA. Generally, work will be on campus. Students are paid semi-monthly as work is completed.

### **Part-Time Employment Program**

Kentucky State University employs students under the Part-Time Employment Program for up to 30 hours per week. Information about this program may be obtained in the University Student Financial Aid Office.

### **Veterans' Benefits**

Kentucky State University is an educational institution approved for training of veterans and other eligible persons. Students who wish to determine their eligibility for benefits under veterans' laws should contact either the Veterans Administration (1-800-829-2050) or the Office of the Registrar.

### **Waiver of Tuition and Fees for Senior Citizens**

Any person sixty-five (65) years of age or older who is

a resident of the Commonwealth of Kentucky and who enrolls as a student at Kentucky State University shall have waived all tuition charges and fees. However, in the event that classes are full or the granting of free admission requires additional units, Kentucky State University may deny admission under this provision.

### **Tuition Waiver for Survivors of Police Officers, Firefighters, or Volunteer Firefighters Killed or Totally Disabled in the Line of Duty**

Any person whose parent or any nonmarried widow or widower whose spouse was a resident of the Commonwealth of Kentucky upon becoming a law enforcement officer, firefighter, or volunteer firefighter and who was killed while in active service, or training for active service or who died as a result of a service-connected disability, shall not be required to pay any matriculation or tuition fee upon admission to Kentucky State University. Proof of such relationship must be established by document evidence.

A spouse (regardless of age) and any child above the age of seventeen (17) and under the age of twenty-three (23) of a permanently and totally disabled law enforcement officer, firefighter, or volunteer firefighter injured while in active service or in training for active service shall not be required to pay any matriculation or tuition fee upon his/her admission to Kentucky State University for the purpose of obtaining a degree. The period of enrollment shall not exceed thirty-six (36) months or the minimum time required for a degree (whichever is shorter). The disabled law enforcement officer must be rated permanently and totally disabled in accordance with statutory requirements. To entitle a spouse or child to benefits under this provision, the disabled law enforcement officer, firefighter, or volunteer firefighter shall have been a resident of the Commonwealth of Kentucky upon becoming a law enforcement officer, firefighter, or volunteer firefighter. Proof of such spousal or filial relationship must be established by document evidence.

### **Waiver of Tuition for War Orphans**

Any person whose parent was killed while serving in the Armed Forces of the United States during war time, who died as the result of a service-connected disability while serving in the Armed Forces of the United States during war time, or who is rated 100% disabled for compensation purposes and is a resident of Kentucky may be eligible to receive tuition waiver. Interested persons may contact the Department of Military Affairs, Kentucky Center for Veterans Affairs, Louisville, Kentucky.

### **SATISFACTORY ACADEMIC PROGRESS FOR FINANCIAL AID RECIPIENTS**

*(This policy relates only to eligibility for Financial Aid, and is not applicable to academic standards.)*

In accordance with the Higher Education Amendment changes of 1992 (Public Law 94-482), a student receiving

federal financial aid must make "satisfactory academic progress" toward successful completion of degree requirements in order to continue receiving federal assistance.

At Kentucky State University, the programs affected by the satisfactory academic progress requirements are the Federal Pell Grant, Federal Supplemental Educational Opportunity Grant (FSEOG), Federal Work-Study (FWS), Federal Perkins Loan, William D. Ford Direct Student Loan Program (Subsidized and Unsubsidized) and Federal Direct Parent Loan (PLUS). Students receiving aid from any of these programs must maintain satisfactory academic progress as outlined below or face placement on financial aid probation, eventual denial of financial aid from these programs, or both.

### **Undergraduate Students**

To receive financial aid, satisfactory academic progress for a full-time student at Kentucky State University is defined as the completion of a minimum of 18 credit hours per year for the first two years (9 credit hours per semester) and 24 credit hours per year for the third, fourth, fifth, and sixth year (12 credit hours per semester) and maintaining the minimum grade-point average as outlined in the University policy.

<b>Classification</b>	<b>Minimum GPA Required</b>
Freshmen	1.7
Sophomore and above	2.0

Full-time students are expected to complete degree requirements in no more than six years (12 semesters) of enrollment. Therefore, eligibility for financial aid from the federal programs listed above vary depending on the types of aid received. Students enrolled less than full-time (that is, half-time or three-quarters time) must complete a proportionate number of hours each year to maintain satisfactory academic progress.

It is the student's responsibility to notify the Office of Student Financial Aid of the successful fulfillment of requirements. Receipt of aid is contingent upon availability of funds at the time of the request. A student's academic progress will be evaluated on an annual basis.

The Office of Student Financial Aid cannot award financial aid to a student who has been suspended by the University. If a student who has financial aid is suspended, the unused portion of the award will be canceled.

If the student is reinstated to the University and has applied for financial aid, he or she will be considered eligible for aid when the requirements of the satisfactory academic progress policy are met. Receipt of financial aid is under the control of the University and is contingent upon the availability of funds at the time of the request.

### **MAXIMUM TIME ALLOWANCE**

Upon completion of 160 attempted credit hours, a student will be put on probation; and upon completion of

190 attempted credit hours, a student is no longer eligible for Federal or State financial aid.

**Special Conditions**

## Academic Scholarship Policy

All academic scholarship programs administered by Kentucky State University are governed by the following policies:

1. The University will maintain scholarship programs of financial assistance.
2. All academic scholarship awards shall be processed by the Office of Student Financial Aid for compliance with University policies.
3. Guidelines and procedures for scholarships shall be recommended by academic units, schools, and/or colleges and submitted to the Scholarship Committee for review and submission to the President for approval.
4. All academic scholarship candidates must be enrolled in or admitted to the University and have met University criteria for the award of institutional aid.
5. Each academic scholarship candidate must have at the time of award no less than a 2.0 cumulative grade-point average on a 4.0 scale. Individual scholarship programs may require higher academic grade-point averages and/or test scores.
6. Each full-time academic scholarship recipient must remain a full-time student during each semester and successfully complete a minimum of 30 nonrepeated semester credit hours during each academic year. Renewal requirements for individual scholarships may be more stringent.
7. Each part-time academic scholarship recipient must successfully complete a minimum 50% of the full-time requirements. Renewal requirements for individual scholarships may be more stringent.
8. Scholarship awards may be discontinued or terminated if the recipient fails to meet the requirements outlined for renewal in the Kentucky State University Institutional Scholarship Policy and/or the criteria stated for the specific scholarship. It is the student's responsibility to monitor his/her own academic progress and to comply with the stated criteria for renewal.
9. The Office of Student Financial Aid will send notification of termination and/or reduction of scholarship awards at such time that it is verified that the award recipient fails to meet the established criteria for the award. The Office of Student Financial Aid will review the progress of each award recipient at the end of each semester to determine eligibility for renewal or necessity for termination.
10. Award recipients will not be eligible for scholarship awards for the semester(s) during which they participate in University-coordinated co-op training if they are being paid by an outside source for the training. The Office of Student Financial Aid must be notified in writing by the student of his/her intent to participate in co-op training as early as possible and no later than two weeks before the start of the semester in which the co-op training will occur.
11. Students who do not meet the minimum criteria for

renewal may appeal to the Scholarship Committee if there are extenuating circumstances beyond the control of the student, such as the death of a family member, illness of student or immediate family member, or other documented evidence of mental or physical hardship. Appeals must be received within two weeks after receipt of notification. A student may also apply under this policy to attend summer school in an attempt to meet minimum criteria for renewal; these appeals must be made within five days of receipt of spring semester grades. Scholarship money will not be awarded for summer school for these students.

12. Scholarship awards will be credited to the student's account upon enrollment and finalization of the award. For annual awards, one-half of the award will be disbursed at the fall semester registration and one-half at the spring semester registration. Unless otherwise stated in the description of the scholarship, summer scholarship awards are not available.
13. No student will be awarded total scholarship assistance from University funds which exceeds the value of the award. Outside monies awarded and/or financial aid awards combined with institutional scholarship awards cannot exceed the estimated expense budget as determined by the University's Student Financial Aid Office. Scholarship monies may be reduced in those specific cases.

## TYPES OF ACADEMIC SCHOLARSHIPS

### Presidential Scholarships

Presidential Scholarships are based on demonstrated academic achievement in high school, and are renewable based on continued academic progress at the University.

Presidential, Partial Presidential, and Tuition-Only Scholarships are only awarded upon entrance into the University, and are awarded for only four years. Those students who have a demonstrated record of academic achievement and who fulfill specific criteria should refer to the section of this Catalogue which describes the Scholastic Achievement Award.

*a must*



lum, and letters of recommendation are written on behalf of the applicant by the high school counselor and at least two high school teachers who are familiar with the applicant's ability.

*Types, Criteria, and Value of Awards*

The maximum amount available for a full Presidential Scholarship is the sum of tuition, room, board, books and fees for the academic year. Partial Presidential Scholarships and Tuition-Only Scholarships are also available. An award that includes room and board will be made only to a student who resides in University housing.

The types of award, criteria for awards, and value of the awards are as follows:

TYPE	CRITERIA	VALUE
Full Presidential	Minimum ACT composite score of 26 (or 25 on a previous edition of the ACT or SAT equivalent) and a minimum GPA of 3.5 (on a 4.0 scale)	Full Tuition, room, board, books, & fees
Partial Presidential	Minimum ACT composite score of 24 (or 23 on a previous edition of the ACT or SAT equivalent) and a minimum GPA of 3.25 (on a 4.0 scale)	Full Tuition, one-half room and board
Tuition-Only	Minimum ACT composite score of 21 (or 19 on a previous edition of the ACT or SAT equivalent) and a minimum GPA of 3.0 (on a 4.0 scale)	Full Tuition

Exceptions may be made on the basis of recommendations by the Scholarship Committee, and upon approval by the President of the University.

*Required Credentials*

1. Application for Admission;
2. Official high school transcript(s);
3. Official ACT or SAT scores;
4. Letters of recommendation; and
5. Application for Scholarship.

*Selection Procedure and Notification*

The selection of students to receive Presidential Scholarships will be made by the Office of Admissions. Students who meet all the criteria established by the University (stated above) may be offered an award at such time as their credentials are verified as accurate and meeting the stated criteria.

*Application Deadlines*

Students should apply early for a Presidential Scholarship by submitting the credentials listed above no later than February 15 for the academic year beginning the following August.

*Renewal of Awards*

Awards under this program are renewable each academic year provided the student enrolls for and completes a minimum of 30 semester hours each academic year, and maintains at least a 3.0 cumulative grade-point average each academic year.

The amount of the renewal for the Presidential and Tuition awards will be according to the following scale, rate, and criteria:

**Full Presidential Scholarships**

3.50 - 4.00 GPATuition, room,books and fees

**Partial Presidential Scholarships**

3.25 GPATuition, 50% of room/board

**Tuition-Only Scholarships**

3.0 GPATuition Only

Students may attend summer school to acquire the 30 semester credit hours or GPA requirements. However, no scholarship monies will be awarded to cover summer school costs.

Awards that are reduced will not be reinstated at the original award level.

**Service County General Scholarships**

Service County General Scholarships were established by Kentucky State University in recognition of the University's obligation to students within Franklin and surrounding counties.

*Eligibility Criteria*

The recipients of these scholarships will be:

1. Residents of Anderson, Franklin, Henry, Owen, Scott, Shelby, or Woodford counties;
2. First-time freshmen with a minimum cumulative high school GPA of 3.0; and
3. Students who plan to enroll full-time at Kentucky State University

*Apportionment*

The scholarships are apportioned among the following school districts:

Anderson County3Owen County4  
 Franklin County5Scott County4  
 Frankfort Independent 1Shelby County4  
 Henry County 3Woodford County4  
 Eminence Independent1

*Value of Award*

Each scholarship recipient will be awarded a full scholarship to cover tuition, room, board, and books.

*Selection Procedure and Notification*

Student recipients will be selected through a process established by the appropriate School District Superinten-

dent. Scholarship recipients will be announced at local school district commencement exercises or honors programs by a representative from Kentucky State University. Awards will be made on an annual basis.

exceptional or outstanding in creative or performing arts.

#### *Value of the Award*

\$4,200 annually for four years

#### *Required Credentials*

1. Completed Application for Admission to Kentucky State University;
2. Kentucky State University Application for Scholarship; and
3. Thurgood Marshall Fund Application for Scholarship (includes an essay by the applicant indicating interest in the Thurgood Marshall Scholarship, financial aid information, and a letter of reference from the student's high school principal, teacher or counselor).

#### *Selection Procedure and Notification*

The nomination of a Thurgood Marshall Scholar will be made by the Scholarship Committee after reviewing completed application materials and credentials. The selected student will be notified of his or her nomination by the Scholarship Committee, and at that time will finalize all materials required by the Thurgood Marshall Scholarship Fund. The Scholarship Committee shall forward the committee's nomination to the President for final approval.

#### *Application Deadline*

Students should apply early for the Thurgood Marshall Scholarship by submitting the credentials necessary for admission to the University and a completed Application for Scholarship no later than February 15. Eligible students will be asked to complete the Thurgood Marshall Fund Application for Scholarship the following August.

#### *Renewal of Award*

The Thurgood Marshall Scholarship is renewable annually for four years, provided the student maintains a GPA of 3.0 for the academic year. To qualify for renewal, the student must enroll for and complete a minimum of 30 semester hours each academic year.

### **USDA/1890 National Scholars Program**

Kentucky State University is a participating university in the United States Department of Agriculture's National Scholars Program for 1890 Land Grant Institutions. This program awards scholarships to academically talented students who wish to major in subjects in a field of study related to agriculture, food, nutrition, and natural resource sciences at an 1890 Land Grant Institution. Several programs at Kentucky State University (including programs in applied human sciences, biology, business, chemistry, computer sciences, engineering, and pre-veterinary medicine) qualify as approved disciplines for the purposes of this program.

#### *Eligibility Criteria for Initial Award*

1. Be a U.S. Citizen;
2. Be an entering freshman accepted at Kentucky State University;
3. Be a full-time student intending to pursue a bachelor's degree in any discipline related to agriculture, food, or natural resource sciences;
4. Have a high school grade-point average of 3.0 or better;
5. Have a score of 21 or better on the ACT or a combined verbal/math score of 1000 or better on the Scholastic Aptitude Test (SAT); and
6. Demonstrate leadership, community service, and potential to be successful.

#### *Value of Award*

Each scholarship recipient will be awarded a full scholarship for tuition, room, board, and books. In addition, students receive a personal computer and software for use while at the University. Students are provided an initial summer orientation prior to the first year of college and must maintain a cooperative education employment status with USDA during the scholarship period.

#### *Work Obligation*

Upon completion of the scholar's academic degree program there is an obligation of one year of service to the U.S. Department of Agriculture for each year of financial support.

#### *Selection Procedure and Notification*

Students must complete an application form and have their high school principal or teacher complete a secondary school report form. These forms are available from the USDA liaison for Land Grant Programs, Kentucky State University, or from the Office of Student Financial Aid. Completed forms are mailed to Kentucky State University according to the instructions included in the application materials.

#### *Application Deadline*

All application materials must be post-marked no later than February 1.

#### *Renewal of Awards*

Scholarships will be renewed at a 100% rate provided the student maintains full-time status in an approved discipline and a minimum cumulative grade-point average of 3.0 or better. To qualify for renewal, the student must enroll for and complete a minimum of 30 semester credit hours each academic year. The total scholarship award is for no more than four years.

### **Art Scholarships**

Art Scholarships are given to students with demonstrated talent in the visual arts who intend to major in Studio Art or Art Education.

#### *Eligibility Criteria*

1. Present a portfolio;
2. Have the recommendation of a member of the art faculty;

### *Selection Procedure and Notification*

Student recipients will be selected through a process established by the appropriate organization. Scholarship recipients will be announced at local programs by a representative from Kentucky State University. Awards will be made on an annual basis.

### *Application Deadline*

All names of students selected to receive scholarships must be submitted to the Lexington or Louisville Black Achievers.

### *Renewal of Awards*

Scholarships will be renewed at a 100% rate for students who maintain a minimum cumulative GPA of a 3.0; scholarships will be renewed at 50% for students who maintain a cumulative GPA between 2.5 and 2.99. To qualify for renewal, students must enroll for and complete a minimum of 30 semester credit hours each academic year.

## **OTHER ACADEMIC SCHOLARSHIPS AND AWARDS**

A number of academic scholarships and awards are provided to students through various academic units on campus or through the Kentucky State University Foundation. Students must meet the qualifications specified by the donors of the scholarship or award. Amounts available from these scholarships and awards vary. Selection procedures for recipients vary with the scholarship or award. In some cases, a student must apply for the scholarship in order to be eligible. In other cases, the scholarship or award is a prize given to a student selected by the faculty of an academic program.

Students who believe they may be eligible for one or more of these scholarships or awards should contact the Office of Student Financial Aid or the specified academic unit for more information on eligibility, application, deadlines, and selection procedures. A brief summary of these scholarships and awards is provided below by category.

## **KENTUCKY STATE UNIVERSITY FOUNDATION SCHOLARSHIPS**

Kentucky State University Foundation Scholarship application forms can be obtained from the Financial Aid Office. The Application deadline is February 15. Incoming freshmen must have a minimum cumulative GPA of 3.0 and a 19 ACT/SAT equivalent. Continuing students must have a minimum cumulative GPA of 2.5 and 30 semester credit hours per academic year.

### **Foundation Scholarships by Place of Residence**

The *M. & G. Bard Endowed Scholarship* is for a resident of Muhlenberg County, Kentucky who is a full-time student and who demonstrates academic, social, and leadership skills.

The *Patricia Bryant Memorial Scholarship* is for a graduate of a high school in Franklin County who enrolls as a nursing student.

The *Joe and Lena Burse Memorial Scholarship* is for a resident of Christian County, Kentucky who demonstrates financial need and exhibits academic, social, and leadership skills.

The *Viola Gilmore Scholarship* is for a resident of Dayton, Ohio who is worthy and needy.

The *Lillie V. Givens Scholarship* is for a resident of Bowling Green, Kentucky; Cynthiana, Kentucky; or Anderson, Indiana.

The *Henry Lambert Memorial Scholarship* is for a resident of Mobile, Alabama or Monroe County, Alabama who is a full-time student with demonstrated academic, social, and leadership skills.

The *E.O. Robinson Mountain Fund* is for an unmarried resident of one of Eastern Kentucky's mountain counties who demonstrates financial need and shows evidence of ability to perform academically.

The *Frank and Estelle Simpson Scholarship* is for a resident of Christian, Jefferson or Todd County, Kentucky with outstanding character.

The *Mary L. Smith Endowed Scholarship* is open to all Kentucky State University students who have demonstrated a high level of moral character and excellent academic pursuits. It is awarded on a yearly basis for students who maintain at least a 2.5 grade-point average. Previous recipients may re-apply.

The *Oakley Watkins Memorial Scholarship* (Frankfort Lions Club) is for a resident of Franklin County, Kentucky with visual impairment.

### **Other Foundation Scholarships**

The *Rufus B. Atwood Endowed Scholarship* is awarded to a full-time student entering the final year of undergraduate study in one of the University's baccalaureate degree programs. The student must have a grade-point average of 3.5 or better and have participated in extracurricular activities.

The *Robert C. and Anna B. Davis Endowed Scholarship* is awarded to an African American student with outstanding character and demonstrated financial need. Grade-point average is not a factor in selecting the recipient.

The *Mary E. Hill Memorial Scholarship Fund* provides an award to a junior or senior student who is majoring in biology, chemistry, or music. The student must have an overall grade-point average of at least 2.7 and a cumulative grade-point average of 3.0 or better in the major field.

The *Nelda Mattison Wilson Memorial Scholarship* is awarded to a student (preferably female) who is a first-time entering student with demonstrated academic and social skills.

The *Joseph E. Craft Endowed Scholarship* is for a Franklin or surrounding counties student. The applicant must be full-time student, completed his/her first year of coursework with a 2.8 cumulative GPA. The applicant must also have a declared major in English with an Education Specialization, History or Public Administration.

## **NON-ACADEMIC SCHOLARSHIP POLICIES**

The University offers a variety of non-academic scholarships for both freshmen and continuing students. Details of these opportunities are provided below. Interested students should contact the University's Office of Student Financial Aid for appropriate application materials.

All institutional scholarship/grant-in-aid programs administered by Kentucky State University are governed by the following policies:

1. The University will maintain scholarship programs of financial assistance.
2. All non-academic scholarship awards shall be processed by the Office of Student Financial Aid and the appropriate unit or program for compliance with university policy.
3. Guidelines and procedures for scholarships shall be recommended by academic units, schools, and/or colleges and submitted to the Scholarship Committee for review and subsequent recommendation to the President for review and approval.
4. All non-academic scholarship candidates must be enrolled in the University and have met University criteria for the award of institutional aid.
5. Each non-academic scholarship candidate must meet the minimum requirements for admission to the University. Individual scholarship programs may require higher academic grade-point averages and/or test scores.
6. All candidates for institutional scholarships/grants-in-aid must file appropriate applications for institutional, state and federal programs for financial assistance. Failure to complete such applications or to finalize awards is grounds for termination of an award.
7. The maximum amount of an institutional scholarship/grant-in-aid award will be adjusted downward to reflect any appropriate federal, state, institutional, or other awards received by the candidate.
8. Each full-time institutional scholarship/grant-in-aid recipient must remain a full-time student during each semester and must successfully complete a minimum of 24 nonrepeated semester credit hours during each academic year. Each part-time institutional scholarship/grant-in-aid recipient must successfully complete a minimum of 50% of the full-time requirements. Renewal requirements for individual scholarships/grants may be more stringent.

## **TYPES OF NON-ACADEMIC SCHOLARSHIPS**

### **Music Scholarships**

#### *Eligibility Criteria*

1. To receive a music scholarship, a student must pass a performance audition and be recommended for a scholarship by an ensemble director (An audition tape is acceptable);
2. All music scholarship candidates must be enrolled in the University and have met University criteria for the award of institutional aid;
3. Each music scholarship candidate must have at the

time of the award no less than a 2.0 cumulative grade-point average; and

4. Music majors will be given priority over non-music majors in the award of music scholarships.

#### *Value of Award*

The student's talent and potential, the student's major (Music versus Non-Music), the needs of the Music program, and the number of credit hours the student will carry are the major factors that will be considered in determining the initial amount of the scholarship.

#### *Selection Procedure and Notification*

A student may be notified that he/she will be recommended for a scholarship immediately after the audition; but before money is appropriated, the recipient must comply with the University's Scholarship/ Grant Policies.

#### *Allotment of Music Scholarships*

1. Music Majors: Scholarships will be granted in brass, woodwind, percussion, keyboard, and voice.

rehearsals;

7. Enroll in and successfully complete Major Applied (Music Majors). This course involves a one hour private lesson per week, with a grade no lower than a "B";
8. Enroll in and successfully complete Minor Applied (non-Music Majors). This course involves a one-half hour private lesson per week, with a grade no lower than a "B"; and
9. Adhere to and maintain the ethical and moral standards of the Division of Fine Arts.

# STUDENT AFFAIRS

The mission of the Student Affairs Office is to develop, organize, administer, monitor, and coordinate a variety of experiences, services, programs, and activities in such a manner that they will have the greatest impact on the growth and development of a diverse student body. These experiences, services, programs, and activities are administered through the following areas: Athletics; Counseling and Career Placement; Food Services; Health Services; Residence Life; Student Publications; Student Life; and the Office of Student Affairs.

Student Affairs is the central administrative office for student non-academic activities. Its staff are responsible for student conduct and discipline; for housing exemptions; meal exemptions; for offering health insurance and excuses for class absences, processing emergency student loans, counseling, and coordinating all areas in the unit. In addition, the Vice President for Student Affairs serves as advisor to the Student Government Association.

## **STUDENT LIFE**

Kentucky State University's Student Life Office serves as the focal point of University community life. The Office administers social, cultural, educational, and recreational



level and that opportunities are provided for social interaction in the residence halls. Security is available in all residence halls.

Applications for rooms in the residence halls are received at any time; however, applications are processed only after students have been officially admitted to the University. Requests for room reservations should be addressed to the Housing Office.

## **COUNSELING AND CAREER PLACEMENT**

Choosing a career is an important concern of students and their families. While premature decisions are risky, failure to address career opportunities must also be avoided. The University devotes considerable attention to the goal of helping students think seriously about the implication of their career interests and then to locate practical ways to successfully satisfy the requirements of those career interests. It is appropriate to remind students

# ACADEMIC FIELDS OF STUDY

**MASTER OF PUBLIC ADMINISTRATION DEGREE**  
(CS, 39-45)

**Specialty Areas:**

Human Resource Management  
Management Information Systems (MIS)  
International Administration and Development

**MASTER OF SCIENCE IN  
AQUACULTURE/AQUATIC SCIENCES DEGREE**  
(CM, 37)

**PROGRAMS LEADING TO TEACHER  
CERTIFICATION BY  
KENTUCKY DEPARTMENT OF EDUCATION**

Art Education (CA, 138)  
Biology Education (CM, 128-139)  
Computer Science Endorsement (CM, 23)  
Elementary Education (CS, 129)  
English Education (CA, 128)  
Interdisciplinary Early Childhood Education (IECE)  
(Birth to Primary Certification) (CS, 133)  
Mathematics Education (CM, 128)  
Music Education  
Option: Instrumental (CA, 139-140)  
Option: Vocal (CA, 130)  
Physical Education (CS, 130)  
Social Studies Education (CA, 128)

**MINOR PROGRAMS**

Accounting (CS, 18)  
African-American Studies (CA, 18)  
Aquaculture (CM, 19)  
Athletic Coaching (CS, 20)  
Athletic Training (CS, 21)  
Biology (CM, 21)  
Chemistry (CM, 20)  
Child Development and Family Relations  
(CS, 18)  
Computer Information Systems (CM, 21)  
Computer Science (CM, 21)  
Criminal Justice (CS, 18)  
Economics (CS, 18)  
English (CA, 21)

Finance (CS, 21)  
French (CA, 18)  
Gerontology (CS, 21)  
History (CA, 21)  
History (\*Teaching) (CA, 21)  
International Studies (CA, 21)  
Journalism (CA, 21)  
Liberal Studies (CA, 18)  
Management (CS, 21)  
Marketing (CS, 21)  
Mathematics (CM, 19)  
Music Performance (CA, 21)  
Philosophy (CA, 18)  
Physics (CM, 21-22)  
Political Science (CA, 18)  
Psychology (CA, 18)  
Public Administration (CS, 18)  
Recreation (CS, 21)  
Sociology (CA, 18)  
Spanish (CA, 18)  
Speech Communication (CA, 18)  
Sports Management (CS, 21)  
Studio Art (CA, 21)  
Theatre (CA, 18)

\* *Teaching minors are available only to Students  
who have teaching majors*

**PRE-PROFESSIONAL PROGRAMS**

Community Health (2-2)\*  
Cytotechnology (2-2)\*  
Dentistry  
Engineering (3-2 Applied Mathematics)\*  
Law  
Medicine  
Nuclear Medicine Technology (2-2)\*  
Optometry  
Pharmacy  
Physical Therapy (2-2)\*  
Veterinary Medicine

\* *First figure represents years of study at Kentucky  
State University; second figure represents years of  
study at cooperating institution.*

# COLLEGE OF ARTS, SOCIAL SCIENCES, AND INTERDISCIPLINARY STUDIES

Consistent with the overall mission of the University, the major goal of the College of Arts, Social Sciences, and Interdisciplinary Studies is to provide students with the requisite academic skills, knowledge, and a sense of competence which will allow them to assume leadership roles in their respective fields of study. This College is organized into five divisions: Division of Behavioral and Social Sciences; Division of Fine Arts; Division of Integrative Studies; Division of Literature, Languages, and Philosophy; and Whitney Young School of Honors and Liberal Studies. Academic majors leading to the Associate of Arts are offered in:

- Liberal Studies (General Core)
- Liberal Studies (General Core with emphasis in Early Childhood Education)
- Liberal Studies (Honors)

Academic majors, leading to the Bachelor of Arts, Bachelor of Music, or Bachelor of Science degrees are offered in the following areas:

Art

Music

# DIVISION OF BEHAVIORAL AND SOCIAL SCIENCES

The Division of Behavioral Sciences is committed to the University's particular emphasis on liberal studies. Baccalaureate degree programs are offered in Political Science, Psychology, and Social Sciences with a Specialization in History, Sociology, and Social Studies Education. The Division provides its students with knowledge, skills, tools, and perspectives to analyze and interpret phenomena in their selected fields as well as in related disciplines. The intent is to develop scholars who are knowledgeable and well-versed in each of the behavioral and social sciences.

In cooperation with the School of Education In the College of Professional Studies, the Division offers a specialization in Social Studies Education, which primarily requires courses from the Division of Behavioral Sciences curriculum, along with professional education courses. Details of this program may be found in the College of Education section of this Catalogue.

## **AFRICAN-AMERICAN STUDIES (AAS)**

The Division of Behavioral Sciences also offers a minor in African-American Studies. This is an interdisciplinary program administered by the faculty of History. Kentucky State University is committed to continued scholarship, inquiry, and education in African-American history and culture. By drawing upon the resources of faculty in a broad range of related studies, it is hoped that students will develop an understanding of the African- American experience from a variety of perspectives.

Admission to this program requires a cumulative grade-point average of 2.0, and it is recommended that students complete the Liberal Studies Requirements prior to pursuing the minor. Students must successfully complete 18 semester credit hours from a variety of interdisciplinary courses selected in consultation with their advisor. The courses include ART 303; ENG 409; GEO 212; HIS 314, HIS 365, HIS 366, and HIS 411;

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of the Liberal Studies Requirement.

A minor in Political Science requires the completion of 18 semester credit hours including POS 160, 211, 300 or 301, 355, and the selection of one 6 semester credit hour specialization option in consultation with the student's minor advisor. In addition, students taking a minor in Political Science must complete POS 101 as

## DIVISION OF FINE ARTS

The Division of Fine Arts is comprised of the programs in Art, Music, Speech Communication, Theatre, and Communications. Baccalaureate degree programs are offered in Studio Art and in Music Performance, and minors are offered in Art, Music, and Speech Communication and Theatre. The arts broaden human potential and provide room for creativity and growth. The arts also enhance the quality of life and the development of cognitive and expressive skills. Through presentations such as concerts, theatre productions, art exhibitions, lectures, and workshops, the arts provide an aesthetic and cultural environment vital to academic life. The Division of Fine Arts prepares its majors for a variety of professions in the arts and related fields, and gives them a foundation for graduate study.

The Division of Fine Arts supports the University's mission by providing liberal studies courses in art and music; by providing students with opportunities to develop and enhance effective oral and interpersonal communication skills for life in today's multicultural society; by providing professional services to public schools; and by preparing students to make significant contributions to society as fine arts educators, performers, and visual artists. The Division promotes teaching excellence through its maintenance of a low student-faculty ratio and its emphasis on performance-based goals.



University requires the stipulation of certain regulations. They are as follows:

- **Studio Art Courses.** For each studio semester credit hour, two hours of work in class and a minimum of one hour outside of class are required per week.
- **Art Exhibits.** All Art majors are expected to attend the opening of each campus exhibit sponsored by the Art Area.
- **Sophomore Review.** While enrolled in the fourth semester of the Art curriculum, each student must present examples of his or her art work from each of the studio art areas for review by members of the Art faculty. After this review the Art faculty will advise the student whether upper-level courses may be taken.
- **Senior Review and Exhibit.** Each Art major's work is reviewed during the senior year by a committee of Art faculty members to ascertain whether the work is of sufficient quality to warrant admission to the studio art program.

**MUSIC**

The Area of Music offers the Bachelor of Music degree with major specializations in Music Education

### **Music Placement Examinations**

Placement examinations in music theory and piano, and applied music auditions on the principal instrument or voice are given during registration week of the fall and spring semesters to all entering students intending to declare a major in Music. The Music Theory Placement Examination is administered to determine the student's level of entry in the music theory sequence (MUS 099 or MUS 101). The Piano Placement Examination is administered to determine the student's level of entry in piano studies (MUC 110, 111, 210 or 211; MUA 121, 122, 221, or 222, Minor Applied Piano; or MUE 310 as applicable). Applied music auditions are heard by the music faculty to determine the student's level of entry into the major or minor sequence of applied studies.

### **Applied Music Jury Examinations**

All major applied students are required to perform a jury examination each semester of study. However, a student must have successfully completed at least 70-percent of repertoire assigned by the applied instructor during the semester to be eligible to perform the jury. If the student does not perform a jury, or is ineligible to perform a jury, then the applied music course is failed.

In order for an absence from a scheduled applied music jury to be excused, a student must submit an official excuse from the Office of Student Affairs at least one day prior to the jury, or if there are serious mitigating circumstances, no later than the end of the Final Examination Week. If the absence is excused, then the student may receive an incomplete grade ("I") in accordance with University academic policy. If the absence is unexcused, then the jury is failed, resulting in failure of the course.

### **Sophomore Applied Music Proficiency Examination**

The Sophomore Applied Music Proficiency Examination is the MUA 262 jury heard by a quorum of applied music faculty to determine the student's mastery of performance skills that are prerequisite to matriculation through 300- and 400-level applied music courses. Based on the outcome of the jury t-r9fT5 weekinstmudenored  
Examinatiod



# DIVISION OF INTEGRATIVE STUDIES

## **INSTITUTE FOR LIBERAL STUDIES**

The Institute for Liberal Studies provides leadership in the continuous development and implementation of a comprehensive program in liberal studies. It seeks to enhance the mission of the University through academic and scholarly activities, focusing on the intellectual enrichment of faculty and students.

The numerous functions of the Institute for Liberal Studies include the production of an annual interdisciplinary conference attracting scholars from all over the nation and the world. The Institute publishes selected lectures which are made available to a broad readership that participates in the ongoing national debate on liberal studies. Finally, the Institute sponsors a summer institute designed to improve teaching in liberal studies areas. The Institute for Liberal Studies was created to provide opportunities for developing activities which are of direct interest to the interdisciplinary community of scholars at Kentucky State University, in the nation, and worldwide.

## **INTEGRATIVE STUDIES**

Integrative Studies is a basic component of the 53 semester credit hour Liberal Studies Requirements. It elicits from faculty and students a commitment to analyze and interpret a body of knowledge that links the perennial questions of human life with the greatest works of history, literature, art, philosophy, and the sciences. It challenges faculty and students to view learning as an integrative process by suggesting conceptual bridges which span historical moments, cultural perspectives, and various disciplines of study.

Integrative Studies emphasizes critical and analytical ability in dealing with events, individuals, ideas, artifacts, and texts that have contributed to human achievements. The program consists of seven seminars, four of which are required of all baccalaureate degree-seeking students not enrolled in the Whitney Young School of Honors and Liberal Studies. Three of these courses (IGS 200, 201, and 300) are organized as a sequence, giving students the opportunity to encounter a variety of cultural and intellectual perspectives. The sequence begins with ancient civilizations in Mesopotamia, Egypt, India, China, and Greece and extends to the 20th century. The fourth course required is selected by the student from courses exploring specific world cultures (IGS 301, 302, 303, or 304). In addition to those required

courses, Integrative Studies also offers a Senior Seminar (IGS 499) for students who are interested in exploring a specific interdisciplinary theme. The program became an integral part of the curriculum in the fall of 1983. Faculty from all disciplines are invited to participate. Completion of ENG 101 with a grade of "C" or better is a prerequisite for all IGS courses.

The number of Integrative Studies semester credit hours required of transfer students varies in accordance with the number of transfer credit hours accepted by the University toward fulfillment of graduation requirements. The University follows the guidelines for the transfer of general education requirements as established by the Kentucky Council on Postsecondary Education. Transfer students should read the section of the Catalogue that deals with the transfer of credits, particularly the section discussing the "33-Hour Core Component" of the Certification of General Education Blocks. It is the basis for the Integrative Studies requirements for transfer students. Those requirements are as follows:

- All students entering the University with 30 or fewer semester credit hours must successfully complete 12 semester credit hours of Integrative Studies.
- Students entering the University with more than 30 but fewer than 45 semester credit hours must successfully complete 9 semester credit hours of Integrative Studies.
- Students entering the University with more than 44 but fewer than 60 semester credit hours must successfully complete 6 semester credit hours of Integrative Studies.
- Students entering the University with 60 or more semester credit hours must successfully complete 3 semester credit hours of Integrative Studies.

Students who transfer with courses similar to the University's Integrative Studies offerings may be exempted from these courses, with the consent of the Coordinator of Integrative Studies or the Dean of the Whitney Young School of Honors and Liberal Studies. Those exemptions will be determined on an individual basis.

# DIVISION OF LITERATURE, LANGUAGES, AND PHILOSOPHY

The study of the Language Arts has always been central to a Liberal Arts Curriculum. The Division of Literature, Languages, and Philosophy offers the Bachelor of Arts degree in English, and certification in teaching English, as well as minor programs in Creative Writing, English, Foreign Languages, Journalism, and Philosophy.

The English major provides students with a flexible curriculum, designed to provide the training and marketable skills sought by law schools, public relations firms, advertising agencies, and graduate school programs. To that end, the English major develops the writing and textual analysis skills which are crucial to an increasingly information-laden, text-oriented world in which the average employee will change careers at least five times before retirement. Majors complete both a set of core requirements and courses in a concentration of their choice: Literature, Creative Writing, or English with Teaching Certification.

The Division also offers minor programs in English, French, Spanish, Philosophy, Creative Writing, and Journalism (the latter in cooperation with the Communication Department of the Division of Fine Arts—see above). These minor programs are designed to complement the major programs offered by Kentucky State University and to provide students with additional flexibility and breadth of academic training. These minors are particularly useful for those students who wish to be flexible in future career paths, who plan careers in fields requiring diverse skills, and who will be pursuing global careers.

Every course offered by the Division emphasizes writing, and students are encouraged to take an active part in classroom discussion. Coursework in foreign languages emphasizes written and spoken communication skills, and faculty make an effort to acquaint students with the complex relationships that exist between literary traditions and the historical and cultural contexts out of which these traditions arise. Coursework in philosophy addresses fundamental questions about the nature and possibility of knowledge, problems of ethics, logical issues, questions about the nature of reality, and issues that arise in the making and criticism of works of art.

## ENDOWED CHAIR

An endowed chair is one of the most prestigious academic appointments a university can make. The creation of such a position indicates the maturity of an institution and demonstrates its commitment to scholarly activities and academic excellence. Kentucky State University established the Endowed Chair in the Humanities as a major component in the University's liberal studies emphasis. Through its placement in the Division of Literature, Languages, and Philosophy, the

Endowed Chair helps bring a central focus to Kentucky State University's mission to be the Commonwealth's unique, small, liberal studies institution. The functions of the Endowed Chair at the University are to develop and implement innovative and comprehensive programs of liberal studies.

## Divisional Attendance Policy

For all classes offered by the Division of Literature, Languages and Philosophy, the Divisional Attendance Policy will be enforced. This policy states that missing more than twenty percent (20%) of the course's total class meetings for any reason is in itself sufficient cause for a student to receive a failing grade in the course. Instructors may adopt other attendance policies at their own discretion as long as these policies are included in the class syllabus and are within the parameters of the University's attendance policy. Instructors will adopt their own policies for lateness and early departure from class and list these policies in the class syllabus.

## ENGLISH

Admission to the English major, and continuation as an English major, is overseen by the English Major Review Committee. Students must be approved to major in English by the Review Committee and the Chairperson of the Division of Literature, Languages, and Philosophy; a student majoring in English who receives grades below a "C" in two English classes will have his/her record evaluated by the Committee. The Board retains the right to remove a student from the English major due to continued poor performance.

## Student Competencies

To receive a Bachelor of Arts degree in English or a minor in English, students must be able to

- express themselves effectively in written English;
- think critically and analytically;
- demonstrate knowledge of literature representing a variety of literary forms, figures, and periods;
- demonstrate knowledge of the fundamentals of literary analysis and criticism;
- demonstrate general knowledge of the history of the English language and linguistic theories, and standard English grammar; and
- demonstrate knowledge of research techniques and use of the library.

## Major in English

To satisfy the requirements for the Bachelor of Arts degree in English, students must complete a total of 128 semester credit hours with a minimum of 39 semester credit hours in English coursework. These credit hours

must include both a 27 credit hour core and an additional 12 credit hours in one of three concentrations (Literature, Creative Writing or English with Teaching Certification). A total of 45 semester credit hours at the 300/400 level are required for graduation.

ENG 490: Senior Creative Project

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**Core English Requirements (for all majors):**

ENG 313: Non-Western Literature  
ENG 322: Survey of British Literature I  
ENG 323: Survey of British Literature II  
ENG 324: Survey of American Literature I  
ENG 325: Survey of American Literature II  
ENG 409: Literature of African-Americans  
ENG 413: Literary Criticism

**One writing class. Choose from:**

ENG 204: Journalism\*  
ENG 214: Persuasive Writing  
ENG 216: Technical Writing

**One language class. Choose from:**

ENG 311: Advanced Grammar\*  
ENG 314: History of the English Language  
ENG 317: Linguistics

\*mandatory for English with Teaching Certification Concentration

**Concentrations in the English Major**

To satisfy the requirements for the Bachelor of Arts degree in English, a student must complete 12 semester credit hours in one of the following concentrations in addition to the 27 hour English Core listed above:

**Literature:** the student must complete the following classes:

ENG 398: Literary Heritage  
ENG 399: Special Topics  
ENG 499: Capstone

*and either*

ENG 411: Shakespeare *or*  
ENG 415: Major Author(s)

**Creative Writing:** the student must complete the following classes:

*Choose Two:*

ENG 342: Writing Poetry  
ENG 343: Creative Non-Fiction  
ENG 345: Writing Drama/Screenplay  
ENG 346: Writing Fiction

*Plus Both:*

- C ENG 311: Advanced Grammar
  - C ENG 314: History of the English Language
  - C ENG 317: Linguistics
- Three Creative Writing classes. Choose from:
- C ENG 342: Writing Poetry
  - C ENG 343: Writing Creative Non-Fiction
  - C ENG 345: Writing Drama/Screenplay
  - C ENG 346: Writing Fiction
- One Senior-level class:
- C ENG 490: Senior Creative Project

**Minor in Journalism**

The Minor in Journalism requires 18 credit hours for English majors who take ENG 204 to fulfill their “core” writing course requirement, and requires 21 credit hours for all other students. Courses toward the Minor in Journalism are the following:

ART 307	
Photography	
COM 215	Mass
Communications and Society	
ENG 204	
Journalism	
ENG 361	Journalism
II	
ENG 352	News
Editing	
ENG 363	Feature/Public
Relations Writing	
ENG 364	Desktop/Web
Publishing	

**MODERN FOREIGN LANGUAGES**

Coursework in American Sign Language, French, Italian, Japanese, Korean, Russian and Spanish is offered by members of the faculty of the Division of Literature, Languages, and Philosophy. Coursework in foreign languages emphasizes instruction in the fundamentals of syntax, pronunciation, and idiomatic expressions. There is a four-way approach to teaching foreign languages (listening/comprehension, conversing, reading, and writing). Instruction takes place in both the classroom and the foreign language laboratory, where students practice speaking and pronunciation and where they watch video material, films, or documentaries in the foreign language they study. Intermediate and upper-level courses stress the acquisition of communicative skills and cultural or literary information.

Students who pursue a baccalaureate degree are required to complete 6 semester credit hours of a foreign language (101 and 102 or 171 and 172) as part of the Liberal Studies Requirements, or to demonstrate elementary knowledge in a foreign language by making

the necessary score on an AP examination or on a CLEP examination (see the Catalogue section on Credit by Examination/Certification and credit for Life Experience). Foreign language proficiency examinations are also available to those who seek advanced placement in a foreign language or exemption from the foreign language requirement (see the Catalogue subsection on Proficiency Examination Programs).

Elementary foreign language courses 101 and 102 or 171 and 172 must be taken in sequence and in the same language.

**Minor in French**

The Minor in French requires the completion of 18 credit hours beyond the 100 level in the following courses:

- FRE 201: Intermediate French I
- FRE 202: Intermediate French II
- FRE 311: Advanced French Composition
- FRE 312: Advanced French Conversation and either
- FRE 301: Survey of French Literature I and
- FRE 302: Survey of French Literature II
- or
- FRE 322: French Civilization and
- FRE 413: Black Literature in French

**Minor in Spanish**

The minor in Spanish requires the completion of 18 semester credit hours beyond the 100 level in the following courses:

- SPA 201: Intermediate Spanish I
- SPA 202: Intermediate Spanish II
- SPA 303: Advanced Spanish I
- SPA 304: Advanced Spanish II
- SPA 401: Survey of Peninsular Literature
- SPA 402: Survey of Latin-American Literature

**PHILOSOPHY**

The academic study of philosophy is an important part of a liberal studies institution. Accordingly, Kentucky State University offers a minor in Philosophy through the Division of Literature, Languages, and Philosophy. While the study of Philosophy can benefit any student, the minor is especially recommended for the following kinds of students: (a) students pursuing a pre-law curriculum, (b) prospective pre-health/medical professionals, (c) computer science majors, (d) majors in the humanities, (e) students in the Whitney Young School of Honors and Liberal Studies, (f) students desiring to prepare for and excel in the Integrative Studies (IGS) sequence, and (g) students with interest



in careers in theological schools and religious professions.

The Philosophy program at Kentucky State University offers courses in a variety of basic and specialized philosophical disciplines. The main thrusts of the program are the development of analytical and critical reasoning skills and a focus upon evaluating arguments for and against important contemporary and classical philosophical proposals. The Philosophy program offers occasional colloquia featuring guest

# WHITNEY YOUNG SCHOOL OF HONORS AND LIBERAL STUDIES

*A paramount function of education is the preparation of individuals to relate themselves comfortably to their fellow men. As long as people existed in a world where they were born, where they lived, and died in one little hamlet, never venturing more than ten miles from home, this preparation was unnecessary. But today, in an era of great mobility and interchange, of increasing contact with people of different colors, beliefs, and backgrounds, it is imperative to so educate our children.*

*--Whitney M. Young, Jr.*

The Whitney Young School of Honors and Liberal Studies, which houses Kentucky State University's honors college, reflects the University's commitment to excellence in liberal studies education. The School is named after the late Whitney M. Young, Jr., executive director of the National Urban League from 1961 to 1971, distinguished leader of the American civil rights

thinking and imagining that will help students deal with the fundamental questions of human existence, regardless of their career goals.

Thus, in the common course of studies required of all students, the emphasis is on the careful reading and discussion of many of the most important books in literature, history, philosophy, theology, mathematics, and sciences. Classes are small. Students learn to read critically, to speak precisely, to write effectively, and to listen attentively by being required to use some or all of these skills daily. The curriculum is designed not only to help students know, but to help them develop the skills they will need as they take their places in the adult world and in the worlds of the various professions.

While the Whitney Young School of Honors and Liberal Studies is related to other "great books" programs throughout the country in its basic orientation, the curriculum at Kentucky State University is not a pale copy of ideas developed at private universities. The courses and curriculum in the School have been developed and adapted to take advantage of the particular conditions at Kentucky State University, and this development is an ongoing process. Class size ranges from 10 to 15 in tutorials (language and mathematics/science courses), and up to 20 in seminars.

Students who take the Honors Core pursue a sequence of freshman and sophomore courses in the School, which, taken in its entirety (48 semester credit hours), provides an alternative and briefer way of fulfilling all of the University's Liberal Studies Requirements. Engineering and Natural Science majors, with the exception of Biology or Biology Education majors, complete only the seminars and language tutorials; the Math/Science component of the core is fulfilled by courses from the Division of Mathematics and Sciences. Biology and Biology Education majors also fulfill their math and science core requirements through the Division of Mathematics and Sciences and must successfully complete HON 222 (Evolutionary Biology and Genetics). Curriculum ladders for students completing the honors core are not listed in this Catalogue, but are available from advisors in the Whitney Young School of Honors and Liberal Studies.

Students who major in Liberal Studies, who earn at least 128 semester credit hours, who successfully complete 30 semester credit hours in required LST courses or approved liberal studies electives (with a grade of "C" or better) in their junior and senior years, who pass the Senior Comprehensive Examination, and who meet all other University requirements will receive a Bachelor of Arts degree in Liberal Studies.

Whitney Young School of Honors and Liberal

Studies students take part in all activities of the University, such as social and academic clubs, student government, choir, band, and intramural/intercollegiate athletics. Students have an opportunity to put the leadership skills that they learn in classes to practical use by serving on the Whitney Young Student Council. The Council was originally created by student initiative and organizes service and social events and acts as a forum for student suggestions and concerns.

### **TEACHER EDUCATION PROGRAM**

Students seeking teacher certification who successfully complete the 48 semester credit hour honors core through the Whitney Young School of Honors and Liberal Studies also fulfill the University's Liberal Studies Requirement for all Teacher Education Certification programs. It should be noted that in addition to the 48 semester credit hour honors core, students seeking teacher certification must also enroll in HED 221 (Personal Health and Lifetime Fitness) to complete all requirements as outlined and approved by the Kentucky Department of Education. All other courses for certification will be taken through the School of Education of the College of Professional Studies, as outlined in the major program. The 48 semester credit hour honors core fulfills the University's Liberal Studies Requirements for all the Teacher Education Certification programs. Whitney Young School of Honors and Liberal Studies students participating in the Teacher Education Program have advisors in both the School of Honors and the School of Education to ensure that they take appropriate electives and develop an integrated and cohesive program of study.

### **PRE-PROFESSIONAL PROGRAMS**

KSU graduates applying to professional schools have the advantage of coming from an institution that emphasizes the liberal studies foundation in addition to specialized training. It is very important for students contemplating graduate school to continue their pursuit of liberal studies into the junior and senior years with the goal of achieving a liberal studies major or minor, even



## **HONORS CORE PROGRAM**

### **THE FRESHMAN YEAR**

Liberal Studies Seminars I and II, HON 101 and 102, 4 semester credit hours each semester, make up the central course in the first year of studies. During a portion of the fall semester, students focus on the history of the ancient world from the dawn of civilization in Egypt and Mesopotamia to the classical periods of Greece and China. During a portion of the spring semester, students focus on the history of





## **LIBERAL STUDIES PRE-LAW CURRICULUM**

The Association of American Law Schools defines Pre-legal Education as follows: "Shortly stated, what the law schools seek in their entering students is not accomplishment in mere memorization but accomplishment in understanding, the capacity to think for themselves, and the ability to express their thoughts with clarity and focus." Although pre-law students can gain adequate preparation for law school with any strong major, they have found the liberal studies major especially valuable. A major in Liberal Studies provides excellent preparation for law school.

## **ASSOCIATE OF ARTS IN LIBERAL STUDIES**

A student has the option of pursuing an Associate of Arts degree in Liberal Studies by completing either a seminar-based honors program through the Whitney Young School of Honors and Liberal Studies or by completing a general liberal studies core. Courses taken in study-abroad programs may be used to satisfy HON course requirements at the discretion of the honors faculty.

### **Seminar-based Honors Program**

The seminar-based honors program option emphasizes careful reading and discussion of books related to literature, history, philosophy, theology, mathematics, and sciences. The program concentrates on the pursuit of knowledge and the development of critical thinking and writing skills through the use of tutorials and seminars.

To satisfy the requirements for the Associate of Arts in Liberal Studies through the seminar-based honors program option, a student must complete a minimum of 67 semester credit hours. The required courses are HON 101, 102, 131 or 132; 121, 122, 141 or 142, 143, 144, 201, 202, 211, 212, 221, and 222; and 19 semester credit hours of advised electives. In addition, the student must demonstrate competency in the basic use of computers, either by satisfactory performance on the LST Computer Competency Exam or the computer literacy portion of the Rising Junior Exam, or by passing any COS course or any appropriate course in computer skills (e.g., BUA 101). With the exception of the 19 semester credit hours of advised electives, all courses in the Associate of Arts degree in Liberal Studies through the seminar-based honors program option are defined as major area courses,

and all academic requirements for graduation are applicable as defined in this Catalogue.

## **GENERAL LIBERAL STUDIES CORE**

The general liberal studies core option affords the student an opportunity to focus on a program which is broad based and is designed as a transfer program to complete a baccalaureate degree. By completing either the seminar-based honors option or the general liberal studies core option, a student can satisfy the University's Liberal Studies Requirements toward a baccalaureate degree while incorporating the skills of critical thinking and reasoning, oral and written communication, and an appreciation of the arts.

Students who have chosen to complete the general liberal studies core option may enroll in Whitney Young School of Honors and Liberal Studies courses which have been approved as equivalents of the University's Liberal Studies Requirements. To satisfy the requirements for the Associate of Arts in Liberal Studies through the general liberal studies core option, a student must complete a minimum of 65 semester credit hours. The required courses are ART 130 or MUS 130; BIO 101; ECO 200 or POS 101; ENG 101, 102, and 211; 6 semester credit hours of foreign language; HED 221 or PHE Activity Courses; HIS 103; IGS 200 and 201; MAT 111; PHI 200; PSY 200 or SOC 203; SPE 103; 15 semester credit hours of advised electives at the 100/200 level; and 3 semester credit hours of natural science selected from BIO 112, CHE 109, PHY 111, and PHS 201. In addition, the student must demonstrate competency in the basic use of computers, either by satisfactory performance on the LST Computer Competency Exam or the computer literacy portion of the Rising Junior Exam, or by passing any COS course, or by passing any appropriate course in computer skills (e.g., BUA 101). With the exception of the 15 semester credit hours of advised electives, all courses in the Associate of Arts degree in Liberal Studies through the general liberal studies core option are defined as major area courses, and all academic requirements for graduation are applicable as defined in this Catalogue. Courses taken in study-abroad programs may be used to satisfy HON course requirements at the discretion of the honors faculty.



# COLLEGE OF MATHEMATICS, SCIENCE, TECHNOLOGY, AND HEALTH

The College of Mathematics, Science, Technology, and Health is committed to providing a dynamic and stimulating learning environment where a combination of classroom instruction and laboratory, and in some cases, clinical work prepares students for the worldwide nature of the nursing, science, and mathematics professions. The College houses undergraduate and graduate programs which educate students to become professionals who are able to adapt to societal change, to communicate effectively, and to be highly educable. The College of Mathematics, Science, Technology, and Health offers programs of study leading to the Associate in Applied Science, Bachelor of Science, and Master of Science degrees. Whether students major in Biology, Chemistry, Computer Science, Industrial Technology (Computer Graphics and

## **DIVISION OF MATHEMATICS AND SCIENCES**

Inquiry into the nature of physical phenomena is among the most persistent of human concerns. During the past century, both the scope and pace of

recommendation from pre-medical advisors and others; interpersonal and/or group leadership; under-represented minorities; and special avocational, artistic, or other professional accomplishments, as well as residency in medically or dentally under-served areas of Kentucky.

- Students must take the Medical College Admission Test (MCAT) or Dental Admission Test (DAT) for reporting purposes; however, these examinations will not be used as admission criteria for students applying through the cooperative program.

Academic advisors at Kentucky State University work closely with pre-medical and pre-dental students to ensure that they fulfill all of the requirements for admission to professional schools.

Students who need more information about these programs should consult the Chairperson of the Division of Mathematics and Sciences or the Pre-Health Professions advisors as early in their academic careers as possible.

### **Veterinary Medicine**

No colleges or universities in the Commonwealth of Kentucky offer training in veterinary medicine. However, the Kentucky Council on Postsecondary Education administers a Southern Regional Education Board Program in Kentucky through which qualified Kentucky resident students may be accepted to the veterinary medicine schools of Auburn University and Tuskegee University. (At the time of publication of this Catalogue, the Council had contracted for 36 entering spaces annually: 34 at Auburn and two at Tuskegee.)

Students accepted under the regional plan are relieved of the obligation of paying out-of-state fees, and their expenses are identical to those of in-state students. Formal applications must be filed through the Council on Postsecondary Education, which reviews these applications and submits those selected to Auburn or Tuskegee for admission approval. Any student interested in veterinary medicine should have completed 80 semester credit hours of pre-professional training with a minimum grade-point average of 2.5; however, preference is given to those students who have satisfied the requirements for a baccalaureate degree.

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- 2) Have a minimum grade-point-average of 3.0 or better in all science courses; and
- 3) Have completed the Pharmacy College Admission Test (PCAT) and score at least 300 (out of a possible 600).

*NOTE: Students are permitted to take the PCAT three times.*

Interested students should maintain close contact with the Division's Pre-Health Professions advisors or the chairperson of the Division of Mathematics and Sciences.

### **PHYSICAL THERAPY**

Physical therapy is a profession dealing with the development and administration of programs of care to restore motor function, relieve pain, and prevent disability in individuals whose abilities are threatened by disease, injury, loss of a body part, or conditions existing at birth. Evaluation includes performing and evaluating tests to determine the extent of injury, the cause of dysfunction, and the selection of appropriate therapeutic procedures.

Coursework including: ART 130 or MUS 130; BIO 111, 210, 220, 301, and 303; CHE 101/110 and 102/120; COS 100; ECO 200 or POS 101; ENG 101, 102, and 211; HED 221 or two PHE courses; HIS 103; MAT 115 and 120; IGS 200, 201, 300, and 301, 302, 303, or 304; PHE 331 and 330; PHY 207 and 208; PSY 200 and 410; SOC 203; SPE 103; two semester of a foreign language; 8/9 hours of electives selected from ADM 100, ADM 103, BIO 304, EDU 221, FNU 104, HED 107, PHE 324, or PSY 300.

The baccalaureate degree program in physical therapy is taught at the senior level requiring 2/3 years of pre-professional education for admission. In order to be admitted, students must meet the following requirements:

- 1) Have a cumulative grade-point average of 2.5 or better;
- 2) Have a cumulative grade-point average of 2.5 or better in the natural sciences;
- 3) Complete four of seven required semesters of science and mathematics by date of application;
- 4) Complete all prerequisite science and mathematics courses with a minimum grade of "C" or better;
- 5) Show evidence of 25 clock hours of work or volunteer experience related to physical therapy or patient care;
- 6) Have the physical ability to perform tasks required of physical therapists; and
- 7) Have a personal interview with the admission committee.

Interested students should maintain close contact with the Division's Pre-Health Professions advisors or the chairperson of the Division of Mathematics and Sciences.

### **BIOLOGY**

Biology is the scientific study of living systems. The importance of biology in today's world is self-evident. Biology instruction at Kentucky State University provides students with a basic knowledge of the field. The curriculum includes the study of viruses, bacteria, animals, plants, gene regulation, and theoretical and practical ecology. Students are encouraged to master basic principles of scientific inquiry while familiarizing themselves with the traditional aspects of a sound liberal education.

The Division of Mathematics and Sciences offers programs leading to the Bachelor of Science degree in Biology with three options: General Biology, Pre-Professional, and Biology with Teacher Certification. Details on the former may be found elsewhere in this Catalogue in the sub-section on the School of Education of the College of Professional Studies section. A minor in Biology is also offered.

### **Major in Biology**

The Biology curriculum is well suited for the student who plans to enter the workforce immediately upon graduation or intends to continue his/her course of study in graduate, medical, or dental school.

### **General Biology Option**

The student who majors in General Biology must complete a minimum of 128-139 semester credit hours, including the University's Liberal Studies Requirements (with BIO 111 in place of BIO 101) and the following 27-30 semester credit hour Biology core course requirements: BIO 115, 210, 212, 302, 303, 307, 316, 401, 408, and 410; and at least 10 semester credit hours of Biology electives selected from BIO 301, 304, 305, 308, 309, 311, 315, 317, 318, 406, 410, 415, 417, 491, 493, or 495. The Biology major must earn a "C" or above in the core and elective courses and in the following required 37 semester credit hours of support courses: CHE 101/110, 102/120, 200, and 315/350; MAT 120 and 131; and PHY 207 and 208. The program requires the completion of 6 semester credit hours of free electives and 3 semester credit hours of limited electives at the 300/400 level.

Students who intend to major in the General Biology Option are required to take BIO 111 and CHE 101 instead of other natural science electives of the Liberal Studies Requirements.

### **Pre-Professional Option**

Students planning to attend medical, dental, or veterinary school must replace CHE 200 with CHE 301/310 and 302/320 in the curriculum of the General Biology Option.

**Teacher Certification Option (Grades 8-12)**

A minimum of 128-139 semester credit hours is required for a major in Biology with high school teacher certification. In addition to the University's Liberal Studies requirements (with BIO 111 and MAT 115 in place of BIO 101 and MAT 111, and CHE 101, instead of other natural science electives); students must complete a Biology core of 25 semester credit hours (BIO 210, 212, 302, 303, 307, 316, 401, and 408); 5/6 semester credit hours of Biology electives selected from BIO 301, 304, 305, 308, 309, 315, 316, 317, 318, or 410; a 4 semester credit hour Chemistry course (CHE 102/120); 33 semester credit hours of Professional Education courses (EDU 202, 203, 302, 304, 305, 306, 307, 308, 309, 310, 311, 312, 313, 314, 315, 316, 317, 318, 319, 320, 321, 322, 323, 324, 325, 326, 327, 328, 329, 330, 331, 332, 333, 334, 335, 336, 337, 338, 339, 340, 341, 342, 343, 344, 345, 346, 347, 348, 349, 350, 351, 352, 353, 354, 355, 356, 357, 358, 359, 360, 361, 362, 363, 364, 365, 366, 367, 368, 369, 370, 371, 372, 373, 374, 375, 376, 377, 378, 379, 380, 381, 382, 383, 384, 385, 386, 387, 388, 389, 390, 391, 392, 393, 394, 395, 396, 397, 398, 399, 400, 401, 402, 403, 404, 405, 406, 407, 408, 409, 410, 411, 412, 413, 414, 415, 416, 417, 418, 419, 420, 421, 422, 423, 424, 425, 426, 427, 428, 429, 430, 431, 432, 433, 434, 435, 436, 437, 438, 439, 440, 441, 442, 443, 444, 445, 446, 447, 448, 449, 450, 451, 452, 453, 454, 455, 456, 457, 458, 459, 460, 461, 462, 463, 464, 465, 466, 467, 468, 469, 470, 471, 472, 473, 474, 475, 476, 477, 478, 479, 480, 481, 482, 483, 484, 485, 486, 487, 488, 489, 490, 491, 492, 493, 494, 495, 496, 497, 498, 499, 500).

transfers to the second institution for two additional years of work. A student currently may choose the University of Kentucky, the University of Maryland at College Park, Vanderbilt University, or Florida A & M University. Upon successful completion of the first year at the second institution, students are awarded the Bachelor of Arts degree in Mathematics by Kentucky State University. Students are awarded the Bachelor of Science degree in their selected fields of engineering by the second institution after the final year of study.

A minimum of 128 semester credit hours is required for a major in Applied Mathematics/Pre-Engineering. In addition to the University's Liberal Studies requirements (with MAT 131 in place of MAT

Catalogue section under the School of Education. Students seeking teacher certification should refer to the admission criteria and procedures included in the College of Professional Studies section of this Catalogue.

**Minor in Mathematics**

A minor in Mathematics requires the completion of 19 semester credit hours. Specific course

requirements include MAT 131, 132, 231; and the remaining 6 semester credit hours must be selected from 300/400 level Mathematics courses.

**Minor in Physics**

A minor in Physics requires the completion of at least 20 semester credit hours. Specific course requirements include PHY 211, 212, and 361. Students must choose two courses from PHY 311, 320, 340, and, with department approval, PHY 390.

## DIVISION OF AQUACULTURE

### Minor in Aquaculture

Aquaculture is the rearing of aquatic organisms under controlled or semi-controlled conditions. Interest in aquaculture has increased world-wide as fish consumption has increased concurrently with decreasing catches of wild fish. In Kentucky and the southern United States, aquaculture production focuses on raising freshwater species commercially. Aquaculture instruction at Kentucky State University will provide students with basic knowledge in fish nutrition, diseases, and physiology, as well as practical experience in aquaculture production of freshwater aquatic organisms such as catfish, paddlefish,

freshwater shrimp, and others being studied at the University's aquaculture research facility. Courses in the minor are taught by faculty who are active researchers in the University's aquaculture program. The minor provides training sufficient to support further study at the graduate level and enough practical aspects for the student who plans to enter the work force immediately upon graduation.

A minor in Aquaculture requires the completion of 19 semester credit hours. Specific course requirements include BIO 250, 260, 311, 321, 406, and at least 1 semester credit hour of BIO 491.



# DIVISION OF COMPUTER SCIENCE AND TECHNICAL SCIENCES

Like the explosive growth of the Information Super Highway, the need for graduates with marketable computer skills has grown exponentially. The major goal of the faculty in the Division of Computer and Technical Sciences is to provide students with the advanced conceptual framework and the technical expertise required to meet these new developing markets. Within this academic division, students can pursue degrees in Computer Science or Computer Graphics and Multimedia Production Technology or Computer Electronics Technology. Graduates of each of these programs are highly sought after by sophisticated business and industry computer corporations. Future University graduates must adapt to the continually evolving, world-wide technological environment. Graduates of these programs develop the life-long computer skills that enable them to advance in this and future professional markets.

## **COMPUTER SCIENCE**

The Computer Science program offers courses leading to the Bachelor of Science degree in Computer Science. Students pursuing a bachelor's degree select either the Business or Mathematics Option. Courses in these options focus on computer programming, hardware organization, systems design and analysis, algorithmic development, computer networks and telecommunications, artificial intelligence, and information processing.

### **The Bachelor in Computer Science Degree**

The baccalaureate degree program in Computer Science is modeled in accordance with guidelines established by the Computer Science Accreditation Board (CSAB). Students pursuing this program study



## **COMPUTER ELECTRONICS TECHNOLOGY**

An Associate degree in Computer Electronics Technology is designed for students who desire a new career in the electronics industries or who seek career advancement by upgrading their current technology expertise. The rapid growth of computer-based business and industry has led to a similar demand for expertise in the design and repair of digital-based computer hardware. This program focuses on the theoretical and hands-on understanding of solid-state devices and the digital control of computer-based industrial electronic equipment. Recent graduates are working in the field as electronics designers, electrical equipment installers, component testers, and consumer electronics and computer technicians. Students develop other skills associated with electronics through laboratory experience and course lectures in computer-aided drafting and robotics. All classes are taught by nationally recognized experts and award-winning faculty.

The courses required for earning an Associate Degree in Computer Electronics Technology are in three basic categories: liberal studies—for the development of critical skills in English composition, technical writing, mathematics, and the natural, behavioral, or social sciences; Computer Electronics Technology core courses—for developing a fundamental understanding of electrical circuitry, solid state devices, digital circuitry, micro-processor

architecture and control, servo and non-servo robotic control; and Computer Science.

To satisfy the requirements for the Associate in Applied Science degree in Computer Electronics Technology, students must complete a minimum of 67 semester credit hours. The required courses are INT 124, 128, 129, 130, 226, 230, 231, 240 and 290. In addition to the required courses students must also complete the support courses: COS 101; INT 127, 208, and 250; as well as MAT 115 and 120. The liberal studies courses ENG 101, 102, and 216; and SPE 103 must also be completed. Students must choose one social and behavioral sciences elective and any other free elective to fulfill their curriculum requirements. The University oral requirement will be satisfied with the completion of INT 290.

To satisfy the requirements for the Associate in Applied Science degree in Computer Electronics Technology, Biomedical Option, students must complete a minimum of 68 semester credit hours. The required courses are INT 124, 128, 129, 130, 226, 230, 231, 240, 245, 246 and 299. In addition to the required courses students must also complete the support courses: BIO 107, COS 101, INT 127, and MAT 115 and 120. The liberal studies courses ENG 101, 102 and 216; and SPE 103 must also be completed. Student must choose one social and behavioral sciences elective to fulfill their curriculum requirements.



courses by the Department of Nursing is March 1.

*Admission into the Nursing program is competitive; meeting the minimum admission requirements by either of the routes described above does not guarantee acceptance into the program.* Applications are NOT carried over from year to year. Applicants must reapply for admission into the Nursing program.

Pre-Nursing students should be aware of the following Department of Nursing Policies:

1. Students applying for admission to Nursing may repeat one of the two Anatomy and Physiology courses no more than one time to be considered.
2. Students failing the same liberal studies course for the second time will not be admitted to Nursing.
3. Students must obtain a letter grade of C or better in all courses required in the nursing curriculum (nursing and liberal studies courses.) A cumulative grade-point average of 2.75 is required for consideration for admission.

The Department of Nursing welcomes licensed practical nurses who are seeking to further their education. Licensed practical nurses may be admitted, as any other students, by following the admission criteria above. However, the Licensed Practical Nurse must submit a copy of his/her current license and an official transcript from the practical nursing program. Licensed practical nurses may be exempted from taking NUR 101 (Nursing I) if they successfully complete the ACT-PEP Fundamentals of Nursing Examination and a nursing skills test administered by the Department of Nursing. A minimum score of 50 or a letter grade of "C" is required on the ACT-PEP, and a satisfactory performance is required on the nursing skills test as determined by the Department of Nursing.

#### **Criminal Background Check**

Kentucky Nursing Laws require that all misdemeanor and felony convictions occurring in Kentucky or any other state must be reported. Federal and military convictions must be reported to the Board. In accordance with this policy, the Department of Nursing requires that each applicant submit a criminal background check with the application. This criminal background check must be completed within 90 days prior to admission.

Conviction of certain felonies within a five-year period before the date of application for licensure will cause a "Notice to Deny Licensure" to be issued to applicants seeking to write the nursing licensure examination.

#### **Information about Articulation Agreement for LPN's**

Kentucky State University's Department of Nursing has an Articulation Agreement with Kentucky Tech-Jefferson State-Shelby County Extension for Licensed Practical Nurses. The graduates of the Shelby County LPN program may complete the KSU Nursing Program in one academic year. Information concerning the program may be obtained from the KSU Department of Nursing.

#### **Re-admission**

After any interruption of studies at Kentucky State University, a Nursing student may be required to audit some classes that were previously taken. Also, any student whose Nursing studies have been interrupted for one semester or more must demonstrate sufficient recall of concepts and information from prior courses before a decision on re-admission is made. A score of 79% must be obtained on the re-admission exam. The re-admission exam is given once.

#### **Expenses**

Nursing students pay the same general fees and tuition as do other students at the University. However, students in the Nursing program incur additional expenses for uniforms, caps, name pin, nursing emblem, liability insurance, stethoscope, bandage scissors, white nurse's shoes, white hosiery, wrist watch with sweep second hand, and testing, laboratory, travel fees, and the Nursing Comprehensive Review.

#### **BACHELOR OF SCIENCE IN NURSING (RN-BSN) COMPLETION PROGRAM**

The RN-BSN completion program is designed to allow associate degree registered nurses to continue their education to earn a Bachelor of Science in Nursing.

The curriculum is divided into liberal studies courses and nursing courses. The liberal studies courses make up 26 credit hours of the program. Nursing courses comprise 31 credit hours of the RN-BSN curriculum. The total credit hours in the RN-BSN completion program (57 credit hours) will be added to the total credit hours transferred from the student's associate degree nursing program. The total credit hours from the RN-BSN completion program and the transferred hours must total at least 128 hours in order for the student to graduate.

The courses required in the RN-BSN program are as follows. Liberal studies courses: ART 130 or MUS 130, ENG 211, HIS 103, foreign language (6 credit hours of the same language), POS 101 or ECO 200, and SPE 103. Nursing courses: NUR 301, 302, 303, 304, 305, 401, 402, 403, 404, 405, and 406. Students must achieve a letter grade of "C" or better in all nursing courses in order to remain in the program.

RN-BSN students may enroll either part-time or full-time and may begin the program any semester. Nursing courses do not have to be taken in sequence and liberal studies courses may be taken at any time during the program.

### **Admission Requirements**

All students applying to the RN-BSN program must have graduated from an accredited associate degree program of nursing\* and hold an active registered nurse license in Kentucky. Registered nurses with a license that has been limited, suspended, or revoked are not eligible for admission. All applicants must meet the CPR and immunization requirements of the agencies with which they plan to complete their clinical practicum.

Students are expected to provide the Department of Nursing with an official transcript of their associate degree nursing program and of all previous college

work. All RN-BSN applicants must submit a copy of their current registered nurse license to the Department of Nursing before they can be admitted. In order to remain in the RN-BSN program, students must have a copy of a current active Kentucky RN license on file in the Department of Nursing at all times.

\*Diploma school graduates may be admitted to the RN-BSN program after a review of their diploma program curriculum and if they have an active Kentucky registered nurse license. Some testing may be required before being admitted to the program.

### **Variance to University Policy on Credit Hours**

Since the RN-BSN completion program is a transfer (second degree) program, RN-BSN students are not required to complete the requisite 45 credit hours of upper division courses. All RN-BSN students must complete at least 31 credit hours of upper division courses.

# COLLEGE OF PROFESSIONAL STUDIES

The College of Professional Studies at Kentucky State University offers undergraduate programs that prepare students to combine their broad liberal backgrounds with specialized training that applies to both their everyday lives and their technical and social-service careers. The College offers coursework leading to baccalaureate degrees in the fields of Business, Criminal Justice, Education, Applied Human Sciences, Social Work, Physical Education, and Public Administration.

The University's Liberal Studies Requirements strengthen all baccalaureate programs within the College and are compatible with the requirements of the National Council for the Accreditation of Teacher Education (NCATE), the Kentucky Education Professional Standards Board (EPSB), and the Council on Social Work Education. The College of Professional Studies supports the educational initiatives of Tech Prep.

Support is available to develop articulation agreements with community colleges to provide a

# SCHOOL OF BUSINESS

## **Vision**

The Kentucky State University School of Business will be a premier liberal arts Business Program where all students have the opportunity to fulfill their potential.

## **Mission**

The mission of the Kentucky State University School of Business is to provide an enriching and high quality business education program in a liberal arts academic environment that promotes the intellectual, ethical, and social growth of its students. The School acknowledges, values, and responds to the diverse backgrounds and abilities of its students.

Student learning through teaching excellence is the highest priority of the school. The faculty in the School of Business is committed to continual intellectual contribution and professional growth, which support improvement in teaching. Faculty engage in professional and community service and other activities that promote the University, the community, and their profession.

## **Objectives**

The overall objectives of the School of Business are categorized into three areas: teaching, intellectual contribution, and service. Specific objectives in each area are as follows:

### **Teaching**

- \* Focus on enhancing students' communication and problem solving skills and encouraging them to think both critically and creatively
- \* Integrate technology into curriculum development and instruction delivery
- \* Encourage teamwork and the appreciation of diversity in group settings. Offer curriculum that reflects the latest developments in business

### **Intellectual Contribution**

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MAT 125 Linear Algebra and Differential Calculus for Business Applications  
MGT 300 Management Information Systems  
MGT 301 Principles of Management  
MGT 490 Strategic Management  
MKT 301 Principles of Marketing

### Specialization Areas

#### GENERAL BUSINESS SPECIALIZATION

The Business Administration program with a specialization in General Business is designed to provide students a broad scope of various areas of business so that students can develop an understanding and appreciation of the business world and its relationship to the global economy and society.

##### Mission

This program provides a broad business background for those interested in conceiving, initiating and developing new business ventures. Graduates would develop the analytical, writing, speaking and observation skills along with the confidence to become small business owners, entrepreneurs and consultants. The curriculum also has enough elective hours for students who maybe interested in double majors (specialization).

Graduates should be able to:

- C Understand the industrial, national, and global environments in which a business operates
- C Analyze a wide variety of business situations and make appropriate decisions
- C Gather information from a variety of sources, integrate the information, and communicate the results to appropriate other people and groups

##### Career Opportunities

Students who successfully complete the general business specialization have the choice of careers in business, industry, government, non-profit organizations, and entrepreneurial ventures. The curriculum also provides a sound background for graduate study in business and related areas.

#### Professional Courses for General Business Specialization – 18 Credit Hours

ACC 300 Managerial Accounting  
MGT 455 Production Management  
Professional Electives (12 hours)\*

\*May be selected from PSY 402 or from courses with these prefixes: ACC, BUA, ECO, MGT, MIS, or MKT

#### ACCOUNTING SPECIALIZATION

The Business Administration program with a specialization in Accounting prepares students for exciting careers in accounting, and is part of the

educational requirements necessary to sit for the Certified Public Accounting (CPA) exam in Kentucky. The Accounting program provides students with the knowledge and decision-making skills necessary for success in a dynamic and complex global economy. The curriculum's strong liberal studies component, highly valued by the business community, provides students with a firm foundation for their future careers and lifelong learning.

##### Mission

Graduates in the accounting specialization area will possess the knowledge and skills necessary for a professional accounting position in public accounting, industry, and government in an ever-changing, globally competitive business environment. This program also provides a solid background for students who may want to pursue graduate work in accounting or related areas.

Graduates should be able to:

- C Understand and apply principles and practices in the major functional areas of accounting
- C Demonstrate analytical, problem-solving, decision-making, communication and information technology skills

##### Career Opportunities

Students will have career opportunities in public accounting, industry, and at all levels of government. The program also prepares students for graduate degree opportunities, such as Masters of Business Administration (MBA), and the Ph.D. with a major in accounting or other management disciplines.

#### Professional Courses for Accounting Specialization – 18 Credit Hours

ACC 301 Intermediate Accounting I  
ACC 302 Intermediate Accounting II  
ACC 308 Cost Accounting  
ACC 324 Accounting Information Systems  
ACC 403 Auditing  
ACC 462 Federal Income Taxation

#### MANAGEMENT SPECIALIZATION

The Business Administration program with a specialization in Management is designed to provide students the necessary basic understanding of management and the managerial role.

##### Mission

Graduates in the management specialization area will possess knowledge and skills necessary to fill professional management positions in corporate, government, or small business in an ever-changing, globally competitive business environment. This program also provides a solid background for students who may want to pursue graduate work in management or related areas.

Graduates should be able to:

- C Work effectively with others and lead others in a common mission
- C Demonstrate analytical, problem solving, decision-making, communication, quantitative, and information technology skills

#### Career Opportunities

Students who successfully complete the management specialization have the choice of immediately beginning with a professional career, entrepreneurial ventures or continuing with graduate study. Professional careers beginning at the management trainee or entry level may be pursued in the private or public sectors as well as in the profit or not-for-profit organizations. In the case of graduate study, students may elect a general degree program, such as the Master of Business Administration (MBA), leading to an advanced degree, and the Ph.D. or DBA with a major in management or other Business disciplines.

#### **Professional Courses for Management Specialization – 18 credit hours**

ACC 300 Managerial Accounting  
ECO 424 Labor Economics  
MGT 433 Human Resources Management  
MGT 452 Transportation and Business Logistics  
MGT 455 Production Management  
MGT 460 Human Behavior in Organizations

#### **MANAGEMENT INFORMATION SYSTEMS SPECIALIZATION**

This curriculum provides students with high quality educational foundation for entry into management information systems related careers and will prepare students to pursue graduate or advanced professional education in business information systems and related fields.

#### **Mission**

This program provides a practical background for students interested in working in the management information system field.

## Minor Programs

### MINOR IN ACCOUNTING

Students electing a minor in Accounting should complete the following course sequence:

Number	Course Title	Hours
ACC 201	Principles of Accounting I	3
ACC 202	Principles of Accounting II	3
ACC 301	Intermediate Accounting I	3
ACC 302	Intermediate Accounting II	3
ACC <sup>1</sup>	Elective	3
ECO 202	Principles of Economics II	<u>3</u>
		18

<sup>1</sup> May be selected from courses with ACC prefix, excluding ACC 300.

### MINOR IN ECONOMICS

Students electing a minor in Economics should complete the following course sequence:

Number	Course Title	Hours
ECO 201	Principles of Economics II	3
ECO 311	Business Statistics I	3
ECO 301	Microeconomics	3
ECO 302	Macroeconomics	3
ECO 411	Money and Banking	3
ECO 424	Labor Economics	<u>3</u>
		18

### MINOR IN FINANCE

Students electing a minor in Finance should complete the following course sequence:

Number	Course Title	Hours
ACC 201	Principles of Accounting I	3

ACC 202	Principles of Accounting II	3
BUA 330	Corporation Finance	3
BUA 421	Cases in Financial Management	3
BUA 430	Investments	3
BUA 440	Personal Financial Planning	3
ECO 202	Principles of Economics II	<u>3</u>
		21

### MINOR IN MANAGEMENT

Students electing a minor in Management should complete the following course sequence:

Number	Course Title	Hours
ACC 201	Principles of Accounting I	3
ACC 202	Principles of Accounting II	3
ECO 202	Principles of Economics II	3
MGT 301	Principles of Management	3
MGT 433	Human Resources Management	3

# **SCHOOL OF PUBLIC ADMINISTRATION**

The School of Public Administration was established in 1973. It offers an undergraduate and a graduate program, one leading to the Bachelor of Arts degree in Public Administration and the other to the Master of Public Administration degree respectively.

# SCHOOL OF EDUCATION

The School of Education is dedicated to the fulfillment of the University's mission statement which specifically addresses the need for preparing minority students for careers in education and human services.

Baccalaureate programs leading to teacher certification in the fields of Art, Biology, Interdisciplinary Early Childhood Education (IECE), Elementary Education, English, Mathematics, Music, Physical Education and Health, and Social Studies are offered. A teaching endorsement in Computer Science is also available. Coursework leading to the baccalaureate degree is offered in the field of Child Development and Family Relations, which prepares students to teach in pre-school programs and to work in related agencies. Additional programs are available for students interested in careers in Physical Education, Recreation, Sports Management, and Athletic Training.

## TEACHER EDUCATION

The primary purpose of the Area of Teacher Education is to coordinate and administer all programs leading to teacher certification at the University. Educating teachers for a diverse society is of special significance to the Teacher Education faculty. Further, the program is driven by the philosophy that teachers have the power to free learners from conditions associated with being uneducated, undereducated, or miseducated. Thus, the Teacher Education Program works to ensure that teacher education graduates obtain the skills, knowledge, and dispositions needed to serve as "Liberators through Education" in elementary and high school classrooms of the Commonwealth of Kentucky, the region, and the nation.

The Area of Teacher Education offers baccalaureate degree programs leading to teacher certification in Art Education, Biology Education, Elementary Education, English Education, Interdisciplinary Early Childhood Education, Mathematics Education, Music Education, Physical Education and Health, and Social Studies Education. An endorsement for teaching Computer Science is available. Teacher preparation programs are accredited by the Kentucky Education Professional Standards Board (EPSB) and the National Council for Accreditation of Teacher Education (NCATE). All programs lead to teacher certification by the EPSB.

## Teacher Education Committee

The responsibility for teacher education programs at Kentucky State University rests with the Teacher Education Committee. The Committee is composed of 1) the Dean of the College of Professional Studies,

2) the Registrar, 3) the Chairperson and all faculty in the School of Education, 4) the Director of Libraries, 5) the Coordinator of the Communication Skills Center, 6) the Director of Testing, 7) the Director of Supervised Teaching, 8) the Student Placement and Data Coordinator, 9) three public school representatives, 10) faculty representatives from each academic unit in which the University offers teacher certification programs, and 11) two student representatives including the president of the University's chapter of the Student National Education Association and one other education student.

## Goals and Objectives

The overall goal of the Teacher Education Program is to produce the best possible teachers for preschool, elementary and secondary schools. Program objectives are to provide each student with the following:

- A strong liberal studies foundation which will enable students to think critically, express themselves with clarity, make independent and rational judgements, and become life-long learners;
- The pedagogical skills and competencies needed to create an environment conducive to learning for preschool, elementary, and secondary school students;
- A thorough understanding of the content taught in grades P-12;
- An understanding of the function and role of schools and teachers in a democratic, multicultural/diverse society; and
- Field experiences which lead to a commitment to become a teacher who is a liberator through education.

## Admission to Teacher Education

Students desiring teacher certification at any level must apply formally to the Teacher Education Program. Application forms are available in the School of Education office and are due by posted dates in September and February. The Teacher Education Committee reviews all application materials *in the fall and spring semesters*. Failure to make timely application to the Teacher Education Program will delay a student's progress toward graduation, since *admission to the Teacher Education Program is a prerequisite to all but two Education courses*. NOTE: It should be understood that students are responsible for successfully completing courses that are required at the time they are applying for admission to the Teacher Education Program.

**Some curriculum/policy changes required by the EPSB and/or the Teacher Education Committee may not necessarily appear in the Catalogue, as they may be approved and/or implemented between printings of the Catalogue.**

Students are advised to clarify curriculum/policy requirements with their academic advisors. Students are required to meet with their advisors at least two times each semester.

**The Catalogue of Record for all teacher education majors is determined by the date of admission to the Teacher Education Program.**

Each applicant who seeks admission to the Teacher Education Program (TEP) at Kentucky State University is required to meet the following TEP criteria:

- Criterion 1.* Have obtained a minimum of 45 semester credit hours;
- Criterion 2.* File an application for admission to the Teacher Education Program on the official form provided. The application must be accompanied by a word-processed autobiographical sketch of no more than two pages. The autobiography should reveal an alert, resourceful person of sound and stable character who exemplifies the following traits: 1) a strong desire to learn, 2) a strong desire to become an effective teacher, 3) a genuine interest in people, especially young people, 4) the ability to work well with others, and 5) a willingness to go beyond average expectations in hours devoted to study and involvement in school and community activities.
- Criterion 3.* Submit an ACT minimum composite score of 21; OR minimum PRAXIS I scores of 173 in Reading, 172 in Writing, and 173 in Mathematics; OR have obtained a cumulative grade-point average of 2.75 or above on a 4.0 scale. (A student may satisfy Criterion 3 by submitting passing scores on the subject area PRAXIS II tests.)
- Criterion 4.* Demonstrate competency in written communication through an impromptu written response to a question in the applicant's field of study. The sample will be evaluated for writing skills, content, organization, and style.
- Criterion 5.* Demonstrate competency in verbal communication during an individual oral interview.
- Criterion 6.* Have obtained a grade of "C" or better in

the following courses.

- A. ENG 101 (English Composition I) and ENG 102 (English Composition II);
- B. EDU 202 (Foundations of Teaching and Education);
- C. EDU 203 (Microcomputers and Media in the Classroom);
- D. For IECE majors: CDF 203 (Child Development I) and CDF 204 (Child Development II).

- Criterion 7.* Obtain three letters of recommendation:
- A. One from the major advisor;
  - B. One from a KSU instructor with whom the applicant has completed a course; and
  - C. One from an area public/private school teacher with whom the applicant has had field-based experience.
- Criterion 8.* Receive clearance from the Vice President for Student Affairs, upon request by the School of Education.
- Criterion 9.* Complete the appropriate required components of the electronic portfolio.

**There is no conditional admission to the Teacher Education Program; to be eligible for admission, applicants must meet all requirements.** The Teacher Education Committee may withdraw a student from the Teacher Education Program at any time based upon either of the following:

- A. Unsatisfactory academic progress.
- B. Disciplinary action by the University against the student because of conduct that would indicate character traits of such a nature as to make that student unfit for the teaching profession.

A student may withdraw officially from the Teacher Education Program with proper written notice to the Chairperson of the Teacher Education Committee. An applicant who has been denied admission to the Teacher Education Program will be permitted to apply again, provided all deficiencies have been removed.

**Kentucky State University, operating through the Teacher Education Committee, retains the right to change, modify, or add to the above requirements at any time.** The Teacher Education Committee will give students notice of required changes. Students must consult the Chairperson of the Teacher Education Committee for the most recent certification regulations.

### **Admission to Supervised Teaching (Student Teaching)**

All students seeking certification to teach are required to file an application for Supervised Teaching. The application for admission to Supervised Teaching must be made by the posted deadline during the semester immediately prior to the semester during which the student plans to do student teaching. After processing the student's application, the Chairperson of

the Teacher Education Committee (TEC) will notify the applicant by letter that the application for admission to Supervised Teaching has been approved or denied. If the application is approved, the approval will be subject to continued compliance with all prerequisites and the student's attainment and maintenance of the required criteria for admission that are in effect at the time of application and at the time the student is scheduled to enroll in the Supervised Teaching course. If the application for admission to Supervised Teaching is denied, the letter of notification will state the reason(s) for denial.

Applicants for admission to Supervised Teaching must meet the following TEC criteria:

- Criterion 1.* Have been admitted to the TEP prior to being approved for Supervised Teaching and be in good academic standing.
- Criterion 2.* Have a cumulative grade-point average of 2.75 or above (on a 4.0 scale) at the time of application, or have attained such by the end of the semester immediately prior to the scheduled entrance into Supervised Teaching.
- Criterion 3.* Have completed all coursework within the Generalist Concentration or Specialty Area and have a cumulative grade point of 2.75 or above (on a 4.0 scale) in all coursework (with all grades "C" or above) at the end of the semester prior to the scheduled entrance into Supervised Teaching.
- Criterion 4.* Have completed all required professional Education courses, including the field experience requirements, with a minimum grade-point average of 2.75 (with all grades "C" or better) or have satisfied this requirement by the end of the semester immediately prior to the scheduled entrance into Supervised Teaching.
- Criterion 5.* Have completed all coursework requirements in any additional certification area with a minimum grade-point average of 2.75 (with all grades "C" or above) if Supervised Teaching is to be completed in that certification area.
- Criterion 6:* Have successfully completed (or will have completed) all coursework and all graduation requirements except student teaching. (Transcripts or letters of verification for transfer courses must be submitted prior to student teaching).
- Criterion 7.* KSU students must obtain a passing score on the PRAXIS II Subject Assessment/Specialty Area test(s) and Principles of Learning and Teaching (PLT) test prior to student





**Mathematics Education:** A minimum of 128 semester credit hours is required for a major in Mathematics with high school teacher certification. In addition to the University's Liberal Studies requirements (with MAT 131 in place of MAT 111, and PHY 211 [recommended] or PHY 212 in place of other natural science requirements), students must complete 32 semester credit hours of mathematics courses (MAT 132, 210, 231, 300, 307, 321, 326, 401, 403, and 460); 4 semester hours computer science (COS 108); 36 semester credit hours of professional education courses (EDU 202, 203, 302, 303, 304, 310, 411, 430, and 494); a 3 semester credit hour mathematics elective selected from MAT 232, 312, 315, 402, 404, 411, 415, and 470; and 3 semester credit hours of free electives. The students must earn a grade of "C" or better in all the courses listed above with the exception of the free electives.

**Social Studies Education:** A minimum of 128 semester credit hours is required for a major in Social Studies Education with high school teacher certification. Requirements include: 50 semester credit hours of Liberal Studies (HIS 103 is replaced by HIS 101 and 102); 15 semester credit hours of History courses (HIS 101, 102, 201, 202, and 350); 12 semester credit hours of Sociology courses (SOC 203 which has met the Liberal Studies requirement, 303, 304, 305, and 499); a 3 semester credit hour Geography course (GEO 102); a 3 semester credit hour Political Science course (POS 160); a 3 semester credit hour Psychology course (PSY 200); a 3 semester credit hour Economics courses (ECO 200); 36 semester credit hours of Professional Education courses (EDU 202, 203, 302, 303, 304, 310, 414, 430, and 494); and a 3 semester credit hour in the Behavioral and Social Sciences at the 300/400 level.

#### **P-12 CERTIFICATION**

**Art Education:** A minimum of 138 semester credit hours is required for a major in Art Education with high school teacher certification. Requirements include 27 semester credit hours in Art and Art History (ART 110, 112, 113, 201, 202, 2m0.0683 Tw ster credo-0806 Tw n03, 30((ECO))TJ'Ni005(Arts in A7 T; )T0 of Sociolog1iences at 41 0.051urs





## **APPLIED HUMAN SCIENCES**

The Area of Applied Human Sciences offers coursework leading to an Associate of Arts degree in Liberal Studies with a Specialization in Early Childhood Development and a Bachelor of Arts degree in Child Development and Family Relations with non-teaching and teaching certification. The teaching certification program is an Interdisciplinary Early Childhood Education (Birth to Primary Certification) program. In addition, a minor is offered in the Child Development and Family Relations non-teaching program.

### **Child Development and Family Relations (non-teaching)**

The baccalaureate degree program in this instructional area prepares students to direct or teach in pre-school programs and for work in family service agencies. To satisfy the requirements for the Bachelor of Arts degree in the Child Development and Family Relations non-teaching program, a student must complete a minimum of 128 semester credit hours with 33-semester credit hours in Child Development and Family Relations.

The required courses are CDF 101, 102, 203, 204, 305, 315, 316, 407, 408, 409, and 420; and 29 semester credit hours from other academic areas. These required courses are ART 101; EDU 310; ENG 260; FNU 101 and 203; HEC 308; MUE 333; SOW 308 and 430; and ARM 311. In fulfilling degree requirements, students must also complete 13 semester credit hours of free electives.

A minor in Child Development and Family Relations requires the completion of 18 semester credit hours. Specific course requirements include CDF 102, 203, 204, and 315; and 6 semester credit hours selected from CDF 420, PSY 400 or 404, SOC 304 or 305, and SOW 308.

**For specific requirements to receive teacher certification, interested students should consult the Catalogue section under the School of Education. Students seeking teacher certification should refer to the admission criteria and procedures included in the College of Professional Studies section of this Catalogue.**

# DIVISION OF SOCIAL WORK AND CRIMINAL JUSTICE

The Division of Social Work and Criminal Justice offers two degree programs. The degrees are a Bachelor of Arts in Criminal Justice and a Bachelor of Arts in Social Work. In addition, minors are offered in Criminal Justice and in Gerontology. The Social Work program provides scholarships. They are available through the Kentucky Cabinet for Health Services and the University of Kentucky.

courses; 12 semester credit hours of Sociology courses; 9

## CRIMINAL JUSTICE

The baccalaureate degree program in Criminal Justice is designed to prepare students for careers in law enforcement, correctional services, probation, parole, and other criminal justice-related areas, as well as for admission to law school. It also provides students with the fundamentals for advanced study in graduate school.

To satisfy the requirements for the Bachelor of Arts degree in Criminal Justice, a student must complete a minimum of 128 semester credit hours. The required courses include 48 semester credit hours of Criminal Justice courses and 21 semester credit hours of support courses. The required courses in Criminal Justice are CJE 101, 103, 200, 203, 204, 205, 303, 304, 390, 400, 401, 404, 405, 407, and 408. The remaining 3 semester credit hours are a Criminal Justice elective to be selected on the basis of the student's area of interest. Required support courses are SOC 203 and 305; SOC 343 or SOW 430, or GNT 301, 400, 401, or 402; SOC 423 or CJE 316; COS 100 or BUA 101; ENG 216 or ADM 220 or BUA 204; and PSY 400 or SOC 403, or PHI 390 or BUA 321 or 322.

A minor in Criminal Justice requires the completion of 18 semester credit hours. Specific course requirements include CJE 101, 103, 200, 203, and 205; and the remaining 3 semester credit hours may be selected on the basis of the student's area of interest within Criminal Justice.

## SOCIAL WORK

The Bachelor of Arts degree in Social Work is accredited by the Council on Social Work Education. The principal objectives of the Social Work program are to prepare undergraduate students for generalist/entry-level professional social work practice in public and private sectors, and to prepare students for continued professional growth including graduate social work education. The curriculum utilizes class and field instruction to develop and strengthen the processes, values, skills, and knowledge essential for alleviating problems that impair the social functioning of individuals, families, groups, and communities.

To satisfy the requirements for the Bachelor of Arts Degree in Social Work, students must complete a minimum of 134 semester credit hours. The required courses include 52 semester credit hours of Social Work

**Dismissal Procedures**

Students may be dismissed from the Social Work Program at any time based upon one or both of the following:

- Unsatisfactory academic progress;
- Disciplinary action by the Division against the

# GRADUATE PROGRAMS

## Office of Graduate Studies

Kentucky State University offers programs of study that lead to three Masters Degrees: the Master of Public Administration, the Master of Science in Aquaculture/Aquatic Sciences, and the Master of Science in Computer Science Technology. These programs are described in the following pages. Kentucky State University strives to maintain the highest quality graduate programs and excellence among graduate faculty. The Graduate Programs at Kentucky State University seek to recruit students of high potential, readiness, and motivation for success in graduate studies and, following graduation, continued professional accomplishment.

### Office of Graduate Studies

The Office of Graduate Studies facilitates the development and improvement of graduate programs and supports student success and progress toward graduation. The Office oversees graduate admissions. The Director of Graduate Studies serves as advisor to the Graduate Student Association. The primary goals of the Director of Graduate Studies are graduate program success and graduate student success. These are to be achieved through the Office of Graduate Studies with the support and aid of the Graduate Council and Graduate Faculty.

### Graduate Council

The Graduate Council develops and monitors policies relating to the graduate programs, graduate students, and graduate faculty. The Director of Graduate Studies chairs the Graduate Council. The Council serves to inform and advise the Director of Graduate Studies in pursuit of the Director's duties in graduate admissions, program

review, graduate student concerns, and graduate faculty concerns. The Graduate Council is composed of representatives from each of the graduate programs and of the graduate faculty. The Graduate Council appoints graduate faculty from among faculty with significant teaching, research, and professional development.

### Graduate Admissions

Applications for admission to graduate studies at Kentucky State University must be submitted to the Office of Graduate Studies. The appropriate address is:

**Graduate Admissions Committee  
Office of Graduate Studies  
Kentucky State University  
Frankfort, Kentucky 40601**

Please identify the Masters program to which you are applying. All admissions application materials must be sent to the Office of Graduate Studies, including the application, transcripts, letters of recommendation, application fee, graduate record examination scores, and other items specified by each program. To be considered for admission, the application must contain all the required materials and must be submitted according to the deadlines published by each program.

### Requirements for Admission

Each program has stipulations regarding admissions requirements, and these are discussed in the following program descriptions.

# THE MASTER OF PUBLIC ADMINISTRATION

## ACCREDITATION

The School of Public Administration has been a member of the National Association of Schools of Public Affairs and Administration (NASPAA) since 1973. NASPAA is an organization which sets national standards for the Master of Public Administration (MPA) degree program and the other master's-level degree programs in Public Administration. The following excerpt from the current NASPAA standards clearly states the purpose of a Master of Public Administration degree program:

*The purpose of the professional master's degree program in public affairs and administration is to prepare individuals for positions of leadership in public service. A career of leadership may involve management and/or policy at several levels of government,*



Kentucky State University and who wish to resume enrollment after not attending for two or more years, and students returning from suspension must provide the following:

- A. An application for re-admission and
- B. Official transcripts for all coursework attempted at other colleges or universities during the period of absence from Kentucky State University.

### **Special Application Procedures for International Students**

In addition to meeting all conditions required for admission of other students, as set forth below under either "Regular Admission Requirements" or "Conditional Admission Requirements," international applicants must meet the following requirements:

- A. Have official TOEFL score (KSU code number 1368) provided directly from the testing agency. TOEFL scores must be 525 or above. Students completing their undergraduate studies in the United States or at universities elsewhere where English is the principal language of instruction are exempt from submitting TOEFL scores.
- B. Upon receipt of the official letter of acceptance, the international student must prove his/her ability to meet college expenses by one of the following means:
  - 1) an award of a full scholarship or similar financial aid covering tuition, room, and board
  - 2) a confirmation deposit of \$3,500 (US) be sent to the Office of Admissions. A student may use a maximum of 65% of the \$3,500 deposit to pay the first semester's tuition and fees. The balance will remain on account until the student graduates or withdraws from Kentucky State University.

In addition to meeting one of the above requirements, the international student must complete a Declaration and Certification of Finances form to qualify for an Immigration Form (I-20) to be sent by KSU.

### **ADMISSION CLASSIFICATIONS**

#### **Regular Admission Requirements**

The Master of Public Administration program admits only students whose preparation indicates potential for a high level of success. Applicants who hold earned bachelor's degrees from accredited institutions and have overall GPAs of 3.0 or higher (on a 4.0 scale) receive Regular

Admission based entirely on evidence of that undergraduate accomplishment. Alternatively, applicants who have successfully completed at least 12 hours in another graduate program, either at Kentucky State University or elsewhere, with an earned GPA of 3.0 or higher, may receive Regular Admission based entirely on that academic performance. Applicants with GPAs of less than 3.0 may obtain Regular Admission by meeting BOTH Requirements A and B below. Requirement A ensures that all MPA students are likely to succeed in professional graduate study; Requirement B ensures that all students also have the potential for career success in the public service. Only applicants meeting both requirements can be admitted.

**Admission Requirement A:** Applicants must possess earned bachelor's degrees from accredited colleges or universities with minimum grade-point averages of 2.7. This information should be verifiable from applicants' official transcripts.

**Admission Requirement B:** Applicants must meet at least *one* of the following requirements:

1. Have completed at least 24 hours of undergraduate work related to public administration. This information should be verifiable from applicants' official transcripts. For the purposes of this requirement, the following disciplines are considered related to public administration: public administration, political science, sociology, psychology, history, social work, criminal justice/police administration, computer science, international studies, economics, and business (all sub-fields).
2. Have been employed full time in a professional position by a governmental or non-profit organization for a period of at least two (2) years. This is normally verified using a letter from a past or present supervisor or employer, which may be one of the three letters of reference mentioned above. A "professional" position is either one which requires incumbents to have completed at least two years of college or a position which demonstrably requires exercise of substantial judgment, self-direction, analytical skills, or leadership. Applicants may supplement employer letters with additional documentation concerning the nature of their duties.
3. Submit a combined score of at least 1,100 (Verbal, Mathematical, and Analytical) on the Graduate Record Exam (GRE) or a score of at least 480 on the Graduate Management Test

(GMAT).

Applicants who meet one of these three requirements are not required to submit documentation concerning the other two. For example, if an applicant's transcript indicates that he/she has completed 21 hours of coursework related to public administration (requirement 1), then the applicant need not necessarily submit a GRE score or an employer letter.

#### Conditional Admission Requirements

Upon recommendation of the faculty, the chairperson may grant Conditional Admission to applicants who have undergraduate GPAs of at least 2.4 and who meet all other requirements for Regular Admission. Such applicants must possess baccalaureate degrees and must meet Requirement B of the "Regular Admission Requirements." As described above, Requirement B can be fulfilled using related coursework, professional experience, or a test score. Conditionally admitted students are subject to initial performance requirements more stringent than those imposed upon others, as described below under Probation and Dismissal.

#### Non-Degree Admission

To obtain non-degree graduate admission, each prospective student must submit a transcript indicating that he/she possess an earned bachelor's degree from an accredited college or university. Non-degree status is appropriate for students seeking to take courses purely for their own enrichment. If a non-degree student earns any graduate course grade below a "B" at Kentucky State University, his/her non-degree admission status will be terminated. If a non-degree student completes six hours of coursework at the University, that student's non-degree admission status will be terminated. A non-degree student wishing to pursue the MPA degree may be admitted to the program at the discretion of the chairperson. Only non-degree hours may be transferred to the program. No more than six non-degree hours may be transferred to the program.

PUA 504	Organization Theory
PUA 505	Managerial Computer Applications
PUA 506	Human Resource Management in the Public Sector
PUA 605	Public Sector Economics
PUA 607	Budgeting in Government Agencies

**Specialty Area Courses (9 semester credit hours):**

The student must select and complete three specialty area courses at the 600 level in Public Administration (9 semester credit hours) in consultation with the student's advisor.

**Internship (required for pre-service students, 3 semester credit hours):**

PUA 699 Internship in Public Administration

**Thesis Option (6 semester credit hours plus three additional coursework hours):**

A thesis is a formal paper reflecting systematic research on a significant problem. It should represent a student's independent research, carried out under the supervision of the Public Administration faculty. A thesis may use primary data collected by the student and/or secondary data collected by governmental and non-governmental organizations. It must, however, provide evidence of originality, appropriate organization, clarity of purpose, critical analysis, and accuracy. Mere descriptions, cataloguing, compilation, and bibliographic reviews are not adequate. Approval of the chairperson of the School of Public Administration is required prior to registration for the thesis option.

**Coursework Option (9 semester credit hours):**

Students who select the coursework option must complete their final 9 semester credit hours from any 600 level courses. Approval of the student's advisor is required prior to registration for the coursework option.

**SPECIALTY AREAS IN THE MASTER OF PUBLIC ADMINISTRATION DEGREE PROGRAM**

The specialty areas in the Master of Public Administration program offered by Kentucky State University reflect the human-resource needs in the public sector and the student's career objectives.

The Master of Public Administration program currently offers three specialty areas, each of which is briefly described below. Within each specialty area, one advanced course is required. The student may, in consultation with his/her advisor, select two other specialty area courses to meet the student's educational needs.

**Human Resource Management**

This specialty area is designed for students who are interested in both public- and private-sector personnel management positions. The following courses are offered:

**Required Course:**

PUA 691 Human Resource Management Seminar

**Optional Courses (select two of the following):**

- PUA 612 Human Resource Law
- PUA 614 Applied Human Relations
- PUA 615 Personnel Assessment

**Management Information Systems**

This specialty area is designed for students interested in jobs in the Management Information Systems (MIS) field. It emphasizes systems analysis and design, and utilization of current applications software. The following courses are offered:

**Required Courses:**

- PUA 680 Management Information Systems Administration
- PUA 682 Seminar on Management Information Systems
- PUA 683 Decision Support Systems

**International Administration and Development**

This specialty area generally attracts public service professionals from the developing nations, sponsored by their government and USAID. American students interested in careers in international administration may also choose this specialty. The following courses are offered:

**Required Courses:**

- PUA 631 Seminar on Comparative and International Administration
- PUA 632 Comparative Economic Systems
- PUA 633 Seminar on Development Administration

## **ACADEMIC REGULATIONS AND POLICIES FOR THE MASTER OF PUBLIC ADMINISTRATION**

Once a student has received the Master of Public Administration degree, additional specializations may not be added to the transcript or diploma. Students may take additional course work as non-degree students, but this work will not count toward an additional specialization or degree.

### **Comprehensive Examinations**

All Master of Public Administration degree candidates are required to pass a written comprehensive examination in their final semester at Kentucky State University. The comprehensive examination is normally offered during the fall and spring semesters. Limited availability of faculty resources makes it difficult to schedule a comprehensive examination in the summer session. It is the individual student's responsibility to complete an application for a comprehensive examination. The application must be approved by the student's advisor and submitted to the chairperson of the School of Public Administration for placement on the comprehensive examination list. The student's request to participate in the fall semester examination must be made no later than September 15. Requests to participate in the spring semester examination must be made no later than February 15.

### **Grades**

Grades below "C" may not be presented for Master of Public Administration graduation credit, nor shall graduation be approved for students with grade-point averages below 3.0. Students may not graduate with more than 6 semester credit hours of courses with a grade of "C" or below. This regulation does not apply when a grade of "C" has been superseded by successful completion (grade of "B" or better) of a particular course at a later date.

### **Probation and Dismissal**

#### **A. Initial Procedures for Conditionally Admitted Students**

Any conditionally admitted student who fails to perform satisfactorily while initially enrolled will be dismissed from the program. To remain in the program all conditionally admitted students must do the following:

### **GRADUATE STUDENT ASSISTANTSHIPS**

A limited number of graduate assistantships are available for full-time students pursuing the Master of Public Administration degree. Students holding these positions work 20 hours per week and receive stipends and waivers of out-of-state tuition. Graduate assistants assist the chairperson and faculty members in their instructional and research activities. Students interested in such positions may make application to the chairperson of the School of Public Administration. Assistantships are awarded on the basis of need and high academic achievement.

### **ACTIVITIES**

As public service professionals, Master of Public Administration students are encouraged to join the American Society of Public Administration (ASPA) and other relevant professional organizations such as the Kentucky Political Science Association, the United Nations Association (Frankfort chapter), and the International Personnel Management Association. The national/regional/state conferences of ASPA and other organizations provide opportunities for students and faculty to present research papers.

and grows and develops professionally.

# THE MASTER OF SCIENCE IN AQUACULTURE/AQUATIC SCIENCES

The Division of Aquaculture at Kentucky State University offers a Master of Science degree in Aquaculture/Aquatic Sciences. Aquaculture is the rearing of aquatic organisms under controlled or semi-controlled conditions. Interest in Aquaculture has increased worldwide as fish consumption has increased concurrently with decreasing catches of wild fish. In Kentucky and the southern United States, aquaculture production focuses on raising freshwater species commercially. The curriculum meets criteria established by the University Programs Standards Committee of the American Fisheries Society for Fish Culture Specializations and criteria established by the United States Aquaculture Society, a chapter of the World Aquaculture Society. This program is designed to provide students with the training and experience required for immediate employment. However, the program is also designed to provide the academic foundation for further graduate studies. As a thesis-based degree program, it requires each student to have a graduate committee. This committee will be responsible for evaluating the student's competencies based on comprehensive evaluation, and thesis presentation and defense. Upon completion of the program, students should have knowledge of production and reproduction of primary aquaculture species, basic genetics, physiology and nutrition of aquatic vertebrate and invertebrate culture species, mechanics and operation of primary production methods, causes and controls of pathogenic organisms, the function and manipulation of biological and chemical cycles in ponds, the design and analysis of experiments, and basic economics and marketing in aquaculture.

## ADMISSION TO THE MASTER OF SCIENCE IN AQUACULTURE/AQUATIC SCIENCES PROGRAM

### Application

Admission to the Graduate Program in Aquaculture/Aquatic Sciences is based upon evidence that the applicant has already attained

a certain minimal level of academic proficiency.

Applicants must assume responsibility for filing complete admission data, as listed below.

**Application Form:** Each student must submit a completed, signed application form, providing all requested information. An application form can be obtained through the Program's website, [www.ksuaquaculture.org](http://www.ksuaquaculture.org). A letter describing the applicant's goals and career objectives is also required.

**Transcripts:** Each applicant must provide two official copies of transcripts of all previous college/university credits showing all grades received and any degrees or certificates that have been awarded. The student who has not completed his/her undergraduate degree at the time of application for admission to the Aquaculture Program must submit an official transcript at the time of application, as well as an official transcript with the posted degree once the degree requirements have been completed. An official transcript must bear the raised seal and the signature of the registrar fromignat..00t ntsl9nd d002 Tc

the responsibility of the applicant to apply for and take the examination and to have the official scores sent to the Office of Graduate Studies.

**Letters of Recommendation:** Applicants should solicit three letters of recommendation from instructors at previous institutions, and request that they be mailed to the Office of Graduate Studies.

**Application Deadlines:** Applications must be received by May 15 for fall semester and by October 15 for spring semester admission.

**Types of Graduate Admission:** After evaluation of an applicant's credentials, the applicant will be notified by letter that (1) admission has been granted under one of the categories listed below,

officially enrolled for graduate credit at Kentucky State University, the student must file an application form and submit an official Visiting Student Form.

**Advisement:** Upon admission to the Program, each student shall be assigned an advisor. The student shall take the initiative to become familiar with the objectives of the program and pertinent regulations, as they are described in the Catalogue, prior to scheduling a conference with the assigned advisor.

**Special Application Procedures for International Students:** In addition to the general guidelines for admission, international students must

- Have a minimum grade-point average of 3.0 or its equivalent in undergraduate coursework as evidenced by official transcripts. All transcripts must be submitted in English, and any translation certified.
- C Have official Test of English as a Foreign Language (TOEFL) scores provided directly from the testing agency or provide other evidence of proficiency in the English language. TOEFL scores must be a minimum of 550 (written) or 230 (computer). However, students completing their undergraduate studies in the United States are exempt from submitting TOEFL scores, and may be admitted to the Program with a cumulative grade-point average of 3.0. Students exempted from submitting TOEFL scores will be required to complete the GRE and are subject to meeting the requirements for unconditional admission.

Upon receipt of the official letter of acceptance, the international student must prove his/her ability to meet college expenses by one of the following means:

- 1) an award of a full scholarship or similar financial aid covering tuition, room, and board
- 2) a confirmation deposit of \$3,500 (US) be sent to the Office of Admissions. A student may use a maximum of 65% of the \$3,500 deposit to pay the

first semester's tuition and fees. The balance will remain on account until the student graduates or withdraws from Kentucky State University.

In addition to meeting one of the above requirements, the international student must

complete a Declaration and Certification of Finances form to qualify for an Immigration Form (I-20) to be sent by KSU.

#### **Course Load**

The normal load of a graduate student during tity

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quality points per semester credit hour.

**C:** Average. It represents average achievement, and is worth two quality points per semester credit hour.

**D:** Poor. It represents the minimum passing grade (not for courses in which the students must receive a "C" or better), and is worth one quality point per semester credit hour.

**F:** Failure. It represents failure of a course taken either for a letter grade or on a pass-fail basis, and is worth zero quality points.

**P:** Pass or proficient. It represents a passing grade in a course taken on a pass-fail basis. It is not included in the grade-point average.

**I:** Incomplete. It means that part of the regularly assigned work for the course has not been completed, for example, the final examination, one major examination, a term paper or class project, or part of the requirements of a laboratory. A grade of "I" may not be assigned as a substitute for a "D" or an "F." An incomplete earned in any given term (summer session/semester) must be removed by the end of the eighth week of classes within one calendar year; otherwise, the "I" will automatically be changed to an "F". When an "I" is assigned, a detailed description of the work to be completed must be provided by the faculty member to the Office of Academic Advising, dean, chairperson, student's designated advisor, and student.

**W:** Withdrawal. This option can be entered only for students who withdraw prior to the end of the fifth full week of classes during a semester, or the second full week of classes during a summer session. It is not included in the grade-point average.

**AU:** Audit. It is not included in the grade-point average. This grading option must be selected no later than the end of late registration, and must be indicated on either the student's registration or add/drop form.

#### **Pass-Fail**

1. The pass-fail and audit options are available to students who wish to take graduate courses for their own professional growth or personal interest. Such courses may not be used as part of the graduate degree requirements.

2. A grade of "P" will be given to indicate satisfactory completion of the examinations and/or experiences eligible for pass-fail credit.

When a "P" is assigned, it is equivalent to a minimum numerical score of **70%**.

3. A grade of "F" will be given to indicate unsatisfactory completion of the examinations and/or experiences eligible for pass-fail credit. An "F" is assigned when the numerical grade is below **70%**.

The grading scale is as follows:

#### **Grading Scale**

**A = 90-100**

**B = 80-89**

**C = 70-79**

**D = 60-69**

**F = 0-59**

More detailed information about student evaluation is available on specific course syllabi. A student's academic grade record is expressed as a grade-point average computed by multiplying the semester hours of credit for each course by the quality point value of the grade received in the course. These products are added, and the sum is divided by the total number of semester credit hours attempted.

#### **Grade Appeals**

See Section XIII.F of the University Catalogue.

#### **Academic Integrity**

The University faculty have the right to expect students to adhere to the principles of academic integrity. These principles require students to present as theirs only academic work for which they are actually responsible. Academic dishonesty will not be tolerated. Depending upon the seriousness of the infraction, students found guilty of plagiarizing or cheating will be sanctioned in any of several ways. These range from assignment of a failing grade on the assignment or dismissal from the course in question, to dismissal from the Program.

For a full description of what is considered

(9 semester credit hours) to remove the scholastic probation by attaining a 3.0 average.

### **Dismissal**

If probation is not removed, students will be dismissed from the Program. Students who have been dismissed from the Program for this reason may apply for re-admission after one semester. Readmitted students will have one full-time semester or the equivalent (9 semester credit hours) to remove the scholastic probation by attaining a 3.0 average. Students placed on scholastic probation are not eligible for assistantships. Enrollment may be terminated for any of the following reasons:

- C Scholastic probation for three semesters of enrollment.
- C Two unsuccessful attempts to pass the written comprehensive examination(s) or the final oral examination.
- C In cases where the student's Advisory Committee recommends termination after the student has passed the written comprehensive examination, the Graduate Faculty will meet to vote on the recommendation. When the Graduate Faculty concurs and the student dissents, the student will have an opportunity to meet with the Graduate Faculty, after which a second vote will be taken and a final recommendation will be made to the Aquaculture Program and the Division of Mathematics and Sciences.

## **DEGREE COMPLETION REQUIREMENTS**

### **Admission to Candidacy**

Admission to candidacy is a function of the Program's consideration of the student's potential for matriculation in the Program based on his/her performance at the graduate level, and represents a stage beyond admission to the Aquaculture/Aquatic Sciences Graduate Program. Students must be admitted to candidacy to be considered eligible for the master's degree. A copy of the student's admission to candidacy application shall be submitted by his/her advisor for approval by the Chairperson, Division of Aquaculture as soon as possible. Admission to candidacy must be approved no later than the third week of the semester in which the student is enrolled in any of the last 12 semester credit hours of his/her degree program. To accomplish this, the required papers for admission to

candidacy must be received by the Chairperson, Division of Aquaculture prior to the student's registration in any of the last 12 semester credit hours of the degree program. A student will not be eligible to graduate in the same semester he/she is admitted to candidacy, unless that student is completing the program within two consecutive semesters. A permanent committee will be assigned upon approval of candidacy. The permanent committee will consist of the Chairperson of the Division of Aquaculture, the major professor (Chair), and one other faculty member from the Aquaculture Program. Admission to candidacy must be completed prior to scheduling of the written comprehensive examination(s) or thesis final defense.

All conditions for clear admission to the Program and any prerequisites must have been satisfied before the candidacy application is approved. No student shall become an approved candidate without a minimum overall and program graduate grade-point average of 3.0; no graduate credit shall be granted for a grade below "C"; and no student may repeat a course to improve his/her standing without the explicit permission of his/her advisor and the Chairperson of the Division of Aquaculture.

When a student's candidacy is approved, the student is notified that he/she is a candidate for the degree program. After becoming a candidate, a student is eligible to file an application for graduation. An application for graduation must be received in the Division of Aquaculture prior to the semester in which the program completion is expected (see the Academic Calendar for submission dates). Graduation application forms are available upon request from the Office of the Registrar. Students should refer to the following section for complete details concerning application for graduation. Fees will be billed to the student's account by the cashier.

Students will be considered candidates for graduation only if they have an overall and program graduate grade-point average of 3.0 or higher at the beginning of the term in which they wish to graduate.

### **Master's Thesis**

Students who submit a thesis in partial fulfillment of the master's degree must prepare it in conformity with the regulations approved by the Chairperson of the Division of Aquaculture. Three

approval pages bearing original signatures of the graduate committee must be included with three typewritten, clear, unbound copies of the thesis, all presented to the Chairperson, Division of Aquaculture at least two weeks prior to the end of summer school and three weeks prior to the end of the Fall or Spring semester. Two copies are bound and become the property of the Program; one copy is bound and becomes the property of the Blazer Library. Theses must be on white paper of at least 50 percent rag or cotton fiber content and must be in a form acceptable to the Aquaculture Program. Instructions for the preparation should be obtained from the Program's website ([www.ksuaquaculture.org](http://www.ksuaquaculture.org)) before the thesis is typed.

Theses must be developed under the direction of a full member of the Aquaculture Graduate Faculty.

### **Time Limit for Degree Completion**

All program requirements must be completed within three years of initial admission, unless otherwise approved by the Chairperson of the Division of Aquaculture.

### **Minimum Hours Required**

The Master of Science in Aquaculture/Aquatic Sciences Degree Program requires a minimum of 37 semester credit hours.

### **Class Attendance**

The University expects all students to attend class regularly. Students are responsible for coursework covered during all class periods, including the first class meeting. Each instructor will record absences and deal with them in a manner consistent with University policy. If a student presents the instructor with an adequate and documented reason for an absence, the instructor normally will give the student an opportunity to make up the work missed, if this is feasible. Adequate reasons involve circumstances beyond the student's control, such as personal illness, critical illness or death in the immediate family, or participation in an approved University activity. It is the student's responsibility to initiate the request to make up class work missed. Students should familiarize themselves with each faculty member's course syllabus for specific details.

### **Comprehensive Examination(s)/Final Thesis Defense**

All candidates shall perform satisfactorily on written examination(s) of the contents of their program of studies and the final defense of their theses. Written comprehensive examinations are scheduled after the application for the degree has been filed and evidence exists indicating that the student should complete all degree requirements. Written comprehensive examinations are not to be given prior to admission to candidacy, or while the student's overall graduate grade-point average is below 3.0.

The committee chair must file the Schedule of Written/Comprehensive Examination in the Aquaculture Research Center with copies to the student and committee members at least two weeks prior to the comprehensive examinations. Committee chairs shall certify the results of the completion of the comprehensive examinations to the Chairperson, Aquaculture Division no later than 30 days in advance of Commencement.

A review period of no less than 60 days nor more than one year is required of candidates who fail the written comprehensive examinations or thesis final defense initially. Additional courses or thesis work may be required of an unsuccessful candidate. Committee changes are not normally approved between the first taking of the comprehensive examinations or thesis final defense and the retake. Written comprehensive examinations may not be retaken more than once for the master's degree.

### **GRADUATE STUDENT ASSISTANTSHIPS**

Graduate Research Assistantships provide student assistance for the Aquaculture Program. Students holding these positions work 20 hours per week and receive stipends and waivers of tuition. Assistantships are awarded on the basis of need and high academic achievement.

### **CATALOGUE APPLICABLE**

A student with a 2.0 or higher is

**REQUIRED COURSES**

BIO 507	Fish Genetics	3
BIO 509	Biostatistics	4
BIO 511	Fish Diseases	4
BIO 512	Fish Morphology & Physiology	4
BIO 521	Fish Nutrition	3
BIO 522	Principles of Aquaculture	3
BIO 525	Aquaculture Economics and Marketing	4
BIO 527	Fish Reproduction & Spawning Techniques	4
BIO 551	Survey of Production Methods	3
BIO 560	Water Quality Management	4
BIO 601	Thesis	<u>1</u>

37 hours

**ELECTIVE COURSES**

BIO 591	Internship: Aquaculture	1/4
BIO 600	Research Aquaculture	1/9
BIO 699	Completion of Research & Thesis	1/9

# THE MASTER OF SCIENCE IN COMPUTER SCIENCE TECHNOLOGY

The Division of Computer and Technological Sciences is a part of the College of Mathematics, Science, Technology, and Health. The division offers programs of study leading to the Master of Science in Computer Science Technology (MSCST). Admission requirements include good undergraduate academic standing, GRE scores, and three letters of recommendation from undergraduate teachers or current employers (for applicants working in the field of technology). A prospective candidate may or may not have an undergraduate baccalaureate degree in computer science. A candidate with a non-computer science degree must show great motivation towards learning in the technological fields.

Students with an undergraduate degree in computer science (**Plan A**) will directly proceed to the core courses. However, the students with undergraduate degrees in fields other than computer science (**Plan B**) must complete 12 hours of intensive foundation courses to gain the proficiency needed in the areas of computer programming, data structures, discrete mathematics, and computer organization. After completion of the foundation courses, students in Plan B will move on to the core courses.

Both thesis and non-thesis options are available in the program leading to the Master of Science degree. Six (6) hours of project or two (2)

**Graduate Admissions Committee  
Office of Graduate Studies  
Kentucky State University  
Frankfort, Kentucky 40601--USA**

**Graduate Record Examination (GRE):** All applicants for admission to the program are encouraged to take the Graduate Record Examination (GRE) at the time of application. The satisfactory official score reports from the general section of the GRE must be submitted to the Graduate Program office. The GRE must have been taken within the past five years leading to the application due date. Certain domestic students who may not have had the opportunity to take the GRE may be admitted provisionally if they have good academic standing for one semester provided they take the test during their initial semester in graduate school. Application materials for the GRE can be obtained from, and must be sent to, the Educational Testing Service, P. O. Box 6000, Princeton, New Jersey 08541-6000 U.S.A. (Telephone: 609-771-7670 or 510-654-1200). It is the responsibility of the applicant to apply for and take the examination and to have the official scores sent to the Office of Graduate Studies.

**Letters of Recommendation:** Applicants should have three letters of recommendation from instructors at previous institutions or from previous and/or current employers. The letters must be mailed directly to the Office of Graduate Studies.

**ADMISSION CLASSIFICATIONS  
Regular Admission Requirements**

The Master of Computer Science Technology program admits only students whose preparation indicates potential for a high level of success. Applicants who hold earned bachelor's degrees from accredited institutions and have overall GPAs of 3.0 or higher (on a 4.0 scale) receive Regular Admission based entirely on evidence of that undergraduate accomplishment. Applicants with GPA of less than 3.0 may obtain Regular Admission by meeting BOTH Requirements A and B below. Requirement A ensures that all MSCST students are likely to succeed in professional graduate study; Requirement B ensures that all students also have the potential for career success in the computer science field. Only applicants meeting both requirements can be admitted.

**Admission Requirement A:** The applicant must possess an earned bachelor's degree from an accredited college or university with a minimum GPA of 2.7. This information should be verifiable from the applicant's official transcript.

**Admission Requirement B:** The applicant must meet at least *one* of the following requirements:

1. Has completed at least 24 hours of undergraduate work related to Computer Science.
2. Has been verifiably employed full time in a technological field for a period of at least two (2) years.
3. Has a combined score of at least 1,000 (Verbal and Analytical) on the Graduate Record Exam (GRE).

The applicant who meets any one of the three requirements is not required to submit documentation concerning the other two. For example, if an applicant's transcript indicates that he/she has completed 24 hours of course work related to computer science (requirement 1), then the applicant need not submit a GRE score or an employer letter.

**Conditional Admission Requirements**

Upon recommendation of the Graduate Program committee, Conditional Admission may be granted to applicants who have undergraduate GPAs of at least 2.5 and who meet all other requirements for Regular Admission. Such applicants must possess baccalaureate degrees and must meet Requirement B of the "Regular Admission Requirements." Conditionally admitted students are subject to initial performance requirements more stringent than those imposed upon others, as described below under Probation and Dismissal. They must maintain a GPA of 3.0 (on a 4.0 scale) every semester.

**Non-Degree Admission**

An individual wishing to take graduate computer courses for personal or professional development, but who does not plan to pursue a graduate degree, may be admitted as a non-degree student. A non-degree student must hold a baccalaureate degree from an accredited

institution and must have a minimum overall undergraduate GPA of 2.5.

**Visiting Student Admission:** Students who have been previously admitted to other accredited graduate programs may register for graduate courses as visiting students. In order for a visiting student to be enrolled officially for graduate credit at Kentucky State University, the student must file

average achievement, and is worth two quality points per semester course.

**F:** Failure. It represents failure in a course taken either for a letter grade or on a pass-fail basis, and is worth zero quality point.

**P:** Pass or proficient. It represents a passing grade in a course taken on a pass-fail basis. It is not included in calculating the grade-point-average.

**I:** Incomplete. It means that part of the regularly assigned work for the course has not





**Time Limit for Degree Completion**

All program requirements must be completed within three (3) years from initial admission for full-time and four (4) years for part-time students from initial admission, unless otherwise approved by the Computer Science Graduate Student Coordinator.

**Minimum Hours Required**

The Master of Science in the Computer Science Technology Degree Program requires a minimum of thirty (30) semester credit hours, not including the foundation courses.

**Class Attendance**

The University expects all students to attend class regularly. Students are responsible for course work covered during all class periods, including the first class meeting. Each instructor will record absences and deal with them in a manner consistent with University policy. If a student presents the instructor with an adequate and documented reason for an absence, the instructor normally will give the student an opportunity to make up the work missed, if this is feasible. Adequate reasons involve circumstances beyond the student's control, such as personal illness, critical illness or death in the immediate family, or participation in an approved University activity. It is the student's responsibility to initiate the request to make up class work he/she has missed. Students should familiarize themselves with each faculty member's course syllabus for specific requirements.

**Comprehensive Examination(s) / Thesis Defense**

All candidates with a thesis option and a project option must defend their work. All other students will be subjected to an exit examination with written and oral components. The graduate committee may declare a candidate successful or may ask him/her to repeat the defense. Anyone not successful after two attempts will be terminated with no degree conferred from the MSCST program.

**Graduate Assistantships**

A limited number of graduate assistantships are available for full-time students pursuing the Master of Science in Computer Science Technology degree. Students holding these positions work 20 hours per week and receive stipends and waivers of out-of-state tuition. Graduate assistants assist the faculty members in their instructional and research activities. Students interested in such positions apply to the Division's office. Assistantships are awarded on the basis of financial need and high academic achievement.

**Catalog Applicable**

A student will be governed by the catalog of record; i.e., the catalog under which he/she is officially admitted to the graduate program. If a student interrupts residence status at this institution for more than two years, he/she automatically comes under the requirements of the catalog in force at the time of re-admission. A student may elect to comply with the catalog currently in force with the permission of the Vice President for Academic Affairs.

# HONORS AND AWARDS

Each spring the University holds an Honors Convocation for students who have high academic achievements. The University's Office of Academic Affairs and academic units honor students for the following awards and honors:

President's Award (Graduating seniors with the five highest grade-point averages)

Junior Award (Five highest academic averages, junior year)

Sophomore Award (Five highest academic

level of achievement and musical performance)

Mary E. Hill Memorial Scholarship (At least 60 credit hours; major in biology, physics, chemistry, or music; cumulative GPA 2.7; major GPA 3.0+; outstanding character)

The Mary J. Robb Award (Awarded to concert choir participant who is music major or minor or major in music education who exemplifies musical excellence)

Outstanding Studio Art Major Award (Full-time art major with outstanding achievement in art)

Thelma Johnson Award (Music/keyboards major who has significant contributions as accompanist and pianist)

The Natasha Paul'et Wilson Scholarship (Outstanding freshman in concert choir)

Dr. James and Rosalind Letton Scholarship (Outstanding member of concert choir)

Ruby Dixon Award (Scholastic and musical excellence with highest GPA)

Most Promising Freshman Art Major Award (Exemplifies superior potential in visual arts)

Mary E. Hill Memorial Scholarship (At least 60 credit hours; major in biology, physics, chemistry, or music; cumulative GPA 2.7; major GPA 3.0 or better in the major field; junior or senior status)

Buchanan-Neville Endowed Scholarship (Sophomore, Junior, or Senior with a GPA above 2.5 from a small Kentucky town)

### **Whitney Young School of Honors and Liberal Studies**

Outstanding Whitney Young College Freshmen (Academic excellence, seriousness about academics; cooperation with other students)

Outstanding Whitney Young College Sophomores (Academic excellence, seriousness about academics; cooperation with other students)

Outstanding Whitney Young College Junior (Academic excellence, seriousness about academics; cooperation with other students)

Outstanding Whitney Young College Seniors (Academic excellence, seriousness about academics; cooperation with other students)

Outstanding Whitney Young College Senior (GPA 3.0 or above; at least 105 credit hours)

Outstanding Whitney Young College Senior Thesis Award

Whitney Young College Student Leadership Award (GPA of 3.7 or above; initiative, responsibility, creativity as student leader)

### **College of Mathematics, Science, Technology, and Health**

#### **School of Nursing**

Nursing Scholarship Award (Given yearly to graduating nursing students with a cumulative GPA of 3.0 or higher)

#### **Division of Computer & Technological Sciences**

Outstanding CSC Award—Senior (Highest GPA of senior CSC majors)

major in Chemistry; currently enrolled, junior or senior, GPA 3.5 or above)

Outstanding Major in Biology (Academic achiever; at least 12 semester credit hours in MASC courses, 6 semester hours in 300/400 level MASC; GPA of 3.0 in all MASC courses at KSU)

Outstanding Major in Mathematics (Academic achiever; at least 12 semester credit hours in MASC courses, 6 semester hours in 300/400 level MASC; GPA of 3.0 in all MASC courses at KSU)

Outstanding Student in Master of Science in Aquaculture (Must be accepted in M.S. program in Aquaculture; a minimum GPA of 3.5)

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# COURSE DESCRIPTIONS

Course descriptions are listed alphabetically by subject prefix on the following pages. Each course description begins with a three-letter subject prefix followed by a three-digit course number and the course title. The number on the right of each course description gives the semester credit hours for that course. If a course includes laboratory or other special activities, that information is contained in the course description.

Prerequisites are also listed. A prerequisite is a course, experience, or other required preparation that must be completed before the student is permitted to enroll in the course.

Courses marked with an asterisk (\*) meet the oral communication competency requirement. The subject prefixes for the course descriptions are as follows:

AAS	African American Studies	MAT	Mathematics
ACC	Accounting	MGT	Management
ADM	Administrative Support Services	MIS	Management Information Systems
AFS	Air Force Studies	MKT	Marketing
AMS	Army Military Studies	MSC	Mathematics/Sciences
ARM	Apparel Retail Marketing	MUA	Music – Applied
ART	Art	MUC	Music – Class Instruction
AQU	Aquaculture	MUE	Music Education
ASL	American Sign Language	MUP	Music – Performance Ensemble
BIO	Biology	MUS	Music
BUA	Business Administration	NUR	Nursing
CDF	Child Development and Family Relations	PHE	Physical Education
CHE	Chemistry	PHI	Philosophy
CJE	Criminal Justice	PHS	Physical Sciences
CLE	Credit for Life Experience	PHY	Physics
COE	Cooperative Education	POS	Political Science
COS	Computer Science	PUA	Public Administration
COM	Communication	PSY	Psychology
ECO	Economics	REC	Recreation
EDU	Education	REL	Religious Studies
ENG	English	RES	Real Estate
FNU	Foods and Nutrition	RUS	Russian
FRE	French	SCI	Science
GEO	Geography	SOC	Sociology
GNT	Gerontology	SOW	Social Work
HEC	Home Economics	SPA	Spanish
HED	Health Education	SPE	Speech
HIS	History	THE	Theatre
HON	Honors Core	UNV	University Orientation
IGS	Integrative Studies	WYC	non designated HON or LST
INT	Industrial Technology		
ITA	Italian		
KOR	Korean		
LST	Liberal Studies – Honors		

## AFRICAN-AMERICAN STUDIES

### AAS 303/ART 303: African-American Art History 3

A course designed to reveal contributions and accomplishments of African-American artists and the influence of traditional early African art on art of the world.

### AAS/ENG 409: Literature of African-Americans 3

Prerequisite: ENG 211. A study of representative literary works written by African-Americans from Phillis Wheatley to the present.

### AAS/HIS 314: African-Americans in the United States 3

Prerequisite(s): HIS 201 and HIS 202, or consent of instructor. The history of African-Americans in the United States, their role in the development of this country, and their struggle for rights, privileges, and protections of citizenship.

### AAS/HIS 365: African History to 1870 3

Prerequisites: HIS 101 and HIS 102. A survey tracing the earliest beginnings of man in Africa and the development of sub- and trans-Saharan civilizations.

### AAS/HIS 366: African History from 1870 3

Prerequisites: HIS 101 and HIS 102. The creation and development of European colonial empires in Africa and the subsequent rise of independent African states.

### AAS/HIS 411: African-Americans in the Twentieth Century 3

Prerequisites: HIS 201 and HIS 202. A thorough study of the contributions of African-Americans to American culture and their struggle for full citizenship in the United States.

### AAS/MUS 323: African-American Music 3

Open to non-Music majors. A study of the development of African-American music, including spirituals, blues, jazz, symphonic literature, and miscellaneous songs.

### AAS/MUS 325: Jazz History and Literature 3

Open to non-Music majors. A survey of jazz, including its origins, major performers, and composers. All forms and styles are studied using selected readings and recordings.

### ACC 300: Managerial Accounting 3

Prerequisites: ACC 202. An exploration of decision-making tools and use of accounting information used by internal management for directing and controlling an organization's resources.

### ACC 301: Intermediate Accounting I 3

Prerequisite: ACC 202. A comprehensive study of concepts and principles underlying corporate financial accounting and reporting. Emphasis is given to current assets and operating assets.

### ACC 302: Intermediate Accounting II 3

Prerequisite: ACC 301. A continuation of ACC 301. A study of intangibles, investments, current and long-term liabilities, stockholder equity, pensions, leases, accounting changes and error analysis, statement of cash flows, and interperiod income tax allocation.

### ACC 308: Cost Accounting I 3

Prerequisites: ACC 202. The study of cost behavior from a managerial perspective. The principles, practices, and procedures involved in collecting, assembling, analyzing, and controlling manufacturing costs are examined.

### ACC 324: Accounting Information Systems 3

Prerequisites: ACC 202. An exploration of the flow of accounting information and resources throughout the entity with respect to management decision-making and control. Hands-on experience with microcomputer accounting software is an integral part of this course.

### ACC 401: Financial Accounting Theory 3

Prerequisites: ACC 301 and ACC 302. This course is a study of the accounting theory underlying current accounting standards and practices, including an examination of issues and controversies facing the profession.

### ACC 403: Auditing 3

Prerequisites: ACC 302 and ECO 311 or consent of instructor. A study of the attest function, including history, scope of

## ACCOUNTING

### ACC 201: Principles of Accounting I 3

Prerequisite: MAT 111 or consent of instructor. An introduction to current accounting theory and practice, including accounting concepts, principles, financial statements, the accounting cycle, and selected assets such as cash, receivables and inventory.

### ACC 202: Principles of Accounting II 3

Prerequisites: ACC 201 and BUA 101. A continuation of ACC 201. Study of accounting fundamentals including current liabilities, partnerships, corporations, long-term liabilities, the statement of cash flows, long-term investments and financial performance evaluation.



**ACC 462: Federal Income Taxation** 3  
Prerequisite: ACC 202. Study of federal income tax concepts, laws and rules relating to individuals and businesses. Basic tax return preparation and tax research are included.

**ACC 463: Advanced Federal Income Taxation** 3  
Prerequisite: ACC 462. Exploration of federal income tax laws, rules, regulations, and court decisions applicable to partnerships, corporations, fiduciaries and international transactions and estate and gift transfer taxes.

**ACC 480: Accounting Internship** 3  
Prerequisite: junior or senior classification and consent of dean. Off-campus, on-the-job employment related to the discipline of Accounting.

**ACC 485: Advanced Accounting** 3  
Prerequisite: ACC 302. A comprehensive study of selected accounting problems, including foreign currency translation, partnerships, consolidated financial statements, and other current topics.

**ACC 499: Independent Study in Accounting** 3  
Prerequisite: Senior classification and consent of the dean. Research and in-depth study of a particular accounting concept or problem under the guidance of a faculty member.

## **ADMINISTRATIVE SUPPORT SERVICES**

**ADM 100: Elementary Keyboarding** 3  
Basic keyboarding instruction as well as instruction in basic operating systems and word processing including the formatting of letters, tables, and manuscripts.

**ADM 103: Intermediate Keyboarding** 3  
Prerequisite: Placement or successful completion of ADM 100. Emphasizes speed and control in keyboarding on electronic keyboard; includes business letters, business forms, tabulations, manuscripts, legal documents, and text-editing skills.

**ADM 121: Introduction to Business** 3  
A study of the fundamental principles of business organization, finance, banking, credit management, marketing, advertising, and entrepreneurship.

**ADM 222: Office Systems Procedures** 3  
Prerequisite: ADM 103. Combines skills of keyboarding, business calculations, accounting, and basic office procedures. Includes general use, medical, and legal office problems and procedures.

**ADM 224: Information and Records Management** 3  
Principles of applying scientific control and utilizing information technology for creating, processing, and storing records. Involves data storage, retrieval, and presentation.

**ADM 225: Spreadsheet Applications** 3  
Prerequisite: MAT 111. The application of computer spreadsheet software to mathematical, accounting, and basic statistical problems.

**ADM 230: Document Processing** 3  
Experience is developed in the operation of common document processing systems. The course provides a knowledge base in the advanced operation of word processing and other document production procedures such as desktop publishing.

**ADM 231: Information Processing** 3  
Prerequisite: ADM 230 or consent of instructor. Advanced course in information processing where students learn advanced operations associated with information processing systems, including document processing applications (e.g., electronic mail and web page development).

**ADM 242: Office Management** 3  
Planning and directing the functional services of business and professional offices, including the office building, systems, layout, budgets, personnel, and control.

## **AIR FORCE STUDIES**

(These classes are offered through the Air Force ROTC program at the University of Kentucky. Call 859/257-7115 for more information.)

**AFS 111: Aerospace Studies I** 1  
Corequisite: AFS 112. A course designed to provide the student with a basic understanding of the nature and principles of war, national power, and Department of Defense role in the organization of national security. The student also develops leadership abilities by participating in a military organization, the cadet corps, which offers a wide variety of situations demanding effective leadership.

**AFS 112: Leadership Laboratory I** 1  
Corequisite: AFS 111. A course designed for development of basic skills required to be a manager, including communications, human relations, and administration of equal opportunity. Credit will not be granted toward the hours requirements for the degree. Pass/fail only.

**AFS 113: Aerospace Studies I** 1  
Prerequisite: AFS 111. A course designed to provide the student with a basic understanding of the contribution of aerospace power to the total U.S. strategic offensive and defensive military posture. The student also develops leadership abilities by participating in a military organization, the cadet corps, which offers a wide variety of situations demanding effective leadership.

**AFS 114: Leadership Laboratory I** 1  
Corequisite: AFS 113. A continuation of AFS 113. A course designed to develop managerial skills including superior/subordinate relationships, communications, customs and courtesies, basic drill movements and career progression requirements. Credit will not be granted toward the hours requirements for the degree. Pass/fail only.

**AFS 211: Aerospace Studies II** 1  
Prerequisites: AFS 111, 113 or PAS approval; corequisite: AFS 212. Introduces the study of air power from a historical perspective; focuses on the development of air power into a primary element of national security. Leadership experience is continued through active participation in the cadet corps. (Lecture, one hour; leadership laboratory, one hour)

**AFS 212: Leadership Laboratory II**

**1**

Corequisite: AFS 211. A course designed for development of advanced skills required to be a manager/leader, including leadership styles, public speaking, group dynamics, motivation and preparation for field training. Credit will not be granted toward the hours requirements for the degree. Pass/fail only.

**AFS 213: Aerospace Studies II**

**1**

Prerequisites: AFS 111, 113 or PAS approval; corequisite: AFS 214. Provides a foundation for understanding how air power has been employed in military and non-military operations to support national objectives. Examines the changing mission of the defense establishment, with particular

**AMS 212: Advanced Leadership II** 2  
Focuses primarily on officership, providing an extensive examination of the unique roles and obligations of commissioned officers. Includes a detailed look at the origin of our institutional values and their practical application in decision making and leadership.

**AMS 205: Basic Camp Practicum** 3  
Prerequisites: A student must be physically fit and have two years of college remaining. A six-week course conducted during the summer at Fort Knox, Kentucky. This course may be taken instead of AMS 101, 102, 201, and 202.

**AMS 301: Leadership and Management I** 3  
Prerequisites: AMS 205 and consent of instructor. Course of study in development of basic skills required to function as a manager; study in leadership styles, group dynamics, communications, motivation, and military instruction methods.

**AMS 302: Advanced Tactics** 3  
Prerequisites: AMS 205 or consent of instructor. Small-unit tactics and communications, organization and mission of combat arms units; leadership and the exercise of command.

**AMS 303: Advanced Camp Practicum** 3  
Prerequisites: AMS 301 and 302. A five-week summer course held at Fort Lewis, Washington that focuses on practical exercises and leadership opportunities to foster growth and maturity and to develop effective performance techniques of tactical, technical and administrative duties.

**AMS 320: Advanced Studies in American Military History** 3  
This course will furnish upper level UK ROTC cadets and qualified history majors or minors with the methodological tools and materials needed to gain a more detailed understanding of American military history.

**AMS 341: Leadership and Management II** 3  
Prerequisites: AMS 301 and 302. Focuses on leadership development in the Army for prospective officers. Discussion of various Army policies and programs to include counseling, maturity

aquaculture facility (University, state, or private).

**AQU 507: Fish Genetics** **3**

Prerequisite: Consent of instructor. An overview of fish genetics including basic principles and methods of selective breeding in aquaculture.

**AQU 509: Biostatistics** **3**

Prerequisite: Consent of instructor. Basic principles of experimental design and data analysis with emphasis on their applications in aquaculture research.

**AQU 511: Fish Diseases** **4**

Prerequisite: Consent of instructor. An in-depth study of clinical diagnosis of fish diseases; necropsy of diseased fish; and formulation of corrective measures for disease control. (Three hours of lecture, two hours of laboratory per week)

**AQU 512: Fish Morphology & Physiology** **4**

Prerequisite: Consent of instructor. An overview of fish morphology and physiology with emphasis on comparative and adaptive aspects among Osteichthyes (true bony fish). (Three hours of lecture, two hours of laboratory per week)

**AQU 521: Fish Nutrition** **3**

**ARM 410: Apparel Marketing Internship** **6**

Prerequisites: Successful completion of the majority of course requirements and consent of instructor. An off-campus experience in which students work in a business setting which specializes in apparel, accessories, and/or textile products in order to apply what they have learned in the classroom to an actual work setting.

**ART**

**ART 101: Early Elementary Art** **3**

Includes all aspects of teaching art in grades K-4: philosophies, methods, materials, and evaluations. Personal investigation of activities

**ART 317: Printmaking I** **3**

Prerequisites: ART 110 and ART 112. An introduction to the basic processes and materials of printmaking including monoprint, calligraphy, woodcut, serigraphy, and etching.

**ART 319: Elementary School Art** **3**

A combination lecture-laboratory course which focuses upon all aspects of teaching art in the elementary school. This course is designed for art education majors.

**ART 321: Basic Painting II** **3**

Prerequisite: ART 220. A continuation of ART 220 with emphasis on exploration of media and the expression of individual concepts.

## BIOLOGY

- BIO 099: Fundamentals of Biology** 3  
Designated to remove PCC deficiency in biology. It familiarizes students with the diversity, classification, ecology, evolution and conservation of living organisms. (Three hours of lecture per week) (Does not count toward any degree requirements.)
- BIO 101: Life Science** 3  
A general study of biological concepts of living organisms. Emphasis is placed on cellular physiology, genetics, ecology, and evolution. (Two hours of lecture, two hours of laboratory per week)
- BIO 107: Anatomy and Physiology I** 4  
Study of basic chemistry, biochemistry, cell structure and function, tissues, the integument, and the skeletal, muscle, and nervous systems. Required for Nursing majors. (Three hours of lecture, two hours of laboratory per week)
- BIO 108: Anatomy and Physiology II** 4  
Prerequisite: C or better in BIO 107 or consent of instructor. A continuation of BIO 107 with emphasis on the endocrine, digestive, respiratory, circulatory, urinary, and reproductive systems. Required for Nursing majors. (Three hours of lecture, two hours of laboratory per week)
- BIO 111: Principles of Biology** 4  
Analysis of fundamental concepts underlying and unifying living systems. Emphasis on major principles of cellular anatomy and physiology, reproduction and development, genetics, ecology, and evolution. (Three hours of lecture/discussion, two hours of laboratory per week)
- BIO 112: Exploration of Modern Topics in Biology** 3  
Prerequisite: BIO 101 or BIO 111. Formal presentations and colloquia on biological topics of current interest. Concise overviews will be presented on the diversity of living systems, evolution, and life processes. (Three hours of lecture per week)
- BIO 115: Freshman Biology Seminar** 1  
Prerequisites/Corequisites: BIO 111, BIO 101, or consent of instructor. A seminar exploring the variety of careers in the biological sciences and closely-related disciplines; led by faculty, visiting scientists and practitioners.
- BIO 204: Fundamentals of Microbiology** 3  
Prerequisite: C or better in BIO 107 or recommendation of the Nursing Department. Emphasis on infection by microbes, the body's immune system, pathogens, and parasites. Required for Nursing majors. (Two hours of lecture, two hours of laboratory per week)
- BIO 210: General Zoology** 3  
Prerequisite: BIO 111. Introduction to the animal world, including taxonomy and diversity of kind, morphological and physiological organization of representatives of various phyla; and evolutionary relationships among phyla. (Two hours of lecture, two hours of laboratory per week)
- BIO 212: General Botany** 3  
Prerequisite: BIO 111. Introduction to the plant world, including taxonomy and diversity of kind, morphological and physiological organization in various divisions, and evolutionary relationships among divisions. (Two hours of lecture, two hours of laboratory per week)
- BIO 220: Medical Terminology** 2  
Prerequisite: C or better in BIO 101, BIO 107, or BIO 111; or consent of instructor. Designed to review common terms used in the medical professions.
- BIO 301: Human Anatomy** 3  
Prerequisite: BIO 101 or BIO 111. A study of the anatomical configuration of cells and tissues forming neural, muscular, renal, circulatory, respiratory, digestive, skeletal, and reproductive systems. (Two hours of lecture, two hours of laboratory per week)
- BIO 302: General Microbiology** 4  
Prerequisite(s): BIO 111 and CHE 102 (concurrent), or consent of instructor. Morphology, classification, distribution, and physiology of bacteria, viruses, and other microorganisms in industry and the environment. Aseptic technique, staining, cultivation, identification, and control of bacteria. (Three hours of lecture, three hours of laboratory per week)
- BIO 303: Human Physiology** 4  
Prerequisites: BIO 210 and CHE 102; PHY 207 and PHY 208 are recommended. Cells, tissues, organs, and systems in relation to each other and in coordination with contractility, conductivity, respiration, translocation of materials, and other problems in physiology. (Three hours of lecture, three hours of laboratory per week)
- BIO 304: Vertebrate Embryology** 4  
Prerequisite: BIO 111 or consent of instructor. Study of morphological and developmental aspects of embryology, including genetic and molecular mechanisms. The comparative developmental anatomy of the starfish, frog, chick, and mammals are studied. (Three hours of lecture, three hours of laboratory per week)
- BIO 305: Comparative Vertebrate Anatomy** 4  
Prerequisite: BIO 210. Relationships of vertebrate groups and structure and significance of various organs and systems of typical vertebrates. Discussions of the history and habitats of various groups. (Two hours of lecture, four hours of laboratory per week)
- BIO 307: Genetics** 3  
Prerequisites: BIO 111 and CHE 102. Laws and principles of heredity and variation of plants and animals with special reference to man. Evaluates biochemical, biometrical, cytological, and embryological aspects of genetics. (Two hours of lecture, two hours of laboratory per week)
- BIO 308: Microtechniques and Histology** 4  
Prerequisite: BIO 111. A lecture/laboratory course dealing with microscopic anatomy of various tissues in the human body. Theories of microscopic techniques and tissue development are also discussed. (Three hours of lecture, three hours of laboratory per week)

- BIO 309: Parasitology** 4  
Prerequisite: BIO 210 or consent of instructor. A study of epidemiology, pathology, diagnosis, and control of parasites of man and other animals. (Two hours of lecture and four hours of laboratory per week)
- BIO 315: Immunology** 3  
Prerequisite: Consent of instructor. Immune system, immunoglobulin structure, antigenicity, antigen-antibody reactions, phylogeny of immune responses, and antibody formation. Immunity to bacterial and viral infections, allergies, and graft-host reactions. (Three hours of lecture/discussion/demonstration/laboratory per week)
- BIO 316: Ecology** 3  
Prerequisites: BIO 111 or BIO 101, BIO 210, BIO 212, CHE 101, CHE 102. A study of the interrelationships of living organisms and their environment. This course draws from several disciplines and stresses concepts of modern ecology. (Three hours of lecture per week)
- BIO 317: Medical Microbiology** 4  
Prerequisite: BIO 302. Lecture and laboratory work in pathogenic bacteriology, virology, mycology, and parasitology. Emphasis on etiology, epidemiology, identification, and clinical diagnosis of pathogens. (Three hours of lecture, three hours of laboratory per week)
- BIO 318: Hematology** 4  
Prerequisite: Consent of instructor. A comprehensive study of the blood system, including the hematopoietic systems and disorders of the blood in humans. (Five hours of lecture/laboratory per week)
- BIO 401: Biology Seminar \*** 1  
Prerequisite: Upper-division standing; senior classification recommended. Expose students to presentations of biological research by faculty and visiting scientists and allows students to formally present a research topic. Students are required to make a formal, oral presentation of a research topic with computer-generated audio-visual materials.
- BIO 408: Cell Biology** 4  
Prerequisites: BIO 111 and CHE 302. Cell structure and chemistry as it relates to cell function. Biochemical and molecular aspects of cell functions are emphasized. (Three hours of lecture, three hours of laboratory per week)
- BIO 410: Special Problems in Biology** 2  
Prerequisite: Consent of instructor. A course in which advanced Biology students pursue an independent experimental or library research project. May be repeated once for credit.
- BIO 415: Animal Behavior** 3  
Prerequisites: BIO 111 and BIO 210; BIO 316 recommended. This course examines the behavior of non-human animals from a physiological, ecological and evolutionary perspective. (Three hours of lecture per week)
- BIO 417: Ecological Field Methods** 4  
Prerequisites: BIO 111, BIO 210, BIO 212, CHE 101, CHE 102; BIO 316 recommended.) Lecture, field and laboratory course emphasizing modern ecological field techniques. Compares quantitative and qualitative methods of sampling and interpreting data. (Two hours of lecture, four hours of laboratory per week)
- BIO 490: Biological Practicum** 12  
Prerequisite: Consent of advisor. An on-the-job clinical practice (Clinical Laboratory Sciences).
- BIO 493: Internship** 1-4  
Prerequisite: Consent of advisor. An intensive experience in a biological/medical field involving practical on-site participation.
- BIO 495: Topics in Biology** 3  
Prerequisite: Senior status. This course requires intensive examination of a biological topic chosen by a faculty member in biology. Will involve intensive reading and discussion, as well as writing.
- See the course prefix AQU for the following undergraduate courses:  
Aquaculture Economics and Marketing  
Biostatistics  
Fish Diseases  
Fish Genetics  
Fish Morphology & Physiology  
Fish Nutrition  
Fish Reproduction & Spawning Techniques  
Internship: Aquaculture  
Principles of Aquaculture  
Survey of Production Methods  
Water Quality Management
- BUSINESS ADMINISTRATION**
- BUA 101: Computer Applications in Business** 3  
A survey of business-application software with emphasis on the personal computer. The student learns word processing, electronic spreadsheets, data management, and business graphics.
- BUA 204: Business Communication \*** 3  
Prerequisites: ADM 100 or equivalent, ADM 230 or BUA 101, and ENG 102. Application of communication theory to business writings and oral presentations.
- BUA 321: Legal Environment** 3  
A study of the American legal system; basic legal rules relating to torts, crimes, and contracts; and the regulatory environment in which businesses operate. Attention is given to ethical considerations affecting business and law.
- BUA 322: Business Law** 3  
Prerequisite: BUA 321. A study of the law relating to sales, negotiable instruments, real and personal property, agency, partnerships, and corporations. Attention is given to ethical considerations affecting business and law.



**BUA 330: Corporation Finance** 3  
Prerequisites: ACC 202 and ECO 202. Overview of financial principles and functions with applications to corporate financial management. Emphasis is placed on working capital management, capital budgeting, risk and financial analysis.

**BUA 421: Cases in Financial Management** 3  
Prerequisite: BUA 330. This course will expose students to the application of analytical techniques used by financial managers of business enterprises.

**BUA 430: Investments** 3  
Prerequisite: BUA 330. Characteristics of bonds, stocks, other investment materials, securities markets, and investments banking are studied. Consideration is given to the sources of investment information and the analysis of securities.

**BUA 440: Personal Financial Planning** 3  
Prerequisite: Consent of instructor. Overview of budgeting, risk management, investment basics, taxes, retirement planning and estate planning.

**BUA 480: Finance Internship** 3  
Prerequisite: junior or senior classification and consent of dean. Off-campus on-the-job employment related to the discipline of Finance.

**BUA 499: Independent Study in Business Administration** 3  
Prerequisite: Senior classification and consent of the dean. Research and in-depth study of a particular business administration concept or problem under the guidance of a faculty member.

## **CHILD DEVELOPMENT AND FAMILY RELATIONS**

**CDF 101: Introduction to Early Childhood Education** 3  
Examines various program models and philosophies of early childhood education and includes a basic introduction to the overall needs of young children. (Lecture, field trips, and observation)

**CDF 102: Family Development \*** 3  
Examines the stages of the family life cycle and interpersonal relationships among family members. (Lecture and discussion)

**CDF 203: Child Development I** 3  
This course examines the physical, mental, social, and emotional growth of a child from conception through age three. Providing quality care and education of infants and toddlers. (Lecture and observation)

**CDF 204: Child Development II** 3  
Prerequisite: CDF 203. A lecture/observation course designed for child development and early education (K-4) majors which examines the physical, cognitive, social, and emotional growth of the child from age four through eight years. (Lecture and observation)

**CDF 206: Music, Games and Creative Experiences for Young Children** 3  
Prerequisite: CDF 204. Study of the creative process and imagination of young children. Appropriate procedures for the

establishment of a climate conducive to creativity in preschool learning environments.

**CDF 305: Materials and Methods in Early Childhood Education** 3  
Prerequisites: CDF 203 and CDF 204. A study of content, methods, and materials for teaching young children in a group setting.

**CDF 315: Child Guidance** 3  
Prerequisites: CDF 203 and CDF 204. Intense study of child development theories and guidance techniques. (Two hours lecture and two hours laboratory)

**CDF 316: Teacher's Role in Family/School Relations** 3  
A study of current principles and practices and the analysis of factors which enhance the teacher's role in family/school relations. (Lecture and report-writing)

**CDF 318: Assessment of Young Children** 3  
Prerequisites: Junior classification or consent of instructor. A study and application of various assessment instruments and evaluative techniques utilized in determining the needs of children birth through five years.

**CDF 407: Arts and Activities for Young Children** 3  
Prerequisites: CDF 203 and CDF 204. A study of the role of art and creative activities in the development of young children.

## CHEMISTRY

### **CHE 099: Introductory Chemistry** 3

Required of all freshmen who are pre-college curriculum (PCC) deficient in chemistry. This course will prepare the student with the fundamentals of chemistry. (Does not count toward any degree requirements)

### **CHE 101: General Chemistry I** 3

Prerequisite/Corequisite: MAT 115 or consent of instructor. Introduction to units of scientific measurement, atomic structure, nomenclature, the mole concept, stoichiometry. Introduction to chemical reactions, calculations with chemical equations and formulas, the gas laws, thermochemistry, introduction to quantum theory of the atom and chemical periodicity. (Three hours of lecture per week)

### **CHE 102: General Chemistry II** 3

Prerequisite: CHE 101 or equivalent. This course is a continuation of CHE 101. Topics include structure and bonding, states and properties of matter, chemical kinetics, chemical equilibria, acid-base theory, complex ion equilibria, electrochemistry and nuclear chemistry. (Three hours of lecture per week)

### **CHE 109: Survey of General Chemistry** 3

Basic principles of general chemistry for students in home economics, nursing, industrial arts, and in other fields. (Four hours of lecture per week)

### **CHE 110: General Chemistry I Lab** 1

Prerequisite/Corequisite: CHE 101. Practical methods of measurements and the accuracy. Experimental investigations of common chemical reactions. Quantitative aspects of chemical reactions. Experimental aspects of other selected concepts of CHE 101. (Three hours of lab per week)

### **CHE 120: General Chemistry II Lab** 1

Prerequisites/Corequisite: CHE 102. Elementary statistical analysis and molecular modeling. Experimental aspects of properties of matter, chemical kinetics, chemical equilibria, acid-base theory, complex ion equilibria and electrochemistry. (Three hours of laboratory per week)

### **CHE 200: Introductory Organic Chemistry** 4

Prerequisite: CHE 102 or CHE 109. Nomenclature, structure, stereochemistry, and reactivity of basic organic compounds. Emphasis on functional groups commonly found in biologically active compounds. (Four hours of lecture per week)

### **CHE 301: Organic Chemistry I** 3

Prerequisite: CHE 102. Isomerism in organic molecules, reactivity of hydrocarbons, alkyl halides, free radicals, alcohols, ethers and related compounds. Introduction to reaction mechanisms. Introduction to instrumental methods (NMR, IR). (Three hours of lecture per week)

### **CHE 302: Organic Chemistry II** 3

Prerequisite: CHE 301. A continuation of CHE 301 exploring the reactivity of unsaturated hydrocarbons, carbonyl compounds, and amines. Multistep synthesis of organic compounds. (Three hours of lecture per week)

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**CHE 408: Physical Chemistry II** **4**

Prerequisite: CHE 407. A continuation of CHE 407. Introduction to quantum mechanics, statistical mechanics, and molecular spectroscopy. (Three hours of lecture, three hours of laboratory per week)

**CHE 412: Inorganic Chemistry** **4**

Prerequisites: CHE 101 and CHE 102. Quantum theory of polyatomic systems, introduction to group theory, theories on bonding and structure, introduction

**CJE 408: Criminal Justice Administration II**                      **3**  
Prerequisite: CJE 407 or consent of instructor. A continuation  
of CJE 407. An examinat

- COS 108: Principles of Computer Science I** 4  
Prerequisites: COS 107, ENG 101 and MAT 115, each passed with a grade of "C" or better, or consent of divisional chair. An introduction to the foundations of Computer Science that incorporates the study of computer architecture, data representation, organization and storage, algorithm development and structured programming using C++ as a design tool. (Four hours of lecture/lab per week.)
- COS 109: Principles of Computer Science II** 4  
Prerequisite: COS 108 passed with a grade of "C" or better. A continuation of COS 108 with an extensive study of C++ in the manipulation of arrays, strings, record structure and files. (Four hours of lecture/lab per week.)
- COS 121: Computer Concepts** 1  
This computer literacy course introduces the students to computer terminology about computer hardware, software and various areas related to computers such as Email, Internet, World Wide Web, networking, input, output and storage devices; and computer ethics and crimes.
- COS 122: Introduction to Operating Systems** 1  
This course introduces the Windows operating system and underlying DOS commands. Students will learn about customizing windows, add and delete hardware devices, install/uninstall software programs, managing/customizing folders, files and disk, shortcuts, displaying properties, and using control panel.
- COS 123: Introduction to Word** 1  
Students will learn to create simple documents with various editing commands, and to prepare professional looking documents, reports, flyers, and posters. They will gain knowledge of creating tables, indexes, cross references, tables of content with dot leader, newspaper columns, merge mail, label/envelope printing, macros, and much more.
- COS 124: Introduction to Excel** 1  
Students will learn to create simple spreadsheets with various editing commands, and to apply simple math functions, statistical formulas, financial, and database functions. They will learn to draw and interpret pie charts, line, bar, and stacked graph charts, and will learn about macros.
- COS 125: Introduction to Access** 1  
This database program enables the user to enter, store, analyze, and present data. The students will learn about formatting the database, sorting, finding records using search pattern, filters, creating and generating simple reports, etc., along with other database application features.
- COS 126: Introduction to PowerPoint** 1  
This presentation/graphics program enables the user to create on-screen presentations, web presentations, overhead transparencies, and 35 mm slides. Students will learn how to produce informative and attractive presentations and will learn to create effective presentations using slide transition, animation, graphical objects, and audio/video components.
- COS 127: Introduction to Web Design using HTML** 1  
The students will learn about various HTML tags and their use for creating simple, attractive web pages. The pages will contain, animation, graphics, audio/video, and other normal features used in web pages.
- COS 128: Introduction to Web Design using FrontPage 1**  
The students will use FrontPage to create simple, attractive web pages. The pages will contain, animation, graphics, audio and video and other normal features used in the web pages.
- COS 129: Introduction to JavaScripts** 1  
The students will create applets using JavaScript and will design professional looking web pages with scrolling banners, changing text/graphics with mouse over features, shopping cart, forms, etc.
- COS 180: Advanced Programming in Visual BASIC** 3  
Prerequisite: COS 101 passed with a grade of "C" or better, or consent of instructor. A continuation of COS 101. The course includes topics such as table handling, advanced string manipulation, file processing, sorting, and search routines in Visual BASIC.
- COS 200: Computer Information Systems** 3  
Prerequisite: COS 101 or COS 108 passed with a grade of "C" or better; or consent of instructor. Overview of computer-based information systems, major models, applications and functions from a computer hardware and software perspective. Emphasis on implementation techniques in organizing data and information, manipulating files and databases, and data transmission systems.
- COS 230: Programming in COBOL** 3  
Prerequisite: COS 101 or 108 passed with a grade of "C" or better, or consent of instructor. A study of COBOL syntax and its application as a business programming language. Structured program design, data types, input/output

- COS 302: Operating Systems** 3  
Prerequisite: COS 301 passed with a grade of "C" or better. An overview of the concepts and theories that underlie operating systems including: process and memory management strategies, file systems and protection, scheduling algorithms, multi-programming, distributed systems, and virtual memory.
- COS 310: Discrete Computing Structures** 3  
Prerequisites: COS 109 and MAT 115, both passed with a grade of "C" or better. Introduces the main structures underlying Computer Science, including matrices, graphs, automata, Turing machines, and formal grammar.
- COS 340: Data Structures and Algorithm Analysis** 3  
Prerequisite: COS 310 passed with a grade of "C" or better. A more advanced study of the complex discrete data structures explored in COS 310. Algorithms manipulating these structures are implemented in C++; their run times are empirically and analytically established and compared against a background of computational complexity theory and time-space tradeoff.
- COS 350: Organization of Programming Languages** 3  
Prerequisites: COS 109 or 240 and 301 passed with a grade of "C" or better. A comparative analysis of programming language constructs used in major programming languages. Students study the historical development of programming languages, BNF context-free grammars, language evaluation criteria, and the implementation of data types, control structures, and operators. Students are expected to complete assignments in two programming languages.
- COS 360: Introduction to Compilers** 3  
Prerequisite: COS 340 passed with a grade of "C" or better. Introduces the basic structure of compilers, and lexical analyzers. Regular expressions, finite-state machines, context-free grammars, and parsing are also studied.
- COS 400: Systems Design and Development II** 3  
Prerequisites: COS 300 passed with a grade of "C" or better. Detailed study of design and development of distributed information systems, particularly those implemented in advanced communication environments. Focus on object-oriented methods with demonstration projects. In-depth review of software validation and verification, and quality assurance. Team and individual presentations of projects.
- COS 410: Database Management Systems \*** 3  
Prerequisite: COS 300 passed with a grade of "C" or better. Detailed study of major database concepts and dominant models. Focus on hierarchical, relational, and network systems as they are implemented in current database management systems. Students apply knowledge to design and build a database management program.
- COS 415: Distributed Databases – Advanced DBMS** 3  
Prerequisites: COS 410 and courses in Networking and Web development. Detailed study of design and development of distributed database systems, particularly those implemented in advanced communication environments, such as wide-area networks and internets. Studying usage models such as OODB, EDI, OLTP, EML, Data Mining and Data Warehousing.
- COS 420: Algorithms** 3  
Prerequisites: COS 310 and COS 340, both passed with a grade of "C" or better. Techniques of analyzing, developing, and implementing algorithms are presented. Examples of algorithms from sorting, set manipulation, and graphs; computational complexity and np-completeness are implemented in appropriate languages.
- COS 460: Artificial Intelligence** 3  
Prerequisite: COS 340 passed with a grade of "C" or better. Introduction to the problems, techniques, and theoretical foundations and limitations of Artificial Intelligence.
- COS 470: Networking and Telecommunications** 3  
Prerequisites: COS 302 and 340, both passed with a grade of "C" or better. Overview of telecommunications systems and computer components employed in transmission of data in local and wide area networks. Issues relating to network analysis and management are explored.
- COS 490: Seminar in Computer Science \*** 3  
Prerequisites: Senior major or minor in Computer Science. Must have a grade of "C" or better in all Computer Science courses. Important and timely problems in Computer Science are researched with findings, results, and conclusions

**COS 502: Computer Software Foundation I** 3

Problem solving, algorithm development, data organization, storage and manipulation with the study of structured programming techniques using C++. The manipulation of arrays, strings, files, linked lists and binary trees, Introduction to the data structure algorithms, algorithm design principles, different techniques used for data structure in terms of time and space complexity evaluations.

**COS 503: Computer Software Foundation II** 3

Introduction to the basic database, database management systems, SQL and other query facilities. Data retrieval using report generators, programming in the data base language, creating and using macros. Object oriented system analysis and design life cycle. Plus an overview of logical and physical data flow diagrams, logical data models, objectives of design, constraints on design, and the concepts of modeling computer systems.

**COS 504: Computer Science Foundation II** 3

A more advanced study of the complex discrete data structures explored in COS 310. Algorithms manipulating these structures are implemented in C++. Their run times are empirically and analytically established and compared against a background of computational complexity theory and time-space tradeoff. Introduction to the basic mathematical, theoretical subjects and tools needed for other courses.

**COS 536: Software Engineering** 3  
The major principles of software engineering are presented including: project planing; project management; risk; quality configuration; and project scheduling.

**COS 537: Artificial Intelligence** 3  
The course will cover three subjects: the basic for AI, neural networks, and genetic algorithms & programming.

**COS 538: Advanced Algorithms Design** 3  
The course covers advanced algorithms, data structures, and advanced techniques to organize data in an optimized manner. Greedy algorithms, divide and conquer algorithms are also introduced.

**COS 539: Compiler Design** 3  
This course covers the design principles of assembler (one-pass and two-pass type of assembly languages); the basic structure of compilers; and lexical analyzers. Regular expressions, finite-state machines, context-free grammars, and parsing are also studied.

**COS 600: Research Methodology** 3  
Prerequisite: Consent of the chairperson. This course is a prerequisite for project/thesis option. An introduction to the techniques and methodology used to conduct research. The successful students will be able to read and analyze technical papers. The students will utilize this experience in the project/thesis courses.

**COS 682: Seminar on Management Information Systems** 3  
Prerequisite: Instructor's Permission. Topics include: the use of computer hardware and software to retrieve data; manage databases; modeling alternatives; and preparing reports.

**COS 683: Decision Support Systems** 3  
Prerequisite: Permission of the instructor. This course combines theory with the practical techniques of PERT, CPM, linear programming, modeling, "What If" analysis, break even analysis, and decision trees.

**COS 696: Project Course** 3  
Prerequisite: COS 600. The successful student will complete an approved project designed to provide the student with an opportunity to develop an area of expertise not covered by regular curriculum. May be repeated once. Students will submit an internal report for their project achievements.

**COS 697: Independent Study** 3  
Prerequisite: Consents of the instructor and chairperson. The successful students will complete an approved project designed to provide the student with an opportunity to develop an area of expertise not covered by regular curriculum. May be repeated twice for credit.

**COS 698: Internship in Computer Science** 3  
Prerequisite: Consent of the chairperson. This course can be taken for on-campus or off campus employment related to the computer science discipline. The student must demonstrate that the experience gained on the job is at least equivalent to the material learned in a typical class. May be repeated twice for credit. Graded pass/fail.

**COS 699: Thesis** 3  
Prerequisite: COS 600. An in-depth study on a topic selected by the student's postgraduate committee. The thesis is a publish work of original research in the field of computer science. An oral defense is required. Graded pass/fail. May be repeated once for credit.

## ECONOMICS

**ECO 200: Survey of Economics** 3  
A basic survey of economic principles involved in microeconomics and macroeconomics. This course is offered to non-Business majors.

**ECO 201: Principles of Economics I** 3  
The basic principles of microeconomics are examined and an overview of the American economy. Market structure, income

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**ECO 420: History of Economic Thought** **3**

Prerequisite: ECO 202. The evolution of economic ideas and concepts from ancient times to the present. A study is made of the major contributions of principal economic scholars.

**ECO 424: Labor Economics** **3**

Prerequisite: ECO 202. A study of employment, labor markets, and the labor movement. Studied are theories of wage rate determinations, unemployment, human resource



- ENG 101: English Composition I** 3  
Prerequisite: English 099, English 103, or ACT subscore of 19 on English and Reading. Practice in composing and revising essays that are well organized, coherent, and demonstrate command of English fundamentals.
- ENG 102: English Composition II** 3  
Prerequisite: ENG 101. Continuation of English 101, with several weeks devoted to the preparation of a research paper.
- ENG 103: College Reading** 3  
Prerequisite: ENG 088 or initial placement with an Enhanced ACT Reading Composite of 16-18. Follows ENG 088 Reading. Designed to develop critical reading skills needed to comprehend University materials.
- ENG 204: Journalism** 3  
Prerequisite: ENG 102 or consent of instructor. Practical work in gathering, organizing, and writing news. Objectives will include producing well-written news, features, and editorials for publication.
- ENG 211: Introduction to Literature \*** 3  
Prerequisite: ENG 102. An introduction to the understanding and enjoyment of the major literary genres: fiction, drama, poetry, and essays.
- ENG 214: Persuasive Writing** 3  
Prerequisite: ENG 102. Instruction and practice in types of written persuasion, including instruction in the rhetorical forms of argumentation and persuasion.
- ENG 216: Technical Writing** 3  
Prerequisite: ENG 102 or consent of instructor. Training and practice in written communications (reports, business letters, memorandums, etc.) required in business, industry, and government.
- ENG 260: Children's Literature** 3  
Prerequisite: ENG 211 or consent of instructor. A study of literature that is especially su  
literature to young children.



affairs.

**FRE 376: French for International Studies II** 3

Prerequisite: FRE 375 or equivalent. Continuation of intensive development of communicative skills through the study of articles and audio-visual materials on current world affairs.

**FRE 413: Black Literature in French** 3

Prerequisite: FRE 202. A survey of the main literary movements in French literature of some African and Caribbean countries, and a study of selections in the works of prominent representatives.

## **GEOGRAPHY**

**GEO 102: Principles of Geography** 3

Study of the basic principles underlying the science of geography and the human use of resources; the earth's form and movement, climate, topography, oceans etc.

**GEO 211: Geography of North America** 3

A study of North America and Hawaii. Emphases are placed upon the natural resources and economic activities of inhabitants.

**GEO 212: Geography of Africa** 3

Survey of the African continent, its historical and physical backgrounds, climates, soils, vegetation, people, cultures, and current developments.

## **GERONTOLOGY**

**GNT 101: Introduction to Gerontology** 3

Exploration of a variety of topics related to aging, such as retirement, living arrangements, social relationships, rejection by families, death, government programs and community resources.

**GNT 102: Problems in Aging** 3

An analysis of the nature, extent, and causes of problems in aging. Emphasis is on economic, political, and personality factors that affect the living patterns of the aged.

**GNT 201: Applied Social Gerontology** 3

Designed for individuals who plan to work with the elderly in planning, development, and implementation of programs and policies.

**GNT 301: Aging Issues, Policies, and Programs** 3

Prerequisite: GNT 101 or GNT 102. Examines aging as a social condition. Focus on aging concepts, policies and service-providing organizations. Programs are analyzed in terms of social needs, problems, and goals.

**GNT 400: Death and Dying** 3

An examination of the anxieties, fears, and hopes of the dying; and the social, psychological, and economic implications of death.

**GNT 401: Aging and Health** 3

Discussion centers upon comparisons of healthy aging patterns versus mental illness in old age. Designed to dispel some of the traditional diagnostic and treatment myths.

**GNT 402: The Black Aged** 3

An analysis of attitudes, values, and trends related to aging 36 Td [Discuss

## HISTORY

**HIS 099: Introductory History** 3

Required of all freshmen who are pre-college curriculum (PCC) deficient in history. This course will introduce the student to basic skills used in history. (Does not count toward any degree requirements.)

**HIS 101: World Civilization I** 3

A study of world civilizations from ca. 3,000 B.C. to 1650 A.D. The course will focus on human beginnings in Africa, the Middle East, India, China; the rise of Islam and Western cultures.

**HIS 102: World Civilization II** 3

A study of world civilizations from 1650 to the present with emphasis on political, social and economic development.

**HIS 103: Western Civilization** 3

A survey of social and intellectual development in the Western World from pre-history to the Reformation.

**HIS 201: United States History to 1865** 3

The political, economic, and social development of the United States from the Colonial period to 1865.

**HIS 202: United States History Since 1865** 3

The political, economic, and social development of the United States from 1865 to the present.

**HIS 300: Problem Seminar** 3

Prerequisites: HIS 102, HIS 201, and HIS 202. Problems encountered by professional historians in the utilization of primary historical sources.

**HIS/AAS 314: African-Americans in the United States** 3

Prerequisite(s): HIS 201 and HIS 202, or consent of instructor. The history of African-Americans in the United States, their role in the development of this country, and their struggle for rights, privileges, and protections of citizenship.

**HIS 316: Recent United States History** 3

Prerequisites: HIS 201 and HIS 202. A study of problems associated with the Great Depression, the New Deal, war and significant social change, major political developments, and achievements in space.

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space.

## HONORS CORE

### HON 101: Liberal Studies Seminar I 4

Introduction to the history of the ancient world through the Hellenistic period, followed by seminars on the greatest books of the time. Readings from Homer, Sophocles, Plato, Aristotle, the Old Testament, and Confucius. Open to non-honors students.

### HON 102: Liberal Studies Seminar II 4

Prerequisite: HON 101 or consent of instructor. Introduction to history from Roman times through the high Middle Ages, followed by seminars on the greatest books of the time. Readings from Virgil, Boethius, Aquinas, Dante, the Bhagavad Gita, the New Testament, the Koran, and Al-Ghazali. Discussion of African and European art. Open to non-honors students.

### HON 121: Math-Science I: Classical Geometry and Astronomy 4

Euclid's Elements. Properties of straight lines, triangles, and circles; application of areas; theories of ratio and proportions; applications to astronomical phenomena.

### HON 122: Math-Science II: The Scientific Revolution 4

Prerequisite: HON 121. The origins of the Scientific Revolution. The transition from ancient to early modern astronomy and physics. Readings from Ptolemy, Copernicus, Galileo, and others.

### HON 131: Beginning Classical Greek I 3

Study of grammatical structure and translation of selections from Greek authors. This course fulfills 3 semester credit hours of the University's foreign language requirement. Open to non-honors students.

### HON 132: Beginning Classical Greek II 3

Prerequisite: HON 131. Continuation of the work of HON 131, further developing translation skills. This course fulfills 3 semester credit hours of the University's foreign language requirement. Open to non-honors students.

### HON 141: Elementary Latin I 3

Study of grammatical structure and translation of selections from Latin authors. Consideration of the nature and philosophy of language. This course fulfills 3 semester credit hours of the University's foreign language requirement. Open to non-honors students.

### HON 142: Elementary Latin II 3

Prerequisite: HON 141. Continuation of the work of HON 141, further developing translation skills. This course fulfills 3 semester credit hours of the University's foreign language requirement. Open to non-honors students.

### HON 143: Writing Lab I 1

Study of the principles of good writing and practice in writing organized, coherent, thesis papers.

### HON 144: Writing Lab II 1

Prerequisite: HON 143. Study of the principles of good writing and practice in writing organized, coherent, thesis papers.

### HON 201: Liberal Studies Seminar III 4

Prerequisite: HON 102 or consent of instructor. Introduction to history from the Renaissance through the French Revolution, followed by seminars on the greatest books of the time. Readings from Chaucer, Machiavelli, Montaigne, Descartes, Pascal, Shakespeare, Hobbes, Locke, and Rousseau. Open to non-honors students.

### HON 202: Liberal Studies Seminar IV 4

Prerequisite: HON 201 or consent of instructor. Introduction to history during the nineteenth and twentieth century, followed by seminars on the greatest books of the time. Readings from M. Shelley, Thoreau, Melville, Marx, F. Douglass, Joyc seminegon-honors students.,





- INT 212: CAD 3D** 3  
Prerequisite: INT 208 or consent of instructor. Designed to provide CAD users understanding of 3D concepts, technique, strategy, and rendering features, engineering analysis and parametrics. Appropriate to those desiring to learn process of accurately producing three dimensional images for broad-based applications.
- INT 215: Modeling and Animation I** 3  
3-D modeling and animation designed to bring new power, versatility, speed, and value to the graphics professional who needs to create professional images and animations.
- INT 225: Regulators, Oscillators, and Linear Devices** 3  
Study, through theory and application, of regulators, oscillators, thyristors, DA's, Op Amps, and linear devices.
- INT 226: Microprocessor Architecture** 3  
Prerequisite: INT 129. A study of the architecture and interconnecting functional units of the CPU, ALU, and control units with memory, input/output devices and communications between subsystems. (Lecture two hours, laboratory two hours)
- INT 227: Electronics Logic/Microprocessors** 3  
Involves numbers, logic and circuits using integrated circuit "chips". Includes implementation of logic functions in modern electronic devices, and integrated circuit chips in the small computer, using basic machine language.
- INT 229: Programmable Logic Controllers** 3  
Study of the use and application of PLC's in industry, their operation, logic concepts, hardware components, the input/output system, programming, editing, and documentation.
- INT 230: Data Communications Technology** 3  
Prerequisite: INT 226. A study of data communications hardware including synchronous and asynchronous communications.
- INT 231: Peripheral Control Structures** 3  
Prerequisite: INT 226. An analysis of the digital logic structures of peripheral control devices and how they interface with microprocessor based systems. Use of the Intel Series Development System to develop, edit, assemble, debug and test system routines.
- INT 235: Modeling and Animation II** 3  
Prerequisite: INT 215 or consent of instructor. Topics covered include: advanced lofting including fit deformation, scaling, inverse kinematics, animated combustions and explosions, compound and appearing/disappearing materials, mirror and refractive materials, character animation, space warps, ripple effects, and higher-level animation track editing.
- INT 240: Ind. Electricity/Robotics I** 3  
Prerequisite: INT 128. A survey of DC/AC motors and controls, power distribution systems, programmable logic control, and non-servo systems.
- INT 245: Biomedical Equipment I** 3  
Prerequisite: BIO 107. The purpose of this course is to introduce the student to basic principles and clinical applications of biomedical equipment including, but not limited to, patient monitoring defibrillation computer network electro surgery machines, radiology and nuclear medicine equipment, dialysis and infusion pumps.
- INT 246: Biomedical Equipment II** 3  
Prerequisite: INT 245. This course introduces the student to electrical and electronic design and application issues related to biomedical equipment such as isolation, measurement errors, low level signal amplification, CMMR, patient data telemetry and electrical safety in the medical environment.
- INT 248: Robotics I** 3  
Survey of automated manufacturing with emphasis on involvement of robots, including history, development, and socio-economic implications. Introduction to robot operations and applications.
- INT 250: Robotics II** 3  
Prerequisites: INT 124 and 208, INT 240 or consent of instructor. Includes the online/offline programming of servo robots, the interfacing of robots with peripheral devices/equipment, computer control, computer assisted manufacturing and system integration.
- INT 255: Multimedia Production** 3  
Prerequisites: INT 212 and 235 or consent of instructor. Course addresses the educational needs of anyone wishing to work in the multimedia environment. Concepts, tools and techniques of multimedia production are among a few of comprehensive sets of topics included. Students will become familiar with how a major production develops and become capable of producing professional quality multimedia productions.
- INT 290: Industrial Technology Capstone \*** 3  
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(Laboratory work)

**ITA 102 : Elementary Italian II**

3

Prerequisite: ITA 101. Continuation of Italian I with emphasis on listening and reading comprehension, as well as conversational language. Knowledge of geography, population and various aspects of the Italian culture will be discussed by mean of audio-visual material. (Laboratory work)

**JAPANESE**

**JPN 171: Conversational Japanese I**

3

An introductory course with emphasis on the everyday spoken language, and some writing.

**JPN 172: Conversational Japanese II**

3

Prerequisite: JPN 171 or consent of instructor. Continuation of JPN 171 with emphasis on pronunciation, grammar, vocabulary, listening, oral expression, and some writing.

**KOREAN**

**KOR 171: Introduction to Korean Culture and Language**

3

Prerequisite: KOR 171 or consent of instructor. An introductory study of Korean culture with an emphasis on the basics of HanGul (the Korean language alphabet).

**KOR 172: Korean Languages II**

3

Prerequisite: KOR 171 or consent of instructor. Continuation of KOR 171 to reinforce the basic foundation of the Korean language with emphasis on developing writing, reading and conversational skills.

**LIBERAL STUDIES – HONORS**

**LST 241: Intermediate Classical Greek I**

3

Prerequisites: HON 132 or consent of instructor. Reading and translation of authors such as Plato, Xenophon, and Demosthenes. Open to non-honors students.

**LST 242: Intermediate Classical Greek II**

3

Prerequisites: LST 241 or consent of instructor. Reading and translation of a play by Sophocles or Euripides. Open to non-honors students.

**LST 251: Intermediate Latin I**

3

Prerequisites: HON 142 or the equivalent. Reading and translation of literature in Latin. Open to non-honors students.

**LST 252: Intermediate Latin II**

3

Prerequisite: LST 251 or the equivalent. Continued close reading and translation of literature in Latin. Open to non-honors students.

**LST 301: Seminar I: Ethics and Leadership**

4

Seminar on the great books of the past as well as on contemporary literature pertaining to questions of ethics and leadership. Open to non-honors students.

**LST 302: Seminar II: Science, Religion, and Ethics**

4

Seminar on the great books of the past as well as on contemporary literature pertaining to questions of science, religion, and ethics. Open to non-honors students.

**LST 311: The Uses of Language**

3

Classical and contemporary rhetoric: The study of how language is used for practical purposes, especially argument and persuasion. Open to non-honors students.

**LST 331: Preceptorial0.003 Tw 0 -2c.0010 -2.3cal and cL629 (ent of ins**

meetings with tutor. Use of secondary sources should receive secondary emphasis, but should cultivate the student's own critical thinking and demonstrate his/her readiness to join the discussion among published writers on the topic.

**LST 491: Guided Leadership Studies** **3**

Prerequisites: Liberal Studies major or minor or International Studies minor and consent of instructor. A semester of supervised practical experience to complement classroom instruction, that will help prepare a student for leadership in his or her area of educational or career interests.

Placement: determined by course instructor and student's advisor.

## **MATHEMATICS**

**MAT 095: Fundamentals of Mathematics** **3**

Required of all students w

- MAT 300: Introduction to Advanced Mathematics** 3  
Prerequisite: MAT 210. This course provides an orientation to higher mathematics. Topics include logic, mathematical proof, set theory, relations and functions, and an introduction to mathematical axiom systems.
- MAT 312: Mathematical Programming** 3  
Prerequisites: MAT 125 or MAT 307. This course is an introduction to modern operations research. Modeling, theory, and applications of linear programming, integer programming, scheduling, inventory, and network problems are studied.
- MAT 315: Numerical Analysis** 3  
Prerequisite: MAT 231. Techniques of numerical approximation in analysis and algebra.
- MAT 321: Probability and Statistics** 3  
Prerequisite: MAT 132. Probability, random variables, sampling theory, hypothesis testing, correlation, and regression are studied.
- MAT 326: Modern Geometry** 3  
Prerequisite: MAT 300. This course includes study of axiom systems, and Euclidean and projective geometries.
- MAT 401: Modern Algebra I** 3  
Prerequisite: MAT 300. Operations, permutations, groups, isomorphisms, factor groups, Sylow's theorems, and applications are discussed.
- MAT 402: Modern Algebra II** 3  
Prerequisite: MAT 401. Continuation of MAT 401. Rings, integral domains, quotient rings and ideals, extension fields, and vector spaces are studied.
- MAT 403: Real Analysis I** 3  
Prerequisites: MAT 231 and MAT 300. Real numbers and Euclidean n-space, continuous functions, differentiable functions of one and several variables, and the Riemann integral are studied.
- MAT 404: Real Analysis II** 3  
Prerequisite: MAT 403. Classical Lebesgue integral, power series, curves, surfaces, integral theorem, divergence, and theorems of Green and Stokes are discussed. Some applications are examined.
- MAT 411: Topology** 3  
Prerequisite: MAT 300. Topological spaces, metric spaces, separation axioms, connectedness, compactness, continuity, product and quotient spaces.
- MAT 415: Elementary Dynamical Systems** 3  
Prerequisite: MAT 232. Time evolution of various physical and/or biological systems and asymptotic behavior of orbits in space are studied with vari

**MGT 452: Transportation and Business Logistics** 3  
Prerequisite: MGT 301, MKT 301. A study of the economics and principles of transportation service, location of industry, communications and order processing designs, and operations of a logistics system.

**MGT 455: Production Management** 3  
Prerequisites: ECO 312, ECO 321, and MGT 301. A study of management decision making in production and operations, using quantitative techniques to address demand forecasting, resource allocation, scheduling, and inventory control.

**MGT 460: Human Behavior in Organizations** 3  
Prerequisite: MGT 301. An analysis of the behavior of persons in organizational settings, including personality, values, motivation, leadership, authority in groups, and informal groups.

**MGT 465: Principles of Small Business Management** 3  
Prerequisite: MGT 301 or consent of instructor. A study of small-business management, entrepreneurship and problems of organizing and operating a small business.

**MGT 470/MKT 470: International Business Management** 3  
Prerequisites: ECO 329, MGT 301, MKT 301 or consent of instructor. Examines the international business arena, including many marketing factors, environmental forces (economics, political-legal, physical, competitive), scope, diversity, organizations and monetary systems.

**MGT 480: Management Internship** 3  
Prerequisite: junior or senior status and consent of dean. Off-campus, on-the-job employment related to the field of management.

**MGT 490: Strategic Management \*** 3  
Prerequisite: Completion of all 200- and 300-level courses in the professional component, senior Business Administration major, or consent of instructor. Capstone course. Explores the general management tasks of strategy formulation and implementation, case analysis, written and oral presentation(s) and senior exit examination.

**MGT 498: Seminar on Business Careers** 3  
Prerequisite(s): ACC 201 and 202; ECO 201 and 202; MGT 301; MKT 301 or BUA 330; or consent of instructor. Course designed for graduating seniors to be better prepared for the real world and refreshed on key business information, concepts, policies, issues, and practices.

**MGT 499: Independent Study in Management** 3  
Prerequisite: Senior classification and consent of the dean. Research and in-depth study of a particular management concept or problem under the direction of a faculty member.

## MANAGEMENT INFORMATION SYSTEMS

**MIS/MGT 300: Management Information Systems** 3  
Prerequisites: BUA 101 or COS 100 or consent of instructor.

This course covers fundamental concepts of information systems and how they support management and operations of business organization in an increasingly competitive business world.

**MIS/MGT 360: Advanced Management Information Systems** 3

Prerequisite: MIS/MGT 300 or PUA 322 or consent of instructor. This course addresses the design, development and use of information systems to make professional or management decisions.

**MIS/MKT 450: Electronic Commerce** 3

Prerequisite: MIS 360 or consent of instructor. This course examines integration of technology and commercial practices for doing business on the Internet. The course will explore key concepts, models, tools, and applications as well as legal, economic, social and business issues related to e-commerce. Emphases will be given to how e-commerce applications, methodologies, and services address business solutions needed for electronic procurement, supply chaining management, and customer relationship management.

**MIS 460: Internet Application Development** 3

Prerequisites: MIS/MGT 303 and MIS 360 or consent of instructor. This course covers concepts, principles, and techniques of Internet business applications development. The course provides students both theory and practical application of e-business technologies. Topics include: e-business models, Internet concepts, basic overview of client/server systems; and basic Internet/Web software technologies. The course format combines lectures, classroom discussions, hands-on exercises, and individual/group project development.

**MIS 497: Topics in Information Systems** 3

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selling, and sales promotions.

**MKT 420: Marketing Management** 3

Prerequisites: MGT 301 and MKT 301. A study of the viewpoints of the marketing executive whose responsibility is coordination of the objective



## **Music – Performance Ensemble**

### **MUP 311: Opera/Musical Theatre Workshop 1**

Open to auditioned vocal students. A performing group concentrating on the study and performance of operatic and musical theatre literature. May be repeated for credit.

### **MUP 355: Jazz Ensemble 1**

Open to auditioned instrumental and vocal students. An ensemble designed to allow students an opportunity to perform music in the jazz idiom. May be repeated for credit.

### **MUP 357: Vocal Commercial Music Ensemble 1**

Open to auditioned vocal and instrumental students. An introduction to essential skills for the vocal commercial musician. May be repeated for credit.

### **MUP 358: Instrumental Commercial Music Ensemble 1**

Open to auditioned instrumental and vocal students. An introduction to essential skills for the instrumental commercial musician. May be repeated for credit.

### **MUP 375: Gospel Ensemble 1**



**MUS 206: Music Composition II**

Prerequisite: MUS 205. A continuation of MUS 205.

2

## NURSING

### **NUR 101: Nursing I \***

Prerequisite: Admission to Nursing program. Focus on basic human needs and development, interpersonal relationships, and beginning skills of patient care. Clinical laboratory experience provided. (Four hours of lecture and eight hours of clinical laboratory per week) This course is used to evaluate the oral communication competency.

8

### **NUR 102: Nursing II**

Prerequisite: NUR 101. Application of scientific nursing principles and techniques, therapeutic relationships, and behavioral concepts essential to psychiatric and general hospital patients. (Four hours of lecture, eight hours of clinical laboratory per week)

8

### **NUR 103: Transition to Associate Degree in Nursing (AND)**

Prerequisite: Acceptance into the advanced placement nursing program. Assists the Licensed Practical Nurse to move into the role of the associate degree nurse. Includes selected content on physical and psychological needs.

3

### **NUR 201: Nursing III**

Prerequisite: NUR 102. Preparation for giving family-centered nursing care and applying nursing principles/techniques in maternal care during maternity cycle/child care from conception through adolescence. (Five hours of lecture, ten hours of clinical laboratory per week)

10

### **NUR 202: Nursing IV**

Prerequisite: NUR 201. Focus on developing a coordinated approach to planning and implementing nursing care for patients with major health disorders. (Five hours of lecture, ten hours of clinical laboratory per week)

10

### **NUR 203: Nursing V**

Prerequisite: NUR 201. Seminar discussion of issues and trends in nursing, legal and ethical components, job opportunities, career satisfaction, continuing education, and professional responsibilities. (Two hours of lecture per week)

2

### **NUR 301: Application of Nursing Theory**

Prerequisite: RN status. Overview of the current theories in nursing practice and application of these theories as they relate to care of the client and professional nursing. Students will be expected to complete assignments related to nursing theories of interest.

2

### **NUR 302: Nursing Research**

Prerequisite: RN status. An introduction to the basic concepts of the research process and statistical analysis of research data. Students will be expected to conduct a small research study, discuss the research process and research ethics, analyze current nursing research, and write a research report.

2

### **NUR 303: Community Support Systems**

Prerequisite: RN status. An examination of support systems within the community for health maintenance and promotion, especially for under-served populations. Focuses on public

4

health issues confronting those of need in the community. Clinical focus: choose an area of interest in regard to community support systems. Four hours clinical practicum and two hours lecture per week.

### **NUR 304: Drug Therapy in Nursing**

Prerequisite: RN status. An examination of pharmacotherapeutic agents across the life span. Discussion of the major classes of pharmacotherapeutic agents and nursing implications. Students will write a teaching plan for safe and effective medication administration for selected clients.

2

### **NUR 305: The Aging Population**

Prerequisite: RN status. Prerequisite: RN status. Overview of the aging process, with emphasis on health maintenance and health promotion in older adults. Societal issues and misconceptions regarding aging will be examined. Clinical focus: A relevant issue in aging. Four hours clinical practicum and two hours lecture per week.

4

### **NUR 401: Transcultural Nursing**

Prerequisite: RN status. Transcultural nursing principles related to culturally competent health care. Examination of different cultures and subcultures, health care benefits and values affecting health care delivery. The course includes group experiences related to cultural diversity.

2

### **NUR 402: Vulnerable Populations**

Prerequisite: RN status. Examination of individuals and groups identified as under-served with regard to health care, including access and education. The homeless, mentally ill, chronically ill, and minorities will be among the groups examined. Clinical focus: Public health issues and a vulnerable population of student interest. Four hours clinical practicum and two hours lecture per week.

4

### **NUR 403: Nursing Leadership**

Prerequisite: RN status. Nursing leadership and management principles and their application to professional nursing practice. The concepts of decision making, priority setting, delegating, conflict resolution, and management of nursing care will be discussed. Four hours clinical practicum and two hours lecture per week.

4

### **NUR 404: Teaching and Learning in Nursing**

Prerequisite: RN status. Discussion of basic principles of teaching and learning. Students will identify client and/or student learning needs and develop and evaluate a teaching plan.

2

### **NUR 405: Pathophysiology**

Prerequisite: RN status. This course provides the nursing professional an opportunity to synthesize concepts of disease processes across the life span with the goal of enhancing critical thinking, clinical decision making, and communication between health care professionals.

3

### **NUR 406: Nursing Assessment**

Prerequisite: RN status. Offers the BSN student an opportunity to develop excellent assessment and screening skills. Focus is on a holistic approach across the life span. The student will be required to do an in-depth physical

2

assessment.

## PHYSICAL EDUCATION

- PHE 101: Volleyball** 1  
Fundamental skills, techniques, terminology, and rules of volleyball. (Two labs per week)
- PHE 102: Basketball** 1  
Fundamental skills, techniques, terminology, and rules of basketball. (Two labs per week)
- PHE 103: Football (Flag)** 1  
Fundamental skills, techniques, terminology, and rules of flag football. (Two labs per week)
- PHE 104: Softball** 1  
Fundamental skills, techniques, terminology, and rules of softball. (Two labs per week)
- PHE 105: Soccer** 1  
Fundamental skills, techniques, terminology, and rules of soccer. (Two labs per week)
- PHE 109: Beginning Swimming** 1  
Designed to teach students basic skills in swimming, diving, and water safety. (Two labs per week)
- PHE 110: Beginning Tennis** 1  
Fundamental skills, techniques, terminology, and rules of tennis. (Two labs per week)

week)

**PHE 380: Coaching Competitive Athletics** 2

Introduction to the theories and practices pertaining to athletic performance and athletic management for coaching. (Two lectures per week)

**PHE 381: Coaching Volleyball and Basketball** 2

Theory, strategy, and mechanics of coaching volleyball and basketball. (Two lectures per week)

**PHE 382: Coaching Track and Field Events** 2

Theory, strategy, and mechanics of coaching track and field events. (Two lectures per week)

**PHS 211: Earth and Environmental Science** 3  
Inquiry-based course covering topics in Earth and Environmental Sciences. Topics include internal process, surface processes, the oceans, the atmosphere, and human interactions with the environment.

## PHYSICS

**PHY 111: Introduction to Physics I** 3  
Corequisite: MAT 111 or MAT 115 (may be taken concurrently). This course is an introduction to mechanics, gravitation, work and energy, electricity, optics, sound, atomic and nuclear physics. Included in the course are computer modeling and simulation exercises. (Two hours of lecture, two hours of laboratory per week)

**PHY 112: Introduction to Physics II** 3  
Prerequisite: PHY 111. Corequisite: MAT 120. This course is an introduction to electricity, magnetism, light, molecular and atomic physics. (Two hours of lecture, two hours of laboratory per week)

**PHY 207: Physics in Biological Science I** 4  
Prerequisite: MAT 120. A study of rigid-body mechanics, gravitation, friction, elasticity, harmonic motion, sound, fluid mechanics, heat transfer, and kinetic theory, with particular attention to living systems. Included in the course are computer modeling and simulation exercises. (Three hours of lecture, two hours of laboratory per week)

**PHY 208: Physics in Biological Science II** 4  
Prerequisite: PHY 207. Continuation of PHY 207, with study of electricity, magnetism, electrical circuits, light, optical systems, molecular and atomic structure, and radiation. Included in the course are computer modeling and simulation exercises. (Three hours of lecture, two hours of laboratory per week)

**PHY 211: General Physics I** 5  
Prerequisite(s): MAT 131, or consent of instructor. Study of the calculus-based description of rigid-body mechanics, harmonic motion, sound, thermometry, and heat transfer. Included in the course are computer modeling, simulation and programming exercises. (Four hours of lecture, two hours of laboratory per week)

**PHY 212: General Physics II** 5  
Prerequisite: PHY 211 or MAT 132. Continuation of PHY 211. Electricity, magnetism, electrical circuits and devices, optics, atomic and molecular physics, kinetic theory and radiation physics are studied. Included in the course are computer modeling, simulation and programming exercises. (Four hours of lecture, two hours of laboratory per week)

**PHY 311: Statics** 3  
Prerequisites: PHY 211 and MAT 132. The analysis of gravitational, elastic, and frictional forces in static rigid bodies and structures. Included in the course are computer modeling, simulation and programming exercises. (Three hours of lecture per week)

**PHY 320: Engineering Thermodynamics** 4  
Prerequisites: PHY 211 and MAT 132. Equations of state, energy, enthalpy, and entropy of several fundamental physical systems; includes laws of thermodynamics applied to these systems and to common engines. Included in the course are computer modeling, simulation and programming exercises. (Three hours of lecture, two hours of laboratory per week)

**PHY 340: Engineering Electromagnetics** 4  
Prerequisite: PHY 212. Corequisite: MAT 231. Electric and magnetic forces; fields and potentials accompanying charge and current in vacuum/dielectrics/conductors. Motion of charged particles, electromagnetic waves, electrical circuits and devices. Included in the course are computer modeling, simulation, data acquisition, virtual instrumentation and programming exercises. (Three hours of lecture, two hours of laboratory per week)

**PHY 361: Modern Physics** 4  
Prerequisite: PHY 212. PHY 320 is recommended. Corequisite: MAT 232. Kinetic theory of gases; bonding forces (liquids/solids); statistical thermodynamics; thermal, electrical, and magnetic properties; photon and electron characteristics; atomic and nuclear structures and radiations. Included in the course are computer modeling, simulation, data acquisition, virtual instrumentation and programming exercises. (Three hours of lecture, two hours of laboratory per week)

**PHY 390: Special Topics in Physics \*** 3  
Prerequisite: Permission of instructor. Selected topics for individuals or small groups of students. For Applied Mathematics, Pre-Engineering. The course will be the senior exit activity using topics from the Engineering in Training Exam. The course may be repeated twice for credit.

## POLITICAL SCIENCE

**POS 101: American Government** 3  
A study of the formal and informal institutions of American national government and politics, including the Constitution, the presidency, Congress, the federal court system, etc.

**POS 160: State and Local Government** 3  
Prerequisite: POS 101 or consent of instructor. An examination of the structure and function of state and local political institutions, the forms of political participation, and various policy issues.

**POS 201: Metropolitan Government** 3  
Prerequisite: POS 101 or consent of instructor. A study of municipal government and metropolitan problems, including politics, the role of the city council, the mayor, and the city manager.

**POS 211: Introduction to Political Science** 3  
Prerequisite: POS 101 or consent of instructor. An introduction to the study of behavior in a political context, including an analysis of behavioral concepts such as political roles, groups, and power.

**POS/PSY/SOC 300: Statistics for the BSS 3**

Prerequisite: A background in basic algebra. This course serves as an introduction to the use of statistics as a method of describing and analyzing data from research in the behavioral and social sciences.

**POS/PSY/SOC 301: Research Methods for the BSS 3**

Prerequisite: POS/PSY/SOC 300 or consent of instructor.





information systems, life cycles, and information controls.

**PUA/HED/SOW 371: Introduction to Public Health 3**

Prerequisite: HED 221 or consent of instructor. A survey course that develops an understanding and appreciation for factors affecting health status and its contribution to individual and community health.

**PUA 400: Policy Analysis and Program Evaluation 3**

Prerequisites: PUA 305 or consent of instructor. Analysis of the impact of programs and policies in the public sector.

**PUA 401: Organizational Behavior and the Bureaucratic Structure 3**

A study of behavior in public organizations and practical use of organizational theories in effective public management.

**PUA 402: Human Resources Management in Public Agencies 3**

An introduction to human resource management. The topics may include recruitment, personnel development, job analysis, productivity, employee assistance services, and grievance analysis.

**PUA 404: African Public Administration and Policies 3**

Compares the administrative system of Sub-Saharan African countries in light of prevailing political, legal, economic, and cultural influences.

**PUA 491: Internship 3**

Prerequisites: Declared major or minor in Public Administration; not already employed full-time in the field; prior permission of the instructor. Integrates theoretical perspectives with work as an intern in a public or non-profit setting.

**PUA 495: Directed Study 3**

Prerequisite: Senior classification or consent of the dean. An organized course of readings, oral and written reports, and examinations arranged by a faculty member whose areas of specialization coincides with the student's interest.

**PUA 497: Special Topics 3**

Prerequisite: Senior classification or consent of instructor. A seminar for the discussion of special topics in public administration. May be repeated once.

**PUA 499: Senior Seminar \* 3**

Prerequisite: PUA 302, 303, 305, and 400, or consent of the dean. A capstone experience for public administration majors. The seminar will integrate theory and research with practice.

EEO concerns, and other issues affecting employee assessment are examined.

**PUA 631: Seminar on Comparative and International Administration** 3

Analyzes systems of public management and their political environment in selected countries of Africa, Asia, Europe, and Latin America.

**PUA 632: Seminar on Comparative Economic Systems** 3

Surveys economic systems of Western, Communist, and less developed countries. Topics include economic problems of developing nations and the impact of global political and economic trends.

**PUA 633: Seminar on Development Administration** 3

This course analyzes international development programs from managerial perspectives. Topics for discussion include program management, technology transfer, foreign aid, and administrative modernization.

**PUA 680: Management Information Systems Administration** 3

Prerequisites: PUA 505 or consent of instructor. This course introduces the student to the terminology, techniques and tools necessary for the public sector information systems administrator. The theoretical basis is in systems analysis and design, Decision Support Systems (i.e., management science and operations research), and computer/human interfaces.

**PUA 682: Seminar on Management Information Systems (MIS)** 3

Prerequisites: PUA 680 or consent of the instructor. Topics include the use of computer hardware and software to retrieve data, manage databases, model alternatives, and prepare reports.

**PUA 683: Decision Support Systems** 3

Prerequisites: PUA 680 or consent of the instructor. This course combines theory with the practical techniques of PERT, CPM, linear programming, modeling, "what if" analysis, break even analysis, and decision trees.

**PUA 684: Networking and Data Communications for Public Sector Managers** 3

Prerequisite: PUA 680. This course is designed to provide public sector managers who have limited technical knowledge with a basic understanding of current concepts and practices related to information technology networking and data communications.

**PUA 685: Ethics for Public Sector Management** 3

Enables students to recognize ethical dilemmas in public sector management, develop their skills of ethical analysis, and to be aware of their own personal moral judgments.

**PUA 687: Advanced Topics in Public Administration** 3

Focus on issues of current interest in the public sector. Topics include the determination, review, and analysis of timely public affairs topics. May be repeated twice.

**PUA 689: Directed Study** 3

Prerequisites: Presentation in writing of a detailed study plan, permission of the instructor who will direct the work, and approval by the academic unit head. Completion of approved project designed to provide the student with an opportunity to develop an area of expertise not covered by the regular curriculum. May be repeated once.

**PUA 691: Human Resource Management Seminar** 3

Prerequisites: PUA 506. Applied public sector personnel management as viewed from the theoretical, legal, and practical perspective. Special emphasis on the development of personnel policies and plans.

**PUA 699: Internship in Public Administration** 3

Prerequisite: Not already employed full-time in the field; prior permission of the instructor. Integrates theoretical perspectives with work as an intern in a public or non-profit setting.

**PUA 797: Residence Credit for Thesis/Professional Project** 0

MPA students who have already earned 6 semester credit hours in PUA 798 and 799 may be registered for this course which will enable them to use university resources for research.

**PUA 798: Professional Project** 3

Prerequisite: Approval by a Public Administration faculty committee. Completion of a project approved by the committee involving direct participation in a government or volunteer agency, public interest group, or similar organization. Oral defense is required. May be repeated once.

**PUA 799: Thesis** 3

Prerequisite: Previous approval by a Public Administration faculty committee. Independent and original research on a specialized topic in Public Administration. Oral defense is required. May be repeated once.

## RECREATION

**REC 101: Introduction to Recreation** 3

Special attention is given to the history of recreation, principles of organization, finance, administration, and supervision.

**REC 201: Recreational Games and Sports** 3

Prerequisite: REC 101 or approval of chairperson. The theory and practice of teaching recreational games and sports needed in developing sound recreational programs.

**REC 322: Inclusion and Special Recreation** 3

Prerequisite: REC 101 or approval of chairperson. Introduces students to the philosophy, objectives, and basic concepts of inclusive recreation. Field work required.

**REC 343: Organization and Administration of Playgrounds and Recreation** 3

Focus on city problems as related to play and recreation, planning, authority and responsibility, programs, leagues, tournaments, equipment, supplies, and public relations.

**REC 364: Camping and Camp Counseling** 3  
Prerequisite: REC 101 or approval of chairperson. Includes theories and philosophies of camping and camp counseling. Emphasis on organizing and administering practical experiences in camping.

**REC 390: Recreation Clinical Experience** 3  
Prerequisites: PHE 355, REC 101, REC 201, REC 322, and senior classification. Course provides clinical experience in recreation dealing specifically with special populations.

**REC 400: Recreation Field Experience** 3  
Prerequisites: PHE 355, REC 101, REC 201, REC 322, and junior classification. Students engage in supervised leadership experiences in recreation agencies.

## RELIGIOUS STUDIES

**REL 201: Topics in Religion** 3  
A survey of various questions and topics of the world's major religious traditions. Emphasizes historical, anthropological, and symbolic analysis and understanding.

## REAL ESTATE

**RES 101: Principles of Real Estate** 3  
Introduction to areas of real estate as a professional field, including brokerage, agreements of sales, deeds, financing of real estate, mortgages, judgments, valuation appraisals and license law.

**RES 102: Real Estate Marketing** 3  
This course prepares students to market real property by teaching them the proper way to advertise property, to prospect for new clients, to show property, to negotiate contracts, and to close the transaction. Federal and state laws relating to real estate advertising and fair housing will be included.

**RES 104: Real Estate Law** 3  
Equips students with an understanding of legal principles governing real estate transactions with attention to sales, contracts, deeds, mortgages, title insurance, taxes, community property, and homestead law.

**RES 201: Real Estate Valuation** 3  
Introduction to the real estate market, including land values, construction costs, residential and commercial appraisals, and transactions of rental income into present value.

**RES 202: Residential Construction** 3  
Introductory course in design and construction of single family residences. Topics include site orientation, architectural styles, structural styles, interior planning, and construction methods and materials.

## RUSSIAN

**RUS 171: Elementary Russian I** 3  
An introduction to the basics of Russian language and culture.

**RUS 172: Elementary Russian II** 3  
Prerequisite: RUS 171 or consent of instructor. A continuation of RUS 171 with emphasis on Russian grammar, pronunciation, vocabulary and some writing.



**SOW/HED/PUA 371: Introduction to Public Health 3**

Prerequisite: HED 221 or consent of instructor. A survey course that develops an understanding and appreciation for factors affecting health status and its contribution to individual and community health.

**SOW/CJE 400: Statistics for Social Work 3**

Prerequisite: A background in basic algebra. This course serves as an introduction to the use of statistics as a method of describing and analyzing data from research in Social Work with an emphasis on applied methods.

**SOW 401/CJE: Research Methods for Social Work 3**

Prerequisite: SOW 400 or consent of instructor. Introduces the basic logic, knowledge, and skills of research design and methodology in Social Work.

**SOW 422: Field Instruction I 6**

Prerequisite: Admission to Social Work Program. An educational experience under faculty direction in an approved social service agency. Students work approximately 24 hours per week providing services to various client systems.

**SOW 423: Social Work Seminar I 3**

Prerequisites: SOW 322 and consent of faculty.  
Corequisite: SOW 422. Students integrate knowledge, values, and skills learned in the classroom with their practice experience in an agency.

**SOW 424: Field Instruction II 6**

Prerequisites: SOW 422, SOW 423, and consent of faculty. Under faculty supervision, students work 24 hours per week in an approved social service agency.

**SOW 425: Social Work Seminar II 3**

Prerequisites: SOW 422, SOW 423, and consent of faculty. Taken in conjunction with SOW 424. Students are offered an opportunity to refine skills in problem-solving as a final preparation for professional practice.

**SOW 430: Child Welfare Services 3**

An historical analysis of child welfare as an institution and an in-depth study of programs, policies, practices, and their impact on children, youth, and families.

**SOW 497: Special Topics in Social Work 3**

A seminar for the discussion of specific topics concerning Rehabilitation Counseling offered by the University of Kentucky. May be repeated for credit no more than four times (12 hours of credit).

## **SPANISH**



# UNIVERSITY BOARD OF REGENTS

	Term Expires
Mr. Michael T. Alexander <i>Louisville, Kentucky</i>	2110
Mr. Ishmon Burks <i>Taylorsville, Kentucky</i>	2007
Ms. Cornelia Calhoun (Staff Regent) <i>Frankfort, Kentucky</i>	2006
Ms. Laura M. Douglas <i>Louisville, Kentucky</i>	2006
Mrs. Yevette Haskins <i>Campbellsville, Kentucky</i>	2110
Dr. Marlene Helm <i>Lexington, Kentucky</i>	2009
Dr. Tucker Landy (Faculty Regent) <i>Frankfort, Kentucky</i>	2007
Ms. JoJuana Leavell-Greene <i>Lexington, Kentucky</i>	2009
Ms. Kenyari Moore (Student Regent) <i>Frankfort, Kentucky</i>	2005
Ms. Marcia Milby Ridings <i>London, Kentucky</i>	2008
Mr. Harry Lee Waterfield II <i>Frankfort, Kentucky</i>	2005

# PRESIDENTS OF THE UNIVERSITY

Mr. John H. Jackson  
1887-1898, 1907-1910

Mr. James E. Givens  
1898-1900

Mr. James S. Hathaway  
1900-1907, 1910-1912

Mr. Green P. Russell  
1912-1923, 1924-1929

Mr. Francis M. Wood  
1923-1924

Dr. Rufus B. Atwood  
1929-1962

Dr. Carl M. Hill  
1962-1975

Dr. William A. Butts  
1975-1982

Mr. Raymond M. Burse  
1982-1989

Dr. John T. Wolfe, Jr.  
1990-1991

Dr. Mary Levi Smith  
1991-1998

Dr. George Willis Reid  
1998-2002

Dr. Paul E. Bibbins, Jr.  
Interim  
2002

Dr. William H. Turner  
Interim  
2003-2004

Dr. Mary Evans Sias  
2004-



# UNIVERSITY ADMINISTRATIVE OFFICERS

Mary Evan Sias — *President*

B.A., Tougaloo College; M.B.A., Abilene Christian College;  
M.S., University of Wisconsin at Madison; Ph.D.,  
University of Wisconsin at Madison

Steve Mason — *Interim Executive Assistant to the President*

B.S., Kentucky State University; M.P.A., Kentucky State  
University

Juanita W. Fleming — *Provost*

B.S., Hampton University; M.A., University of Chicago;  
Ph.D., Catholic University of America

Ruby Williams Jones — *Vice President for Student Affairs and  
Associate Provost for Enrollment Management*

B.S., Texas Woman's University; M.A., Texas Woman's  
University; Ph.D., Texas Woman's University

B.A., University of Kentucky; M.S., University of Kentucky

Hinfred McDuffie — *Vice President for University  
Advancement*

B.S., Tuskegee University; M.S.S., Alabama State  
University

William D. Pennell — *Vice President for Finance and  
Business Affairs*

B.A., DePauw University; M.B.A., Washington University

Karen Powell — *Interim Director of Records, Policies, and  
Legal Services*

B.A., Transylvania University; J.D., University of Kentucky

Curtis Campbell — *Interim Director of Athletics*

Wanda Long — *Internal Auditor*; B.S. University of Louisville;  
M.Ed. University of Louisville

Nathan Rall — *Director of Institutional Research and  
Effectiveness*

B.A., Tuskegee University; B.S., Tuskegee University;  
M.B.A., Nova Southeastern University

# FACULTY OF THE UNIVERSITY

AL-HAMDANI, WASIM

*Associate Professor, Division of Computer Science (2001); B.S., University of Basrah, Iraq; M.S., Loughborough University of Technology; Ph.D., University of East Anglia.*

ALEXANDER, JEFFREY S.

*Assistant Professor of Art (1979); B.A., University of California at Santa Barbara; M.F.A., The Ohio State University.*

AMADIFE, EGBUNAM N.

*Associate Professor/Chairperson, Division of Behavioral and Social Sciences(1996); B.A., School of International Training; M.A., University of Rhode Island; Ph. D., University of Connecticut.*

AMADIFE, NKECHI G.

CRENSHAW, JESSE C.

*Associate Professor of Criminal Justice and Advisor,  
Pre-Law Program (1974-78; 1980); B.A., Kentucky State  
University; J.D., University of Kentucky.*

- College; M.S., Clarkson University; Ph.D., Clarkson University.
- JOHNSON, BARRY  
Associate Professor of Music (1984; 1989); B.M., University of Louisville; M.M., University of Louisville; M.Div., Southern Baptist Theological Seminary; D.M.A., University of Kentucky.
- JOHNSON, MARVIN R.  
Associate Professor of Mathematics (1966-69; 1972-77; 1978); B.S., Kentucky State University; A.M., Indiana University; M.A., University of Kentucky.
- KASONGO, MICHAEL O.  
Associate Professor of History (1994); B.S., University of Congo; M.Th., Free University of Congo School of Theology; M.A., University of Kentucky; Ph.D., University of Kentucky.
- KAUL, KARAN  
Professor of Biology (1980); B.S., University of Delhi, India; M.S., University of Delhi, India; Ph.D., University of Kentucky.
- KOCHHAR, T.S.  
Professor of Biology (1974); B.S., University of Delhi; M.S., University of Delhi; Ph.D., University of Kentucky.
- KUMAR, ASHOK  
Professor/Chairperson, Division of Computer Science (1995); B.S., University of Delhi; M.S., University of Delhi; M.S., Ball State University; Ph.D., University of Delhi.
- LAKE, GASHAW W.  
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