

NORTH CAROLINA  
**Wesleyan College**

2020-21  
CATALOG



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**NORTH CAROLINA WESLEYAN COLLEGE**

**2020-2021**

# Catalog

**MAIN CAMPUS**

**Rocky Mount, North Carolina**

**ADULT STUDENT PROGRAMS**

**Brunswick, Goldsboro, Greenville, Manteo, New Bern,  
Raleigh-Durham, Rocky Mount, Washington,  
Wilmington & Winston-Salem, North Carolina**

# NORTH CAROLINA WESLEYAN COLLEGE

<b>Founded:</b>	1956 (Opened 1960)
<b>President:</b>	Dr. Evan D. Duff
<b>Character:</b>	A four-year, coeducational, liberal arts college affiliated with The United Methodist Church
<b>Location:</b>	Main Campus 3400 N. Wesleyan Boulevard Rocky Mount, North Carolina 27804  Adult Student Programs Brunswick, Goldsboro, Greenville, Manteo, New Bern, Raleigh-Durham, Rocky Mount, Washington, Wilmington & Winston-Salem
<b>Accreditation:</b>	North Carolina Wesleyan College is accredited by the the Southern Association of Colleges and Schools Commission on Colleges to award baccalaureate degrees and the Master of Science in Criminal Justice degree. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404.679.4500 for questions about the accreditation of North Carolina Wesleyan College.  North Carolina Wesleyan College is nationally accredited by the Council for the Accreditation of Educator Preparation, the Commission on Accreditation of Allied Health Education Programs (CAAHEP) and the state of North Carolina.
<b>Enrollment:</b>	2,100 (Approximately 1,100 traditional students & 1,000 adult degree students)
<b>Degrees:</b>	Bachelor of Arts Bachelor of Science Master of Business Administration Master of Science
<b>Financial Aid:</b>	Academic Scholarships, Grants, Student Worker Opportunities, VA Benefits and Loans

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# North Carolina Wesleyan College

## Academic Calendar 2020 - 2021

### Traditional Rocky Mount Day Program

#### Fall 2020

Aug 18	Tue	Academic Advising & Drop/Add
Aug 19	Wed	First Day of Classes
Aug 25	Tue	Last Day to Register, Add a Course, Change to "Pass/Fail" Option or Drop with No Grade Notation
Sep 7	Mon	Labor Day Holiday
Sep 14	Mon	Deadline for Submitting Graduation Application for December Degree Conferral (for December Commencement)
Sept 25	Fri	Interim Grades Due to Registrar's Office by 12 p.m.
Oct 2	Fri	Last Day to Drop Course with a Grade of "W"
Oct 22	Thu	Founders Day
Oct 26-30	Mon – Fri	Early Registration for Spring 2021 Semester
Nov 24	Tue	Last Day of Classes*
Nov 25 - 27	Wed – Fri	Thanksgiving Holiday
Dec 2	Wed	Graduating Senior Grades Due to Registrar's Office by 12 p.m.
Dec 5	Sat	Commencement, 10 a.m. Rocky Mount Event Center
Dec 7	Mon	Final Grades Due to The Registrar's Office by 12 p.m.

\*Final exams administered in the last week of class

#### Spring 2021

Jan 12	Tue	Registration & Drop/Add
Jan 13	Wed	Classes Begin
Jan 18	Mon	Martin Luther King, Jr. Day
Jan 20	Wed	Last Day to Register; Add a Course; Change to "Pass/Fail" Option or Drop a Course
Jan 25	Mon	Deadline for Submitting Graduation Application for May Degree Conferral and Commencement Participation
Feb 19	Fri	Interim Grades Due to Registrar's Office by 12 p.m.
Feb 26	Fri	Last Day to Drop Course with a Grade of "W"
Mar 1 – 5	Mon – Fri	Spring Break
Mar 29 – April 2	Mon – Fri	Early Registration for Fall 2021
Apr 2	Fri	Easter Holiday
Apr 20	Tue	Last Day of Classes
Apr 21	Wed	Reading Day
Apr 22 – 28	Thu – Wed	Exam Week
Apr 29	Thu	Graduating Senior Grades Due to The Registrar's Office by 12 p.m.
May 1	Sat	Commencement
May 3	Mon	Final Grades Due to Registrar's Office by 12 p.m.

# North Carolina Wesleyan College

## Academic Calendar 2021 - 2022

### Traditional Rocky Mount Day Program

#### Fall 2021

Aug 24	Tue	Academic Advising & Drop/Add
Aug 25	Wed	First Day of Classes
Aug 31	Tue	Last Day to Register, Add a Course, Change to "Pass/Fail" Option or Drop with No Grade Notation
Sep 6	Mon	Labor Day Holiday
Sep 13	Mon	Deadline for Submitting Graduation Application for December
Oct. 1	Fri	Interim Grades Due to Registrar's Office by 12 p.m.
Oct 8	Fri	Last Day to Drop Course with a Grade of "W"
Oct 14 – 15	Thu – Fri	Fall Break
Oct 21	Thu	Founders Day
Nov 1 – 5	Mon – Fri	Early Registration for Spring 2022 Semester
Nov 24 – 26	Wed – Fri	Thanksgiving Holiday
Nov 30	Tue	Last Day of Classes
Dec 1	Wed	Reading Day
Dec 2 – 8	Thu – Wed	Exam Week
Dec 9	Thu	Graduating Senior Grades Due to Registrar's Office by 12 p.m.
Dec 13	Mon	Final Grades Due to Registrar's Office by 12 p.m.

#### Spring 2022

Jan 11	Tue	Registration & Drop/Add
Jan 12	Wed	Classes Begin
Jan 17	Mon	Martin Luther King, Jr. Day
Jan 19	Wed	Last Day to Register; Add a Course; Change to "Pass/Fail" Option or Drop a Course
Jan 24	Mon	Deadline for Submitting Graduation Application for May Commencement
Feb 18	Fri	Interim Grades due to Registrar's Office by 12 p.m.
Feb 25	Fri	Last Day to Drop Course with a Grade of "W"
Mar 7 – 11	Mon – Fri	Spring Break
Mar 28 – Apr 1	Mon – Fri	Early Registration for Fall 2022
Apr 15	Fri	Easter Holiday
Apr 19	Tue	Last Day of Classes
Apr 20	Wed	Reading Day
Apr 21 – 27	Thu – Wed	Exam Week
Apr 28	Thu	Graduating Senior Grades Due to Registrar's Office by 12 p.m.
April 30	Sat	Commencement
May 2	Mon	Final Grades due to Registrar's Office by 12 p.m.

# The College

On May 14, 1956, the North Carolina Annual Conference of The United Methodist Church met in Goldsboro and approved a petition from the people of Rocky Mount to locate a college in their community. In early September, the first trustees established temporary headquarters in the Ricks Hotel. One of the first actions of the Board was to name the institution North Carolina Wesleyan College. The College was officially chartered by the State of North Carolina on October 25, 1956.

Original capital investments totaling approximately \$2 million made possible the construction of the main buildings on the 200-acre site donated by the M.C. Braswell heirs of Rocky Mount and four years later 92 students enrolled in the first class at North Carolina Wesleyan College. In 1964, 33 students received their degrees at the College's first commencement. Since those early days, more than 13,000 students have earned bachelor's degrees in the arts and sciences. Alumni from Rocky Mount, neighboring communities, numerous states and several foreign countries affirm Wesleyan's value as an important resource for higher education in Eastern North Carolina.

North Carolina Wesleyan College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award Baccalaureate degrees and a Master of Science in Criminal Justice. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404.679.4500 for questions about the accreditation of North Carolina Wesleyan College.

The College is a member of the National Association of Schools and Colleges of The United Methodist Church, the North Carolina Independent Colleges and Universities and the Council of Independent Colleges.

Women graduates are eligible for membership in the American Association of University Women.

The North Carolina Department of Public Instruction grants North Carolina teaching certificates to graduates of North Carolina Wesleyan who have completed the prescribed certification program and who are recommended by the College. The teacher education program is accredited by the Council for the Accreditation of Educator Preparation (CAEP). The exercise science program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP). The Office of Adult & Professional Studies offers learning opportunities for adult students who seek career advancement or personal enrichment. The program serves the Rocky Mount area and has additional campuses in Brunswick, Goldsboro, Greenville, Manteo, New Bern, Raleigh-Durham, Washington, Wilmington and Winston-Salem.

Recent years have been especially invigorating ones in the history of the College. Extensive curriculum revisions have been undertaken and facilities upgraded. Majors in health promotion, education, criminal justice and marketing are evidence of North Carolina Wesleyan College's dedication to serving education's changing needs.



The general education curriculum of the College is a rigorous and well-rounded approach, including course requirements in ethics, international studies, humanities, religious studies, mathematics, physical and biological sciences, social sciences and exercise science.

In addition to formal coursework, both in the core curriculum and the specialized majors, the College seeks to instill in its students a sense of community responsibility and global perspective.

## THE CAMPUS

Beginning with the donation of 200 acres of land on which to build the College, North Carolina Wesleyan has had the opportunity to design and build its campus to a master plan in the uniform architectural style of Georgian-Colonial.

The eastern border of the campus is flanked by a mile-long Jeffersonian serpentine wall. Two tall gatehouses form an entrance at the center of the winding wall and from them a dual-lane drive leads toward the center of the campus. A large commons area, the Southern Bank Green, is located behind the Braswell Administration Building, Pearsall Classroom Building and Gravely Science Building. This open space provides seating and covered tables and serves as an outdoor gathering place for students, staff and faculty.

The Braswell Administration Building, Pearsall Classroom Building and Gravely Science Building complex houses administrative offices, faculty offices, classrooms and science laboratories.

The Hardee's Student Union Building houses The Blue and Gold Café, the College Store, the Post Office, the Security Office, the Counseling Center and the Career Development & Leadership Program.

The Elizabeth Braswell Pearsall Library is a gathering place on campus that provides print, media and electronic resources to support both academic work and recreational needs. The library collections include over 70,000 print volumes. The library also provides online access to about 51,000 magazines, newspapers and journals; about 20 titles in print for browsing, about 203,000 electronic books, including both reference sources such as Oxford and Credo Reference and general monograph collections from eBook Central, eBooks on EBSCOhost, ABC-CLIO, Gale Virtual Reference Library, RB Digital, Open Library and Home Grown eBooks; about 38,000 educational and documentary streaming videos accessible online; and 885 popular and educational DVDs in the library. Friendly, qualified, and knowledgeable library staff are available and eager to provide help to the students, faculty, and staff in the use of updated technology to find the information they need. The library with its Learning Commons offers comfortable study space for both independent and collaborative work and includes a Flexible Instruction Lab, a Media Production Lab, the Writing and a Math Lab and the Peer Tutoring Center. The library has 3 study zones: a Quiet Zone, a Collaborative Zone and a designated Social Zone in the Café area.

The library seats over 350 users and offers over 80 computers - some desktops, iPads and several circulating laptops that students can use in and outside of the library. In addition to printing, scanning, and photocopying



documents, Pearsall Library provides 3D printing services that allow students to create objects from 3D files either designed in the computer or scanned from other objects. The Internet Café serves breakfast pastries, grab-n-go sandwiches and salads, bottled drinks and snacks. It also houses a full line of Starbucks coffee and espresso drinks. The Library hours are – Sundays: 1:00 pm - 1:00 am; Mondays to Thursdays: 7:30 am – 1:00 am; Fridays: 7:30 am – 7:00 pm; and Saturdays: 10:00 am – 5:00 pm.

The College has eight traditional residence halls on campus and the Wesleyan Inn off campus. All rooms are air-conditioned, heated and have Internet capability through wired or wireless connections. Four of the traditional halls are three-story brick buildings, similar in size and design, which house approximately 120 students each. Rooms are furnished with sinks, two twin beds, two desks and chairs, two dressers and two wardrobes. Rooms are designed to be shared by two students. The four remaining traditional halls are two-story brick buildings that accommodate 40 upper-class students each in 100-square-foot, single-occupancy rooms. The Wesleyan Inn was previously the Rocky Mount Inn, a 72 room hotel that was donated to the college by Mr. Jin. The Wesleyan Inn was converted into an off-site living option for students. It is approximately 2.5 miles from the college on Hwy 301. Finally, the Villas at Wesleyan townhomes house 40 students in a combination of single and double rooms and are located across from the back of campus on Calloway Drive.

Everett Gymnasium and the adjoining Roger G. and Gaile D. Taylor Center house the Department of Athletics and Exercise Science faculty offices. In 2004, the College completed a \$2 million renovation that added the Taylor Center, which features the Athletics Hall of Fame, the Jean Brake Edge Gym and a fitness center. The main gymnasium is the home of Don Scalf Court and with seating for up to 1,200 people provides a great home court advantage for men's basketball, women's basketball and women's volleyball. The gym proudly displays numerous banners earned by various Bishop athletic squads over the years. The auxiliary gym can be used for a variety of activities including basketball, volleyball and fitness classes. It is connected to a state-of-the-art fitness center complete with free weights and cardiovascular machines.

Competition and practice fields for varsity baseball, lacrosse, soccer and softball are located within the Vernon T. Bradley, Jr. Sports complex adjacent to the Vernon T. Bradley, Jr. Fieldhouse with facilities for outdoor sports and coaches' offices. The football team practice and play home games on the Vernon T. Bradley, Jr. football practice field on campus. In addition, there are campus fields for intramurals, a beach volleyball court, a frisbee golf course, bicycle racks and activities to encourage physical activity for all students.

The Slick Family Foundation Tennis Complex provides 12 lighted hard-surface courts, a field house and seating area for approximately 300 spectators. The complex includes the Thomas A. Betts Pavilion and the six original Vietnam Memorial Courts.

The Leon Russell Chapel includes a flexible-use area covering 1,600 square feet and the Rena Perry Blackburn Prayer Room, which is available

for individual or small group meditation. The Chapel also houses the Edna Gladden Hartness Music Library. A courtyard surrounded by a pierced brick wall is adjacent to the building. The College Chaplain has an office in the Chapel and is available to students, staff and faculty for consultation.

The Rufus and Patsy Hartness Student Center has been extensively renovated. The facility offers a recreation area/game room with a 52-inch flat screen TV and other recreational attractions, a lounge for students and the WOW Café. Offices for ROTC, Cheerleading & Dance, Student Government Association, student publications, Campus Activities Board and the Student Entertainment and Activities Team are also located there.

The Gateway Technology Center - Thomas A. Betts, Jr. Education Building opened in May 2006 near the entrance to the campus. The facility provides access to graduate degrees through East Carolina University and North Carolina State University. The two-story facility also provides classroom and office space for the College as well as houses the Office of Adult & Professional Studies staff.

The Health Center, located in the Spruill Building, offers basic medical care and referral services by a physician's assistant for students. North Carolina Wesleyan College requires all of its students to have health insurance coverage and has an insurance provider for students who need coverage.

The Thomas J. Pearsall, Jr. Building serves as the campus Welcome Center, which houses the Office of Admissions.

The Bellemonte House, located at the rear of campus next to The Dunn Center, serves as office space and is available for rental space for the public.

A focal point for the arts at North Carolina Wesleyan College is the 48,060-square-foot Charles K. Dunn, Jr. and Ineze D. Dunn Center for the Performing Arts. This beautiful Neo-Georgian style building houses the 1,168-seat Minges Auditorium, with a full working stage with fly loft and fully operational control booth. It also includes the 133-seat Powers Recital Hall, the Carlton Board Room, the spacious Garner Lobby, an acting classroom and two art galleries. The Mims Gallery features an exhibit schedule of regional and international contemporary art. The Civic Gallery features art of the extended Rocky Mount community. In addition to providing a showcase for performing artists, symphonies, dance groups and theatrical companies, The Dunn Center serves as a meeting facility, offering space for conferences, shareholder and employee meetings, retreats, wedding receptions and banquets.

The college strives to provide equal access opportunities, including the establishment and coordination of academic accommodations and auxiliary aids and programs to qualified students in accordance with Section 504 of the Rehabilitation Act of 1973 and Americans with Disabilities Act of 1990. Students who believe that they are eligible for accommodations should contact Disability Counseling and Disability Services in the Division of Student Affairs for more information. Visitors to campus who have concerns about physical access to campus buildings should contact Counseling and Disability Services at 252.985.5216.

## **MISSION**

North Carolina Wesleyan College, a private institution affiliated with The United Methodist Church, prepares students for professional advancement, life-long learning and responsible participation in their communities.

## **VISION**

At North Carolina Wesleyan College, we provide students with opportunities to make meaningful connections and learn through innovative teaching approaches. The distinctive Wesleyan experience equips our graduates to make a positive impact on the world.

## **CORE VALUES**

- Knowledge & Understanding
- Integrity & Accountability
- Patience & Respect
- Kindness & Empathy

## **CAMPUS AND COMMUNITY**

The liberal arts and sciences are the foundation of North Carolina Wesleyan College's curriculum for all undergraduate degree programs. Students choose from a variety of majors, all of which help prepare students for rewarding personal lives, good citizenship and productive careers. Instruction emphasizes critical thinking, analytical reasoning, reading, writing, speaking, informed decision-making and information skills. The College understands the increasing importance of a global perspective and of helping students learn to function in a complex society. It provides a holistic, learning environment that encourages ethical and spiritual development.

The College provides degree programs and other educational opportunities for residential, commuting and adult students. The traditional program in Rocky Mount for residential and commuting students emphasizes small classes and individual attention. It also encourages student development through co-curricular and extra-curricular activities. The non-traditional Office of Adult & Professional Studies is designed for students who wish to strengthen their academic background, enhance their professional knowledge and skills and advance their careers. It is tailored to the learning styles and schedules of working adults. Both programs provide student support services to ensure academic success.

The College has a special commitment to the Rocky Mount area and to Eastern North Carolina. Through individual faculty, staff and alumni activity and through its educational and cultural programs, the College promotes the development of the region. The North Carolina Wesleyan College community includes students from diverse cultural and racial backgrounds. The College works to create an environment in which students, faculty and staff come together in a dynamic learning community.

## COMMUNITY, RELIGION AND DISCOURSE

Since its founding in 1956 by the United Methodist Church and Rocky Mount leaders, North Carolina Wesleyan College has been affiliated with The United Methodist Church. The Heritage District Superintendent represents the United Methodist Conference on our Board of Trustees and the college has a close working relationship with the Bishop and the Conference's Board of Institutions, on which the Wesleyan President sits as an ex-officio member. The College embraces its historical association with The United Methodist Church and the inaugural teaching of its founder, John Wesley. The college is unconditionally committed to the intellectual, emotional, social and spiritual development of its students. We strive to embody the values and principles of The United Methodist Church while welcoming persons with all religious beliefs to our campus. We promote and support the following key principles of a Methodist affiliated college:

1. The Place of Religion in Higher Education: We respect and provide for the teaching of religion within the curriculum. Faculty, staff and students have opportunities to explore the place of religious beliefs and practices within all academic disciplines and co-curricular activities. Our general education program requires that students take at least one course in religious studies. In addition, Wesleyan has a popular major and minor in Religious Studies.
2. Social Justice: We affirm the basic rights of all persons to equal access to education and to spiritual growth within the college. We deplore acts of hate or violence against groups or persons based on race, ethnicity, gender, sexual orientation, religious affiliation or economic status and offer a climate of openness, acceptance and support to enable all persons to participate fully in the life of the college. We seek to create a community of scholarship and learning that facilitates social and academic participation as an inclusive right for all.
3. Academic Freedom: We believe that academic freedom is protected for all members of the campus community and that the college should foster a campus environment that allows for the free and reasoned exchange of ideas, while guarding the expression of religious belief on campus. We recognize that excellence in higher education requires an environment that fosters an openness to discourse among faculty, students and staff.
4. North Carolina Wesleyan College is open to all persons regardless of their religious beliefs. The college welcomes religious diversity as an opportunity for the broadening of minds and the enrichment of campus discourse. We provide opportunities for personal and private expressions of faith and the meaningful exchange of ideas for all members of the campus community.

## FACULTY

The heart of the academic programs at North Carolina Wesleyan is its faculty. Teaching is the principal mission of the College and our faculty members are first and foremost teachers and mentors. While dedicated to teaching, the North Carolina Wesleyan faculty is also engaged in a variety of scholarship in the advancement of knowledge and in the scholarship of teaching. Many have received study grants such as those from Fulbright, Ford, National Endowment for the Humanities, Phi

Delta Kappa and the National Science Foundation. Ninety percent of the full-time faculty have earned a terminal degree. While carrying a full teaching load, members of the faculty write and publish papers and books, play in orchestras, consult for business and public agencies and volunteer for a wide variety of community services. They also give unselfishly of themselves in and out of the classroom every day. Their contributions to North Carolina Wesleyan College make it a lively, energetic, thoroughly engaging community.

## **RELIGIOUS LIFE**

North Carolina Wesleyan College is committed to the emotional, intellectual, physical, social and spiritual growth of its students. An atmosphere of genuine care and close personal relationships is central to the idea of the Christian community and is the goal of campus religious life. The Leon Russell Chapel stands as North Carolina Wesleyan College's commitment to this integration of the intellect, emotion and spirit. As the center for religious activities, the chapel provides experiences through which students may participate in the life of the church, along with opportunities for personal and private expressions of faith. The Chapel hosts the office of the Campus Chaplain, who is available for consultation to students, staff and faculty.

Consistent with the motto of the college, "Wisdom and courage through Christian education", NC Wesleyan strives to provide students with a holistic education that enhances their growth spiritually, intellectually, socially, emotionally and physically. While Wesleyan serves students of many religious backgrounds, NC Wesleyan embraces its heritage as a private institution affiliated with the United Methodist Church and endeavors to equip students with a Christian world view and values reflective of that association.

Worship services, discussion groups, retreats, small group Bible study and service projects are directed by our Chaplain. The churches of Rocky Mount also welcome the participation of students in worship and other programs.

## **DEGREES OFFERED**

North Carolina Wesleyan College offers undergraduate programs leading to the Bachelor of Arts and Bachelor of Science degrees. A Master of Business Administration and a Master of Science in Criminal Justice graduate degrees are also offered..

The College offers specialized courses of study in the humanities, social and natural sciences and professional areas. Courses of study are organized into majors and designed to give students a strong conceptual base, experience with the tools of inquiry and study, an understanding of related historical and philosophical assumptions and an appreciation of the interrelationship between the major and other areas of knowledge.

The following degrees are offered:

### **BACHELOR OF ARTS**

Biology  
Chemistry  
Communication  
Criminal Justice  
English  
Entertainment Arts  

- Theatre Concentration
- Cinema & Media Arts Concentration
- Music Production Concentration

History

Liberal Studies

- American Studies Concentration
- Communication Concentration
- International Studies Concentration
- Learning Theory & Practice Concentration
- Individualized Plan of Study

Mathematics

Political Science

Psychology

Religious Studies

Sociology

### **BACHELOR OF SCIENCE**

Accounting  
Biology  
Biomedical Science  

- Pre-Dental Concentration
- Pre-Medical Concentration
- Pre-Veterinary Concentration

Business Administration  
Chemistry  
Computer Information Systems  

- Web Development Concentration

Elementary Education  
Environmental Science  
Exercise Science  
General Science  
Health Promotion

Healthcare Administration  
Logistics and Supply Chain  
Management

Marketing

Mathematics

Middle Grades Education

- Language Arts Concentration
- Mathematics Concentration
- Science Concentration
- Social Studies Concentration

Nursing (RN to BSN)

Organizational Leadership

Special Education

Sports Administration

### **MASTER OF BUSINESS ADMINISTRATION**

#### **MASTER OF SCIENCE**

Criminal Justice  

- Administration Concentration
- Practice Concentration

## **THE COLLEGE'S COMMITMENT TO THE REGION**

North Carolina Wesleyan College is firmly committed to serving the region, the northern coastal plain of North Carolina. A key part of that service is to celebrate the diverse cultural heritage of the region through the Four Sisters Gallery and the gallery's permanent collection of self-taught art, which features the Lynch Collection of Outsider Art and the Pre-Columbian Art and Artifacts Collection. Wesleyan also offers the Lyceum Program, the Visiting Writers Series and scheduled events at Wesleyan's The Dunn Center.

**The Wesleyan Collection of Pre-Columbian Artifacts** is a program that began in 1992. The collection consists of about 90 prehistoric artifacts

from Eastern North America, Andean South America, Central America, Mesoamerica, the Southwestern United States, the Pacific Northwest and Alaska. The collection is housed in the Elizabeth Braswell Pearsall Library. Most of the artifacts were donated to the College by members of the Archaeological Society. The College later was able to double the number of Pre-Columbian artifacts with a loan from a private collector.

**The Lyceum Program**, through periodic events, provides the College with a sense of community, creates an atmosphere of intellectual stimulation and allows an opportunity for cultural enlightenment. College-wide events include Founder's Day in October, the Honors Convocation, the Jefferson-Pilot Lectures and various cultural, religious and scholarly events.

**The Dunn Center** is the focal point for the arts at North Carolina Wesleyan College and throughout the region. The 48,060-square-foot facility is a beautiful Neo-Georgian style building which houses the 1,200-seat Minges Auditorium, with a full working stage with fly loft and fully operational control booth. The Dunn Center also includes the 132-seat Powers Recital Hall, the Carlton Board Room, the spacious Garner Lobby, Bailey Plaza, an acting classroom and two art galleries. The Mims Gallery annually produces a series of art exhibits by nationally recognized and local art professionals from various and diverse populations. The Civic Gallery features art of the extended Rocky Mount community including children's art from local schools. In addition to providing a showcase for performing artists, symphonies, dance groups and theatrical companies, The Dunn Center serves as a meeting facility, offering space for conferences, shareholder and employee meetings, retreats, wedding receptions, banquets and other gatherings.



# Admissions

North Carolina Wesleyan College invites application for admission from students whose personal and academic record reveals intellectual ability and educational achievement. Admission to Wesleyan is based on academic record, including courses taken, grades earned and class standing, followed by SAT and/or ACT scores. Achievement in extracurricular activities, community participation and a motivation to get involved and contribute to the Wesleyan campus community are also taken into consideration. Self-discipline, seriousness of purpose and motivation are considered necessary attributes for success in the educational program at North Carolina Wesleyan College.

The College considers applications under the “rolling” admission system; therefore, applications are reviewed when all information has been received. Applicants will be informed of the admission decision shortly after the file is complete. Admission is granted to qualified applicants without regard to race, religion, color, sex, age, marital status, sexual orientation, disability or national or ethnic origin. To promote the exchange of ideas and values, the College seeks a diverse student body, admitting students of different backgrounds, interests and talents. Information about admission to the Adult & Professional Studies can be found on page 97.

## WHEN TO APPLY

Degree seeking freshmen and transfer students are encouraged to submit an application as early as possible prior to the semester in which they plan to enroll. Early application is extremely important for those students seeking scholarship and/or financial assistance. A student must be accepted for admission to the College before an official financial aid package can be awarded. Any student wishing to move his/her application to another term, must reapply under that term.

## GENERAL APPLICATION INFORMATION AND REQUIREMENTS

### FRESHMAN APPLICANTS

(includes Early College, Dual-Enrollment and students with college credit)

- Graduation from a college preparatory program at an accredited secondary school is the best preparation for Wesleyan’s liberal arts and sciences curriculum. For applicants who have pursued a non-traditional high school program, the General Equivalency Diploma (GED) is normally recognized. Home-schooled students must provide a transcript that has been evaluated by a third party and/or GED and SAT or ACT.
- Students should have a background in a diverse selection of academic subjects. The applicant should have taken a minimum of four courses in English, two in social studies, three in mathematics, three in laboratory sciences;

- Study in a foreign language and culture is encouraged.
- Students should take the SAT or ACT in the spring of their junior year or fall of their senior year. Students are requested to identify North Carolina Wesleyan College to receive a copy of the scores directly from the testing service. Wesleyan's SAT code is 5501; the ACT code is 3135.
- Additional information that is helpful but not required during the application process includes extracurricular activities, letters of recommendation and an essay.

### **TRANSFER APPLICANTS**

- North Carolina Wesleyan College's transfer policy is designed to award academic credit for previous college-level work that a student has completed at regional accreditors such as the Southern Association of Colleges and Schools (SACS). These institutions include four-year colleges and universities and two-year junior, technical and community colleges. Transfer students must present an official transcript from each college prior to acceptance to the College.
- Credit for standardized examinations such as Advanced Placement (AP) examinations, College Level Examination Program (CLEP), Defense Activities for Non-Traditional Education Support (DSST) and the International Baccalaureate (IB) will be reviewed and considered for transfer credit, provided the scores on these examinations meet the standards set by the faculty at North Carolina Wesleyan College.
- College level non-academic coursework and training outlined on an ACE transcript or from other professional organizations such as the American Heart Association, among others, will be reviewed for possible academic credit on a case-by-case basis approved by the Registrar's Office and the Office of the Provost.
- Credit for military training is based upon recommendations by the Evaluation of Educational Experiences in the Armed Services. Credit for non-collegiate training programs and professional certification is based upon recommendations by the National Guide to Educational Credit for Training Programs. The American Council on Education (ACE) provides these publications and recommendations. Military documents, such as DD-214 and official copies of standardized examinations such as CLEP and DSST examination scores are not required for admission but are required if the applicant wants evaluation for possible transfer credit.
- The maximum credit accepted from two-year institutions and CLEP general examinations is 60 semester hours. The maximum amount of credit that can be awarded towards a degree is 90 semester hours. Courses from two-year institutions transfer as 100-200 level courses only unless specified through a specific transfer agreement or Memorandum

of Understanding between colleges. All students are required to meet the minimum residency requirements of the College.

- The total of remaining credits required for a degree is determined by specific coursework transferred and the specific coursework and degree requirements required by North Carolina Wesleyan College. Although credit transferred from institutions that are accredited by regional accreditors, such as the Southern Association of Colleges and Schools (SACS-COC), may count towards graduation, only courses completed at North Carolina Wesleyan College will be used in the computation of the cumulative grade point average or in conferring graduation honors. Standardized examinations such as CLEP and DSST are not used in the computation of the cumulative grade point average or in conferring graduation honors.

As part of its service to prospective students, the College will provide transcript evaluations and degree plans upon request.

The faculty of the College determines policies governing transfer credit. The Registrar has responsibility for reviewing requests for transfer credit and applying the established policies. The Academic Policy Committee of the Faculty must approve any departure from or exceptions to, those policies before transfer credit is awarded.

## **ADMISSION STANDARDS**

Applications for admission are considered for acceptance to the College when all required information is submitted. Students are admitted under conditional admission status. Conditions of admission are outlined in the acceptance letter and may include required enrollment in the Freshman Advantage Program. All will be subjected to a background check which may impact admission consideration.

Interested student applicants are encouraged to call the Office of Admissions for further information pertaining to standards for admission. An admissions counselor will be available to discuss individual circumstances.

**Once transcripts are received they become the permanent property of NCWC and will not be returned to the student.**

## **REQUIRED ADMISSION FORMS AND INFORMATION**

### **NEW FRESHMEN WITHOUT COLLEGE TRANSFER CREDIT**

1. A completed application for freshman admission
2. An official high school transcript (a final high school transcript upon graduation is required for students currently enrolled in high school) or an official copy of GED results
3. Official results of either the SAT or ACT (unless waived by admissions)- Students who have graduated from high school three years or more prior to enrollment are not required to submit an SAT or ACT but may be required to complete placement tests in English Composition and Mathematics.

**NEW FRESHMEN WITH COLLEGE TRANSFER CREDIT (INCLUDING EARLY COLLEGE)**

1. A completed application for freshman admission
2. An official, final high school transcript or GED
3. An official transcript from each post-secondary college or university attended
4. Official results of either the SAT or ACT. - Students who have graduated from high school three years prior to enrollment are not required to submit an SAT or ACT but may be required to complete placement tests in English Composition and Mathematics. This may be waived based on college coursework performance at the discretion of the interim Dean of Admissions and Adult Studies.
5. In good academic standing with all post-secondary institutions attended

**TRANSFER STUDENTS WITH 12 OR MORE HOURS OF COLLEGE CREDIT**

1. A completed application for transfer admission
2. An official transcript from each post-secondary institution attended
3. In good academic standing with all post-secondary institutions attended
4. In good social standing with all post-secondary institutions attended

**INTERNATIONAL STUDENT ADMISSION**

To be considered for admission to the College, each international applicant must submit the following:

1. **International Student Application for Admission:** Students are asked to provide complete information. Incomplete forms will result in delays in reviewing the application.
2. **Academic Records:** Complete, official academic records, in English. Records should include courses taken, grades received and degrees and certificates earned. An explanation of the coding system used to evaluate the student's work should accompany the records. International students who have attended a college or university outside the United States must provide official translated transcripts. Course-by-course evaluations of academic work are required for North Carolina Wesleyan College to award academic credit. The course-by-course evaluation must be by an external evaluation service. [foreigntranscripts.com](http://foreigntranscripts.com).  
**Once transcripts are received they become the permanent property of NCWC and will not be returned to the student.**
3. **Test Scores:** Students who have taken the SAT or ACT should submit their scores. Students whose native language is not English should submit Test of English as a Foreign Language TOEFL/IELTS scores or an approved English proficiency test.
4. **Certificate of Financial Responsibility (CFR):** All accepted applicants who have deposited \$1,000 to the traditional day program must submit a CFR to the International Admissions Representative, giving evidence of their ability to cover all expenses for a full year of study. If privately sponsored, the student must document the first year's assured support on

deposit in a bank and parent/sponsor certification of projected support thereafter for all four years of study. Until a complete CFR is received and approved, a Form I-20 for securing a visa cannot be issued. Applicants from some countries experiencing difficulties in the transfer of funds to the United States are required to deposit in advance the first year's projected expenses.

5. **Visas:** A Form I-20 for an F-1 visa will be issued only when all admission requirements have been met and a copy of a passport is sent to verify the student's name. International applicants attending college in the United States at the time of application must submit an appropriately completed Visa Clearance Form to the North Carolina Wesleyan College Office of Admissions. The international student advisor at the applicant's current school must complete this form.

## **SPECIAL ADMISSION INFORMATION AND REQUIREMENTS**

### **VISITING OR NON-DEGREE STUDENTS**

Visiting or non-degree students are persons visiting from another degree-granting institution for purposes of taking a Wesleyan course for credit, fulfilling requirements at another institution, taking a course for teacher certification, for meeting CPA or graduate school prerequisites or for achieving personal learning goals. If at a later date the student wishes to pursue a degree offered by Wesleyan, the student must meet the criteria under the appropriate admission requirements category above. Admission requirements include:

#### **VISITING STUDENTS**

1. A completed application for admission
2. A letter of permission from the degree-granting institution

#### **NON-DEGREE STUDENTS**

1. A completed application for admission
2. An official transcript which verifies graduation from high school or an official copy of passing scores on the GED or official college transcript. College consortium students are exempt from this.

#### **CERTIFICATE STUDENTS**

Certificate programs afford an option for non-degree seeking students to obtain a certificate in an area of academic interest. Admissions requirements include:

1. A completed application for admission specifying the certificate of interest
2. A copy of all college transcripts (high school transcripts if less than 12 hours of college credit)

**READMISSION**

Students who previously attended Wesleyan and wish to return must apply for readmission under the most current catalog year. Traditional day students at the Rocky Mount campus who withdraw from the institution (by completing a withdrawal form) during the fall or spring semesters or have not enrolled at NCWC for one semester or longer, must complete readmission procedures to register for the next semester.

An Application for Readmission of former students can be complete on the Admissions tab of [my.ncwc.edu](http://my.ncwc.edu). This application will then be processed and evaluated by the Admissions Office, with the approval of other departments across campus. If the applicant has attended another post-secondary institution during the absence, an official transcript from each institution must be submitted.

Students who have been academically or socially suspended may be required to submit additional materials for review by the College before a decision is made concerning their formal readmission. Students approved for readmission into the college must successfully pass a criminal background check. Students who have been suspended and wish to be readmitted after serving their suspension must submit their readmission application for the semester they wish to return by the following deadlines: Fall Semester-August 1; Spring Semester-December 1; Summer Term-April 1.

**HIGH SCHOOL JUNIORS AND SENIORS**

Highly-motivated high school juniors and seniors with good academic records who want to earn college credits while still in high school may apply to take courses at the college. Application for admission requires the submission of an official copy of the high school transcript and a letter of recommendation from the principal, guidance counselor or a teacher. Successful completion of a course or courses will earn regular college credits, applicable to a degree program at North Carolina Wesleyan College or for transfer to another institution.

**COURSE AUDIT**

An admitted student may audit a course with the permission of the instructor. Students who wish to audit a course must contact the Registrar. Audited courses do not receive academic credit, but do appear on the transcript. Students may not audit a course and later take the same course for academic credit at North Carolina Wesleyan College.

**IMMUNIZATION REQUIREMENTS**

North Carolina requires all students enrolling in the traditional day program on the Rocky Mount campus to provide a record of immunizations prior to enrolling. The record must document three childhood DPT (diphtheria, pertussis and tetanus) shots, one tetanus booster given within the last ten years and two MMR (measles, mumps, rubella) vaccines. In

addition, North Carolina Wesleyan College requires that all students submit a physical examination form with a TB skin test that has been completed within one year prior to admission and signed by a physician. All students must provide completed medical records requirements to the Wellness Center in the Spruill Building. If required documentation is not provided within 30 days from the start of classes, the student will be removed from campus and will no longer be allowed to attend classes.

### **STUDENT RESPONSIBILITY AND EXCEPTIONS**

The student is responsible for providing accurate and current information. The application should be updated if circumstances change. If falsification, misrepresentation or omission occurs, admission may be revoked. Student application for admission files are held a maximum of 24 months, then cancelled if the student does not enroll. Only the Interim Dean of Admission and Adult Studies, the Interim Vice-President of Academics or their designee can grant exceptions to admission policies.

### **CAMPUS VISITS**

Interested students and their families are encouraged to visit the campus to become familiar with the College and its academic programs. Visitors to the Rocky Mount campus will receive a tour conducted by a student ambassador/counselor and will meet with a member of the admissions staff. Appointments with faculty, athletic team coaches and financial aid staff can also be arranged with proper notice.

The Office of Admissions is located in the Welcome Building and is open on weekdays from 8:00 a.m. to 5:00 p.m. and on Saturday, by appointment, from 9:00 a.m. to noon.

For further information, contact:

OFFICE OF ADMISSIONS  
NORTH CAROLINA WESLEYAN COLLEGE WELCOME BUILDING  
3400 N. WESLEYAN BLVD. • ROCKY MOUNT, NC 27804  
252.985.5200 • 1.800.488.6292  
admissions@ncwc.edu • ncwc.edu



# Tuition and Fees

Statements regarding expenses are not to be considered a contract between the student and the College. The costs of tuition and other services outlined below are those in effect on the date of publication of this catalog. The College reserves the right to change without notice the cost of instruction and other services at any time.

## CHARGES FOR TRADITIONAL DAY PROGRAM 2020/2021 ACADEMIC YEAR (FALL & SPRING)

### Tuition, Books & Fees (12-18 semester hours)

Tuition is the same for both in-state and out-of-state students.

Resident Students:	\$32,400
Commuting Students:	\$32,400

### Housing

Double Room:	\$5,100
Single Room:	\$6,350
Villas Townhome - Double Room	\$6,176
Villas Townhome - Single Room	\$6,896
Studio	\$4,950

### Board (Food Service)

Resident Students (includes sales tax):	
Unlimited Meal Plan (mandatory for new students):	\$6,376
Return Student Meal Plan:	\$5,976
Commuter Students (includes sales tax):	\$180-\$395

**\*\*Residents staying at the Rocky Mount Inn will pay the same rate as on campus students\*\***

**Resident-** Meals are available for the regular academic year. Traditional full-time students residing on campus are required to purchase the on-campus student meal plan. It is mandatory that all new students purchase the Unlimited Meal Plan at the cost of \$6,376 per academic year. Returning students can purchase the Return Student Meal Plan at the cost of \$5,976 per academic year or the Unlimited Meal Plan at the cost of \$6,376 per academic year.

**Commuter-** All full-time commuting students may purchase one of the three commuter meal plan options. This is not mandatory.

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**Additional Semester Hours**

The standard maximum during the fall and spring terms is 18 semester hours. Additional hours are charged at the rate of \$475 per semester hour.

**Part-Time Day Student Tuition:** Day students enrolled for less than 12 semester hours for credit are considered part-time students and are charged tuition and fees as follows:

Tuition and Fees (1-7 semester hours) \$425 per hour

Tuition and Fees (8-11 semester hours) \$580 per hour

**Student Health Insurance:** All full-time day students are required to provide proof of medical insurance effective in the state of North Carolina. If proof is not provided, the student will automatically be added to the student health insurance plan and charged the annual premium for the current school year. (The annual premium is subject to change without notice by Wellfleet.)

Proof of insurance must be provided online to Wellfleet and approved by Wellfleet to have the insurance charge removed from your account. This process must be completed even if you have submitted your insurance information to a coach, faculty and/or staff person.

**Fall Premium:** \$475      **Spring Premium:** \$656

**Wellness Fee:** All students will have a mandatory \$75 wellness fee per semester.

## **OTHER FEES AND CHARGES**

**Education Course Fees:** Up to \$300 (vary depending on course and is non-refundable) \*Fees are subject to change.

**Course Audit:** A fee of \$50 per semester hour is required for any student who elects to audit a course on a non-credit basis.

**Student Activity Fee:** \$200 per school year

**Technology & Administrative Fee:** \$100 per semester

**College Consortium:** \$200 per class

**Course Challenge:** A testing fee of \$50 is charged for course challenge. Tuition is determined by total hours taken during a term, including hours successfully challenged. The testing fee is applied to the tuition. Even if credit is not earned, the testing fee is non-refundable.

## TRANSCRIPT REQUESTS

**Transcript Credentials Solutions:** ([transcriptsplus.net/order](https://transcriptsplus.net/order))

**Electronic:** \$15

**Mailed:** \$18

**On Campus Order (Mailed or Picked Up):** \$20

On Campus Priority Mail: \$25

**No electronic copy can be ordered on campus.**

**Graduation Fee:** A one-time, non-refundable \$120 graduation fee is charged to your account to assist in covering administrative costs and expenses related to the Commencement. This fee is charged even if you do not participate in the Commencement Ceremony.

**Replacement Diploma:** \$35

**Silver Scholars Program:** (age 60 and above) \$50 per course

**Orientation Fee:** \$50 (Charged once deposited and is non-refundable.)

**Processing Fee:** \$50 (Charged once deposited and is non-refundable.)

**Return Check/ACH Fee:** \$35

**Payment of Charges:** All tuition, room and board and fees are due and payable on or before the published due date for each term. Failure to comply with this payment schedule may result in a late registration charge and cancellation of the student's preregistration schedule.

**Payment Options:** The College accepts cash, check or money order. Payments using Visa, MasterCard, American Express or Discover can be made online using CASHNet. A payment plan for each semester is available which allows for monthly payments. Participation in the plan requires an enrollment application. Additional information may be obtained by contacting the Business Office.

**Refund Policy Due to Change in Enrollment:** Students withdrawing from the College are required to complete the College's withdrawal process. Withdrawal forms may be obtained from the Registrar's Office.

A student who completely withdraws (including medical withdrawals) from any term will have charges adjusted based on the schedule below:

**Before the first class meeting:** 100% of tuition, room, meal and fees will be credited back to the account and all financial aid will be removed. The orientation fee and processing fee is non-refundable. Any payments made against the account (excluding advance deposits ) will be refunded

to the student in the form of a check within three weeks of the start of school or when the College is notified of non-attendance. All refunds will be mailed to the address the College has on file.

**During the first week (Drop/Add period):** The College will calculate the total number of days the student attended (was enrolled) divided by the number of calendar days of the payment period (semester). This percentage will be used to determine charges for tuition, room, meal and other fees (excluding the orientation and processing fee). The health insurance will be removed at 100%. Financial Aid will be adjusted according to the Title IV guidelines.

**The Second & Third Week:** The College will calculate the total number of Days the student attended (was enrolled) divided by the number of calendar days of the payment period (semester). This percentage will be used to determine tuition charges to be charged and financial aid credits for the payment period. There is no reduction to room, meal and other fees.

**After the Third Week:** no reduction in institutional charges; however, the College must continue to return Title IV funds as required up to 60% of the payment period. A detailed copy of the Treatment of Title IV funds refund policy as required by the U.S. Department of Education is available in the Business Office. The withdrawal date and last day of attendance in classes are a factor in determining how much aid you are eligible to keep.\*\* This may result in a balance due on your student account.

A student who changes enrollment status by dropping courses (not including complete withdrawals), will have adjustments made to tuition following the schedule below. No adjustments to tuition will be made for dropped courses after the census date. Financial Aid will continue to be adjusted in compliance with Federal and State regulations.

The census dates are below:

Fall - August 26, 2020

Spring - January 20, 2021

Students who move into a residence hall and/or use meals on a meal plan that fail to enroll for that current semester for any reason or is considered a Never Attend for that semester will be charged a pro-rated amount for the residence hall and the meal plan. Please note a Never Attend is a student that enrolls for classes and is administratively withdrawn due to non-attendance in all classes and does not participate in any academic related activity. This status is determined by the Registrar's Office and must meet specific criteria. In this situation, The College will calculate the total number of Days the student lived in the residence hall and divide by the number of calendar

days of the semester. This percentage will be used to determine the pro-rated amount charged for the residence hall and meal plan. Students will not receive financial aid to assist with these fees as you have to be currently enrolled to receive financial aid benefits.

**Indebtness:** Any student who has a financial indebtness (including undergraduate and graduate programs combined) to North Carolina Wesleyan College may not be permitted to register for classes. The College may suspend all services and will withhold diplomas, transcripts and all references until payment is received in full. The student understands and agrees that upon default for non-payment, any outstanding balances may be forwarded to a collection agency and any costs or fees associated with the collection of the indebtness will be charged to the student.

## DEPOSITS REQUIRED

**College Deposit:** Once an applicant for admission to North Carolina Wesleyan College has been accepted, a college deposit of \$200 is required for new students (*The deposit for John and Charles Wesley Heritage Scholarship recipients is \$300*). The deposit amount for students approved for readmission is \$50 for domestic students and \$200 for international students. The deposit serves as a pre-payment towards the student's bill. The college deposit is refundable until May 1. After May 1, the deposit is not refundable. After July 1, the deposit amount increases to \$300.

**Discounts:** (Students will be awarded the discount with the highest percentage to achieve greater savings.)

1. **Military** (Veterans and their spouses; includes police, fire, first responder) 10% off, year round; No minimum of semester hours required. No discount for graduate courses or students seeking a degree in the Bachelor of Science Nursing program.
2. **NCDPS Employee** 20% off, fall & spring; No minimum of semester hours required. No discount for graduate courses, students seeking a degree in the Bachelor of Science Nursing program or in the Traditional Day program.
3. **Central Carolina CC** 12% off, year round; No minimum of semester hours required. No discount for graduate courses, students seeking a degree in the Bachelor of Science Nursing program or in the Traditional Day program.

## STUDENTS RECEIVING VETERANS' BENEFITS

North Carolina Wesleyan College's programs are approved for educational benefits for veterans, participants, military and other eligible

students. Appropriate Department of Veterans Affairs regulations as well as College policies apply regarding class attendance, conduct and rate of progress. Benefits are payable only for those courses which are required to complete a degree. Courses taken on a pass/fail basis, except ENG 090, are not payable. Questions regarding veterans' benefits may be referred to Veteran Services at [vaquestions@ncwc.edu](mailto:vaquestions@ncwc.edu).

Students receiving veterans' educational benefits who are on probation will be allowed no more than two consecutive semesters to regain good academic standing. If they do not do so, North Carolina Wesleyan College will report a termination of benefits due to unsatisfactory progress.

Students receiving veterans' benefits must document with Veteran Services their intent to pursue a double major or major with a minor.

### **POLICY ON THE RETURN OF UNEARNED MILITARY TUITION ASSISTANCE FUNDS**

Military Tuition Assistance (TA) is awarded to a student under the assumption that the student will attend school for the entire period for which the assistance is awarded. When a student withdraws, the student may no longer be eligible for the full amount of TA funds originally awarded. To comply with the new Department of Defense policy, North Carolina Wesleyan College will return any unearned TA funds on a prorated basis through at least the 60% portion of the period for which the funds were provided. TA funds are earned proportionally during an enrollment period, with unearned funds returned based upon when a student stops attending. These funds are returned to the military service branch. Instances when a Service member stops attending due to a military service obligation, the educational institution will work with the affected Service member to identify solutions that will not result in student debt for the returned portion. Please contact Veteran Services for the Schedule for Return.

# Financial Aid

The primary purpose of the Office of Financial Aid is to facilitate the provision of financial assistance to students who, without such assistance, would be unable to attend North Carolina Wesleyan College. During recent academic years, more than 98 percent of Wesleyan students received financial aid totaling over \$24 million annually. The Office of Financial Aid facilitates loans, grants, scholarships and/or part-time employment for students in need of financial assistance. Students seeking financial aid should not be deterred from enrolling solely because of the cost of their education. The Office of Financial Aid strives to ensure that an education at North Carolina Wesleyan College is affordable.

## **APPLICATION FOR FINANCIAL AID**

The Free Application for Federal Student Aid (FAFSA) is the only application required for financial aid. The simplest and easiest way to complete this form is online at [fafsa.ed.gov](https://fafsa.ed.gov). Students may also request a paper application from the U.S. Department of Education Central Processing Center (CPS) by calling 1.800.433.3243. Please make sure to list North Carolina Wesleyan's school code number - 002951 - in order for your application to be received by the College. The application must be completed annually and will be available October 1<sup>st</sup> of each year. For example, the application for the 2020-2021 academic year was available for completion October 1, 2019. The application for the 2021-2022 academic year will be available October 1, 2020. The application must be completed before any federal or state aid will be awarded or applied to your student account statement.

Approximately one third of applications are randomly selected by the CPS for a process called verification. Verification requires the Office of Financial Aid to confirm the information reported on the FAFSA. Additional documentation may be required including, but not limited to, tax transcripts or tax returns. Inceptia: a division of the National Student Loan Program (NSLP) Verification Gateway on behalf of the Office of Financial Aid will notify students if any supplemental documentation is needed.

## **TYPES OF FINANCIAL AID**

**Traditional Students:** Traditional students' financial aid funding is available through federal, state and institutional sources. Federal funding consists of The Pell Grant, Supplemental Educational Opportunity Grants (SEOG), Federal Direct Loans and Federal Work Study (FWS) for students. Parents may also apply for the Federal Direct Parent PLUS Loan.

Funding sources from the State of North Carolina are limited to residents of North Carolina and include the North Carolina Need Based Scholarship (NBS). The State of North Carolina now determines residency for purposes of



state financial aid through its Residency Determination Service (RDS) website (NCresidency.org). The student must meet all other eligibility requirements for the federal Pell Grant, with the exception of the expected family contribution. The student must meet at least one of the following:

- a. Qualify as a legal resident of North Carolina and as a resident for tuition purposes under the criteria set forth in G.S. 116-143.1 and in accordance with definitions of residency that may from time to time be adopted by the Board of Governors of The University of North Carolina.
- b. Be a veteran provided the veteran's abode is in North Carolina and the veteran provides the eligible private postsecondary institution a letter of intent to establish residency in North Carolina.
- c. Be an active duty member of the Armed Forces provided the member of the Armed Forces is abiding in this State incident to active military duty in this State.

Institutional aid is awarded to students based on academic merit, performance and/or demonstrated need. Information about institutional merit-based and special distinction award eligibility is available from the Office of Admissions. Information regarding need-based award eligibility is available from the Office of Financial Aid. Additional award information can be found on the the North Carolina Wesleyan College website at ncwc.edu.

### Meritorious Levels of Scholarships for Freshmen Students

John & Charles Wesley Heritage Scholarship*	<p>Full Tuition, Room (double only), Board, &amp; Books*</p> <p>(Inclusive of NC Need-Based Scholarship and Federal Pell grant if eligible and other institutional awards)</p> <p>*If selected, scholarship only covers Tuition, Room (double only), Board and Books. Student is responsible for any other additional fees.</p> <p>** Awarded for only eight semesters.</p>	<p>4.0 Weighted GPA</p> <p>1240/1170 SAT/26 ACT**</p> <p>Must maintain a GPA of 3.2</p> <p>Scholarship not guaranteed; selection of recipients will be determined by interview performance (limited amount available)</p> <p>Completion of FAFSA required</p>
Trustee Scholarship*	<p>Full Tuition &amp; Books*</p> <p>(Inclusive of NC Need-Based Scholarship if eligible and other institutional awards)</p> <p>*If selected, scholarship only covers Tuition and Books. Student is responsible for any other additional fees.</p> <p>** Awarded for only eight semesters.</p>	<p>3.75 Weighted GPA</p> <p>1200/1130 SAT/25 ACT**</p> <p>Must maintain GPA of 2.95</p> <p>Scholarship not guaranteed; selection of recipients will be determined by interview performance (limited amount available)</p> <p>Completion of FAFSA required</p>

President's Award	\$20,000	3.30 Weighted GPA 1080/1000 SAT/21 ACT** Must maintain GPA of 2.75
Dean's Award	\$18,000	3.00 Weighted GPA 980/900 SAT/19 ACT** Must maintain GPA of 2.6
Wesleyan Award	\$15,000	2.5 Weighted GPA 900/820 (new/old) SAT/17 ACT** Must maintain GPA of 2.3
Bishop Opportunity Award***	\$10,000	Must meet admissions criteria 2.3 Weighted GPA 700 SAT/13 ACT Must maintain GPA of 2.0

Academic scholarships may be suspended based on academic performance. Review will take place at the end of every academic year once final grades have been posted in May.

*\*Receipt of an outside scholarship will reduce your scholarship by 50%.*

*\*\*First score represents new SAT score as of March 2016. Second score represents SAT score prior to March 2016.*

*\*\*\*Not a Merit-based Scholarship*

#### Meritorious Levels of Scholarships for Transfer Students:

Recipients must maintain GPA of 2.0 or higher in college coursework, maintain Satisfactory Academic Progress and be enrolled full-time in the Traditional Program.

Transfer Award Gold	\$15,500	3.5+ GPA
Transfer Award Blue	\$13,500	3.0 - 3.4 GPA
Transfer Award White	\$10,500	2.5 - 2.9 GPA
Transfer Opportunity Award (TOA)	\$7,500	2.0 - 2.4 GPA

#### Special Distinction and Participation Awards:

Honors Award	\$1,000	Member of the Roger & Gaile D. Taylor Honors Program (Application-based)
International Award	\$5,500	New students (on-campus only)
United Methodist Award	\$2,000	Application for UMC Scholarship and letter from pastor confirming active membership in United Methodist Church affiliated with the NC Conference of United Methodist Churches.

Legacy	Resident: \$22,000 Commuter: \$18,000	Students with GPA 3.0+, whose parents or grandparents graduated from NCWC
Phi Theta Kappa/ Gamma Beta Phi	\$1,000	Must be a transfer student with an Associates Degree and certificate, card or letter from the society showing membership is required.
Ministerial Award	50% reduction for tuition, room & board, books	Dependent of full-time, licensed ordained ministers of a United Methodist Church in the NC Conference; also extends to all denominations residing in Nash, Edgecombe, Franklin, Halifax, Johnston, Wake, Warren and Wilson (replaces all other institutional funds)

### Federal and State Awards:

FAFSA is required for all of the following.

*The North Carolina Wesleyan College Federal School Code Number is 002951.*

Federal Pell Grant	Up to \$6,345	Need-based; FAFSA completion required
Federal SEOG Grant	Up to \$4,000	Need-based for high need; FAFSA completion required
NC Need-Based Scholarship	Varies	FAFSA completion required; Residency Determination Service validation is required (at least a three quarter time enrollment status and a maximum of ten semesters)
Federal Work-Study	Up to \$1,800	Need-based; FAFSA completion required
Direct Student Loan	\$5,500-\$12,500	Based on grade level; FAFSA completion required

**Adult Studies Students:** Students enrolled in the Adult Program at North Carolina Wesleyan College are eligible for the Federal Pell Grant, Federal Direct Loans, Federal Direct PLUS Loans and the North Carolina Need Based Scholarship (NBS).

Along with the Federal Pell Grant, Federal Direct Student, Federal Direct Parent Loans and North Carolina Need Based Scholarships (NC residents only), North Carolina Wesleyan College offers our adult learners the following internal grants.

### Internal Grants

(Grants can be combined with discounts to achieve greater savings.)

2+ Wesleyan	A grant that reduces tuition to equal or less than attending a four year state university as a commuting student for graduates of Wilson, Edgecombe, Nash and Wake Tech community colleges who are admitted to the Rocky Mount or Raleigh-Durham campuses. This applies to fall and spring only for students completing a minimum of 12 semester hours each semester. Students in the graduate program or students seeking a degree in the Bachelor of Science Nursing program are not eligible to receive this grant.
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Methodist Member	Members of a United Methodist Church receive 20% off tuition as an internal award. This applies to spring and fall only for students completing a minimum of 12 semester hours each semester. Students in the graduate program or students seeking a degree in the Bachelor of Science Nursing program are not eligible to receive this grant.
Phi Theta Kappa/ Gamma Beta Phi	If a NC community college graduate was a member of the Phi Theta Kappa/Gamma Beta Phi honor society, the student will receive a \$500 (\$250 each semester) internal grant. This applies to fall and spring only for students completing a minimum of 12 semester hours each semester. A certificate, card or letter from the society showing membership is required. Students in the graduate program or students seeking a degree in the Bachelor of Science Nursing program are not eligible to receive this grant.

**International/Undocumented Students:** Students who are not permanent residents of the U.S. or eligible non-U.S. citizens can only receive institutional aid. Information regarding the aid available to international and/or undocumented students is available through the Office of Admissions.

### ENROLLMENT STATUS

Full-time enrollment = 12 or more semester hours

Three-quarter-time enrollment = 9-11 semester hours

Half-time enrollment = 6-8 semester hours

Less than half-time enrollment = 1-5 semester hours

### SATISFACTORY ACADEMIC PROGRESS POLICY

To qualify for any grant, work study or loan, a student is required to meet satisfactory academic progress (SAP) for both the qualitative and quantitative standards in the course of study the student is pursuing at North Carolina Wesleyan College. Students who fail to meet both the qualitative and quantitative standards to maintain satisfactory progress may be placed on financial aid probation or possible suspension. If placed on suspension, students may not receive financial aid unless an appeal has been approved.

Eligibility for federal, state and institutional financial aid shall be determined by both the qualitative and quantitative standards, as defined below.

**Qualitative Standards:** In accordance with the College's Academic Standards, students in good standing, students on academic probation and students on academic warning, are eligible for financial aid unless they do not meet the following qualitative standards.

Class standing = freshman

Have a minimum 1.4 GPA

Class standing = sophomore

Have a minimum 1.8 GPA

Class standing = junior

Have a minimum 2.0 GPA

Class standing = senior

Have a minimum 2.0 GPA

**Quantitative Standards:** Quantitative standards are reviewed at the end of each payment period (Fall, Spring, Summer I and Summer II). This is a cumulative standard. Students must pass (earn credit for) a minimum percentage, according to the table below, of the courses in which they register. This is a cumulative test. Students with less than two completed semesters will be evaluated at the end of each payment period. Hours transferred to the College from other academic institutions and counted toward graduation will be included in the calculation. For purposes of determining enrollment status and hours registered, the hours at the end of the drop/add period are used to evaluate the quantitative standard.

Class standing = freshman or sophomore (must earn 50% of credits attempted)

Class standing = junior (must earn 60% of credits attempted)

Class standing = senior (must earn 67% of credits attempted)

Regardless of class standing, a student must earn 67% of credits attempted once more than 120 hours have been attempted. Please consult the Academic Programs, Policies and Services section of this catalog for the definitions of class standing.

The maximum time for a full-time student to complete a bachelor's degree shall be 150% of the published length of the program. For example, if the specific degree program requires 120 semester hours, a student must complete the requirements within 180 hours. Students who attempt more than 180 hours are automatically deemed ineligible for financial aid.

Please note that attempting hours and then dropping the class adversely affects your academic progress according to the chart above. Included in attempted hours are all coursework attempted, passed, repeated, incomplete, failed and withdrawn courses. Attempted hours include transfer credits. Attempted hours do not include credits earned through Advanced Placement (AP), College Level Examination Program (CLEP) or similar testing programs.

**Withdrawal from Courses:** For the quantitative standard, courses for which grades of "W" are assigned are counted as hours attempted.

**Incompletes:** A grade of Incomplete ("INC") is counted in hours attempted for the quantitative standard. If the INC is not removed within eight weeks following the end of the term, a grade of "F" will be recorded.

**Repeating Courses:** Qualitative standard: A student may retake a course to improve a grade. If a course is taken for a second time, the most recent grade will be figured into the student's grade point average. Quantitative standard: In determining eligibility for financial aid, each attempt is included in calculating total hours attempted. Financial aid will not be awarded for repeated courses that have previously been successfully completed.

**Financial Aid Warning:** Students who do not meet the quantitative and/or qualitative standards will be placed on financial aid warning for one payment period. During the warning period, students will be eligible for institutional, state and federal aid. At the end of the warning period, students who do not meet the quantitative and/or quantitative standards will no longer be eligible for federal or state aid and are required to submit an appeal before to regain eligibility.

**Financial Aid Probation:** Students who do not meet the quantitative and/or quantitative standards after the financial aid warning period is over and their appeal has been approved, will be placed on financial aid probation for one payment period. During the probationary period, students will be eligible for institutional, state and federal aid as long as they continue to meet the quantitative and/or quantitative standards. At the end of the probationary period, students who do not make satisfactory academic progress or do not successfully follow their individual academic plan will no longer be eligible for institutional, state and federal aid.

**Appeal Process:** Students who wish to appeal determinations of unsatisfactory academic progress (quantitative or qualitative) must write to the Financial Aid Review Committee explaining why they feel a waiver is warranted. A successful appeal allows a student to obtain one (1) additional semester of aid. The Financial Aid Committee's decision is final.

### **ACADEMIC SCHOLARSHIPS**

Academic scholarships may be suspended based upon academic performance. Review will take place at the end of every academic year once final grades have been posted in May.

### **ENDOWED AND DONATED SCHOLARSHIPS**

North Carolina Wesleyan College is fortunate to offer scholarships through the generosity of various donors. These scholarships are awarded by the Office of Financial Aid and other departments as designated, based on specific criteria. Endowed and donated scholarships may be used to replace institutional funds or previously awarded North Carolina Wesleyan College merit scholarships. These scholarships can be applied toward tuition, fees, room, board, books and supplies. Not all scholarships are available to Adult & Professional Studies students. If a student is a recipient of an endowed or donated scholarship, the student may be required to compose a letter or note of appreciation to the donor(s) and attend scholarship events or any other activities at the request of the donor or North Carolina Wesleyan College. If the student fails to complete these requirements, this could result in the revocation of the scholarship and a possible balance owed to North Carolina Wesleyan College.

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Adult Studies Goldsboro Scholarship Fund  
Adult Studies Raleigh Scholarship Fund  
George I. Alden Trust Scholarship  
Alumni Scholarship Fund  
Miles Fredrick Anderson Memorial Scholarship Fund  
Vivian Peele Aycock Endowed Scholarship Fund  
Balfour Scholarship  
Alice A. and Guy E. Barnes Endowed Scholarship Fund  
Barnhill Contracting Company Scholarship Fund  
Robyne St. Claire Barnes Living Scholarship  
BB&T Scholarship  
George W. Blount Scholarship Fund  
Laura Elizabeth Boice Endowed Scholarship Fund  
C.L. and Anna P. Bonney Endowed Scholarship Fund  
Lloyd G. and Shirley Parham Boone Endowed Scholarship  
The Nell Rose Ellis Boone Endowment  
William David Boseman and Della Bullock Boseman Memorial Educational Fund  
Betsey M. Boyd Endowed Scholarship  
R. Russell Braswell Scholarship Fund  
Bridgestone / Firestone Scholarship  
Velma B. and Ernest A. Brown Scholarship Fund  
Quedeshia "Donyel" Brown Living Scholarship  
James E. and Mary Z. Bryan Foundation Scholarship  
Lucille Thomas Bryan Scholarship Fund  
Olivia and Chester Bullard Scholarship  
John C. Bullock Scholarship  
Emma McAfee Cannon Endowed Scholarship Fund  
William R. Cannon Scholarship Fund  
Christopher S. Cash Memorial Scholarship Fund  
Cobb-Evans Ministerial Scholarship Fund  
William R. and Stella H. Coleman Scholarship Fund  
Louise Cowell Scholarship Fund  
Taunja Cox College Scholarship  
Essie Mae Batten Crocker Endowed Scholarship Fund  
Jasper L. Cummings and Margaret W. Ivey Scholarship Fund  
The CSX Endowed Scholarship  
The Josephus Daniels Endowed Scholarship  
John C. and Huldah B. Daughtridge Memorial Scholarship Fund  
The Henry N. and Sidney T. Davenport Educational Trust Scholarship  
R.W. Davis Scholarship Fund  
Sandra L. Dawson Scholarship Fund  
Leroy E. Dettman Memorial Endowed Scholarship Fund  
Blanche Morris Dixon Endowed Scholarship  
Dominion Foundation Scholarship



O.W. and Virginia Dowd Scholarship Fund  
Thomas and Cynthia Dyer Endowed Scholarship  
Edenton Street United Methodist Men's Bible Class Scholarship Fund  
Edgecombe/Nash Medical Associates Scholarship Fund  
Justus and Margaret Everett Scholarship Fund  
William Robert Everett Endowed Scholarship  
Everett-Leggett Scholarship Fund  
Bob and Irene Field Endowed Scholarship Fund  
Finch Fund  
Linda Flowers Endowed Scholarship  
Richard J. Ford, Jr. Endowed Scholarship  
Ralph E. Fowlkes, Jr. Ministerial Fund for Scholarships  
Franks-Penny Memorial Scholarship  
GlaxoSmithKline Women in Science Scholarship  
The Donald Gary Glisson Endowed Scholarship In Memory of Martha L.  
    Glisson and Lottie S. Glisson  
Golden LEAF Foundation Scholarship  
James E. Grantham Endowed Scholarship Fund  
Gravely Foundation Annual Scholarship  
Taswell and Fidelia Griffin Endowed Scholarship Fund  
Anita Donnelly Gurganus Memorial Endowed Scholarship Fund  
Alan A. Harper Endowed Scholarship Fund  
Earl Harper Scholarship  
Donald Briggs and Blanche Everett Harrison Business Scholarship  
Harvey Endowed Scholarship Fund  
Robert L. Huffines, Jr. Foundation, Inc. Scholarship  
Charles and Margaret Hutcheson Endowed Scholarship Fund  
Independent College Fund of North Carolina Scholarship  
Independent Insurance Agents Scholarship Fund  
Lillie W. and George W. Jackson Endowed Scholarship  
Jenkins-Tapp Scholarship Fund  
Allen S. Johnson Scholarship Fund  
David A. Jones Endowed Scholarship Fund  
Wilbert M. and Doris L. Kemp Scholarship Fund  
Kiwans Club of Rocky Mount (NC) Scholarship  
Spero Kounouklis Scholarship Fund  
The William T. and Karen N. Lancaster Family Annual Scholarship  
Lewis-Smith Scholarship Fund  
Littleton College Memorial Scholarship Fund  
Luddy Charitable Foundation Scholarship  
Mitchell A. Mah'moud and Nana B. Mah'moud Scholarship Fund  
Marlette Scholarship  
Robert R. Mauldin Scholarship  
Charles K. and Verna B. McAdams Scholarship Fund

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Kandis McBride-Jones Living Scholarship  
Dr. James Durant Melton Outward Bound Scholarship  
Annie Louise Millikin Merritt Scholarship Fund  
Helen Lancaster Minton Educational Fund  
Vivian Proctor Mitchell Scholarship Fund  
Frank L. Mock, Jr. Memorial Scholarship Fund  
Joseph Dominic Nassrie, Jr. Memorial Scholarship Fund  
National Society CDXVII Century General Scholarship  
Dr. J. Allen Norris, Jr. Memorial Scholarship  
NC Society Colonial Dames XVII Century State History Scholarship  
North Carolina Peanut Growers Association Annual Scholarship  
Nu Gamma Phi Scholarship Fund  
Samuel J. Parham, Jr. Endowed Scholarship  
Trevia Porter Pendleton Scholarship Fund  
Miss Susan Blanche Penny Ministerial Scholarship  
Barbara Perry-Sheldon Endowed Scholarship  
Petree-Forcum Memorial Scholarship Fund  
Polly and C. R. Philpot Educational Fund  
Pitt County Memorial Hospital Lights of Love in Memory of Christopher S.  
Cash Scholarship  
Theo H. Pitt, Jr. and Molly Browning Pitt Endowed Scholarship Fund  
Pittman-Frizzelle Scholarship  
Powell-Roberson Annual Nursing Scholarship  
Powell-Roberson Endowed Nursing Scholarship  
Sara Mitchell Powell Scholarship Fund  
Julia Weskett Powers Endowed Music Scholarship Fund  
Progress Energy Scholarship Fund  
Ruth Williams Rabil Endowed Scholarship  
Swindell Rackley Memorial Scholarship Fund  
The Jessie Bell Raiford Endowed Scholarship Fund  
The Rainbow Scholarship  
The Dr. George Rufus Ratchford Instrumental Music Endowed Scholarship  
RMAWC Foundation Scholarship  
Rocky Mount Adult Studies Scholarship  
Rotary Club of Rocky Mount Scholarship  
Charles Livingston Rogers II Endowed Scholarship Fund  
Corbitt B. Rushing Scholarship Fund  
The Jim Sabiston Scholarship  
William G. Sasser Music Scholarship Fund  
Don Scalf Endowed Scholarship Fund  
Donesha "Dee" Scott Living Scholarship  
Arch W. Sharer Scholarship Fund  
William W. Shaw Scholarship in Business Administration  
Gwen Gordon Shiley Endowed Scholarship Fund

Baxter B. and Elma G. Slaughter Scholarship Fund  
Beverly and Gaston Small Scholarship Fund  
Mary Lee B. and William K. Stewart, Jr. Endowed Scholarship Fund  
Olive A. Stokes Scholarship  
Algernon Sydney Sullivan Foundation Endowed Scholarship Fund  
Algernon Sydney Sullivan Foundation Scholarship Grant  
The Charles Clifton “Cliff” Sullivan Endowment  
Francis O. and Frank Tayloe Scholarship Fund  
Oscar and Tommy Taylor Scholarship Fund  
Roger G. Taylor Endowed Scholarship Fund in Honor of Gaile Davenport Taylor  
Rosa B. Taylor Endowed Scholarship Fund  
Rexford Francis and Rosa Lee Brake Tucker Scholarship Fund  
The Carl and Mary Catherine Turner Endowed Scholarship Fund  
United Methodist Higher Education Foundation Merit Scholarship  
Universal Leaf North America Business Scholarship  
Universal Leaf North America Endowed Business Scholarship  
UPS Foundation Scholarship  
The Elizabeth L. and C. Gilbert Vaughan Endowed Scholarship Fund  
H. Langill and Elizabeth M. Watson Scholarship Fund  
Wells Fargo Foundation Scholarship  
The John and Charles Wesley Heritage Scholarship  
Lettie Pate Whitehead Scholarship Fund  
Dr. W. L. Willhite Endowed Scholarship Fund  
Wilbur Putney Williams Memorial Scholarship Fund  
Cornelia H. Williamson History Scholarship  
Mary Elizabeth Austin Yancey Endowed Scholarship Fund  
Mary Benson Yarborough Endowed Scholarship Fund  
Dr. and Mrs. Robert E. Zipf, Jr. Scholarship Fund

### **INTERCOLLEGIATE ATHLETICS**

North Carolina Wesleyan College is a member of the NCAA Division III. Students participating in intercollegiate athletics are eligible for financial aid based on need and/or academic ability and performance, as are all other North Carolina Wesleyan College students. The College does not award athletic scholarships per NCAA guidelines.

### **WITHDRAWALS AND TITLE IV (FEDERAL) REFUNDS**

Students withdrawing from North Carolina Wesleyan College, regardless of reason, are required to complete the College’s withdrawal process. Withdrawal forms may be obtained from the Registrar’s Office. Information pertaining to applicable tuition charges upon withdrawal may be obtained from the Business Office.

If a student withdraws from school prior to completing over 60 percent of a term, the student may be required to repay a portion of the federal

financial aid received for that term. A prorated schedule is used to determine the amount of federal student aid funds that the student will have earned at the time of withdrawal. Federal aid includes the Federal Direct Loan, Federal Direct PLUS Loan, Federal Pell Grant and Federal Supplemental Educational Opportunity Grant (FSEOG). Financial aid funds from State and institutional sources also follow the federal guidelines and may be prorated as determined. After the 60% point of the term, a student has earned 100% of the Title IV federal funds. Please contact the Office of Financial Aid for additional information.

### **PELL GRANT AND NORTH CAROLINA NEED-BASED SCHOLARSHIP (NBS) RECALCULATION POLICY**

The policy of the Office of Financial Aid is to review and recalculate Pell Grant and North Carolina Need Based Scholarship (NBS) eligibility at the end of the 100% tuition refund period (drop/add period) of the last class in which a student is enrolled. Pell Grants and NBS may be reduced or increased based on changes in enrollment. For example, if a student is registered for courses in both the first and second sub-sessions of a semester (i.e., 8A and 8B), Pell Grant and NBS eligibility will be reviewed at the end of the second sub-session's drop/add period. If the student's enrollment has changed, the amount of Pell Grant and/or NBS will be adjusted accordingly. If a student is enrolled in full semester courses only, eligibility will be reviewed (and possibly recalculated) at the end of the full semester's drop/add period. If that student later adds a course in the second sub-session of the semester, eligibility will be reviewed again at the end of the second sub-session's drop/add period. Federal and State regulations require the College to recalculate Pell Grant and NBS eligibility when a student fails to attend any course used to award a Pell Grant or NBS.

### **AWARDS**

Recipients of financial aid at North Carolina Wesleyan College are required to enroll in classes each semester meeting the deadlines and procedures established by the Registrar's Office. Unless otherwise noted the amount(s) listed on the award notification are annual awards with one half applied to the student account each semester. Students that audits class(es) are not eligible to receive financial aid funds.

### **REVISIONS IN FINANCIAL AID AWARDS**

A student's total financial aid award from all sources can never exceed their cost of attendance. Awards may be revised or canceled if, but not limited to, a student withdraws; changes enrollment status from the initial award; has a change in housing status; has a change in family circumstances; provides information on the FAFSA that differs from other documents received; receives outside assistance; or change in availability of funds.

1. The award notification acknowledges the right of the Office of Financial Aid to make changes to any award.
2. Notification of the change is sent to the student and/or the electronic award notification is updated in the student portal.

### **DECLINING AN AWARD**

Students who wish to decline any part of an award should do so in writing to the Office of Financial Aid.

### **VERIFICATION POLICY**

Approximately one third of FAFSA filers are selected for verification. A requirement of the U.S. Department of Education, verification is the process of confirming information submitted on the FAFSA. Students are responsible for submitting requested information to complete the verification process no later than 120 days before the last day of the student's attendance in class. However, federal student aid will remain estimated and will not be credited to the student's account until verification is complete. Additionally, students awarded Federal Work Study may not begin employment until verification is complete.

### **ITEMS TO BE VERIFIED INCLUDE:**

1. Adjusted Gross Income
2. U.S. income tax paid
3. Education credits
4. Untaxed IRA distributions
5. Untaxed pensions
6. IRA deductions and payments
7. Tax-exempt interest
8. Income earned from work
9. Household size
10. Number in college
11. High school completion status
12. Identity/statement of education purpose
13. Marital status
14. Any other conflicting information

The Office of Financial Aid has partnered with Inceptia to help our students complete the verification process. To learn more about Inceptia visit [verificationgateway.org/nwcw2021](https://verificationgateway.org/nwcw2021). Students selected for verification will receive email correspondence from Inceptia and/or the College notifying them the documents needed to complete verification. The following documents are generally required to complete the process:

- *All students who file taxes*: Signed copy of student's federal IRS tax return transcript or signed IRS tax return from two years prior (i.e. verification of 2020-2021 FAFSA information requires tax return information from 2018)
- *Dependent students*: Signed copy of parents' federal IRS tax return
- Transcript or signed IRS tax return from two years prior (i.e. verification of 2020-2021 FAFSA information requires tax return information from 2018)
- *Married independent students*: Signed copy of spouse's IRS tax return transcript or signed IRS tax return from two years prior (i.e. verification of 2020-2021 FAFSA information requires tax return information from 2018)
- Other documents as requested from Inceptia or the Office of Financial Aid

Upon receipt of the verification documents, Inceptia or the College will compare the information on the submitted documents with that on the FAFSA. If discrepancies are revealed, Inceptia or the College will make the corrections, which could result in a change in aid eligibility. The College will notify the student in writing of any changes in eligibility due to verification. The College will cease processing federal and state student aid for students who fail to submit the required verification documents before the deadline.

If a student is selected for verification after federal and state student aid funds have already been disbursed, the College will withhold all future disbursements of federal and state student aid until verification is complete.

If verification results in the student's ineligibility for aid that has been previously disbursed, then the student is responsible for repaying aid that he or she is not eligible for. The College will notify the student in writing requesting full payment of the overpayment of aid he or she is not eligible for. Any student in an overpayment status who fails to repay the overpayment or make satisfactory repayment arrangements will be reported to the U.S. Department of Education and/or to the National Student Loan Data System (NSLDS) and remain ineligible for further federal and state student aid until the overpayment is resolved.

# Student Affairs

The fundamental goal of the Division of Student Affairs is to support and enhance the College's educational mission. The Student Affairs staff seeks to provide a living and learning environment that inspires personal growth, promotes social awareness and challenges students while supporting them in achieving their full potential as individuals, members of the Wesleyan family and citizens of a global community.

## INTERNATIONAL STUDENT SERVICES

International Student Services (ISS) provides a broad range of support services and programming for international students. ISS collaborates with other departments on campus to best assist our international students in academic and cultural adjustments. ISS staff serve as Designated School Officials for the Student and Exchange Visitor Program and U.S Citizenship and Immigration Services.

**Immigration Services:** ISS staff serve as Principal Designated School Officials (PDSO) and Designated School Officials (DSO) for the Student and Exchange Visitor Program (SEVP). ISS staff members provide guidance and advising to F-1 nonimmigrant students on status and regulations, including but not limited to, practical training, travel, and college policies. The DSO's are responsible for all communication with government agencies involving the SEVP program, CBP, USCIS, and Homeland Security and monitors each student's status. Maintaining status is the student's responsibility, but ISS assists with guidance on how to best support this for them.

**International Student Programming:** ISS offers a variety of programs to assist international students in feeling at home on campus and in the Rocky Mount community. New international students receive extended first year experience programming that includes a World Wide Welcome orientation program, as well as an international student peer mentor known as a Culture to Culture Ambassador. Through campus and community partnerships, new international students are connected in the first week to local services such as banking needs and immunizations, if necessary. ISS provides assistance with obtaining official documents such as a North Carolina driver's license and a social security card. The department of ISS and the Bishop community provide our international students with a true home away from home, Bishop family experience.

## HEALTH SERVICES

The Health Center employs a full-time general medicine Physician Assistant (P.A.) who provides sick and well visits, sports physicals, basic

first aid and appropriate prescriptions on campus. The Physician Assistant also works with a local medical clinic to provide laboratory and X-ray services to our students. Services provided by the P.A. on campus are free of charge to students. Students who need medical care after hours may contact the Residence Life staff member on duty at 252.813.1230 or Security at 252.406.7928. For medical emergencies, call 9-1-1.

The Health Center maintains all student medical records. The State of North Carolina requires that all students entering college provide a record of immunizations including documentation of three DPT (diphtheria, pertussis and tetanus) injections, one tetanus booster (administered within the last 10 years), three Hepatitis B shots, two MMR (measles, mumps and rubella) and three Polio vaccines. A PPD is required of international students, as well. North Carolina State dictates that medical requirements must be completed prior to starting classes. If the required documentation is not provided within 30 days from the start of classes, the student will be suspended until the medical requirements are met. Questions about medical records should be directed to the Director of Health Services at 252.985.5186.

The College requires all full-time day students taking 12 or more credit hours to have medical insurance that has coverage in the Rocky Mount area. All students will be automatically enrolled in a medical insurance policy that meets certain requirements. The cost for this policy will be included in the student's fees. Students may waive out of this policy if they are covered by a suitable medical insurance policy. To waive out of the College policy, the student must complete a waiver and be approved by the insurer to ensure the validity and appropriateness of the existing policy. This waiver must be completed each semester in which the student is enrolled, and waivers must be submitted by an established deadline. Any additional medical cost not covered by the student's insurance is the responsibility of the student or the student's legal guardian. The College provides accident coverage (up to \$5,000) to all full-time day students.

### **FOOD SERVICES (HARDEE'S BUILDING)**

The College requires all resident students to participate in a meal plan, which is provided by Sodexo Campus Services. Commuter students, faculty, staff and visitors to the campus are welcome to eat meals in the Cafeteria on a cash basis. A Block Plan and Flex Dollars are also available for commuters, faculty and staff. These plans offer discounted prices and are available at any dining service cashier or cafeteria office. Three meals a day are served Monday through Friday, with brunch and dinner being served on Saturday and Sunday.



**UNLIMITED MEAL PLAN + \$100 FLEX DOLLARS PER SEMESTER****15 Meal Plan** + \$225 Flex Dollars Per Semester**12 Meal Plan** + \$360 Flex Dollars Per Semester**10 Meal Plan** + \$400 Flex Dollars Per Semester**Blue:** 45 Caf. Meals, \$100 Flex - \$385**Gold:** 25 Caf. Meals, \$75 Flex - \$250**White:** 15 Caf. Meals, \$50 Flex - \$170

Flex dollars are “dining dollars” that are assigned to your meal plan and reserved for you to make purchases at the Cafeteria or the retail dining locations (WOW Cafe and Internet Café). They are designed to give you the flexibility to dine at any of Wesleyan’s dining locations without carrying cash.

Students can add additional Flex dollars to their meal plan at any time. Student ID cards are required for all meal plan transactions.

**FOOD SERVICE HOURS OF OPERATION****BLUE AND GOLD CAFÉ** (Meal Plans, Cash and Flex Accepted)

Monday - Thursday:	7:30 a.m. – 7:30 p.m.
Friday:	7:30 a.m. – 6:30 p.m.
Saturday, Sunday & Holidays:	11:00 a.m. – 1:00 p.m. 5:00 p.m. – 7:00 p.m.

**WOW CAFÉ** (Flex or Cash Only)

Sunday - Thursday:	7:30 p.m. – 11:30 p.m.
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**INTERNET CAFÉ AT THE ELIZABETH****BRASWELL PEARSALL LIBRARY** (Flex or Cash Only)

Monday - Thursday:	7:30 a.m. – 6:00 p.m.
Friday:	7:30 a.m. – 1:00 p.m.

These hours of operation will result in continuous food service, with minimal down-time to ensure that sanitation is maintained.

The nutrient and caloric content of all menu items are posted for each meal to help students make appropriate nutritional decisions and to meet individual needs. Students requiring special diets for medical reasons should contact the General Manager to make the necessary arrangements. In some cases, a diet prescribed by the student’s physician may be required.

Resident students who are ill and unable to leave their rooms are provided a “to go” box upon request to the Health Center or the resident’s Area Director.

Appropriate behavior is required in the cafeteria. Identification cards and a meal deduction or cash payment are required for entrance to the cafeteria during meal times. Shirts and shoes are required. Each student is responsible for returning all dishes, utensils and trays to the dish-room area.

Special events are also hosted by the College food service, including picnics, holiday theme meals, exam snacks and specialty bars.

For those desiring part-time employment, jobs are available in all facets of food service. For further information, contact the General Manager.

### **COLLEGE STORE (HARDEE'S BUILDING)**

The College Store is open 9:00 a.m. to 4:00 p.m. Monday through Friday. Additional hours of operation are scheduled during registration, first week of classes, special events, weekends and final exam week. These additional hours of operation, as well as any changes in the normal hours of operation, are posted in advance at the entrance to the College Store.

The College Store provides the items needed for a student's academic program – textbooks, study guides, resource materials and general supplies. Personal-need supplies and emblematic items are also available. Refund policies are posted throughout the store.

Textbooks are currently on a rental system for traditional full-time students and must be returned to the college store during exam week. Textbooks not returned will be billed to the student's account. Traditional part-time students and Adult Studies students must pay for book out of pocket.

Class rings, graduation announcements and robes may be ordered from the College Store. The College Store accepts MasterCard, Visa, Discover and American Express.

### **POST OFFICE (HARDEE'S BUILDING)**

The campus mail service is operated on a contract basis with the United States Postal Service and is subject to its rules and regulations. Incoming mail is distributed to assigned boxes located in the lobby of each residence hall. Window hours are posted and a drop box is located outside the Hardee's Building.

All resident students are assigned a campus post office box. Post office box keys are given to students during residence hall check-in. There is a \$15 charge for replacement of lost keys. Students should be conscientious in routinely checking their boxes for mail.

Campus organizations must contact the Office of Student Affairs and/or the College Store for permission to use the postal service for distribution of information.

### **CASHIER SERVICES**

Students may cash personal checks up to \$100 (per week). Checks with second endorsement will not be accepted. There is a \$35 charge for checks returned due to insufficient funds. A second returned check will result in another \$35 charge and the loss of check-cashing privileges.

Student and organizational accounts may be established and funds deposited and withdrawn at Cashier Services. Interest is not paid on deposited funds.

## IDENTIFICATION CARDS

All students are issued an official North Carolina Wesleyan identification card (ID). In addition to identifying the student, this card is used to access the campus dining program, the Taylor Recreation center, and Taylor residence hall for students assigned to that hall. The ID is also needed to cash checks on campus, pick up packages at the post office and to access all campus copiers. Students are required to carry their ID at all times while on campus and are required to produce the card if requested by a College official. For safety and security purposes, lost ID cards must be reported to the Campus Security Office immediately to obtain a replacement card for a fee. Dining Services is not responsible for Flex Dollars balances on lost cards. The ID card should remain in the possession of the student to whom it is issued and may not be used by anyone else.

## CAMPUS SECURITY

The Vice-President of Administration, his/her designee, the Director of Safety and the Security officers are responsible for the enforcement of campus policies, traffic regulations and emergency assistance. Campus Security works closely with outside law enforcement agencies and contacts them for assistance when necessary.

Although every effort is made to ensure campus safety, students have a major responsibility to use good judgment in their actions and to report immediately all suspicious and emergency situations to Campus Security or residence hall staff. Upon request, Security personnel will provide after-dark escort service for students walking to and from campus facilities.

Lost or stolen items should be reported immediately to Security staff. While the College takes all possible precautions to help residents protect their possessions, the College does not assume responsibility for items that are lost, stolen or damaged. Students are advised to determine if their possessions are covered by parents' home owner's insurance or, if needed, invest in adequate personal property insurance.

## RESPONSIBILITY FOR ACCIDENTS

*The College assumes no responsibility or liability for accidents or injuries incurred by anyone on College property. A particular area where caution should be used is the water fountain at the front entrance of the campus. Damage to the electrical wiring in and around the fountain could cause serious injury. The sharp edges of the water jets inside the fountain could also be a source of injury.*

## RESIDENCE LIFE

Residential living is an important part of the overall educational experience at North Carolina Wesleyan College. The Residence Life staff strives to provide a quality residential environment conducive to living and

learning. Active participation in hall activities allows students to become more aware and respectful of the rights and responsibilities of community living and contributes to student growth and citizenship.

The Residence Life program is part of the Student Affairs Office and is coordinated by the Dean of Students. The Dean directly supervises the Director of Residence life. Together, the Dean and Director provide leadership to the Residence Life department and serve to ensure the safe and efficient operation of the residence halls. The Dean of Students and Director of Residence Life have offices within the Student Affairs Office (Suite 111) in the Hardee's Student Union, which is open Monday through Friday from 8:00 a.m. to 5:00 p.m.

## RESIDENCE HALLS

The College has eight residence halls on campus as well as one off campus residence hall and an off-campus townhome community. Petteway, Roberson, Pash, Collins, Boddie, Jin, Bradley and Taylor Halls are all on campus while the Wesleyan Inn is located approximately 2 miles south of campus at 1921 N. Wesleyan Blvd. The Villas at Wesleyan townhomes are located across from the back of campus on Calloway Drive. Petteway, Collins, Roberson and Pash Halls house approximately 120 students each in double rooms. Boddie, Jin, Bradley and Taylor Halls house approximately 40 students each in single rooms. Wesleyan Inn houses approximately 130 students in double rooms and the Villas at Wesleyan house 80 students in a combination of single and double rooms. **All residence halls are drug, alcohol and tobacco free.** In an effort to provide a safe environment for all students, the college maintains the right to search the student's room and its contents, as well as any vehicle a student brings to campus for health and safety violations, including violations of the Student Code of Conduct.

## RESIDENCE HALL STAFF

Our residential communities are served by a team of professional live-in staff members along with a team of undergraduate Resident Advisors. Professional live-in staff members include two Assistant Directors of Residence Life and a Residence Life Coordinator who are supervised by a live-in Director of Residence Life. These professionals share supervision of the Resident Advisors (undergraduate paraprofessional staff members), aid in facilitating the living and learning environment, assist in setting community standards (including student accountability meetings), and perform a variety of administrative tasks. The Resident Advisors (RAs) are a paraprofessional team of undergraduate students who have been carefully selected and trained to work directly with students. RAs assist students in adjusting to college life and navigating the variety of campus resources available, mediate roommate concerns, inform students about campus policies and events, plan educational and social programs and assist in setting and maintaining community standards. Members of both the RA team and the professional

staff serve in an on-duty capacity each evening and weekend to respond to student needs within the residence halls. The Professional Live in Staff members, noted above, each have an office adjacent to the first-floor lobbies in the building where they live (Petteway, Collins, Roberson and Pash Hall, respectively).

## **COUNSELING AND DISABILITY SERVICES**

The Counseling and Disability Services (CDS) Office is designed to complement the College's academic mission. This is accomplished by assisting students with their personal and educational development through individual and group counseling, consultation, disability services, educational outreach and referral in order to maximize students' capacity for continued emotional growth and academic success.

### **COUNSELING SERVICES**

The Counseling Center provides students with a safe, confidential and supportive environment in which to discuss life concerns, challenges and opportunities. Our professional mental health counselor assists students seeking help with transitioning to college, coping with college life, fear of failure, feelings of loneliness, anxiety, depression, academic concerns and many other areas. The counseling process is about problem solving, expanding awareness and developing coping skills which leads to personal growth. One does not need to be in crisis to benefit from counseling services.

**To schedule a Counseling appointment**, call the Student Affairs Office at 252.985.5178 or visit the Student Affairs Office in the Hardee's Building during regular business hours. For after-hours emergencies, please contact Security at 252.977.7374 or an on-duty Residence Life Staff Member. In the event of a true medical emergency, dial 9-1-1 or visit the nearest emergency room.

### **DISABILITY SERVICES**

The Disability Services Office provides qualified students with equal access opportunities, including the establishment and coordination of academic accommodations and auxiliary aids and programs in accordance with Section 504 of the Rehabilitation Act of 1973 and Americans with Disabilities Act of 1990. Counseling and Disability Services (CDS) exercises a reasonable good faith effort to coordinate accommodations to enable students with disabilities to maximize their educational potential. Policies related to Disability Services can be found at [ncwc.edu/bishop-life/resources/health-services](http://ncwc.edu/bishop-life/resources/health-services). **To schedule a Disability Services appointment**, call 252.985.5216 or visit the Disability Services Office in the Pearsall Classroom Building during regular business hours.

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## CAMPUS LIFE

North Carolina Wesleyan College strives for the holistic growth and development of each student. Much of that growth occurs in social, religious, cultural, and physical activities, along with leadership opportunities and programs. Student engagement in co-curricular and extra-curricular activities provides many benefits, including peer connection, recreation, skill development, leadership training and wellness. Students are encouraged to become actively engaged in all aspects of campus life.

### INTRAMURAL SPORTS AND RECREATION

The Department of Intramural Sports and Recreation provides recreational and wellness programs for North Carolina Wesleyan College students, faculty, staff and alumni (membership fee required for alumni) that are dedicated to enhancing the quality of life of the College community. The department is committed to imparting a sense of citizenship to all participants, offering leadership opportunities for students and fostering life skills essential in building physical, social, emotional and mental well-being. Program areas include intramural sports, fitness and wellness, outdoor adventure and club sports. In addition, student employment opportunities are available as facility supervisors, customer service representatives, sports officials, activity supervisors and scorekeepers. Intramural activities are based upon student interest and include basketball (4-on-4 and 5-on-5), flag football (7-on-7 and 4-on-4), volleyball (indoor and sand), soccer (indoor), dodgeball, billiards, table tennis and video games. Fitness and Wellness provides a variety of group fitness classes, fitness incentive programs and nutrition/wellness workshops. Outdoor Adventure collaborates with local agencies to contract various trips for activities such as canoeing, sea kayaking and rock climbing. Club Sports are registered student organizations formed by individuals with a common interest in a sport or activity. The Taylor Center is the on-campus health club and primary location for all recreational experiences at the College. The facility houses both free and machine weights as well as cardio equipment. The facility also includes a gymnasium used for various department and campus-wide activities including intramurals, group fitness classes, drop-in basketball, volleyball and special events.

### STUDENT GOVERNMENT

The Student Government Association (SGA) serves as the representative voice of the students. All students, by virtue of enrollment at North Carolina Wesleyan College, are members of the SGA. Every student is encouraged to become active in student government through participating in elections, attending meetings, becoming involved in committees and by contributing ideas and concerns through their elected representatives. SGA serves to address student concerns, allocate student activity fees and supervise the SGA's various

committees. Officers of the SGA are elected by the students each year to conduct student government business. The SGA office is located on the second floor of the Hartness Student Center. The Director of Student Activities serves as the SGA advisor and can be reached at 252.454.1682.

## **STUDENT ORGANIZATIONS**

Student organizations provide an opportunity for students to get engaged in campus life and connect with other students who have similar interests. These organizations represent academic, co-curricular, and extra-curricular interests. Additionally, they provide opportunities for personal and professional development and community service. Many of these organizations receive funds from the Student Government Association that allows them to conduct programming throughout the year. Organizations are also able to conduct fundraisers with approval from the Director of Student Activities. If students have interests which are not represented in current organization offerings, they are encouraged to start a club by contacting the Office of Student Activities. A complete listing of current student organizations may be found in the Student Handbook. The college hosts Rock the Mount After Shock at the beginning of each semester. At this event, students have an opportunity to explore current organizations and speak with members about the organization.

## **STUDENT ENTERTAINMENT & ACTIVITIES TEAM**

The Student Entertainment & Activities Team (SEAT) is comprised of students who select, plan and implement activities and entertainment with a goal of providing fellowship and fostering a spirit of community. The SEAT works in conjunction with the Director of Student Activities to provide activities and entertainment such as comedians, coffeehouse performers, novelty acts, bands, trips, dances, homecoming week, spring fling week and much more. Programming includes social, physical, and intellectual dimensions. All students are encouraged to play an active role in campus entertainment. Participation on the SEAT is a great way to meet other students and learn transferable leadership and management skills.

## **GREEK LIFE**

North Carolina Wesleyan College seeks to provide the college community with a positive, safe, and vibrant Greek Life on campus. Current Greeks participate in various charitable efforts across the community, offer free tutoring sessions, and provide social events for the campus community. North Carolina Wesleyan College currently has four recognized Greek-affiliated chapters on campus: the Tau Gamma chapter of Alpha Kappa Alpha, the Omicron Beta Chapter of Alpha Phi Alpha, the Gamma Phi chapter of Delta Phi Epsilon, and the Eta Psi Colony of the Kappa Alpha Psi.

## COMMUNITY ENGAGEMENT

The college's community engagement program, Service Beyond the Serpentine Wall, aims to raise awareness of community needs and inspire others to become active leaders in working towards solutions on campus, in the Rocky Mount area, and in students' local communities. Projects undertaken by the program include the annual Martin Luther King, Jr. Day of Service, blood drives, Habitat for Humanity, Relay for Life, American Red Cross fundraising, and supporting relief efforts for natural disasters in the U.S. and abroad. Students and other members of the campus community are encouraged to bring their ideas for these and other service projects to the Director of Student Activities. Organizations and athletic teams are also encouraged to engage in community service.

## ACADEMIC AND PROFESSIONAL ORGANIZATIONS

**NORTH CAROLINA ASSOCIATION OF EDUCATORS** This student chapter offers programs for prospective teachers. Students attend workshops, conferences and the annual state convention. Ongoing projects include a literacy campaign for area children, a community project in cooperation with the National Association for the Education of Young Children and an assistance program for needy families. All education majors are encouraged to join.

**HEALTH AND MOVEMENT SCIENCE CLUB** The Health and Movement Science Club is open to all Exercise Science and Health Promotion majors, and those interested in Exercise Science or Health Promotion as a major field of study. The club is designed to enhance students' professional development, while also contributing to the promotion of physical activity, exercise, and the impact of physical activity and exercise on health on campus and in the community. The Club organizes several events on campus each year, designed to promote physical activity and wellness; is highly involved in the world-wide Exercise is Medicine on Campus initiative; and typically sends select students from the Health and Movement Science Club to the Southeast regional American College of Sports Medicine conference every year.

**IMPACT - WESLEYAN BUSINESS SOCIETY** Wesleyan Business Society is a career development focused society for Business School majors and minors that promotes practical education and application of business concepts through a business-style application process. The intention of this society is to stimulate group learning, ideation, networking, and collaboration. The society incorporates guest speakers from the field of business, group discussion, networking and collaboration meetings, and projects designed to improve and prepare the individual for the business field. This is a high-engagement and commitment society with immense personal advancement potential. In short, this society is



**PSYCHOLOGY CLUB** This club encourages discussion outside of the classroom among its members. Members are able to explore the basic areas of psychology as they prepare for professional careers or graduate school. These co-curricular activities complement the classroom setting.

**ROTARACT CLUB** The North Carolina Wesleyan College Rotaract Club is a Rotary-sponsored service club for men and women aged 18-30. The Rotaract Club fosters leadership and responsible citizenship, encourages high ethical standards in business and promotes international understanding and peace. It is open to students of any major.

**SCIENCE CLUB** This club is open to anyone interested in science (e.g. biology, medicine, environmental issues, chemistry, toxicology, etc.). Both science majors and non-majors are welcome. Outings and presentations from outside speakers occur on a regular basis; all activities and projects are dedicated by members of the organization.

## HONORARY SOCIETIES

**ALPHA PHI SIGMA** The National Criminal Justice Honor Society has a chapter at North Carolina Wesleyan College, Alpha Epsilon Omega open to undergraduate and graduate students. Membership requirements include several academic and participation achievements. Baccalaureate students who have declared a major or minor in criminal justice, have a minimum GPA of 3.2 on a 4.0 scale, and rank in the top 35% of their class are eligible for membership. Masters students in criminal justice who have a minimum GPA of 3.4 on a 4.0 scale are eligible for membership.

**ALPHA PSI OMEGA** This is the National Theatre Honor Society, to which a student may be nominated after he or she has met the requirements for membership. Requirements include at least two semesters of theatre work, points for active participation in theatre production in a variety of areas and a GPA of 2.5 or better. Nominations and the initiation ceremony routinely precede a banquet in late spring.

**ALPHA SIGMA LAMBDA** North Carolina Wesleyan College has a charter with Alpha Sigma Lambda honor society under the chapter Nu Zeta Sigma. Alpha Sigma Lambda honor society is for adult learners in higher education. At the December and May graduations we will hold an induction ceremony for those selected to join the honor society. August graduates will be included in the December selection. Selection criteria are as follows:

- Students must have earned a minimum of 50 semester hours with North Carolina Wesleyan College.

- Students must have completed 12 or more credits in the liberal arts/sciences. (This is completed through general education classes.)
- Top 20% of the graduating class
- GPA of 3.5 or higher

**KAPPA MU EPSILON** is a national mathematics honor society. The society was founded to promote the interest of mathematics among undergraduate students. Regularly enrolled students who have completed at least three semesters of college work, completed at least three college-level courses in mathematics including at least one semester of calculus and attained a grade point average of “B” or better in all mathematics courses are eligible for membership.

**OMICRON DELTA KAPPA** is a national honorary leadership fraternity. It is composed of outstanding young men and women who have excelled academically and participated significantly in co-curricular activities. New members are selected from the junior and senior classes by the current ODK members.

**PHI ETA SIGMA** is a national collegiate scholastic honor society for freshmen. Its goal is to encourage and reward high scholastic achievement.

**PI GAMMA MU** is the International Honor Society for the Social Sciences. The society taps upperclassmen and alumni who have completed at least 20 semester hours in the social sciences with a minimum grade of “B” and who rank in the upper-third of their class.

**PSI CHI** is a national honor society for Psychology. Psychology majors and minors who have completed at least nine hours of Psychology courses at Wesleyan, rank in the top 35% of their class, have an overall GPA of 3.0 and a 3.25 in Psychology are eligible for membership.

**SIGMA BETA DELTA** is an international honor society for students in Business, Management and Administration. Its purpose is to encourage and recognize scholarship and achievement and to encourage and promote personal improvement and a life distinguished by honorable service. To be eligible for membership, a business student must rank in the upper 20% of his or her class and be invited to membership by the faculty officers.

**SIGMA TAU DELTA** is the International English Honors Society. A member of the Association of College Honor Societies, it was founded in 1924 at Dakota Wesleyan University. Sigma Tau Delta confers distinction for high achievement in English language and literature in undergraduate, graduate and professional studies. The society promotes exemplary character and good fellowship, exhibits high standards of academic excellence and encourages literacy. There are over 675 chapters located in Europe, the Caribbean and the United States.

## MUSIC ORGANIZATIONS

**GOSPEL CHOIR** VOICES OF TRIUMPH brings together talented students who love to sing gospel music. This organization performs at College functions, as well as at local churches. They have quickly become a local favorite.

**THE PEP BAND** is a group of students, staff and faculty interested in musical performance. The ensemble plays at athletic events, other on-campus events and selected events in the community. The Pep Band consists of woodwind, brass, percussion, keyboard and guitar instruments. Academic course credit is available to students who participate in the Pep Band and register for the appropriate course.

**THE WESLEYAN SINGERS** is a choral ensemble open to all students with an interest in vocal performance. The group's repertoire includes a variety of material from various eras. Academic course credit is available for Wesleyan students who register for the appropriate course.

## WESLEYAN THEATRE

The North Carolina Wesleyan College Theatre Program produces at least three full-length plays annually for the College community in The Dunn Center. Students from all disciplines are encouraged to attend the open auditions each fall and spring. Students may also work to build sets, run lights and sound or assist with costumes and makeup. The College Theatre Program is a member of the Southeastern Theatre Conference and the North Carolina Theatre Conference. The theatre program also sponsors the drama club—Wesleyan Players—which is open to all interested students.

**WESLEYAN PLAYERS** is for students interested in theatre. Founded in 1962, when the group staged the first College drama production (*Tartuffe*), Wesleyan Players has a long tradition of commitment to preparation and performance of works to entertain and educate the College and community. It aims at spiritual and intellectual growth, while giving students extra-curricular opportunities to do plays, musical theatre, improv and presentations on and off campus. Wesleyan Players sponsors an annual ten-minute play festival and competition for students.

## STUDENT NEWSPAPER - - *THE DECREE*

Students who want experience in writing, editing, layout, photography, cartooning or management are encouraged to become involved in the production of the student newspaper, *The Decree*. It is published in a print edition and online ([ncwc.edu/publications/the-decree](http://ncwc.edu/publications/the-decree)). In addition to reporting on campus events, *The Decree* regularly features creative writing - fiction, poetry, personal essays - by students and other members of the College community.

North Carolina Wesleyan College recognizes, affirms and upholds the rights and protections granted student journalists by the First Amendment of the Constitution of the United States of America.

## **INTERCOLLEGIATE ATHLETICS**

Intercollegiate athletic programs are part of the educational mission of the College and therefore are designed to provide students with opportunities for intellectual, moral and physical development. By participating in intercollegiate athletics, students have additional opportunities to develop the self-confidence necessary for a successful and fulfilling life. Students who participate in athletic activities are expected to meet the academic and social standards of the College. The College's intercollegiate teams are members of the NCAA Division III and the USA South Athletic Conference. Men's teams include baseball, basketball, cross country, golf, tennis, football and soccer. Women's teams include basketball, cross country, lacrosse, soccer, softball, tennis and volleyball. Students participating in intercollegiate athletics are eligible for aid based on need and/or academic ability only. NCAA Division III institutions are not permitted to offer athletic scholarships.

## **CONDUCT PRINCIPLES AND REGULATIONS**

The College is committed to the principles and standards relating to learning, social decorum and cultural and spiritual enrichment as established by the North Carolina Conference of The United Methodist Church. The College reserves the right, privilege and responsibility for establishing and maintaining institutional ideals and regulations, particularly on campus property. These rules and regulations are in the best interest of students, faculty and personnel.

Each member of the Wesleyan community is responsible for having knowledge and understanding of campus policies and procedures. Policies and procedures are included in *The Student Handbook*, Residence Hall contracts and other documents distributed to students. By accepting admission to the College, students agree to abide by these policies and procedures. Students will be held responsible for and must adhere to the regulations of the College as well as to municipal, state and federal statutes. When individuals or organizations fail to accept these responsibilities, the College will confront such behavior and impose disciplinary sanctions.

Each student is required, prior to beginning classes, to recite and to live up to the North Carolina Wesleyan College Honor Pledge. The Honor Pledge states "I pledge to conduct myself as an honorable member of this community. I will not lie, cheat or steal and I will obey the rules and regulations of the College. I further agree to report others who violate this Pledge and understand that I will be held responsible for my failure to act. I understand that if at any time, in the judgement of the Honor Board or the College, I have violated this Pledge, that I could be removed from the College community."

## **DRUG PREVENTION PROGRAM**

The Drug-Free Schools and Communities Act of 1986 requires that institutions of higher education provide drug prevention programs that educate students and employees about the risks associated with drug use and alcohol abuse. Additionally, this legislation specified that college policies be designed to prohibit, at a minimum, the unlawful use or distribution of illicit drugs and alcohol by students and employees on its property or as part of any of its activities. Disciplinary sanctions for violation of these policies may lead to expulsion of students or termination of employees. Any student taking one or more classes for credit is responsible for abiding by the campus policies found in the College catalog and by the supplemental information distributed as part of this program.

## **ALCOHOL AND CONTROLLED SUBSTANCES POLICY**

The College is especially concerned about the use of alcoholic beverages and other controlled substances and is aware of how dependence on alcohol and other drugs leads to behavior harmful to the use and to others as well. Therefore, the College disapproves of the use of alcohol or other drugs. The purchase, sale, distribution, display or consumption of alcoholic beverages by College students and personnel is prohibited on College premises or at College-sponsored activities. Public intoxication and all forms of parties serving alcoholic beverages are prohibited.

The Social Principles in the *1996 Book of Discipline* of The United Methodist Church states:

“We affirm our long-standing support of abstinence from alcohol as a faithful witness to God’s liberating and redeeming love for persons. We support abstinence from the use of any illegal drugs. Since the use of alcohol and illegal drugs is a major factor in crime, diseases, death and family dysfunction, we support educational programs encouraging abstinence from such use.”

Further, there are local, state and federal laws which prohibit use, sale, possession and trafficking in illegal drugs and dangerous weapons. North Carolina prohibits the sale or giving of alcoholic beverages to any person under 21 years of age. The College will not shield students from these laws. Therefore, it is imperative that students familiarize themselves with local, state and federal laws, some of which carry severe penalties.

Violation of this policy will result in disciplinary action as defined in *The Student Handbook*. The full range of sanctions is applicable.

Students are encouraged to seek medical attention for themselves or others when faced with emergency situations. The College has adopted a medical amnesty policy which states that intoxicated students seeking medical assistance for themselves or another intoxicated individual will not be charged with violations of the Code of Student Conduct. The full Medical Amnesty policy can be found in *The Student Handbook*.

## **STUDENT AND EMPLOYEE ASSISTANCE**

Any student experiencing drug or alcohol-related problems may contact the Health Center or Counseling and Disability Services for confidential

assistance. Confidential consultation and referral services are available to College employees through the Employee Assistance Program.

### **TOBACCO FREE CAMPUS**

North Carolina Wesleyan College is committed to providing a safe, healthy and respectful environment and campus for all students, faculty, staff and visitors. The College has long prohibited smoking inside or near any building and effective July 15, 2015, North Carolina Wesleyan College is a tobacco-free campus. Beginning on that date, the use and possession of any tobacco, tobacco products as well as smoking substitutes such as electronic cigarettes and vapor products, will be prohibited on any property owned or operated by North Carolina Wesleyan College. Please see the College website for more information and details.

### **STUDENT CONDUCT**

Disciplinary regulations are set forth in *The Student Handbook* in order to convey a general sense of community standards and to illustrate and give students general notice of prohibited conduct and the sanctions resulting from such. The regulations should be read broadly; they do not define misconduct in exhaustive terms or do they illustrate every possible situation in which conduct could be seen as a violation of regulations. The Code of Student Conduct and Standards process is outlined in detail in *The Student Handbook*. Responsibility for administering the Code of Student Conduct and Standards process falls within the Division of Student Affairs. Questions pertaining to student conduct or the judicial system should be directed to the Office of Student Affairs.

### **VIOLATIONS OF CIVIL LAWS AND COLLEGE REGULATIONS**

Students may be accountable to both civil authorities and to the College for acts which are violations of civil and/or criminal law and of College regulations. The College will not substitute its penalties for those that should be imposed by the courts. City, county and state law enforcement agencies will hold students accountable for their actions as are all other citizens. However, penalties imposed by civil authorities and courts may not exempt students from College disciplinary action for the same offense. Students who have committed a felony or repeated misdemeanors will be subject to review by the College judicial process. Disciplinary action taken by the College is independent of any civil or criminal action and will not be subject to challenge or reduction on the grounds that the civil/criminal charges involving the same incident have not been filed, dismissed, reduced or is still in process.

# Academic Programs, Policies and Services

The academic regulations and the courses of instruction that follow provide a diverse and flexible program for all students. The general education requirements, planned by an experienced faculty, develop intellectual skills and explore themes that demonstrate the connections and applications of the liberal arts to our common life. Students are urged to read all regulations carefully and to study courses of instruction in all areas in order to help plan their educational programs in consultation with their advisors.

It is very important that students become familiar with all the academic requirements pertaining to their programs of study. The final responsibility for meeting all academic and graduation requirements rests with the student.

## CATALOG POLICY

Students must complete the degree requirements as outlined in a catalog that is no more than five (5) years old at the time of graduation. Requirements are considered complete only when appropriate documentation is recorded in the Registrar's Office.

This policy applies only to degree program requirements. Students are governed by the academic policies of the current catalog. Students must become thoroughly familiar with all current regulations of the college.

## DEGREE REQUIREMENTS

The College offers undergraduate programs leading to the bachelor of arts and bachelor of science degrees.

Students must graduate under the academic requirements of a single catalog that is no older than 5 years at the time of graduation. A student must complete the following requirements.

1. General Education Requirements (see relevant pages)
2. EXS 100 (Traditional Only)
3. Major Requirements

No more than 46 semester hours of credit in any single area of instruction may be applied toward graduation except in Exercise Science.

4. Writing Intensive Course Requirement

All students, during their freshman and sophomore years, should take a minimum of two writing intensive courses. All students should take a minimum of three upper-level writing intensive courses during the junior and senior year. Students who enroll as first-year students and/or have less than 56 semester hours of accepted transfer credit at

the time of matriculation are required to complete at least five writing intensive courses. The writing intensive courses are identified in the course description section of the College catalog. Transfer students with 56 semester hours of accepted transfer credit at the time of matriculation must complete a minimum of three upper-level writing intensive courses.

5. Upper-Level Course (300-400) Requirement.

Students majoring in accounting, business administration, computer information systems, education, environmental science, exercise science, mathematics and the sciences must complete a minimum of 33 semester hours in courses numbered 300 and above. Students majoring in criminal justice, the humanities or social sciences must complete a minimum of 39 upper-level semester hours. A minimum of nine semester hours of upper-level credit must be earned in the major field at the College.

6. Total Credit Hour Requirement

A minimum total of 120 semester hours of credit is required for graduation. Of the semester hours required for graduation, a minimum of 30 must be earned at North Carolina Wesleyan College.

7. GPA Requirement

A minimum cumulative grade point average of 2.0 must be attained for all coursework completed at North Carolina Wesleyan College and presented for graduation. A cumulative grade point average of 2.0 must be attained for all coursework completed in a student's major at North Carolina Wesleyan College. Only courses completed with North Carolina Wesleyan College count toward a student's grade point average.

## WRITING INTENSIVE COURSES

Writing is an essential component of a college education at North Carolina Wesleyan College. All students are required to enroll in and complete writing intensive courses prior to graduation. (See Degree Requirements for specific requirements.)

The general characteristics of a writing intensive course are:

- Expression of ideas and information is at least as valued as the ideas and information.
- Writing occurs on a regular basis both in and out of class.
- Writing is evaluated carefully, in detail, for style and grammar.
- At least 3,000 words of written work is expected.
- Writing should be shaped by class discussion with the possibility for revision

## GENERAL EDUCATION

The General Education Program at North Carolina Wesleyan College prepares students for responsible participation in their communities, professional advancement and life-long learning. The liberal arts are the foundation of North Carolina Wesleyan College's General Education



curriculum for all undergraduate programs. Instruction and assessment emphasize critical thinking, analytical reasoning, reading, writing, speaking, informed ethical decision making and information skills.

**INTENDED STUDENT OUTCOMES**

- CRITICAL THINKING:** Students will demonstrate the ability to think about information that they have read, written, heard, observed or manipulated.
- ANALYTICAL REASONING:** Students will be able to demonstrate the ability to solve mathematical problems and to demonstrate an understanding of physical and life science phenomena and use of scientific methods and theories.
- READING:** Students will be able to demonstrate the ability to comprehend, analyze and synthesize their course materials.
- WRITING:** Students will communicate clearly and purposely in Standard Written English to an intended audience.
- SPEAKING:** Students will be able to demonstrate effective oral communication skills.
- INFORMED ETHICAL DECISION MAKING:** Students will be able to demonstrate ethical decision making.
- INFORMATION SKILLS:** Students will be able to demonstrate the ability to locate, evaluate and use information from a variety of traditional and electronic formats, such as books, journals and electronic databases; and will be able to use a computer effectively as a problem solving tool in their personal and professional lives.

**GENERAL EDUCATION REQUIREMENTS**

	<i>Semester Hours</i>
<b>I. INTERDISCIPLINARY REQUIREMENTS</b>	
Ethics	3
International Studies	3
Total Hours.....	6
<b>II. SCIENCE COURSES</b>	
Mathematics	3
Biology, including lab	4
Physics, Earth Science or Chemistry, including lab	4
Total Hours.....	11

**III. SOCIAL SCIENCE COURSES**

History, Political Science	3
Communication, Economics, Geography or Criminal Justice	3
Psychology or Sociology	3
Total Hours.....	9

**IV. HUMANITIES COURSES**

Religious Studies	3
English Composition	6
Literature	3
Art, Music or Entertainment/Theatre	3
Total Hours.....	15

**TOTAL** .....41

Unless otherwise specified, transferred credits may be used to fulfill the general requirements at the Registrar's discretion.

**COURSES FULFILLING GENERAL EDUCATION REQUIREMENTS****MINIMUM REQUIRED  
SEMESTER HOURS****INTERDISCIPLINARY REQUIREMENTS**

Ethics.....	3
BIO 224, 330; PHI 202, 342; REL 340, 342, 401	
International Studies.....	3
SOC 210; HIS 225, 315, 360, 405; REL 220; REL 235	
ENG 230; ANT 210; HSP 111, 112, 211, 212; POL 313	

**SCIENCE COURSES**

Mathematics.....	3
MAT 105, 111, 113, 115, 121, 122, 213	
Biology, including lab.....	4
BIO 101, 102, 123, 222	
Earth Science, Physics or Chemistry, including lab.....	4
PHY 211, 212; CHM 101, 102, 105, 106; 111, 112;	
ERS 131, 132; 141, 142; 171, 172	

**SOCIAL SCIENCE COURSES**

History or Political Science.....	3
HIS 101, 102, 111, 112; POL 112, 201	
Communication, Economics, Criminal Justice or Geography .....	3
COM 200; ECO 211, 212; JUS 111; GEO 101	
Psychology or Sociology.....	3
PSY 111; SOC 101, 111	

**HUMANITIES COURSES**

Religion..... 3  
REL 101 or 115  
English Composition..... 6  
ENG 111, 112 (or demonstrated proficiency)  
Literature ..... 3  
ENG 115, 201, 202, 203, 204, 205, 206, 215; HUM 102  
Art, Music or Entertainment/Theatre..... 3  
ART 101; MUS 101; ENT 115,150; HUM 101  
Performance contract (three consecutive semesters of MUS 171)  
See page 66 of catalog for additional graduation requirements.  
  
**TOTAL.....41**

**MAJORS**

Wesleyan offers specialized courses of study in the humanities, social and natural sciences and professional areas. Courses of study are organized into majors. Each major is designed to give students a strong conceptual base, experience with the tools of inquiry and study, an understanding of related historical and philosophical assumptions and an appreciation of the interrelationship between the discipline and other areas of knowledge.

Students at North Carolina Wesleyan College are eligible to complete the requirements for one degree (B.A. or B.S.) with two or more majors and minors. Major/Minor Declaration forms are available in the Registration and Business Services Office and at each campus location and require the appropriate signatures of authorization. A Master of Science in Criminal Justice and Master of Business Administration graduate degrees are also offered.

**BACHELOR OF ARTS**

Biology	Liberal Studies
Chemistry	•American Studies Concentration
Communication	• Communication Concentration
Criminal Justice	• International Studies Concentration
English	• Learning Theory & Practice
Entertainment Arts	Concentration
• Theatre Concentration	Mathematics
• Cinema & Media Arts Concentration	Political Science
• Music Production Concentration	Psychology
History	Religious Studies
	Sociology

## BACHELOR OF SCIENCE

Accounting

Biology

Biomedical Science

- Pre-Dental Concentration
- Pre-Medical Concentration
- Pre-Veterinary Concentration

Business Administration

Chemistry

Computer Information Systems

- Web Development Concentration

Elementary Education

Environmental Science

Exercise Science

General Science

Health Promotion

Healthcare Administration

Logistics and Supply Chain  
Management

Marketing

Mathematics

Middle Grades Education

- Language Arts Concentration
- Mathematics Concentration
- Science Concentration
- Social Studies Concentration

Nursing (RN to BSN only)

Organizational Leadership

Special Education

Sports Administration

## MASTER OF BUSINESS ADMINISTRATION

### MASTER OF SCIENCE

Criminal Justice

- Administration Concentration
- Practice Concentration

## MINORS

A minor is not required for graduation. Those students, however, who wish to complement their major course of study with a second area of inquiry may choose a minor field. At least nine semester hours of the minor must be taken at North Carolina Wesleyan College.

Minors offered by North Carolina Wesleyan College are:

Accounting

Biology

Business Administration

Chemistry

Computer Information Systems

Criminal Justice

Cybercrime

English

Entertainment/Theatre

Entrepreneurship

Environmental Science

General Science

Healthcare Administration

History

Human Resource Management

Journalism

Leadership

Logistics

Marketing

Mathematics

Music Production

Political Science

Psychology

Public Administration

Public Health

Religious Studies

Secondary Education

Sociology

Spanish (Hispanic Studies)

Sports Administration

Visual Arts

Writing

## **INTERNSHIP PROGRAM**

Student internships complement the academic program by enabling students to extend their education into the workplace. The internship program provides students the opportunity to see firsthand what is entailed in the career path he or she is seeking and to understand the value of the liberal arts curriculum in preparing for the world of work. After a successful internship, the student will better see the connections between the workplace and the classroom.

Students may apply for an internship once they have completed 36 semester hours with a cumulative GPA of 2.0 or higher. Students must also meet any other prerequisites listed in the course descriptions of this catalog before they are allowed to enroll in an internship.

Students must register for internship academic credit in the same term in which they are undertaking the internship. Students will not be allowed to register for internship credit in a term before or after the internship is undertaken.

Students may choose to enroll in an internship for credit in their major or for elective credit. Elective internships are identified as INT. An academic credit-based internship will require forty-five supervised hours in the field per semester per enrolled credit hour.

A maximum of six semester hours of INT credit counts toward graduation.

Additional information on internships is available by contacting the Associate Dean of Career Development & Leadership.

## **GRADUATION AND COMMENCEMENT**

Students who complete all requirements for a degree may graduate in December, May and August. The college holds Commencement (graduation) Ceremonies in December and May only. Students who complete their degree requirements in August may march in the December Commencement Ceremony.

### **APPLYING FOR CONFERRAL**

Each student who anticipates graduating from North Carolina Wesleyan College must complete and submit an application for graduation according to the following schedule:

August graduation: April 1-June 15

December graduation: July 1-September 15

May graduation: November 15-January 15

A student should apply for graduation for a given semester only if he or she is enrolled in all courses necessary to complete the degree requirements, including the GPA requirements, by the end of the academic semester in which they are applying for graduation. A graduation application will not be approved for any student for which a degree audit demonstrates that he or she will be unable to complete the necessary credit hours and requirements prior to the graduation date.

The graduation fee is \$120 and is payable at the time of application for graduation. The graduation fee covers the cost of the cap and gown,

diploma and diploma cover, administrative fees and expenses related to the commencement ceremony. A student is required to pay the graduation fee only once. All fees are nonrefundable.

### **PARTICIPATION IN THE COMMENCEMENT (GRADUATION) CEREMONY**

A student may march in the Commencement Ceremony only if he or she has completed all requirements for the degree and has a cumulative grade point average (GPA) of 2.0 or higher and a GPA in the major of 2.0 or higher at the time of Commencement. A student whose application for graduation was approved but, due to failing a course or receiving an incomplete grade in coursework for the current semester, may be permitted to march in the Commencement Ceremony as a “participant” if the student has no more than six (6) semester hours of credit remaining to be earned for degree completion.

Students may march at Commencement only once for any degree earned. Students who are approved for graduation but do not graduate or are marching as a “participant” must submit a new application for the next graduation date. A student marching in Commencement as a “participant” or who cannot graduate in a semester for which the application for graduation was approved will not be charged an additional graduation fee when submitting another graduation application.

## **INSTITUTIONAL ASSESSMENT AND EFFECTIVENESS**

North Carolina Wesleyan College, in a commitment to ensure excellence in its educational and academic programs, has implemented a continuous program of institutional effectiveness and student assessment. These assessment activities are used to assess academic programs and student achievement, perceptions and attitudes. This information plays an important role in the determination of college policies and academic requirements. All students are required to participate in various assessment activities to determine how well the institution is achieving its mission and statement of purpose.

## **SPECIAL ACADEMIC PROGRAMS**

### **AUDITING**

Students may arrange through the Registrar to audit courses on a non-credit basis for personal enrichment.

### **TAYLOR-CROCKER HONORS PROGRAM**

The Taylor-Crocker Honors Program at North Carolina Wesleyan College is an interdisciplinary complement to the College's regular program of study. The goals of the program are to improve students' experiences by offering courses that provide a stimulating challenge, to offer faculty members a chance to teach special subjects with students and to challenge the entire faculty and student body by the academic and intellectual energy created in the Honors Program classes.

**Eligibility Requirements:** Incoming students with a combined score of at least 1170 on the critical Reading and Mathematics sections of the SAT (or equivalent ACT scores) and a high school GPA of 3.5 or higher will be invited to submit a written application and two letters of recommendation to the Honors Program director. In each first-year class, a limited number of students are accepted into the program and the review process is selective and competitive. Other recommended students with outstanding academic records during their first year at North Carolina Wesleyan College and transfer students may be invited to apply to the program. Honors students must maintain an overall GPA of at least a 3.2 in order to remain in the program.

**Program Structure:** The program consists of a sequence of courses specially designed for honors students and taught by outstanding professors. Individuals in the program take unique courses with other academically talented and motivated students and have the opportunity to take Honors Option courses that provide greater depth of study of a course in the regular curriculum. Some honors courses can be used to satisfy general education requirements.

1. First-year honors students enroll in special Honors sections of English and Humanities (freshman seminars) which carry a total of 6 semester hours of credit. Transfer students or students entering the program late can waive these courses.
2. During their sophomore and junior years, honors students complete a total of 12 semester hours of honors courses, typically by enrolling in one 3 semester hour honors course each semester. A variety of honors courses are offered every semester and may come from areas in any of the College's four schools (Business, Humanities, Mathematics and Sciences, Social Sciences and Education).
3. During the senior year, Honors Program students design and complete a supervised, interdisciplinary project consisting of a written and oral component which receives 6 semester hours of credit. This research or creative project gives honors students the unique opportunity to work on an individual basis with a faculty member.

Students who participate in the Taylor-Crocker Honors Program show that they take a special interest in their education and receive special recognition and treatment from the College. Besides offering challenging, enriching instruction, the Honors Program provides its students with increased opportunities to meet visiting scholars, civic leaders and performing artists; travel to museums, the theatre and sites of cultural, historical or scientific importance; and attend or present at conferences. Honors students may gather for study or conversation in the Honors Lounge.

Every honors course that students take is marked as such on their transcript. Students who complete the entire program receive special recognition on their diploma, at graduation and on their transcript. Graduates of the program receive a special blue and gold cord to wear at graduation.

## UNSCHEDULED COURSES

A course that does not appear on the schedule may be taken as an unscheduled course by special arrangement with an appropriate member of the faculty. This mode of study is made available for contingencies of an unusual or emergency nature. *Students will be restricted to no more than 3 semester hours per semester in this mode and no more than 12 semester hours total in the pursuit of the degree with North Carolina Wesleyan.* A student must register for an unscheduled course during the regular registration period. A learning contract must be submitted to the Registrar for approval prior to registration. Students will be allowed to take an unscheduled course only when:

1. Prior written approval has been given by the instructor, the division chair and the Provost and Senior Vice-President for Academic Affairs.
2. A required course is not on the schedule and will not be scheduled before the student's expected date of degree completion.
3. Two required courses are scheduled at the same time, making it impossible to take both and neither will be offered again before the student's expected date of degree completion.
4. A class that is not scheduled is needed to maintain "full-time" study as required by various financial aid granting institutions or as required by specialized programs such as the military degree completion programs and no required or acceptable courses are available.
5. A student must have completed at least 12 semester hour credits with North Carolina Wesleyan College in the classroom environment before being allowed to take an unscheduled course.
6. No student on academic probation will be allowed to take an unscheduled course.

Unusual circumstances not covered above *must* be approved by the Provost and Senior Vice-President for Academic Affairs.

## ENGLISH PLACEMENT FOR ENTERING STUDENTS

Students' high school GPA and SAT (or ACT) scores are used to determine whether or not a student must take ENG 090: Basic Writing and Reading before being eligible for ENG 111: Writing I. Students whose writing skills are determined to be at college level are placed in ENG 111, the first general education requirement for English.

## RESEARCH TOPICS

A Research Topic may be on any topic of interest. Such a study, however, must have the endorsement of an instructor, the appropriate school chair, and the Provost and Senior Vice-President of Academic Affairs and a proposed learning contract must be submitted to the Registrar for approval. The contract must be received by the Registrar prior to registration. Before undertaking a Research Topic a student should have:



1. Completed a minimum of 25 semester hours of college credit, at least 12 of which have been at Wesleyan.
2. A minimum overall grade point average of 3.0.
3. Completed at least 9 hours in the major if the Research Topic is in the major area and 6 semester hours in a subject outside the major area.

*The student may not use a Research Topic to satisfy a general education requirement. A student on probation or with an incomplete grade is ineligible for a Research Topic.*

### **SILVER SCHOLARS PROGRAM**

The Silver Scholars Program enables senior citizens age 60 or older to enroll in courses tuition-free on a non-degree, space available basis. Seniors may enroll with “audit” status after the first day of class or during late registration for a maximum of 6 hours per semester. The program offers all credit courses taught by the College, including courses at all Adult Studies sites.

Seniors have the choice of doing homework, tests and/or outside assignments, with feedback at the discretion of the instructor. To enroll, seniors must complete a form available from the Rocky Mount Adult Studies Office, telephone 252.985.5128. There is a \$50 enrollment fee per course.

## **ACADEMIC POLICIES**

### **ACADEMIC ADVISING**

To assist students in completing their academic program, students are assigned to a faculty member or a professional advisor who serves as his or her academic advisor. The advisor helps the student to plan the academic program, select courses during the registration period and is available throughout the year for additional advising on college success. New traditional program students are assigned a First-Year Advisor through the Student Success Center who provides academic guidance during the first year at Wesleyan. Upperclassman and transfer students in the traditional program are advised by a faculty member in their major. Advisors will make every attempt to give effective guidance to students in academic matters and to refer students to those qualified to help them in other matters. **The responsibility for meeting all academic requirements for a selected program rests with the student.**

To facilitate effective advisement and degree completion, students should take the following steps:

1. Check their official NCWC email on a regular basis to receive information from instructors and advisors as well as notification of upcoming events and deadlines.
2. Communicate with their academic advisor at least twice during each semester to review their progress toward degree completion.

3. Run the Degree Audit Worksheet (through their my.NCWC portal) each semester to plan and monitor their progress toward degree completion.
4. Check your mid-term grade report and your final grade report each semester. Students can access their grade report under the academic information section in my.NCWC.
5. Remain aware of college policies, deadlines and degree requirements as stated in the catalog, the college website and other official college

## STUDENT CLASSIFICATION

*Full-Time Student:* A student accepted as a degree candidate enrolled for at least 12 semester hours during a regular term or at least 6 semester hours during a summer session.

*Part-Time Student:* A student accepted as a degree candidate enrolled for fewer than 12 semester hours during a regular term or fewer than 6 semester hours during a summer session.

*Resident Student:* A student residing in campus residence halls and participating in the board plan.

*Off-Campus Resident:* full-time junior and senior day student living locally, away from their family residences.

*Commuter Student:* A student who does not reside in the campus residence halls but is enrolled in the College's traditional or Adult Studies and Professional Program.

*Non-degree Student:* A student who is not a degree candidate.

*Visiting Student:* Students regularly enrolled at another institution.

## CLASS STANDING

Freshman	0 - 29 semester hours
Sophomore	30 - 59 semester hours
Junior	60 - 89 semester hours
Senior	90+ semester hours

## ACADEMIC LOAD

An academic load includes all semester hours for which a student registers. To be considered full-time, a student must take at least 12 semester hours in a regular semester. A student taking fewer than 12 semester hours in a regular semester will be considered part-time. Taking more than 18 semester hours qualifies as a course overload; this must be approved by the Provost. Overload tuition is charged on a semester hour basis (see p. 28). To graduate in 4 years, an average of 15 semester hours of passed coursework per semester is required.

## FINAL EXAMINATIONS AND READING DAY

The Registrar establishes a final examination schedule each semester to reduce conflicts in course final examinations and to meet the established course hour requirements. There will be no departure from the printed schedule of examinations except for clinical, laboratory and non-traditional class schedules.

Students are required to attend their scheduled examination for each course. Changes for individual student emergencies of a serious nature will be made only in consultation with the instructor. A student who is absent from an examination will be given a grade of F for the examination. An incomplete (INC) for the course could be given in the case of a student absent from the final examination who has presented a satisfactory excuse to the instructor.

The normal expectation is that the completion of both face-to-face and online courses will include a final examination or an alternate method of evaluating student progress. Final examinations are required at the discretion of the faculty member. No test intended to substitute for the final exam may be given during the week preceding the final examination period. Online courses that do not give a final examination must use the final exam week for instructional purposes. The chair of the school is responsible for ensuring adherence to scheduled examination requirements.

Reading Day is a day granted to students for the purpose of studying for final examinations. There will be no instructional activities on that day so that students may prepare for final examinations. Faculty may not give an examination or an assignment in lieu of an examination on Reading Day; the final examination period should be used for these final instructional activities or for the final exam.

## GRADING

There are two grading options at North Carolina Wesleyan College: *letter* grades and *pass/fail* grades. Registration for a course assumes the student will be evaluated with a *letter* grade unless the option of *pass/fail* grading is noted at the time of registration. A student who elects the *pass/fail* option will, if he or she passes the course, receive credits for the course completed. His or her grade point average will not be affected. If a student plans to go beyond the undergraduate level, it is wise to take most courses on the letter grade basis.

In addition, the following rules govern the taking of courses for *credit only*:

1. No course applied toward a general education requirement may be taken on a pass/fail basis, unless the instructor so stipulates.
2. No course required for a student's major may be taken on a pass/fail basis, unless the instructor so stipulates.
3. No more than two courses (8 semester hours) a calendar year or more than eight courses altogether during a student's career, may be taken on a pass/fail basis.

*The above rules do not apply to credit earned by either course challenge or standardized examination.*

## GRADING SYSTEM

A student's grade point average is determined by multiplying the number of credits for a given course by the numerical value of the grade received, then adding the values for all courses completed and dividing by the total number of credits completed. Courses failed must be included in the calculation.

*Regular Letter Grades*

A	4.0	C+	2.3
A-	3.7	C	2.0
B+	3.3	C-	1.7
B	3.0	D+	1.3
B-	2.7	D	1.0
		F	0

*Credit Only Grades*

P - Passing  
FA - Fail

**GRADING RUBRIC**

- A** Excellent: Mastery of the content and methods of the course, including effective application of information originality and clear and effective written and oral expression.
- B** Good: Complete or nearly complete, understanding of the content and methods of the course, including clear and effective written and oral expression.
- C** Satisfactory: Adequate understanding of the content and methods of the course, including intelligible written and oral expression.
- D** Passing: Indicates work which falls below the acceptable standards defined as C, but which is of sufficient quality and quantity to be counted in the hours of graduation if balanced by superior work in other courses.
- F** Failure: Indicates work so deficient that it cannot be counted toward graduation.
- XF** A final grade of XF is assigned by instructors for students who fail the class due to nonattendance. An XF grade is treated as an F for all academic policy purposes.
- WF** A final grade of WF is assigned by the Registrar's office for students who are administratively withdrawn due to violations of the Conduct Principles and Regulations of the college.
- INC** Incomplete: A grade of Incomplete (INC) indicates that the completion of some part of the work for the course has been deferred. The grade of INC is assigned at the discretion of the instructor when a student who is otherwise passing has not, due to circumstances beyond his/her control, completed all the work in the course. The grade of INC should not be recorded for a student who has not completed the major portion of the work of the course. An INC should not be given if the faculty member is uncertain that the student attended the course; in that case, the grade of F should be assigned.

An Incomplete ("INC") grade must be removed within eight weeks following the end of the term. If the "INC" is not removed in the

required time, a grade of “F” will be recorded. No student may register for an Independent Study or an Unscheduled Course with an “INC” on his or her record. The Provost and Senior Vice-President for Academic Affairs must approve extensions beyond the eight-week window. Extensions must be submitted in writing to the Provost and Senior Vice-President for Academic Affairs by the instructor.

- W** Grade given to students who drop a course or withdraw from the college prior to the drop date as specified in the academic calendar. The student will not receive credit for that course in the student's grade point average.

All grades submitted at the end of each term will be permanently recorded.

### **APPEALING A GRADE**

A student may appeal a final grade in a course for any one of three reasons:

1. The instructor made a calculation error in determining the grade.
2. The instructor failed to follow the grading policy described in the syllabus.
3. The instructor did not follow one or more of the college policies.

If the student first finds it necessary to appeal a course grade, he/she should:

1. First, contact the instructor of the course and attempt to resolve the situation.
2. If resolution is not forthcoming and the student wishes to proceed, he or she must consult with the Chair of the division in which the course resides for mediation. Adult Studies students must consult with Adult Studies Director for mediation. If the instructor is also the Chair of the division in which the course resides, the student must consult with the Senior Vice-President of Academic Affairs.
3. If the dispute remains unresolved, the student may next appeal the grade (in writing) to the Academic Policy Committee. The function of the APC in a grade appeal is to evaluate the appeal in terms of the stated grounds for the appeal. The Committee's decision may be to keep the assigned grade or to change the assigned grade. The Committee shall provide a written justification to the Provost and Senior Vice-President for Academic Affairs for its decision, including minority opinions when they exist, no later than one calendar week after the Committee's meeting. The Provost and Senior Vice-President for Academic Affairs shall inform the student, the instructor and the registrar of the Committee's decision and provide all parties with copies of the Committee report.
4. In the case of a change of grade, the Provost and Senior Vice-President for Academic Affairs shall implement the change of grade as recommended by the Committee on the student's official transcript through the change of grade procedure. This shall be the last step in the deliberation of the formal grade appeal.

A student must appeal within eight weeks of the last day of the course and should include the following:

1. Specific academic reason(s) for appealing the grade.
2. Evidence supporting the grade appeal such as copies of graded assignments, course syllabus, relevant emails, etc.
3. Contact information (including email and mailing address) to which communication from the Chair of the Academic Policy Committee and Provost/Senior Vice-President of Academic Affairs will be sent and
4. Any additional items which support the grade appeal.

The student should send all appeals to the Office of the Registrar for forwarding to the Chair of the Academic Policy Committee.

### **CREDIT HOUR POLICY**

North Carolina Wesleyan College uses the Carnegie Unit as the minimum standard for assigning credit hours. A one credit hour course requires at least one hour (50 minutes) of classroom instruction and two hours of outside work per week for approximately 15 weeks. Therefore, for a three credit hour course, students should expect 3 hours of classroom instruction and at least six hours of outside work per week throughout the semester. Courses offered in non-traditional formats require an equivalent amount of work and are required to meet the same learning outcomes as the traditional 15 week course. Students enrolled in these accelerated or alternative format courses should expect substantial amounts of outside work to meet the same learning outcomes as the traditional class.

## **HONORS**

### **DEGREES WITH DISTINCTION**

Degree honors are determined by grade point average. A student must have earned a minimum of 60 semester hours of credit with Wesleyan, of which at least 48 semester hours are on the “A-F” grading system. ENG 090 does not count in the determination of the 60 semester hours taken for credit at NCWC. Semester hours awarded from standardized exams, such as CLEP and DSST, are not included in the calculation of the 60 semester hours.

**SUMMA CUM LAUDE:** A degree candidate must attain a cumulative average of not less than 3.80, with no “F” grades.

**MAGNA CUM LAUDE:** A degree candidate must attain a cumulative average of not less than 3.60, with no “F” grades.

**CUM LAUDE:** A degree candidate must attain a cumulative average of not less than 3.40, with no “F” grades.

## **TRANSFER HONORS**

To qualify for honors as a transfer student, 31-59 semester hours on the “A-F” grading system with the College are required. Furthermore, a student must attain a 3.50 grade point average at North Carolina Wesleyan College, with no “F” grades.

## **PRESIDENT’S HONOR LIST AND PRESIDENT’S LIST**

The President’s Honor List and President’s List are issued at the end of the fall and spring semesters. To be eligible for inclusion, a student must carry a minimum of 12 semester hours on the “A-F” grading system, with no grades of “INC.” A student must attain a 3.75 grade point average with no grade below “C” for the President’s Honor List and a 3.25 grade point average with no grade below “C” for the President’s List for the semester.

## **PART-TIME STUDENT HONOR LIST**

The Part-Time Student Honor List is issued at the end of the fall and spring semesters. To be eligible for inclusion on the Part-Time Student Honor List, a student must carry a minimum of six but fewer than 12 semester hours on the “A-F” grading system and attain a 3.75 grade point average for the term.

## **PRESIDENT’S CUP**

The President’s Cup is awarded each year to the graduating senior who exhibits those characteristics considered most desirable in a student graduating from North Carolina Wesleyan College. The criteria to be considered for this award include a high standard of academic performance and embodiment of the ideals and aims of the College. This award is presented each year at May Commencement.

## **ALGERNON SYDNEY SULLIVAN AWARD**

This award honors the qualities exhibited by the life of Algernon Sydney Sullivan, lawyer, scholar and orator, who was prominent in New York City social and civic activities from 1857 until his death in 1888. This award is presented to the student who best exemplifies academic achievement as well as excellence in character, leadership, service to the community and a commitment to spiritual values. This award is given each year to a senior at May Commencement.

## **CREDIT BY EXAMINATION**

College credit is available through examination as follows:

**Advanced Placement Examinations** are administered by the College Entrance Examination Board in Princeton, New Jersey, through a local high school. No credit is awarded for an Advanced Placement examination score lower than 3. Students seeking credit for a score of 3, 4 or 5 should consult the Registrar.

**College Level Examination Program (CLEP)** subject tests are administered by the College Entrance Examination Board in Princeton, New Jersey or through North Carolina Wesleyan College.

**Course Challenge** is a method by which a student challenges selected courses in the Catalog by way of written examination, oral examination or proficiency test. The course examiner must be a full-time faculty member with primary responsibility in the discipline being challenged and he or she will be the sole judge of whether the objectives of the course have been met. Not all courses can be challenged. A Course Challenge form may be obtained from the Registrar's Office.

**DSST** is administered by the Educational Testing Service in Princeton, New Jersey or through North Carolina Wesleyan College.

**International Baccalaureate.** North Carolina Wesleyan College recognizes the International Baccalaureate program. To receive college credit, students who take the higher level IB examination(s) must request that their scores be sent to the College. Upon receipt of the scores, an evaluation for credit will be performed. Students will be notified by mail of the results of that evaluation. Scores of 4 or better on the Higher level IB examination(s) will receive 3 semester hours of credit for each examination.

## WITHDRAWAL AND COURSE DROPS

A student may make changes in his schedule of courses by completing a "Drop-Add" form, which is available in the Registrar's Office; obtaining the signed approval of the academic advisor and returning the completed "Drop-Add" form to the Registrar's Office. Any change of schedule which causes a course overload must be approved by the Provost/Senior Vice-President of Academic Affairs.

### DURING SCHEDULE CHANGE PERIOD

During the first seven calendar days of the fall and spring semesters and Adult Studies terms, a student may drop or add a course or courses to his or her schedule or to change from the regular grading system to "pass/fail," or vice versa.

The student should refer to the academic calendar for specific dates. The student should discuss schedule changes with his or her advisor prior to completing a "Drop-Add" form, which is available in the Registrar's Office or Adult Studies Offices. After consultation with his or her advisor, the student secures the signature of the advisor on the Drop-Add form and takes it to the Office of the Registrar (or Adult Studies Office) for processing (emails and conversations may not be sufficient for a drop to occur).

### AFTER SCHEDULE CHANGE PERIOD

During the first 50 percent of the regularly scheduled class meetings of a course (including the meeting for the final examination) a student may drop a course. The same 50 percent period rule applies to five and eight week courses as well. Students should refer to the Academic Calendar for specific dates. After consultation with his or her advisor, the student secures



the signature of the advisor on the Drop-Add form and takes it to the Office of the Registrar (or Adult Studies Office) for processing. A grade of “W” will be recorded on the student’s transcript for courses dropped during this time period. If a student drops a course after the first 50 percent of the semester then the student will receive a grade of “F” in that course. After classes have ended, no withdrawal, except in the case of medical emergency, can be filed (see Medical Withdrawal Policy).

Students are strongly urged to confer with the instructor before making a final decision to drop a course.

Students should consult with the Business Office and/or the Office of Financial Aid prior to dropping courses to verify the effect of the course drop on their tuition and fee obligation. Tuition and fees will be refunded according to the college refund policy.

Students should pay particular attention to the procedural directions printed on the forms provided by the Registrar. No course is officially dropped or added until the required procedure is completed.

### **ADMINISTRATIVE COURSE DROPS**

An instructor may recommend to the Provost and Senior Vice-President for Academic Affairs that a student be administratively dropped from a course if the student does not attend the first class session or misses more than twenty percent (20%) of the classes in the first 50 percent of the semester. A student administratively dropped for missing the first class meeting will receive no grade for the course. A student who is administratively dropped during the first 50 percent of the semester will receive a grade of “W.” Tuition and fees will be refunded according to the college refund policy.

A student may be withdrawn from a course for improper conduct by the Provost and Senior Vice-President for Academic Affairs. A student who is administratively dropped for improper conduct will receive a grade of F for each course. Tuition and fees will be refunded according to the college refund policy.

### **WITHDRAWAL FROM THE COLLEGE**

A student may withdraw from all classes at the College by completing and returning the Withdrawal Form available in the Registrar’s Office or the Office of Adult & Professional Studies. Students who withdraw prior to the first 50 percent of class meetings will receive a grade of “W” for each course; students who withdraw after the first 50 percent of the class meetings will receive a grade of “F” for each course (refer to the Academic Calendar for specific drop/withdrawal dates). Students are not withdrawn from the College unless the appropriate form is completed and returned to the Registrar’s Office or the Office of Adult & Professional Studies. Tuition and fees will be refunded according to the college refund policy.

## **MEDICAL WITHDRAWAL**

A student who is requesting a withdrawal from courses for medical or psychological reasons may apply for a medical withdrawal. The form is located on the student portal ([my.ncwc.edu](http://my.ncwc.edu)). Petitions for drops after the deadline for medical withdrawal will typically be granted only for unforeseen and uncontrollable medical or psychological problems directly affecting the student's participation in the academic program. Applications for medical withdrawal should be addressed to the Provost and Senior Vice-President for Academic Affairs in Braswell 136. The application for medical withdrawal should include:

1. A letter written by the student, detailing the specific medical or psychological reasons for withdrawing
2. Documentation from the student's physician or licensed mental health provider that specifies the medical or psychological diagnosis and the impact of the medical or psychological problem on the student's ability to attend classes.
3. Current contact information (both email and postal mail addresses) to which communication from the Provost's Office will be sent
4. Any additional items that support the medical withdrawal

If approved, withdrawals for medical and psychological reasons are ordinarily approved for all courses (i.e. students cannot withdraw from some classes and not others) unless a specific medical or psychological reason exists for withdrawing from a specific course (i.e. a student with a broken leg who cannot participate in an exercise science course).

If a medical withdrawal is approved, a "W" will appear on the student's transcript for each course. The student will not receive any academic credit for those courses. Tuition and fees will be refunded according to the college refund policy. Students should consult with the Business Office and/or the Office of Financial Aid prior to dropping courses to verify the effect of the course drop on their tuition and fee obligation.

Applications for withdrawal for medical or psychological reasons will only be considered for the current semester.

## **ADMINISTRATIVE WITHDRAWAL**

The Provost and Senior Vice-President for Academic Affairs may remove a student from the institution for conduct that disrupts the academic programs of the college. Students who are administratively withdrawn for disruptive conduct will receive an F in all courses. Tuition and fees will be refunded according to the college refund policy.

## **UNOFFICIAL WITHDRAWAL**

A student who stops attending a class without notifying the college is considered to have made an Unofficial Drop. A final grade of XF is assigned

by instructors for students who fail the class due to non-attendance. When instructors assign an XF grade they are asked to report the last known date of attendance, if possible. Students are defined as unofficially withdrawn for Title IV Federal Aid purposes when they do not have any grades for any courses in a term other than XF grades.

Those students who have all XF grades for a term are assumed to be unofficially withdrawn. A report is generated for those students with federal and state aid whom are assumed to have unofficially withdrawn from the college. The last date of attendance as reported by any of the instructors is determined and used in the return of Title IV funds calculation. If a last day of attendance cannot otherwise be determined, the student is assumed to have attended 50% of the enrollment period and the formula is calculated based on that length of attendance.

Students will be billed for resulting institutional charges and repayments of federal and/or state financial aid. An XF grade is treated as an F for all other policy purposes.

## **STUDENT MILITARY DEPLOYMENT POLICY**

**Statement:** North Carolina Wesleyan College appreciates the dedication of our students who continue to serve on active duty, guard or reserves while pursuing their education.

**Purpose:** This policy provides equitable consistent treatment to its military students who are deployed or placed on active duty status so that they may continue their education once their deployment or military service is complete.

**Policy:** Students who are deployed/placed on active duty (defined as anyone with official active duty orders including reservists and guard members serving on regularly scheduled Unit Training Assembly (UTA) weekends) status during the term they are enrolled may choose one of the following options:

1. Continue the coursework through online participation or correspondence. When deemed feasible by the instructor, the college will allow the student to continue the course by making arrangements with the instructor using either online resources or email correspondence during the time of deployment/active duty status.
2. Receive a grade of "incomplete." The instructor would allow the student to continue working on the coursework for a time to be determined but no longer than 8 weeks past the term end date. Student must complete the course requirements within the period of time specified by the college to avoid receiving a failing grade for the course. Instructors will provide the student in writing the assignments due and due date(s).

3. Drop without penalty. Student would complete the drop form and submit it to the registrar's office or campus director (adult degree). Student is required to complete the Add/Drop form and submit to their academic advisor.
4. In the event that a student is required to participate in a field trip or other activity outside the normal class meeting which conflicts with a scheduled drill weekend (UTA), the student will be excused from the activity and given the opportunity to make up work at a later time within the course when feasible.

**Student's Responsibilities and Procedures:** Student must alert their instructors as soon as they have a conflict or prior to the start of class, whichever occurs earlier by completing the Military Leave Request. Copy of form along with official paperwork should also be submitted to their instructor for signature and forward to either the Registrar (traditional/ or their academic advisor (Adult Studies) with a copy to the School Certifying Official.

**Readmission:** Students returning from deployment will be readmitted at the same academic status as they had when previously attended.

## **REPEATING COURSES**

An Undergraduate student may remove academic deficiencies only by attending North Carolina Wesleyan College. A student may retake a course at *North Carolina Wesleyan College* to improve a grade. If a course is repeated, the latest grade will be figured into the student's grade point average. The original grade is not deleted from the transcript. No additional credit hours or financial aid are awarded for repeated courses that have previously been successfully completed. For more information, contact the Registrar.

## **POLICY ON CROSS ENROLLMENTS BETWEEN THE ROCKY MOUNT TRADITIONAL DAY PROGRAM AND THE ADULT STUDIES AND PROFESSIONAL PROGRAM**

Traditional students wishing to take a course offered through the Adult Studies and Professional Program must meet the following requirements:

1. At least 22 years of age
2. At least Junior standing
3. At least a 3.0 GPA
4. The student must choose the traditional class first unless there is a schedule conflict and one of the following conditions applies: (1) The course is a major requirement needed for graduation within the current or pending semester; or (2) The course is a major or minor requirement needed to maintain proper sequencing of major or minor courses.

The cap for traditional students enrolled in an Adult Studies course is 4 students yet there is no wait or limitation as to when a traditional student can register, as long as it is within the registration window for that session or semester. (The Adult Studies Director will monitor this.)

Items 1-4 will be verified by the advisor and program coordinator.

If all of the policies on cross enrollments listed above are met, then the signatures are only needed by:

1. Academic Advisor (must make sure all prerequisites are met)
2. Program Coordinator of student's major
3. Student Accounts
4. Adult Studies Campus Director

Any exceptions to this policy require the signed approval of the Provost.

## **CLASS ATTENDANCE AND PARTICIPATION**

All students are admitted to North Carolina Wesleyan College with the understanding that they are mature and responsible enough to meet their obligations for all class requirements, including class attendance. Punctual attendance is expected for every class and laboratory session or field experience. Students are expected to participate in course activities and complete assignments as described in the course syllabus except in the case of illness or college extracurricular activities as approved by the Provost and Senior Vice-President for Academic Affairs. Students registering late are expected to make up all missed assignments in a manner determined by the instructor.

Each instructor shall determine the class attendance policy for each of his or her courses as long as the instructor's policy does not conflict with any college policy. The instructor's attendance policy, along with other course requirements, must be provided to the class on a syllabus distributed at the first class meeting. Class attendance may be a criterion in determining a student's final grade in the course if the instructor provides a written statement to this effect in the course syllabus. In determining the number of unexcused absences which will be accepted, the instructor should consider carefully the nature of the course, the maturity level of the students enrolled and the consequent degree of flexibility included in the instructor's policy.

The Provost and Senior Vice-President for Academic Affairs may authorize a college-excused absence for student participation in authorized activities as an official representative of the College (i.e. athletic events, delegate to regional or national meetings or conferences, participation in college-sponsored performances). No class absences will be excused for practices or rehearsals. Only absences for performances/events and necessary travel to and from the performance/event are excused.

The Vice-President for Student Affairs and Dean of Students may authorize a college-excused absence in the following situations:

1. An extreme personal emergency about which the student is unable to speak directly to the instructor.
2. The death of an immediate family member (such as parent, sibling, spouse or child).
3. Student participation in religious holidays.

Students should consult with their instructors about all class absences. It is the responsibility of the student to notify the instructor immediately about class absences, to provide appropriate documentation for an absence and discuss any missed class time, tests or assignments. Except in the case of a college-excused absence, it is the decision of the instructor to excuse an absence or to allow for any additional time to make up missed tests or assignments. Instructors should normally honor written medical excuses from a licensed medical or psychological practitioner that state that the student was too ill or injured to attend class and provides the specific date(s) for which the student was unable to attend class due to the medical or psychological problem. Excused absences should not lower a student's course grade, provided that the student, in a manner determined by the instructor, is able to make up the work that has been missed and is maintaining satisfactory progress in the course.

An instructor may request that the Provost and Senior Vice-President for Academic Affairs administratively drop a student from a course if the student misses the first class meeting or misses twenty percent of class meetings during the first 50 percent of the semester or term.

Students must determine if he or she will miss 10% or more of class meeting time as a result of college-excused absences and if so, are required to meet with the instructor of each affected course at the beginning of the semester. Student experiences that cannot be made up should be discussed at the onset of the course to ensure that continued enrollment is feasible while there is still the opportunity to drop the course within the schedule change period.

## **ACADEMIC ELIGIBILITY STANDARDS**

The College expects students to demonstrate steady academic progress toward graduation. Students who have an overall GPA of 2.0 or higher will be in good academic standing. In order to continue enrollment at the College all students must meet the minimum academic standards below:

CAREER SEMESTER HOURS ATTEMPTED	1.0	15.5	31.0	46.5	62.0 (and higher)
MINIMUM CUMULATIVE GPA REQUIRED	1.30	1.40	1.60	1.80	2.00

Students who are not making adequate academic progress will receive notification of their progress on their transcript and Degree Audit Worksheet. If a student fails to meet the requirements for good academic standing, they will be placed on academic warning, probation or suspension as detailed below.

### **ACADEMIC PROBATION**

A student who does not meet the cumulative grade point average requirements above will be placed on academic probation. The student must meet the minimum cumulative grade point average standard by the next career semester hour level or they will be placed on academic warning. Students achieving a term grade point average of at least a 2.00 while they are on academic probation will not be placed on academic warning but will be continued on academic probation.

### **ACADEMIC WARNING**

A student who does not meet the cumulative grade point average requirements after being on academic probation will be placed on academic warning. The student must meet the minimum cumulative grade point average standards in the minimum academic standards by the time the next career semester hour level is attained or the student will be suspended. Students achieving a term grade point average of at least 2.00 while they are on academic warning will not be suspended but will remain on academic warning.

Students on academic probation or academic warning are encouraged to:

1. Repeat all courses at North Carolina Wesleyan College in which an “F” was earned as soon as scheduling permits.
2. Repeat all courses at North Carolina Wesleyan College in which a “D” was earned where advisable.
3. Seek assistance from instructors and their advisor.
4. Seek assistance with basic study skills from the Student Success Center.
5. Attend Supplemental Instruction (SI) for classes if available and seek tutoring through the Student Success Center.
6. Attempt no more than 16 semester hours in the next semester.
7. Follow any additional advice of the Academic Policy Committee, academic advisor and staff of the Student Success Center.

### **ACADEMIC SUSPENSION**

Because a student with persistent academic difficulties may benefit from taking time off from college, the College imposes a period of suspension when a student fails to meet minimum academic standards. A student will be suspended for the following reasons:

1. The student is on academic warning and does not meet the minimum cumulative grade point average at the next semester hour level and does not achieve a term grade point average of at least 2.00 during the semester they are on academic warning.

2. The student fails the same developmental course for the third time, regardless of their grade point average.

Students who are academically suspended for the first time are suspended for one semester not including summer school. Students who are academically suspended for the second time are suspended for two semesters not including summer school. Students who are academically suspended for a third time are not allowed to re-enroll at the College.

For purposes of determining the length of subsequent suspensions, a student whose appeal is granted by the Academic Policy Committee (see Appealing Academic Suspension below) is still considered to have served a suspension. A successful appeal allows a student to return to North Carolina Wesleyan College but does not remove the suspension from the student's record. If the student fails to attain the required academic standard then they will advance to the next level of suspension.

Students who have served a suspension of any length and are readmitted to the College or who have been granted an appeal of suspension, will return on Academic Warning.

A successful appeal of academic suspension does not also grant an appeal to Student Financial Aid Satisfactory Academic Progress standards. Please contact the Office of Financial Aid for more information.

## **APPEALING ACADEMIC SUSPENSION**

A student who wishes to appeal his or her suspension must appeal in writing to the Academic Policy Committee. A continuing student who has served a semester of a one-year suspension and who wishes exemption from the remainder may also submit an appeal to be allowed to return early. This request must be received in the Office of the Registrar by the dates in the suspension notification letter from the registrar.

The Academic Policy Committee normally will not approve an appeal unless it is based on personal, medical or psychological problems of an extreme nature that were unforeseeable and uncontrollable and the student provides evidence that the situation has been remedied. The written appeal must contain the following information:

- Rationale for the appeal
- Documentation of personal, family or medical problems
- Evidence that the problems have been resolved

## **READMISSION AFTER SUSPENSION**

Students who have been suspended for the first time are eligible to apply for readmission after the lapse of one semester. Students who have been suspended twice will not be eligible to apply for readmission until at least one year has elapsed. Students returning from academic suspension are placed on academic warning.

Students on academic suspension are urged to consider carefully their motivation for attending college and to seek remedial instruction to improve their



academic skills. Students who have been suspended and wish to be readmitted after sitting out the appropriate time must submit their readmission application for the semester they wish to return by the following deadlines:

Fall Semester	August 1
Spring Semester	December 1
Summer Semester	April 1

### **READMISSION UNDER ACADEMIC FORGIVENESS**

Former students who have not been enrolled at North Carolina Wesleyan College or other accredited college or university for a minimum of five consecutive academic years (summer sessions excluded) and are otherwise eligible to return to NCWC, may request readmission under the Academic Forgiveness Policy. Such requests must be submitted on the application for readmission according to application deadline dates as specified in the admissions section of this catalog. The student's college account must be cleared with the Business Office of any outstanding balance, if any, prior to registration for the term of readmission.

Subsequent North Carolina Wesleyan College GPAs of students readmitted under this policy will be computed without inclusion of previous course work in which a grade D or F was received; credit toward graduation will not be allowed for excluded course work. All NCWC grades, including those earned prior to readmission under this Academic Forgiveness Policy, will appear on the academic transcript and will be included in calculations for consideration for degrees with distinction and other college honors.

Academic forgiveness cannot be granted if a student has earned a post-secondary degree following his/her initial North Carolina Wesleyan College attendance and applied NCWC credits toward that degree. A student may take advantage of the readmission under the Academic Forgiveness Policy only one time. The student's transcript will have a notation beginning the semester of entry that the individual has been admitted under the Academic Forgiveness Policy and that course work and grades excluded under the policy are not computed in the GPA or used for degree credit.

Students readmitted under this policy are on Academic Warning for the first 24 semester hours of attempted course work. At the end of the term in which the nineteenth semester hour is attempted, a minimum cumulative 2.0 GPA must have been earned on all course work attempted since readmission under this policy. Failure to meet this stipulation will result in the student being ineligible to return.

A student electing to be readmitted under the Academic Forgiveness Policy will use the catalog of record at the time the student reenters to determine degree and graduation requirements.

Students should be aware that the Readmission Under Academic Forgiveness Policy is a college academic policy. This policy is not recognized in the US Department of Education's calculation of financial aid eligibility.

Students who plan to apply for or receive financial aid should contact the Office of Financial Aid prior to enrolling.

*\*Readmission under Academic Forgiveness is not available to students enrolled in the graduate program.*

## **PLAGIARISM AND CHEATING**

The College and faculty guarantee the integrity of the academic process. Since cheating and plagiarism are threats to their integrity, all members of the College community must work together to prevent their occurrence.

The instructor in any course assumes the responsibility for fair evaluation of academic progress and is obligated to explain at the beginning of each course how the College's policy on cheating and plagiarism applies to that particular course. Students are expected to perform honestly and to work in every way possible to eliminate cheating by any member of a class.

**Definitions:** "Cheating" means the giving or receiving of information illicitly with intent to deceive the instructor in his or her effort to grade fairly any academic work. "Plagiarism" is "to take and use as one's own the thoughts, writings or inventions of another" (Oxford English Dictionary). It is plagiarism when one uses direct quotations without proper credit and appropriate quotation marks and when one uses the ideas of another without proper credit.

When a faculty member believes an academic integrity violation has occurred in his or her class, the faculty member will discuss with the student the reasons for his or her suspicion of an academic integrity violation.

The student will be given the opportunity to respond and to explain any circumstances that he or she believes the faculty member needs to consider with regard to the situation. Following this discussion, the faculty member makes a decision as to whether the student committed a violation. If an instructor determines a student is guilty of the cheating or plagiarism, the instructor will submit a written report of the incident to the Office of the Registrar with copies to the student. The report will be filed in the student's permanent folder. No student may drop a course or withdraw from the College prior to resolving an Academic Integrity Charge.

The following penalties for cheating and plagiarism will apply:

**First Offense:** The instructor will not give the student any credit for the work involved.

**Second Offense:** The Provost/Senior Vice-President of Academic Affairs will withdraw the student from the course in which the second offense occurred and the student will receive an "F" in that course. The withdrawal will be effective immediately upon the Provost's notification to the student and Registrar.

**Third Offense:** The Provost/Senior Vice-President of Academic Affairs will suspend the student from the College for one semester (details of the suspension and the procedure for readmission will be provided in the letter of notification from the Provost). The suspension will be effective immediately upon the Provost's notification to the student and the Registrar. The student will receive an "F" in all courses the student is enrolled in at the time of the suspension.

**Fourth Offense:** The Provost/Senior Vice-President of Academic Affairs will permanently expel the student from the College. The expulsion will be effective immediately upon the Provost's notification to the student and the Registrar. The student will receive an "F" in all courses the student is enrolled in at the time of the expulsion.

All decisions may be appealed for review by the Academic Policy Committee. The Academic Policy Committee will review the charges, consider the evidence and either uphold or overturn the decision. The Academic Policy Committee, however, will not have the right to change the penalty. All decisions of the Academic Policy Committee will be by majority vote. Appeals must be submitted within eight weeks of the last day of the course.

## **TRANSFER CREDIT FOR CURRENT STUDENTS**

Current North Carolina Wesleyan College students who wish to enroll in courses at another collegiate institution must receive a Permission to Enroll at Another Institution form from the Registrar's Office. Only courses successfully completed with a grade of "C" or better are acceptable for transfer. Quality points and grade point averages do not transfer.

## **ACADEMIC SERVICES**

### **ACADEMIC COMPUTING**

The College maintains two laboratories equipped with 24 computer workstations for student instruction. The computers are available for student use when not being utilized for instruction. Students also have access to additional computer workstations in the library and in the Hartness Center. All residence hall rooms have network connections.

### **LIBRARY**

The library serves the North Carolina Wesleyan College community at all campuses by providing access to appropriate resources, effective instruction and inviting learning environments. In Rocky Mount, Pearsall Library is a gathering place on campus that provides print, media, and electronic resources to support both academic work and recreational needs.

The library, with its Learning Commons, offers comfortable study space for both independent and collaborative work and includes a Flexible Instruction Lab, a Media Production Lab, the Writing and Math Lab and Peer Tutoring Center. Library staff members are readily available in person, via email (reference@ncwc.edu), by appointment, via telephone, and online through our virtual reference service, Chat with a Librarian, to help users at all campuses find and use information in all formats and to help them manage technology. Chat with a Librarian, is available 24 hours on weekdays and 8:00 a.m. to 12:00 a.m. on weekends. The library's website links to a wide array of electronic information resources. These include online databases that provide access to full-text articles in about 51,000 magazines, newspapers and journals; about 203,000 electronic books and about 38,000 educational and documentary streaming videos accessible online and 885 popular and educational DVDs in the library. Students can access these resources at any time, day or night, via the library's website at: ncwc.edu/library or off campus using their campus login username and password. Books and articles that are not readily available online may be requested via interlibrary loan by using the online request form on the library's website or contact the library at 252.985.5350. The Library's website also provides online research guides and tutorials to help students find and use information resources. The Library provides laptops and iPads for students' checkout for use within and outside the library, including weekends. The Library hours are – Sundays: 1:00 pm - 1:00 am; Mondays to Thursdays: 7:30 am – 1:00 am; Fridays: 7:30 am – 7:00 pm; and Saturdays: 10:00 am – 5:00 pm.

## **WRITING CENTER**

The Writing Center offers students in all courses one-on-one help in writing at any stage of the writing process. By working collaboratively with students, the Writing Center staff help students to develop their writing skills and to value consultation and reflection as an integral part of composing. In addition to conducting face-to-face tutorials, the Center also operates an Online Writing Lab (OWL) that enables students to access an Internet data bank and hundreds of handouts on writing, to e-mail questions about writing and to engage in online consultations with members of the Writing Center staff.

## **REGISTRAR**

The Registrar's Office is responsible for maintaining student academic records. Students may request that the Registrar provide copies of their academic transcript to another college or university, a prospective employer or other third party.

## **STUDENT SUCCESS CENTER (192 PEARSALL BUILDING)**

The Student Success Center provides a wide range of programs and services designed to assist students in achieving their personal and academic

goals. Programs and services offered through the center include academic advising and academic support services such as tutoring. The Center also provides intervention, assistance and referral programs for at-risk students.

### **NEW STUDENT ORIENTATION**

New Student Orientation is a two-part event that assists students in preparing for their transition to the college community. Part one, Bishop Business Day, occurs during the summer months and is designed to provide students and their families with essential information before campus move-in and the start of classes. Students and their families attend sessions pertaining to financial aid, academic advising and course registration, MyNCWC student account and residence life. Part two, New Student Welcome, kicks-off with campus move-in day the weekend before classes begin. Students will engage in activities and attend sessions to connect with other students and the Wesleyan community.

**First-Year Advising:** All first-year students are assigned to an academic advisor in the Student Success Center for their first year. Advisors assist students in clarifying their goals and values as well as understanding the nature and purpose of higher education. In addition, advisors help students to:

1. Understand the College's general education requirements
2. Prepare fall and spring term registration
3. Fulfill college requirements
4. Search for majors and careers that are a good fit
5. Utilize available resources to reach goals
6. Set short and long term academic goals

The advising process involves planning an educational program consistent with the student's interests and abilities while providing accurate information about educational options, requirements, policies and procedures. After the first year, students will transition to a faculty advisor in their chosen major.

**First Year Experience:** North Carolina Wesleyan College believes in the potential of each student to be successful at Wesleyan and the days ahead. The First Year Experience program strives to inspire new students to maximize their potential by providing support and resources that assist them in their transition to college and the Wesleyan community. The First Year Experience program consists of a one credit course for first-year students and unique programming throughout the year to bolster student success and engagement.

**COL 103 Wesleyan Transition:** A one-credit seminar course that assists first-year students in their college transition and helps to further orient them to the North Carolina Wesleyan College environment. All first-year students are enrolled in COL 103 the first

semester, which is instructed by their assigned academic advisor. The course emphasizes collegiate success, campus engagement and career exploration.

**First Year Mentors:** A team of dedicated and constructive student leaders that are passionate about North Carolina Wesleyan College and believe in every student's success. From the beginnings at New Student Welcome and throughout the fall semester, First Year Mentors help new students connect with the Wesleyan community. They serve as mentors and role models to first-year students and attend an assigned COL 103 course section to be accessible and provide insight as a mentor.

**First Year Programming:** This program provides a series of informative sessions throughout the year called WesWay. WesWay focuses on academic and personal development, while addressing specific needs and questions common to first-year students.

**Freshman Advantage:** This is a selective program designed to promote success during the first year of college. Requirements of the program include developing a Student Learning Plan, meeting regularly with an academic advisor, utilizing academic support resources, updating an advisor weekly on class progress and attending Student Success Center sponsored workshops—all in an effort to improve performance.

**Academic Support:** The Center provides both peer and professional tutorial services to assist students with improving their academic performance. Students receive help in developing and improving basic academic skills, as well as tutoring in specific courses. The Center also provides tutorial services through the Academic Labs on campus: Accounting & Business lab and Math lab. Supplemental Instruction (SI) is an academic assistance program that targets historically difficult courses. The program aims to help students improve their understanding of course material and improve their grades. The program offers assistance in targeted classes by providing a trained peer SI leader to assist with the subject material. Three times each week, SI leaders conduct regularly scheduled sessions where students can go to ask questions about course content and learn how to study for the course. Supplemental Instruction supports students with what to learn and with how to learn.

## INTERNSHIP AND CAREER DEVELOPMENT

This area assists students' professional and leadership development while also serving as a resource to students, faculty and the business community. By emphasizing hands-on learning as an important tool for both full-time employment and development of a career path, programs and services help students realize their career goals and leadership growth. Specific services include career exploration/planning, creating job/internship search materials

(resumes, etc), and developing interview skills while also assisting with the identification of internship/career opportunities through career fairs and postings. Leadership development programming is also offered through the National Society of Leadership & Success and the Leadership Wesleyan program.

# Education Records Policy

## FAMILY EDUCATION RIGHTS & PRIVACY ACT OF 1974 (FERPA) (PL93-390/93-568)

In Accordance with the Family Education Rights and Privacy Act (commonly known as FERPA or the “Buckley Amendment”), North Carolina Wesleyan College has adopted the following policies and procedures to protect the privacy of education records. Students will be notified of their FERPA rights annually by publication in the College catalog and under the Clery Act’s “Student Right to Know” informational posting on the college’s website.

**Definitions:** North Carolina Wesleyan College uses the following definitions in this policy:

**Student:** Any person who attends or has attended the College

**Education Records:** Any record maintained by the College that is directly related to a student, with the following exceptions:

1. Private notes or records held by educational personnel and not accessible to or revealed to any other person kept in the sole possession of a teacher or administrator
2. Campus law enforcement records maintained by Campus Security
3. Student medical or psychiatric records created and maintained solely for treatment purposes except by a physician of the student’s choice;
4. Employment records unless the employment records are contingent on the fact that the employee is a student
5. Parents’ financial information
6. Alumni records
7. Directory information

### TYPES, LOCATIONS & CUSTODIANS OF EDUCATION RECORDS

The following is a list of types of Education Records that the College maintains and their location:

Admission & Academic Records	Registrar’s Office
Financial Records	Office of Financial Aid
Academic Advising Records	Academic Advisor
Disability Records	Counseling & Disability Services
Disciplinary & Student Conduct Records	Office of Student Affairs

### PROCEDURE TO INSPECT EDUCATION RECORDS

Students may inspect and review their education records by submitting a written request to the appropriate record custodial office. Students should submit their request that identifies as precisely as possible the records they



wish to inspect. The custodial office will make the needed arrangements for access as promptly as possible and will notify the student of the time and location where the records may be inspected. Access will be allowed no more than 45 days after receipt of the written request. When a record contains information about more than one student, the students may inspect and review only the records that related to him or her.

### **RIGHT OF THE COLLEGE TO REFUSE ACCESS**

North Carolina Wesleyan College reserves the right to refuse to permit a student to inspect the following records:

1. The financial statement(s) of the student's parents
2. Letters and statements of recommendation for which the student has waived his or her right of access or which was placed in the file before January 1, 1975
3. Records connected with an application to attend North Carolina Wesleyan College if that application was denied
4. Education records containing information about more than one student, in which case the College will permit access only to that part of the record that pertains to the inquiring student
5. Those records which are excluded from the FERPA definition of education records.

### **RIGHT OF NORTH CAROLINA WESLEYAN COLLEGE TO PROVIDE COPIES**

North Carolina Wesleyan College reserves the right to deny official copies of transcripts or other records (not required to be made available under FERPA), if the student has an overdue financial obligation to the College, has defaulted on college loans or if there is an unresolved disciplinary or academic dishonesty action against the student.

### **DISCLOSURE OF EDUCATION RECORDS**

The College will disclose information from a student's educational records only with the written consent of the student, except:

1. To school officials who have a legitimate educational interest in the records. A school official is:
  - a. A person employed by the College in an administrative, supervisory, academic, research or support staff position
  - b. A person employed by or under contract to the College to perform a special task, such as legal counsel or an auditor
  - c. A person elected to the Board of Trustees
  - d. Law enforcement unit officials who are employed by the College.
2. A school official has a legitimate educational interest if the official is:
  - a. Performing a task that is specific in his or her job description or by a contract agreement; or
  - b. Performing a task related to a student's education; or

- c. Performing a task related to the discipline of a student; or
  - d. Providing a service or benefit relating to the student or student's family, such as health care, counseling, job placement or financial aid.
3. To certain officials of the U.S. Department of Education and state and local education authorities in connection with certain state or federally supported programs
  4. In connection with a student's request for or receipt of financial aid, as necessary to determine eligibility, amount or conditions of financial aid, or to enforce the terms and conditions of the aid
  5. If required by state law requiring disclosure that was adopted before November 19, 1974
  6. To organizations conducting certain studies for or on behalf of the College
  7. To accrediting organizations to carry out their functions
  8. To comply with a judicial order or lawfully issued subpoena
  9. To appropriate parties in a health or safety emergency.

FERPA permits school officials to disclose any and all education records, including disciplinary records, to another institution at which the student seeks or intends to enroll.

FERPA permits institutions to comply with information requests from the Department of Homeland Security and its Immigration and Customs Enforcement Bureau in order to comply with the requirements of the Student and Exchange Visitor Information System (SEVIS).

## **RECORDS OF REQUESTS FOR DISCLOSURE**

The College will maintain a record of all requests for and/or disclosure of information from a student's education records. The record will indicate the name of the party making the request, any additional party to whom it may be disclosed and the legitimate interest the party had in requesting or obtaining the information. The student may review the record.

## **DIRECTORY INFORMATION**

Directory information may be disclosed by the College without written permission of the student. Directory information includes a student's full name, address, place of birth, age, current residence (city only), major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, full or part-time status, e-mail address, class standing and other similar information.

**FINAL GRADES**

FERPA does not permit students to challenge grades or other evaluations of academic performance. The College may refuse to consider a request to change an instructor's grade, unless the student indicates that the grade should be changed because of an alleged recording error. Students who wish to appeal a grade should follow the grade appeal policy in the College catalog.

**CORRECTION OF EDUCATION RECORDS**

If a student believes that any information contained in their education records is inaccurate, misleading or in violation of their privacy rights, they may request in writing that the office that contains those records amend them. Students should identify the part of the record they want changed and specify why they believe it is inaccurate, misleading or in violation of their privacy rights.

That office will reach a decision and inform the student in a reasonable amount of time after receiving the request. If the record custodian refuses to amend the record, students have the right to a hearing. A hearing officer appointed by the Senior Vice-President of Academic Affairs will conduct this hearing. The hearing officer will be someone who does not have a direct interest in the outcome of the hearing. The hearing officer may be an official of the institution. The hearing will be held within a reasonable amount of time after the request for a hearing has been made. The hearing officer will notify the student, reasonably in advance, of the date, place and time of the hearing.

Students will be afforded a full and fair opportunity to present evidence relevant to the issue raised. One or more persons, including an attorney, may accompany the student. The hearing officer will make a decision in writing based on the evidence presented at the hearing. The decision will include a summary of the evidence presented and the reasons for the decision.

If the hearing officer supports the complaint, the education record will be amended accordingly and the student will be so informed. If the hearing officer decides not to amend the education record, the student has a right to place in the education record a statement commenting on the challenged information and/or stating the reasons for disagreeing with the decision. This statement will be maintained a part of the education record as long as the contested portion is maintained and whenever a copy of the education record is sent to any party, the student's statement will be included.

**PARENTAL ACCESS TO CHILDREN'S EDUCATION RECORDS**

When a student turns 18 years of age or enters a postsecondary institution at any age, all rights afforded to the parents under FERPA transfer to the student. The student must give the parents or any other third party, the right to inspect his or her records in writing, on a specific case by case basis.

However, FERPA also provides ways in which schools may share information with parents without the student's consent. For example:

1. Schools may disclose education records to parents if the student is a dependent for income tax purposes and the parent provides the appropriate documentation to the school.
2. Schools may disclose education records to parents if a health or safety emergency involves their son or daughter.
3. Schools may inform parents if the student who is under age 21 has violated any law or its policy concerning the use or possession of alcohol or a controlled substance.
4. A school official may generally share with a parent information that is based on that official's personal knowledge or observation of the student.

### **FORMAL COMPLAINT PROCESS**

Students have a right to file a complaint with the FERPA office within the Department of Education if the student feels that the College has violated FERPA or its regulations. The office that administers FERPA is:

Family Policy Compliance Office  
Department of Education  
600 Independence Ave. SW  
Washington, DC 20202-4605

# Adult & Professional Studies

**Brunswick**

c/o Brunswick Community College  
50 College Road • Bolivia, NC 28422  
910.520.6786 • brunswick@ncwc.edu

**Goldsboro**

1101 Parkway Drive • Goldsboro, NC 27534  
919.736.2312 • goldsboro@ncwc.edu

**Greenville c/o Pitt Community College**

1986 Pitt Tech Drive • Winterville, NC 28590  
252.493.7451 • greenville@ncwc.edu

**Manteo** c/o College of the Albemarle - Dare Co.

132 Russell Twiford Rd. • Manteo, NC 27954  
252.473.2264 ext. 224 • manteo@ncwc.edu

**New Bern** c/o Craven Community College

800 College Ct. • New Bern, NC 28562  
newbern@ncwc.edu

**Raleigh-Durham**

4426 S. Miami Blvd. • Durham, NC 27703  
919.465.4777 • triangle@ncwc.edu

**Rocky Mount** - North Carolina Wesleyan College

3400 North Wesleyan Blvd. • Rocky Mount, NC 27804  
252.985.5128 • rockymount@ncwc.edu

**Washington** c/o Beaufort County Community College

5337 US Highway 264 East • Building 3 • Washington, NC 27889  
252.940.6386 • washington@ncwc.edu

**Wilmington** c/o Cape Fear Community College

4500 Blue Clay Road, Office 212 • Castle Hayne, NC 28429-6114  
910.520.6786 • wilmington@ncwc.edu

**Winston-Salem** c/o Forsyth Technical Communtiy College

2100 Silas Creek Parkway • Winston-Salem, NC 27103  
252.955.1879 • winston-salem@ncwc.edu

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## THE ADULT & PROFESSIONAL STUDIES PROGRAMS AT NORTH CAROLINA WESLEYAN COLLEGE

North Carolina Wesleyan College Adult Studies and Professional Program is a nonresidential baccalaureate and graduate degree program designed to meet the educational needs of adult students. This program allows mature adults to tailor their degree to meet personal, career and life goals. Students work at their own pace with the option of maintaining full-time or part-time course loads. Because mature adults are highly motivated and capable of self-directed learning, students can take advantage of accelerated classes, as well as opportunities for earning credit through alternative options.

The Adult Studies and Professional Program provides a unique educational experience for adults students. With a philosophy rooted in the research of adult learning, this model emphasizes the following characteristics: **quality**, **flexibility** and **distinctiveness**.

- **Quality** in the Adult Studies and Professional Program focuses on the academic experience and rigor of the classroom through the avenues of interactive learning activities, the relevant curriculum and course learning outcomes. Faculty selection is based on academic credentials and real-life professional experiences. Quality in student services focuses on academic advising, as well as registration and financial processes that are geared to the needs of adult students.

- **Flexibility** in the Adult Studies and Professional Program focuses on class schedules tailored for working adults. The Adult Studies and Professional Program offers accelerated classes in a variety of session formats:

- Accelerated (5 and 8 weeks)
- Hybrid
- Online
- Evening

- **Distinctiveness** in the Adult Studies and Professional Program results from the combined efforts of administration, faculty and staff in providing an educational environment that takes into account the experience, maturity and motivation of the adult student. The College maintains high standards for academic learning and performance. Adult students enroll for a variety of reasons: (1) to advance current careers; (2) to receive the necessary education and credentials for new careers; (3) to accomplish personal goals; or (4) to fulfill commitments to lifelong learning or enrichment. For those students who have never attended college or have had to interrupt their education and wish to begin again, the Adult Studies and Professional Program offers a supportive learning environment, small classes and well-qualified faculty.

## ADULT & PROFESSIONAL STUDIES REGIONAL CAMPUSES

The Office of Adult & Professional Studies has the following regional campuses: Brunswick, Goldsboro, Greenville, Manteo, Raleigh-Durham, Rocky Mount, Washington, New Bern, Wilmington, and Winston-Salem. Classes at Wake Tech Community College are offered through our Raleigh-Durham office. Under the Office of Adult & Professional Studies, adult learners can enrich their personal and professional lives with accelerated bachelor degree programs, certificate programs and non-credit professional development opportunities. To learn more about these degree and certificate programs as well as professional development opportunities please visit our website at [ncwc.edu/adult](http://ncwc.edu/adult)

## DEGREES OFFERED IN ADULT STUDIES

The College offers curriculums for adult students leading to the Bachelor Arts (B.A.), Bachelor of Science (B.S.) and Master of Science (M.S.) degrees in the following majors:

### Degrees

- B.S. Accounting
- B.S. Business Administration
- B.S. Computer Information Systems
  - Web Development Concentration
- B.A. Criminal Justice
- B.S. Elementary Education
- B.S. Healthcare Administration
- B.S. Logistics and Supply Chain Management
- B.S. Marketing
- B.S. Organizational Leadership
- B.A. Political Science
- B.A. Psychology
- B.S. Special Education
- B.S. Sports Administration
- Nursing (RN to BSN)
- M.B.A.
- M.S. Criminal Justice

### Minors

- Accounting
- Business Administration
- Computer Information Systems
- Criminal Justice
- Cybercrime
- Human Resource Management
- Leadership
- Marketing
- Political Science
- Psychology
- Public Administration

Not all majors are offered at all locations. Please contact your location of choice to see what majors and minors are offered.

## ACCELERATED COURSES FORMATS

Accelerated courses offer adult students a unique opportunity to complete a bachelor's degree or graduate degree at North Carolina Wesleyan College in an intellectually demanding, condensed format. Courses are interactive and academically rigorous based on the assumption that adult students bring a wealth of experience and maturity to the classroom. Course content is oriented

toward the application of content in the workplace and emphasizes the abilities and skills employers seek, such as collaboration, leadership, critical thinking and the abilities to communicate. The accelerated format is facilitated through participatory activities, group discussions, written exercises, projects and oral and written presentations.

Adult students can choose from a number of course formats: 5-week, 8-week, hybrid and/or online. All courses are offered in an accelerated format. The course schedule for each campus will adequately describe the number of hours per week required for the course, as well as the total time commitment.

**8-Week Classes:** Courses offered in this format are typically 8 weeks in length meeting one night each week from 6:00 p.m. -10:00 p.m. Students will complete 8 face-to-face classes and any additional assignments as required by the instructor.

**Hybrid Classes:** Courses offered in the hybrid format have both a seated as well as an online component to satisfy the requisite class hours. Seated and online hours vary but typically meet as seated hours on alternating weeks.

**Online Classes:** Courses offered in the online format are only offered in the 8 week format and require significant work and interaction with the instructor and other students. Online courses at North Carolina Wesleyan College are specifically designed for working adults who live in North Carolina. Students access and complete online courses according to a schedule of assignments created by the instructor. Although the courses have a schedule of assignments, all students are not required to log onto the course at the same time.

## ATTENDANCE

Attendance during week 1 of a course is mandatory. Students are required to physically attend a seated class. Student must post an introduction in the discussion forum in online classes. If a student is recorded as absent for the first class meeting, the student will be administratively removed from the course. An email will be sent to their NCWC student email address informing them of the administrative drop from the class. If the student wishes to stay in the class, they must be responsible and contact their academic advisor before the end of the drop/add period. The drop/add period ends on the second Tuesday of any term.

APS classes are accelerated classes offered in 8-week terms. This format requires any student attends every class session. Missing any class session adversely impacts the student's learning and course performance. In the event of an absence, the student is required to notify the instructor ahead of time and follow the instructor's course of action for dealing with the missed class time.

An instructor may fail any student who misses more than twenty-percent of a course (6 hours for an 8 week course, 4 hours for a 5 week course) after



the drop period. Ultimately, it is the instructor's decision to determine how to handle absences.

Students should be aware that failing to attend class may result in financial account change. Please refer to academic policies section of the catalog.

Students who are unable to attend due to medical reasons may be able to withdraw with a Medical Withdrawal. Students who request a medical withdraw may still be financially responsible for the tuition.

### **ADULT STUDIES AND PROFESSIONAL PROGRAM FACULTY**

Adult Studies classes are taught by NCWC full-time faculty or by academically qualified adjunct instructors. Instructors are practicing professionals with graduate degrees who are knowledgeable about current trends in their fields of expertise. Adult Studies faculty are also committed to facilitating an active learning environment where insightful discussions, shared learning and practical applications are standard components.

### **INTERNATIONAL ADULT PROGRAM STUDENTS**

International adult students can only be admitted and take courses in the Traditional Program at the Rocky Mount Campus.

### **SILVER SCHOLARS PROGRAM**

The Silver Scholars Program enables senior citizens age 60 or older to enroll in courses tuition-free on a non-degree, space available basis. Seniors may enroll with "audit" status after the first day of class or during late registration for a maximum of 6 hours per semester. The program offers all credit courses taught by the College, including courses at all Adult Studies sites.

Seniors have the choice of doing homework, tests and/or outside assignments, with feedback at the discretion of the instructor. To enroll, seniors must complete a form available from the Rocky Mount Adult Studies Office, telephone 252.985.5128. There is a \$50 enrollment fee per course.

## **HOW TO APPLY FOR ADMISSION**

An applicant seeking admission to NCWC's Adult & Professional Studies must:

1. Complete and submit an online Adult & Professional Studies application. Prospective students may also complete an Adult & Professional Studies paper application and return it to the nearest Adult & Professional Studies campus.
2. Request that official transcripts from all previously attended post-secondary institutions be sent to the appropriate campus.
3. Provide an official high school transcript or official GED certification, if less than 12 semester hours of transferable post-secondary credit has been earned at the time of admission.

4. Military documents such as DD-214 and official copies of CLEP or DSST examination scores are not required for admission, but are required if the applicant wishes them evaluated for possible semester hour transfer credit.

The applicant is responsible for providing accurate and current information. If falsification, misrepresentation or omission occurs, admission may be revoked. Financial aid will not be received until all transcripts have been submitted.

### **TRANSCRIPT EVALUATION SERVICE FOR PROSPECTIVE STUDENTS AT NO CHARGE**

As a service to prospective adult students, academic advisors will prepare an evaluation of transcripts from previously attended colleges and universities. An individualized degree completion worksheet will be prepared at no charge to the prospective student.

Academic credit satisfactorily completed in regionally accredited post-secondary institutions will be reviewed and considered for transfer credit, along with credit obtained through standardized testing programs, College Level Examination Program (CLEP), DSST and formal professional or military training as recognized by the American Council on Education.

Any academic course with a grade of “C-” or higher will be considered for transfer credit. Each transfer course is evaluated on the basis of compatibility with NCWC’s curriculum and the specific nature of the individual course being considered.

For more information about the transfer of course credit from other regionally accredited institutions, please refer to the Admission section in this catalog.

## **ACADEMIC SERVICES**

### **ACADEMIC ADVISING FOR ALL NEWLY ADMITTED ADULT STUDENTS**

All newly admitted students are expected to meet with an academic advisor to discuss transfer credits, potential for prior learning assessment through CLEP or DSST testing or course challenge and their advising worksheet. The advising worksheet is the “blueprint” which guides the student through the North Carolina Wesleyan College degree program to graduation by showing what requirements have been met and which remain to be satisfied. It is important for the student to understand the advising worksheet and to refer to it when registering for courses. If the student does not understand the advising worksheet or thinks it is in error, he or she should talk with an academic advisor.

### **ACADEMIC ADVISING**

Full-time advisors are on staff at all Adult Studies campuses. Advisors assist students regarding issues of curriculum, majors and general college policy. Advisors also provide information on registration, prerequisites and graduation applications.

## **NEW STUDENT ORIENTATION**

New student orientation is designed to acquaint adult students with the policies, procedures and services of each campus. New students will learn about services, financial aid, employer educational reimbursement, accelerated courses, library services available on-site and online, the online writing lab and other features of the program.

## **LIBRARY SERVICES FOR THE ADULT LOCATIONS**

The library serves the North Carolina Wesleyan community at all campuses and site locations by providing user-friendly access to appropriate resources, effective instruction and inviting learning environments. Library staff members are eager and available in person, via email, by appointment, via telephone and online through our virtual reference service, Chat with a Librarian, to help users at all campuses and site locations find and use information in all formats and to help them with technology needs. The library provides a wide array of electronic information resources that are available any time of day or night online, via the library's website. These include databases that provide access to full-text online articles in about 51,000 magazines, newspapers, and journals; about 203,000 electronic books, including both reference sources such as Oxford and Credo Reference and general monograph collections from eBook Central, eBooks on EBSCOhost, ABC-CLIO, Gale Virtual Reference Library, RB Digital, Open Library and Home Grown eBooks; about 38,000 educational and documentary streaming videos accessible online. The library's online catalog lists both print and electronic resources and can be accessed from the library's website at: [ncwc.edu/library](http://ncwc.edu/library). The library's website also provides online research guides and tutorials to help students find and use information resources.

Library staff are committed to helping all students get the information resources they need. Books and articles that are not readily available online may be requested via interlibrary loan. Use the online request form on the library's website or contact the library regardless of your campus location, library staff are eager to assist any campus and site locations via phone (252.985.5350) or email ([reference@ncwc.edu](mailto:reference@ncwc.edu)).

## **HONORARY SOCIETY**

### **ALPHA SIGMA LAMBDA**

North Carolina Wesleyan College has a charter with Alpha Sigma Lambda honor society under the chapter Nu Zeta Sigma. Alpha Sigma Lambda honor society is for adult learners in higher education. At the Fall and Spring graduations we will hold an induction ceremony for those selected to join the honor society. Summer graduates will be included in the Fall selection. The selection criteria are listed below.

- Students must have earned a minimum of 50 semester hours with North Carolina Wesleyan College.
- Students must have completed 12 or more credits in the liberal arts/sciences. (This is completed through general education classes.)
- Students must rank in the top 20% of the graduating class.
- Students must also have earned a GPA of 3.5 or higher.

Students will be notified by the Adult & Professional Studies Staff one month before graduation if they meet the criteria to join Alpha Sigma Lambda.

### **LAST DAY TO WITHDRAW WITH A GRADE OF “W”**

Once a course has met the first time, a student may withdraw from a course with a grade of “W” up to a specific date that is prior to the midpoint date of that course. In the Adult Program the deadlines to withdraw with a “W” are as follows:

8-week courses, before the fourth class meeting

8-week (online) courses, before the end of the fourth week

Proper paperwork must be signed and submitted by the stated date. Students who withdraw after the official last day will receive an automatic grade of “WF” for the class. Students dropping or withdrawing from any class may be subject to financial charges. Refer to the section titled “Refund of Paid Tuition Policy.”

### **ADULT & PROFESSIONAL STUDIES READMISSION POLICY**

Students who previously attended Wesleyan and wish to return must apply for readmission. An Application for Readmission of Former Students can be completed on the Admissions tab of [my.ncwc.edu](http://my.ncwc.edu). All students who withdraw from the institution (by completing a withdrawal form) or who have not been registered for two consecutive terms (four 8-week adult studies terms) must complete readmission procedures to register for the next semester. Students with a hold on their account will not be allowed to register until the reason for the hold has been cleared.

Students who apply for readmission are required to submit official transcripts from any and all institutions that they attended during the time they were not enrolled with NCWC.

# Tuition Rates and Fees

Statements regarding expenses are not to be considered a contract between the student and the College. The costs of tuition and fees are applicable to the Adult Studies Program students during this academic year. The College reserves the right to adjust tuition and fees any time without notice.

<b>CHARGES FOR UNDERGRADUATE ADULT &amp; PROFESSIONAL STUDIES AND PROFESSIONAL PROGRAM</b> .....	<b>2020-2021</b>
Tuition (seated & online classes):	\$395 per semester hour

**OTHER FEES:**

Education Course Fees: Up to \$300 (vary depending on course and is non-refundable) Fees are subject to change.	
Course Audit:	\$50 per semester hour
Course Challenge-Testing Fee:	\$50
CLEP & DSST Order Fee: \$15 per test, plus test fee set by CLEP and DSST	
Returned Check/ACH Fee:	\$35
Graduation Fee:	\$120
Technology & Administrative Fee:	\$25 each 8-week session
Background Check Fee:	\$15
Silver Scholars Program (age 60 & above):	\$50 per course

\*Note: All fees are nonrefundable.

**CHARGES FOR GRADUATE STUDIES PROGRAM ..... 2020-2021**

Graduate Tuition:	\$495 per semester hour
Returned Check/ACH Fee:	\$35
Graduation Fee:	\$120
Technology & Administrative Fee:	\$25 each 8-week term
Background Check Fee:	\$15

\*Note: All fees are nonrefundable.

**TUITION PAYMENT OPTIONS IN THE ADULT STUDIES AND PROFESSIONAL PROGRAM:**

- Financial aid is available to adult students who have been officially accepted as degree-seeking students at North Carolina Wesleyan College. Federal financial aid provides options for student loans and Pell Grants with eligibility depending on various criteria established by the federal government. Both require submission of the Free Application for Federal Student Aid (FAFSA) at least 8-10 weeks before the money is needed to pay tuition. Additional information and forms are available at the Adult & Professional Studies campuses and online at ncwc.edu or by calling the Office of Financial Aid at 800.488.6292 or 252.985.5200.

- Adult students whose employers reimburse part or all of their tuition costs are eligible for the Employer Reimbursement Plan (ERP). Students must provide a verification of employment, a copy of employer ERP policy which outlines limitations of their ERP plan and sign an agreement with North Carolina Wesleyan College verifying that they understand their employer reimbursement plan and its commitments each semester. A minimum \$50 deposit per course will be required at registration, which is applied to the total tuition due for the course. If an employer pays 100 percent of tuition by check payable to North Carolina Wesleyan College in advance of the session, the tuition deposit is waived. (The student is responsible for providing all information to the employer for reimbursement.) Any non-reimbursable portion of tuition must also be paid at registration. The remaining tuition is deferred and is due within 60 days after the completion of each course.
- North Carolina Wesleyan College is willing to establish a direct billing program with employers who offer tuition benefits. Adult students whose employers are willing to participate in this program should contact the Business Office for more information.
- Tuition may be paid by cash, check and/or money order at the Business Office located on the Rocky Mount campus. Payments may be mailed. Credit card payments are accepted online using CASHNet. The credit cards accepted are Visa, MasterCard, Discover and American Express. Payments are not accepted at any Adult campus. There is a \$35 charge for checks/ACH returned to the college. A second returned check/ACH would result in the loss of the privilege of paying by check/ACH.
- The College offers a payment plan each semester to help make paying for college more affordable. The payment plan is set up based on your cost of attendance minus financial aid awards. There is a \$20 payment plan fee that will be charged to set up the payment plan each semester. We offer a 5-month payment plan for the Fall and Spring semesters. The Summer I and Summer II semesters have a 2-month payment plan. Please contact the Business Office for additional information.
- Veterans' Benefits may be used to meet the tuition costs. Interested students should contact the appropriate person below:

Laura Brown.....919.988.9270  
 Veteran Services.....vaquestions@ncwc.edu

### **REFUND OF PAID TUITION POLICY:**

A student who completes and submits the proper paperwork to drop a course within the first seven (7) days from the start date of the term will receive a 100 percent refund of paid tuition or will not be liable for the balance of

tuition deferred under the Employer Reimbursement Plan (ERP). Any courses dropped after the first seven (7) days of the term will be fully charged.

Adult students who purchased books from the College store may return books for a refund up to one week from the start date of the class. For a full refund, the student must present the original receipt and new textbooks must be unmarked. Textbooks purchased from MBS Direct online book company must be returned to MBS Direct with a copy of the invoice no later than two weeks after the term start date. A refund/credit will be issued to the student's account once MBS Direct receives the book and issues the refund/credit.

### **INDEBTEDNESS**

Any student who has a financial indebtedness to North Carolina Wesleyan College may not be permitted to register for classes. The College may suspend all services and will withhold diplomas, transcripts and all references until payment is recieved in full. The student understands and agrees that upon default for non-payment, any outstanding balances may be forwarded to a collection agency and any costs or fees associated with the collection of the indebtedness will be charged to the student.

# Graduate Academic Programs

## FULL-TIME GRADUATE STUDENT DEFINITION

A student enrolled in three credit hours per semester is defined as a part-time graduate student for academic purposes. A student who is enrolled in six graduate credit hours per semester is defined as a full-time graduate student.

**Note:** Students enrolled in three credit hours per semester may delay a scheduled graduation date as a result of part-time enrollment.

## GRADUATE ADMISSIONS

A student applying for an NCWC graduate program must meet the following criteria:

1. An undergraduate degree in subject or related field
2. Resume with two references (Must be able to provide reference letters upon request) Note: MSCJ students require two years of experience in criminal justice or related field. Students not meeting this criteria will be required to complete an internship once admitted to the program
3. Complete a statement of purpose
4. Minimum undergraduate GPA of 2.5

**Note:** Graduate school applicants with a cumulative GPA below 2.5 may still be considered based upon other factors submitted in the application

## GRADING RUBRIC

- A** Excellent. Highest professional quality (4 quality points per credit hour)
- B** Good. Professional quality (3 quality points per credit hour)
- C** Passing work (2 quality points per credit hour)
- F** Failing (No quality points assigned)
- INC** Incomplete. A grade of Incomplete (INC) indicates that the completion of some part of the work for the course has been deferred. The grade of INC is assigned at the discretion of the instructor when a student who is otherwise passing has not, due to circumstances beyond his/her control, completed all the work in the course. The grade of INC should not be recorded for a student who has not completed the major portion of the work of the course. An INC should not be given if the faculty member is uncertain that the student attended the course; in that case, the grade of F should be assigned. An Incomplete ("INC") grade must be removed within eight weeks following the end of the term. If the "INC" is not removed in the required time, a grade of "F" will be recorded. No student may register for an Independent Study or an Unscheduled Course with an "INC" on his or her record. The Vice



President of Academic Affairs must approve extensions beyond the eight-week window. Extensions must be submitted in writing to the Vice President of Academic Affairs by the instructor. A student with a grade of Incomplete (INC) will be flagged, withdrawn from future courses, and unable to register for future courses until all courses with a grade of INC have been finished. A grade of INC will impact students' ability to complete subsequent courses.

**W** The W grade is given to students who drop a course or withdraw from the college prior to the drop date, after the second Tuesday and until the fourth week of the semester, as specified in the academic calendar. A grade of "W" carries no academic penalty, however students will remain responsible for the cost of the course. The student will not receive credit for that course in his or her grade point average.

**XF** A final grade of XF is assigned by instructors for students who fail the course due to nonattendance. An XF grade is treated as an F for all academic policy purposes.

**WF** A final grade of WF is assigned by the Registrar's office for students who are administratively withdrawn due to violations of the Conduct Principles and Regulations of the college.

### **ACADEMIC WARNING AND PROBATION**

A student who earns one grade of C will receive a notice of Academic Warning. The student will be required to meet or confer with the Program Coordinator to discuss the circumstances and receive academic counsel.

A student who earns two C grades will be notified in writing he/she will be placed on Academic Probation. The student will be required to meet or confer with the Program Coordinator to discuss the circumstances and receive academic counsel.

A student who earns three C grades will be notified in writing that he/she will be academically suspended, and immediately dropped from the graduate program.

### **ACADEMIC SUSPENSION**

A student who receives an F grade for a course will be flagged, and removed from the program for academic suspension. The student will have his/her status reviewed by the program, and will be notified, within ten working days, whether he/she will be allowed to continue the program.

### **APPEALS PROCESS**

A student may appeal a final grade in a course for any of the three reasons:

1. The instructor made a calculation error in determining the grade.
2. The instructor failed to follow the grading policy described in the syllabus.

3. The instructor did not follow one or more of the college policies.

If the student finds it necessary to appeal a course grade, he/she should:

1. First, contact the instructor of the course and attempt to resolve the situation.
2. If the resolution is not forthcoming and the student wishes to proceed, he/she must consult with the appropriate Program Coordinator for mediation. If the instructor of the course is also the Program Coordinator, the student must consult with the Vice President of Academic Affairs.
3. If the dispute remains unresolved, the student may next appeal the grade, in writing, to the Academic Policy Committee. (The function of the APC in a grade appeal is to evaluate the appeal in terms of the stated grounds for the appeal. The Committee's decision may be to keep the assigned grade or to change the assigned grade.) The Committee shall provide a written justification to the Vice President of Academic Affairs for its decision, including minority opinions when they exist, no later than one calendar week after the Committee's meeting. The Vice President of Academic Affairs shall inform the student, the instructor, the Program Coordinator, and the Registrar of the Committee's decision and provide all parties with copies of the Committee's report.
4. In the case of a change of grade, the Vice President of Academic Affairs shall implement the change of grade as recommended by the Committee on the student's official transcript through the change of grade procedure. This shall be the last step in the deliberation of the formal grade appeal.

A student must appeal within eight weeks of the last day of the course and should include the following:

1. Specific academic reasons for appealing the grade.
2. Evidence supporting the grade appeal such as copies of graded assignments, course syllabus, relevant emails, etc.
3. Contact information (including email and mailing address) to which communication from the Chair of the Academic Policy Committee, Program Coordinator, and Vice President of Academic Affairs will be sent.
4. Any additional items which support the grade appeal.

The student should send all appeals to the Office of the Registrar for forwarding to the appropriate college officials.

## **PLAGIARISM AND CHEATING**

The College and faculty guarantee the integrity of the academic process.

Since cheating and plagiarism are threats to their integrity, all members of the College community must work together to prevent their occurrence. The instructor in any course assumes the responsibility for fair evaluation of academic progress and is obligated to explain at the beginning of each course how the College's policy on cheating and plagiarism applies to that particular course. Students are expected to perform honestly and to work in every way possible to eliminate cheating by any member of a class. Definitions: 'Cheating' means the giving or receiving of information illicitly with intent to deceive the instructor in his or her effort to grade fairly any academic work. 'Plagiarism' is 'to take and use as one's own the thoughts, writings or inventions of another' (Oxford English Dictionary). It is plagiarism when one uses direct quotations without proper credit and appropriate quotation marks and when one uses the ideas of another without proper credit.

When a faculty member believes an academic integrity violation has occurred in his or her class, the faculty member will discuss with the student the reasons for his or her suspicion of an academic integrity violation. The student will be given the opportunity to respond and to explain any circumstances that he or she believes the faculty member needs to consider with regard to the situation. Following this discussion, the faculty member makes a decision as to whether the student committed a violation.

If an instructor determines a student is guilty of cheating or plagiarism, the instructor will submit a written report of the incident to the Office of the Registrar with copies to the student. The report will be filed in the student's permanent folder. No student may drop a course or withdraw from the College prior to resolving an Academic Integrity Charge.

The accused student will be reported immediately to the Vice President of Academic Affairs (or Designee). The student will be required to meet or confer with a council consisting of the Instructor of the course, the Program Coordinator, the Vice President of Academic Affairs, and any other parties requested by the Vice President of Academic Affairs. The meeting will offer the student the opportunity to plead their case or confess. The council will determine the appropriate penalties for the student (Penalties may include the following: grade of zero credit on assignment in question, immediate withdrawal and grade of F for the course, immediate withdrawal from the graduate program, immediate expulsion from NCWC and any other penalties the council deems fitting). If the student wishes to pursue an appeal of the council's decision, he/she must follow the NCWC appeals process and submit the appropriate documents to the Academic Policy Committee. See page 88 Penalties for cheating and plagiarism.

## **READMISSION**

Students who previously attended Wesleyan and wish to return must apply for readmission. An Application for Readmission of Former Students can be obtained from the Office of Admissions at any of the College's locations.

If the applicant has attended another post-secondary institution during the absence, an official transcript from each institution must be submitted. Students who have been academically or socially suspended may be required to submit additional materials for review by the College before a decision is made concerning their formal readmission. Students approved for readmission into the college must successfully pass a criminal background check.

Students who have been suspended and wish to be readmitted after serving their suspension must submit their readmission application for the semester they wish to return by the following deadlines: Fall Semester-August 1; Spring Semester-December 1; Summer Term-April 1.

### **SATISFACTORY ACADEMIC PROGRESS (SAP)**

Graduate programs will have a minimum of 30 semester hours but no more than 36 semester hours.

A student with a GPA of at least 3.0 is considered to be in good standing. A student that is academically suspended for failing to maintain the GPA requirement or the course grade requirement may be placed on academic warning, probation, or academically suspended. Students placed on warning or probation may appeal this decision through the appeals process; however, students academically suspended will have no recourse for appeal.

### **REPEATING COURSES**

Graduate students are not afforded the opportunity to repeat courses for which a failing grade has been received. Graduate students may repeat a course for which a grade of C has been earned in order to maintain satisfactory academic progress.

## **MASTER OF BUSINESS ADMINISTRATION OR MBA**

The Master of Business Administration is designed for students seeking to develop their knowledge and broaden their skills in management and leadership in order to become more effective managers. The curriculum is designed to enhance students' ability to develop and implement organizational strategies that deliver business results. The program offers a broad range of management tools to advance business operations. Courses in the program build skills in critical areas such as: decision making, conflict resolution, ethics, and management strategies. Students will also gain increased knowledge and understanding of the dynamics of operating in a global business environment.

The Master of Business Administration (MBA) requires the completion of 33 semester hours of credit.

**BUS 600 Organizational Behavior and Leadership 3 Semester Hours**

This course introduces organizational behavior on the individual and group platforms, discussing the variables involved with motivation, job satisfaction and empowerment. Along with discussing organizational behavior attitudes, discussions will include organizational culture and change. With the understanding of behavioral characteristics and reasons for organizational change, emphasis is stressed on various leadership concepts and theories, as well as which leadership styles are best suited for different environments and situations.

**BUS 605 Business Ethics 3 Semester Hours**

A study of ethical problems in business and foundations for decisions involving ethical issues. Topics include ethical concepts, personal integrity, individual conscience and company loyalty and responsibility conflicts as they impact on the decision making process in the functional areas of business.

**BUS 610 Accounting for Managers 3 Semester Hours**

This course analyzes accounting information for decision making and performance evaluation. Accounting concepts such as cost allocation, variable costing and cost-volume-profit analysis are utilized as tools to improve organizational decision-making. Various types of cost analysis, profit planning and performance measurements will also be covered as tools to help an entity operate effectively.

**BUS 615 Managerial Economics 3 Semester Hours**

Managerial Economics is the application of economic theory and methodology to managerial decision making problems within various organizational settings, such as a firm or a government agency. The emphasis in this course will be on demand analysis and estimation, production and cost analysis under different market conditions, forecasting and decision making under uncertainty.

**BUS 620 Corporate Finance 3 Semester Hours**

This course introduces the concepts of corporate financing using the core curriculum of the CFA Institute. The class develops a breadth, depth and application of concepts involving corporate governance, capital budgeting, the cost of capital, leverage, optimal capital structures, Modigliani-Miller (MM) Propositions, dividends, financial statement analysis and mergers and acquisitions. Upon concluding this class, the student should have a broad understanding of concepts underpinning many disciplines studied with a Masters level program and the objectives allowing a properly capitalized venture.

**BUS 625 Business Law 3 Semester Hours**

This course provides the graduate student of business with a general overview of the legal system and process in the United States with a concentration on the development of critical thinking skills.

**BUS 630 Information Technology for Decision-Makers 3 Semester Hours**

This course will examine the use of information technology to support management decision-making and to improve organization performance. Topics include IT architecture, IT governance, data management, data analytics, data

visualization, e-commerce, IT strategy, enterprise systems, networking, search engines and recommendation technology security.

### **BUS 635 Marketing Management**

**3 Semester Hours**

Marketing Management is the art and science of choosing target markets and getting, keeping and growing customers through creating, delivering and communicating superior customer value. Marketing Management seeks to meet organizational objectives by effectively satisfying customers in a dynamic environment. This course provides an overview of marketing processes and marketing principles and provides students with the opportunity to apply the key concepts to practical business situations.

### **BUS 640 Operations and Supply Chain Management**

**3 Semester Hours**

This course provides a strategic, managerial and cross-functional view of supply management. Students will understand the issues with acquiring goods and services from external providers to meet the needs of internal and external customers. Also, this course will provide the student with understanding the basic transaction of simple buying or selling, to long-term strategic alliances between organizations. Concepts such as supply chain management and value stream analysis recognize that many interactions do not exist in isolation, but form a part of a longer series of relationships beginning at the origin of primary ideas or materials, and ending with the satisfaction of the needs or wishes of the ultimate consumer.

### **BUS 645 Strategic Management**

**3 Semester Hours**

An advanced case course dealing with the wide range of management problems involving policy and strategy decisions faced by executives in both domestic and international markets. A capstone course that requires integration of all materials covered in the MBA curriculum in the policy formulation process.

### **BUS 650 Special Topics in Business Administration**

**3 Semester Hours**

Specialized and advance topics at the graduate level in business administration and management.

## **MASTER OF SCIENCE CRIMINAL JUSTICE**

The Master of Science in Criminal Justice (MSCJ) educates new practitioners and provides professional education necessary for those seeking career advancement. The **administrative concentration** emphasizes the formulation and implementation of policies, laws and management issues such as decision making, fiscal responsibility, program evaluation and performance evaluation. Students have the opportunity to apply this knowledge to practical exercises within their employment setting or other criminal justice agency.

The **practice concentration** focuses on understanding specific methods, techniques and skills utilized in the criminal and juvenile justice systems when interacting with victims, offenders and other professionals. Students have the opportunity to explore best practices when dealing with terrorism, human trafficking and chemical dependency.

The Master of Science in Criminal Justice requires the completion of 33 semester hours of credit (18 hours core courses and 15 semester hours elective courses)

**Core requirements in Criminal Justice:** JUS 600, 610, 620, 630, 640, 690

**Electives for Administration Concentration:** Choose 15 semester hours from: JUS 611, 612, 613, 614, 615, 692, 694

**Electives for Practice Concentration:** Choose 15 semester hours from: JUS 613, 615, 621, 622, 623, 624, 692, 694

**JUS 600 Overview of Criminal Justice 3 Semester Hours**

This course is designed to focus on and develop the understanding of the systemic nature of current crime control efforts in the criminal justice system. The functions, processes and structures of the criminal justice system and the interrelationship of the system's various components will be studied, with an emphasis on law enforcement, courts, corrections and juvenile justice components. (writing intensive)

**JUS 610 Victimology 3 Semester Hours**

An analysis and study of crime victims and the relationship between the victims, offenders, society and social media. The issues of justice and redress for victims of criminal acts will be emphasized. (writing intensive)

**JUS 611 Community Leadership Strategies 3 Semester Hours**

A study of community leadership, development, social change and organization will be presented. Effective strategies for collaborating with others in the community and various organizations to achieve social change and more effective delivery of criminal justice services and programs will be presented. (writing intensive)

**JUS 612 Human Resources Management and Legal Aspects 3 Semester Hours**

The study of management theory and laws applicable to human resource management, including government regulations, employment strategies, compensation, benefits, performance evaluation and termination procedures. (writing intensive)

**JUS 613 Grant Writing and Legal Aspects 3 Semester Hours**

Grant writing strategies will be studied which prepare students to pursue funding opportunities in the criminal justice field. Principles specific to governmental agencies will be presented. Included is the study of financial management principles and theories that ensure accurate and valid records, including reporting and legal responsibilities. (writing intensive)

**JUS 614 Management in a Diverse Labor Society 3 Semester Hours**

A study of the formal organizations which comprise the workplace in contemporary American society; specifically, the influence of organizational structure on human behavior, characteristics of various structures, conflict between individual and organization and organizational change. (writing intensive)

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**JUS 615 Organization Management and Administration      3 Semester Hours  
for Criminal Justice**

A study of foundational and contemporary theories and cutting edge research that apply to the criminal justice system. Techniques for managing and developing an efficient and effective organization are included. (writing intensive)

**JUS 620 Criminological Theories      3 Semester Hours**

This course focuses on the traditional and current criminological theories applied to criminal behavior. Application of criminological theories to case studies will be used. (writing intensive)

**JUS 621 Terrorism, Drugs and Human Trafficking      3 Semester Hours**

A study of current issues and the impact on society and the criminal justice system. Students develop an understanding of these issues and the challenges that they present. Strategies for addressing these issues are included. (writing intensive)

**JUS 622 Prevention and Intervention for Criminal Behavior and Addiction      3 Semester Hours**

This course will explore the interrelatedness of drugs and crime and the intervention and prevention strategies utilized by criminal justice organizations and other entities. (writing intensive)

**JUS 623 Clinical Supervision Seminar in Drugs and Crime      3 Semester Hours**

A study of historical and current techniques for supervising employees working with offenders and chemically dependent individuals. An integral part of this course will be role plays, case studies and coaching sessions. (writing intensive)

**JUS 624 Race, Class and Gender      3 Semester Hours**

This course is designed to provide a modern perspective on issues related to race, gender and class in American society. The historical perspective will be reviewed while utilizing contemporary effective models of gender and race to demonstrate the relationship between these variables and the criminal justice system. Focus is not only on the offender, but also consideration given to personnel issues as well. (writing intensive)

**JUS 630 Research Methods      3 Semester Hours**

The study of research methods appropriate to criminal justice research. The focus will be on evaluation and critique of research methods and findings. (writing intensive)

**JUS 640 Current and Legal Issues in Criminal Justice      3 Semester Hours**

A study of the current challenges that confront the criminal justice system and its personnel. Strategies for addressing these challenges will be an integral part of this course. Case studies will be included. (writing intensive)

**JUS 690 Capstone      3 Semester Hours**

Demonstration of knowledge gained in the MSCJ program by completing a program analysis paper or comprehensive examination. The topic for the program



analysis paper will be selected by the student and approved by the instructor. The topic will be consistent with the student's area of concentration and will demonstrate comprehension and the ability to apply the knowledge gained to a relevant issues or problem in the criminal justice system. The comprehensive examination will be based on the classes completed by the student and the requirements of the major. (writing intensive)

**JUS 692 Directed Study**

**3 Semester Hours**

Intensive study of an instructor-selected topic in criminal justice. (writing intensive)

**JUS 694 Internship**

**3 Semester Hours**

Field experience in the criminal justice system, reserved for those students approved by the criminal justice internship coordinator. The internship will provide a broadened insight in the criminal justice system.

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# Undergraduate Academic Programs

Plans of study, course descriptions and the faculty directory apply to the academic year 2020-2021 unless otherwise noted and reflect official faculty action through April 2020. The College reserves the right to cancel any course, change programs of study, academic requirements, assignment of professors or the announced calendar.

## **SCHEDULE OF COURSE OFFERINGS**

Introductory courses in degree programs are normally offered annually. Upper-level courses (300-400) are offered either annually or in alternate years. A complete listing of courses and the schedule of classes of each term will be furnished to students before each registration period.

Some courses call for a prerequisite course. The prerequisite course must be taken first or equivalency of knowledge must be established. Equivalent proficiency may be shown by satisfactory scores on the College Board Achievement Tests, placement tests or other testing devices administered by the Wesleyan faculty. When permission of the instructor is required for a given course, this will be indicated.

## **THE COURSE NUMBERING SYSTEM**

0-99	Developmental Courses
100-199	Freshman Level Courses
200-299	Sophomore Level Courses
300-399	Junior Level Courses
400-499	Senior Level Courses

## **ACCOUNTING**

The overall mission of the accounting major is to provide students with knowledge of generally accepted accounting principles, accounting theory and business practices necessary for rewarding personal lives, good citizenship and professional advancement. Students are encouraged to engage in a continued life-long learning and to become productive and contributing members of both the accounting profession and their communities. The accounting major may also prepare students for advanced graduate studies as well as careers in business and accounting.

## **REQUIREMENTS FOR A MAJOR IN ACCOUNTING (B.S. DEGREE)**

Core requirements in Accounting: ACC 201; BUS 206, 307; ECO 211, 212; ENG 304; and MAT 213.

Major requirements: BUS 207; MKT 205; ACC 310, 311, 312, 315, 316, 320, 410, 411, 482.

### **REQUIREMENTS FOR A MINOR IN ACCOUNTING**

ACC 201, 202, 311, 315, 316, 410 or 411.

#### **ACC 195 Special Topics**

**1-6 Semester Hours**

A study of special topics.

#### **ACC 200 Fundamental Accounting** (Accounting for Non-Majors) **3 Semester Hours**

Introduces non-accounting major to the basics of financial and managerial accounting. Topics include accounting cycle, financial statements, costing methods, internal management decisions, financial statement analysis and budgeting.

#### **ACC 201 Financial Accounting**

**3 Semester Hours**

Introduces accounting as an information development and communication process that supports economic decision-making. Topics include the basic structure of accounting, accounting systems, balance sheet accounts, the income statement and the statement of cash flows.

#### **ACC 202 Managerial Accounting**

**3 Semester Hours**

Prerequisite: ACC 201

A look at how accounting information can be interpreted and used by management in planning and controlling business activities. Using accounting information in planning for future operations, controlling operations and making routine and non-routine decisions.

#### **ACC 310 Cost Accounting**

**3 Semester Hours**

Prerequisite: ACC 201

A second and more advanced level of managerial accounting intended for those majoring in accounting. This course will focus upon the use of cost data in decision making. Included will be the use of the computer as an aid for accumulating, processing and communicating cost accounting information.

#### **ACC 311 Personal Income Tax Accounting**

**3 Semester Hours**

An introduction to taxation designed to give students a basic knowledge of deductions, depreciation, capital gain and losses and deferred compensation of individuals.

#### **ACC 312 Corporate Income Tax Accounting**

**3 Semester Hours**

Prerequisite: ACC 311

An introduction to taxation for partnerships and corporations.

#### **ACC 315 Intermediate Accounting I**

**3 Semester Hours**

Prerequisite: ACC 201

A theoretical study of basic accounting concepts and methodologies intended primarily for accounting majors. This course is the first of two courses designed to help prepare a student for a career in accounting.

**ACC 316 Intermediate Accounting II****3 Semester Hours**

Prerequisite: ACC 315

A continuation of the theoretical study of basic accounting concepts and methodologies. This course is the second of two courses designed to help prepare a student for a career in accounting.

**ACC 317 Governmental and Non-For-Profit Accounting****3 Semester Hours**

Prerequisite: ACC 202 or ACC 310

Accounting for non-for-profit organizations, with special emphasis placed on accounting for governmental agencies.

**ACC 320 Accounting Information Systems****3 Semester Hours**

Prerequisite: ACC 202 or ACC 310

A basic course in accounting information systems and how they are used in business. Control and audit of the accounting information system will be explored as well as basic information system development concepts. Focus will be on gathering accounting data and communicating the data to decision makers.

**ACC 325 Fraud Examination****3 Semester Hours**

Prerequisite: ACC 201 or JUS 205

An introduction to the principles of fraud examination. Techniques for the detection and prevention of the major types of occupational and management fraud will be explored. Students will examine relevant fraud cases and apply the critical thinking and technology skills used in fraud examination.

**ACC 410 Auditing****3 Semester Hours**

Prerequisite: ACC 316

An overview of auditing, including the decision process of the individual business, internal controls, audit tests and documentation, sampling size and item testing, the use of computers in auditing and audit reports.

**ACC 411 Advanced Accounting Topics****3 Semester Hours**

Prerequisite: ACC 316

Topics covered may include, but are not limited to, accounting for combinations and consolidations, accounting for income taxes and accounting for pensions.

**ACC 482 Senior Seminar****3 Semester Hours**

Prerequisite: Senior standing

A capstone course for accounting majors in which students will integrate knowledge from prior coursework and demonstrate their ability to work with contemporary issues in accounting. Seminar format; writing and presentation intensive. (writing intensive)

**ACC 491 Independent Study****1-3 Semester Hours**

Prerequisite: Junior standing

A student pursues a topic or project of mutual interest with a faculty member. An extensive written report is required. A written proposal for the independent study project must be approved in advance of the beginning of the semester for which academic credit is expected.

**ACC 492 Supervised Internship****3 Semester Hours**

Prerequisites: ACC 316, 36 semester hours (6 of these hours must be from upper level courses in the major), 2.0 cumulative g.p.a. and approval from the ICSC Director and the instructor.

A Supervised work experience in accounting. A written proposal for the internship must be approved in advance of the beginning of the semester for which academic credit is expected. A report of the internship must be submitted following the internship.

**ACC 495 Topics in Accounting****1-3 Semester Hours**

Prerequisite: Permission of instructor

Specialized and advanced topics in accounting. Offered in a seminar format. (writing and presentation intensive)

## **ANTHROPOLOGY**

**ANT 191 Research Topics****1-6 Semester Hours**

An area of study of interest to the student and usually taught on a one-on-one basis between a faculty member and the student.

**ANT 195 Special Topics****1-6 Semester Hours**

A study of selected topics.

**ANT 210 Cultural Anthropology****3 Semester Hours**

A study of the origin and development of man's culture with special emphasis on preliterate societies, prehistoric and contemporary; the impact of advanced societies; and the future of man in anthropological perspective. (identical to SOC 210)

**ANT 420 Emergence of Humans****3 Semester Hours**

Prerequisite: SOC 101

A study of the paleoanthropological evidence used to answer the question, "Where have humans come from?" and theories associated with human phylogeny. (Identical to SOC 420)

**ANT 491 Research Topics****1-6 Semester Hours**

An area of study of interest to the student and usually taught on a one-on-one basis between a faculty member and the student.

**ANT 495 Special Topics**

A study of selected topics.

## **ART**

**REQUIREMENTS FOR A MINOR IN VISUAL ARTS**

ART 104, 107, 108, 202, 205, 301

**ART 101 Art Appreciation****3 Semester Hours**

An introduction to the understanding and appreciation of the visual arts through a broad survey of the principles of art, architecture and visual media.

**ART 104 Drawing I****3 Semester Hours**

This course in freehand visualization introduces students to various drawing materials, line quality and expression, composition, simple perspective, tone and shading. Personal creative expression is encouraged.

**ART 107 Sculpture: Design and Expression**

This course introduces the student to the sculpture process and three-dimensional design concepts. Technical methods of carving, clay-modeling, wood and metal construction are explored.

**ART 108 Painting: Fundamentals****3 Semester Hours**

This course will introduce acrylic painting methods, color mixing, composition and techniques of observed subject matter and pictorial representation. Some drawing experience and/or ART 104 preferred.

**ART 191 Research Topics****1-6 Semester hours**

An area of study of interest to the student and usually taught on a one-on-one basis between a faculty member and the student.

**ART 195 Special Topics****1-6 Semester Hours**

A study of selected topics.

**ART 202 Computer Graphics****3 Semester Hours**

The student will follow a sequence of creative design exercises involving basic operations using Adobe Photoshop, Adobe PageMaker, HTML and Front Page applications. They will explore the fundamentals of practical design applications including color graphics, typography and website visuals. The project sequence will encourage both conceptual and aesthetic evolution as well as practical technical understanding of available hard- and software.

**ART 205 Painting: Water Media****3 Semester Hours**

Introduces the traditional approach to water-based transparent painting medium including concepts of color theory. Drawing and composition will be stressed in painting from observation, response to text and imagination.

**ART 301 Creative Capstone Art Studio****3 Semester Hours**

Prerequisites: ART 104, 107, 108, 202, 205

The student will be guided through the exploration of how the content theme and technical form in art expression are interdependent. The student will explore a single theme in each media area in Computer Graphics, Painting, and Sculpture.

## **BIOLOGY**

The Biology Program will provide the foundation to pursue academic and career goals through a diverse curriculum including research experience; an excitement for biology will be cultivated, promoting continued exploration in the field.

**REQUIREMENTS FOR A MAJOR IN BIOLOGY (B.A. DEGREE)**

BIO 101, 102, 123, 200, 222, 224, 301, 303, 401, 402, 499; two additional 300-400 level biology courses, at least one must include lab.

CHM 111, 112; CHM 121, 122 or CHM 201, 202; MAT 113 (or MAT 115 or MAT 121) MAT 213; and at least one course from each of the following categories:

1. Written Communication: CIS 201; ENG 210, 211, 304, 305, 370, 373
2. Oral Communication: ENG 130; ENT 140; THR 120
3. Business: ACC 200; ADM 305; BUS 206; CIS 310 MKT 205

**REQUIREMENTS FOR A MAJOR IN BIOLOGY (B.S. DEGREE)**

BIO 101, 102, 123, 200, 222, 303, 401, 402, 499; CHM 111, 112, 121, 122, 301, 302; (CHM 311, 312 or CHM 321, 322); (MAT 113 and 115) or (MAT 121); MAT 213; PHY 211 and 212; and at least one course including the laboratory from each of the following three categories:

1. Animal Form and Function: BIO 308/309; BIO 406, 408 or 404
2. Animal Diversity: BIO 300, 311 or 314
3. Taxonomic Diversity: BIO 304, 316 or 407

Recommended: PHY 221, 222

Students considering a career in medicine, dentistry or another professional discipline should consult with their advisor regarding additional courses which may be required for matriculation into post-graduate schools which offer those programs.

Students seeking state teaching licensure should consult with the School of Social Sciences and Education faculty early in their collegiate studies to determine which courses are required for State of North Carolina licensure in biology.

**REQUIREMENTS FOR A MINOR IN BIOLOGY**

BIO 101, 102 123, 200, 222 and a minimum of one course from two of the following four tiers including one course with a laboratory:

Animal Form and Function: BIO 308, 309; 404, 406, 408

Animal Diversity: BIO 300, 311, 314

Taxonomic Diversity: BIO 304, 316, 407

Biology Core: BIO 303, 401, 402

**BIO 101 Life Science****3 Semester Hours**

An introductory course for a student with a minimal science background. This course introduces the student to some of the fundamental aspects of life and the major concepts of biology, including scientific method, ecology, cells and molecules, genetics, DNA, biotechnology and evolution. (offered every semester)

**BIO 102 Life Science Laboratory****1 Semester Hour**

Co-requisite: BIO 101

Designed to accompany the lecture course and provide experience with a variety of basic biological phenomena such as hypothesis testing, data interpretation, ecology, diversity of life, genetics, biotechnology and evolution. (offered every semester)

**BIO 110 Introduction to Forensic Science****3 Semester Hours**

Prerequisite: BIO 101, 102

This course is an introduction to basic concepts in forensic science, including postmortem decay process, bloodstain pattern analysis, hair analysis, forensic toxicology and fingerprint analysis. In addition to learning the fundamental concepts of forensic science, the course will also focus on problem-solving skills and practical applications of forensic science.

**BIO 123 Methods in Biology****2 Semester Hours**

Prerequisite: BIO 101 and BIO 102, ENG 111 or permission of the instructor, any non-developmental college math course or permission of the instructor (via a math skills assessment test offered in the early fall).

This course is designed to introduce the science student to both laboratory and field studies in biology. This course includes a semester-long, student-designed experimental research project. (offered every Spring)

**BIO 195 Special Topics****1-6 Semester Hours**

A study of selected topics.

**BIO 200 Cell Biology****3 Semester Hours**

Prerequisites: BIO 101 and CHM 111

This course will cover the basics of cell biology including enzymes, membranes, signal transduction organelles, metabolism, the cell cycle, the cytoskeleton, cellular movement, DNA and gene expression. (offered every Spring)

**BIO 222 Evolution****3 Semester Hours**

Prerequisites: BIO 101, 102 or instructor's approval

Evolution course designed for entering majors or students with a strong science preparation. The course focuses on the origin of molecules and life, natural selection, genetic drift, neutral theory, coalescence theory, molecular clock, speciation, phylogeny, evolutionary developmental biology, photosynthesis and animal embryonic development. (offered every Fall)

**BIO 224 Introduction to Environmental Science****3 Semester Hours**

Prerequisite: BIO 101

Open to majors and non-majors, this course surveys dynamics of water, air, geology and the biosphere. It also examines human activities that affect these resources. Guest speakers will discuss their roles in environmental science and potential career opportunities. BIO 101 is recommended as a prerequisite. (offered every Fall)

**BIO 226 Agroecology (Includes Lab)****3-4 Semester Hours**

Prerequisite: BIO 101

This course explores the relationships and impacts of agricultural activities on natural ecological systems. Lectures will cover sustainable agricultural practices as well as socioeconomic factors that influence Agroecology. The laboratory will provide hands on experience in sustainable agricultural practices that students will explore and implement in their own eco-vegetable garden. Additionally, laboratory activities will include strategies used to maximize yield, space, and reduce contamination and waste in agricultural production.



**BIO 231 Anatomy and Physiology I****4 Semester Hours**

Prerequisite: C- or Better in BIO 101 and 102

BIO 231 is the first course in a two-semester sequence that studies the structures and functions of the human body. Topics covered in BIO 231 include chemical, cellular, and tissue levels of organization and the integumentary, skeletal, muscle, and nervous systems. The general and special senses are also discussed. 3 Lecture and 2 Laboratory hours per week.

**BIO 232 Anatomy and Physiology II****4 Semester Hours**

Prerequisite: BIO 231

BIO 232 is the second course in a two-semester sequence that studies the structures and functions of the human body. Topics covered in BIO 232 include the endocrine, cardiovascular, lymphatic, respiratory, digestive, urinary, and reproductive systems. Themes of metabolism, homeostasis, and development are emphasized throughout. 3 Lecture and 2 Laboratory hours per week.

**BIO 295 Special Topics****1-6 Semester Hours**

A study of selective topics.

**BIO 300 Animal Behavior****3 Semester Hours**

Prerequisites: BIO 101, 102

Major and current concepts in behavioral research will be discussed. Topics will include the genetics, mechanics and evolution of behavior; interspecific interaction; and problems in behavioral research. Readings, films and field activities will be utilized. Preparation of a library research paper will be required. (offered every Spring of even years)

**BIO 301 Conservation Biology****4 Semester Hours**

Prerequisites: BIO 101, 102

This course is designed to examine conservation biology and its significance in today's world as biodiversity continues to decline at an alarming pace. Students will study examples of conservation biology from around the world, delving deeper into the study of biodiversity through problem sets.

**BIO 303 Genetics****4 Semester Hours**

Prerequisites: BIO 200, 222; CHM 121

A course which covers the principles of inheritance. The topics will range from the origins of genetics as laid down by Mendel in the nineteenth century to the most recent discoveries in genetics dealing with genetic engineering and other current topics. Students will be exposed to common problem solving skills essential in this field of study. (writing intensive)

**BIO 304 Biology of Plants****4 Semester Hours**

Prerequisites: BIO 123, 222; BIO 200 as prerequisite or corequisite

Beginning with the laboratory studies of the anatomy and physiology of plants, this course will lead to field studies of plant adaptations to the environment, including a brief survey of major life cycles and an introduction to the techniques and principles of plant taxonomy. (writing intensive)

**BIO 306 Animal Nutrition****3 Semester Hours**

Prerequisite: BIO 200

This course will provide an overview of livestock animal nutrition by first discussing what nutrients are, what functions they serve in the body, and at what levels they are individually required. Subsequently, how digestive tract differences between species dramatically affect what they eat and how nutrients are metabolized will be emphasized. Feed types and nutritional values, the demands of various production levels and housing methods, and nutrient analysis are also covered.

**BIO 308 Developmental Biology****3 Semester Hours**

Prerequisite: BIO 200, 222

A study of the fundamental developmental processes shared by all animals with a special emphasis on vertebrate embryos and organ systems. Lectures will cover topics including gametogenesis, fertilization, cleavage through neurulation and development of organ systems in select vertebrates including humans. (offered every Fall of odd years)

**BIO 309 Developmental Biology Lab****1 Semester Hour**

Prerequisite: BIO 123, 222; Co-requisite: BIO 308

Laboratory investigations of the developmental processes and anatomical changes that occur in invertebrate and vertebrate embryos. (offered every Fall of odd years)

**BIO 311 Invertebrate Zoology****4 Semester Hours**

Prerequisites or Co-requisites: BIO 123, 222

A general survey of all major and representative minor invertebrate phyla. Lectures and laboratory will consider classification, external anatomy, behavior, adaptations, the importance of invertebrates to humans and agriculture and their roles in the ecosystem. (offered every Spring of odd years)

**BIO 314 Vertebrate Zoology****4 Semester Hours**

Prerequisites: BIO 123, 222

A study of the vertebrates with emphasis on evolutionary processes, natural history and ecological adaptations of species. Field and laboratory investigations of species native to North Carolina, with various dissections emphasizing commonalities among all vertebrates and their adaptable morphologies. (offered every Fall of odd years)

**BIO 316 Microbiology****4 Semester Hours**

Prerequisites: BIO 123, 200, 222

A study of the nature and activities of microorganisms with emphasis on the bacteria and their relation to human affairs. Standard bacteriological identification and culture will be emphasized in the lab.

**BIO 321, 322 Biochemistry with laboratory****3, 2 Semester Hours**

(see CHM 321, 322 for description)

**BIO 324 Environmental Science****3 Semester Hours**

Prerequisite: BIO 224

This course applies foundational knowledge of multiple disciplines (i.e. Biology, Chemistry, and Geology) to address the impact of human activities on the

ecosystems. This course covers environmental chemistry and policy to address current issues and challenges in the solution of environmental problems.

**BIO 325 Environmental Science Lab****2 Semester Hours**

Prerequisite: BIO 224; Co-requisite: BIO 324

This laboratory “hands on” course examines how scientist sample the environment and conduct scientific research. We will use environmental techniques that are used in the field in order to test soils, water, and contaminants. In addition, we will conduct, analyze, and interpret experiments to assess the effects of anthropogenic inputs on biological organisms and systems.

**BIO 330 Global Water Issues****5 Semester Hours**

Prerequisites: BIO 101, 102; MAT 105, 111, 113, 115 or 121

This course is intended to acquaint the student with water issues in our world such as quality of water, water testing, water sampling, history and politics of water issues by using the United States and Africa for examples. Students will be challenged to examine these aspects of water issues through lecture and laboratory exercises, along with a semester-long project, that require students to critically think about and attempt to solve problems concerning the earth's water. Exercises for students may include surveys, laboratory experiments, interviews and research problems.

**BIO 396 Cancer Biology****4 Semester Hours**

Prerequisites: BIO 123, 200, 222, CHM 121, 122

This course explores the molecular pathology of human cancers. Topics covered include oncogenes and tumor suppressor genes, metastasis, angiogenesis and abnormal regulation of cell signaling and the cell cycle in cancer. Rationale behind molecular therapies in cancer treatments is also discussed. In the laboratory, students learn techniques often used in cancer research and conduct an independent research project. 3 lecture hours and 3 laboratory hours per week.

**BIO 401 Ecology****3 Semester Hours**

Prerequisites: BIO 200, 222; CHM 121; one upper level biology course

The environmental factors operating within biotic communities as they influence the patterns, distribution, succession, growth and behavior of plants and animals. (offered every Fall)

**BIO 402 Ecological Methods****2 Semester Hours**

Prerequisites: BIO 123, 200, 222; Co-requisite: BIO 401

A lab and field experience in gathering and analyzing ecological data. Methods of sampling biotic and physical factors of aquatic and terrestrial ecosystems will be emphasized. A group project will be conducted all semester. (writing intensive) (offered every Fall)

**BIO 404 Physiological Ecology****4 Semester Hours**

Prerequisites: BIO 123, 200, 222

The purpose of this course is to apply basic physiological concepts towards the study of how animals are physiologically adapted to their environments. Topics will include energetics, thermoregulation, sensory systems, energy acquisition, cardiovascular function and respiration. Laboratory included. (offered every Fall of even years)

**BIO 406 Pathophysiology****3 Semester Hours**

Prerequisites: BIO 123, 200, 222, 231, 232; CHM 121, 122

This course explores a variety of human diseases. We study the biochemical and cellular basis of diseases; their disruption of normal anatomy and physiology; clinical presentation of disease; and treatment of disease. Ethical considerations in the treatment and research of human disease will be considered. 3 lecture hours per week. (writing intensive)

**BIO 407 Molecular Evolution/Biotechnology****4 Semester Hours**

Prerequisites: BIO 123, 200, 222; CHM 121

Various concepts in the field of molecular evolution will be addressed in this course. The laboratory component will emphasize data analysis (DNA and protein data) and use of molecular biological techniques to explore evolutionary relationships between organisms or to evaluate mechanisms of molecular evolution. (offered every Fall of odd years.)

**BIO 408 Histology****4 Semester Hours**

Prerequisites: BIO 123, 200, 222

A study of the basic light microscopic structure of animal cells, tissues and organ systems with emphasis on correlating structure with function. Laboratory will concentrate on the visual study of animal tissues. (offered every Spring of odd years)

**BIO 420 Preparation for Independent Study in Biology****1 Semester Hours**

This course may be taken after consultation with and approval of the faculty member(s) in the area of interest to prepare students for BIO 421.

**BIO 421 Independent Studies in Biology****1-6 Semester Hours**

Prerequisite: BIO 420

These may be undertaken after consultation and with approval of the faculty members in the stated area of interest to prepare students for BIO 421. The following areas for study are suggested by the Biology faculty:

*Animal Behavior**Biotechnology, Cell Biology and Genetics**Ecology**Environmental Education**Public/Environmental Health**Microbiology**Natural History Studies of North Carolina Vertebrates and Invertebrates***BIO 424 Environmental Health****2-6 Semester Hours**

Prerequisite: BIO 324, 325

This course covers the major sources of environmental hazards and their impact on ecosystem and human health. Environmental health risks and assessments (e.g. diseases outbreak), ecotoxicological research and emerging contaminants will be used to improve understanding with course concepts.

**BIO 425 Internship****2-6 Semester Hours**

Prerequisites: 36 semester hours, 2.0 cumulative GPA and approval from the ICSC Director and the instructor.

The student will engage in a supervised internship in an approved setting. The ultimate responsibility of gaining the internship is the student's; however, exploration of potential sites should begin in the Internship Center. During the internship, a journal will be kept. At the end of the experience, a final scientific paper will be required as well as a formal presentation to an environmental campus community.

**BIO 495 Special Topics****1-6 Semester Hours**

A study of selected topics.

**BIO 499 Senior Seminar****3 Semester Hours**

Prerequisites: Two upper-level biology courses; senior status and must be within 2 semesters of graduation.

Discussions, readings and reports of current research and topics of importance to biologists. (writing intensive) (offered every Spring)

## **BIOMEDICAL SCIENCE**

The Biomedical Science major is designed for highly motivated students who are considering a career in health science areas such as medicine, dentistry or veterinary medicine. The major focuses on those disciplines of the natural sciences and mathematics which will assist students in their preparation for matriculation into professional or graduate schools.

**REQUIREMENTS FOR A MAJOR IN BIOMEDICAL SCIENCE (B.S. DEGREE)**

**Core Requirements:** BIO 101, 102, 123, 200, 222, 303, 499; CHM 111, 112, 121, 122, 301, 302, 311, 312; MAT 121, 213; PHY 211, 212, 221, 222; plus a required concentration in Pre-Medicine, Pre-Veterinarian or Pre-Dentistry.

**Concentration Requirements:**

**Pre-Medicine:** BIO 231, 232; choose one course from each of the following tiers (at least two must be laboratory courses).

Animal Tier: BIO 308/309 or BIO 314 or BIO 406

Cell and Molecular Tier: BIO 316 or BIO 408 or BIO 396 or BIO 407

Experimental Design Tier: BIO 324/325 or BIO 330 or BIO 401/402 or BIO 404

Choose to take either CHM 321/322 (Biochemistry) OR one additional course from either the Animal Tier or the Cell and Molecular Tier.

Recommended: Psychology (see medical school requirements for specific course choices)

**Pre-Veterinarian:** BIO 314, 316, 321/322, 404, 408 and BIO 306

**Pre-Dentistry:** BIO 231, 232, 314, 316, 321 and 408.

*Note: Additional coursework may be required for admission into a specific school's program and entry into professional school may require a specific number of hours in related volunteer work.*

## **BUSINESS ADMINISTRATION**

The Business Administration Bachelor of Science degree is designed to prepare students for responsible participation in their communities and for professional advancement.

In addition to preparing students for today's occupations, the major is designed to prepare them for a society that requires life-long learning.

Instruction for the Bachelor of Science degree develops competency in discipline-specific subject matter as well as critical thinking, analytical reasoning, effective communication, ethical decision-making, computing skills and information literacy.

### **REQUIREMENTS FOR A MAJOR IN BUSINESS ADMINISTRATION (B.S. DEGREE)**

ACC 200 or 201; BUS 206, 207, 215, 307, 308, 314, 319, 350, 481, 482; ECO 215; ENG 304; MAT 213; MKT 205; six semester credit hours from the following courses: any upper-level ACC, BUS, CIS, ECO or MKT; REL 342; SOC 400; ADM 305, 307, 308, 400 or 405.

### **REQUIREMENTS FOR A MINOR IN BUSINESS ADMINISTRATION**

ACC 201, 202 or 310; BUS 206, 207, 308, 319; ECO 211, 212; MKT 205. Only available to students not completing a major in the School of Business.

### **REQUIREMENTS FOR A MINOR IN ENTREPRENEURSHIP**

BUS 360, 370, 416, 472, 475, 495

### **REQUIREMENTS FOR A MINOR IN LOGISTICS**

BUS 309, 312, 351, 360, 451, 455

### **REQUIREMENTS FOR A CERTIFICATE IN HUMAN RESOURCE MANAGEMENT**

Certificate Requirements: BUS 206, 207, 314, 318, 416

#### **BUS 195 Special Topics**

**1-6 Semester Hours**

A study of special topics.

#### **BUS 206 Principles of Management**

**3 Semester Hours**

A survey of the primary functions of management including planning organizing, leading and controlling. Emphasis on the importance of management as it relates to the various functional areas of both manufacturing and service businesses.

#### **BUS 207 Legal Environment**

**3 Semester Hours**

Survey of the legal system and its impact on organizational activities and personal business; the judicial system; governmental regulation; contracts; torts; common law; the international legal environment.

#### **BUS 211 Personal Finance**

**3 Semester Hours**

A study of personal finance including the financial planning process, managing money, managing investments such as stocks, bonds or mutual funds, managing

risks such as insurance protection, managing debts, retirement planning and estate planning. Students will prepare a financial plan to include all of the above aspects of personal financial planning.

**BUS 215 International Business****3 Semester Hours**

Management of organizations operating in an international environment with emphasis on cross-cultural issues; differences in attitudes and behaviors; organization structure; environmental considerations; joint venture and host country concerns.

**BUS 307 Corporate Finance****3 Semester Hours**

Prerequisites: ACC 200 or ACC 201

Principles of corporate finance including analysis of financial statements, ratio analysis and the statement of cash flows; capital budgeting; risk and return; stocks and bonds; cost of capital; financial institutions; securities markets; international finance.

**BUS 308 Organizational Behavior****3 Semester Hours**

Prerequisite: BUS 206 with a grade of C- or higher

Study of organizational behavior of individuals and the collective behavior of humans in organizations; emphasis on development of managerial skills, interpersonal communication, behavioral dimensions of decision making, motivation, leadership and organizational development. (writing intensive)

**BUS 309 Principles of Transportation****3 Semester Hours**

Prerequisite: BUS 206 Principles of Management with a grade of C- or higher.

The course examines the forms of transportation and institutional factors that influence transportation decisions; regulation, public policy and other governmental variables reviewed in detail. All modes of transportation will be considered: trucking, highways, mass transit, airlines, maritime, railroads and pipelines.

**BUS 312 Global Logistics****3 Semester Hours**

Prerequisite: BUS 206 Principles of Management with a grade of C- or higher.

This course examines the global transportation of goods with an emphasis on analyzing, forwarding and selecting the proper mode of transportation consistent with the goods being transported. This course will provide in-depth learning on the proper logistics activities and the flow of goods including customer service and order processing, warehousing, materials handling, inventory concepts, logistics Information Systems and traffic and transportation. Also covered will be the importance of documentation, boycotts, the role of the third party in financing, embargoes and NAFTA and other consortiums. Upon the completion of this course, the student will be able to coordinate and arrange global transportation of goods.

**BUS 314 Human Resources Management****3 Semester Hours**

Prerequisites: BUS 206 with a grade of C- or higher

Concepts and methods associated with attracting, developing and maintaining an effective work force: government legislation; human resource planning; recruitment and selection; performance evaluation; compensation and benefits; labor relations.

**BUS 318 Employee Training and Development****3 Semester Hours**

Prerequisite: BUS 206, 314 with a grade of C- or higher.

This course will examine the training and development of employees as a tool to help the organization meet competitive challenges and to create a culture of continuous learning. It is a part of the proposed minor in Human Resource Management

**BUS 319 Management Information Systems** **3 Semester Hours**

Prerequisites: BUS 206 with a grade of C- or higher

Examines the use of information and communication technologies (ICT) in organizational settings and gives a perspective of MIS from the standpoint of the non-technical manager. Topics include acquisition, management, use and control of information systems and their impact on individuals, organizations and society. Emphasis is on the business manager's role in developing and managing information systems and the uses of ICT to create competitive advantages. (writing intensive)

**BUS 320 Employee and Labor Relations** **3 Semester Hours**

Prerequisite: BUS 206, 314 with a grade of C- or higher.

Concepts and framework associated with three conceptual elements; the objectives of employee relationships (efficiency, equity and voice), the objectives of labor relations (striking a balance) and differing views of labor markets and conflict.

**BUS 350 Operations Management** **3 Semester Hours**

Prerequisites: ACC 200 or ACC 201; MAT 213

Introduction to design, operation and control of systems by which material, labor and capital are combined to produce goods and services; application of analytical decision making techniques such as linear programming, forecasting, decision theory; topics include capacity planning and quality management, facility design, production planning, project management. (identical to CIS 350)

**BUS 351 Advanced Operations Management** **3 Semester Hours**

Prerequisites: BUS 350 with a grade of C- or higher

Continuation of operations management. Advanced application of analytical decision making techniques such as linear programming, forecasting, decision theory; topics include capacity planning, quality management, facility design, production planning and project management.

**BUS 360 Project Management** **3 Semester Hours**

Prerequisites: BUS 206; ACC 200 or 201

This course introduces the process for a project manager to assemble a complex project to manageable segments, lead a diverse project team and use effective tools to ensure that the project meets its deliverables and is completed within budget and on schedule. Students will complete a plan for an actual project, working to gain experience with the significant tools and skills, including Microsoft Project software.

**BUS 370 Small Business Management** **3 Semester Hours**

Prerequisites: BUS 307; MKT 205 with a grade of C- or higher; BUS 206

Survey of the small business in the private sector; the role of small business in the American economy; financial, marketing and operations issues; the business plan; small business in the international environment; case studies.



**BUS 416 Human Resources Strategy****3 Semester Hours**

Prerequisite: BUS 206, 314 with a grade of C- or higher.

This course introduces students to the development of human resource strategies and the management of human capital to create a competitive advantage and ensure the success of the organization.

**BUS 430 Investments****3 Semester Hours**

Prerequisites: BUS 307; MAT 213

Concepts and methods related to securities and financial investments; investment alternatives; securities and financial markets; risk assessment; stocks and bonds; technical analysis and market efficiency; commodities and financial futures; real estate; precious metals; portfolio management.

**BUS 443 Entrepreneurial Finance****3 Semester Hours**

Prerequisites: BUS 307; MAT 213

This course focuses on sound financial management practices showing how and where to obtain the financial capital necessary to run and grow a venture. The most important financial issues that entrepreneurs face, particularly the stages of financing, business cash flow models and strategic positioning of the early-stage company will be explored. Knowledge will be gained to interact successfully with financial institutions and the regulatory agencies that are central to financing ventures as they grow and ultimately look for liquidity for their investors. Cases and engaging entrepreneurial ventures lifted from the latest headlines will be used to emphasize concepts such as valuing a company, preparing for and executing an initial public securities offering, selling out, acquisitions, venture capital funds, institutional investors, strategic alliances and bankruptcy.

**BUS 451 Supply Chain Management****3 Semester Hours**

Prerequisites: BUS 206; ACC 200 or 201; MAT 213

Concepts and methods associated with organizations/businesses as integrated systems and as members of integrated supply chains. Planning organizing, leading and controlling operating systems and managing of supply chains to achieve global competitive advantage. Application of quantitative techniques to organizational and supply chain management problems.

**BUS 455 Contemporary Logistics****3 Semester Hours**

Prerequisites: BUS 360 with a grade of C- or higher

This study involves managing the logistics component of the supply chain practice that is concerned with the forward and reverse flows as well as the storage of goods and services in the business environment; strong focus on the management of these goods and services from their point of origin to their point of utilization; enhancing the development of plans, implementation and control measures with the significant emphasis concerning quality and efficiency.

**BUS 472 Business and Society****3 Semester Hours**

Prerequisites: BUS 206

Examine the dynamic nature of business-society conflicts. Analyze the concept of stakeholders and stakeholder management. Case discussion within an analytical framework to address issues in a broader societal context.

**BUS 475 Small Business Consulting****1-3 Semester Hours**

Prerequisites: BUS 307, 308

Application of business concepts and methods to solve real business problems through consulting and counseling business owners and managers; case analyses, project reports and presentations.

**BUS 481 Business Strategy and Policy****3 Semester Hours**

Prerequisites: BUS 307, 308; MKT 205 with a grade of C- or higher; Senior standing

Strategic planning in the business environment; forming, implementing and evaluating strategy and policy. Integrating the functions of management, marketing, finance/accounting, production/operations, research and development and management information systems to enable an organization to achieve objectives. Extensive use of research and teamwork for case analysis. (writing intensive)

**BUS 482 Business Administration Capstone****3 Semester Hours**

Prerequisites: BUS 481

Integrates various business disciplines to help seniors develop an understanding of decision making, business planning and strategy. The web-based simulation will connect theoretical class work to the business world. Students will learn-by-doing as teams apply theories and concepts that have been learned in previous classes to a 'real-world' simulation. (writing and presentation intensive)

**BUS 483 Logistics and Supply Chain Management Capstone****3 Semester Hours**

Prerequisite: BUS 206 Principles of Management with a grade of C- or higher; ACC 200 or 201; MAT 213; BUS 312 or 350 or 451 or 455.

This course integrates various logistics and business disciplines to help seniors develop an understanding of logistics and supply chain management, decision making, business planning and strategy. The class project will connect theoretical class work to the business world as it specially relates to Logistics. Students will engage in active learning as teams apply theories and concepts that have been learned in previous classes to a "real-world" application. (writing and presentation intensive)

**BUS 491 Independent Study****1-3 Semester Hours**

Prerequisites: BUS 307, 308; MKT 205 with a grade of C- or higher; and at least a 3.0 overall grade-point average

A student pursues a topic or project of mutual interest with a faculty member. An extensive written report is required. A written proposal for the independent study project must be approved in advance of the beginning of the semester for which academic credit is expected.

**BUS 492 Supervised Internship****3 Semester Hours**

Prerequisites: BUS 307, 308, 36 semester hours, 2.0 cumulative g.p.a. and approval from the ICSC Director and the instructor.

A supervised work experience in an approved setting; extensive written report. A written proposal for the internship must be approved in advance of the beginning of the semester for which academic credit is expected.

**BUS 495 Topics in Business Administration****1-3 Semester Hours**

Prerequisites: BUS 307, 308; MKT 205; with a grade of C- or higher and permission of the instructor.

Specialized and advanced topics in business administration and management.

## **CHEMISTRY**

The North Carolina Wesleyan College Chemistry Program prepares students for professional advancement, life-long learning and responsible participation in their communities by providing training, experiences, methodology and information in a technical field that is at the center of many professions and is critical to the solution of local and global challenges of today.

Chemistry has been called the central science because knowledge of chemistry and its tools is essential for effective operation in fields from biology to physics, medicine to materials science, nutrition to environmental management and many other areas. The most pressing global issues that we face today are in energy, food, water, health and environment and advances in chemistry will be required for triumph in each. North Carolina Wesleyan College intends to prepare its students to understand these issues from a chemical perspective and bring that perspective to bear on responsible solutions as professionals and informed debate as citizens.

A degree from the North Carolina Wesleyan College Chemistry Program is the ideal starting point for a successful career in these and many other professions. The program of instruction emphasizes critical thinking and analytical reasoning above all and communication through both written and oral assignments. Students will learn how to use the chemical literature and develop other information skills needed for chemistry study and practice. Our chemistry degree recipients will be ready to enter the working world as chemists or continue on to advanced study in chemistry, engineering, medicine or other chemistry dependent fields. They will have the skills, capabilities and confidence to excel in technology, business or public service.

### **REQUIREMENTS FOR A MAJOR IN CHEMISTRY (B.A. DEGREE)**

CHM 111, 112, 121, 122, 301, 302, 311, 312, 341, 342, 361, 362, 412 and 1 upper level lecture and lab; 4 semester hours of physics; MAT 121.

### **REQUIREMENTS FOR A MAJOR IN CHEMISTRY (B.S. DEGREE)**

CHM 111, 112, 121, 122, 301, 302, 311, 312, 341, 342, 361, 362, 412; 8 semester hours in any other upper level lecture and lab courses; PHY 211, 212, 221, 222; MAT 121. A B.S. Chemistry major must have 2 semester hours of independent research (CHM 401).

Any student requiring a chemistry lecture or laboratory for graduation must also take the corresponding laboratory or lecture course in the same semester. These students will not be permitted to take laboratory courses

without co-registering for the lecture course or to take the lecture course without co-registering for the laboratory course. Any exceptions must be approved by the Mathematics and Sciences division chair.

### **REQUIREMENTS FOR A MINOR IN CHEMISTRY**

CHM 111, 112, 121, 122; four additional upper-level chemistry courses including lab. (24 semester hours)

#### **CHM 101, 102 Conceptual Chemistry with Laboratory 3, 1 Semester Hours**

This course is primarily designed for non-majors and will familiarize them with topics from general organic and biochemistry. Particular attention will be given to how chemistry is used in everyday life. Examples might include how sunscreen/sunblock products work, why products contain specific ingredients, how drugs interact with the human body and new approaches to treating cancer. Special efforts will be made to familiarize the non-majors with principles and nomenclature used by chemists. Labs will deal with the study of various physical and chemical changes and concepts related to such changes.

#### **CHM 105, 106 General Physical Science with Laboratory 3, 1 Semester Hours**

This course provides an overview of physical science, from cosmology through geology, chemistry and physics. It emphasizes descriptive and systematic aspects of science and restricts mathematical features to the essentials.

#### **CHM 111, 112 General Chemistry I with Laboratory 3, 1 Semester Hours**

Prerequisite: MAT 113 or 115 or 121 or instructor's approval

General Chemistry I deals with basic descriptions of matter at the atomic and molecular level. Major topics discussed include balancing chemical reactions, behavior of gases, energy of reactions and bonding theories. General Chemistry I lab allows students to perform experiments to discover how theories discussed in lecture are derived from laboratory observations. (offered every semester)

#### **CHM 121, 122 General Chemistry II with Laboratory 3, 1 Semester Hours**

Prerequisites: CHM 111 with a C- or better

This course continues from the foundation in CHM 111/112 with a more detailed discussion of molecular structure and bonding, which leads into physical state and solution properties. Kinetics, equilibria and thermodynamics (including electrochemistry) are covered, with particular emphasis on acid-base chemistry. In General Chemistry II lab, students perform experiments to discover how theories discussed in lecture are derived from laboratory observations. (offered every Spring)

#### **CHM 195 Special Topics**

**1-6 Semester Hours**

A study of selected topics.

#### **CHM 201, 202 General Organic and Biochemistry with Laboratory**

**3,1 Semester Hours**

Prerequisites: CHM111/112

This course will introduce students to the fields of organic and biochemistry. Particular attention will be given to the chemical properties and reactivities of lipids,

proteins, carbohydrates and nucleic acids. The metabolism of these molecules will also be addressed. The lab portion of this course will reinforce the lecture material and will explore the properties of these biological molecules.

**CHM 301, 302 Organic Chemistry I with Laboratory      3, 1 Semester Hours**

Prerequisites: CHM 121, 122

This course will introduce the chemistry of carbon compounds. Chemical structure, nomenclature, stereochemistry, properties, reactions and reaction mechanisms of the alkanes, alcohols, amines and carbonyl groups will be investigated. The experimental portion will introduce the student to the basic laboratory techniques used in organic chemistry. These techniques will be used in the isolation, purification and identification of common organic solids and liquids. Special attention will be given to important concepts such as extraction, crystallization, distillation and chromatography. (offered every Fall)

**CHM 311, 312 Organic Chemistry II with Laboratory      3, 1 Semester Hours**

Prerequisites: CHM 301, 302

This course will introduce the student to the chemistry of alkyl halides, alkenes, alkynes, aromatics and ethers. The primary focus for this course will be on the structure, nomenclature, synthesis and reactivity of these molecules. The experimental portion features chemical synthesis and identification of products. Special emphasis will be given to instrumental techniques for structure determination including nuclear magnetic resonance, mass spectrometry and infrared spectroscopy. (offered every Spring)

**CHM 321, 322 Biochemistry with Laboratory      3, 2 Semester Hours**

Prerequisites: CHM 301, 302; BIO 101, 102; Recommended: BIO 122, 123

A study of the structure and chemistry of biological compounds. Topics will include water, proteins, carbohydrates, lipids and nucleic acids. The metabolism of these molecules will also be discussed. The laboratory experiments will feature techniques used to isolate, characterize and identify biological molecules. (Identical to BIO 321, 322) (writing intensive - both)

**CHM 341, 342 Analytical Chemistry I with Laboratory      3, 1 Semester Hours**

Prerequisites: CHM 121, 122; MAT 113 or its equivalent.

This course provides an overview of Quantitative Analysis emphasizing classical "wet" chemical methods. Statistical treatment of data and sample handling in the modern laboratory are introduced. Gravimetric assays and titrations based on chemical equilibrium involving precipitation, complexation, acid-base and redox reactions are examined with an emphasis on calculations, including the use of spreadsheets. Electrochemical probes and thermal analysis methods are incorporated. (writing intensive - CHM 341)

**CHM 351, 352 Analytical Chemistry II with Laboratory      3, 1 Semester Hours**

Prerequisites: CHM 341, 342; Recommended: PHY 211, 212, 221 and 222

This course covers Instrumental Methods for chemical analysis. Atomic and molecular spectroscopies, nuclear magnetic resonance and mass spectroscopy are considered as qualitative and quantitative tools. Chromatography, thermal methods,

electroanalytical methods and diffraction techniques complete the course material.  
(writing intensive - CHM 351)

**CHM 361, 362 Physical Chemistry I with Laboratory 3, 1 Semester Hours**

Prerequisites: CHM 301, 302, 341, 342; MAT 121; PHY 211, 212

The laws of thermodynamics are applied to chemical systems and state functions, including gases and solutions. The molecular underpinnings of these principles are developed through classical statistical mechanics.

**CHM 371, 372 Physical Chemistry II with Laboratory 3, 1 Semester Hours**

Prerequisites: CHM 361, 362 and 8 credits in physics.

Molecular orbital theories and modern computational techniques in chemistry are studied. Analytical and numerical approaches to the determination of molecular and electronic structures will be covered in sufficient detail to enable students to undertake these types of calculations. Application to spectroscopy and thermodynamic properties of molecules will complete the course material.

**CHM 381, 382 Inorganic Chemistry with Laboratory 3, 1 Semester Hours**

Prerequisites: CHM 301, 302, 341, 342

This course presents an overview of molecular and ionic inorganic and organometallic compounds and chemistry. Elements of bonding theory will be applied to compound classification and trends in reactivity. Classical and modern theories will be considered with respect to lattice energies, crystal field theory, redox potential, allotropy and other relevant topics in inorganic chemistry.

**CHM 401 Independent Study in Chemistry 1-4 Semester Hours**

Prerequisite: Minimum 20 semester hours in Chemistry and submission of a research plan to the principal advisor. The plan must include a summary of the project, a substantial literature search detailing the significance of the work as well as the contributions from others in the field, a comprehensive experimental design and a suggested timeline for the completion of the project.

An advanced program for junior and senior students to gain experience in research in several areas. (writing intensive)

**CHM 412 Research Seminar 3 Semester Hours**

Majors are expected to give a seminar presentation, preferably based on their individual laboratory or literature study. (writing intensive)

**CHM 495 Special Topics 1-6 Semester Hours**

A study of selected topics.

## **CINEMA & MEDIA ARTS**

For Major/Concentration, See Entertainment Arts (B.A. Degree)

### **REQUIREMENTS FOR A CONCENTRATION IN CINEMA & MEDIA ARTS**

COM 220 (taken as core, must earn a "C" or better for concentration), COM 200, CMA 205, CMA 305, CMA 370, COM 400, CMA 405, CMA 470, CMA 490; and ENT 495.

**CMA 205 Introduction to Video Production****3 Semester Hours**

This course introduces students to the fundamentals of digital video production in the context of narrative fiction filmmaking. Students will learn basic approaches to developing narratives, composition and lighting, editing, and sound design. Students will gain experience working in a variety of roles including pre- and post-production work. By the end of the semester, students will produce their own short videos to demonstrate their competency in the core skills taught throughout the semester.

**CMA 305 Advanced Video Production****3 Semester Hours**

This course builds on the fundamentals of digital video production that students learn in Introduction to Video Production. Students gain additional experience in producing both narrative fiction and non-fiction videos on a range of topics. Core concepts covered include: advanced approaches to composition and lighting, editing, and sound design. Over the course of the semester, students will produce a series of short videos that will demonstrate their mastery of the skills taught throughout the semester. Additionally, students will work on professionalizing, and each student will leave the course with a final portfolio that showcases their best creative work.

**CMA 370 World Film History****3 Semester Hours**

This course is a survey of major movements in the history of cinema with an emphasis on filmmaking traditions outside of the US. Students will learn how historically important films have been shaped by socio-cultural forces, aesthetic and philosophical debates, industrial practices, and media technologies. This course will help students develop their media literacy and critical analysis skills. The course builds on the foundational concepts learned in Film Analysis to help students refine their understanding of film both as an art form and as a mode of mass communication.

**CMA 405 Producing Community Media****3 Semester Hours**

In this course, students will work collaboratively to produce programming focused on community issues. Students will learn how to produce creative, compelling programming in the context of a regularly-scheduled biweekly 30-minute time slot. Students will master all skills necessary to produce high-quality content with high production values that can be broadcast publicly. This course focuses on production and professionalization, but will also introduce students to the history of community media and independent media in the US.

**CMA 470 Film and Media Theory****3 Semester Hours**

This course will introduce students to classic and contemporary debates in film and media theory. Students will read works from major movements in film, photography, and digital media theory spanning from the early 20th century through today. We will also consider the capacity for films themselves to work as experiments in perception and as theoretical interventions in their own right.

**CMA 490 Senior Project****3 Semester Hours**

In this course, students will spend the semester working to develop a complete and professional creative video production of their own design. Students will be responsible for independently planning and executing all stages of pre-production, production, and post-production as well as taking steps to promote their creative work to the public. The final product for this class should be suitable for screening

publicly and/or airing on broadcast television. It will demonstrate the ability to synthesize the knowledge and technical expertise gained throughout all of the prior courses in the Cinema & Media Arts concentration.

## COLLEGE LIFE

### **COL 103 Wesleyan Transition**

**1 Semester Hour**

Wesleyan Transition is a one credit seminar course that assists students in the transition to NC Wesleyan College and helps to further orient students to the North Carolina Wesleyan College community. The course prepares students for collegiate success and fosters campus engagement, while providing students with a shared learning experience in an interactive and discussion based environment.

### **COL 195 Special Topics**

**1-6 Semester Hours**

A study of special topics.

### **COL 495 Special Topics**

**1-6 Semester Hours**

A study of special topics

## COMMUNICATION

The multidisciplinary program in communication provides theory, tools and techniques for analyzing and producing works of communication in many arenas of professional and personal interaction.

### **REQUIREMENTS FOR A MAJOR IN COMMUNICATION (B.A. DEGREE)**

Core requirements: ENG 130; COM 200, 300, 308, 499, and 24 semester hours, at least 12 of which must be upper-level courses; CIS 201; CMA 205, 305, 370, 405, 470; COM 191, 195, 220, 400, 421, 495; ENG 210, 211, 304, 310, 320, 370, 373, 415, 472; ENT 140; MKT 205, 317; PSY 315.

### **COM 191 Research Topics**

**1-6 Semester Hours**

An area of study of interest to the student and usually taught on a one-on-one basis between the faculty member and the student.

### **COM 195 Special Topics**

**1-6 Semester Hours**

A study of special topics.

### **COM 200 Mass Communication**

**3 Semester Hours**

Study of the characteristics of mass communication, mass media and their social significance. Students will gain an understanding of the theories of mass communication, the media's power to influence our thoughts and actions and learn how to apply these theories as media consumers and communications professionals.

### **COM 210 Writing About Pop Culture**

**3 Semester Hours**

Prerequisite: ENG 112

This course guides students through writing their own close analyses of film, television, digital media and other works of popular culture. We will examine a range of critical theories that students will apply to popular media. Students will also study



and practice writing in a variety of genres for both popular and academic audiences with the goal of producing publishable reviews by the end of the course.

**COM 220 Film Analysis****3 Semester Hours**

In this course, students will learn to identify and analyze key elements of film. In order to understand how films construct meaning and engage audiences, students will be introduced to the basic formal elements of film; narrative, mise-en-scene, cinematography, sound and editing. We will also examine the ways that social, cultural and technological forces shape and are shaped by the cinema. The course will expose students to a variety of film styles and genres, including both classic and contemporary examples. The class includes readings, screenings and short writing assignments.

**COM 300 Communication Theory****3 Semester Hours**

Students learn to apply communication theory and practice to a broad range of communication phenomena in intrapersonal, interpersonal and public communication settings. (writing intensive)

**COM 308 Communication Research Methods****3 Semester Hours**

Prerequisites: MAT 213; COM 200

A review of qualitative and quantitative research methods utilized in communication studies including the steps of the research process. Practice is provided in finding, consuming and analyzing research studies. (writing intensive)

**COM 310 Argumentation and Advocacy****3 Semester Hours**

Prerequisite: ENG 130

This course will introduce students to the basic theories and practices of argumentation. We will explore how argument shapes the political, ethical and cultural worlds that we inhabit, communicate within and often seek to change. Students in this course engage in theory-based analyses of public argument within politics, law, academic debate, business and non-profit work and interpersonal relations. Within each of these contexts, we will identify and practice employing appropriate reasoning schemes through which good arguments can be constructed and distinguished from bad arguments. Students will apply what they have learned to develop well-reasoned advocacy campaigns about issues that are important to them.

**COM 400 Documentary and Social Change****3 Semester Hours**

Prerequisite: COM 220

This course examines the documentary tradition in film, television and new media. Throughout the semester, we will analyze the various elements that contribute to the creation of informative, moving and powerful works of documentary media. We will examine a range of techniques and modes of representation that documentarians use to effectively communicate their ideas through audiovisual forms. We will learn about ethical issues involved in using nonfiction media to promote social change and we will consider how technological developments over time have led to new ethical questions. Students will also produce their own short documentaries in order to put what they have learned into practice. The class includes readings, screenings, short writing assignments and the production of a short video.

**COM 421 Supervised Internship in Communication 1-6 Semester Hours**

Prerequisites: COM 200, 2.0 cumulative GPA, 36 semester hours

Supervised experience in an approved professional setting. Students must complete 45 hours in the field per credit hour.

**COM 495 Special Topics 1-6 Semester Hours**

A study of special topics.

**COM 499 Senior Seminar in Communication 3 Semester Hours**

Prerequisites: COM 200, 300 and senior standing

This course provides students with opportunities to synthesize information learned in major coursework, demonstrate abilities to think critically and conduct independent research linked to appropriate communication theories through individual or collaborative projects. (writing intensive)

## **COMPUTER INFORMATION SYSTEMS**

The Computer Information Systems curriculum emphasizes web design and development, programming, database, networking and security. With this degree, students using these skills are prepared for professional advancement in any of a wide variety of careers in information systems and/or graduate education. The rapidity of technological change is reflected in their course work, preparing students to expect and meet the needs for life-long learning. Courses in ethics, live projects serving local organizations and participation in student service organizations such as Rotaract encourage responsible participation in their communities following graduation.

**REQUIREMENTS FOR A MAJOR IN COMPUTER INFORMATION SYSTEMS (B.S. DEGREE)**

ACC 201; BUS 206; ENG 304; MAT 213; CIS 210, 211, 310, 410 and 455; CIS electives (12 upper-level semester hours) not including CIS 101, 350.

**REQUIREMENTS FOR A MAJOR IN COMPUTER INFORMATION SYSTEMS - WEB DEVELOPMENT CONCENTRATION (B.S. DEGREE)**

ACC 201; BUS 206; ENG 304; MAT 213; CIS 201, 211, 310, 320, 325 or 326, 330 or CIS 335, 340, 410, 455 and choose 3 hours from ART 202, ENG 373 or ENG 472.

**REQUIREMENTS FOR A MINOR IN COMPUTER INFORMATION SYSTEMS**

CIS 210, 211 and 12 upper-level hours in CIS

**CIS 201 Web Authoring and Publishing 3 Semester Hours**

This course introduces website development using the web authoring scripting languages HTML, XHTML and XML. Topics cover the fundamentals required in designing and creating effective and accessible web pages which includes linking and formatting; using tables, frames and forms; and integrating cascading style sheets.

**CIS 210 Computer Hardware****3 Semester Hours**

This course introduces the architecture and function of core hardware components of computers and digital devices. Students will learn to install, configure, optimize, troubleshoot, repair and upgrade computer hardware. Preventive maintenance on personal computers, digital devices and operating systems will also be covered.

**CIS 211 Programming Structures****3 Semester Hours**

This course introduces computer programming using the Visual Basic programming language. Topics include designing applications, using variables and constants to store information, input/output operations, creating variables, sequential, selection and repetition programming structure, arithmetic operations and other related topics. Upon completion, students should be able to design, code, test and debug Visual Basic programs.

**CIS 220 Introduction to Operating Systems****3 Semester Hours**

This course covers operating system concepts that are necessary for maintaining and using a computer. Emphasis is placed on initial installation and optimization of system software, commercial programs and device drivers. Topics also include component identification, the memory system, peripheral installation and configuration, preventive maintenance and diagnostics and repairs. Upon completion, students should be able to install and configure systems and optimize performance.

**CIS 305 Computer and Network Security****3 Semester Hours**

In this course the students will learn networking concepts including networking terminology and protocols, local and wide area networks, networking standards and how to analyze risks to networks and the steps needed to select and deploy the appropriate countermeasures to reduce exposure to network threats.

**CIS 307 Computer Forensics****3 Semester Hours**

This course introduces students to the basic concepts of computer forensics and investigation. Students will learn how to acquire, process and present digital evidence. Computer forensic tools, legal issues and cases will be explored.

**CIS 310 Computer Software****3 Semester Hours**

This course will introduce the installation, configuration and maintenance of computer operating systems and application software. Topics may include installing and upgrading operating systems, managing storage, optimizing software, troubleshooting, networking and security. Upon completion, students should be able to install and configure software.

**CIS 320 Advanced Web Design****3 Semester Hours**

Prerequisite: CIS 201

This course will expand upon the concepts covered in CIS 201. Students will apply the principles of effective web design to present information with clarity. Emphasis will be placed on developing websites that are responsive, accessible and visually appealing. Topics may include designing for multiple screen resolutions, designing for accessibility, site planning, typography, page layouts, graphics, color, site navigation and responsive web design.

**CIS 325 Web Programming****3 Semester Hours**

Prerequisite: CIS 201, CIS 211 with a grade of C- or better or permission of the instructor

This course is designed for Web page development using a scripting language. Topics include introduction to Web development, working with data types and operations, building functions and control structures, manipulating strings, accessing files and directories and manipulating data in arrays and strings.

**CIS 326 Web Programming II****3 Semester Hours**

Prerequisite: CIS 201 with a grade of C- or better.

This course will focus on web page development using a client-side scripting language. This course will focus on developing interactive and dynamic web page elements. Topics include syntax and data structures, functions, flow control, form data validation, strings, arrays, Document Object Model and object-oriented programming concepts.

**CIS 330 Object-Oriented Programming****3 Semester Hours**

Prerequisites: CIS 211 with a C- or better

This course introduces the object-oriented programming language C++. Topics include problem solving using the C++ language, using variables and constants to store information, creating and using functions, using selection structure statements, creating and manipulating sequential access files, creating and initializing arrays and other related topics.

**CIS 335 Object-Oriented Programming Using Java****3 Semester Hours**

Prerequisites: CIS 211 with a grade of C- or higher

This course explores programming topics of the object-oriented programming language Java. Topics include working with data types and operators, building functions and control structures, manipulating data in arrays and strings, working with databases and other related topics.

**CIS 340 Database Management Systems****3 Semester Hours**

This course introduces the design, creation and administration of databases using the relational database model. Students will use structured query language (SQL) to build and administer databases. Topics include table creation, queries, entity-relationship modeling, cardinality, security, and concurrency control.

**CIS 345 Systems Analysis and Design****3 Semester Hours**

The theory and practice of structured analysis are presented. Topics may include: introduction to systems analysis and design, entity-relationship diagrams organizational influence on computer use, systems and management concepts, the firm as a system, the environmental system, computer-based information systems, data flow diagrams, the systems approach to problem solving, systems life cycle methodologies, the data dictionary, project planning and control, network diagrams, systems analysis, economic justification, systems design, flowcharts, systems security and systems implementation. (writing intensive)

**CIS 405 Networking Projects****3 Semester Hours**

Prerequisites: CIS 210, 310

Under the supervision of faculty members, students will engage in projects that may include communication implementation, networking technology assessment, network performance and network administration. Students will plan, configure, install, diagnose, operate and manage a computer network as well as internetworking devices and protocols. Students will study different software platforms, control, shared resources, administration, security, anti-virus procedures and methodologies.

**CIS 410 Management of Information Systems Projects** **3 Semester Hours**

Prerequisites: senior standing

This course will require you to demonstrate a comprehension of the principles and concepts involved in the management of organizational information system resources, including information systems design, planning, execution, evaluation and the strategic impact of information systems. The course also addresses a variety of project management issues. (writing intensive)

**CIS 425 Data Mining** **3 Semester Hours**

Prerequisites: MAT 213

An introduction to data mining techniques that will enable students to develop an understanding of the strengths and limitations of popular data mining techniques and to be able to identify promising business applications of data mining.

**CIS 455 Systems Project** **3 Semester Hours**

Prerequisite: CIS 410 with a C- or higher

Students solve an information system problem using skills learned in CIS. Students will apply project management techniques in an individual / group project environment to propose an acceptable project, work with users, design and create the system, develop systems documentation, implement the system, evaluate the results and present a completed project report. Emphasis will be placed on written and oral communication skills in conjunction with project definition, documentation, installation, testing, presentation and user training.

**CIS 491 Independent Study** **1-3 Semester Hours**

A student pursues a topic or project of mutual interest with a faculty member. An extensive written report is required. A written proposal for the independent study project must be approved in advance of the beginning of the semester for which academic credit is expected.

**CIS 492 Supervised Internship** **3 Semester Hours**

Prerequisites: 36 semester hours, 2.0 cumulative g.p.a. and approval from the ICSC Director and the instructor.

A supervised work experience in an approved setting; extensive written report. A written proposal for the internship must be approved in advance of the beginning of the semester for which academic credit is expected.

**CIS 495 Topics in Information Systems (Upper Level)** **1-3 Semester Hours**

Specialized and advanced topics in computer information systems. Possible topics include decision support/expert/neural net systems, system simulation and human-computer interaction.

## CYBERCRIME

The Cybercrime curriculum is an interdisciplinary program designed to prepare students who are considering careers focused on cybercrime. Students examine computer programming, networking, computer security and computer forensics. In addition, students also explore the criminal justice system, investigative procedures and applicable laws. The investigation of cybercrime requires students to be prepared to meet the rapidly changing technological and legal aspects of these offenses.

### REQUIREMENTS FOR A MINOR IN CYBERCRIME

CIS 210, 211, 305, 307; JUS 111, 293, 303 or 310, 312, 315

## CRIMINAL JUSTICE

The mission of the Criminal Justice major at North Carolina Wesleyan College is to educate students in the three areas of the criminal justice system: Law Enforcement, Judiciary, Corrections. The degree may also prepare students for advanced degrees and for positions within the criminal justice system and related entities. Students are also encouraged to engage in lifelong learning and community involvement.

### REQUIREMENTS FOR A MAJOR IN CRIMINAL JUSTICE (B.A. DEGREE)

The minimum requirements for a major in Criminal Justice will include 36 semester hours: core requirements 21 semester hours, three core components of 3 semester hours each and a minimum of 6 semester hours of 300-400 electives.

**Core requirements:** (21 semester hours): JUS 111, JUS 293, JUS 301, JUS 318, JUS 310, JUS 499 and MAT 213.

**Core components:** (minimum 3 hours for each component, total 9 semester hours):

Law Enforcement: JUS 205, 315 or 405

Courts: JUS 206, 325 or 410

Corrections: JUS 294, JUS 304

**Electives:** (minimum 6 semester hours): JUS 300, 302, 303, 312, 403, 415, 417, 421, 429, 430, 491.

No more than 6 hours of JUS 421, Internship, can be applied to the major.

### REQUIREMENTS FOR A MINOR IN CRIMINAL JUSTICE

JUS 111, 293, 301; JUS 205, 315 or 405; JUS 294 or 304.

#### JUS 111 Introduction to Criminal Justice

**3 Semester Hours**

This introductory course will acquaint the student with the theoretical foundation of the criminal justice system. It will cover the relationship of law and morality, giving the student a philosophical base from which to establish an understanding of the missions of the justice system.

**JUS 191 Research Topics****1-6 Semester Hours**

An area of study of interest to the student and usually taught on a one-on-one basis between a faculty member and the student.

**JUS 205 Police in Society****3 Semester Hours**

Prerequisite: JUS 111

This course is designed to be an objective academic analysis of formal social control in our society, including the philosophies, limitations and responsibilities of police. The course will focus on the human dimension of policing and the interactive relationship between the police and the public. (writing intensive)

**JUS 206 Judicial Process****3 Semester Hours**

Prerequisite: JUS 111

The court system is studied by examining the duties and responsibilities of the prosecutor, the defense counsel, the jury and the judge. The federal and state court systems will be analyzed. The student will learn about topics ranging from plea bargaining to sentencing.

**JUS 293 Criminal Law****3 Semester Hours**

Prerequisite: JUS 111

Criminal law includes the study of the most common crimes prosecuted in American courts, including homicide, sexual assault and theft. The student will also learn about the common defenses, including insanity and self-defense.

**JUS 294 Correctional Institutions****3 Semester Hours**

Prerequisite: JUS 111

Current conditions of incarceration in the United States will be the theme of this course. The student will learn about prison programs, life in prison and the role of prison gangs and other subcultural groups.

**JUS 300 Victimology****3 Semester Hours**

Prerequisite: JUS 111

The relationship between the victims of crime and the agencies in the justice system is the focus of this course. Included will be victim assistance programs, restitution and the study of the characteristics of victims. (writing intensive)

**JUS 301 Criminology****3 Semester Hours**

Prerequisite: JUS 111

The study of criminal behavior as it relates to several varieties of crime is the focus of this course. Major emphasis will be placed on the evolution of criminological theories. (writing intensive)

**JUS 302 Juvenile Justice****3 Semester Hours**

Prerequisite: JUS 111

This course provides an overview of the juvenile justice system and interrelationship and independence from the adult criminal justice system. The historical and current case law that govern the juvenile justice system are addressed as well as prevention and intervention strategies.

**JUS 303 Interviewing in Criminal Justice****3 Semester Hours**

Prerequisite: JUS 111

This course provides an introduction to interviewing and communication skills used by criminal justice practitioners. It examines interactions between criminal justice personnel and offenders, victims, witnesses, children and family members. The focus is on the development of skills needed to interview these individuals.

**JUS 304 Community Corrections****3 Semester Hours**

Prerequisite: JUS 111

This course provides an examination of community-based and intermediate sanctions. The course covers topics pertinent to daily operations of parole and probation supervision. The course will also examine the philosophical and policy relevant aspects of several intermediate sanctions that are topics of intense debate in correctional and academic circles. Examples include intensive supervision, boot camps, community service and electronic monitoring.

**JUS 310 Reporting for Criminal Justice Professionals****3 Semester Hours**

Prerequisites: ENG 112, JUS 111

This course focuses on the reporting required to document encounters with criminals, victims, witnesses and other criminal justice professionals which must be in detail and in compliance with criminal and civil laws. (writing intensive)

**JUS 312 Cybercrime****3 Semester Hours**

Prerequisite: JUS 111

The increased use and availability of electronic devices has provided a new venue for criminal behavior. This course will focus on these crimes and the investigative techniques and applicable laws which are used to prosecute these offenders. (writing intensive)

**JUS 315 Criminal Investigation****3 Semester Hours**

Prerequisite: JUS 111

This course is designed to provide students with the basic theoretical and philosophical understanding of the investigatory process. Analysis of problems encountered in interviewing, interrogating, evidence collection and admissibility will be examined. Application of investigation theories to the administration of justice will also be developed.

**JUS 318 Research Methods****3 Semester Hours**

Prerequisite: MAT 213 and JUS 111

A study of the logic and methods of Criminal Justice research and its application, including project design; measurement, collecting, analysis, interpretation of data; ethical implications; and program development.

**JUS 325 Criminal Procedure****3 Semester Hours**

Prerequisites: JUS 111

This course is designed to allow students to discuss and analyze recent and past U.S. Supreme Court cases in areas of police procedures, confessions, searches and seizures, entrapment, electronic eavesdropping, pretrial process and the adjudication process.



**JUS 330 Criminals of the Bible****3 Semester Hours**

Prerequisite: JUS 111

This course will examine the lessons that can be learned from criminal acts recorded in the Holy Bible. The Bible is the greatest selling book in history and consistently outsells most if not all books every year even today. Opinions vary on how the Bible is supposed to be read and understood. Some view it as a book of history, others as part history and part fable. Regardless of where you stand in this unending debate, the intention here is to learn from some of the stories of crime recounted in the Bible. The lessons learned will be analyzed on a societal and individual level.

**JUS 402 Race, Gender & Crime****3 Semester Hours**

Prerequisites: JUS 111 &amp; JUS Major

This course will provide exploration into three interrelated domains: race, gender and crime as we focus on the criminal justice system in American society. The class emphasizes perspectives from areas of social and legal research as well as focus on refereed journal articles that explore, describe and examine race, gender and crime as social constructs. Therefore, numerous topics will be discussed in the context of providing an understanding of the nature and scope of trends related to race, gender and crime in American society. The purpose of this course is to provide a foundation for further discussions that are often viewed as controversial and emotional. This foundation will prepare students to discuss what may be sensitive issues with critical thought and effective strategies that can be utilized by criminal justice professionals.

**JUS 403 Addiction, Crime and the Criminal****3 Semester Hours**

Prerequisite: JUS 111

This course is the study of the relationship between crime, alcohol and drug addiction and abuse and the criminal offender.

**JUS 405 Evidence****3 Semester Hours**

Prerequisite: JUS 111

A survey of the most common rules of evidence with emphasis on the use of these rules in the courtroom and the theories underlying the rules. Subjects will include hearsay, relevance and circumstantial evidence.

**JUS 406 Civil Liability in Criminal Justice****3 Semester Hours**

Prerequisite: JUS 111

This course has been designed to provide students with an overview of civil liability as it affects each of the three components (Police, Courts and Corrections) of the criminal justice system. Specific attention will be given to US Supreme Court precedents and evolving public sentiment, that affect the liability and the administration of criminal justice personnel. (writing intensive)

**JUS 407 Serial Killers****3 Semester Hours**

Prerequisite: JUS 111

This course will explore the theoretical explanations for the most dangerous members of society, as well as the classifications which make these individuals

unique in their motive and victim selection. The response by the criminal justice system will also be reviewed.

**JUS 410 Constitutional Law****3 Semester Hours**

A survey of constitutional law emphasizing civil rights and individual liberties. The method of teaching will include reading and discussing U.S. Supreme Court decisions. (identical to POL 410)

**JUS 415 Selected Topics****3 Semester Hours**

Prerequisite: JUS 111

An advanced course on an instructor-selected topic in justice or criminology related studies that provides an intensive area of study for students.

**JUS 417 Administration of Justice****3 Semester Hours**

Prerequisites: JUS 111

An advanced course in justice administration designed to provide an overview of the problems faced by managers of justice-related agencies, including the principles of police, courts and corrections management.

**JUS 421 Internship****3-6 Semester Hours**

Prerequisites: 9 semester hours in JUS, 36 total semester hours, 2.0 cumulative GPA and approval from the instructor.

Students work closely with the instructor to prepare for and obtain placement in sites related to the field of justice, including: law enforcement agencies, prisons, probation offices, social service organizations or judges or lawyers. The experience is designed to provide practical job experience.

**JUS 425 Forensic Law****3 Semester Hours**

Prerequisites: JUS 111

This course is designed to provide students with a comprehensive analysis of ethical and legal issues involving forensic techniques in the justice system. Case analysis/briefs will include admissibility, relevance and materiality of evidence, forensic psychiatry, forensic pathology, ballistics and questioned documents.

**JUS 429 Terrorism****3 Semester Hours**

Prerequisite: JUS 111

Detailed study of terrorism, counter-terrorism, terrorist personalities and terrorist groups, including types, tactics and trends on a worldwide scale as well as domestically. This course also examines the issues of prevention, civil liberties and nation building.

**JUS 430 Ethical Issues in Criminal Justice****3 Semester Hours**

Prerequisite: JUS 111

This course introduces students to ethics and its application to criminal justice policies and practices both on individual and aggregate levels. The course will provide students with the opportunity to critically examine, evaluate and articulate various stances and beliefs on criminal justice issues related to ethics and value systems. (writing intensive)

**JUS 491 Research Topics****1-6 Semester Hours**

Prerequisite: JUS 111

An area of study of interest to the student and usually taught on a one-on-one basis between a faculty member and the student.

**JUS 499 Senior Seminar****3 Semester Hours**

Prerequisite: Senior standing; JUS 111

This course will focus on current issues and topics confronting the criminal justice profession. Students will be required to complete a research paper which demonstrates their understanding of the criminal justice profession and the issues confronted by these professionals. (writing intensive)

## **EARTH SCIENCE**

**ERS 105, 106 General Physical Science with Laboratory 3, 1 Semester Hours**

This course provides an overview of physical science, from cosmology through geology, chemistry and physics. It emphasizes descriptive and systematic aspects of science and restricts mathematical features to the essentials.

**ERS 131, 132 Planetary Geology and Laboratory 3, 1 Semester Hours**

An in-depth study of the origin, composition and structure of the Solar System and the motion of the Sun, the nine planets and their moons, the asteroids and the comets. A comparative planetology format will be utilized comparing and contrasting the other planets to the Earth. The moons of the planets will be compared to the Earth's Moon and the asteroid and comet belts will also be examined. The Solar System's place in the Milky Way Galaxy, the Local Group and the Universe will be covered, as well as extra-solar planetary systems and the origin of the elements and life.

**ERS 141, 142 Physical Geology and Laboratory 3, 1 Semester Hours**

A study of the composition and structure of the crust, the core, the mantle and the atmosphere of the earth, including the water mass. The course also examines the changes in the earth such as plate tectonics, volcanic activity, earthquakes and others. A brief review of the geologic time scale and dating of rocks will be included.

**ERS 171, 172 Fundamentals of Marine Geology 3, 1 Semester Hours**

An in-depth study of the origin, structure and composition of the World Ocean and an examination of the geology of the seafloor and continental margins. Special emphasis is placed on the geologic processes that shape marine and coastal environments and on environmental issues that impact the quality of the world's oceans and North Carolina's beaches, estuaries and offshore environments.

**ERS 191 Research Topics****1-6 Semester Hours**

An area of study of interest to the student and usually taught on a one-on-one basis between a faculty member and the student.

**ERS 195 Special Topics****1-6 Semester Hours**

A study of selected topics.

**ERS 301, 302 Fundamentals of Soil Hydrogeology, Laboratory 3, 1 Semester Hours**

An in-depth study of aquifers, groundwater chemistry and hydraulics and the classification, physical and chemical properties and ecology of soils. Special emphasis will be placed on sampling, pollution and remediation of groundwater and soils.

**ERS 491 Research Topics****1-6 Semester Hours**

An area of study in earth science of interest to the student and usually taught on a one-on-one basis between a faculty member and the student. Requires permission of the professor.

**ERS 495 Special Topics****1-6 Semester Hours**

A study of selected topics in earth science.

## **ECONOMICS**

**ECO 195 Special Topics****1-6 Semester Hours**

A study of special topics.

**ECO 211 Principles of Economics I****3 Semester Hours**

Introductory survey of the world of macroeconomics. Topics include a basic analysis of the market system in a democratic society, national income accounting, the interaction of households, firms and government and the monetary sector of the economy.

**ECO 212 Principles of Economics II****3 Semester Hours**

An introduction to microeconomics and current economic issues. Emphasis is given to the theories of consumer demand and market equilibrium along with costs and pricing within various market structures. Economic analysis of problems such as poverty, pollution, health care and mass transit will be presented.

**ECO 215 Economics for Business****3 Semester Hours**

Study of the basic operations of the economy. This course focuses on the most important concepts in economics and applies these concepts to clearly explain real-world economic issues and events.

**ECO 301 Money and Banking****3 Semester Hours**

Prerequisite: ECO 211. Recommended for the junior year.

A survey of the theory of the American monetary and banking systems and international monetary arrangements. An intermediate level treatment of monetary, fiscal and debt management theory and consideration of major problems in control of the business cycle.

**ECO 302 International Economics****3 Semester Hours**

Prerequisites: ECO 211, 212

A study of the theory of international trade from the merchantilists to the neoclassical school, of international monetary relations and of the relationships between international trade and economic development.

**ECO 312 Public Finance****3 Semester Hours**

Prerequisite: ECO 212

A theoretical and practical study of the role of all levels of government in reallocating resources, redistributing income and stabilizing the level of economic activity through use of their taxation and expenditure powers. (writing intensive)

**ECO 491 Independent Study****1-3 Semester Hours**

Prerequisites: ECO 211, 212, junior standing and at least a 3.0 overall grade point average

A student pursues a topic or project of mutual interest with a faculty member. An extensive written report is required. A written proposal for the independent study project must be approved in advance of the beginning of the semester for which academic credit is expected.

**ECO 492 Supervised Internship****3 Semester Hours**

Prerequisites: ECO 211, 212, at least one upper-level economics course, 36 semester hours (6 of these hours must be from upper level courses in the Business major), 2.0 cumulative GPA and approval from the ICSC Director and the instructor.

A supervised work experience in an approved setting; extensive written report. A written proposal for the internship must be approved in advance of the beginning of the semester for which academic credit is expected.

**ECO 495 Topics in Economics****1-3 Semester Hours**

Prerequisites: ECO 211, 212, at least one upper-level economics course and permission of instructor

Specialized and advanced topics in economics.

## **EDUCATION**

North Carolina Wesleyan College has, from its beginning, accepted the responsibility for educating students who plan to enter the teaching profession. The College continues that emphasis and the unit has formulated six goals for students majoring in one of the areas of teacher education: Elementary Education, Middle Grades Education, Special Education or licensure in Secondary Education. The goals are based on the role of the teacher as a reflective decision maker. The goals are aligned with the NC Professional Teaching Standards which are used to assess the performance of students in teacher education.

Graduates will be expected to demonstrate proficiency related to the goals/standards:

1. Teachers demonstrate leadership.
2. Teachers establish a respectful environment for a diverse population of students.
3. Teachers know the content they teach.
4. Teachers facilitate learning for their students.
5. Teachers reflect on their practice.
6. Teachers contribute to the academic success of students.

The Teacher Education program is accredited by the North Carolina Department of Public Instruction and the National Council for the Accreditation of Educator Preparation (CAEP).

## **ADMISSION POLICIES**

Admission to the College does not guarantee admission to the Teacher Education Program. A student seeking admission to the Teacher Education program at Wesleyan should apply during the spring of the sophomore year. A student must be admitted to the Teacher Education Program before enrolling in upper-level education courses or must have permission from the Teacher Education Program. Permission will not be granted to students who have less than a 3.0 GPA.

## **ENTRANCE CRITERIA**

A student must meet the following criteria for admission to teacher education:

1. Have passed the PRAXIS Core tests (reading, writing and math) as required by the North Carolina Department of Public Instruction. Students who have earned a total score of 1170 on the SAT (reading and math) or 24 on the ACT (reading and math) are exempt from Praxis Core testing requirements. Students who have at least 570 on the SAT Math or 600 on the SAT Reading sections may be exempt from part of Praxis Core.
2. Have achieved an overall grade point average of 3.0 on all previous college work completed at North Carolina Wesleyan College.
3. Have a successful interview with a subcommittee of the Teacher Education Council. This interview will deal with personal, social and professional knowledge, skills and dispositions related to teaching.
4. Have two positive recommendations and the required admission paperwork.

Licensure-only students must be admitted as non-degree students and should check with the Director of Teacher Education for specific programs of study. Teacher licensure only programs are approved for Department of Veterans Affairs benefits for those individuals who have earned a degree(s) and who have met the entrance requirements for teacher licensure.

The certification of the student to the Department of Veterans Affairs must be accompanied by a copy of the advisor's evaluation which lists the subjects needed for the teaching license, professional objective being sought and which shows the total number of credit hours needed for the teaching license. Only those subjects and credit hours needed for teacher licensure may be certified to the Department of Veterans Affairs for benefits payment purposes. Electives are not permitted.

## **RETENTION POLICIES**

Once a student has been admitted into the Teacher Education Program, he or she will be expected throughout the program to maintain at least the entrance

criteria. That is, adequate language skills must be apparent, grades must meet the entrance levels and personal, professional and social characteristics must be demonstrated in classwork, extracurricular activity and personal life.

A continuous monitoring of academic performance will be done by the Teacher Education Council through the dispositional rating analysis system. The Education faculty reserves the right at any time during the program and for any cause, to remove a student from the Teacher Education Program. Any student removed will have the right to appeal to the Teacher Education Council. All students will be expected to maintain a 3.0 GPA overall.

### **FIELD/CLINICAL EXPERIENCES**

Education courses include clinical experiences in area K-12 schools. Placements for the field experiences are coordinated by the Director of Field Placements in the Education Department.

### **THE STUDENT TEACHING BLOCK PROGRAM**

The culminating experience of any student preparing to teach is the Student Teaching Block at the level of licensure being sought. Included in this program are seminars in classroom management. Care should be taken to ensure that all prerequisites for the block have been met prior to registration. Admission policies are as follows:

1. Students' teaching assignments in the block program must be made in cooperation with local schools. It is imperative that information concerning interns be received in adequate time for these assignments to be completed. Students must apply for the block program no later than three months prior to the term in which they plan to student teach.
2. All teaching area courses, all methods courses and PPAT Tasks 1 and 2 must be completed before student teaching.
3. All applicants to the block must have maintained high standards of performance in their collegiate program with a minimum GPA of 3.0. Course grades below a C will not be accepted.
4. Because of the nature of the Teacher Education Program and its relations with local schools, the College reserves the right to refuse to admit or retain any student in the block program.
5. Students who enroll for the block program must enroll for the full course load and may, with permission, be allowed to work part-time or participate in outside activities during the student teaching block.
6. Guidelines from the state require students to be admitted to Teacher Education one full semester prior to the student teaching semester.
7. Students must pass all licensure tests in their area(s) or concentration prior to being admitted to student teaching. Official scores must be received in the Teacher Education office no later than August 1 (Fall Semester) and December 15 (Spring Semester).
8. SNCAE membership

## ELEMENTARY EDUCATION

### REQUIREMENTS FOR THE B.S. DEGREE

Students who choose to become licensed in elementary education, grades K-6, will major in elementary education. Since the requirements for the program are extensive, those who are interested should discuss the program with an education advisor early in their college career and select courses carefully to meet program and general education requirements.

### MAJOR REQUIREMENTS

EDU 202, 205, 208, 210, 303, 307, 310, 312, 313, 321, 344, 400, 405, 406, 415, 416, 418; MAT 302; SPE 300

Core Requirements: CIS 310; ENG 130, 409; HIS 318 or 321; MAT 111; PSY 201

## MIDDLE GRADES EDUCATION

### REQUIREMENTS FOR THE B.S. DEGREE

Students who wish to become licensed to teach in grades 6-9 will major in middle grades education. Each person seeking a degree is required to complete two concentrations selected from the following four areas: Language Arts, Social Studies, Mathematics or Science. Licensure-only students are required to complete one concentration. The requirements for the middle grades program are extensive; interested students should discuss the program with an education advisor as early in their college career as possible. Courses selected to fulfill the general education requirements should be chosen with care to match the requirements of intended concentrations. The pairing of concentrations may require students to complete more than 120 hours for graduation.

**MAJOR REQUIREMENTS:** EDU 202, 205, 208, 310, 341, 400, 405, 415, 416, 438, 444, SPE 300 and courses in the concentration area.

**CORE REQUIREMENTS:** CIS 310; ENG 130; PSY 201 or 202

## CONCENTRATIONS

Students are required to complete two concentrations to meet the guidelines established for the middle grades programs by the North Carolina Department of Public Instruction. Students are encouraged to work closely with an advisor and plan their programs of study with care noting opportunities to overlap general education requirements and concentration requirements.

### LANGUAGE ARTS

English 112, 130	6 Semester Hours
English 203, 204, 205, 206, 230 (choose 2 courses)	6 Semester Hours
Education 444	2 Semester Hours
English 400, 409, one upper-level writing course, one upper-level literature course	12 Semester Hours
Sub-Total	26 Semester Hours



**SOCIAL STUDIES**

Geography 101	3 Semester Hours
History 101, 111, 225 and either 318 or 321	12 Semester Hours
Economics 211	3 Semester Hours
Politics 112	3 Semester Hours
History 314, 355, 405 or 410 (choose one)	3 Semester Hours
Education 444	2 Semester Hours
Sub-Total	26 Semester Hours

**MATHEMATICS**

Mathematics 105, 111, 113, 115, 121, 213, 225	22 Semester Hours
Education 444	2 Semester Hours
Mathematics 304 is recommended, but not required	
Sub-Total	24 Semester Hours

**SCIENCE**

Biology 101, 102, 224, and either BIO 114 or EXS 301	10 Semester Hours
Earth Science 131, 132, 141, 142	8 Semester Hours
Chemistry 111, 112	4 Semester Hours
Physics 211, 212	4 Semester Hours
Education 444	2 Semester Hours
Sub-Total	28 Semester Hours

**SPECIAL EDUCATION****REQUIREMENTS FOR THE B.S. DEGREE**

Students who choose to become licensed in special education will major in special education. Since the requirements for the program are extensive, those who are interested should discuss the program with an education advisor early in their college career and select courses carefully to meet program and general education requirements.

**MAJOR REQUIREMENTS:** EDU 202, 205, 208, 210, 303, 307, 310, 312, 313, 321, 344, 400, 406, 415 416; MAT 302; SPE 300, 325, 326, 327, 328, 427 and SPE 428 (Student Teaching)

Core Requirements: CIS 310; ENG 130; HIS 111; MAT 111; and PSY 201

**CERTIFICATION FOR SECONDARY**

Students may be licensed to teach in grades 9-12 in Biology, English, History or Mathematics. All students must complete a specific academic major and complete required courses in education to meet licensure requirements. (Checklists identifying requirements are available in the Education Office.)

A minimum of 39 semester hours in education courses including 202, 205, 208, 310, 341, 400, 405, 415, 416, 444, 448, and SPE 300, along with PSY

111, 201 or 202, ENG 130, CIS 310 and the completion of the requirements in a subject area are needed for a license in secondary education and the minor.

## **EDUCATION COURSES**

### **EDU 191 Research Topics** **1-6 Semester Hours**

An area of study of interest to the student and usually taught on a one-on-one basis between a faculty member and the student.

### **EDU 195 Special Topics** **1-6 Semester Hours**

A study of selected topics.

### **EDU 202 Educational Theory and Practice** **3 Semester Hours**

Prerequisite: Sophomore Standing. Minimum GPA 2.7

Co-requisites: EDU 205, 208

A course which introduces basic models of curriculum, instruction, classroom management and evaluation in the classroom. Individual differences and exceptionality are also covered. (writing intensive)

### **EDU 205 Introduction to Teaching** **3 Semester Hours**

Prerequisite: Sophomore Standing. Minimum GPA 2.7

Co-requisite: EDU 202, 208

Introduction to the experience of the classroom as encountered by teachers. Students will work in a classroom under the supervision of a teacher, participate in regularly scheduled seminars and complete activities reflecting their observations. (writing intensive)

### **EDU 208 PRAXIS Core Academic Lab for Educators** **1 Semester Hour**

Co-requisite: EDU 202, 205

This course provides Education majors an opportunity to delve deeper into the basic components of the PRAXIS Core Academic Skills for Educator Tests through direct instruction, activities and content specific workshops. Students will be required to take the PRAXIS Core Academic Skills for Educator Tests at the conclusion of the course. This course has a lab fee.

### **EDU 210 Books for Children, K-6** **3 Semester Hours**

Prerequisite: EDU 202, 205

This course will focus on the principal genres of literature for children in the elementary grades. Also included will be a study of appropriate methods of sharing literature with children and using children's books as a basis for a whole language curriculum.

### **EDU 303 Elementary Methods for Integrating Arts, Movement and Healthy Living Across the K-6 Curriculum\*** **3 Semester Hours**

Prerequisite: EDU 202, 205

This course is designed to support Elementary and Special Education majors in designing lesson plans across academic content areas that effectively integrate the Performing and Visual Arts and Healthy Living Standards. Standards in Healthy Living and the Arts intersect in the effective classroom environment through movement, visual and performing arts and music.

**EDU 307 Laboratory Methods in Science for the Elementary School Teacher\*****3 Semester Hours**

Prerequisites: EDU 202, 205

A laboratory course designed to acquaint students with techniques and materials useful in the teaching of science. The course will involve the student in the design and interpretation of experiments and demonstrations helpful in explaining scientific principles. Animal and plant studies will emphasize the role played by living organisms in our lives and will assist in the development of a healthy interest in the world of living things by children.

**EDU 310 Technology in Education\*****3 Semester Hours**

Prerequisite: EDU 202, 205

The uses of media and computers in education. Special emphasis is given to the application of computers in instruction. Development of a technology portfolio required.

**EDU 312 Reading, K-6\*****3 Semester Hours**

Prerequisite: EDU 202, 205

Corequisite: EDU 313

This course fulfills the elementary education requirement in reading theory and methodology. The primary goal is to learn about developmental reading and how to increase reading skills of elementary age students, using a balanced approach to literacy instruction. A practicum is included.

**EDU 313 Language Arts, K-6\*****3 Semester Hours**

Prerequisite: EDU 202, 205

Corequisite: EDU 312

This course fulfills the elementary education requirement in language arts. Methods and materials for developing listening, speaking, viewing, writing and reading skills of elementary age students will be discussed in detail. A practicum is included.

**EDU 321 Curriculum in Elementary Education\*****3 Semester Hours**

Prerequisite: EDU 202, 205

A study of the history and philosophy of elementary education, grades K-6; trends in organizational setting; teaching patterns; curriculum areas; and changing student populations. (writing intensive)

**EDU 341 Middle and Secondary School Curriculum\*****3 Semester Hours**

Prerequisite: EDU 202, 205

This course offers a study of the curriculum and general methods for teaching in middle and secondary schools with emphasis on the nature of the adolescent learner. (writing intensive)

**EDU 344 Elementary Methods and Materials in the Social Studies\*****3 Semester Hours**

Prerequisite: 6 hours of social science, EDU 202, 205

Designed to prepare elementary education majors to incorporate social studies in the K-6 curriculum. It concentrates on practical teaching issues and important theoretical issues. Special attention is paid to helping the prospective elementary teachers to learn to integrate social studies into other components of the curriculum: e.g., language arts.

**EDU 400 Education Foundations and Diversity\*****3 Semester Hours**

Prerequisite: EDU 202, 205

The philosophical, psychological, sociological, legal and historical backgrounds in American education are studied to provide a framework for understanding issues and trends in education today. Multicultural education is a special focus with emphasis given to the impact of socio-economic status, diversity and family dynamics on teaching and learning. Extensive reading and writing requirements provide opportunities for learning and critical reflection. (writing intensive)

**EDU 405 Educational Assessment\*****3 Semester Hours**

Prerequisite: EDU 202, 205, and Senior Standing

This course is designed to provide future teachers with knowledge and skills necessary for designing and evaluating classroom tests and other assessment activities and for understanding issues related to standardized testing and the North Carolina testing program for public school students.

**EDU 406 Teacher Education Licensure Test Preparation Lab\*****1 Semester Hour**

Prerequisite: EDU 202, EDU 205

The purpose of this course is to provide Elementary Education and Special Education majors an opportunity to apply the pedagogical knowledge they have gained in their fields of study in preparation for the Pearson Testing for North Carolina: Foundations of Reading and General Curriculum Tests. The course will cover a variety of topics including Reading Development and Comprehension; Reading Assessment and Instruction; History and Social Science; Science and Technology; Numbers and Operations; Functions and Algebra; Geometry and Measurement; Statistics and Probability; and Analytical Writing. Students will apply these content strands to K-6 classroom instruction. This course has a lab fee.

**EDU 415 Practicum in School Settings\*****3 Semester Hours**

Prerequisite: EDU 202, 205 and Senior Standing

This course includes an individually planned and approved observational and participatory placement in the school setting. The teacher candidate will complete a supervised placement in an assigned public school and participate in a weekly seminar. Students will take this course the semester prior to the student teaching semester.

**EDU 416 Classroom Management and Collaborative Leadership Seminar\*****3 Semester Hours**

Prerequisite: EDU 202, 205

Co-requisite: Either EDU 418, 438, 448, 458 or SPE 428

The seminar focuses on classroom strategies and methods of discipline. Emphasis is placed on effective communication, interpersonal relationships, collaboration with general education and special education teachers, parents and other professionals in meeting needs of children in K-12 school settings. Methods of instruction include the analysis of cases, readings, role-playing and applications of the concepts in field experiences. This course has a lab fee.

**EDU 417 Capstone Seminar****3 Semester Hours**

Prerequisite: EDU 202, 205 and Senior standing

This course results in the completion of an advisor-approved research, application or curriculum project related to the student's professional practice.

**EDU 418 Directed Teaching: Elementary Education\* 9 Semester Hours**

Prerequisite: EDU 202, 205

Corequisite: EDU 416

Designed to provide supervised teaching experience in cooperating public schools within the area, during normal operating school hours (approx. 7:45 a.m. - 3:30 p.m.)

**EDU 438 Directed Teaching: Middle Grades Education\* 9 Semester Hours**

Prerequisite: EDU 202, 205

Corequisite: EDU 416

Designed to provide supervised teaching experience in cooperating public schools within the area during normal operating school hours.

**EDU 444 Methods/Materials: Middle and Secondary Education\* 2 Semester Hours**

Prerequisite: EDU 202, 205

Methods and materials for teaching individual subject areas in middle or secondary education including English, mathematics, social studies or science. Clinical experiences included.

**EDU 448 Directed Teaching: Secondary Education\* 9 Semester Hours**

Prerequisite: EDU 202, 205

Corequisite: EDU 416

Designed to provide supervised teaching experiences in cooperating public schools within the area during normal operating school hours.

**EDU 458 Directed Teaching: Elem. Ed./Spec. Ed. Double Major\* 9 Semester Hours**

Prerequisite: EDU 202, 205

Corequisite: EDU 416

Designed to provide supervised teaching experience in cooperating public schools within the area during normal operating school hours (approx. 7:45am - 3:30pm).

**EDU 491 Research Topics 1-6 Semester Hours**

An area of study of interest to the student and usually taught on a one-on-one basis between a faculty member and the student.

**EDU 495 Special Topics 1-6 Semester Hours**

A study of selected topics.

*\* A student must be admitted to the Teacher Education Program before enrolling in upper-level education courses or must have permission from the Teacher Education Program. Permission will not be granted to students who have less than a 3.0 GPA.*

## **SPECIAL EDUCATION COURSES**

**SPE 300 Introduction to Exceptional Children**

**3 Semester Hours**

Prerequisite: EDU 202, 205

This course introduces students to services for children identified as special needs and examines different exceptionalities as defined by the Individuals with Disabilities Education Act (IDEA). The course addresses inclusion education of exceptionalities in the regular classroom. Field experience is required.

**SPE 325 Research Based Learning Strategies for Exceptional Students\*** **3 Semester Hours**

Prerequisite: SPE 300, EDU 202, EDU 205

This course focuses on research based learning strategies and their relationships to learning of special needs students across the curriculum in the least restrictive environment. Field experience is required.

**SPE 326 Research Based Learning Strategies for Math, Reading and Writing\*** **3 Semester Hours**

Prerequisite: SPE 300, SPE 325, EDU 202, EDU 205

This course focuses on research-validated learning and behavior strategies in mathematics, reading and writing. Assessment and demonstration of multisensory instructional strategies and methods across the curriculum are critical to the success and learning of individual students. Field experience is required.

**SPE 327 Assessment and Program Development in Special Education\*** **3 Semester Hours**

Prerequisite: SPE 300, EDU 202, EDU 205

This course focuses on knowledge and practical experiences with standardized norm referenced and criterion referenced diagnostic procedures and instruments applicable to students with disabilities. Emphasis will be on evaluation, interpretation, individual educational programming and monitoring instruction and progress. Field experience is required. (writing intensive)

**SPE 328 Applied Behavior Analysis and Intervention\*** **3 Semester Hours**

Prerequisite: SPE 300, EDU 202, EDU 205

This course focuses on research validated instructional behavior strategies to facilitate learning across the curriculum. Strategies and lessons for functional assessments and behavior plans will provide students the skills to manage behaviors and promote success in the learning environment. Field experience is required.

**SPE 427 Seminar in Special Education\*** **3 Semester Hours**

Prerequisite: SPE 300, EDU 202, EDU 205

This seminar is a course open to education majors. The seminar focuses on one area of special education (for example, learning disabilities or mentally handicapped). Students will identify current issues related to the chosen topic, complete readings and research about the topic and share their findings. (writing intensive)

**SPE 428 Directed Teaching: Special Education\*** **9 Semester Hours**

Prerequisite: SPE 300, EDU 202, EDU 205

Co-requisite: EDU 416

Designed to provide supervised teaching experiences in cooperating public schools. Conducted on a full-time basis for one term.

**SPE 491 Research Topics\*****1-6 Semester Hours**

Prerequisite: SPE 300, EDU 202, EDU 205

An area of study of interest to the student and usually taught on a one-on-one basis between a faculty member and the student.

**SPE 495 Special Topic in Special Education\*****1-6 Semester Hours**

Prerequisite: SPE 300, EDU 202, EDU 205

A study of selected topics.

*\* A student must be admitted to the Teacher Education Program before enrolling in upper-level education courses or must have permission from the Teacher Education Program. Permission will not be granted to students who have less than a 3.0 GPA.*

## **TITLE II REPORT**

Section 207 of Title II of the Higher Education Act mandates that the U.S. Department of Education collect data on state assessments, other requirements and standards for teacher certification and licensure, as well as data on the performance of teacher preparation programs. The law requires the Secretary to use this data in submitting an annual report on the quality of teacher preparation to the Congress.

Title II also requires institutions to report their data to potential applicants, prospective employers of graduates and the public. In conjunction with the North Carolina Department of Education, North Carolina Wesleyan College prepares its report to comply with the requirements of Title II. The full summary report is available from North Carolina Wesleyan College's Education Department by calling 252.985.5100. The state does not report scores when the number of test takers is less than ten.

## **ENGLISH**

The English major provides practical application in listening, speaking, reading and writing, while helping students learn to analyze and interpret language and/or major literary works in various genres.

### **REQUIREMENTS FOR A MAJOR IN ENGLISH (B.A. DEGREE)**

English majors must complete the following requirements: Two of the three sequenced survey courses (ENG 201/202; ENG 203/204; ENG 205/206) or ENG 215 and two courses from one sequence plus one course from a second sequence (12 semester hours); Two courses from ENG 312, 313, 314, 423; One course from ENG 422, 424, 426; One course from ENG 311, 425; One course from ENG 302, 305; One course from ENG 307, 400, 409; and ENG 427. (33 semester hours)

### **REQUIREMENTS FOR A MINOR IN ENGLISH**

English minors must complete the following requirements: Two courses from ENG 201, 202, 203, 204, 205, 206, 215; One additional course from ENG 115, 201, 202, 203, 204, 205, 206, 215; One course from ENG 302, 305; Two courses from 300-400 level English courses, not including ENG 304. (18 semester hours)

### **REQUIREMENTS FOR A MINOR IN JOURNALISM**

ENG 210, 211, 302, 310 and six semester hours of 300-400 level English courses. (18 semester hours)

### **REQUIREMENTS FOR A MINOR IN WRITING**

The Writing Minor offers study of the theories of and practice in various writing contexts. By learning to shift between these multiple contexts, the student practices the skills in the craft of writing and is prepared for a wide range of professional writing to meet the shortage of good writers in many fields such as the arts, business, government, education, science, technology, and publishing. ENG 302, 370, 415, 490; One course from ENG 472, 373; One course from ENG 210, 304, 305. (18 semester hours)

#### **ENG 090 Basic Writing and Reading**

**3 Semester Hours**

The course seeks to develop the student's writing and reading skills as preparation for college work. Individualized instruction will be available and each student will do considerable work in those areas appropriate to his needs. ENG 090 carries elective course credit and may not be used to satisfy any general education requirements and is graded Pass/Fail.

#### **ENG 111 Writing I**

**3 Semester Hours**

The purpose of this course is to improve the student's ability to speak effectively, read critically and write clearly. Emphasis is on writing expository essays. A grade of "C" or better is required to pass.

#### **ENG 112 Writing II**

**3 Semester Hours**

Prerequisite: ENG 111

The purpose of this course is to increase the student's ability to develop written arguments, conduct research, interpret evidence and advance proposals in a reasoned and persuasive way orally and in writing. A grade of "C" or better is required to pass.

#### **ENG 115 Introduction to Literature**

**3 Semester Hours**

An introduction to literary forms (fiction, poetry, drama) and terminology, designed to give the student a basis for the appreciation of literature as well as a foundation for further literary study. (writing intensive)

#### **ENG 130 Fundamentals of Communication**

**3 Semester Hours**

Survey of personal and public communication principles for our contemporary society. Attention will be given to the purpose organization, delivery and analysis



of public addresses. Also, the dimensions of interpersonal and intrapersonal communication will be introduced. Actual practice through classroom involvement.

**ENG 191 Research Topics** **1-6 Semester Hours**

An area of study of interest to the student and usually taught on a one-on-one basis between a faculty member and the student.

**ENG 195 Special Topics** **1-6 Semester Hours**

A study of selected topics.

**ENG 201 World Literature I** **3 Semester Hours**

Prerequisite: ENG 112

An introduction to Greek, Latin and other literatures in translation to 1700. (writing intensive)

**ENG 202 World Literature II** **3 Semester Hours**

Prerequisite: ENG 112

An introduction to international literatures in translation from 1700 to the present. (writing intensive)

**ENG 203 Literature of the United States I** **3 Semester Hours**

Prerequisite: ENG 112

An introduction to the literature of the United States from the colonial period to the mid-19th century. (writing intensive)

**ENG 204 Literature of the United States II** **3 Semester Hours**

Prerequisite: ENG 112

An introduction to the literature of the United States from the mid-19th century to the present. (writing intensive)

**ENG 205 British Literature I** **3 Semester Hours**

Prerequisite: ENG 112

An introduction to the literature of Britain from the Anglo-Saxon period to the 19th century. (writing intensive)

**ENG 206 British Literature II** **3 Semester Hours**

Prerequisite: ENG 112

An introduction to the literature of Britain from the 19th century to the present. (writing intensive)

**ENG 210 Journalism** **3 Semester Hours**

Research and writing in the genres of journalism: news, interpretation, features, opinion, public relations. Includes consideration of the rights and responsibilities of a free press. (writing intensive)

**ENG 211 Editorial Techniques** **3 Semester Hours**

Prerequisite: ENG 112 or permission of instructor

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This class will introduce students to the editing process, including line, copy and page editing. Particular attention will be given to traditional English grammar (Standard American Edited English) and Associated Press style. (writing intensive)

**ENG 215 Studies in a Genre****3 Semester Hours**

Prerequisite: ENG 112

This class will focus on texts from a particular genre - including short stories, drama, the novel or poetry. (writing intensive)

**ENG 230 Non-Western Literature****3 Semester Hours**

Prerequisite: ENG 112

An introduction to one or more non-western literatures, such as African, Asian and Latin American. (writing intensive)

**ENG 302 Advanced Writing****3 Semester Hours**

Prerequisite: Six semester hours from ENG 201, 202, 203, 204, 205, 206 or instructor's permission.

A course designed for students who want to extend their writing skills beyond the scope of ENG 112. Class activities and assignments will focus on developing a more sophisticated prose style and writing various types of expository essays. (writing intensive)

**ENG 304 Business Communication****3 Semester Hours**

Prerequisite: Junior standing and "C" or better in ENG 112

Development of critical writing used in business, science, technology and government. The course will emphasize library research in professionally-related fields, assigned essays and reports, letters and memoranda oral communications, case analyses and job search strategies. (writing intensive)

**ENG 305 Creative Writing****3 Semester Hours**

Prerequisite: Six semester hours from ENG 201, 202, 203, 204, 205, 206 or instructor's permission.

Extensive practice in writing poetry, short fiction or drama under close supervision. (writing intensive)

**ENG 307 History of the English Language****3 Semester Hours**

Prerequisite: Six semester hours from ENG 201, 202, 203, 204, 205, 206 or instructor's permission.

Development of the English language from its beginnings to the present. (writing intensive)

**ENG 310 Advanced Journalism****3 Semester Hours**

Prerequisite: ENG 210

Model readings from master journalists; in-depth research and writing. An opportunity to focus one's reasoning, research and writing on a particular beat - for example: sports, politics, the arts, technology, science, education and business. (writing intensive)

**ENG 311 Shakespeare****3 Semester Hours**

Prerequisite: Six semester hours from ENG 201, 202, 203, 204, 205, 206 or instructor's permission.

This class will cover a selection of Shakespeare's comedies, histories, tragedies, romances and/or sonnets. It will also consider the political, religious and cultural contexts in which these works were written and performed. (writing intensive)

**ENG 312 Studies in British Literature before 1700****3 Semester Hours**

Prerequisite: Six semester hours from ENG 201, 202, 203, 204, 205, 206 or instructor's permission.

Readings will focus on some particular feature of British literature before 1700; they may be chronological, topical or genre-based. (writing intensive)

**ENG 313 Studies in British Literature after 1700****3 Semester Hours**

Prerequisite: Six semester hours from ENG 201, 202, 203, 204, 205, 206 or instructor's permission.

Readings will focus on some particular feature of British literature after 1700; they may be chronological, topical or genre-based. (writing intensive)

**ENG 314 Studies in American Literature****3 Semester Hours**

Prerequisite: Six semester hours from ENG 201, 202, 203, 204, 205, 206 or instructor's permission.

Readings will focus on some particular feature of American literature; they may be chronological, topical or genre-based. (writing intensive)

**ENG 320 Sports Writing****3 Semester Hours**

Prerequisite: ENG 210 or 211 or permission of the instructor

This class will introduce students to reporting and writing about sports, with an emphasis on covering the NCWC teams. Students will also get the opportunity to do audio and video reporting. (writing intensive)

**ENG 370 Professional Writing****3 Semester Hours**

Prerequisites: Junior standing and "C" or better in Eng 112.

An introduction to the writing skills necessary for various fields of study, such as the arts and humanities, business, socialwork, counseling, law and the sciences. (writing intensive)

**ENG 373 Multimedia Writing****3 Semester Hours**

Prerequisites: Junior standing and "C" or better in Eng 112.

An introduction to the writing skills necessary for the multimedia environment, such as web-based and other digital formats including text, audio and still and moving images. (Writing intensive)

**ENG 400 Children's Literature****3 Semester Hours**

Prerequisite: Six semester hours from ENG 201, 202, 203, 204, 205, 206 or instructor's permission.

A survey of changing concepts of the nature of childhood, as seen in children's literature, the history of children's literature and methods of presenting literature to children. (writing intensive)

**ENG 409 Systems of Grammar****3 Semester Hours**

A study of traditional, structural and transformational-generative grammars and an intensive consideration of traditional grammar.

**ENG 415 Writing and Rhetoric****3 Semester Hours**

Prerequisites: Junior standing and “C” or better in Eng 112.

A study of traditional rhetorical principles of communication, focusing on rhetorical analysis of verbal and visual texts and on producing such texts. (writing intensive)

**ENG 422 Studies in International Literature****3 Semester Hours**

Prerequisite: Six semester hours from ENG 201, 202, 203, 204, 205, 206 or instructor's permission.

Readings will focus on some particular feature of international literature; they may be chronological, topical, genre-based and/or geographically-based. (writing intensive)

**ENG 423 Studies in Contemporary Literature****3 Semester Hours**

Prerequisite: Six semester hours from ENG 201, 202, 203, 204, 205, 206 or instructor's permission.

Readings will focus on some particular feature of contemporary literature; they may be chronological, topical, genre-based and/or geographically-based. (writing intensive)

**ENG 424 Ethnic Studies****3 Semester Hours**

Prerequisite: Six semester hours from ENG 201, 202, 203, 204, 205, 206 or instructor's permission.

Readings will focus on some particular feature of ethnic literature; they may be chronological, topical, genre-based and/or geographically-based. (writing intensive)

**ENG 425 Major Author****3 Semester Hours**

Prerequisite: Six semester hours from ENG 201, 202, 203, 204, 205, 206 or instructor's permission.

Readings will focus on one major author, excluding Shakespeare. (writing intensive)

**ENG 426 Gender Studies****3 Semester Hours**

Prerequisite: Six semester hours from ENG 201, 202, 203, 204, 205, 206 or instructor's permission.

Readings will focus on some feature of gender as it appears in literature. (writing intensive)

**ENG 427 Senior Seminar****3 Semester Hours**

Prerequisite: Six semester hours from ENG 201, 202, 203, 204, 205, 206 or instructor's permission.

Senior English majors only. Selected primary and critical readings leading to a research paper and a presentation. (writing intensive)

**ENG 472 Writing for New Media****3 Semester Hours**

Prerequisites: Junior standing and “C” or better in Eng 112.

Introduction to theories of technology, to technological changes and their effects on society and to the kinds of writing developing in response. (Writing intensive)

**ENG 490 The Writing Portfolio****3 Semester Hours**

Prerequisites: Senior standing and at least a 2.5 cumulative G.P.A. in at least 12 hours of required courses in the Writing Minor.

The writing minor student collects, edits, reflects upon and presents examples of his or her writing, integrating examples from previous writing experiences. (Writing Intensive)

**ENG 491 Research Topics****1-6 Semester Hours**

An area of study of interest to the student and usually taught on a one-on-one basis between a faculty member and the student.

## **ENGLISH AS SECOND LANGUAGE**

**ESL 101 English as Second Language I****3 Semester Hours**

Prerequisite: TOEFL score between 60-85 in the Internet Based Test (IBT), between 500-530 on the Paper-Based Test (PBT) or between a 5.5 and 7.0 on the International English Language Testing System (IELTS). Students who have scores above 85 on the IBT, over 530 on the PBT and over 7.0 on the IELTS will be exempted from ESL classes.

This course seeks to develop ESL students' writing, reading, speaking and listening skills to prepare students for college-level work. This course should be taken in the student's first semester along with ENG 090.

**ESL 102 English as Second Language II****3 Semester Hours**

Prerequisite: ESL 101.

This course seeks to continue improving ESL student's reading, writing, listening and speaking skills to prepare students for college-level work.

## **ENTERTAINMENT ARTS**

The B.A. in Entertainment Arts is a liberal arts degree intended to introduce students to the essential elements of areas in the entertainment industry. This broad-based degree exposes students to primary elements in the field with courses in history and literature, skill-building, and production work, with options to concentrate in: Theatre, Cinema & Media Arts, or Music Production.

**REQUIREMENTS FOR A MAJOR IN ENTERTAINMENT ARTS (B.A. DEGREE)**

CORE: THR 115, MUP 150, COM 220. Plus Concentration:

**THEATRE CONCENTRATION:** THR115 (taken as core, must earn a "C" or better for concentration), THR 120, THR 150, THR 260, THR 270, THR 370, THR 380, THR 490 or 492; ENT 111/211 (3 hours minimum) and ENG 311 (if available) or ENT 495.

**CINEMA & MEDIA ARTS CONCENTRATION:** COM 220, 400 (taken as core, must earn

a “C” or better for concentration), COM 200, CMA 205, CMA 305, CMA 370, CMA 405, CMA 470, CMA 490; and ENT 495.

**MUSIC PRODUCTION CONCENTRATION:** MUP 150 (taken as core, must earn a “C” or better for concentration), MUP 200, MUP 300, MUP 305, MUP 310, MUP 405, MUP 490, and must have 6 Semester hours of MUP 185; and ENT 495.

**Course Offerings:** See Theatre, Cinema & Media Arts, and Music Production.

**ENT 111 Applied Production I** **1 Semester Hour**

Prerequisite: Permission of instructor.

This course gives students practical entertainment experience by working hands-on in an Entertainment Arts concentration.

**ENT 140 Oral Communication Methods** **3 Semester Hours**

Training in oral presentation/performance, to develop an awareness of vocal techniques and associated (general) presentational skills (including use of technology); with applications to the respective students’ career path. Students concentrate on delivery: projection, articulation and style; work includes oral reading skills, improvisational speaking skills, interview techniques, speeches/reports and demonstrations.

**ENT 191 Research Topics** **1-6 Semester Hours**

Prerequisite: Permission of instructor.

An area of entertainment study of interest to the student and usually taught on a one-on-one basis between a faculty member and the student.

**ENT 195 Special Topics** **1-6 Semester Hours**

Prerequisite: Permission of instructor.

A study of selected topics in entertainment.

**ENT 211 Applied Production II** **2 Semester Hours**

Prerequisite: ENT 111 and permission of the instructor

This course gives students practical entertainment experience by working hands-on in an Entertainment Arts concentration.

**ENT 311 Applied Production III** **3 Semester Hours**

Prerequisite: ENT 111 and permission of instructor

This course gives students practical entertainment experience by working hands-on in an Entertainment Arts concentration.

**ENT 315 Junior Seminar in Performance Theory** **3 Semester Hours**

Prerequisites: Entertainment Arts Major and Junior status.

A seminar in the variety and subtlety of performing art events. Through a survey of performance theory, readings, papers, presentations and viewings, students will probe in depth the area of purpose, process and product especially as related to a personal aesthetic of the performing artist. (Writing intensive)

**ENT 491 Research Topics****1-6 Semester Hours**

Prerequisite: Permission of instructor.

An area of study in the entertainment world of interest to the student and usually taught on a one-on-one basis between a faculty member and the student.

**ENT 495 Special Topics****1-6 Semester Hours**

Prerequisite: Permission of instructor

A study of selected topics in the entertainment world.

## **ENVIRONMENTAL SCIENCE**

The Environmental Science program will provide the foundation to pursue academic and career goals through a diverse curriculum including research experience (that incorporates writing oral communication and quantitative reasoning skills); an excitement for environmental science will be cultivated, promoting continued exploration in the field.

**REQUIREMENTS FOR A MAJOR IN ENVIRONMENTAL SCIENCE (B.S. DEGREE)**

CORE: BIO 101, 102, 123, 200, 222, 224, 226, 300, 301, 324, 325, 330, 401, 402; MAT 113, 213; CHM 111, 112, 121, 122, 341, 342.

Diversity Tier: Take BIO 311, 314 or 316

Field Biology Tier: Take BIO 304, 404 or 425

Biology Elective Tier: BIO 424

Earth Science Tier: Take ERS 141, 142 or 171, 172

**REQUIREMENTS FOR A MINOR IN ENVIRONMENTAL SCIENCE**

BIO 200, 222, 224, 225, 330, 401

## **EXERCISE SCIENCE**

The Exercise Science Program at NCWC is only one of three programs in the state and one of only 64 in the nation to be accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP). With the help of the Health and Movement Science Club, NCWC is recognized as an Exercise is Medicine (EIM) campus. The Exercise Science Program is designed to prepare students to enter a multitude of health-related careers. Students in the Exercise Science Program will be trained to work with a variety of individuals in the population including healthy adults, older individuals, those with chronic diseases and others. Students will develop a sound science background and communication and writing skills necessary to apply their knowledge to practical hands-on situations. The program also prepares students who are interested in post-graduate study in Exercise Science, and serves as an option for students completing prerequisites for admission into a variety of professional programs. The program in Exercise Science provides students with experiences which will prepare them to pursue certifications as an ACSM Certified Exercise Physiologist (ACSM EP-C)

offered by the American College of Sports Medicine (ACSM) and Certified Strength and Conditioning Specialist (CSCS) offered by the National Strength and Conditioning Association (NSCA).

### **REQUIREMENTS FOR A MAJOR IN EXERCISE SCIENCE (B.S. DEGREE)**

Complete BIO 231 and 232; CHM 111, 112; NTR 300; MAT 113 or 115 or 121; and the following Exercise Science courses:

EXS 190 Introduction to Exercise Science	2
EXS 214 Foundations in Wellness and Personal Training	3
EXS 235 First Aid and CPR	2
EXS 305 Health Promotion and Behavior Change	3
EXS 315 Nutrition and Human Performance	3
EXS 318 Kinesiology and Biomechanics	3
EXS 324 Exercise Physiology	3
EXS 325 Techniques in Evaluating Fitness	3
EXS 345 Research and Statistics in Exercise Science	3
EXS 351 Principles of Athletic Training	3
EXS 380 Junior Seminar in Exercise Science	1
EXS 430 Strength and Conditioning	3
EXS 425 Advanced Techniques in Evaluating Fitness	3
EXS 450 Clinical Exercise Physiology I	3
EXS 460 Clinical Exercise Physiology II	3
EXS 480 Practicum	3
EXS 481 Internship	4

All EXS majors must attain a grade of C- or better in the following courses; EXS 190, EXS 214, BIO 231 and BIO 232.

#### **EXS 100 Fitness and Wellness 2 Semester Hours**

This course is designed to develop the understanding in the conceptual knowledge of health and fitness in the development and maintenance of human wellness. It is expected and encouraged that the students apply information received in the classroom environment to a personal fitness and wellness program. The students will be required to participate in a weekly workout routine which will include aerobic and resistance exercises.

#### **EXS 190 Introduction to Exercise Science 2 Semester Hours**

A course designed to help the student define professional goals and assess personal strengths and weaknesses in light of competencies deemed essential for an exercise science career. This course is an overview of professions in the field of exercise science. Objectives include describing various aspects of careers, professional certification and involvement, determining requirements for advanced study and learning the necessary coursework required for a variety of career opportunities.

#### **EXS 191 Research Topics 1-6 Semester Hours**

An area of study of interest to the student and usually taught on a one-on-one basis between a faculty member and the student.



**EXS 195 Special Topics****1-6 Semester Hours**

A study of selected topics.

**EXS 214 Foundations in Wellness and Personal Training****3 Semester Hours****Prerequisite: Sophomore Status**

This course is intended to introduce foundational concepts in Exercise Science. The course will examine strength, speed, cardiovascular and flexibility training through the use of foundational concepts related to physiology, anatomy, kinesiology and psychology. Students will learn introductory techniques for appropriate exercise program design, safe exercise technique and the ways to assess physical improvement in clients.

**EXS 235 First Aid and CPR****2 Semester Hours**

An investigation of the procedures and practical application of first aid treatment compatible with a typical educational system. This course will be designed to prepare the potential teacher to meet the everyday situations which might arise.

**EXS 301 Personal and Community Health****3 Semester Hours**

Knowledge and understanding of personal and community health from grades K-12

**EXS 305 Health Promotion and Behavior Changes****3 Semester Hours**

Explores methods appropriate to the promotion and implementation of health/wellness programs in the hospital, community and corporate settings. Students use various models to assess needs, define goals and objectives, implement programs and evaluate success/failure at both the programmatic and participant level.

**EXS 315 Nutrition and Human Performance****3 Semester Hours**

Prerequisite: NTR 300

Study of the application of principles of nutrition to exercise and sports performance. Importance of nutrition in the training programs of athletes and physically active individuals. Application of nutrition and exercise to diseases of inactivity such as obesity, hypertension, diabetes, CHD and osteoporosis.

**EXS 318 Kinesiology and Biomechanics****3 Semester Hours**

Prerequisites: Grade of C- or better in BIO 231 or 232 or EXS 214

Analysis of the anatomical, mechanical, neurophysiological and functional aspects of human movement.

**EXS 324 Exercise Physiology****3 Semester Hours**

Prerequisite: Grade of C- or better in BIO 231 or 232 or EXS 214

The functioning of the systems in the human body as the body meets the stress of the physical demands placed upon it.

**EXS 325 Techniques in Evaluating Fitness****3 Semester Hours**

Prerequisite: MAT 113 and Grade of C- or better in EXS 214

Laboratory techniques, procedures and protocols and exercise prescription. Designed to develop skills in using bicycle ergometers, treadmills, skin fold calipers, strength dynamometers and other fitness assessment equipment.

**EXS 345 Research and Statistics in Exercise Science 3 Semester Hours**

Prerequisite: Grade of C- or better in EXS 214

This course introduces the design and application of research methodologies in exercise and sport science. This course will provide students with a comprehensive overview of the research process, including but not limited to developing a problem, writing a literature review, writing an introduction, formulating the method, examining useful statistic techniques, data collection, summarizing the results and developing a discussion. The student will formulate an original research project that will culminate in the collection of pilot data and analysis of results. (writing intensive)

**EXS 351 Principles of Athletic Training 3 Semester Hours**

Prerequisites: Grade of C- or better in EXS 214 or EXS 324

Development of the necessary knowledge and skills to prevent, recognize and manage athletic injuries. Practical application in taping and bandaging.

**EXS 380 Junior Seminar Exercise Science 1 Semester Hour**

Course provides an opportunity for junior-level Exercise Science students to prepare for practicum experiences and transition to professional practice or graduate school. Preparation for professional certification examinations and post-graduate professional development will be examined.

**EXS 425 Advanced Techniques in Evaluating Fitness 3 Semester Hours**

Prerequisites: EXS 324 and 325

This course is designed to introduce students to advanced techniques for evaluating fitness in exercise physiology. The course will provide conceptual understanding and practical application for various techniques used in the evaluation of athletic performance and disease conditions.

**EXS 430 Strength and Conditioning 3 Semester Hours**

Prerequisites: Grade of C- or better in EXS 214 or EXS 324

Presents concepts, theories, techniques and research related to designing, implementing and evaluating safe and effective strength, training and conditioning programs.

**EXS 450 Clinical Exercise Physiology I 3 Semester Hours**

Prerequisite: Grade of C- or better in EXS 214 or EXS 324

The course is designed to provide the students with current information concerning exercise testing and prescription of apparently healthy and special populations. Additionally, the physiology and pathophysiology of various vascular and pulmonary disease processes along with their implications on the exercise testing and prescription will also be presented. (writing intensive)

**EXS 460 Clinical Exercise Physiology II 3 Semester Hours**

Prerequisite: Grade of C- or better in EXS 214 or EXS 324

The course is designed to provide the student with a basic understanding of the physiology and pathophysiology of various endocrinology and metabolic orthopedic and selected neuromuscular disorders. Information regarding exercise prescription for these populations will also be presented. (writing intensive)

**EXS 480 Practicum****3 Semester Hours**

Prerequisite: EXS 380 or Instructor Permission

Students spend approximately 150 hours of field experience during the course of the semester working on campus in the area of personal training and strength and conditioning. If warranted, students will be allowed to work off campus in the areas of employee/corporate fitness, older adults' fitness and/or physical therapy. While involved in off campus experience, students are expected to shadow, observe and take on limited responsibilities in agreement with the field supervisor.

**EXS 481 Internship****4 Semester Hours**

Prerequisite: EXS 380 or Instructor Permission

Students spend approximately 200 hours of field experience during the course of the semester working off campus in the areas of cardiopulmonary rehabilitation, employee/corporate fitness, older adults' fitness, strength and conditioning and/or physical therapy. While involved in the off campus experience, students are expected to use information from all previous coursework and take an active role in the work requirements in agreement with the field supervisor.

**EXS 491 Research Topics****1-6 Semester Hours**

An area of study of interest to the student and usually taught on a one-on-one basis between a faculty member and the student.

**EXS 495 Special Topics****1-6 Semester Hours**

A study of selected topics.

## **FOREIGN LANGUAGE**

**FLA 195 Special Topics****1-6 Semester Hours**

A study of selected topics.

**FLA 495 Special Topics****1-6 Semester Hours**

A study of selected topics.

## **GENERAL SCIENCE**

The General Science major will provide students with a broad view of substantive scientific knowledge and the methodology and philosophy of science. The major may be appropriate for individuals who seek to work in a laboratory or other technical setting. Education majors who complete this program will meet the science educational requirements for licensure in comprehensive science at the secondary level. Graduates of the program should be able to critically analyze problems faced by our society and the proposed solutions for those problems.

**REQUIREMENTS FOR A MAJOR IN GENERAL SCIENCE (B.S. DEGREE)**

BIO 101, 102, 123, 200, 222; CHM 111, 112, 121, 122; PHY 211, 212, 221, 222; MAT 121, 213; CIS 211; two Earth Science with Laboratory courses from

ERS 131, 132, 141, 142, 171, 172; BIO 421 or CHM 401 or ERS 491; BIO 499 or ERS 495 and twelve additional semester hours of upper level courses.

### **REQUIREMENTS FOR A MINOR IN GENERAL SCIENCE**

BIO 101, 102; CHM 111, 112; one Earth Science with Laboratory course from ERS 131/132, 141/142, 171/172; PHY 211, 212 and eight additional semester hours of upper level courses with labs.

## **GEOGRAPHY**

### **GEO 101 World Geography 3 Semester Hours**

An introduction to the study of geography as a social science. A brief introduction to physical geography, map projections and the use of maps. An analysis of world geography on a regional basis.

### **GEO 191 Research Topics 1-6 Semester Hours**

An area of study of interest to the student and usually taught on a one-on-one basis between a faculty member and the student.

### **GEO 195 Special Topics 1-6 Semester Hours**

A study of selected topics.

## **HEALTH PROMOTION**

This program is designed for those who seek to work in fields aimed at improving the health of individuals, populations and communities. The program prepares students to enter a multitude of health promotion careers including working with community organizations, government agencies, non-profit organizations, public health, corporate organizations, health care settings, colleges/university campuses and schools. The program may also serve as a stepping stone for students to pursue graduate and pre-professional programs in public and allied health fields. The program in Health Promotion is designed to give students the experience and background to pursue the National Commission for Health Education Credentialing (NCHEC) Certified Health Education Specialist (CHES) certification.

### **REQUIREMENTS FOR A MAJOR IN HEALTH PROMOTION (B.S. DEGREE)**

HLP 190, 301, 310, 311, 320, 410, 420, 480, 481; MAT 113, 213; EXS 190, 214, 301, 305, 325, 345, 380; PSY 210; NTR 300

### **HLP 190 Health and Society 3 Semester Hours**

This course examines how social, behavioral, historical and political factors influence public health in community, national and global contexts. We consider how health is influenced by factors such as age, gender, culture, race/ethnicity, social class and geography. Public health problems and their solutions are analyzed in light of individual risk factors as well as larger structural forces and we consider the

rights of the individual versus the welfare of the people. We examine the ways of our understandings of health and well-being shape and are shaped by, the health care system, our own values and our assumptions.

**HLP 301 Principles of Health Education** **3 Semester Hours**

This course is designed to introduce the discipline and profession of health education. This course will examine the philosophical, ethical and theoretical foundations of the professional practice of health education in school, community, work site and hospital settings, as well as in health promotion settings. In addition, students will examine the concepts of health and wellness, the determinants of health behavior, national health status, the history of health education and health promotion. (Identical to NUR 301)

**HLP 304 Epidemiology for Healthcare Providers** **3 Semester Hours**

This course will introduce the concepts, methods and techniques of epidemiology as they apply to healthcare settings. Students will learn how to use the tools of epidemiology for the purposes of planning, monitoring and evaluation population health. In addition, students will gain an understanding of the behavioral and socioeconomic factors of population health, as well as how those factors are associated with healthcare organizations, clinical practice improvement, economic analysis and decision making. (Identical to NUR 304)

**HLP 310 Introduction to Public Health** **3 Semester Hours**

This course is designed to introduce the basic tenets, applications and foci of public health, including integrating public health with other health professions. It will provide a history of public health, an overview of the core disciplines, current events and issues in the field. (Identical to NUR 310)

**HLP 311 Exercise Psychology** **3 Semester Hours**

This course is designed to cover: (a) psychological theories for understanding and predicting health-oriented physical activity and exercise behavior; (b) psychological and psychobiological responses to physical activity and exercise; (c) psychological interventions for increasing exercise participation and adherence, and (d) strategies for reducing sedentary behavior. (Identical to PSY 311)

**HLP 320 Principles of Epidemiology** **3 Semester Hours**

Prerequisite: MAT 213

In this introductory course, students will learn and apply basic concepts of epidemiology to multiple domains of public health. We will illustrate and practice using epidemiology to better understand, characterize and promote health at a population level. The class will engage the students in active and collaborative learning through team activities, individual projects, case studies, group discussion and individual projects.

**HLP 410 Methods and Materials in Community Health Education** **3 Semester Hours**

Prerequisites HLP 190 and HLP 310

This course examines the interrelationships of curriculum planning, methodology and the selection and use of teaching aids and materials. Students will become familiar

with a variety of resources as well as planning for and presenting demonstration lessons/presentations. The student will gain experience in the selection organization and presenting of materials in health education in a variety of settings (community, health care, schools). Upon completion of this course, the student will be able to design, deliver and evaluate health education lessons and presentations which are situationally and contextually appropriate for a given set of circumstances.

### **HLP 420 Program Planning and Evaluation in Health Education 3 Semester Hours**

Prerequisites: MAT 213 and HLP 301

This course is designed to examine methods for the identification of population-based needs for public health intervention, development of programs to meet those needs and evaluation of the effectiveness of public health interventions. Emphasis will be placed on the major components of any planning model; needs assessment; priority setting; problems statement; program goals and objectives; program implementation; program evaluation and budgeting. This course will also examine ethical issues related to community health program planning and evaluation, the influence of diversity on interventions and introductory grant writing.

### **HLP 480 Practicum**

**3 Semester Hours**

Prerequisites: Senior status

Students will spend approximately 150 hours during the course of the semester working in the areas of public health, including international health outreach, community development, health educational material development and involvement with established health services programs of the County. Students assume responsibility and will demonstrate appropriate leadership skills and knowledge. Placement of students is ideally pre-determined during EXS 380: Junior Seminar. However, placement may also be based on course work completed, grade point average, demonstrated leadership and career goals.

### **HLP 481 Internship**

**4 Semester Hours**

Prerequisites: Senior Standing

Students will spend approximately 200 hours during the course of the semester working in the areas of employee/corporate wellness, government/non-profit, schools, research and other sites as applicable. Students assume responsibility and will demonstrate appropriate leadership skills and knowledge. Placement of students is ideally pre-determined during EXS 380: Junior Seminar. However, placement may also be based on coursework completed, grade point average, demonstrated leadership and career goals.

## **HEALTHCARE ADMINISTRATION**

A degree in Healthcare Administration prepares students to be managers in a variety of healthcare industry settings. Using foundational courses from business, the degree builds on managerial principles to educate future healthcare leaders in areas of public health, economics, healthcare policy/law, data management, and strategy. Graduates with a B.S. in Healthcare Administration will be qualified to plan, manage data, and direct operations in healthcare facilities such as nursing homes, physician practices, and clinical settings such as hospitals or laboratories. This program is available as a major and an undergraduate certificate; also as a concentration within the Organizational Leadership major.

**REQUIREMENTS FOR A MAJOR IN HEALTHCARE ADMINISTRATION (B.S. DEGREE)**

ADM 305, 405; HCA 200, 205, 300, 325, 350, 400, 425, 482; HLP 304

**REQUIREMENTS FOR A CERTIFICATE IN HEALTHCARE ADMINISTRATION**

Certificate Requirements: ADM 305; EXS 301; HCA 200, 205, 300

**HCA 200 Introduction to Healthcare Administration 3 Semester Hours**

This course is designed for undergraduate students who see an understanding of the administration organization and delivery of healthcare in the United States. This course studies the organizational structures, types of governance and management issues of the American healthcare system.

Topics to be examined include introduction to healthcare systems; managing health services organizations and systems; healthcare environments, administrative responsibilities and structures; and function and roles of professional and non-professional staff.

**HCA 205 Medical Terminology for Healthcare Administration 3 Semester Hours**

This course is designed to introduce the student to medical terminology, including roots, prefixes and suffixes with emphasis on spelling, definition and pronunciation. The course consists of the basic rules for interpreting, constructing and spelling medical terminology. The course includes common terminology, definitions and pronunciations for prefixes, suffixes, general body terms and body system terminology.

**HCA 300 Legal and Ethical Issues in Healthcare 3 Semester Hours**

Prerequisite: HCA 200

This course presents an overview of legal and ethical issues facing managers and providers in healthcare. It provides students with a foundation of health law and ethics and reviews a wide variety of healthcare legal and ethical situations and dilemmas. The goals are to provide students with practical knowledge of health laws and ethics and their application in the real world of healthcare.

**HCA 325 Professional Writing for Healthcare Administration 3 Semester Hours**

Prerequisites: HCA 200, HCA 205

This course in writing will give students the opportunity to identify and explore the discourse practices prized in your disciplinary, institutional, and professional communities-and help students manage those discourse practices effectively in written work. In this way, students will learn and experiment with just some of the many writing strategies and tactics that medical and health professionals need in order to write successfully for careers in healthcare administration. (writing intensive)

**HCA 350 Healthcare Informatics****3 Semester Hours**

Prerequisites: HCA 200

This course provides an overview of Health Information Technology and Health Informatics introducing students to the major areas of evolving discipline. This course focuses on the application of health information technology for healthcare delivery, education and research, as well as the multidisciplinary nature of informatics.

**HCA 400 Clinical Issues in Healthcare Management****3 Semester Hours**

Prerequisites: HCA 300

This course presents an overview of how social and economic forces are changing how patients, providers, and healthcare managers interact. Although this course is likely to appeal to students who plan careers as healthcare providers or managers, it is intended also for students with a broad range of interests, as all of us will at some point be patients, and approximately one sixth of the US economy is devoted to healthcare. This course complements other Healthcare Management courses that take a societal perspective by focusing on the individuals-patients, providers and managers- who participate in the rapidly changing healthcare enterprise. (writing intensive)

**HCA 425 Quality Assurance in Healthcare Organizations****3 Semester Hours**

Prerequisites: HCA 300

This course explores aspects of risk management and quality assurance within the healthcare arena. Topics include legislative mandates, healthcare agencies' requirements, and methods of assessing and improving the quality of care. The course emphasizes the procedures utilized to monitor physician and professional staff reappointment and credentialing. We will discuss integration of the research process to conduct performance monitoring, quality improvement, and risk assessment. Ultimately, the course will demonstrate the ways statistical analysis is used to inform decision making. (writing intensive)

**HCA 482 Healthcare Administration Capstone****3 Semester Hours**

Prerequisites: HCA 200, 205, 300; HLP 304

The capstone course is a culmination of the Healthcare (HCA) Administration concentration of the Organizational Leadership major that sets the groundwork for this course. This course requires students to broaden their knowledge by synthesizing program content to healthcare decision-making, multidisciplinary collaboration and evidence based management practices to achieve high quality, patient satisfaction and fiscally sound operations.

## **HISPANIC STUDIES**

The Hispanic Studies minor offers students opportunities to develop proficiencies in speaking, reading and writing Spanish. Students will also study the histories and cultures of the Spanish-speaking worlds. The minor prepares students for employment and citizenship in an increasingly diverse society and inter-connected world.

**REQUIREMENTS FOR A MINOR IN HISPANIC STUDIES**

HSP 111, 112, 211, 212, 311, 411

**HSP 111 Spanish Language and Cultures I****3 Semester Hours**

Introduction of the cultures of the Hispanic world and the study of speaking, understanding, reading and writing Spanish. Practical application of language skills will be emphasized.



**HSP 112 Spanish Language and Cultures II** **3 Semester Hours**

Prerequisite: HSP 111

Continued study of the cultures of the Hispanic world and the study of speaking, understanding, reading and writing Spanish. Practical application of language skills will be emphasized.

**HSP 191 Research Topics** **1-6 Semester Hours**

An area of study of interest to the student and usually taught on a one-on-one basis between a faculty member and the student.

**HSP 195 Special Topics** **1-6 Semester Hours**

A study of selected topics.

**HSP 211 Spanish Language and Cultures III** **3 Semester Hours**

Prerequisite: HSP 112

Continued study of Spanish language and cultures of the Hispanic world. Cultural, conversational and written activities will lead to increased proficiency and cross-cultures awareness.

**HSP 212 Spanish Language and Cultures IV** **3 Semester Hours**

Prerequisite: HSP 211

Continued study of Spanish language and cultures of the Hispanic world. Cultural, conversational and written activities will lead to increased proficiency and cross-cultural awareness.

**HSP 301 Hispanic Culture Through Cinema** **3 Semester Hours**

The course will explore Spanish and Latin American films by representative directors analyzed within the context of Hispanic culture. Supplemental readings and class discussion will accompany the viewing of each film. All films are in Spanish with English subtitles. Course conducted in English.

**HSP 311 Advanced Spanish Grammar and Writing** **3 Semester Hours**

Pre-requisite: A grade of C or better (or its equivalent on a placement exam) in HSP 111, 112, 211, 212

Advanced study of Spanish grammar and practice writing in Spanish.

**HSP 411 Spanish Literature and Culture** **3 Semester Hours**

Pre-requisite: A grade of C or better (or its equivalent on a placement exam) in HSP 111, 112, 211, 212

This course introduces students to the study of Spanish-language literature from Spain, Latin America and the United States. It provides opportunities for students to develop proficiency in Spanish, especially in critical reading and writing. It also encourages the development of an understanding of and appreciation for the cultures of Spanish-speaking countries. Course conducted in Spanish.

**HSP 491 Research Topics** **1-6 Semester Hours**

An area of study of interest to the student and usually taught on a one one one basis between a faculty member and the student.

**HSP 495 Special Topics**

A study of selected topics.

**1-6 Semester Hours**

## **HISTORY**

The History major prepares students for the degree of Bachelor of Arts in History. The aim is to provide students an understanding of the breadth and depth of the human past while simultaneously learning the methods of historical analysis that are central to critical thinking. In addition to learning about important events, people and cultures, history majors learn about causation, textual interpretation and comparative analysis. History majors also gain a familiarity with the diversity of world cultures and learn to look at social problems in a global perspective.

History majors graduate well-prepared for teaching, museum work and graduate study in history and other fields. However, because a vital component of the program is learning how to speak, read and write critically, the history major prepares students for a wide variety of professions, including law, public service, international affairs, non-profit work, journalism and public relations.

### **REQUIREMENTS FOR A MAJOR IN HISTORY (B.A. DEGREE)**

A minimum of 30 semester hours including HIS 300, 427 and 24 elective semester hours in history.

Within the electives, students must take a minimum of six semester hours in elective courses from the United States History Tier and a minimum of six semester hours in elective courses from the Global History Tier.

United States History Tier includes: HIS 111, 112, 301, 309, 314, 318, 321, 370, 401 and 410. Global History Tier includes: HIS 125, 225, 303, 315, 319, 325, 326, 350, 355, 360 and 405. Whether or not the students decide to focus on the U.S. Tier or the Global Tier, total history electives must amount to no less than 24 semester hours. A student who contemplates teaching history and/or pursuing graduate studies in history should gain a working knowledge of at least one and preferably two modern foreign languages. Recommended electives: courses in economics, political science, sociology, philosophy, literature and church history.

### **REQUIREMENTS FOR A MINOR IN HISTORY**

18 hours in HIS courses with a maximum of 6 hours of lower-level courses

#### **HIS 101, 102 Western Civilization I, II**

**3, 3 Semester Hours**

An introduction to historical methods and study. Concentration will be on the great ideas, individuals and events from the Ancient World to the Renaissance which shaped the Western world. The first term will deal with the period from the Middle Ages to the French Revolution; the second term, the period since then. These courses are offered every semester

#### **HIS 111 The United States to 1865**

**3 Semester Hours**

This course is a survey of American history from the first European settlements through the Civil War and Reconstruction. Offered in the fall semester.

**HIS 112 The United States Since 1865 3 Semester Hours**

This course is a survey of American history from the Civil War to the present day. Offered in the spring semester.

**HIS 125 Ancient World Civilizations 3 Semester Hours**

This course introduces students to the main political, social and cultural developments throughout the ancient world, spanning from the Mediterranean to East Asia. Students are expected to acquire an understanding of the important people and events that shaped ancient world history.

**HIS 195 Special Topics 1-6 Semester Hours**

A study of selected topics.

**HIS 205 Social History of Medicine 3 Semester Hours**

This course will show the development of medicine since 1750 through the lens of social history, that is, less on the scientists and doctors who develop medicine and a great deal more on the effects of those practices on the ordinary people on whom it is practiced. Questions of eugenics, genetics and the pharmacopeia will be addressed across two and half centuries of changing practice, meaning and politics.

**HIS 215 History of Sport 3 Semester Hours**

This course will engage students with the history of sports, their development as mass phenomenon, and as proxies for larger political and social issues of their respective societies.

**HIS 225 African History 3 Semester Hours**

A survey of African political and social developments, including the end of the slave trade, growth of nineteenth-century states, the establishment of European domination and the struggles for political independence and economic development in the twentieth century.

**HIS 300 Historical Methods 3 Semester Hours**

This course introduces students to the methods involved in historical analysis, research and writing. Emphasis will be placed on approaches to the study of history, modes of historical writing, interpretation and argument, data collection, analysis and documentation and style and writing conventions. Students successfully completing this course will be able to write effectively, reason logically and argue convincingly. Offered during spring semester.

**HIS 301 Colonial and Revolutionary America 3 Semester Hours**

A study of the exploration and settlement of America through the Revolution and drafting of the Constitution. Emphasis is on the founding of the English colonies and their institutional development and the quarrel between them and Britain. (writing intensive)

**HIS 303 Nineteenth Century Europe 3 Semester Hours**

A survey of the origins and issues of the French Revolution and Napoleonic era and their impact on western civilization from 1776-1830. (writing intensive)

**HIS 309 Religion in United States Culture 3 Semester Hours**

A historical approach to religion in American life which demonstrates religion's active role in forming and shaping American culture. (Identical to REL 309)

**HIS 314 African-American History 3 Semester Hours**

An examination of events in United States history from the perspective of African-Americans. Special consideration is given to slavery and its historical interpretations and to the Civil Rights Movement of the 1950s and 1960s.

**HIS 315 Latin American History 3 Semester Hours**

A survey of the Latin-American political, economic, social and cultural experience. HIS 315 covers pre-Columbian times to the wars for independence. HIS 316 explores Latin America's attempts to overcome poverty without provoking social revolution. Topics covered include the wars of independence, imperialism and revolutions from Castro's Cuba to Sandinista Nicaragua. (writing intensive)

**HIS 318 History of the South 3 Semester Hours**

A brief survey of the life and thought of the southern United States, with particular attention to the South's distinctiveness.

**HIS 319 Atlantic World 3 Semester Hours**

The purpose of this course is to study the rise and fall of an Atlantic World System that tied Europe, Africa and the Americas into a web of economic and cultural interdependence. We will examine different models of New World colonization by European colonial powers, the ramifications of New World Slavery, encounters and conflicts between native and colonial peoples and the development of nation states in the Western Hemisphere. Throughout the course, we will emphasize comparative analysis of historical events and trends, examining how different peoples in different regions experienced colonization, slavery, trade, nation-making and emancipation in the Atlantic World.

**HIS 320 The Holocaust 3 Semester Hours**

This course analyses the social, economic and political causes and actions involved in the attempted genocide of European-Jews in the twentieth century, including the rise of Nazism and eugenics. Focus will also be placed on the meaning of the Holocaust in the world historical context.

**HIS 321 North Carolina History 3 Semester Hours**

A survey of events and developments in North Carolina from the age of discovery to the present day, with attention to the place of North Carolina in national and world events.

**HIS 325, 326 Church History, I, II 3 Semester Hours**

A study of the Christian movement, its organization, leadership, literature and theological development. From the beginnings of Christianity up to the Protestant Reformation (325); from the Protestant Reformation to the present (326). (identical to REL 325, 326) (writing intensive)

**HIS 350 Early Modern Europe****3 Semester Hours**

A survey of the rise of and conflict among the Spanish, English, Dutch and French empires, the disintegration of Christendom into militant sectarianism under the succession of blows of the Reformation, the emergence of constitutional and absolute regimes and the invention and early consequences of capitalistic “free” enterprise. (writing intensive)

**HIS 355 Survey of Far East From 1800****3 Semester Hours**

This course will follow the history of China, Japan and Korea from 1800 through the present, with emphasis on culture, gender, politics and international relations since 1890.

**HIS 360 Twentieth Century Europe****3 Semester Hours**

An indepth study of the origins of World Wars I and II, the Russian revolution, Nazism and the Cold War up to the breakup of the Soviet Union. (writing intensive)

**HIS 364 19th Century Germany****3 Semester Hours**

This course is intended to provide the student with an understanding of the political, social and economic development of Germany from a collection of states into Europe's most important and unstable country. Beginning with the fall of Napoleon and ending with the First World War, the course will emphasize political and social development, including liberalism, nationalism, socialism and racism.

**HIS 365 Twentieth Century Germany****3 Semester Hours**

This course is intended to provide the student with an understanding of the political, social and economic development of Europe's most important and unstable country, Germany, across the violent twentieth century. The course will cover five different political regimes, including Nazism and communism, two world wars, the Cold War and the end of communism.

**HIS 370 The American Civil War****3 Semester Hours**

This course is intended to provide the student with an understanding of the issues and events of the most revolutionary period in American history. The course will cover military, political and social developments from the sectional crisis through the war and Reconstruction period.

**HIS 401 War and American Society****3 Semester Hours**

This course examines the way in which the military is a reflection of a pluralistic American society and the way in which this country's wars have been an expression of the greater society's view of strategy, national goals, morality and global status. To study military history is to study American history, albeit from a certain perspective. Therefore, this course will not only focus on battles and generals, but will also explore the role of politics in shaping the military and conducting strategy, the impact of common men and women on warfare and the way in which our national character has created an “American way of war.”

**HIS 405 Middle East****3 Semester Hours**

The history of Southwest Asia and Arab North Africa to the present day. Major

emphasis will be on the rise and spread of Islam, the Ottoman Empire, European imperialism and its decline and the crisis of the late twentieth century.

**HIS 410 United States Since 1945** **3 Semester Hours**

An examination of post World War II United States society, culture and politics, emphasizing foreign policy and the nuclear dilemma. (writing intensive)

**HIS 421 Independent Studies** **1-3 Semester Hours**

Critical analysis of selected topics, including the completion of a research project.

**HIS 427 History Seminar** **3 Semester Hours**

Prerequisite: HIS 300

Critical analysis of selected topics, including the completion of a research project.

**HIS 495 Special Topics** **1-6 Semester Hours**

A study of selected topics.

## **HONORS**

**HON 401, 402 Honors Thesis** **3, 3 Semester Hours**

The Honors thesis will be a substantial research paper or it will be a creative project determined by the student, the thesis director and the Honors Program Director. The student will choose his or her own subject, approach a teacher who will direct it and submit a proposal to the Honors Program Director for approval. The thesis will be complete at least three weeks before graduation and the director and the Honors Program Committee must approve it. The student will give the Committee and the general college community a brief (20-30 minutes) defense of the project.

## **HUMAN RESOURCE MANAGEMENT**

The Human Resource Management minor focuses on various coursework that addresses the effective use of human capital policies, practices and procedures. The minor is relevant for those who want to learn to better manage a company's human resources in variety of positions after graduation. Students are exposed to a wide array of human resource functional areas, including staffing, performance management, training, compensation and ethics. This minor is open to all students regardless of major.

**REQUIREMENTS FOR A MINOR IN HUMAN RESOURCE MANAGEMENT**

BUS 206, 308, 314, 318, 320, 416.

## **HUMANITIES**

**HUM 101 Introduction to the Humanities** **3 Semester Hours**

An introduction to the nature of the fine arts: art, music, architecture or literature.

**HUM 102 American Humanities** **3 Semester Hours**

An introduction to American culture through the study of selected experiences.

The student will study materials from literature, philosophy, religion, the fine arts, the popular arts, politics and economics as they relate to topics such as individualism, religion, nationalism, the city, technology, minority groups and war.

**HUM 195 Special Topics****1-6 Semester Hours**

A study of selected topics.

**HUM 203 Mythology****3 Semester Hours**

Greek and Roman myths and their survival in modern literature, art and music.

**HUM 303 Integrated Arts in Classroom Teaching****3 Semester Hours**

Prerequisite: Admission to Teacher Education Program or instructor's permission.

This course addresses North Carolina State mandated licensure competencies for the arts in elementary education. Students will be introduced to the three discipline areas that include Visual Arts, Music and Theatre/Expressive Movement. Students will be directed to learn the integrative possibilities of these disciplines for interdisciplinary classroom instruction. Laboratory practicum, homework and research will be required.

**HUM 495 Special Topics****1-6 Semester Hours**

A study of selected topics.

## **INTERNSHIPS**

**INT 391-396 Internship****1-6 Semester Hours**

Prerequisites: 36 semester hours, 2.0 cumulative g.p.a. and approval from the ICSC Director and the instructor.

Internships offer students the opportunity to participate in work experiences associated specifically with the student's major or interest. Internships may vary in length with credit awarded depending on the length of the internship and content of the experience.

## **LIBERAL STUDIES**

This program is ideal for students who wish to explore topics that are not explored by traditional majors. The student may design a multidisciplinary major around an area or choose from one of three pre-approved areas: Communication, American Studies and International Studies.

**REQUIREMENTS FOR A MAJOR IN LIBERAL STUDIES (B.A. DEGREE)**

COMMUNICATIONS AREA: Lower Level Courses: Choose 12 semester hours from: CIS 201, ENG 130, 210, 211, ENT 120, 140 or MKT 205; Required upper level courses: ENG 302, 304, 310, MKT 317, PSY 315, SOC 495; Required seminar LIB 499

AMERICAN STUDIES AREA: Lower Level Courses: Choose 12 semester hours from: ART 101, ENG 203, 204, HIS 101, 111; HUM 102, POL 112, 211 or SOC 111; Choose 18 semester hours from: ENG 314, 424, 425, HIS

301, 314, 318, 370, 410, POL 300, 301, 302, 400, 410, REL 309, SOC 355, 400 or 495; Required seminar LIB 499

INTERNATIONAL STUDIES AREA: Lower Level Courses: Choose 12 semester hours from: SOC/ANT 210, ENG 201, 202, 230, HIS 101, 102, 225, POL 201, REL 115, 220; Choose 18 upper level hours from: ENG 422, 424, 426, HIS 303, 315, 350, 355, 405, REL 325, 326, POL 313 and SOC 400; Required seminar: LIB 499

LEARNING THEORY AND PRACTICE: Options Lower level (12 hours required): EDU 202, EDU 205, EDU 210, PSY 201, ENG 130, HIS 101  
Options Upper level (18 hours required): ENG 409, HIS 318 or HIS 321, EDU 310, SPE 300, EDU 400, EDU 415, EDU 495 + LIB 499

### **LIB 499 Liberal Studies Capstone**

**3 Semester Hours**

Pre-requisite: Senior Standing

Examination of key questions and complex problems from multidisciplinary perspectives are integrated throughout the course. Furthermore, the class will focus on synthesizing students' courses of study through a project of the student's own design as the final culmination for the student's individualized major.

## **LOGISTICS AND SUPPLY CHAIN MANAGEMENT**

In our logistics and supply chain management major, students will combine core business courses with discipline specific coursework in logistics and supply chain management. Students will explore the business aspects of transportation, distribution and warehousing operations within multiple corporations. Topics on management, human resources, global logistics and transportation management will be covered in this program.

### **REQUIREMENTS FOR A MAJOR IN LOGISTICS AND SUPPLY CHAIN MANAGEMENT (B.S. DEGREE)**

ACC 201; BUS 206, 207, 309, 312, 319, 350, 351, 360, 451, 455, 483; ECO 212; MAT 213.

## **MARKETING**

The Marketing major provides an understanding of the important concepts of marketing. This major will prepare the student to practice marketing in a changing, competitive, global environment. It focuses on understanding customer needs, developing products or services, creating and implementing marketing plans, monitoring customer responses and projecting marketing activities for the future. A marketing major offers a comprehensive understanding of the marketing role, including advertising and promotion, consumer behavior, retailing, Internet marketing, services marketing, market research and strategy. The learning process is enhanced with projects, case studies and simulations.



**REQUIREMENTS FOR A MAJOR IN MARKETING (B.S. DEGREE)**

ACC 201; BUS 206, 308; ECO 212; ENG 304; MAT 213; MKT 205, 317, 318, 319, 320, 321, 322, 482, 495.

**REQUIREMENTS FOR A MINOR IN MARKETING**

MKT 205 and 15 semester hours of electives from MKT 317, 318, 319, 320, 321, 322 and 495.

**MKT 205 Principles of Marketing 3 Semester Hours**

Introduces marketing as a vital business activity in the American economy. Describes the marketing environment, marketing analysis and strategy and the marketing program. (writing intensive)

**MKT 317 Integrated Marketing Communications 3 Semester Hours**

Prerequisites: MKT 205 with a grade of C- or higher.

Advertising principles; advertising campaigns; budgets; agencies; media; sales promotion.

**MKT 318 Consumer Behavior 3 Semester Hours**

Prerequisites: MKT 205 with a grade of C- or higher.

Psychological, sociological, economic and other dimensions of consumers and their environments.

**MKT 319 Retailing 3 Semester Hours**

Prerequisites: MKT 205 with a grade of C- or higher.

An introduction to the field of retailing including retail stores, merchandising, operations, store location and layout, internal organization, buying, personnel management, inventory control and sales promotion.

**MKT 320 Services Marketing 3 Semester Hours**

Prerequisites: MKT 205 with a grade of C- or higher.

This course allows students to evaluate marketing in service industries and/or organizations with a strong service component. Students will be able to expand on ideas from their marketing courses to make the concepts specifically applicable to service industry settings.

**MKT 321 Internet Marketing 3 Semester Hours**

Prerequisites: MKT 205 with a grade of C- or higher.

This course introduces a framework for learning and implementing effective Internet marketing programs. Four stages of customer website awareness will be reviewed and applied: awareness, exploration, expansion, commitment and dissolution when necessary.

**MKT 322 Marketing Research 3 Semester Hours**

Prerequisites: MAT 213, MKT 205 with a grade of C- or higher.

Marketing Research is designed to integrate theory and practice and develop students' analytical skills in marketing research methodology. Students apply methods and techniques for the collection analysis, interpretation and presentation of primary and secondary data toward the solution of current marketing problems.

**MKT 482 Marketing Capstone****3 Semester Hours**

Prerequisites: BUS 308, MKT 322 and Senior Standing

Marketing Capstone builds on concepts introduced in previous marketing courses and focuses on the development and application of value-enhancing strategies utilized by marketing managers. The course examines the major trends in marketing including the integration of marketing communications, radical changes in the selling function and sales force, customer relationship management, the impact of e-commerce and the broadening role of marketing throughout organizations. (writing and presentation intensive)

**MKT 495 Topics in Marketing****3 Semester Hours**

Prerequisites: MKT 205 with a grade of C- or higher.

Specialized and advanced topics in marketing.

## **MATHEMATICS**

The Mathematics Department of North Carolina Wesleyan College is committed to providing an excellent major for students whose career goals are immediate entry into the work-force, teaching mathematics in secondary schools or pursuit of a graduate degree in mathematics. The Department is professionally active and is committed to providing mathematics instruction in service courses for students who major in disciplines other than mathematics. The Department is committed to high quality instruction for all students in mathematics courses and it nurtures pleasant and constructive faculty-student interaction.

**REQUIREMENTS FOR A MAJOR IN MATHEMATICS (B.A. DEGREE)**

Complete MAT 121, 122, 221, 323, 340, 403, 404 and 427 and three of the following elective mathematics courses: MAT 304, 318, 325, 411, 415, 495. Complete CIS 211 or another course with a strong programming component before taking upper division mathematics courses. Complete a course applying mathematical methods taught outside the Mathematics Department, approved by the student's adviser. Appropriate courses are CHM 361 and 362, CHM 341 and 342, BUS 307, BIO 303, 330, 401 and 402, BUS 350, CIS 315 and 330. Students pursuing a secondary education certificate are required to complete MAT 325 and two elective mathematics courses from MAT 304, 318, 411, 415 and 495.

**REQUIREMENTS FOR A MAJOR IN MATHEMATICS (B.S. DEGREE)**

Same as B.A. requirements except in addition complete 12 semester hours of courses in the natural sciences, not including ERS 131, 132, 141, 142, 171, 172 and CHM 101, 102. (A course which satisfies the School of Mathematics and Sciences requirement may also be used to satisfy this requirement.)

Students interested in pursuing a secondary education licensure should consult with the Education Department or the Mathematics Department Chairperson to ensure that courses are selected which satisfy licensure requirements.

**REQUIREMENTS FOR A MINOR IN MATHEMATICS**

Complete MAT 121, 122, 213 or 323 and three of the following elective mathematics courses: MAT 221, 304, 318, 325, 340, 403, 404, 411, 415, 495.

**MAT 105 Contemporary Mathematics** **3 Semester Hours**

An introduction to mathematical problem solving and contemporary applications in topics selected from a variety of mathematical areas. Subjects covered will include systems of linear equations and matrices, mathematics of finance and selected topics based on instructor discretion and student interest. Selected topics may be chosen from areas such as mathematics of social choice, elementary discrete mathematics, exponential and logarithmic applications, cryptography, mathematics of music, linear programming, probability and Markov Chains.

**MAT 111 Survey of Mathematics** **3 Semester Hours**

Sets, logic, numeration systems, ratio and proportion, modular arithmetic, geometry, graphing linear and quadratic equations, counting techniques and statistics. (offered every semester)

**MAT 113 College Algebra** **3 Semester Hours**

Basic algebra, equations and algebraic inequalities, graphs of equations, functions and their graphs, roots, radicals and complex numbers, polynomials and rational functions, systems of equations and inequalities. (offered every semester)

**MAT 115 Trigonometry** **3 Semester Hours**

Prerequisite: MAT 113 or permission of instructor

Trigonometric functions, right triangle trigonometry, solving oblique triangles, graphing trigonometric functions, inverse trigonometric functions, trigonometric identities, applications of trigonometry, complex numbers, exponential and logarithmic functions. (offered every Spring)

**MAT 121 Calculus I** **4 Semester Hours**

Prerequisite: MAT 113 and 115 or permission of instructor

Topics will include the Cartesian plane and functions of one variable, limits and their properties, differentiation, the Fundamental Theorem of Calculus, integration and applications of differentiation and integration. (offered every Fall)

**MAT 122 Calculus II** **4 Semester Hours**

Prerequisite: MAT 121

Topics will include the calculus of trigonometric and exponential functions, techniques and applications of integration, improper integrals, indeterminate forms, infinite series, conic sections, differential equations. (offered every Spring)

**MAT 191 Research Topics** **1-6 Semester Hours**

An area of study of interest to the student and usually taught on a one-on-one basis between a faculty member and the student.

**MAT 195 Special Topics** **1-6 Semester Hours**

A study of selected topics.

**MAT 213 Elementary Statistics****3 Semester Hours**

Topics will include descriptive statistical techniques including sampling techniques, collection of data, frequency distributions, graphing of data and analysis of data (measures of central tendency, location and spread); introduction to relationships between quantitative variables (correlation and least squares regression); probability rules with known probability distributions such as binomial and normal distributions; introduction to statistical inference (confidence intervals, hypothesis testing and making predictions).

**MAT 221 Multivariable Calculus****4 Semester Hours**

Prerequisite: MAT 122

Topics will include plane curves, parametric equations, polar representations, vectors and the geometry of space and vector calculus. (offered every Fall of even years)

**MAT 225 Geometry for Elementary and Middle School Teachers****3 Semester Hours**

Prerequisite: MAT 092 or placement above MAT 092

Introduction, proofs and congruent triangles, parallels and polygons, similar and regular polygons, right triangles, circles, areas, coordinate geometry, space geometry and introduction to non-Euclidean geometries. Applications of theorems and proof writing.

**MAT 302 Teaching Mathematics in Elementary School****4 Semester Hours**

Prerequisites: MAT 111 and admission to Teacher Education Program

This course is designed for the K-6 teacher. Process and content are emphasized. Teaching strategies, techniques and learning activities for the K-6 mathematics content are discussed. Students will demonstrate teaching techniques. (writing intensive) (offered every Fall)

**MAT 304 Number Theory****3 Semester Hours**

Prerequisite: MAT 122

Divisibility, primes, congruences, Diophantine equations, arithmetic functions, Fibonacci numbers.

**MAT 318 Discrete Methods****3 Semester Hours**

Prerequisite: MAT 122

Graph theory (graphs as models, basic properties of graphs and digraphs, trees, graph coloring, Eulerian and Hamiltonian circuits), combinatorics (elementary counting principles, permutations and combinations, inclusion/exclusion principle, recurrence relations).

**MAT 323 Probability and Statistics****3 Semester Hours**

Prerequisite: MAT 122

Topics will include collection of data (random sampling, experimental design) organization and description of data (tables and graphs, univariate and bivariate statistics), probability (general probability, random variables, standard distributions), statistical inference (tests of significance, point estimation methods, confidence intervals, inference in simple linear regression). Course is calculus based.

**MAT 325 Geometry****3 Semester Hours**

Prerequisite: MAT 122

Euclidean and non-Euclidean geometry, synthetic approach to Euclidean plane geometry, use of Euclidean geometry including volumes and surface areas, significance of the parallel postulate, analytic methods, introductory transformational geometry and geometric models.

**MAT 340 Transition to Advanced Mathematics** **3 Semester Hours**

Prerequisite: MAT 122

Sets, fundamentals of logic and methods of proof. Emphasis on teaching students to express themselves mathematically and, in particular, to write mathematical proofs. (writing intensive)

**MAT 403 Linear Algebra** **3 Semester Hours**

Prerequisite: MAT 122

Systems of linear equations and matrices, determinants, vectors in Euclidean 2-space and 3-space, general vector spaces, linear transformations, norms, inner products and orthogonality, symmetric, Hermetian and unitary operators, eigenvectors and eigenvalues, applications.

**MAT 404 Abstract Algebra: Groups, Rings and Fields** **3 Semester Hours**

Prerequisite: MAT 340

Integers and equivalence relations, groups, rings, integral domains, fields and polynomials. (writing intensive)

**MAT 411 Introduction to Complex Variable** **3 Semester Hours**

Prerequisite: MAT 122

Topics will include the algebra and geometry of the complex number system and the complex plane; point sets; harmonic functions; elementary functions of a complex variable; limits; complex differentiability; Cauchy-Reimann differential equations; contour integration; power series; the calculus of residues; geometric properties of complex mapping; and applications.

**MAT 415 Elementary Differential Equations** **3 Semester Hours**

Prerequisite: MAT 221

First order differential equations, linear second order differential equations, higher order linear differential equations, matrix methods for linear systems of differential equations.

**MAT 427 Mathematics Seminar** **3 Semester Hours**

Prerequisite: Senior standing

This course is a seminar for senior mathematics majors. Students will study and review selected topics in various fields of mathematics. Students will be required to complete a research project consisting of both a written and oral component. (writing intensive)

**MAT 491 Research Topics** **1-6 Semester Hours**

An area of study of interest to the student and usually taught on a one-on-one basis between a faculty member and the student.

**MAT 495 Special Topics** **1-6 Semester Hours**

A study of selected topics.

## MILITARY SCIENCE U.S. ARMY RESERVE OFFICERS' TRAINING CORPS

The objective of the Army Reserve Officers' Training Corps (ROTC) is to train, motivate and prepare selected students with potential to serve as commissioned officers in the Regular Army, Army Reserve or the Army National Guard. The program is designed to provide an understanding of the fundamental concepts and principles of military art and science and to develop leadership and managerial potential in the student. A strong sense of personal integrity, honor and individual responsibility and an appreciation of the requirements for national security are instilled in all students. Attainment of these objectives will prepare students for commissioning and will establish a sound basis for the future professional development and effective performance in the Army or civilian life.

Enrollment in the Department of Military Science courses is open to all students attending North Carolina Wesleyan College or a student at a community college participating in the Comprehensive Articulation Agreement (CAA) with North Carolina Wesleyan College. The Army ROTC program offers elective courses for undergraduate and graduate students leading to a commission in the United States Army. Students may compete for four-year, three-year and two-year scholarships.

### GENERAL PROGRAM REQUIREMENTS

The ROTC program is divided into a basic course, which is normally taken during the freshman and sophomore years and an advanced course, which is taken during the junior and senior years. The admission of students to the ROTC program is based upon the general admission requirements of the College as they pertain to a full-time student.

### DEPARTMENT REQUIREMENTS

The programs of instruction for Army ROTC include a four-year program and a two-year program. The four-year program consists of the two-year basic course, the two-year advanced course and the National Advance Leadership Camp. The two-year program encompasses a Leaders Training Course, the two-year advanced course and the Advanced Summer Camp.

**Basic Course:** The basic course is designed to introduce the student to basic military and leadership concepts and the organization and mission of the U.S. Army. Those students who successfully complete this course are eligible to enter into the advanced course. Credit for the basic course can be obtained by successfully completing MSL 101, 102, 201, 202. A leadership laboratory must be taken concurrently each semester with the class. Prior service in the Armed Forces can be used to obtain appropriate credit for the basic course.

**Advanced Course:** The advanced course is designed to produce officers for the active Army as well as the Reserve Components. Entry into the advanced course is on a best qualified basis. The student must possess qualifications

for becoming an effective Army officer. Applicants must attain and maintain a minimum GPA of 2.0 (scholarship applicants must have a 2.5 GPA and after being awarded the scholarship must maintain a 2.5 GPA) in order to validate their academic eligibility for participation in the program. The applicants must have a minimum of two years of academic work remaining at the educational institution in a curriculum leading to either a baccalaureate or advanced degree in a recognized academic field of study. In addition, each student must successfully complete a Leaders Development and Assessment Course of at least five weeks. Applicants must also pass an Army medical examination. The following courses are required for completion of the advanced course: MSL 301, 302, 401 and 402. The leadership laboratory must also be taken each semester. There is also a military history course, MSL 432, which is required but may be waived or an appropriate history course may be substituted by the PMS.

**Two-Year Program:** This program is designed for sophomore and junior students transferring to a four-year institution who have not taken ROTC. A basic four-week summer Leaders Training Course after the sophomore year takes the place of the basic course required of students in the traditional four-year program. When a student with two years of college has successfully completed the Leaders Training Course, he is eligible for the advanced ROTC course in his junior and senior years. The advanced course, which leads to an officer commission, is the same for students in either the four-year program or the two-year program.

## **CAREER OPPORTUNITIES**

Successful completion of the ROTC program qualifies a student for a commission as a Second Lieutenant in one of the following branches of the Army: Adjutant General's Corps, Armor, Infantry, Military Police Corps, Ordnance Corps, Quartermaster Corps, Signal Corps, Medical Service Corps, Corps of Engineers, Finance Corps, Aviation, Field Artillery, Air Defense Artillery, Transportation Corps and Army Nurse Corps. Special requirements and/or additional training are required for commissioning in the Medical Corps, Army Medical Specialist Corps, Veterinarian Corps, Chaplain Corps and the Judge Advocate General's Corps.

## **FINANCIAL AID**

A subsistence fee ranging between \$300 and \$500 per month is paid to contracted, advanced course and scholarship cadets during the entire normal academic year while participating in Army ROTC. Four-, three- and two-year scholarships are available. Details on scholarships are published by the Department of the Army and by the Military Science Department. In addition to the subsistence fee, the scholarship pays tuition, laboratory fees, book cost and certain supplies within the limits of the scholarship award.

## **COURSES IN MILITARY SCIENCE**

### **MSL 101 Leadership and Personal Development 1 Semester Hour**

This course is designed to inspire an interest in the principles and practices of leadership and to explore how these high-impact principles and practices might be applied at Duke, in the military, and to the civilian world of work. The course will explore topics such as values-based behavior [courage, trust, and ethics], leadership and management, power and authority, individual motivation, cohesion, team and group effectiveness, and crisis leadership. Laboratory required for ROTC cadets.

### **MSL 102 Introduction to Tactical Leadership 1 Semester Hour**

Develop your ability to be an effective leader and manager through exposure to leadership and developmental theories, principles and practices by building on concepts learned in Military Science 101S. Students will practice leadership fundamentals such as problem-solving and presentation skills, and develop an appreciation of the historical and cultural complexity of the environment in which military officers apply leadership techniques. Laboratory required for ROTC cadets. Consent of instructor required.

### **MSL 101L/102L Leadership Laboratory 1 Semester Hour**

Leadership Lab is in conjunction with each of the aforementioned MSL level classes in the basic course. It is a period which supplements and reinforces, through practical application, the fundamentals taught in each of the Military Science classes. Leadership Lab is a progressive leading experience designed to produce effective and efficient Second Lieutenants for the United States Army. Open only to (and required of) students in the associated Military Science class. (Fall/Spring)

### **MSL 201 Innovative Team Leadership 2 Semester Hours**

Prerequisites: MSL 101 or consent of instructor.

Explore the theory and practical application of group dynamics, team building, and innovative leadership in Explore the theory and practical application of group dynamics, team building, and innovative leadership in both civilian and military contexts. Students will participate in practical application of personal motivation and team building through planning, executing and assessing team exercises. Builds on concepts taught in Military Science 101S and 150S. Laboratory required for ROTC cadets.

### **MSL 202 Foundations of Tactical Leadership 2 Semester Hours**

Prerequisites: MSL 101 or consent of instructor.

Explore the theory and practical application of group dynamics, team building, and innovative leadership in Explore the theory and practical application of group dynamics, team building, and innovative leadership in both civilian and military contexts. Students will participate in practical application of personal motivation and team building through planning, executing and assessing team exercises. Builds on concepts taught in Military Science 101S and 150S. Laboratory required for ROTC cadets.

### **MSL 201L/202L Leadership Laboratory 1 Semester Hour**

Leadership Lab is in conjunction with each of the aforementioned MSL level classes in the basic course. It is a period which supplements and reinforces, through practical application, the fundamentals taught in each of the Military Science classes. Leadership Lab is a progressive leading experience designed to produce effective and



efficient Second Lieutenants for the United States Army. Open only to (and required of) students in the associated Military Science class. (Fall/Spring)

**MSL 210 Leaders Training Course (Internship Program) 5 Semester Hours**

A four-week, paid summer training course conducted at an Army post. Travel, lodging and most meals are provided by the Army at no cost to the student. The environment is rigorous and is similar to Army Basic Training. No military obligation is incurred for attending. Open only to students who have not taken all four of MSL 101, 102, 201, 202 and who pass a physical examination (paid for by ROTC). Completion of MSL 210 qualifies a student for entry into the advanced course. (Summer)

**MSL 301 Small Unit Military Leadership 3 Semester Hours**

Prerequisite: Completion of first two years of ROTC or prior military experience. The study, practice and evaluation of adaptive leadership skills in the context of squad tactical operations. Focus on developing cadets' tactical leadership abilities in preparation for ROTC's summer Leadership Development and Assessment Course (LDAC). Laboratory required for Army ROTC cadets. Consent of instructor required. One course.

**MSL 302 Tactics, Techniques, and procedures for Military Leaders 3 Semester Hours**  
Prerequisite: MSL 301

Use of increasingly intense situational leadership challenges to build cadet awareness and skills in leading tactical operations up to platoon level. Aspects of combat, stability and support operations. Conduct military briefings and develop proficiency in garrison operations orders. Focus on developing skills in decision-making, persuading and motivating team members. Cadets evaluated as leaders in preparation for ROTC summer Leader Development Assessment Course (LDAC). Laboratory required for Army ROTC cadets. Consent of instructor required. One course.

**MSL 301L/302L Leadership Laboratory 1 Semester Hour**

Leadership Lab is in conjunction with each of the aforementioned MSL level classes in the advanced course. It is a period which supplements and reinforces, through practical application, the fundamentals taught in each of the Military Science classes. Leadership Lab is a progressive leading experience designed to produce effective and efficient Second Lieutenants for the United States Army. (Fall/Spring)

**MSL 310 Leadership Development and Assessment Course (Internship) 6 Semester Hours**  
Prerequisites: MSL 301 and 302

A five-week paid summer training course conducted at an Army post. Only open to (and required of) students who have completed MSL 301 and 302. Travel, lodging and most meals are provided by the Army at no cost to the students. The LDAC environment is highly structured and demanding, stressing leadership at small unit levels under varying, challenging conditions. Individual leadership and basic skills performance are evaluated throughout the course. Although this course is graded on a Pass/Fail basis only, the leadership and skills evaluations at the camp weigh heavily in the subsequent selection process that determines the type of commission and job opportunities given to the student upon graduation from ROTC and the College. (Summer)

**MSL 401 Developing Adaptive Military Leaders 3 Semester Hours**  
Prerequisites: MSL 301, 302

Development of cadet proficiency in planning, executing and assessing complex operations, functioning as a member of a staff, and providing performance feedback to subordinates. Assessing risk, making ethical decisions, and leading fellow ROTC cadets; identifying responsibilities of key staff, coordinating staff roles and using situational opportunities to teach, train and develop subordinates. Study of military justice and personnel processes in preparation for transition to the Army. Laboratory required for Army ROTC cadets. Consent of instructor required. One course.

### **MSL 402 Military Leadership in a Complex World**

**3 Semester Hours**

Prerequisite: MSL 401

The dynamics of leading in the complex situations of current military operations. Differences in customs and courtesies, military law, principles of war and rules of engagement in the face of international terrorism. Aspects of interacting with non-government organizations, civilians on the battlefield and host nation support. Laboratory required for ROTC cadets. Consent of instructor required. One course.

### **MSL 401L/402L Leadership Laboratory**

**1 Semester Hour**

Leadership Lab is in conjunction with each of the aforementioned MSL level classes in the advanced course. It is a period which supplements and reinforces, through practical application, the fundamentals taught in each of the Military Science classes. Leadership Lab is a progressive leading experience designed to produce effective and efficient Second Lieutenants for the United States Army. (Fall/Spring)

### **MSL 403 Survey of Military History**

**3 Semester Hours**

This course is a survey that spans the history of warfare from Colonial occupation to the Present Era with a special focus on the American Military Warfare. Familiarization is the goal of this course. You are expected to form opinions and defend your arguments. The focus of this class will revolve around the sections of military history. We will cover other critical areas, such as strategy, tactics, morality, professionalism, policy and technology. This is a collegiate class and it is a preparatory step for your future in the military. It further will provide you with a better understanding of past Military engagements. The course will require intensive study, active participation and completion of various assignments. It is a goal that this course leaves you with a sense of accomplishment.

## **MUSIC**

### **MUS 101 Music Appreciation**

**3 Semester Hours**

An introduction to musical understanding, designed for students who have had little or no previous contact with the art. Perspective is developed through an examination of musical elements, styles, forms, and literature.

### **MUS 171 Wesleyan Singers**

**1 Semester Hours**

Prerequisite: Permission of the instructor

The Wesleyan Singers is a choral ensemble open by audition to all students with an interest in vocal performance. The group's repertoire includes a variety of material from various eras.

### **MUS 181 Pep Band**

**1 Semester Hour**

Prerequisite: Previous instrument performance and permission of the instructor.

This ensemble performs as a spirit band for the North Carolina Wesleyan College community and athletic events.

**MUS 182 Percussion Ensemble****1 Semester Hour**

Prerequisite: Previous instrument performance and permission of the instructor.

This ensemble performs standard percussion ensemble music in multiple styles. Focus is on live performance for the NC Wesleyan College community.

**MUS 183 Wesleyan Jazz Ensemble****1 Semester Hour**

Prerequisite: Previous instrument performance and permission of the instructor.

The Wesleyan Jazz Ensemble performs at College and community events. It is open by audition to all students with an interest in instrumental performance.

**MUS 195 Special Topics****1-6 Semester Hours**

A study of selected topics.

**MUS 495 Special Topics****1-6 Semester Hours**

A study of selected topics.

## **MUSIC PRODUCTION**

### **FOR MAJOR/CONCENTRATION, SEE ENTERTAINMENT ARTS (B.A. DEGREE)**

\*An audition is required to be admitted into the program.

### **REQUIREMENTS FOR A MINOR IN MUSIC PRODUCTION**

MUP 150, MUP 200, MUP 300, MUP 305, ENT 495 and must have 3 semester hours of MUP 185

\*An audition is required to be admitted into the program.

**MUP 150 History of Popular Music****3 Semester Hours**

Prerequisite: Permission of the instructor.

An introduction to the history of popular music in America from the mid-19th century to the present. Students will be introduced to terminology, genres and styles, business and broadcasting practices, music production techniques, and technological developments in American popular music. Through listening examples and discussion, students will become familiar with a variety of musical genres including minstrel, Tin Pan Alley, ragtime, jazz, swing, blues, folk, country, rhythm & blues, 50s rock & roll, 60s rock, soul, funk, disco, punk, new wave, alternative, and electronic.

**MUP 185 Spectrum (Popular Music Ensemble)****1 Semester Hour**

Prerequisite: Previous instrument and/or vocal experience and permission of the instructor.

This ensemble performs popular music of multiple styles. Focus is on live performance and recording projects for the NC Wesleyan College community.

**MUP 200 Theory of Popular Music****3 Semester Hours**

Prerequisite: Previous instrument and/or vocal experience and permission of the instructor.

An introduction to major and minor scales and chords, chord progressions, song form, rhythm, harmonic techniques, melodic structures, modern chart notation, and basic compositional techniques used in popular music.

**MUP 300 Introduction to Music Production****3 Semester Hours**

Prerequisite: MUP 150, 200, or permission of instructor.

This course covers the necessary tools, techniques, and applications of MIDI sequencing and digital audio for writing and production. Main topics include the MIDI standard and its applications, set up and use of digital audio workstations (DAWs), integration of MIDI and audio tracks/sources, use of software synthesizers, basic mixing techniques, audio theory, equipment and techniques. Through practical examples, activities, and projects the student will learn how to effectively use a DAW to write and produce music.

**MUP 305 Studio Techniques****3 Semester Hours**

Prerequisite: MUP 300

This course covers studio techniques for pre-production and tracking of musical elements. Topics include, space design and acoustic treatments, microphone types and selection, microphone placement and techniques, direct injection and cabling, preamplifiers, signal flow and gain structure, outboard signal processing and routing, and effects plugins. Through group activities and projects, the student will learn about the equipment and techniques required for tracking musical elements in the studio.

**MUP 310 Live Sound Production****3 Semester Hours**

Prerequisite: MUP 305

This course focuses on sound reinforcement for live musical performances and recording or broadcast of live musical events, both amplified and un-amplified. Primary topics include mixing for front of house, monitor, and recording or broadcast. Supporting topics include speakers, amplifiers, cabling, rigging, power, mic technique, wireless, touring, stage craft, load in/set up and tear down/load out.

**MUP 405 Advanced Studio Techniques****3 Semester Hours**

Prerequisite: MUP 305

The advanced student will produce a complete studio project including pre-production, collaboration with artists, writing/arranging, tracking/performing, editing, mixing, mastering, and distribution of the final product. This course will focus on fluency in music tracking/recording, editing and mixing, use of specialized DAW plugins and outboard processing, recording session management and workflow, producing, and professional interaction with the musical talent.

**MUP 490 Senior Project****3 Semester Hours**

Prerequisite: Permission of instructor.

This course is the capstone experience for students completing the major. The project will demonstrate proficiency in all aspects of an area or areas of music production necessary for the professional environment.

## NUTRITION

**NTR 300 Basic Nutrition****3 Semester Hours**

A study of nutrition principles with special attention to nutrition for various lifestyles, including the chemistry of digestion, metabolism and nutritive requirements of the body during the life cycle.

## ORGANIZATIONAL LEADERSHIP

A Bachelor of Science degree with a major in Organizational Leadership provides students with the educational background necessary to succeed in a broad spectrum of professions and is an excellent foundation for the pursuit of several advanced degree programs. This is an interdisciplinary degree that exposes students to the business, social science and humanities concepts that will provide a solid foundation in critical thinking, analytical reasoning, writing and communication. Organizations are looking for leaders that understand work behavior, interpersonal and group dynamics as well as how to solve problems for growth and success.

This multidisciplinary business and behavioral science program focuses on practical and theoretical aspects of the various components related to the administration and management of sports/fitness/wellness personnel, facilities, programs and businesses.

### REQUIREMENTS FOR A MAJOR IN ORGANIZATIONAL LEADERSHIP (B. S. DEGREE)

Core requirements: MAT 213; BUS 206, 207, 308, 314, 319

Major requirements: ADM 305, 307, 308, 400, 405 and 481

### REQUIREMENTS FOR A MINOR IN SPORTS ADMINISTRATION

Complete: ADM 205, 315, 335, 345; and 6 semester hours from 355, 415, 421; ENG 320.

This minor exposes students to practical and theoretical aspects of the various components related to the administration and management of sports/fitness/wellness personnel, facilities, programs and businesses.

### REQUIREMENTS FOR A MINOR IN LEADERSHIP

Complete: BUS 206, 308; ADM 305, 307, 308, 400, 405

This minor in leadership will explore leadership theories to include servant and transformational leadership as well as change leadership and strategic leadership. This minor would complement almost any major as leadership characteristics are an important factor with any career path.

### REQUIREMENTS FOR A CERTIFICATE IN EXECUTIVE LEADERSHIP

Certificate Requirements: ADM 305, 307, 308, 400, 405 and REL 342

#### **ADM 205 Introduction to Sports Administration**

**3 credit hours**

Prerequisite BUS 206

This course is designed to introduce students to the world of sports administration. The course will look at career options and managerial contention. Additionally the course will review aspects of media relations in the sports industry.

#### **ADM 305 Organizational Leadership**

**3 credit hours**

Various leadership styles and theories in administrative roles and organizations are examined in this course. Students will apply styles and theories in case studies and provide in-depth analyses of leadership.

**ADM 307 Servant Leadership****1 credit hour**

Prerequisites: Junior standing or approval from instructor

Servant leadership examines the history, dynamics and expectations of servant leadership. Emphasis will be placed on ethics and leadership in a dynamic and changing world.

**ADM 308 Transformational Leadership****2 credit hours**

Prerequisites: Junior standing or approval from instructor

Transformation Leadership examines the history, dynamics and expectations of transformational leadership. Students will build a solid foundation on transformational leadership and how to apply this model/theory to their organization.

**ADM 315 Ethics and Current Issues in Sports****3 credit hours**

Prerequisite ADM 205

A survey of current research and ethical concerns in the realm of the sport industry. This course reviews values and standards of ethical behavior as it relates to all levels of the sport industry. Current articles, tests and discusses on ethical behavior in sport will be used. (writing intensive)

**ADM 320 Leadership and Athletic Administration****3 Semester Hours**

Prerequisite: ADM 205

The major emphasis is on the preparation of athletic administrators and sport managers within collegiate university, high school, community and youth sport organizations. Information presented in this course will examine leadership theoretical concepts to help prepare students pursuing a career in athletics management/administration. Through critical thinking component and practical application exercises, the student will apply leadership theories, principles and concepts. Ultimately, the student will develop essential leadership competencies and skills for today's athletic administrators.

**ADM 325 Sport Governance****3 Semester Hours**

Prerequisite: ADM 205

The course provides insight into the world of power and politics of sport organizations in the U.S. and internationally. The class will explore necessary managerial activities and implementation of rules in relationship to the functioning of sport governing bodies.

**ADM 335 Organization and Administration of Sport****3 credit hours**

Prerequisite ADM 205

This course will survey all aspects of organization and administration of sport entities. An emphasis will be placed on organizational theory, administrative philosophies, programming and budget theory in all areas of the sport industry.

**ADM 345 Sport Facility and Event Management****3 credit hours**

Prerequisite ADM 205

This course is designed to assist the student in acquiring the necessary

knowledge to organize, plan and manage all aspects of a large event. Coursework will focus on items such as: contracts, insurance, hiring, concessions, merchandising and adhering to state and federal rules and guidelines.

**ADM 355 Sport Communication 3 credit hours**

This course is an examination of principles of marketing, promotion, sponsorship, public relations and licensing as it applies to the sport industry.

**ADM 400 Leadership and Change 3 credit hours**

Prerequisites: ADM 305

This course examines theoretical and practical issues of organizational change which includes rationale, success and failure with change initiatives, effective leadership of change and ethical concerns. (writing intensive)

**ADM 405 Strategic Leadership 3 credit hours**

Prerequisites: ADM 305, 400 or approval from instructor

Strategic Leadership examines how to think about organizations strategically by exerting influence through strategy organizational design and culture as well as leading change efforts. This course will build an understanding of the core concepts of strategy making and help participants achieve a strategic mindset.

**ADM 415 Coaching Theory and Methodology 3 credit hours**

This course is a comprehensive introduction to the coaching profession. Emphasis is placed on sport at the high school and serious club levels. Consideration is also given to coaching at other levels such as youth, recreational and intercollegiate sport programs. The primary goal of this course is to develop and enhance students' knowledge and understanding of concepts and techniques of coaching and their application to achieve important objectives in working with athletes.

**ADM 421 Internship I 3 credit hours**

Prerequisite: Junior Status; Approval of Instructor

This course allows the student to apply principles of the major in a field setting. Extensive written work is required. The faculty supervisor will meet regularly with the student.

**ADM 481 Senior Seminar in Organizational Leadership 3 Semester Hours**

Prerequisite: Senior Standing

This course will guide students through case studies and apply theory to real world situations providing more in-depth analysis of the learning outcomes in the other courses within the major to include: Social Psychology, Sociology of the Workplace, I/O Psychology organizational Behavior and Management. Student will develop best practices in a broad range of administrative jobs as well as research careers as they apply to Organizational Leadership. A culminating exercise will be a part of this course that blends many of the learning outcomes that were achieved throughout the major. (writing intensive)

**ADM 482 Senior Seminar in Sports Administration 3 Semester Hours**

Prerequisite: Senior Standing; ADM 315, 335, and 345

Students will synthesize knowledge gained in major coursework to complete an

in-depth analysis of sport organizations applying theory to real world case studies; study best practices in and research careers in Sports Administration; and complete a capstone exercise that blends many of the learning outcomes that were achieved throughout the major. (Writing Intensive)

**ADM 495 Special Topics in Organizational Leadership 1-6 Semester Hours**

Prerequisite: Junior or Senior Standing

Specialized and advanced topics in Organizational Leadership will be explored.

## **PHILOSOPHY**

**PHI 191 Research Topics 1-6 Semester Hours**

An area of study of interest to the student and usually taught on a one-on-one basis between a faculty member and the student.

**PHI 195 Special Topics 1-6 Semester Hours**

A study of selected topics.

**PHI 201 Introduction to Philosophy 3 Semester Hours**

An introduction to philosophical inquiry, including discussion of problems concerning the nature of reality, the grounds of knowledge and faith, ethical conduct and political theory. (writing intensive)

**PHI 202 Ethics 3 Semester Hours**

An introductory study of some of the most important philosophical theories of moral obligation and value, with reference to selected contemporary moral issues. (writing intensive)

**PHI 205 Philosophy of the Arts 3 Semester Hours**

An introductory philosophical study of what it means to practice and enjoy the arts, with attention to such issues as the nature of beauty, whether there is truth in art and how the value of art can be judged. (writing intensive)

**PHI 342 Professional and Business Ethics 3 Semester Hours**

A study of the relationship of ethics to the world of work utilizing a case study approach in order to consider how ethical reflection can help meet the rapidly changing circumstances and new moral dilemmas arising today in business and the professions. (identical to REL 342)

**PHI 427 Seminar in Religion and Philosophy 3 Semester Hours**

Prerequisite: Senior Standing

A joint seminar in religion and philosophy intended for majors and open to other interested students by permission of instructor. Readings, student reports and completion of research projects. (identical to REL 427)

**PHI 491 Research Topics 1-6 Semester Hours**

An area of study of interest to the student and usually taught on a one-on-one basis between a faculty member and the student.



**PHI 495 Special Topics**

A study of selected topics.

**1-6 Semester Hours**

## **PHYSICS**

**PHY 105, 106 General Physical Science with Laboratory 3, 1 Semester Hours**

This course provides an overview of physical science, from cosmology through geology, chemistry and physics. It emphasizes descriptive and systematic aspects of science and restricts mathematical features to the essentials.

**PHY 191 Research Topics****1-6 Semester Hours**

An area of study of interest to the student and usually taught on a one-on-one basis between a faculty member and the student.

**PHY 195 Special Topics****1-6 Semester Hours**

A study of selected topics.

**PHY 211 General Physics I****3 Semester Hours**

Prerequisite: MAT 115 or MAT 121

Corequisite: PHY 212

General Physics I is an introductory course in physics that deals with statics, dynamics and thermodynamics. The course includes studies of Newton's Laws of Motion, gravitation, Law of Conservation of Momentum, work and energy, fluid behavior, heat transfer and thermodynamics.

**PHY 212 General Physics Lab I****1 Semester Hour**

Corequisite: PHY 211

Practical experimental applications of concepts presented in PHY 211 dealing with topics such as vectors, Newton's Laws of Motion, equilibrium (rotational, translational), conservation principles, heat transfer and thermodynamics.

**PHY 221 General Physics II****3 Semester Hours**

Prerequisite: PHY 211 or PHY 231 or permission of instructor; Co-requisite: PHY 222

General Physics II includes topics on sound, electromagnetic radiation, the duality of light and electromagnetism. The principles of reflection, refraction, dispersion, interference, static and current electricity and magnetism will be investigated.

**PHY 222 General Physics Lab II****1 Semester Hour**

Practical experimental applications of concepts presented in PHY 221 dealing with topics such as wave characteristics, reflection, refraction, diffraction, static and current electricity and magnetism.

**PHY 231 Introduction to Analytical Physics I****3 Semester Hours**

Prerequisite: Grade of C- or higher in MAT 121

Corequisite: PHY 232

This course uses calculus-based mathematical models to introduce the fundamental concepts that describe the physical world. Topics include units and

measurements, vector operations, linear kinematics and dynamics, energy, power, momentum, rotational mechanics, periodic motion, fluid mechanics and energy. Upon completion, students should be able to demonstrate an understanding of the principles involved and display analytical problem solving ability for the topics covered.

### **PHY 232 Introduction to Analytical Physics I Lab**

**1 Semester Hour**

Corequisite: PHY 231

The laboratory portion of the course covers practical experimental application of the concepts discussed in the lecture.

## **POLITICAL SCIENCE**

The Political Science major at North Carolina Wesleyan College seeks to i) provide a detailed education in American Politics, Comparative Politics, International Relations and Political Theory, ii) create active and informed participants in the political process, iii) prepare students for service in the public and private sectors. Students are expected to develop strong critical thinking and analytical reasoning skills through a vigorous exploration of political issues, ideas and topics. The major stresses writing and speaking skills as the means to communicate information and analysis.

### **REQUIREMENTS FOR A MAJOR IN POLITICAL SCIENCE (B.A. DEGREE)**

**Core requirements:** POL 112, 200, 201, 308, 313 and MAT 213.

**Core components:** A total of 15 semester hours from the American Politics and World Politics areas:

#### **American Politics:**

POL 211, 300, 301, 302, 400, 408, 411, 495; JUS 410     9 semester hours

#### **World Politics:**

POL 310, 311, 315, 401 495     6 semester hours

### **REQUIREMENTS FOR A MINOR IN POLITICAL SCIENCE**

**Core requirements:** POL 112, 200, 201, and 313

**Core Components:** 6 semester hours from POL 211, 300, 301, 302, 308, 310, 311, 315, 400, 401, 408, 411, 495; HIS 225, 314, 315, 355, 405, 410.

### **POL 112 American Political System**

**3 Semester Hours**

This is an introductory course in American national government and politics. It is designed to give the student a basic understanding of the American political system from the framing of the Constitution to the present. This course is particularly concerned with the struggle for democracy in America.

### **POL 191 Research Topics**

**1-6 Semester Hours**

An area of study of interest to the student and usually taught on a one-on-one basis between a faculty member and the student.

**POL 195 Special Topics****1-6 Semester Hours**

A study of Selected topics.

**POL 200 Introduction to Political Science****3 Semester Hours**

This course is designed to provide the student with a general understanding of how political scientists study the phenomena of politics and deepen the student's understanding of their role as both a critical thinker and participant within the political system. This course will focus on the basic principles important to the field of political science, as well as political behavior, systems, processes and interaction.

**POL 201 Introduction to International Relations****3 Semester Hours**

This course is designed to introduce students to the concepts and theories of international relations and provide an interactive forum for analysis of the international system and the forces that produce cooperation and conflict.

**POL 211 American State and Local Government****3 Semester Hours**

This course examines the relationship between state and local governments and the federal system. Particular attention will be given to the role of the states with respect to civil rights, welfare, education, regulation and the environment.

**POL 300 The United States Congress****3 Semester Hours**

This is an introductory course on The United States Congress. It is designed to give students a basic understanding of how Congress works and why from the framing of the Constitution to the present. The course is particularly concerned with the development of Congress, its representational role, structure and process and congressional policy and performance.

**POL 301 Judicial Politics****3 Semester Hours**

This is an introductory course on judicial politics in the United States. It is designed to provide the student with an understanding of the organization of courts (federal and state), judicial process in civil and criminal law, judicial decision-making, and judicial policy making. Particular attention will be given to the role of judges as political actors as well as racial disparities within the criminal justice system.

**POL 302 American Presidency****3 Semester Hours**

An examination of the modern presidency from Franklin D. Roosevelt to the present with emphasis on policies, decision-making, party-politics, personality and the powers of the contemporary president. (writing intensive)

**POL 308 Social Research Methods****3 Semester Hours**

Prerequisite: MAT 213 and POL 112 or SOC 101 or permission of the instructor

A study of the logic and methods of social science research and its application including: project design; measurement, collection, analysis and interpretation of data; and ethical implications of social research.(identical to SOC 308)

**POL 310 Political Economy****3 Semester Hours**

This course is designed to investigate political, economic, philosophical, social, historical and legal aspects of the structure and operation of America's macro- and micro-economic systems. Focus is given to how these United States systems compare

internally over time and externally across nations, with an extended introduction to international political economy. Students should develop the knowledge and skills necessary to analyze United States political economy in global context, from contemporary history to expected future trends. (writing intensive)

**POL 311 Political Parties and Public Opinion** **3 Semester Hours**

This is a writing intensive course designed to introduce students to the citizen's role within the democratic process. More specifically, this course focuses on citizen's patterns of participation, values, ideological orientations, political parties, party support bases, elections and voting behavior. In addition, the course will ask whether citizen's participation overall is in decline and what effects it may have on democracy, if it is.

**POL 313 Comparative Politics** **3 Semester Hours**

This course will provide an introduction to comparative politics and comparative methods. The first part of the course will be more theoretical in nature providing an introduction to basic political concepts and practices. The second part of the course will be dedicated to understanding the practice of comparative politics through both case studies and cross-national comparisons.

**POL 315 East Asian Politics** **3 Semester Hours**

This is an undergraduate course designed to provide students with an understanding of government and politics in three East Asian countries (Japan, South Korea and Taiwan) from a comparative perspective. There will be occasional discussions on other East Asian countries such as China and North Korea. However, they are not the main focus of this course. (writing intensive)

**POL 400 American Political Thought** **3 Semester Hours**

This course surveys American political thought from the colonial era to the present. Required readings are drawn mainly from primary sources including the writings of politicians, activists and theorists. Topics include the relationship between religion and politics, rights, federalism, national identity, republicanism versus liberalism, the relationship of subordinated groups to mainstream political discourse and the role of ideas in politics. We will analyze the simultaneous radicalism and weakness of American liberalism and how the revolutionary ideas of freedom and equality run up against persistent patterns of inequality. (writing intensive)

**POL 401 Ideals and Ideology** **3 Semester Hours**

This course offers a survey of the main schools of thought in political theory and the way they are expressed in contemporary political ideologies. The ideologies surveyed in this course are liberalism, conservatism, socialism, fascism and feminism. (writing intensive)

**POL 408 Big Business and American Politics** **3 Semester Hours**

This course explores the relationship between big business and the American political system. It examines specific dimensions of corporate power such as PACs, lobbying and disinvestment. The corporate influence on policy-making is the principal focus. (writing intensive)

**POL 410 Constitutional Law****3 Semester Hours**

This course is planned as a unit in the study of American Constitutional Law. The organization will be partly chronological and partly topical. It will not attempt to cover every field of our constitutional law, nor even every important field, but will concentrate on those issues which best indicate the importance of the Supreme Court in the development of American politics. (identical to JUS 410)

**POL 411 Political Psychology****3 Semester Hours**

Prerequisites: POL 112, POL 308 or PSY 226

This course provides a broad introduction to the interdisciplinary field of political psychology. The course emphasizes the application of psychological theory to political science topics and areas of interest. Topics that may be examined include, but are not limited to: experimental methods, social cognition, political attitudes, ideology, partisanship, emotion, identity, stereotyping and prejudice. Some background knowledge of social psychology is helpful, but not required.

**POL 491 Research Topics****1-6 Semester Hours**

An area of study of interest to the student and usually taught on a one-on-one basis between a faculty member and the student.

**POL 495 Special Topics****1-6 Semester Hours**

A study of selected topics.

## **PSYCHOLOGY**

The psychology major emphasizes the development of writing, critical thinking and quantitative reasoning skills by providing the student with exposure to the basic areas of the discipline, including research design and analysis, human development, personality and psychopathology, social behavior, learning and cognition and neuroscience. Many courses in the curriculum encourage students to think about and discuss cultural diversity and ethical decision-making. The curriculum is also designed to prepare the student for further training in either graduate school or an applied setting such as social service.

**REQUIREMENTS FOR A MAJOR IN PSYCHOLOGY (B.A. DEGREE)**

A minimum of 30 semester hours in psychology is required. The major must take PSY 111, 201 or 202, 302 or 304, 226, 227, 316, 319, 321 or 322, 410 and one three-semester-hour psychology elective and MAT 213.

**REQUIREMENTS FOR A MINOR IN PSYCHOLOGY**

PSY 111, 226, PSY 319 or 321 or 322; PSY 316 or 317 or 302 or 304; PSY elective (3 Semester Hours, any upper level psychology course); PSY elective (any psychology course). (18 semester hours)

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**PSY 111 Introduction to Psychology** **3 Semester Hours**

Introductory review of the field of psychology. The topic areas include the philosophical and scientific origin of psychology and specific treatment of areas of inquiry and application. These areas include learning, memory, perception, physiology of the nervous system, social and personality theory, psychopathology and psychotherapy.

**PSY 191 Research Topics** **1-6 Semester Hours**

An area of study of interest to the student and usually taught on a one-on-one basis between a faculty member and the student.

**PSY 195 Special Topics** **1-6 Semester Hours**

A study of selected topics.

**PSY 201 Psychological Development in Childhood** **3 Semester Hours**

Prerequisite: PSY 111

An examination of the developmental processes of childhood. The topics include the maturation of perceptual and motor process, the development of social attachments and the emergence of cognitive functions such as memory and language.

**PSY 202 Psychological Development in Adolescence** **3 Semester Hours**

Prerequisite: PSY 111

An examination of the developmental processes of adolescence. The topics include the maturational changes of puberty, the shift in social attachment to peers and the emergence of the adult personality.

**PSY 210 Drugs and Behavior** **3 Semester Hours**

Prerequisite: PSY 111

An examination of the physiological, psychological and behavioral effects of drugs. The course will include discussions of drugs which are frequently abused, drugs which are used to treat psychological disorders and programs to treat and prevent drug abuse.

**PSY 220 Sex, Marriage and Family** **3 Semester Hours**

Prerequisite: SOC 101 or PSY 111 or permission of instructor

A study of sexual behavior and the social institutions of marriage and the family, emphasizing sociological understanding and research, yet also including insights from psychology, biology, anthropology, history and economics. (identical to SOC 220)

**PSY 226 Research Design and Analysis I** **3 Semester Hours**

This course is designed to introduce the student to research methods in psychology. Topics include: experimental and correlational research designs, library research techniques, the calculation and interpretation of descriptive statistics and ethical considerations in research. Students will write research reports based on experiments which are supervised by the professor.

**PSY 227 Research Design and Analysis II** **3 Semester Hours**

Prerequisite: PSY 226 with a C- or better

This course introduces students to the topics of inferential statistics and hypothesis testing in psychological research. Students will learn how to develop testable

hypotheses and to select, calculate and interpret both parametric and nonparametric inferential statistics. Students will also develop an original research proposal.

**PSY 299 Careers in Psychology****3 Semester Hours**

Prerequisite: PSY 111

This course introduced students to the array of career opportunities available in the field of psychology, including those attainable with varying degrees of education. It is also designed to help students determine an individual career path upon graduating from college.

**PSY 301 Psychological Development in Adulthood****3 Semester Hours**

Prerequisite: PSY 111

This course examines the mental, social and physical changes associated with aging throughout adulthood. The grief and mourning processes associated with death and dying are also explored.

**PSY 302 Abnormal Psychology****3 Semester Hours**

Prerequisite: PSY 111

A detailed survey of the various types of emotional/behavioral disorders dealt with by mental health professionals. This includes descriptive information, etiological theories and current treatment approaches.

**PSY 304 Theories of Personality****3 Semester Hours**

Prerequisite: PSY 111

A critical survey of various theoretical approaches to the study of human personality, including psychoanalytic, dispositional, cognitive, phenomenological and social learning perspectives.

**PSY 311 Exercise Psychology****3 Semester Hours**

This course is designed to cover: (a) psychological theories for understanding and predicting health-oriented physical activity and exercise behavior; (b) psychological and psychobiological responses to physical activity and exercise; (c) psychological interventions for increasing exercise participation and adherence, and (d) strategies for reducing sedentary behavior. (Identical to HLP 311)

**PSY 315 Psychology of Mass Communication****3 Semester Hours**

Prerequisite: PSY 111 or permission of instructor

This course examines the social, cognitive and developmental psychology mechanisms behind mass communication. Topics covered include media advertising, violence, sex and portrayals of groups (writing intensive).

**PSY 316 Social Psychology****3 Semester Hours**

Prerequisite: PSY 111

A systematic examination of the major theories and research traditions in social psychology. Topics include the development, change and measurement of attitudes; person perception and interpersonal attraction; group dynamics, conformity, aggression and prosocial behavior. (writing intensive)

**PSY 317 Industrial and Organizational Psychology****3 Semester Hours**

Prerequisite: PSY 111

The course focuses on the psychological theory underlying the development and implementation of methods for selection, classification and training personnel in organizational settings. Specific topics include test development, performance evaluation, attitude and satisfaction assessment and job training methods.

**PSY 319 Physiological Psychology 3 Semester Hours**

Prerequisites: PSY 111, BIO 101

A detailed review of the neural structures and physiological processes underlying human behavior. Topics include the structure and function of the nervous system and the physiological basis of perception, motivation, memory and selected psychopathological disorders. (writing intensive)

**PSY 321 Information Processing, Cognition and Memory 3 Semester Hours**

Prerequisite: PSY 111

A detailed review of the research methods, findings and theories describing human cognitive function. The topics include memorial processes, such as encoding, rehearsal and retrieval, language processes and structural models of memory.

**PSY 322 Conditioning and Learning 3 Semester Hours**

Prerequisite: PSY 111

A detailed review of procedures and data related to the experimental analysis of behavior. The focus of the course is on identifying the variables that explain the origins and changes of behavior. Topics include classical and operant conditioning, constraints on learning, stimulus control and the learning and retention of verbal material.

**PSY 402 Psychological Tests and Measurements 3 Semester Hours**

Prerequisites: PSY 111 and PSY 226 or MAT 213

A critical survey of assessment techniques in educational, clinical and vocational settings. Emphasis will be placed on the construction, validation and interpretation of psychological tests and on the theoretical foundations of assessment.

**PSY 405 Supervised Internship in Psychology 3 Semester Hours**

Prerequisites: 36 semester hours, 2.0 cumulative GPA and approval from the ICSC Director and the department.

A supervised experience of 135 hours working in an approved setting. The setting must allow the student to acquire knowledge and practice skills in the application of psychology. The student will meet with his/her faculty sponsor to discuss the experiences of working in an applied setting.

**PSY 410 Senior Seminar in Psychology 3 Semester Hours**

Prerequisite: PSY 111, 227 and a senior Psychology major or permission of instructor

This seminar is a capstone course focusing on themes that integrate the various fields of psychology. Independent scholarship oral communication and the examination of primary sources are emphasized. (writing intensive)

**PSY 421 Senior Honors Thesis 3 Semester Hours**

Prerequisite: Psychology majors only

The student will spend the semester developing a detailed research proposal or review paper. All proposals will include a literature review and proposed method



for a research project. Research proposals must be defended before the psychology department faculty. A review paper must be presented to the college community.

**PSY 491 Research Topics****1-6 Semester Hours**

An area of study of interest to the student and usually taught on a one-on-one basis between a faculty member and the student.

**PSY 495 Special Topics****1-6 Semester Hours**

A study of selected topics.

## **PUBLIC ADMINISTRATION**

The minor in Public Administration is designed to give students an understanding of process, analysis and management of public policy in government, nonprofit and corporate institutions. It seeks to expose students to interdisciplinary tools to help them excel in management and analytical careers in the public and nonprofit sector. This minor is open to all students, regardless of major.

**REQUIREMENTS FOR A MINOR IN PUBLIC ADMINISTRATION**

ADM 305; PAD 300, 305; POL 211; REL 342. Choose one from the following; ACC 317; BUS 207; ENG 304; MKT 320.

**PAD 300 Public Administration****3 Semester Hours**

This course is an introduction to public administration. Topics to be covered include the role of bureaucracy in the political process, theories of public organizations, bureaucratic discretion and accountability, policy implementation and the changing nature of public administration.

**PAD 305 Budgeting and Planning for Public Administration****3 Semester Hours**

This course will include topics in municipal expenditure patterns and revenue sources, taxation at the local level, fiscal and economic aspects of federalism and federal-state-local fiscal coordination and the role of budget in the determination of policy, in administrative integration and in influencing government operations.

## **PUBLIC HEALTH**

The Public Health minor offers students the opportunity to develop a basic understanding of public health, including the biological, social, economic, quantitative, geographic and educational components of health and health disparities within and across populations. The minor in public health is designed to help students consider and navigate the complex relationships between disease processes and the social and biological environment of the community.

**REQUIREMENTS FOR A MINOR IN PUBLIC HEALTH**

EXS 301, 305; HLP 190, 310, 320. Choose one from the following.

Exercise Science majors choose three from the following: ENG 304; COM 200; HLP 311; PSY 210, 315, 316.

**NURSING****(RN to BSN PROGRAM ONLY)****REQUIREMENTS FOR A MAJOR IN NURSING**

HLP 301, 304, 310; NUR 300, 301, 304, 310, 330, 335, 345, 350, 400, 410

A student applying for to RN to BSN Program must meet the following admissions criteria:

1. Associates Degree in Nursing (ADN) or diploma in nursing for a regionally accredited institution.
2. A current, unencumbered license as a Registered Nurse from the state in which the student resides.
3. Professional Liability Insurance
4. Valid American Heart Association CPR certification.
5. Meet RN to BSN Program immunization requirements.
6. Minimum GPA of 2.0 and a "C" or better in all transfer credits.
7. Must pass a criminal background check.

The RN to BSN Program is designed for registered nurses with an associate's degree or diploma in nursing. The program will prepare the undergraduate nurse to engage in efforts that will drive quality health care by collaborating and engaging with diverse communities and promoting the advancement of the nursing profession by exemplifying altruistic leadership. The degree will emphasize articulation and implementation of professional baccalaureate nursing practice focusing on population health, nursing leadership, informatics, health policy and evidence based research. The program will provide a holistic structure for professional nursing practice that will serve as the foundation towards further degree advancement in nursing and/or the healthcare field.

The RN to BSN Program was developed by the following professional standards:

1. The American Association of Colleges of Nursing (AACN) Essentials of Baccalaureate Education for Professional Nursing Practice.
2. The Institute of Medicine (IOM) Core Competencies for Health Professionals from Health Professions Education: A Bridge to Quality.
3. The Quality and Safety Education for Nursing (QSEN) Quality and Safety in Nursing: A Competency Approach to Improving Outcomes.
4. The National League for Nursing (NLN) Outcomes and Competencies for Graduates of Baccalaureate Programs in Nursing.

**PROGRAM GOALS**

1. Prepare students for professional nursing practice that is focused on leading and improving the health and well-being of those served (individual, family, community or population) through the use of: 1) evidence based research, 2) patient centered care approaches and 3) Innovation.
2. The RN to BSN program will provide a holistic structure for professional nursing practice that will serve as the foundation towards further degree advancement (MSN in education, MSN in leadership, MSN-NP, etc.).

**END OF PROGRAM LEARNING OUTCOMES**

Students will be able to:

1. Apply theories and concepts from the liberal arts, humanities and sciences as the foundation for professional nursing practice.
2. Demonstrate knowledge and utilization of quality improvement and safety management concepts to provide competent professional nursing care.
3. Translate credible nursing research into evidence based nursing practice.
4. Manage information technology in the delivery of providing enhanced innovative quality patient care in various healthcare settings.
5. Integrate knowledge of healthcare policy, financial concepts and regulatory requirements that influence the delivery of healthcare.
6. Facilitate effective communication and collaboration to improve health outcomes and minimize risks to improve practice.
7. Apply and analyze principles of prevention and health promotion at both the individual and population level, across the lifespan.
8. Demonstrate professional values, ethics, morals and legal conduct, as well as, accountability for personal and professional behavior.
9. Demonstrate a spirit of inquiry and scholarship that supports professional growth and lifelong learning in a profession with diverse evolving societal needs.

**NUR 300 Legal and Ethical Issues in Healthcare****3 Semester Hours**

Prerequisite: HCA 200 or Admission to the RN to BSN Program

This course presents an overview of legal and ethical issues facing managers and providers in health care. It provides students with a foundation of health law and ethics and reviews a wide variety of health care legal and ethical situations and dilemmas. The goals are to provide students with practical knowledge of health laws and ethics and their application in the real world of health care. (Identical to HCA 300, excluding pre-requisite of HCA 200)

**NUR 301 Principles of Health Education****3 Semester Hours**

This course is designed to introduce the discipline and profession of health education. This course will examine the philosophical, ethical and theoretical foundations of the professional practice of health education in school, community, work site and hospital settings, as well as in health promotion settings. In addition, students will examine the concepts of health and wellness, the determinants of health behavior, national health status, the history of health education and health promotion. (Identical to HLP 301)

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**NUR 304 Epidemiology for Healthcare Providers 3 Semester Hours**

This course will introduce the concepts, methods, and techniques of epidemiology as they apply to healthcare settings. Students will learn how to use the tools of epidemiology for the purposes of planning, monitoring, and evaluating population health. In addition, students will gain an understanding of the behavioral and socioeconomic factors of population health, as well as how those factors are associated with healthcare organizations, clinical practice improvement, economic analysis, and decision making. (Identical to HLP 304)

**NUR 310 Introduction to Public Health 3 Semester Hours**

This course is designed to introduce the basic tenets, applications, and foci of public health, including integrating public health with other health professions. It will provide a history of public health, an overview of the core disciplines, current events and issues in the field. (Identical to HLP 310)

**NUR 330 Promoting Quality, Safety and Cultural Awareness in Healthcare 3 Semester Hours**

Pre-requisites: NUR 300, NUR 301, NUR 304, NUR 310

This course will utilize a project management focus to provide nursing students an opportunity to synthesize and apply new knowledge related to culturally sensitive patient centered care, teamwork and collaboration, communication, evidence-based practice, quality improvement, safety and cultural awareness in a professional leadership role. (writing intensive)

**NUR 335 Health Care Policy and Information Management 3 Semester Hours**

Pre-requisites: NUR 300, NUR 301, NUR 304, NUR 310

This course will allow nursing students an opportunity to explore, synthesize and apply new knowledge related to the formulation of healthcare policy. Examines and investigates the process of policy development and discusses the roles played by various members of the interdisciplinary healthcare team in the selection and assessment of policy placement. The course will prepare the nursing student to analyze policy development and engage in politically competent care. This course will also provide an introduction to nursing informatics as an integration of nursing, technology and information management in support of advancing nursing practice and improving patient outcomes. It will build upon existing knowledge regarding computer and information science to facilitate effective utilization of technology and its applications throughout the healthcare delivery spectrum.

**NUR 345 Transition to Professional Baccalaureate Nursing Practice 3 Semester Hours**

Pre-requisites: NUR 330

The course focuses on nursing practice competencies, nursing conceptual models, professional accountability, group dynamics and critical thinking. Students will examine issues of professional nursing practice and explore the roles of the baccalaureate nurse in maintaining and managing safe, high quality patient centered care.

**NUR 350 Nursing Leadership, Management and Finance      3 Semester Hours**

Pre-requisites: NUR 330

This course will investigate and focus on elements of nursing leadership within the context of the healthcare delivery system and its impact on influencing a collaborative approach in management and exploring fiscal responsibility.

**NUR 400 Professional Nursing Research and Evidence Based Practice      4 Semester Hours**

Pre-requisites: NUR 350

Introduction to the methods and principles of professional nursing research and the dissemination and translation of evidence-based research into clinical practice. (writing intensive)

**NUR 410 BSN Professional Capstone      6 Semester Hours**

Pre-requisites: NUR 350

The capstone course is a synopsis and synthesis course that brings forward learning concepts and experiences together. (writing intensive)

**GRADING:**

A student must achieve a minimum final course grade of 77% for successful completion of all major coursework. Grades will be rounded from the tenth only.

RN to BSN Progression:

1. The minimum grade of a C+/ 77%/GPA of 2.3 is required for all nursing courses.
2. Maintain an overall GPA of 2.0.
3. A student is allowed to repeat a max of three different nursing courses one time due to failure. Failure of the repeat course or a fourth nursing course will result in dismissal from the program.
4. All nursing courses must be taken at NCWC.

**ACADEMIC PERFORMANCE COUNSELING**

The student, faculty, or Director of the RN to BSN program may initiate a counseling conference when a student is in jeopardy of not meeting course objectives. The purpose of a counseling conference is to provide an opportunity for the student, instructor, or Dean to discuss areas of concern.

**CONFLICT RESOLUTION**

If a student encounters any concerns or conflict in a nursing major course or clinical practice experience, the student must first notify the faculty member involved in the major course or clinical practice experience. If the concern or conflict is left unresolved, the student should follow the hierarchical chain below:

1. Course Faculty
2. Advisor
3. Director of the RN to BSN Program

4. Associate Dean of Adult Professional Studies
5. Vice President of Academic Affairs/Provost

Students are expected to consult a faculty member when encountering ethical questions or concerns in practice.

### **CLINICAL PRACTICE EXPERIENCE (CPE) REQUIREMENTS**

The American Association of Colleges of Nursing (2012) defines nursing and the achievement of baccalaureate standards as follows:

“Nursing is a practice discipline that includes both direct and indirect care activities that impact health outcomes. Baccalaureate programs provide opportunities for practice experiences designed to assist graduates to achieve The Essentials of Baccalaureate Education for Professional Nursing Practice. All baccalaureate programs, including RN to BSN programs, must provide practice experiences for students to bridge to baccalaureate level professional nursing practice” (AACN, 2012).

The RN to BSN Program delineates the clinical practice experiences as demonstrated through a specific number of clinical hours embedded within the curriculum. The RN to BSN Program requires a total of 100 clinical hours within NUR 330, NUR 335, NUR 345, NUR 350, NUR 400 and NUR 410 that will be documented by the student on the designated clinical log.

Course	Clinical/Preceptor Hours Required	Assignment
NUR 330- Promoting Quality, Safety and Cultural Awareness in Healthcare	15	Guided Clinical Practice Experience that may include activities that require collaboration in a quality improvement project.
NUR 335- Health Care Policy and Information Management	10	Guided Clinical Practice Experience that may include creating and employing/ advocating for a healthcare policy on behalf of the nursing profession or in a nursing committee to improve patient outcomes.
NUR 345- Transition to Professional Baccalaureate Nursing Practice	10	Guided Clinical Practice Experience that may include activities reflective of baccalaureate nursing practice.
NUR 350- Nursing Leadership, Management and Finance	10	Guided Clinical Practice Experience that may include activities that will support leadership development and cost containment to improve clinical operations.

NUR 400- Professional Nursing Research and Evidence Based Practice	20	Guided Clinical Practice Experience that may include researching clinical practice guidelines for a chronic disease and educate interdisciplinary care team on the current evidence.
NUR 410- BSN Professional Capstone	35	Guided Clinical Practice Experience to implement a population health based project and evaluate the results of the project during the course.

Preceptor: Are in the practice setting to facilitate and support the student in meeting the learning objectives and oversee the practice experience. For the preceptor to be approved he/she must meet the following criteria:

- a. Possess an active, unencumbered RN license in the state in which the practice experience is taking place or hold a multistate license in either a compact state or enhanced Nurse Licensure Compact (eNLC).
- b. Minimum of 3 years of practice experience in direct client care.
- c. Preferably hold a Bachelor's degree or higher or professional experience commensurate with the student's learning needs (Example: Associates Degree Prepared/Diploma RN with significant supervisory experience).
- d. May not be a relative or personal friend of the RN to BSN student.
- e. Availability to serve as a resource to the student during the clinical practice experiences.
- f. Availability to participate in the evaluation process to provide feedback to the student and faculty member, whom will be completing the final evaluation of the student.

### SECURING CLINICAL PRACTICE EXPERIENCE SITES

It is the student's responsibility to identify a clinical site and select a preceptor that meets the criteria above. If the student has difficulty securing a site, the nurse faculty/director of the program will provide assistance to secure a site on the student's behalf. The practice site should be selected along with a preceptor by the end of the second NUR major course completed in order to allow ample time to secure an Affiliation Agreement with the clinical site if needed. Students' are not to receive payment for practice experiences.

NOTE: It is the student's responsibility to meet the requirements set forth by the clinical agencies including but not limited to immunizations, tuberculin skin testing, criminal background check and drug screening. Paying special attention to the timeframes for criminal background checks and drug screening compared to program entry requirements/dates.

### **CLINICAL PRACTICE EXPERIENCE REVISION:**

Changes surrounding the Clinical Practice Experiences can be found in the RN to BSN Student Handbook at: [ncwc.edu/academics/majors-minors/rn-to-bsn/curriculum/](http://ncwc.edu/academics/majors-minors/rn-to-bsn/curriculum/)

#### **Students affected by this change include:**

1. Students whom started the RN to BSN Program Spring A 2021, and/or-
2. Students whom begin NUR 330 and/or NUR 335 AFTER May 1st, 2021.

## **RELIGIOUS STUDIES**

The Religious Studies major prepares students for responsible participation in a pluralistic, globally-oriented society, within the framework of the diverse learning community that is North Carolina Wesleyan College. In fulfilling this mission, the major seeks to foster a mature understanding of the Judeo-Christian tradition and a deep appreciation for other major religious traditions. Consistent with the liberal arts tradition, the major is designed to train students to think profoundly and communicate clearly.

### **REQUIREMENTS FOR A MAJOR IN RELIGIOUS STUDIES (B.A. DEGREE)**

A minimum of 30 semester hours in religion courses including Religion 101 or 115, 427 and 3 semester hours each in Biblical (201, 202, 320, 402); Historical (309, 325, 326); Ethical (340, 401); Global (220, 235). Appropriate group and independent studies may be substituted for courses in each area.

### **REQUIREMENTS FOR A MINOR IN RELIGIOUS STUDIES**

REL 101 or 115, 201 or 202, 220; Religion electives, 9 semester hours (may be chosen from any three upper-level Religion courses).

#### **REL 101 Introduction to Religion**

**3 Semester Hours**

An analytical and topical examination of religious beliefs, feelings and actions, to provide the student with the tools to understand the religious dimension of life, with particular concern for the Judeo-Christian tradition.

#### **REL 115 Religious Worlds**

**3 Semester Hours**

A study of Judaism, Christianity and Islam – the major religions in the Abrahamic tradition.

#### **REL 191 Research Topics**

**1-6 Semester Hours**

An area of study of interest to the student and usually taught on a one-on-one basis between a faculty member and the student.

#### **REL 195 Special Topics**

**1-6 Semester Hours**

A study of selected topics.

#### **REL 201 Old Testament**

**3 Semester Hours**

A historical, literary and theological study of the books of the Old Testament. Tools and techniques of Biblical interpretation will be emphasized.



**REL 202 New Testament****3 Semester Hours**

A historical, literary and theological study of the books of the New Testament. The technique of Biblical exegesis will be introduced.

**REL 220 Religions of the East****3 Semester Hours**

A study of Hinduism, Buddhism, Taoism and Confucianism, the major religions of the East.

**REL 235 Indigenous Religions of the Americas****3 Semester Hours**

A study of the indigenous religions of the Americas, including modern-day South and Central America and Canada. Topics include the symbols, myths and rituals of these religions, their evolution and their lasting cultural significance.

**REL 309 Religion in United States Culture****3 Semester Hours**

An historical approach to religion in American life which demonstrates religion's active role in forming and shaping American culture. (identical to HIS 309)

**REL 310 Wesleyan Traditions: Mission, Practice and Belief** **3 Semester Hours**

This course provides and overview of the early Methodist movement in eighteenth-century England and the emergence of the Wesleyan family of churches in the transition to North America, highlighting the cultural contexts within which these developments took place and with which they interacted.

**REL 320 Studies in Biblical Life and Thought****3 Semester Hours**

An investigation of rotating topics in the Old and New Testaments, such as law, prophecy, wisdom literature, the synoptic gospels, the writings of Paul and John.

**REL 325, 326 Church History I, II****3, 3 Semester Hours**

A study of the Christian movement, its organization, leadership, literature and theological development. From the beginnings of Christianity up to the Protestant Reformation (325); from the Protestant Reformation to the present (326). (identical to HIS 325, 326) (writing intensive)

**REL 340 Contemporary Moral Issues****3 Semester Hours**

Current issues in applied ethics, ranging from personal to international concerns, in the light of Christian perspectives.

**REL 342 Professional and Business Ethics****3 Semester Hours**

A study of the relationship of ethics to the world of work utilizing a case study approach in order to consider how ethical reflection can help meet the rapidly changing circumstances and new moral dilemmas arising today in business and the professions. (Identical to PHI 342)

**REL 401 Christian Ethics****3 Semester Hours**

The basic principles and assumptions of the Christian concept of the good life and applications to contemporary life. (writing intensive)

**REL 402 Contemporary Christian Thought****3 Semester Hours**

An examination of modern Christian faith; selected problems in theology, the Biblical and Modern-Christian concepts of man, the person and work of Jesus Christ, faith and reason and the nature of the church. (writing intensive)

**REL 421 Independent Studies****3 Semester Hours**

Prerequisite: Senior standing and permission of the instructor

The equivalent of a regular course listed in the catalogue which a student needs in order to complete a major/minor but which is not offered before the student's anticipated graduation. The student will complete the same course requirements, working one-on-one with a faculty member.

**REL 427 Seminar in Religion and Philosophy****3 Semester Hours**

Prerequisite: Senior Standing

A joint seminar in religion and philosophy intended for majors and open to other interested students by permission of instructor. Readings, student reports and completion of research projects. (Identical to PHI 427)

**REL 491 Research Topics****1-6 Semester Hours**

An area of study of interest to the student and usually taught on a one-on-one basis between a faculty member and the student.

**REL 495 Special Topics****1-6 Semester Hours**

A study of selected topics.

## **SOCIOLOGY**

The Bachelor of Arts in Sociology provides the student with the tools useful in understanding the social organization of life at the individual and institutional levels. Through the development of conceptual and research knowledge, the program emphasizes the use of critical and analytical thought in recognizing and participating in "sociology in action" in the professional, social and academic arenas. Students who successfully complete this program demonstrate effectiveness in oral and written communication, which prepares them for careers with growth potential in social service fields, studies in social science disciplines at the graduate level and lifelong application of sociological knowledge.

**REQUIREMENTS FOR A MAJOR IN SOCIOLOGY (B.A. DEGREE)**

The major must complete SOC 101, 308, 315, 410, six elective sociology courses (at least three of which must be upper level) and MAT 213. (33 Semester Hours total)

*NOTE: Mat 092 or placement is prerequisite to MAT 213, which is prerequisite to SOC 308.*

**REQUIREMENTS FOR A MINOR IN SOCIOLOGY**

SOC 101, 308, 410 and three elective courses (at least two of which must be upper level). (18 semester hours total).

**SOC 101 Principles of Sociology****3 Semester Hours**

An introduction to the concepts of the organization of social life emphasizing social structure, culture and social change. The student acquires a "tool box of analytical concepts" useful throughout life for understanding one's social milieu.

**SOC 111 Social Problems****3 Semester Hours**

An inquiry into the problems of contemporary American society: selected problems are researched and deliberated from different perspectives, revealing the conflicting values which are fundamental to these problems. This is an appropriate introductory level course for those not considering sociology as a major or minor.

**SOC 191 Research Topic****1-6 Semester Hours**

An area of study of interest to the student and usually taught on a one-on-one basis between a faculty member and the student.

**SOC 195 Special Topics****1-6 Semester Hours**

A study of selected topics.

**SOC 210 Cultural Anthropology****3 Semester Hours**

A study of the origin and development of man's culture with special emphasis on preliterate societies, prehistoric and contemporary; the impact of advanced societies; and the future of man in anthropological perspective. (identical to ANT 210)

**SOC 220 Sex, Marriage and Family****3 Semester Hours**

Prerequisite: SOC 101 or PSY 111 or permission of instructor

A study of sexual behavior and the social institutions of marriage and the family, emphasizing sociological understanding and research, yet also including insights from psychology, biology, anthropology, history and economics. (identical to PSY 220)

**SOC 302 Sociology of Sport****Semester Hours**

This course explores the ways in which sports are intertwined in social, cultural, political and economic forces operating at many different levels, from the social psychological levels to the global level. Also, how these forces shape sports organizations and activities, including our participation in sport for purposes of recreation and leisure, sports participation as self-expression and personal fulfillment, participation as spectators of sports and consumers of sports as entertainment commodities

**SOC 308 Social Research Methods****3 Semester Hours**

Prerequisites: MAT 213 and POL 112 or SOC 101 or permission of instructor

A study of the logic and methods of social science research and its application including: project design; measurement, collection, analysis and interpretation of data; and ethical implications of social research. (identical to POL 308)

**SOC 315 Sociology in the Field****3 Semester Hours**

Prerequisite: SOC 101, SOC 308

An introduction to basic social science field research skills including observation, interview and survey. (writing intensive)

**SOC 340 Popular Culture****3 Semester Hours**

Pre-requisite: SOC 101.

Sociological theory and methods are employed to investigate forms of popular culture and their production in American society. Art, music, media and sport and their impact on society, social groups and institutions will be explored.

**SOC 355 Sociology of Discrimination****3 Semester Hours**

Prerequisite: SOC 101 or permission of instructor

A theory-based inquiry into the nature of discrimination and its life cycle, emphasizing discrimination on the basis of race, gender, and sexual orientation.

**SOC 400 Sociology of the Workplace****3 Semester Hours**

Prerequisite: SOC 101 or permission of instructor

A study of the formal organizations which comprise the workplace in contemporary American society; specifically, the influence of organizational structure on human behavior, characteristics of various structures, conflict between individual and organization and organizational change. (writing intensive)

**SOC 405 Religion and Society****3 Semester Hours**

Prerequisite: SOC 101 or permission of instructor

An analysis of group beliefs and practices through which fundamental life experiences are given coherence and meaning. Beliefs and practices studied include both the traditionally religious and secular, as well as the primitive and contemporary.

**SOC 410 Social Theory****3 Semester Hours**

Prerequisite: SOC 101

A capstone course featuring core sociological insights: their grounding in fundamental concepts, their historical development in theory construction and their usefulness in understanding the transition of American society into the twenty-first century. (writing intensive)

**SOC 420 Emergence of Humans****3 Semester Hours**

Prerequisite: SOC 101

A study of the paleoanthropological evidence used to answer the question, "Where have humans come from?" and theories associated with human phylogeny. (identical to ANT 420)

**SOC 421 Internship****1-6 Semester Hours**

Prerequisites: 36 semester hours, 2.0 cumulative g.p.a. and approval from the ICSC Director and the instructor.

A supervised work experience in an approved setting. Extensive written reports required. The faculty supervisor will meet regularly with the student. Interns are admitted to the program with permission of the faculty supervisor.

**SOC 460 Deviant Behavior and Social Control****3 Semester Hours**

Prerequisites: SOC 101 or 111; or permission of the instructor

Examines social definitions of deviant behavior, the historical development of knowledge concerning deviance, theories of deviance and the development organization and operation of systems of social control including criminal justice, mental health and welfare.

**SOC 470 The Social Context of Sexuality****3 Semester Hours**

Prerequisite: Upper level standing (Junior/Senior) with a major in Sociology or Psychology; or permission of the instructor.

This course examines the social construction of sexuality and its impact on

attitudes and behaviors. Students will gain a sociological understanding of the history of sexuality, demographic trends and research on sociosexual topics and controversial issues. Relevant perspectives from biology, history, psychology and law are also introduced.

**SOC 490 Sociology of Children****3 Semester Hours**

Prerequisite: SOC 101 or permission of instructor

This course is an introduction to the sociological perspective on the relationship between children and their immediate “environment,” which includes both people and societal structures. The course will focus on several aspects of the child socialization process, following children from their early years through middle to late adolescence. Problems that occur within the socialization process and their implications will also be discussed through the examination of theoretical ideas and research results.

**SOC 491 Research Topics****1-6 Semester Hours**

An area of study of interest to the student and usually taught on a one-on-one basis between a faculty member and the student.

**SOC 495 Special Topics****1-6 Semester Hours**

A study of selected topics.

## **SPORTS ADMINISTRATION**

The Sports Administration major exposes students to practical and theoretical aspects of the various components related to the administration and management of sport facilities, programs, and businesses. This program will provide an in-depth study of the sports industry and equip students with the knowledge and skills that are useful within a variety of related fields. Students will learn sports administration ethics, organizational management, sport facility and event management, communication of sporting events, and other topics related to the field.

**Core Requirements:** ACC 200 or ACC 201; BUS 206, 207, 314; ECO 211 or ECO 215; MAT 213; MKT 205 (WI)

**Major Requirements:** ADM 205, 315 (WI), 335, 345, 421, 482 (WI)

**Sport and Leadership Tier:** Choose 3 semester hours from ADM 320 or ADM 325

**Major Electives:** Choose 6 semester hours from ADM 355, 415, 495; ENG 320; HIS 215

## **THEATRE**

**FOR MAJOR/CONCENTRATION, SEE ENTERTAINMENT ARTS (B.A. DEGREE)**

**REQUIREMENTS FOR A MINOR IN THEATRE**

ENT 111 and/or 211 (3 hours minimum); THR 115, 120, 150, 270 or 370, and one (3 hour) upper-level Theatre elective.

**THR 115 Theatre Appreciation****3 Semester Hours**

The fundamentals of understanding production and performance in various areas of theatre. Focus will concentrate on film, studio and stage production and performance.

**THR 120 Acting I****3 Semester Hours**

An introduction to understanding performance, developing an awareness of vocal, physical and improvisational skills. The students learn a basic approach to scene and character study through exercises, scene work and theatre games.

**THR 150 Production Methods****3 Semester Hours**

An introduction to the technical skills and techniques used to mount theatre productions. Topics include scenery construction and painting, basic stage lighting, theatre architecture and stage elements. Crew work on program productions is required.

**THR 260 Production Design****3 Semester Hours**

Introduction to graphics, skills and designing processes used by designers in theatre.

**THR 270 Contemporary Plays****3 Semester Hours**

This course studies contemporary plays in relationship to structure, aesthetics and production/performance values.

**THR 320 Acting II: Modern Acting****3 Semester Hours**

Prerequisite: THR 120

Exposure work on acting techniques, character analysis, character development through improvisation, scene work and monologues. Exposure extends from late 19th Century to 21st Century writers (e.g. Ibsen, Chekhov, Strindberg to O'Neill, Miller, Williams to Pinter, Albee, Wilson)

**THR 370 Survey of Theatre History****3 Semester Hours**

A survey of historical influences on theatre through the ages. All theatrical periods and forms will be discussed, including non-Western theatre, to understand production methods, dramatic forms and social philosophies. Representative plays will be read, watched and discussed. (writing intensive)

**THR 380 Directing****3 Semester Hours**

Prerequisites: THR 120, 260, 270

Exploration and practical application of directing theories for theatre; with work on student productions.

**THR 490 Production (Senior) Project****3 Semester Hours**

Directed intensive final creative project for senior majors. The project represents the culmination of their work in Entertainment Arts/Theatre Concentration. Students must apply at the end of the junior year for this prospective creative project.

**THR 492 Research (Senior) Project****3 Semester Hours**

Directed intensive final research project for senior majors wishing to pursue an investigation or analysis in some area of Theatre as a culmination of their work in Entertainment Arts/Theatre Concentration. Students must apply at the end of the junior year for this prospective research project.

# Directory

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Dr. Evan D. Duff, President  
Rev. Ismael Ruiz-Millan (Ex Officio)

## COLLEGE LEGAL COUNSEL

Battle, Winslow, Scott and Wiley, P.A.

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## ADMINISTRATION AND STAFF

Anderson, Ashley - Admissions Counselor  
Anderson, James - Systems Technician  
Anderson, Jennifer - Processing Coordinator  
Anderson, ReOtis - Financial Aid Advisor  
Anderson, Teikisha - Assistant Controller  
Armbruster, Mike - Assistant Athletic Director for Internal Operations  
Baerga, Carlos - General Maintenance Worker  
Baldwin, Chenona - Admissions and Advising Coordinator  
Baranik, Troy - Sports Information Director  
Bartlett, Joyce - Housekeeping Supervisor  
Barwick, Tyler - Assistant Director of Goldsboro Adult Studies  
Bass, John - Groundskeeper  
Batchelor, Mildred - Senior Programmer/Analyst  
Battle, Charles - Housekeeper  
Benson, Bobby - Director of Adult Studies - RMT  
Biancur, Beverly - Women's Soccer Coach  
Bly, Kelly - Associate Athletic Trainer  
Boone, Jason - Circulation Supervisor  
Boykin, Greg - Director of Information Systems  
Brabble, Ken - Database Analyst  
Brackett, John - Softball Coach  
Brackett, Suzanne - Vice President of Administration  
Bradley, Renee - Facilities Office Administrator  
Brandt, Kimla - NCWC Event and Summer Camp Coordinator  
Brice, Albie - Head Tennis Coach  
Brondyke, Jessica - YTI Administrative Assistant  
Brondyke, Mikah - Director of Church Relations and YTI  
Brown, Laura - Associate Dean of Veteran Affairs & Academic Intervention  
Brown, Ray - Groundskeeper  
Brys-Wilson, Jessica - Director of Health Services  
Burrell, Amy - Processing Assistant  
Burrell, Steve - Director of Residence Life  
Carson, Carol - Assistant Athletic Director for Medical Services  
Carter, Denikee - Student Accounts Rep  
Cashwell, Candace - Registrar  
Chichester, Doretha - Admissions Representative - RMT Adult Studies  
Clift, Christine - Admissions and Advising Coordinator  
Clifton, Greg - Head Baseball Coach  
Coats, Eddie - Vice President of Advancement  
Comstock, JoJo - Assistant Mens Soccer Coach  
Corbett, Chris - Assistant Baseball Coach  
Cutchin, Vickie - Operations Analyst  
Davidson, Vickie - Admissions Office Liaison/Campus Visit Coordinator



Denton, Aaron - Director of Athletics  
Donovan, Tim - Head Athletic Trainer  
Drew, Michael - Interim Dean of Admissions & Adult & Professional Studies  
Driver, Desiree - Asst. Women's Basketball Coach & Director of Intramural Sports  
Drum, Barry - Chaplain  
Duff, Evan - President  
Edgerton, Larry - Painter - PT  
Edwards, Cindy - Executive Assistant to the President and Board of Trustees  
Elhoffer, Kent - Tutor/PT  
Farrell, Katie - Associate Dean of Adult Studies: Organizational Development  
Fields, Gail - Switchboard Operator  
Filkovski, Jeff - Head Football Coach  
Frederick, Rae Ann - Recruiting and Advising Coordinator  
Fredericks, Phillip - Housekeeper  
Fryar, David - Director of Facilities  
Frye, Michael - Web and Graphic Designer  
Gentile, Vicky - Volleyball Coach  
Godsey, Samantha - Registration & Advising Coordinator  
Graham, Lyndsey - Spirit Coordinator/Cheer & Dance Coach - PT  
Graham, Pete - Head Spirit Coordinator/Cheer & Dance Coach  
Griffith, Justin - Assistant Men's Basketball Coach  
Gurganus, Elic - Dunn Center Technical Engineer  
Hammock, Alyssa - Assistant Athletic Trainer  
Harper Kerri - Admissions and Advising Coordinator - Wilmington Adult Studies  
Harrell, Tammy - Manager of Faculty Records & Academic Projects  
Harrison, Jessica - Director of Durham & Goldsboro Adult Studies  
Harrison, Laquita - Housekeeper  
Hedgepeth, Ann - Housekeeper  
Hedgepeth, Erma - Academic Advisor  
Hening, Suzanne - International Student Coordinator - PT  
High, Michelle - Inventory Coordinator  
Hill, Crystal - Director of Marketing and Communications  
Hill, Leah - Director of Financial Aid  
Hinson, Mark - Director of External Affairs  
Huggins, Eddie - Housekeeper  
Imoukhuede, Chris - Help Desk Technician  
Ingram, Pernell - Assistant Football Coach  
Johnson, Jared - Assistant College Store Manager  
Johnson, Quenetta - Director of Counseling Services  
Jones, Andre - Admissions Representative and Campus Support  
Jones, Terry - Coordinator of Freshman Advantage Program  
Jones, William - Groundskeeper  
Joyner, Peyton - General Maintenance Worker  
Kalmowitz, Art - Senior General Maintenance Worker  
Keeter, Ruby - Box Office Manager

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Keith, Matthew - Assistant Football Coach  
Kelley, Bettye - Institutional Research Assistant - PT  
Kelley, Larry - QEP & Assessment Coordinator - PT  
Kinney, Fabiola - Assistant Director of Adult Studies Advising  
Koutouzou, Elena - Director of Alumni and Donor Relations  
Langley, Jessie - Associate Dean of Career Development & Leadership  
Lantman, Christina - Tutor/PT  
Leonard, Marshall - Head Men's & Women's Cross Country Coach  
Letchworth, Jason - Admissions Counselor  
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**FOR YOUR INFORMATION**

Written questions about various aspects of student life at Wesleyan should be addressed to the attention of those listed below:

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Academic Affairs.....	Interim Provost
General Information for Prospective Students, Catalogs, & Course Offering .....	Interim Dean of Admissions and Adult & Professional Studies
Adult Studies and Professional Program.....	Interim Dean of Admissions and Adult & Professional Studies
Financial Matters .....	Vice-President of Administration
Gifts, Bequests, Endowments .....	Vice-President of College Advancement
Housing .....	Director of Residence Life
Student Internships .....	Associate Dean of Career Development and Leadership
Publicity, News, General Information .....	Director of Marketing & Communications
Scholarships, Loans, Grants, Work Study .....	Director of Financial Aid
Student Affairs.....	Dean of Students
Transcripts, Grades, Schedules, Registration .....	Registrar
Mailing address for all offices:	

**NORTH CAROLINA WESLEYAN COLLEGE**  
**3400 N. WESLEYAN BLVD.**  
**ROCKY MOUNT, NC 27804-8630**

**TELEPHONE (AREA CODE 252)**

College Switchboard.....	252.985.5100
8:00 a.m. – 5:00 p.m. (Eastern Time Zone) Monday-Friday	
Sundays, holidays and after hours .....	252.985.5100
(Information Center—taped message)	
Office of Admission (toll-free) .....	1.800.488.NCWC (6292)

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Mobile Campus Security Office .....252.977.7374

### **EMERGENCY CANCELLATIONS AND CLOSINGS**

In the event of severe weather, the President may decide to close the College. Students are requested to check the College website at [ncwc.edu](http://ncwc.edu) and local TV stations for official announcements of the College's closing or reopening. In addition, notification may be sent by text, e-mail and voice mail and a message may be placed on the main campus switchboard at 252.985.5100. Designated emergency personnel will report to maintain limited campus services.

### **RESERVING CAMPUS FACILITIES**

The Dunn Center offers a variety of spaces that may be rented for conferences, retreats and many types of special events. Rental information may be obtained by emailing [reservations@ncwc.edu](mailto:reservations@ncwc.edu) or by calling 252.985.5197. Tickets to events are available through the Belk Box Office, 252.985.5197 or through the College's website at [ncwc.edu](http://ncwc.edu).

### **CALENDAR OF EVENTS**

A Calendar of Events is posted on the College website homepage at [ncwc.edu](http://ncwc.edu). Individual campus offices are responsible for adding their own activities to this electronic calendar.

### **NEWS RELEASES, THE MEDIA AND PUBLICATIONS**

The Director of Marketing & Communications strives to publicize campus news, recognize achievements of faculty, staff and students and maintain records of news stories about the College. The Director of Marketing & Communications serves as the College's liaison with area, state and national media. All official statements of the College are released through the Director of Marketing & Communications and should be cleared by the director before distribution to the media. The Sports Information Director in the Athletics Department serves as the College's liaison with the media for matters related to athletics. Official statements of the College's athletics program and its activities are released through the Sports Information Director.



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## NOTES

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## NOTES



This catalog is the official handbook of North Carolina Wesleyan College for the 2020 - 2021 academic year and contains the policies, regulations and programs which will guide and govern your program. The information contained herein is both true and correct in content and policy; however, the College reserves the right to make changes in regulations, courses, fees and matters of policy included in this publication as circumstances may dictate.

The catalog should not be construed as constituting a contract between the College and any person.

North Carolina Wesleyan College does not discriminate on the basis of race, religion, creed, national or ethnic origin, age, sex, marital status, sexual orientation, disability or veteran status in administration of its educational policies, admission policies, scholarship and loan programs and athletic and other school administered programs.

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