



LANE
COLLEGE

Academic Catalog 2021 - 2022



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Jackson, Tennessee 38301
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www.lanecollege.edu

Lane College is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to award the Associate of Arts, Associate of Science, the Bachelor of Arts, and the Bachelor of Science Degrees. Questions about the accreditation of Lane College may be directed in writing to the Southern Association of Colleges of Schools Commission on Colleges at 1866 Southern Lane, Decatur, GA 30033-4097, by calling (404) 679-4500, or by using information available on SACSCOC's website (www.sacscoc.org).

Lane College has memberships in the following organizations and associations:

- Tennessee College Association
- Tennessee Independent Colleges and Universities Association
- National Association of Church-Related Colleges
- American Association of Collegiate Registrars & Admissions Officers
- The United Negro College Fund/UNCF
- American Council on Education
- Council of Independent Colleges
- Council for Opportunity in Education
- National Association of College and University Business Officers
- National Association for Equal Opportunity in Higher Education
- Association of Governing Boards

Lane College does not practice or condone discrimination, in any form, against students, employees, or applicants on the grounds of race, color, national origin, religion, gender, age, or disability. Lane College commits itself to positive action to assure equal opportunity regardless of those characteristics.

The College reserves the right to withdraw or change the information contained in this catalog. The President of the College has final authority in its interpretation.

MESSAGE FROM THE PRESIDENT



"Grace, mercy, and peace will be with you from God the Father and from the Lord Jesus Christ, the Son of the Father, in truth and love" (2 John 1:3).

Faith and reason are inextricably intertwined, in that whatever one is called and inspired to through faith, she or he must employ reason to bring it to fruition. Whenever one pursues rigorous education, faith is essential to sustain the scholar while matriculating, whatever the educational level, especially in the higher education environment. As students master their subjects, I believe that it is our responsibility to assist them in finding Christ, hearing their calling and preparing them to serve humanity.

In the early days of African American higher education, there was no separation between learning and worship or faith and intellect. Lane College with its unique "sacred history and commitment" to prepare lifelong learners and mission to "develop the whole student" affords each of us, faculty, staff and administration, the opportunity to employ our gifts, talents, and knowledge "for the equipping of..." students for their work in building the kingdom of God.

Historically, Lane College, founded in 1882 by a former slave, Bishop Isaac Lane of the Colored Methodist Church, was then and is now an educational institution especially situated to seek to enroll and educate those who may not otherwise have an opportunity to receive a higher education. Thus, it is our collective and individual task to develop a graduation strategy and plan, whereby each of us works to reach, recruit, retain and graduate our students.

Central to this graduation plan is an engaged and enlightened faculty ready to teach and coach, support and challenge, and inspire and hold accountable our geographically and academically diverse student body. Our administrators and staff join this effort by providing and supporting an excellent physical and socio-emotional environment and providing exceptional student services.

Through our collective efforts, praying and working together, we can assist our students in becoming expert lifelong learners, ready and set for a fast start and to finish strong at Lane College and in life.

Then, it shall be noted of our students that each experienced and realized "The Power of Potential,"[®] a power and potential that come from God alone.

Go Dragons!

Grace, mercy and peace,

Logan Hampton, Ed.D.

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Atlanta, GA

DR. PENE' WOODS

Cordova, TN

DR. AMINAH FARRAKHAN-GOOCH

(Faculty Representative)

MR. DESHAWN BARNES

(Student Representative)

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MISSION STATEMENT

With strong ties to the Christian Methodist Episcopal Church, the College's Mission is to develop the "whole student." Academic excellence is the institution's top priority, and it is achieved through a student-centered and nurturing approach to learning supported by excellent teaching, teaching-related research, and service. The College believes that one's intellectual capability coupled with social and spiritual growth is essential to the development of a well-rounded individual. In keeping with this Mission, the College offers creative and enriching academic programs to prepare students for their chosen careers and encourages active student engagement to cultivate life-long learning.

Purpose

Lane College provides a liberal arts curriculum leading to baccalaureate degrees in the Arts and Sciences. The College accepts persons regardless of race, color, gender, religion, age, or national origin.

Founded in 1882 by Bishop Isaac Lane, a former slave, Lane College is proud to be one of the nation's oldest Historically Black Colleges and the first four-year institution established by the Christian Methodist Episcopal Church. Consistent with its tradition of providing educational opportunities for those who may not otherwise have the opportunity to attend college, Lane College is committed to preparing students, through its liberal arts curriculum, to assume meaningful positions in their chosen occupations or professions and/or to pursue graduate studies. Consistent with its history and tradition, the College has a particular interest in preparing professional educators.

Lane College guides students through programs of intellectual experiences that enable them to identify and develop their *Power of Potential*® to meet the demands of decision-making situations through thoughtful, rational, and creative thinking. Students are exhorted to continuously pursue their potential by becoming lifelong learners.

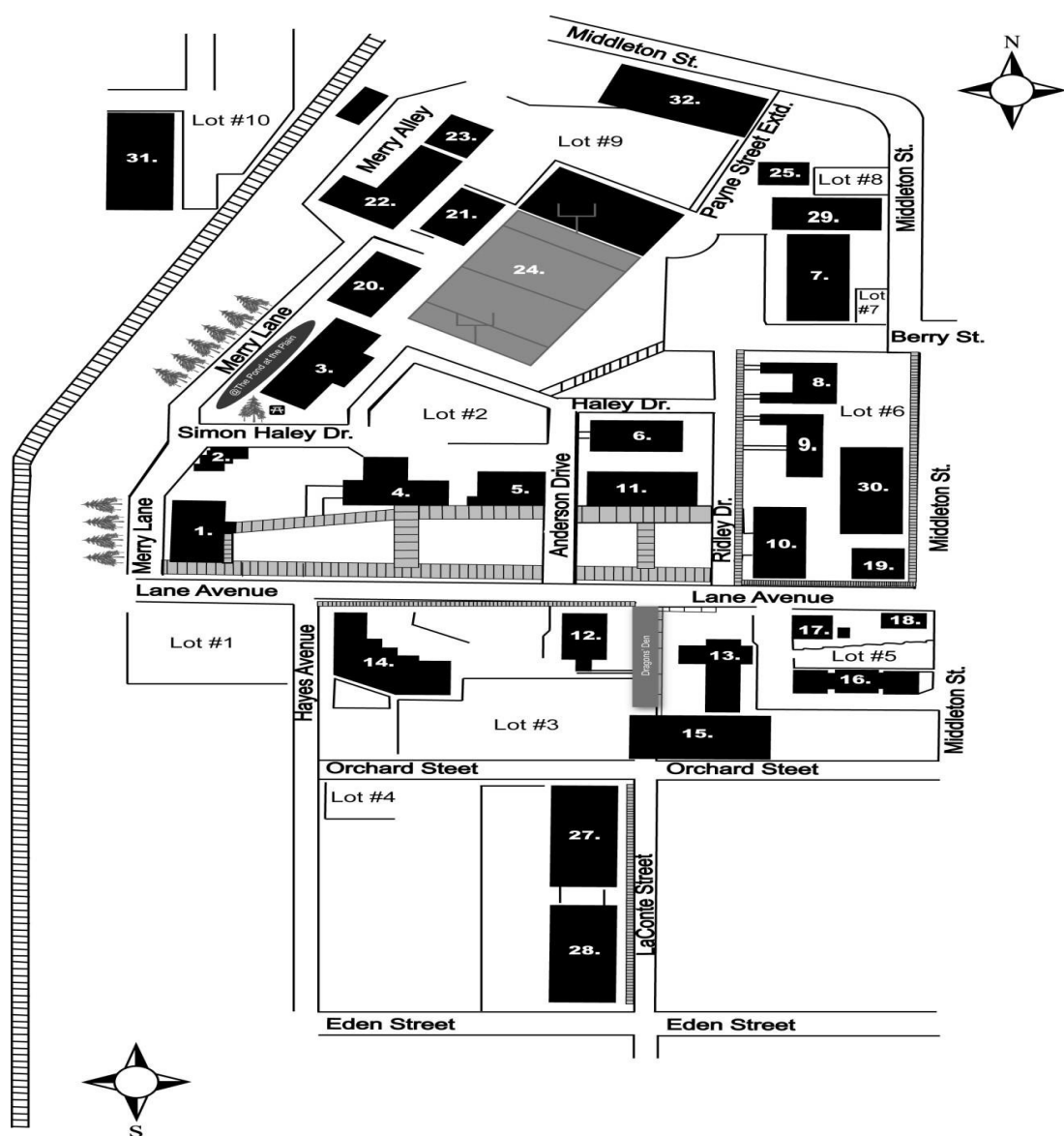
Lane College develops the "whole student." The College fosters academic excellence. The College is also concerned about the student's spiritual, social, and ethical development. The College believes that spiritual growth is an important part of the development of the individual. Spiritual life at the College is viewed as a quality-filled experience rather than a specific and narrow range of separate activities. Spiritual programs of learning, worshipping, and service have the purpose of illuminating life and making life more meaningful.

Students are encouraged and assisted in developing inner strengths and resources needed to follow through and complete tasks, fulfill responsibilities, and live by a workable system of values. The College seeks to help all students achieve self-discipline.

Lane College offers a balanced liberal arts education and seeks to continue adding to the variety of its curricular offerings in order to become even more innovative in organization and methodology and to continue to develop the mature, educated individuals needed in an ever-changing society.

Lane College is grounded in the belief that improvement is a life-long endeavor. Furthermore, it believes democratic participation in American society in an intellectual manner is designed to improve society and its members' opportunities. In a world of continuous change, the College offers programs that develop the attitudes and understandings necessary for leadership and effective participation in a democratic society. The College helps its students become open-minded and tolerant while developing sensitivity for, and commitment to, ways of improving the human condition.

LANE COLLEGE CAMPUS MAP



- | | |
|--------------------------------------|---|
| 1. J.K. Daniels Hall | 17. Mary Johnson Lane House |
| 2. Central Heating Plant | 18. Health Center |
| 3. J.F. Lane Health Building | 19. The Lighthouse |
| 4. Bray Hall Administration Building | 20. Williams-Boyd Campus Center |
| 5. Saunders Hall | 21. P. R. Shy Building |
| 6. O.L. Greer-Armour Hall | 22. Water Tower Place |
| 7. Graves Hall | 23. Student Amenities Center |
| 8. Berry Hall | 24. Football Field/ Basketball Courts |
| 9. Stone Hall | 25. Physical Plant Building |
| 10. Hamlett Hall | 26. Security Station (located in Saunders Hall No. 5) |
| 11. Cleaves Hall | 27. The Orchards |
| 12. Kirkendoll Student Center | 28. The Edens |
| 13. Smith Hall | 29. Alumni Hall |
| 14. Chambers-McClure Academic Center | 30. Millennium Hall |
| 15. Phillips Hall | 31. Harper Hall |
| 16. Beck Apartments | 32. Jennie E. Lane Hall |

LANE COLLEGE ACADEMIC CALENDAR 2021-2022

Fall 2021

July

27	Faculty Report
28	New Faculty Orientation
29	Faculty Workshops
30	Faculty, Division and Department Meetings

August

2	Classes Begin for First Time Students
2	Advisement for Transfer and Non-Traditional Students
4	Final Syllabi and Blackboard Course build-out Submitted to Division Chairs
6	Classes Begin for Returning and Transfer Students
9	Late Registration Begins
20	Last Day to Initiate and Complete Registration & Add/Drop Classes
20	100% of all Charges Assessed (including tuition/fees, and room/board) <i>No adjustments for students who withdraw from the College after this date.</i>
27	First Day to Withdraw from a Class with a Grade of “W”

September

6	Labor Day Holiday/College Closed
7	Classes Resume at 8:00AM
20-24	Midterm Examinations
29	Midterm Grades for Fall 2021 due via CAMS
30	Fall Break

October

1	SPE Testing Opens
1	Fall Break
4	Deadline for Senior Graduation Applications
4	Classes Resume at 8:00AM
11	Advisement for Spring 2022 Begins
11	Early Registration Begins for 2022 Spring Semester (Juniors & Seniors Only)
15	Last Day to Withdraw from a Class with a Grade of “W”
18	First Day to Withdraw from a Class with Grade of “WP/WF”
18	Early Registration Begins for 2022 Spring Semester for all students
11-22	Senior Exit Exams
25	December-mester Registration Begins
31	SPE Testing Closes

November

5	Last Day to Withdraw from a Class with Grade of “WP/WF”
15-19	Final Examinations
24	Final Grades Due via CAMS
30	December-mester Registration Ends

December

1	December-mester Begins
30	December-mester Ends

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Spring 2022

January

4	Faculty Return
4	Classes Begin at 8:00AM
4	Late Registration Begins
5	Final Grades due via CAMS (December-mester)
14	Last Day to Initiate and Complete Registration & Add/Drop Classes
17	Dr. Martin Luther King, Jr. Holiday/College Closed
18	Classes Resume at 8:00 AM
18	100% of all charges assessed (including tuition/fees, and room/board) <i>No adjustments for students who withdraw from the College after this date.</i>
28	First Day to Withdraw from a Class with a Grade of “W”

February

21-25	Midterm Examinations
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March

1	SPE Testing Opens
2	Midterm Grades Due via CAMS
7	Advisement for Fall 2022 Begins
11	Last Day to Withdraw from a Class with a Grade of “W”
14-18	Spring Break
21	First Day to Withdraw from a Class with Grade of “WP/WF”
21	Early Registration Begins for 2022 Summer Sessions and Fall Semester
21-4/1	Senior Exit Exams
31	SPE Testing Closes

April

8	Last day to Withdraw from a Class with Grade of “WP/WF”
11-13	Senior Final Exams
13	Honors Convocation
15	Good Friday/College Closed
18	Classes Resume at 8:00AM
18	Senior Final Grades due via CAMS
18-22	Final Examinations
22	Baccalaureate Ceremony
23	Commencement Exercises
27	Final Grades Due via CAMS
28-29	Faculty Development Workshops

Summer 2022

May

2	Classes Begin (Summer I)
2	Last Day to Initiate and Complete Registration & Add/Drop Classes for Summer I
4	Withdraw with a grade of “W” begins (Summer I)
6	100% of all charges assessed (including tuition/fees, and room/board) <i>No adjustments for students who withdraw from the College after this date.</i>
9	Last Day to Withdraw with a grade of “W” (Summer I)
30	Memorial Day/College Closed
31	Classes Resume at 8:00AM

June

6	Dragon Academy Begins
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10	Last Day of Classes & Final Examinations (Summer I)
13	Classes Begin (Summer II)
15	Final Grades Due via CAMS (Summer I)
15	Last Day to Initiate and Complete Registration & Add/Drop Classes for Summer II
16	First Day to Withdraw with a grade of “W” (Summer II)
17	100% of all charges assessed (including tuition/fees, and room/board) <i>No adjustments for students who withdraw from the College after this date</i>
24	Last Day to Withdraw with a Grade of “W” (Summer II)

July

4	Independence Day/College Closed
5	Classes Resume at 8:00AM
15	Dragon Academy Ends
22	Final Day of Classes & Final Examinations (Summer II)
27	Final Grades Due via CAMS (Summer II)

INFORMATION DIRECTORY

Lane College: (731) 426-7500

Administration

	Phone Number
President	(731) 426-7595/7520
Vice President for Academic Affairs	(731) 426-7552
Vice President for Student Affairs	(731) 425-2550
Chief Financial Officer	(731) 426-1720
Vice President for Administration	(731) 426-7522
Vice President for Institutional Advancement	(731) 410-6716

Academic Divisions

	Phone Number
Division of Business, Social, and Behavioral Sciences	(731) 426-7621
Division of Liberal Studies and Education	(731) 426-7635
Division of Natural and Physical Sciences	(731) 868-2170
Educator Preparation Program	(731) 425-7652

Department/Area

	Phone Number
Accounting	(731) 426-7581
Admissions	(731) 426-7563
Alumni Affairs	(731) 410-6716
Athletics	(731) 426-7568
Career Pathways Center	(731) 426-7576
Cashier	(731) 426-7550/7551
Counseling Office	(731) 426-7619
Financial Aid	(731) 426-7536
Lane Institute	(731) 265-6648/6650
Health Services	(731) 265-6604
Housing	(731) 425-2558
Information Technology Resource Center	(731) 426-7604
Institutional Research	(731) 426-7575
Payroll and Purchasing	(731) 426-7526
Personnel	(731) 426-7541
Registrar	(731) 426-7600
Student Loan Management	(731) 421-7306

GENERAL INFORMATION

History of the College

In 1882, one of the nation's early black church denominations founded what has since evolved into Lane College. Now referred to as the Christian Methodist Episcopal (CME) Church, the organization was originally named the Colored Methodist Episcopal (CME) Church in America when it formed in 1870. Among its top priorities was the establishment of schools to educate the newly freed Negroes following the Civil War.

The enterprise of building a school in Tennessee was conceived as early as November 1878 at the CME denomination's Tennessee Annual Conference. The CME Church's first Bishop, William H. Miles, presided over the meeting, convened at the old Capers Chapel CME Church in Nashville. A pivotal moment of the Conference occurred when Reverend J.K. Daniels presented a resolution to establish a Tennessee school. Amid much applause, the resolution was adopted, and a committee was appointed to solicit means to purchase a site. Reverends C.H. Lee, J.H. Ridley, Sandy Rivers, Barry Smith, and J. K. Daniels constituted this committee.

Due to the great yellow fever epidemic of 1878, the committee's work was hindered. However, when Bishop Isaac Lane was appointed to preside over the Tennessee Conference in 1879, there was a turning point. He met with the committee and gave advice to help formulate plans for the founding of what would be called the CME High School, later named Lane College. For \$240, Bishop Lane purchased the first four acres of land to be used for the new school, located in the eastern part of Jackson, Tennessee.

On November 12, 1882, the CME High School began its first session under the guidance of its first principal and teacher, Miss Jennie E. Lane, daughter of Founder Isaac Lane. This first day of school marked the beginning of a powerful and ongoing commitment to the uplifting of people throughout the south, the nation, and the world.

Miss Lane went on to marry a CME minister, Nelson Caldwell Cleaves. In January 1883, Professor J.H. Harper of Jackson, took over her unexpired term. In the spring of that year, Bishop Lane recruited Harper's successor, Reverend Dr. Charles H. (C.H.) Phillips to serve as principal of the school with Phillips' wife to serve as teacher. Their tenure began in October 1883. Under Dr. Phillips, the first curriculum and the first catalog were developed. The school's name was changed in 1884 to Lane Institute in acknowledgement of Bishop Lane's vigorous work in establishing the school, chartered under the laws of the State of Tennessee. These actions were significant in furthering the development of the school and gearing its curriculum towards preparing "preachers and teachers." Dr. Phillips resigned in the summer of 1885. Reverend T.J. Austin was his replacement, serving until 1887, the year of Lane Institute's first graduating class. The class consisted of five students including Nelson Caldwell Cleaves, a future Bishop of the CME Church and future chair of the Lane College Board of Trustees. The four other members of the inaugural graduating class were Isaiah C. Davis, Ida Lane Burrows, Marie E. Payne, and Edward E. Smith.

In September 1887, Reverend T. F. Saunders, a member of the Memphis, Tennessee Conference of the Methodist Episcopal Church, South, was appointed the first President of Lane Institute, making numerous contributions to the school. It was during his presidency that the need for a college department was discerned. The college department was organized in 1896, and at that time, the Board of Trustees voted to change the name from Lane Institute to Lane College. The college department broadened the curriculum by its organization into the classical, the natural and physical sciences, and mathematics.

In 1903, Reverend James Albert Bray, later elected a Bishop in the CME Church, was elected president. He held that position until 1907. During his tenure, the present administration building was erected. Dr. Bray was succeeded by Dr. James Franklin Lane, the son of the founder. Dr. Lane served for 37 years. During his administration, the College improved its educational facilities and its physical plant. The College attracted the attention of several philanthropic organizations such as the General Education Board of the Rosenwald Foundation and the Board of Missions of the Methodist Episcopal Church, South. These agencies and boards gave liberal contributions to the educational program of the College.

One of the few Negro schools to be approved by the Southern Association of Colleges and Secondary Schools (SACS), Lane College received a "B" rating from the regulatory agency in 1936, as well as partial accreditation, the only level given to Negro schools by SACS at that time. In December 1961, Lane College was admitted into full membership in the Southern Association of Colleges and Secondary Schools.

With the passing of President J.F. Lane on December 11, 1944, Reverend Peter Randolph Shy, who was later elected a Bishop of the CME Church, was elected as the acting president until Dr. D.S. Yarbrough was elected in 1945. Dr. Yarbrough served until 1948 when he was succeeded by Professor James H. White. Professor Richard H. Sewell, Dean of Instruction, was

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elected the acting president in 1950 and served until Reverend Dr. Chester Arthur Kirkendoll was elected president. Dr. Kirkendoll served for twenty (20) years until his election as a Bishop of the CME Church in May 1970.

During Dr. Kirkendoll's tenure, the College became fully accredited by the Southern Association of Colleges and Schools. Smith Hall, Graves Hall (formerly known as Jubilee Hall), Hamlett Hall, and the Student Union Building were erected.

Dr. Herman Stone Jr., who served as the Dean of the College for ten (10) years, was elected President in July 1970. During his presidency, Lane College's accreditation was reaffirmed twice by the Southern Association of Colleges and Schools. In addition, the J.F. Lane Health and Physical Education Building was added to the facilities of the College. After serving for sixteen (16) years as President, Dr. Stone retired in May 1986. He was succeeded by Dr. Alex A. Chambers who took office on June 1, 1986.

The College's accreditation was reaffirmed by the Commission on Colleges of the Southern Association of Colleges and Schools in 1991, under the leadership of Dr. Chambers. The College also received a grant from the United States Department of Interior as a part of the Historical Preservation Program to restore Cleaves Hall, Saunders Hall, J.K. Daniels Building, and the old President's Home to their original appearance. These buildings, in addition to the Bray Administration Building and the old Central Heating Plant, comprise the Lane College Historic District. This designation was given by the Department of the Interior in 1988. On March 18, 1992, after a short illness, Dr. Chambers passed away.

Dr. Arthur L. David, a 1960 graduate of Lane College, who was serving as Dean of the College, was appointed Interim President by the Board of Trustees. Dr. David served from March 1992, until his successor, Dr. Wesley Cornelious McClure, was named as the 9th President on August 20, 1992. Dr. McClure, a 1964 alumnus, assumed the position of President on September 1, 1992.

Under Dr. McClure's leadership, the College experienced significant growth in enrollment, financial stability, an increase in faculty strength, an expanded curriculum, strengthened management, a significantly improved physical plant, and a student-centered campus climate, including heightened student morale. In addition, construction of the Academic Center, which houses the Library/Learning Resource Center, an auditorium, several classrooms, seminar rooms, skills laboratories, and a telecommunications center resumed in 1996, and was completed in 1997. In February 1997, the \$5.2million building was named the Chambers-McClure Academic Center (CMAC).

In April 1996, the College purchased the property formerly owned by the Budde & Weiss Manufacturing Company, a firm that designed and made church furniture. Budde Street, which is adjacent to the original properties, is named in its honor. The successor in title was Tennessee Dimensions, Inc. This purchase of 6.7 acres, plus the June 1996 acquisition of the property at 536 Lane Avenue, formerly the home of Professor Essie Mae Atwater Perry, increased the size of the campus to approximately 25 acres.

An extensive campus beautification initiative was undertaken in 1998, which included a new football practice field; recreational center; the Archives that housed a computer student center, a bookstore, a communication and copy center, and a study lounge/café; a spiritual life center; the Health Services Center; and remodeling of the Heating Plant.

In 1997, the College began renovation of the Bray Administration Building. Built in 1905 and known as the "Crown Jewel" of the campus, Bray Hall received a complete interior overhaul, costing \$2.2 million. Funds for this project were acquired through the U.S. Department of Education. The renovation was completed in July of 2000. Under Dr. McClure's leadership, the College's accreditation was reaffirmed in 2002, with commendations for library resources and information technology.

In September 2001, the Board of Trustees approved the administration's strategic plan to expand the College's curriculum, strengthen the quality of its faculty, and increase student enrollment. During the years between 2006 and 2009, the College executed some of the most aggressive expansions in enrollment and facilities in its history.

In 2001, 672 students were enrolled at Lane. In Fall 2009, student enrollment was 2,250, a 235 percent increase, of which the ratio of males to females was approximately 1:1. To accommodate planned and sustained growth in student enrollment, the College's administration established a strategic plan to meet the needs of the increased student population.

During the fall 2002, the College began to expand its campus acreage and, in the summer of 2003, began extensive renovations of The Archives, now known as the Water Tower Place. As a result of these renovations, on November 4, 2004, the Cyber Café opened with a ribbon-cutting ceremony. The facility is suited for meetings, coffee, or quiet study. During the evenings, the Café is also utilized by students for live entertainment and poetry readings.

In July 2005, the College acquired the FCC license to operate its own radio station, WLCD-FM. Lane is one of only two private colleges or universities in West Tennessee with its own full-time radio station.

Between March and December 2006, the College acquired an off-campus residence hall named Eastbrooke, with a capacity for 76 occupants; renovated P.R. Shy Hall (formerly named Meeting Hall and Production Center), the home of WLCD; secured through a gift from the City of Jackson the 3,500-seat (another document indicates 2,500-seat) Rothrock Stadium located on the west side of Hays Avenue between Lexington and College streets, now Lane Field, the home of the Lane College Dragons football team; purchased a telecommunications system to alert students, faculty, and staff of any emergency; and bought the historic St. Paul CME Church building located on the College's eastern boundary. This building has been renamed The Lighthouse.

In the summer of 2007, the College completed construction of two new residence halls: The Edens and The Orchards, each with a capacity of 86 students; and a new dining facility, Phillips Hall, which as the result of a 2009 expansion, now seats 800 students.

Beginning in summer 2008 and continuing through 2009, the College completed the construction of three (3) residence halls (Alumni, Harper, and Jennie E. Lane) and a 42,000 square foot Science and Business Building. Alumni Hall accommodates 86 students and Harper Hall and Jennie E. Lane Hall each accommodates 129 students.

A major facelift along the heart of the College during the summer of 2010, particularly the three-block area proceeding easterly on Lane Avenue from the railroad tracks to Middleton Street, heightened the aesthetic appeal of the campus. The project included the installation of decorative streetlights and crosswalks, street resurfacing, sidewalk replacements, landscaping beautification, and the installation of brick overlays in front of Cleaves Hall.

Also, during the summer of 2010, the College completed construction of a pedestrian underpass that connects Harper Hall, a men's residence hall, with the North campus by creating a walkway under the West Tennessee Railroad.

In October 2010, the College completed construction of the new Berry Hall, replacing the former building that was moved to campus over 65 years ago. This building, now called the Berry Hall Teaching Learning Center is the facility where teacher education courses are taught, and education faculty offices are located. Additionally, the Teaching Learning Center houses a resource area in which materials are available to enhance instruction.

The year 2012 was marked by enormous growth, but also the upholding of its Mission to serve the disadvantaged. Community health initiatives promoting HIV/AIDS awareness and prevention of such diseases as diabetes and hypertension have been implemented in the College's Wellness Program since 2006.

In July 2013, the College acquired the former Baptist Student Union Building located on Middleton Street from the Tennessee Baptist Missionary and Education (TBM&E) Convention. It is utilized as office space for faculty and staff.

Dr. McClure passed away after a short illness in December 2013 after leading the College for twenty-one years.

Dr. Logan Hampton was named the 10th President of Lane College by the Board of Trustees on June 12, 2014. He assumed this role with a commitment to advance the mission of the College. Under his leadership, Dr. Hampton has launched transformative initiatives to lead the campus in expanding online course offerings, receiving approval from SACSCOC to offer associate degrees and online instruction for the Bachelor of Arts in Religion, strengthening the College's brand and Christian ethos, establishing a more conventional student residential community with a robust first-year experience program, and improving the arts, recreation, and athletic facilities. Giving to the College has increased significantly and steadily since Dr. Hampton's arrival at Lane.

One of Dr. Hampton's marquee initiatives is the Power of Potential® (POP) Scholars Program launched in 2015. Built on the premise that preparing students for lives of meaningful work has always been a central purpose of the College, the Program is designed to develop and enhance skills necessary to prepare each scholar to be an expert learner and assume leadership roles on campus and beyond. The program, led by two Scholar Leaders, is managed by students for students. Together, cohorts of students join a community of scholars aimed at attracting and supporting talented students.

In 2017, President Hampton led the campus to develop five strategic themes. Since its founding, the College has transformed lives, liberated minds and souls, and celebrated excellence in Christ as the institution has helped each student to achieve and realize the Power of Potential®.

Under the leadership of President Hampton, the College was designated a veteran-friendly campus. The College continued the improvement of existing facilities with the renovation of the aquatic center and gym floor in the J.F. Lane Building and bathroom areas in Cleaves, Hamlett, Graves, and Smith Halls. In addition, computer laboratories were added to each of these residential facilities and the windows were replaced in Cleaves Hall. During the 2018-19 year, the College completed the renovation of the Kirkendoll Student Union Building to include state-of-the-art conference facilities, meeting rooms, and

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student lounge areas. Lane Institute, First-Year Experience, and Second-Year Experience are housed on the lower level of the facility. In this same year, the Lady Dragons made history as the 2019 SIAC Women's Basketball Champions.

During the 2018-19 academic year, the College also was successful in submitting its Fifth-Year Interim Report to SACSCOC. The Report, along with the QEP Impact Report, was accepted without any follow-up reports required.

Dr. Hampton also sought to expand community support and involvement. Through a partnership with the Jackson-Madison County School System, the College was granted a lease of the music area at the former Jackson-Central Merry High School campus.

President Hampton has dedicated significant time and energy to igniting creativity and full participation within the campus community. This cross-institutional approach has contributed to an increase in successful grant making; the creation of the Student Textbook Exchange Program (STEP), a collaboration of Academic Affairs, Student Affairs, and Auxiliary Services that provides each student with course materials; and, in 2019, broadened the pathway for students through enhanced interactions between the College and a top research university.

In Spring 2020, the College was gifted the former Lincoln Elementary School property by the City of Jackson. This property houses faculty offices and practice areas for the Concert Choir and the cheerleading program.

Due to the global COVID-19 pandemic, higher education has experienced a transformational period and Lane College was no exception to the trends, both long- and short-term. Since the sudden pivot to online and hybrid instruction in March 2020 and continuing through the Spring 2021 semester, the College remained committed to supporting the well-being of its students and the need for both flexibility and compassion during the COVID-19 pandemic.

Through this difficult season, President Hampton used this global pandemic as an opportunity to welcome creative ways to pursue a path forward and cultivate an environment of incremental improvement and innovation. In so doing, Dr. Hampton broadened the College's national reach, raised the profile of the campus, and promoted collaboration across academic disciplines and administrative units as he guided the College through a period of significant financial challenges.

In June 2020, U.S. Senator Lamar Alexander (R-TN) invited Dr. Hampton to testify on behalf of the HBCU community, in particular, and the greater higher education community, in general. During his testimony, Dr. Hampton asked for \$1 billion in support for HBCUs, the doubling of the Pell grant, and relief from the HBCU Capital Financing Program. Thus, in December 2020, the passage of the coronavirus stimulus legislation included \$1.7 billion appropriated for HBCUs, increases in both the amount of the Pell grants and the number of eligible students; and forgiveness of the \$1.3 billion in loans secured through the HBCU Capital Financing Program for several institutions.

From its humble beginnings, Lane College has been a source of inspiration for countless numbers of youth and adults throughout this nation. Today, it stands as a symbol of Christian education for persons of all faiths, creeds, colors, and nationalities.

Physical Facilities



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James Allen Bray Administration Building

The administrative offices of the President, Executive Vice President, Academic Affairs, Student Affairs, Business & Finance, Admissions, Financial Aid, and the Registrar are located in this building. The building also contains eight multi-purpose classrooms on the first floor.

J. K. Daniels Conference Center

This historic facility houses two large conference rooms, three meeting rooms, and the offices of Academic Assessment, Institutional Advancement, and Institutional Research.

Chambers-McClure Academic Center

This facility contains 48,000 square feet of space for the main library and archives, classrooms, and technology centers/laboratories. The structure also includes a 12,000 square foot auditorium and second-floor balcony, with a seating capacity of 650.

Millennium Hall

This 65,000 square foot facility houses academic programs in science and business. This state-of-the-art building contains 13 class/lecture rooms equipped with the latest audio-visual technology; six special-purpose laboratories (two biology labs, two chemistry labs, a physics lab, and a computer science lab); faculty offices; and administrative offices for the Divisions of Natural and Physical Sciences, and Business and Social and Behavioral Sciences.

O.L. and Minnie Greer-Armour Science and Education Building

This building was completed in 1969. It contains the teacher education resource center, technology lab, classrooms, science laboratories, faculty offices, and the Information Technology work areas.

Phillips Hall

Newly built in 2007 and expanded in 2009, this facility serves as the central dining hall and seats 800 students.

Kirkendoll Student Center

This Center serves as one of the focal points of social life and houses the fitness center and the Band Room.

T.F. Saunders Hall

This facility houses TRIO Program offices; and foreign languages, art, and communication laboratories. It also houses staff offices, and faculty offices.

J.F. Lane Health, Physical Education, and Recreation

This building includes classrooms, offices, an Olympic-size swimming pool, a modern weight room, and a large gymnasium.

Mary Johnson Lane House

This building serves as the reception center for major events and as lodging for special guests and was renovated in 1994.

P.R. Shy Hall

This building houses the Wellness Program and the College's Radio Station, 98.7 WLCD (Wonderful Lane College Dragons).

Edens Hall

Built in 2007, this residence facility houses male students.

Orchards Hall

Built in 2007, this residence facility houses female students.

N.C. Cleaves Hall

Built in 1923, this residence facility houses female students.

William H. Graves Hall

Built in 1968, this residence facility houses male students.

B. Julian Smith Hall

Built in 1963, this residence facility houses male students.

Alumni Hall

Built in 2008, this residence facility houses male students.

Jennie E. Lane

Built in 2009, this residence facility houses female students.

Harper Hall

Built in 2009, this residence facility houses male students.

J.A. Hamlett Hall

Built in 1971, this residence facility houses female students.

Eastbrooke

Acquired in 2009, this residence facility houses faculty and staff.

I.J. Berry Hall

Built in 2010, this hall serves as the Educator Preparation building and contains faculty offices/conference room, 21st Century classroom, computer lab and classroom.

Herman Stone, Jr. Hall

This building houses the switchboard/mail room, classrooms, and chemistry and computer laboratories.

J. T. Beck Apartments

This is an eight-unit structure with apartments for temporary housing for staff.

Central Heating Plant

This historic building, originally constructed in 1909, is scheduled for major renovation and conversion into a Museum/Visitors' Center.

The Water Tower Place

Built before the turn of 20th Century, this facility was acquired in 1996. It houses the Office of Student Life, Housing, Campus Bookstore, the Copy Center, the Cyber Café, and a conference room.

Campus Center

This 8,000 square foot facility was acquired in 1996 and is now the primary social hub of the campus, housing games and film equipment. The Center is used by students for dances, movies, and other recreational events.

Physical Plant Building

This building houses all equipment, offices, and vehicles for the Physical Plant staff.

Football Field

The campus football field is used for practice sessions by the football team. Additionally, outside basketball and tennis courts are available for recreational use by students.

Lane Field

This 2,500-seat stadium is home to the Lane College Dragons Football Team. The stadium was secured through a gift from the City of Jackson to the College in 2009.

Amenities Building

This most recent capital addition to the College was completed in summer 2010 and houses general fitness and recreational facilities for students, faculty, and staff.

Health Center

The health center provides services and support to meet the general health care needs of students.

Storage Building

This storage building was designed for multipurpose use to store and access larger items.

TUITION, FEES, AND PAYMENTS



Lane College operates as a non-profit corporation chartered in the State of Tennessee. The principal sources of operating income are tuition and fees; funds from the U. S. Department of Education and the State of Tennessee; the Christian Methodist Episcopal Church; the United Negro College Fund; endowment interest; gifts from alumni, friends; and foundations. Tuition and fees cover approximately 40 percent of the educational expenses of each student. The remainder is provided by the sources listed above.

TUITION AND FEES Academic Year 2021-22

	Residential Students		
	<u>1st Semester</u>	<u>2nd semester</u>	<u>Total</u>
Tuition (12-16 Hours)	\$4,635	\$4,635	\$9,270
<i>Student Textbook Exchange</i>			
<i>Program (STEP) Fee</i>	\$ 350	\$ 350	\$ 700
Matriculation Fee	\$ 450	\$ 450	\$ 900
Technology Fee	\$ 310	\$ 310	\$ 620
Student Activity Fee	\$ 100	\$ 100	\$ 200
Housing (Room)	\$2,380	\$2,380	\$4,760
Meal Plan Fees	\$1,425	\$1,425	\$2,850
Health Service Fee	<u>\$ 50</u>	<u>\$ 50</u>	<u>\$ 100</u>
Total	\$9,700	\$9,700	\$19,400
	Non-Residential Students		
	<u>1st Semester</u>	<u>2nd semester</u>	<u>Total</u>
Tuition (12-16 Hours)	\$4,635	\$4,635	\$9,270
<i>Student Textbook Exchange</i>			
<i>Program (STEP) Fee</i>	\$ 350	\$ 350	\$ 700
Matriculation Fee	\$ 450	\$ 450	\$ 900
Technology Fee	\$ 310	\$ 310	\$ 620
Student Activity Fee	\$ 100	\$ 100	\$ 200
Commuter Fee	\$ 350	\$ 350	\$ 700
Health Service Fee	<u>\$ 50</u>	<u>\$ 50</u>	<u>\$ 100</u>
Total	\$6,245	\$6,245	\$12,490

Less than 12 hours - \$375 per hour

More than 16 hours - \$375 per hour

FEES ARE SUBJECT TO CHANGE WITHOUT PRIOR NOTICE.

For additional information, please feel free to contact:
Ms. Tangela Poole
Chief Financial Officer (731) 426-1720

Part-Time Students

Students enrolled in less than 12 credit hours in a semester are considered part-time. Tuition charges are \$375 per credit hour.

Course Overload

Students enrolled in more than 16 credit hours per semester will be charged \$375 per hour for all hours in excess of 16 hours.

General Fees

Graduation Fee (non-refundable)	\$100
Late Registration Fee (non-refundable)	\$100
Per additional day (Late Registration)	\$15
Parking Fee (decal)	\$50
Course Audit Fee	\$25
Room Reservation Fee (non-refundable)	\$50
Identification Card Replacement Fee	\$10
Transcript Fee	\$5
Returned Check Fee	\$30
Additional Charge for Single Room	\$1,250
Meal Plan	\$1,350

All fees are subject to change without prior notice.

Payment Plan

The general policy of the College is that all accounts are due and payable at the time of registration. However, to better serve our students, the College offers a payment plan powered by OnPlan-U. This Plan allows the students to pay their account balance in five or six equal installments. The number of installments is contingent upon when one registers for the payment plan. Parents/students are required to sign up online with an automatic reoccurring payment method. There is a 30.00 per semester enrollment fee.

DATES TO ENROLL FOR FALL 2021

Enrollment Period	Number of installments	Installments charged on 1st of
July 1 - July 31	6	July - December
August 1 - August 14	5	August - December

DATES TO ENROLL FOR SPRING 2022

Enrollment Period	Number of installments	Installments charged on 1st of
October 15- December 31	6	December-May
January 1- January 11	5	January-May

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If the parent/student knows that they will have a balance prior to registration, feel free to sign up with OnPlan-U as early as possible and start making payments on your account.

FINANCIAL AID

The primary responsibility for financing a student's education rests with the student and their parents. Financial assistance in the form of grants, scholarships, work-study, and student loans is available to meet the needs of students who are unable to pay for the total cost of their education. However, these funds are limited, and any financial aid that is provided by the College should be regarded as supplemental to the family's contribution.

Application for Financial Aid

All applicants for financial aid must apply annually by completing the *Free Application for Federal Student Aid (FAFSA)*. Students are advised to submit an online FAFSA as early as possible; BUT NO LATER THAN March 1 of each award year. Physical applications may be obtained by calling 1-800-433-3423, or via the federal web site at www.studentaid.gov.

Students who submit the FAFSA to the federal government for processing will receive a Student Aid Report (summary of data that is reported on the FAFSA). The student must designate the names of the colleges and universities, state agencies, and various scholarship organizations to receive the Report.

The majority of students attending colleges and universities will borrow funds to pay for some or a part of their educational expenses. The College participates in the William D. Ford Direct Loan Program that enables students to borrow funds through the U.S. Department of Education. Student loans must be repaid upon graduation or separation from the College. The loan amount is based on the student's classification and dependency status. Students are strongly encouraged to limit borrowing to only what is needed to meet their direct educational expenses. Students are automatically packaged in their financial aid offer with their federal Direct Loans. They will have the option to accept or decline any and/or all of their grant awards. Students whose parents opt to attempt a Direct Parent Plus Loan must complete the application online at www.studentaid.com.

Eligibility for Financial Aid

To be eligible for aid, a student **must** meet the following conditions:

1. File a Free Application for Federal Student Aid (FAFSA);
2. Enrolled at least half-time;
3. Be a U.S. citizen or an eligible non-citizen;
4. Show evidence of financial need;
5. Make satisfactory progress toward completion of a course of study;
6. Not be in default on guaranteed student loan;
7. Not owe a refund on a PELL Grant or Supplemental Educational Opportunity Grant;
8. Register with selective service by age 24 (males only);
9. Have a high school diploma or GED; and,
10. Have a valid social security number.

The expected family contribution (EFC) established by the federal government will determine eligibility. Most forms of financial aid are restricted to students who have not received a bachelor's degree. Special students, summer transfers, and students enrolled less than half-time are not eligible to receive federal financial assistance.

Student aid funds must be used for educational purposes. Recipients of financial aid are required to sign a statement certifying that all funds will be used for educational purposes (i.e., tuition, fees, room and board, books, supplies, and transportation).

Financial Aid Complaint Procedures

The College has clearly defined policies and procedures to address student concerns and complaints regarding financial aid. Students should address all complaints in writing to the Director of Financial Aid, Lane College, Bray Hall, 545 Lane Avenue, Jackson, TN 38301. The Director will review all complaints and confer with the appropriate administrative officials. Students will receive a written response to their complaint within ten business days. Should the institution not be able to resolve the problem, the student may contact the State Post-Secondary Review Program Office at the Tennessee Higher Education Commission at (615) 532-8276.

Financial Aid Independent Student Status

A student is automatically granted independent student status if they meet at least one of the following criteria:

1. At least 24 years of age by December 31 of the fall semester of an academic year;
2. A veteran of the U. S. Armed Forces;
3. Received a bachelor's degree;

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4. Married;
5. A ward of the court or both parents are deceased; or
6. Has legal dependents other than a spouse; or
7. Is determined to be homeless by an approved governing agency.

In unusual circumstances, a student who does not meet any of the above criteria may still be considered for independent student status. Exceptions may be granted only by the President upon the recommendation of the Director of Financial Aid. Additional documentation may be required.

Refund and Repayment Policy

In accordance with College policy and Federal regulations governing Title IV financial aid programs, the Office of Financial Aid determines whether total or partial refund/repayment of financial aid funds may be due when a student withdraws from the College or when there is a change in the student's financial aid eligibility. **This policy does not apply to instances where a student withdraws from some classes but continues to be enrolled at the College.**

A refund is the amount repaid to financial aid programs and/or the student less the amount retained by the College to cover charges applicable for the period of the student's enrollment. The specific amount retained by the College is calculated according to the College's Refund Policy.

The term repayment refers to any cash disbursed directly to the student for payment of non-institution educational costs such as living expenses. The repayment is the amount of cash disbursements determined to be greater than the student's charges while enrolled; and therefore, must be returned to federal/state agencies.

Refund Policy

Upon official withdrawal from the College, the Refund Policy allows for refundable charges to be adjusted according to the following schedule:

- A. **100% Refund** – Withdrawal from College on or before the 100% Fees Assessment Date (includes tuition, fees, room and board).
- B. **Partial Refund** - Withdrawal from College after 100% Fees Assessment Date subject to the following special circumstances:
 1. Student's involuntary call to active duty.
 2. Death of the student or member of their immediate family (parent, spouse, child, sibling).
 3. Illness of the student of such severity or duration and confirmed by a physician, such that completion of the semester or term is precluded.
 4. Cancellation of the course(s) or program by the College.
 5. Other exceptional circumstances, with the approval of the President or his designee.
- C. **Refund for Special Circumstances**
 1. Up to 50% of all charges for withdrawals from the College before the end of the third or fourth week of classes.
 2. Up to 25% of all charges for withdrawals from the College before the end of the fifth week of classes.

Should a student be required to withdraw from the College for disciplinary reasons or resulting from other administrative actions, they forfeit all legal rights and privileges normally accorded a student at the College. They will not receive a reimbursement of tuition, fees, room and board charges, or any payments made to the College.

Should the College experience a major disruption in operations as a result of an act of God, riot, or other circumstances beyond the control of the College, reimbursements will not be made for tuition, fees, room and board charges, and or any payments made to the College.

Repayment Policy

Upon official withdrawal from the College, the Repayment Policy allows for refundable charges to be adjusted according to the following formula up to the time that 60% of the semester has passed:

$$\text{Pro-rated Refund} = \frac{\text{Total number of days completed}}{\text{Total number of days in semester}}$$

There will be no repayments after 60% of the semester has passed.

The date used to calculate the repayment is the effective date reflected on the official College withdrawal form. If a student does not officially withdraw from the College, an effort will be made to determine the last date on which they had no intention of returning to class. The official withdrawal date will be fixed on the basis of that determination.

A student shall reserve the right to appeal any determination(s) made by the College. The final determination shall be made by the President upon the recommendation of the Vice President for Business and Finance, in collaboration with appropriate officers of the College.

The repayment of financial aid will be distributed among the various financial aid programs and returned to the programs from which they were received in the following order:

Refunds / Repayments

Subsidized Federal Direct Stafford Loan
Unsubsidized Federal Direct Stafford Loans
Federal Direct Plus Loans
Federal Pell Grants

Federal Supplemental Educational Opportunity Grant
Program
Institutional Aid
The Student

FINANCIAL AID PROGRAMS

Grants

Federal PELL Grants

The Federal Pell Grant provides need-based grants to low-income undergraduates and certain transitional licensure students to promote access to postsecondary education. Grant amounts are dependent on: the student's expected family contribution (EFC) (see below); the cost of attendance determined by the institution; the student's enrollment status (full-time or part-time); and whether the student attends for a full academic year or less.

Students may not receive Federal Pell Grant funds from more than one college or university at a time. Financial need is determined by the U.S. Department of Education using a standard formula, established by Congress, to evaluate the financial information reported on the Free Application for Federal Student Aid (FAFSA) and to determine the family EFC. The fundamental elements in this standard formula are the student's income (and assets if the student is independent), the parents' income and assets (if the student is dependent), the family's household size, and the number of family members (excluding parents) attending postsecondary institutions. The EFC is the sum of: (1) a percentage of net income (remaining income after subtracting allowances for basic living expenses and taxes) and (2) a percentage of net assets (assets remaining after subtracting an asset protection allowance). Different assessment rates and allowances are used for dependent students, independent students without dependents, and independent students with dependents. After filing a FAFSA, the student receives a Student Aid Report (SAR), and the institution receives an *Institutional Student Information Record* (ISIR), which notifies the student if they are eligible for a Federal Pell Grant and provides the student's EFC.

Federal Supplemental Educational Opportunity Grants (SEOG)

SEOG are for undergraduates with exceptional financial need (with priority given to Pell Grant recipients). These grants do not have to be repaid. Priority is given to applications submitted before March 1st of each year.

Tennessee Student Assistance Awards (TSAC)

These awards are available to any Tennessee resident who has been accepted for admission as an undergraduate student at Lane College or any other approved state college/university. This grant must be used to pay for educational expenses such as tuition, fees, room and board, books, and transportation.

TSAC awards are determined each year by the Tennessee Student Assistance Corporation. The amount of the award is \$4,000. Awards are dependent upon the need of the student and the amount of the College's current tuition and mandatory fees. TSAC requires that all applicants complete the FAFSA. No assistance award will be issued to an applicant who does not qualify for the Federal Pell Grant. FAFSA now opens October 1st of each year. Students are encouraged to apply between the months of October and February of each calendar year to ensure application processing before the deadline date in early February of each year.

Loans

Federal Direct Stafford Student Loan Program and PLUS Loans

Stafford Student Loans (SSLP) are low-interest loans made by the Federal government. SSLPs are made by the student with repayment beginning six months after graduation or when the student's status drops to less than half time. Loan maximums and interest rates are established by the government.

PLUS Loans are meant to provide additional funds for educational expenses. These loans can be made by parents of dependent undergraduate students and are not need-based. However, the interest rates on these loans are higher and the approval of a Parent Plus Loan is based on the applicant's creditworthiness.

Verification

Because students sometimes make errors on their application, a process was implemented by the Department of Education to verify applications and make corrections. This process is known as Verification. The Central Processing System (CPS), a component of the Department of Education, selects which applications are to be verified; however, the Office of Financial Aid has the authority to verify additional students if there appears to be conflicting information on the FAFSA.

The federal processor will use a model to identify FAFSA data elements that are prone to error, which appear anomalous, or which seem inconsistent. Only those FAFSA data elements flagged by the federal processor will be subjected to verification.

If a student's FAFSA is selected for review in verification, the student will be contacted requesting one or more verification forms. Forms are required to be returned in a timely manner. Failure to submit requested documentation can result in the loss of financial aid.

Data elements currently subject to verification include: household size, number in college, a d j u s t e d gross income, taxes paid and several untaxed income items (untaxed IRA distributions, untaxed pensions, education credits, IRA deductions, and tax-exempt interest), high school completion status, and identity/statement of educational purpose.

The data elements selected for verification may depend on the applicant's dependency status, whether the applicant or applicant's parents file or do not file federal income tax returns and whether the applicant is eligible for auto zero EFC or not, among other criteria. The US Department of Education has data from previous year's FAFSAs on what data elements were modified during verification and can use this data to create a sophisticated model for predicting the situations in which particular data elements are likely to be changed during verification.

If an applicant uses the [IRS Data Retrieval Tool](#) to transfer federal income tax return data to the FAFSA without modification, the unmodified data elements will not be subject to verification. Accordingly, applicants who use the IRS Data Retrieval Tool are less likely to be selected for verification. College and university financial aid administrators are strongly encouraging students to use the IRS Data Retrieval Tool.

Scholarships

The following scholarships are administered by the College and are based on academic achievement, financial need, and other specified criteria. The College reserves the right to adjust any scholarship award which would create an over-award.



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General Academic Scholarship

Scholarships are awarded for those who rank in the upper twenty percent of their high school graduating classes or those who have a 20 on the ACT or 1500 on the SAT. Transfer students and currently enrolled students may be eligible if they maintain a GPA of 3.3 and have accumulated at least 24 hours of college work. Students must be enrolled in at least 12 hours each semester. The scholarship may be continued if the student maintains a GPA of 3.3 each year. There are a limited number of scholarships available.

Junior College Transfer Scholarships

This is a one-time award for \$1,000 for students who transfer directly to Lane College from an accredited Community College or Junior College with an Associate degree.

Memorial Gifts

Established by family and friends of Lane College Graduates.

Special Fields Scholarship Fund

Established through memorial gifts from family and friends of graduates of Lane College. These gifts are in varying amounts with a limited range.

Scholarships will be awarded to deserving students who show special talent in such academic fields as music, art, and theater. Applicants for these scholarships must be recommended by the high school principal or a member of the school faculty and must be auditioned by a representative of the College from the division in which they are seeking scholarship assistance.

Tennessee Education Lottery Scholarship Program

There are five scholarships or awards within the Tennessee Education Lottery Scholarship (TELS) Program. They include the Tennessee HOPE Scholarship, General Assembly Merit Scholarship, Need-Based Supplemental Award, Access Grant, and Wilder-Naifeh Technical Skills Grant.

To be eligible for these scholarships, you must:

1. Graduate from an eligible high school;
2. Be a Tennessee resident for one year prior to applying;
3. Enroll in a Tennessee public or private college/university accredited by the Southern Association of Colleges and Schools;
4. Score a minimum ACT score as determined by the regulatory agency; and,
5. Maintain a certain GPA requirement as determined by the regulatory agency.

The United Negro College Fund

The United Negro College Fund makes available to the College each year several general and special scholarships. General scholarships are categorized as "Restricted" or "Unrestricted." Restricted scholarships may specify residence, major field, gender, etc., whereas unrestricted scholarships do not. Special scholarships are named for the respective financial donor and have specific eligibility requirements. Both general and special UNCF scholarships are awarded on the basis of unmet financial need and creditable academic achievement.

Applicants for UNCF scholarships must submit the Free Application for Federal Student Aid to the processor or to the College by April 1 for currently enrolled students and by April 15 for new students.

Gates Millennium Scholars Program

The United Negro College Fund administers this private grant from the Bill and Melinda Gates Foundation. The program provides merit-based scholarships that cover any remaining college costs minority students face after financial aid is awarded.

To be eligible for nomination, students must:

1. Earn at least a 3.3 GPA;
2. Be accepted or enrolled full-time in an accredited four-year undergraduate degree program;
3. Demonstrate leadership skills and community involvement; and,
4. Show significant financial need.

Athenian Literary and Arts Club Scholarship Given annually and funded by the Club composed of a group of women in Jackson, Tn. The scholarship is awarded toward tuition for the first year of tuition.

Essie M. Atwater Perry Memorial Scholarship Fund

Established by friends and relatives to perpetuate

the memory of the late Mrs. Perry, Professor of Education and Director of Student Teaching, who served as a member of the Lane College faculty for twenty-eight years. The interest accrued by this fund is used to provide a scholarship for a junior student who gives promise of noteworthy service in the field of education who is pursuing teacher certification. The award is made under the auspices of the area of education.

J. Edward Blount Scholarship Fund

Established in 1978 through a bequest of the late J. Edward Blount. This fund is used to provide scholarship assistance to needy students. Priority consideration is given to any established relative of the donor.

Julia Sheegog Scholarship Fund

Established in 1978 by Mrs. Julia Sheegog, a retired employee of the College. The fund is to be used to

provide scholarship assistance for students majoring in business.

Mattie E. Hicks Memorial Scholarship

Established in 1982 by her daughter, Mrs. Willie H. Scarborough. The interest accruing from the fund is used to provide scholarship assistance to students who have outstanding academic achievement, lead a good moral and Christian life, and are in need of financial assistance.

Hester and Curry P. Boyd Scholarship Established in 1985 with a donation to the College by Dr. Curry P. Boyd in honor of his mother, Mrs. Hester Boyd and awarded to a student in good standing with financial need

James L. Stewart and Etta Selmon Excelsior Grand Chapter, Prince Hall Affiliation Scholarship Fund

This fund was established by a gift from the Excelsior Grand Chapter, PHA, and from James L. Stewart, Grand Patron, in 1985. One-half of the yearly interest will be used as a scholarship for an incoming freshman with a "B" or above average.

Minnie Greer Armour Scholarship Fund

This fund was established in 1984 in honor of Mrs. Minnie Greer Armour by her husband, Dr. O.L. Armour. Interest from this fund is to be used to provide scholarships for students who demonstrate an interest in and show promise of leadership in the field of education.

Eula Mae Cunningham Memorial Scholarship

Established in 1984 by Dr. Ronald M and David S Cunningham, II in loving memory of their mother, the late Mrs. Eula Mae Cunningham, wife of retired General Secretary of Pensions of the CME Church, Reverend David S. Cunningham, Sr. The interest accrued from this fund is awarded annually to a student who maintains an "average" academic record and superior Christian service participation.

C.A. Kirkendoll Scholarship

Established in 1980 in honor of former President Chester A. Kirkendoll by a gift from the late Glen A. Rainey, a former Jackson, Tennessee businessman. An additional amount was donated to the Fund by Bishop Chester A. Kirkendoll in 1984. Interest from the fund will provide scholarships for qualified students. This scholarship is awarded to a CME student who ranks high in personal integrity and scholarship, and who gives promise of dedicated service to the Christian Methodist Episcopal Church as an itinerant minister. It is hoped that the recipient will be inspired to be a true servant of God while administering to the needs of people and spreading the Kingdom of God.

Herman Stone, Jr. Scholarship

This scholarship fund was established with donations made on the occasion of Appreciation Day honoring Dr. and Mrs. Herman Stone, Jr. on November 5, 1981. Proceeds earned on the fund will be awarded annually to one or more seniors on the basis of integrity, leadership, and dedication.

Willie Mack Jones Science Scholarship

This scholarship is provided by Dr. & Mrs. Fred F. Petmecky, in memory of the late Mr. Willie Mack Jones of Humboldt. The scholarship will be provided for a senior student who shows academic promise in the sciences or in pre- medicine.

Alfred Tennyson and Velva Donald Pulliam Memorial Fund

The fund was established in 1985 by his widow, Mrs. Velva Donald Pulliam, and was developed from a generous gift of property, stock, and an insurance policy. The scholarship is earmarked for students from Madison and Gibson Counties interested in pursuing a degree in business and becoming an entrepreneur or teacher. Interest accrued is to be used for the scholarship, preferably seeking licensure in Elementary Education.

Ollie and Mattye Bond Scholarship for Excellence Fund

The fund was established in 1987 by Mrs. Marion B. Jordan and Mrs. Mildred B. Roxborough in memory of their parents, Mr. Ollie Bond and Mrs. Mattye Bond. Contributions are received for the Fund from family and friends. Interest from the proceeds is to be awarded annually to an outstanding freshman.

C.A. Rawls Scholarship Fund

Established by the family of the late Mr. C.A. Rawls, who served on the Lane College Board of Trustees. Interest from the proceeds is to be used as a scholarship for a deserving student.

1st Lt. Daniel E. Williams Memorial Scholarship

Established in 1988 in memory of 1st Lieutenant Daniel E. Williams by his family, Reverend and Mrs. Thomas H. Williams, Mrs. Joe S. Williams, and Mr. & Mrs. Hewitt W. Johnson and daughters. Interest accrued is to be used for scholarships.

Damron Teacher Scholarship

Established in 1990, this scholarship will be granted to a Lane College junior who has been formally admitted to the Interdisciplinary Studies program.

Yvonne Griggs Allen Scholarship

This scholarship is awarded to a student seeking licensure in Elementary Education, preferably a junior or senior.

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William H. Graves Scholarship Program

These scholarships are awarded to first-time freshmen who maintain a high school grade point average (GPA) of 3.7 or above. The student must be enrolled full-time at Lane College. Five scholarships are awarded annually. These scholarships are renewable for four years provided the student maintains an overall grade point average of a 3.7 or higher each year.

Quaker Oats Scholarship

This scholarship is awarded annually to a worthy student.

Zodie R. Johnson Scholarship

This scholarship is awarded annually to a student in good standing.

Willette Jeffries Haley Scholarship

Established by Mr. Person Jeffries in memory of his mother. It is awarded annually to a worthy student.

Lane C. And Zuma Cleaves Scholarship

Established by the great-grandson of the Founder of Lane College and his wife. This scholarship is awarded annually to a deserving student.

Lottie T. Brooks Scholarship

This scholarship is awarded to an education major or a deserving student.

Jimmy L. El-Amin Scholarship

This scholarship is awarded annually by the College to a student in good standing.

Mary P. and James T. Freeman African Indigenous Scholarship Fund

The Rev. James Taft Freeman was a well-known pastor, missionary, and civil rights activist from Humboldt, Tennessee. For over 26 years, he traveled on mission trips to Africa, building over 100 churches. Along with being a missionary, he was an active civil rights leader, who organized the Humboldt and Gibson County NAACP in 1962. Rev. Freeman, a graduate of Lane College, and his wife Mary, founded the Tom and O.E. Stigall Educational Museum in Humboldt. The scholarship will be awarded to Indigenous African students at Lane College.

Alice Kirkendoll Scholarship

Named in honor of the former First Lady of the College, this scholarship is awarded to a deserving student with financial need.

Johnny and Vernice Vaulx Memorial Scholarship

Established in 1999 by family and friends. This fund is to be used to provide scholarships to a student who has completed one semester with a 3.0 average.

The Luther and Naomi Crisp Memorial Scholarship

Established in 2002, specific awards are given annually to a minimum of one or maximum of five students from Gibson County, Tennessee who are of good character, in financial need of assistance, and possess a 2.0 or above grade point average.

The Faye and Paul Barnes Scholarship

Established in 2011, interest derived from the corpus of this endowment is awarded annually to a student who is making satisfactory academic progress towards graduation according to the norms established by the College.

The Artie Whitemore Morris and James W. Morris Memorial Scholarship

Established in 2011, interest derived from the corpus of this endowment is awarded annually to a Junior or Senior in good academic standing who is making satisfactory academic progress towards graduation, possesses a minimum 3.0 grade point average, and graduated from a Metropolitan Detroit (Michigan) area high school.

The Glenda Faye Purham-Brown Memorial Scholarship

Established in 2011, interest derived from the corpus of this endowment is awarded annually to a Sophomore, Junior, or Senior in good academic standing that is making satisfactory academic progress towards graduation.

The Lena Taylor Scholarship

Established in 2013 by her grandson, Lane College Alumnus and Trustee, Jesse Tyson, this scholarship is awarded annually to a deserving disadvantaged minority student with financial need who possesses a minimum 3.0 grade point average and majors in Business. The student must be enrolled as a full-time student.

The Joe and Bernadine Booker Memorial Scholarship

Established in 2013 by their son, Lane College Alumnus Rev. Hollis Booker, this scholarship is first limited to Lane College students who are members of St. Luke CME Church of Denver, Colorado; and secondly to first-generation Lane College students who are residents of Gibson County, Tennessee. To be considered for this award, the recipient must initially possess a minimum 2.5 grade point average, and maintain a minimum 2.0 grade point average during the remainder of his or her collegiate career.

The Danny "Dannyboy" Terrell Williams Memorial Scholarship

Established in 2015 by Mrs. Malika Williams (Miss Lane College 1990-91) to memorialize the life and legacy of her husband, Mr. Danny "Dannyboy"

Terrell Williams, Class of 1990, a student athlete and Mass Communications major. Candidates for this scholarship must be in good standing with the college, demonstrate significant financial need, make satisfactory academic progress towards graduation as outlined by the college, have a minimum 3.1 grade point average, and the student must meet with Mrs. Williams during their matriculation.

The Nina B. Ross Endowed Scholarship in Education

This scholarship is established to implement the intentions of the family of Nina B. Ross, a member of the Lane College Class of 1959. This endowed fund may award scholarships to students in the discipline of Education at Lane College with a GPA of a 2.5 or higher and of financial need.

The Wallace and Louise Greer Endowed Scholarship in Education

Established in 2018 by Mrs. Warlene Reed to award scholarships in the discipline of Education at Lane College. Candidates must have a GPA of 3.0 with priority given to members of the Sigma Gamma Rho Sorority, Inc.

The Marguerite V. Cleaves Endowed Scholarship

Established in honor of Marguerite Cleaves, the wife of Lane Cleaves, the grands on of Founder Bishop Isaac Lane. Scholarships are awarded to students with a GPA of 3.0 or higher.

Wesley Cornelius McClure Memorial Scholarship

Established in 2014 to honor the legacy of the 9th President of Lane College, the scholarship is awarded to students with a financial need and in good standing with the College.

Willie Melvin Williams and Dr. Mabel Williams Family Foundation Endowed Scholarship

This scholarship is established to implement the intentions of Dr. Mabel Williams to memorialize the life and legacy of her late husband, Mr. Willie Melvin Williams, who was a 1958 honor graduate of Lane College. The scholarship is awarded to a chemistry major with a 3.0 or higher GPA

Warner and Arcola Dickerson Endowed Scholarship Fund

Established in 2016 by Trustee Dr. Warner Dickerson to award Freshman scholars in order to support their goal toward graduation.

Dr. Darlene Anderson Huddleston Anderson Memorial Scholarship

Established in 2019 in honor of Dr. Darlene Huddleston to award Lane College students that are in good standing.

James and Hattie S. Utley Memorial Scholarship

This scholarship is established to implement the intentions of the late Mrs. Hattie Sain Utley, a member of the Lane College Class of 1948, and is awarded to students in the discipline of Elementary Education or Pre-Medicine.

Donna Bentley Graves Endowed Scholarship Established in 2017 in honor of Mrs. Donna Bentley Graves. This scholarship is awarded to students in any discipline at Lane College.

The Class of 1967 Endowed Scholarship

Established in 2017 in honor of the 50th anniversary of the graduating class of 1967 of Lane College. The scholarship is to be awarded to students in good standing at Lane College.

The Leland Kapel Kirkendoll Memorial Scholarship

Established in 2017, the Scholarship has been established to honor the legacy of Mr. Kirkendoll, class of 1968. The fund is designed to award students classified as a sophomore, junior or senior in any discipline with a GPA of 3.0 with a history of community service.

The Dr. Arthur LaCurtis David Memorial Scholarship

Established in 2017 in honor of Dr. Arthur David, to be awarded to students in any discipline of study at Lane College with a 2.5 GPA or higher.

The John A. and Sallie M. Werthing, Sr. Endowed Scholarship

This scholarship is established to implement the intentions of Mr. John A. and Mrs. Sallie Werthing and family. The scholarship will be awarded yearly to a Lane College student who is a resident of Jackson, Madison County, in the discipline of natural or physical science or education, with a GPA of 2.5.

The James Franklin Lane Endowed Scholarship Fund

Established in 2015 in honor of the 3rd President of the College, the scholarship is awarded to any student in good standing with a financial need at the College.

The Ira D. Morgan Band Scholarship Established in 2015, this scholarship is awarded to a student active in the Lane College Marching Band, and in good standing academically.

The Anna L. Cooke Memorial Scholarship

Established in 2014 by daughter Else Cooke Holmes, the scholarship will be awarded annually to a scholar in good standing with academic need Bullock Family Scholarship-Awarded annually to a student in good standing from Chicago.

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Johnetta Walker Neal Memorial Scholarship

Established in 2018 by the family of Johnetta Walker Neal, class of 1967, to be awarded to a scholar in good standing with a financial need.

Satish Mahajan Scholarship of Excellence

Awarded to a Lane College scholar in good standing.

Henry and Esther Caudle Endowed Scholarship

This scholarship is established to implement the intentions of Henry L. Caudle, Sr., and Esther M. Caudle, members of the Lane College Classes of 1971 and 1969, respectively. This endowed fund may award scholarships to students majoring in Music at Lane College based upon financial need.

Mack T. Barnett Memorial Scholarship

Established in honor of local educator and Lane graduate, Mr. Mack T. Barnett. The scholarship is to be awarded to a Lane College student who is a resident of Jackson, Tn. and is in good standing with the College.

T.R. Crosslin Endowed Scholarship

The scholarship is established to implement the intentions of Rev. T.R Crosslin and is to be awarded to a student in any discipline with a GPA of 2.5 or higher.

Virgie and Ruby Caldwell

This scholarship is established to implement the intentions of the family of Virgie and Ruby Caldwell, member of the Lane College class of 1954, and 1953 respectively, to be awarded to a student in good standing in the discipline of education.

Loretta Jean Kirkendoll Jones

Endowed Scholarship- Established to honor the life of Mrs. Loretta Jean Kirkendoll Jones, the daughter of Lane College President, Bishop C.A. Kirkendoll, this scholarship is to be awarded to scholar in good standing with a financial need.

The Bro. Cortelyou and Rev. Virgie A. Gant Endowed Memorial Scholarship

This scholarship is established to implement the intentions of the Gant family to memorialize the life and legacy of their mother and father, the late Rev. Virgie Amanda and Brother Cortelyou (C.T.) Gant. Rev. Gant was and educator, pastor, and the first female minister to be admitted into Full Connection in the Christian Methodist Episcopal Church. Brother Gant was an outstanding Layman in the Christian Methodist Episcopal (CME) Church, who enrolled their children in Lane College. The scholarship is to be awarded to a student in good standing with an academic need.

The Clarence O. Epps African American Scholars in Science Endowed Scholarship

This scholarship is established to implement the intentions of the family of Professor Clarence O. Epps, who served as a Chemistry Professor at Lane College from 1959 to 2004. This endowed fund may award scholarships to sophomores, juniors or seniors at Lane College who maintains a GPA of 2.5 in the major of Mathematics, Chemistry, Physics, Biology, Engineering, Computer Science, or Pre-Med.

T. F. Saunders Endowed Scholarship

Established in honor of the first President of Lane College, the scholarship is awarded to students in any discipline.

Albert Bray Endowed Scholarship

Established in 2015 in honor of the second President of Lane College, the scholarship is awarded to students in any discipline.

Edmond Ragan Endowed Scholarship

Established in 2017, to be awarded to a student in good standing with the College.

Beta Pi Alumni Association Endowed Scholarship

Established in 2018, the scholarship is to be awarded to a scholar in good standing academically and is a member of the Alpha Phi Alpha Fraternity, Inc.

Alma Jean Williamson Carvin

Established in 2018 in honor of the mother of Board of Trustees Chairman Bishop Henry Williamson and awarded to a student in good standing who serves in ministry and/or assists with weekly chapel

Bishop Henry and Dr. Doris Williamson Endowed Scholarship

Established in 2018 to be awarded to a student in good standing at the College who serves in ministry.

The Leonard Pearson and J.D. Donnell Memorial Scholarship Fund

This scholarship is established to implement the intentions of Mrs. Hazel Pearson to memorialize the life and legacy of her late husband, Mr. Leoard Pearson, a graduate of Lane College and J.D. Donnell, Pearson's long-time father figure, close friend, and church member. The scholarship is to be awarded to a student in any discipline in good standing.

Kenneth Sampson Endowed Scholarship for Band

Established by former band members of long time Lane College Band Director, Mr. Kenneth Sampson, to be awarded to student in good standing and a member of the Lane College Marching Band.

Danny Glover and Henry Williamson Endowed Scholarship

Established with a gift by actor Danny Glover and Lane College Board Chair, Bishop Henry Williamson, to be awarded to a Lane College student in good academic standing.

Leon Freeman Endowed Scholarship

Established in 2019 by Mr. Leon Freeman, a 1968 graduate of Lane College, to be awarded to a Lane College student in good standing academically.

Dr. Roland M. Porter Endowed Scholarship Fund

This scholarship is established to implement the intentions of the family of

Dr. Roland Porter, a renowned educator and 1957 graduate of Lane College, and is to be

awarded to a Lane College scholar with a minimum 2.5 GPA.

Bishop Elias Cottrell/Mississippi Industrial College Alumni Association, Inc. Endowment Fund

Established in 2016 for students exhibiting a financial need. Candidates for this scholarship must be in good academic standing, disciplinary standing and making satisfactory progress towards graduation.

AWARDS

Each year the College sponsors the Minnie Greer and O.L. Armour Scholarship Day and Honors Convocation. During this convocation, senior scholars are recognized for four years of academic excellence. In addition, scholarships and awards are presented. These scholarships and awards are made available annually by individual faculty and staff members, local civic clubs and business establishments, alumni, and friends of the College.

President's Award - This award is given to the senior student who exemplifies leadership qualities among their peers. It is expected that the recipient will have a very strong rapport established with the administration and show evidence of maturity in decision-making.

Dean's Award - Conferred upon the member of the graduating class, who maintained the highest scholastic average during the four years at Lane College.

Other awards include Student Leader of the Year Award, Profile in Courage Awards, Scholar of the Year Awards, Lane College Tradition Awards, Chapel Leader Awards, Service Award, Dragon Awards, Victory Bell Awards and Most Progress in a Single Semester Award.

VETERANS BENEFITS

Mission

Lane College Veterans Resource Center's mission is to provide essential resources and support to active-duty service members, veterans, reservists, Guardsmen, and family members with U.S. Department of Veterans Affairs (VA) education benefits and services as they transition and learn to navigate through the college experience.

Benefit Programs Offered

The College, under guidance of the U.S. Department of Veterans Affairs, offers the following benefit programs:

- Montgomery GI Bill® - Active Duty, Chapter 30
- Veterans Educational Assistance Program (VEAP), Chapter 32
- Post 9/11 GI Bill®, Chapter 33
- Survivors' and Dependents' Educational Assistance Program (DEA), Chapter 35
- Montgomery GI Bill® - Selected Reserves (MGIB- SR), Chapter 1606
- Reserve Educational Assistance Program (REAP), Chapter 1607

Any covered individual will be able to attend or participate in the course of education during the period beginning on the date on which the individual provides to the educational institution a certificate of eligibility for entitlement to educational assistance under chapter 31 or 33 (a "certificate of eligibility" can also include a "Statement of Benefits" obtained from the Department of Veterans Affairs' (VA) website – eBenefits, or a VAF 28-1905 form for chapter 31 authorization purposes) and ending on the earlier of the following dates:

1. The date on which payment from VA is made to the institution.
2. 90 days after the date the institution certified tuition and fees following the receipt of the certificate of eligibility.

Lane College will not impose any penalty, including the assessment of late fees, the denial of access to classes, libraries, or other institutional facilities, or the requirement that a covered individual borrow additional funds, on any covered individual because of the individual's inability to meet his or her financial obligations to the institution due to the delayed disbursement funding from VA under chapter 31 or 33.

Application Process

Veteran and dependent students can submit an online application at

<https://www.ebenefits.va.gov/ebenefits/apply>.

The application is required to begin the process. Students who are receiving benefits for the first time under the Montgomery GI Bill® must complete and file an application (veterans VA Form 22-1990; dependents VA Form 22-5490; ToE students VA-Form 22-1990e). Students who have received VA benefits at a prior institution must file a Request for Change of Program or Place of Training (veterans and ToE students VA Form 22-1995; dependents VA Form 22-5495) and provide a Certificate of Eligibility. Students applying for CH 33 in lieu of (or relinquishing) another benefit should complete a VA Form 22-1990. If the student is the Veteran, then a copy of his or her DD-214 or NOBE is also required.

Student Requirements

Previous training and experience (including military service) will be evaluated on a case-by-case basis. ACE transcripts, if applicable, are needed. The student receiving benefits must maintain satisfactory academic progress and attend classes regularly. Certification will not be allowed for any course(s) previously passed (D or above), unless a C or better is required. Any VA student who receives a non-punitive grade(s) (W, WP, and WF) must be reported to VA. Students will not receive payment for non-punitive grades.

FINANCIAL AID SATISFACTORY ACADEMIC PROGRESS

The U.S. Department of Education (34 CFR Section 668.34) revised the requirements for Colleges & Universities to define and implement Satisfactory Academic Progress (SAP) standards for students receiving Title IV Federal Financial Aid. As required, the Lane College SAP policy for Title IV students is the same or stricter than the College's standards for students enrolled in the same educational program who are not receiving Title IV funds. These requirements apply to the following programs: The Federal Pell Grant, the Federal Supplemental Educational Opportunity Grant, the Federal TEACH Grant, Federal Work Study, Subsidized Direct Student Loans, Unsubsidized Direct Student Loans, Parent PLUS Loans, all Tennessee Student Assistance Awards, all TELS Award.

Satisfactory Academic Progress (SAP) measures a student's completion of coursework toward a degree. Students who do not complete classes in which they are enrolled or fail to achieve the minimum standards for grade point average may lose their eligibility for all types of federal, state, and institutional aid. SAP is measured both qualitatively (GPA) and quantitatively by a completion standard or pace based on attempted and earned credit hours. ***Students are no longer automatically placed on financial aid probation for not complying with satisfactory academic progress standards. Students not meeting satisfactory academic progress standards are placed on financial aid suspension. All students must successfully appeal financial aid suspension to be placed on financial aid probation and remain eligible to receive federal financial assistance from the College.***

The Office of Academic Affairs, in conjunction with the Office of Financial Aid, monitors the academic progress of each student to determine if that student meets academic requirements as well as federal and state guidelines that govern the administration of student financial assistance. Prior to the disbursement of any federal financial aid, the Office of Financial Aid must confirm that all students receiving federal financial aid are meeting these standards.

SAP is evaluated annually, at the end of the spring semester, of each academic year and is comprised of three components. Failure to comply with any component may result in academic sanction and a loss of financial aid eligibility. The components are as follows:

- Qualitative Measure: Minimum Cumulative Grade Point Average (CGPA)
- Quantitative Measure: Minimum Completion Standard for Attempted Credit Hours (APCR)
- Maximum Timeframe for Degree Completion

Qualitative Measure of Academic Progress

A Lane College student must maintain a cumulative grade point average (CGPA) that satisfies the academic standards established by the college. The qualitative measure of academic progress is based on classification; attempted credit hours; and the cumulative GPA. Students are expected to enroll full-time (at least twelve credit hours) to be eligible to receive full financial assistance. Equivalent qualitative and quantitative measures of academic progress are also required of part-time students receiving federal financial aid.

Classification	Total Attempted Credit Hours	(CGPA) Probation	CPGA Dismissal
First Year	29 hours or less	Less than 1.50	Less than 1.50 after matriculating two semesters.
Sophomore	At least 30-59 hours	Less than 1.85	Less than 1.85 after matriculating four semesters.
Junior	At least 60- 89 hours	Less than 2.00	After one semester on probation and less than 2.00

Minimum Cumulative Grade Point Average (CGPA)

Coursework assigned a letter grade of A, B, C, D, or F contributes to the cumulative GPA. Grades of *W* (*withdrawal*), *WP* (*withdrawal passing*), *WF* (*withdrawal failing*), *F* (*failed*), and *I* (*incomplete*), do reflect completion of courses; the hours assigned to courses are only counted in attempted credit hours.

Quantitative Measure of Academic Progress

Students must adhere to the minimum specified academic progress completion rate (ACPR) specified in the chart below for all credit hours attempted or accepted as transfer credit by Lane College. This percentage includes all credit hours attempted, regardless of whether financial aid was received. **Students enrolled must complete/pass 67% of all credit hours attempted with grades of A, B, C, or D. Enrollment status for financial aid is defined based on hours enrolled at the end of the College's 100 percent fee refund period.**

Maximum Timeframe Measure for Degree Completion

Students are eligible to receive financial assistance for a limited period while pursuing a degree. A student must not exceed 150 percent of the number of credits it takes to obtain a degree. Credit hours are cumulative hours. The minimum credit hours required to receive a degree is 124 credits. Therefore, students may not exceed 186 attempted credit hours to remain eligible for financial aid. Students who exceed 186 attempted credit hours are considered ineligible for financial aid based on excessive hours. *In some limited instances, a student may be granted an extension in maximum timeframe.*

Transfer Students

Transfer students are required to meet the same satisfactory academic progress requirements as Lane College students. All accepted transfer credit hours will be included in credit hours attempted and earned to determine academic progress toward degree completion. We do not count the grades on those transfer credits toward the qualitative measure (i.e., CGPA). At initial enrollment, a transfer student not meeting SAP requirements may be placed on financial aid probation only after a successful appeal. (See Maximum Time Frame Exemption Policy)

Readmission

Readmitted students (students who previously attended Lane College) must meet the same satisfactory academic progress requirements. Readmitted students with transfer credits from other institutions will be evaluated based on transferable credit hours attempted and earned plus credit hours previously attempted and earned at Lane College. Upon readmission, a readmitted student not meeting SAP requirements may be placed on financial aid probation only after a successful appeal.

Repeat Courses

Students are allowed to repeat a previously passed course (grade of "D") only twice. Only the highest-grade counts toward the qualitative measure of SAP. All repeated courses count toward attempted hours and the ACPR evaluation. Repeating a course(s) with a grade of "D" more than once, affects enrollment status (i.e., student classification). Students are allowed to retake previously failed courses (grade of "F") until successful completion all repeats of previously failed courses are counted in attempted credit hours and in the APCR evaluation. Please note that students receiving benefits through the Montgomery G.I. Bill (veterans or veteran dependent students) will not receive benefits for repeating courses with a grade of "D" or higher, unless specified by their degree/program requirements.

Withdrawal from Courses

Withdrawals from course(s) with grades of W, WP, or WF (after the official add/drop period) are counted in attempted credit hours and in the APCR evaluation.

Incomplete Courses

Students with incompletes must adhere to the academic policy associated with removal of the incompletes within a specified time period. The credit hours assigned to the "I" (incomplete) are counted in attempted credit hours and in the APCR evaluation.

Change of Major

Students who change majors are subject to the same SAP requirements. All coursework taken by a student previously enrolled in another major(s) is included in the qualitative and quantitative components of SAP. (See Maximum Time Frame Exemption Policy)

Maximum Time Frame Exemption Policy

If you have reached the Maximum Time Frame for your program and have continuously met Minimum Standard Requirements but have classes remaining to meet your goal, you may appeal for an extension. Extensions may be granted for transfer students and changes in degree majors.

To be considered for an extension, you must complete a Maximum Time Frame Appeal Form from the Office of Academic Affairs. After obtaining the form, you must meet with an academic advisor and develop an academic plan that clearly outlines your major, academic goal, remaining classes, and expected completion date. After meeting with your academic advisor, you need to submit a copy of your Maximum Time Frame Appeal form to the Office of Financial Aid.

Students may be approved for a Maximum Time Frame Appeal only once while attending Lane College.

If your appeal is APPROVED, you will be given a specific length of time to complete your program based on the information outlined in your Maximum Time Frame Appeal form. You must meet Minimum Standard Requirements throughout your extension period. If you do not, your status will be Ineligible, and you will no longer be able to receive financial aid while attending Lane College. If at any time you do not meet your academic plan, you will be placed on financial aid suspension.

If your appeal is DENIED, your status will remain on financial aid suspension, and you will no longer be able to receive financial aid at Lane College.

Ineligible

If you are on a Maximum Time Frame extension and do not meet Minimum Standard Requirements and/or you have reached the extended time period given, your status will become Ineligible and your status will be changed to financial aid suspension. *No correspondence will be sent notifying you of this change in status.*

Failure to Comply with Satisfactory Progress Standards

Financial Aid Suspension

Students who fail to satisfy any of SAP standard requirements at the end of each SAP evaluation period are placed on financial aid suspension. A student on Financial Aid Suspension at the end of the spring semester is not eligible for financial aid during the summer. The student is denied all types of federal and state aid (grants, work study, and loans) until the deficiency has been removed and the student is in good SAP standing. The student must pay his or her educational expenses from personal funds during the time period financial aid is suspended. This policy applies to all students at Lane College receiving financial aid.

Students who do not meet SAP standard requirements may exercise one of the following options to restore eligibility for financial aid:

1. Attend the following summer term(s) without receiving financial aid and meet the minimum satisfactory academic progress requirements by the end of the summer term. **The student returns to good standing and will be eligible for financial aid during the next semester.**
2. Appeal the financial aid suspension to the SAP Appeal Committee (See procedures below).

Appeal Procedures

Students who fail to meet the Satisfactory Academic Progress standard requirements may appeal the suspension of their student financial assistance. A letter of appeal must contain an explanation of the mitigating circumstances that impacted negatively upon the student's ability to meet the required standards. Examples of such circumstances are: (1) death/prolonged illness of an immediate family member, (2) medical illness by the student that created undue hardship, (3) natural disasters or other events beyond the control of the student (i.e., hurricanes, storms, etc.) or other personal or family matters/situations that may have negatively impacted the student's ability to meet the required standards.

Appeal Process

1. The student must submit a completed *SAP Appeal*:
SAP Appeal Committee/ Office of Financial Aid Lane College
545 Lane Avenue
Jackson, TN 38301
2. The student **must** attach all necessary supporting documents (grade change, current academic transcript, doctor's statement, death certificate, accident report, etc.) to the written appeal request.
3. The student's completed SAP Appeal Packet will be reviewed within **two** weeks of submission. **Incomplete submission of any of the requested documentation within the requested timeframe, will result in a denial of the appeal due to lack of sufficient evidence.**

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4. The student will be notified in writing of the Committee's decision to approve or deny the Appeal.

Students are to submit all financial aid appeals to the Office of Financial Aid no later than fifteen (15) business days after the official notification of their financial aid suspension status. No exceptions.

Students notified of suspension of financial aid during the registration period must submit a written letter of appeal along with the requested documentation to the office of financial aid within seven (7) business days of the notification in order to have a decision made regarding their financial aid eligibility for the current semester.

Reinstatement of Financial Aid

Appeal Approval

If the SAP Appeal Committee determines that the student is eligible for reinstatement of financial aid, they will be considered for aid available at the time of reinstatement. The student will be reviewed again at the end of the following semester and will be subject to the same required standards as previously stated, unless otherwise stated in the SAP Committee letter of reinstatement. The SAP Committee may recommend the development of an *Academic Plan* (AP) for the student. This Academic Plan outlines the specific requirements the student must fulfill to satisfy the College's satisfactory academic progress standards within a specified timeframe. The student's academic progress will be evaluated at least twice during the semester, and at the end of each academic semester to ensure that they are making progress according to their AP.

Financial Aid Probation

Financial Aid Probation is no longer granted automatically. A student must successfully appeal financial aid suspension in order to be placed on financial aid probation and remain eligible to receive federal financial assistance from the College. Upon review of a student's Appeal Packet, the SAP Appeal Committee may make one of the following three determinations:

1. **The student is placed on financial aid probation without an academic Plan.** After review of the Appeal Packet and the student's academic record, the SAP Appeal Committee determines that the student should be able to meet SAP standards by the end of the subsequent semester without an academic plan. The SAP Appeal Committee reviews probationary students at the end of each subsequent semester.
2. **The student is placed on financial aid probation with an Academic Plan.** After review of the Appeal Packet and the student's academic record, the SAP Appeal Committee determines that the student will require more than one semester to meet SAP standards; it may place the student on probation and develop an academic plan for the student. The College monitors the student's progress at least twice a semester and at the end of each semester to ensure that the student is meeting the requirements of the Academic Plan. As long as the student is meeting the requirements of the Academic Plan, the student is eligible to receive Title IV financial aid.
3. **The student is placed on financial aid probation with an Academic Plan after a subsequent appeal of their original probationary status.** The SAP Appeal Committee may consider an additional appeal from a student initially placed on financial probation without an Academic Plan. After review of the subsequent Appeal Packet, the Committee may extend the probationary status of the student by placing him/her on an Academic Plan.

Appeal Denial

After review of the Appeal Packet and the student's academic record, the SAP Appeal Committee may determine that the student should remain on financial suspension and ineligible to receive any Title IV funds. They must make arrangements pay all educational expenses from personal resources and/or non-federal sources (i.e., private loans, etc.). All decisions rendered by the SAP Appeal Committee are **final** and not subject to further review.

Prior Satisfactory Academic Progress Status

Students on financial aid probation under the prior SAP rules and regulations are evaluated at the end of the next semester using the new standards for satisfactory academic process. A student not meeting SAP requirements may be placed on financial aid probation only after a successful appeal.

Financial Aid Appeal Limits

Students are allowed to appeal financial aid suspension twice during his or her academic career at the College, unless special and extenuating circumstances justify one additional appeal. The student must provide information explaining what has changed to permit him/her to make satisfactory progress at the next evaluation period. The College may request additional documentation when a particular circumstance warrants it. A student is limited to one probationary period per appeal unless they are following an academic plan. Therefore, a student may be placed on probation more than once during their academic career.

Financial Aid Committee

A college-appointed Financial Aid Committee will conduct an annual review of the SAP Policy to ensure federal compliance and timely dissemination of relevant financial aid information to students.

Additional Financial Aid

Alternative sources of helping students finance their college expenses are available through a variety of public and private funding agencies. Students should contact fraternities, sororities, civic organizations, churches, major companies, and other agencies for applications for scholarship funds.

Persons interested in learning more about the several types of financial assistance should contact the Lane College Financial Aid Office, Jackson, Tennessee 38301-4598 or phone 731-426-7536. Additional information regarding financial assistance to students may also be on the Financial Aid page of the college website.

ADMISSIONS AND ENROLLMENT



Admission Deadlines and Notification

The College accepts applicants for admission for entry in fall, spring, and summer semesters. Priority consideration is given to students who adhere to the following admission deadlines:

Semester	Deadline
Fall	July 1
Spring	November 1
Summer	April 1

The Office of Admissions, along with the Admission and Recruitment Committee, will thoroughly evaluate all applications and advise of the decision in writing. Applicants who are denied admission may submit a written appeal to the Admission and Recruitment Committee.

The College reserves the right to refuse admission to any applicant whose entrance is judged not to be in the best interests of the College. The Admission and Recruitment Committee may also request additional information for admission. The College may exercise this right regardless of the qualifications of the applicant. **Any deliberate omission or falsification of information on the Application for Admission and/or supporting documentation for any classification of admission (high school graduates, international students, transfer students, etc.) may result in denial of admission or dismissal from the College.**

Admission Requirements

Lane College, a fully accredited four-year liberal arts college, actively seeks students who desire an individualized approach to education in an environment that adheres to Christian values. The College does not discriminate in its admission policies on the basis of race, color, handicap, gender, religion, or natural origin.

High School Graduate

A high school applicant for admission must be a graduate of an accredited high school with satisfactory grades in at least sixteen (16) units of credit. Completion of the following high school courses is strongly recommended:

Courses	Units
English	4
Mathematics	2
Natural Sciences	2
Social Studies	2
Foreign Language	2

ACT or SAT are optional and official scores may be submitted to the Office of Admissions.

General Educational Development (GED)

Applicants 18 years of age or older who have not graduated from an accredited high school may be considered for admission to the College upon satisfactory completion of any state high school equivalency examination and by meeting other admission requirements. **Candidates must submit official GED scores to the Office of Admissions.**

Admission Procedures

First-Time Freshman

A first-time freshman is classified as a student who has not attended a post-secondary institution or college upon completion of high school or its equivalency.

First-time freshman admission applicants are required to submit the following:

1. An Application for Admission.
2. An official high school transcript (final transcripts must be submitted via mail upon graduation);
3. Official ACT or SAT scores (**Optional**); and,
4. Two letters of recommendation. One must come from the principal or counselor and the other must come from a teacher. (**Optional**)

Transfer Student

A transfer student is classified as a student who has attended another post-secondary institution or college upon completion of high school or its equivalency.

Transfer students must submit the following:

1. An Application for Admission.
2. An official transcript from all colleges or universities previously attended. Students currently enrolled may submit a partial transcript. A final transcript must be submitted upon completion of coursework.
3. A transfer student with fewer than 15 transferable credit hours must also submit an official high school transcript, and,
4. A Transfer-Recommendation Form completed by the Dean of Students of the most recent institution attended.

Admission as a Special Student

Persons 21 years of age or older who do not meet full entrance requirements but show promise of benefiting from course offerings of the College may be admitted as a Special Student. Special students will be required to observe the same policies governing attendance, examinations, conduct, and scholarship as regular students. A special student is not a candidate for a degree and is not eligible to receive federal or state financial aid.

Admission of International Students

Lane College admits foreign students who present official credentials with academic achievement, meet the admission requirements to the College, and have command of written and spoken English. **The Test of English as a Foreign Language (TOEFL) is required as a basis for establishing language proficiency.**

Once foreign students have met all admission requirements and been admitted to the College, they may have a Certificate of Eligibility for Nonimmigrant Student (Form I-20) issued. All foreign applicants must submit a confidential Declaration and

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Certification of Finances and other information/documentation as required by the Student Exchange Visitor Information System (SEVIS) before Form I-20 will be authorized by the College.

Admission of Transfer Students

Students who transfer from regionally accredited colleges and universities will be considered for admission. Transfer students must be in good standing in conduct and academics with institution(s) previously attended. Students must also be eligible to return to that institution. Transfer students must provide Lane College with official transcripts from all schools. Transfer credit will be evaluated on a course-by-course basis by appropriate College officials. Credits more than ten (10) years old will be reviewed in light of current academic and programmatic relevance. Upon final approval, courses accepted for transfer credit will be recorded on the transcript by the Registrar.

Students who transfer from an accredited community or junior college will be awarded credit for all courses that parallel the Lane College curriculum, and for which a grade of "C" or higher was earned. A maximum of 68 semester hours or 102 quarter hours will be accepted as transfer credit for students who previously attended an accredited two-year or four-year institution, or students who have earned an associate degree from an accredited two-year institution.

Transfer students who have not completed general college requirements, as outlined in the College's General Studies Curriculum, may be required to take assessment tests in English/Reading and/or Mathematics. **Lane College will not accept transfer credits from non-accredited institutions.**

Admission of Transient Students

A Transient Student is a student enrolled in another college or university who wishes to take courses at Lane College. Transient students must submit to the Director of Admissions a written statement from an authorized official of that institution indicating that they are in good standing and has permission to take courses at Lane College. It is the responsibility of the student to obtain approval from the other institution to receive credit for courses taken at Lane College. Transient students are not eligible to receive federal or state financial aid.

Early Admissions Program

The Early Admissions Program offers an opportunity for interested and qualified high school students to earn college credits while still in high school. The Program is designed for high school juniors and seniors whose ability, academic achievement, and general maturity indicate they are ready to perform satisfactorily in college-level work.

To be admitted to the Early Admissions Program, a student must:

1. Complete the sophomore year of high school.
2. Have a cumulative grade point average of at least a "B" (3.0/4.0); and
3. Submit an admissions application including a high school transcript, official ACT or SAT score, and a letter of recommendation from a high school principal or counselor.

Each applicant will be reviewed on their own merit using criteria that includes the following:

1. The secondary school record, including discipline and scholastic records.
2. Performance on the ACT or SAT (Optional).
3. Recommendation from high school principal or counselor (Optional);
4. Applicant's statement giving the reason(s) for seeking Early Admission; and,
5. Interview with the Admission and Recruitment Committee.

A student approved for the Early Admissions Program may enroll in courses at Lane College during the summers after their sophomore and junior years. A maximum of six (6) semester hours may be pursued each session. In addition, qualified high school seniors may enroll in no more than two college courses concurrently with their high school courses.

Readmission

All candidates for readmission must submit an Application for Admission. Any former student who has attended another college since last attending Lane College MUST apply as a transfer student.

A decision on readmission will be made by the Admission and Recruitment Committee. Students readmitted after an absence beyond seven (7) years may not receive credit for all courses previously taken at Lane College and/or other institutions. Each student's academic record will be reviewed and the number of credit hours to be counted toward the student's current program requirements will be determined and communicated to the student by the advisor. Applicants for readmission will be advised of the decision in writing. Applicants who are denied readmission may submit a written appeal to the Admission and Recruitment Committee.

The College reserves the right to refuse readmission to any applicant whose re-entry is judged not to be in the best interests of the College. The College may exercise this right regardless of the qualifications of the applicant.

Registration and Enrollment

A registration period is held prior to the beginning of each semester or term. Students are expected to complete their registration during the allotted timeframe. A late registration fee of \$25 will be charged to students failing to register by the date designated in the College calendar for beginning of classes. In addition to the initial \$100 fee charged on the first day after the end of the registration period, students will be charged \$15 for each additional day until the registration procedure is completed. The following registration steps must be completed:

1. Obtain a permit to register.
2. Complete a course schedule for the next semester with the approval of an advisor.
3. Verify housing option.
4. Confirm financial aid, if applicable.
5. Complete payment or secure payment arrangements through the Business Office.
6. Complete Local Address Verification Form; and,
7. Obtain a Lane College Photo ID.

Students will not receive credit for courses in which they are not registered, nor may students register for more credit hours than the number stipulated in this *Catalog*.

Student Life and Services



While academics provide the mainstay of the College environment, Lane College recognizes that the “undergraduate experience” is not restricted to the classroom. As such, the College offers a number of opportunities for students to participate in social, cultural, recreational, and athletic activities. Included in the Division of Student Affairs are Residential Life, Student Discipline, Health Services, Student Activities, Religious Life, Student Government, Counseling Services, and Athletics and Recreation.

The student body is composed of representatives from many of the fifty states, the District of Columbia, and several foreign countries. The majority of the students are from Tennessee and bordering states. Several different religious denominations are represented. More than seventy percent of the students are housed on campus while some students commute or have accommodations in the community.

The total development of a student calls for relationships beyond those of a purely academic nature. The realization of goals established by the College and the student requires the cooperative effort of all to help the student to grow in knowledge, wisdom, and virtue.

The College offers a comprehensive program of services designed to develop the student’s ability to function as a responsible member of society. Coordination of services and activities is provided principally through the Office of Student Affairs.

Automobile Registration

All automobiles that are operated regularly by students must be registered with the College. Each operator must possess a valid driver’s license, show proof of liability insurance, and purchase a decal. The decal must be appropriately displayed on the vehicle. The following regulations must be observed:

- 1 Parking zones must be observed 24 hours a day without exception.
- 2 Parking is permitted in designated areas only.
- 3 Reserved parking spaces must be observed at all times.
- 4 The maximum speed limit on campus is 15 miles per hour unless otherwise posted.
- 5 All “STOP” and “SLOW” signs are to be observed.
- 6 Reckless and careless driving is forbidden on campus.
- 7 Movement of traffic along the campus where College streets are not provided is forbidden.
- 8 The responsibility for locating parking space rests with the operator of the motor vehicle. Lack of space will not be considered a valid excuse for violating any parking regulation.
- 9 Parking of motor vehicles or otherwise obstructing fire lanes is prohibited at all times.

- 10 The College shall have no responsibility for the loss or damage to any vehicle or its contents while operated or parked on Lane College property.
- 11 Pedestrians have the right-of-way at established pedestrian crossings.
- 12 All accidents, break-ins, or incidents should be reported to the Office of Campus Safety and Security

Campus Organizations

Student organizations exist to support the overall objectives of the College. Operating on the basis of voluntary participation and self-government, student organizations are an integral part of the College community, and as such are obligated to contribute to the scholastic attainment and general development of the individual student. Student organizations offer the individual an opportunity to broaden their environment. Skills and experience obtained through membership in student organizations serve as a valuable supplement to the formal curriculum.

Studies confirm that students benefit greatly from being involved in a campus organization. An active, involved student is a successful student. Through participation in activities and clubs, students can enhance the classroom curriculum with out-of-class related experiences, form relationships with other students with similar interests, develop mentor relationships with faculty and staff, and utilize life skills such as decision making, planning, critical thinking, and more. Student organizations help create a sense of community and spirit on campus. **If you are interested in starting a new organization, please contact the office of Campus Life.**

Academic/Honor Clubs

An organization whose stated objective is to provide an opportunity for individuals to discuss and share information related to a specific academic discipline, topic or interest. You will be exposed to opportunities for networking and leadership development.

- Accounting Club
- Art Club
- Biology Club
- Communication Club
- Computer Science/Mathematics Club
- Criminal Justice Association
- Foreign Languages Club
- History Club
- Pre-Med / Dental Club
- Pre-Law Society
- Tau Beta Sigma Sorority
- Kappa Kappa Psi Fraternity
- Student Government Association

Honor Societies

In addition, the Academic category includes Honor organizations whose memberships are based on academic achievement, and whose purposes are to recognize such. These groups must hold meetings and sponsor events throughout the year as well as initiation ceremonies.

- **Beta Kappa Chi Scientific Society** - a national honor society aimed at stimulating a greater interest in the advancement of science. Membership is restricted to students who have completed at least 64 semester hours of college work, 18 semester hours of which shall be in one of the sciences recognized by the society (mathematics, physics, chemistry, astronomy, geology, biology, experimental and/or clinical psychology, and anthropology), with a grade average of at least "B" in the science area, and a general average of at least "B."
- **Alpha Kappa Mu Honor Society** - Alpha Kappa Mu is a national scholastic honor society established on campus in 1962. The purpose of the society is "to promote high scholarship; encourage sincere and zealous endeavor in all fields of knowledge and service; cultivate a high order of personal living; and develop an appreciation for scholarship and endeavor in others." Membership is limited to juniors and seniors who have earned a minimum of 70 semester hours and whose cumulative grade point average is not less than 3.3.
- **Phi Beta Lambda** - Phi Beta Lambda is a business fraternity open to students majoring in business.

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- **Sigma Tau Delta** - Sigma Tau Delta is an honorary English Society open to English majors and other students with a love for literature.
- **Lambda Alpha Epsilon** - Lambda Alpha Epsilon is a criminal justice pre-professional society.
- **Who's Who Among Students in American Universities and Colleges** - Students who meet the qualifications of scholarship, leadership, citizenship, and promise are recognized during their junior or senior year for listing in *Who's Who Among Students in American Universities and Colleges*.

Greek Organizations

A social and service organization is composed of all male or female students (single sex organizations). Greek organizations strive to develop the greatest potential in each of their members according to their individual talents, skills and personality to prepare them for life after graduation. There are additional requirements for membership into Greek Service Organizations.

- Alpha Kappa Alpha Sorority, Inc.
- Alpha Phi Alpha Fraternity, Inc.
- Delta Sigma Theta Sorority, Inc.
- Kappa Alpha Psi Fraternity, Inc.
- Omega Psi Phi Fraternity, Inc.
- Sigma Gamma Rho Sorority, Inc.
- Zeta Phi Beta Sorority, Inc.

Social Groups

An organization whose purpose is to provide a place for members to discuss issues relevant to them, to express their interest in a given subject, to serve as a support group for students on campus or a group off campus, or a group interested in advancing social issues that concern the college and the community.

- Cheerleading
- Freshman Class
- Sophomore Class
- Junior Class
- Senior Class
- NAACP
- Pre-Alumni Council
- Drama Club
- Dragon Ambassadors
- Belles
- Beaus
- Concert Choir
- Marching Band
- Student Christian Association
- Chess Club
- Prism
- Truth Seekers History Club
- Debate Club
- Flames Dance Club
- Gospel Choir
- Baptist Student Union
- Democratic Association
- Campus Activity Board
- Power League Intramural Sports Program

The Pan-Hellenic Council

The Pan-Hellenic Council is an organization composed of two representatives from each undergraduate chapter of the Greek-letter organizations. The purpose of the Council is to coordinate the activities of the fraternities and sororities; promote wholesome relations among the organizations; and consider constructive and cooperative areas through which the various

organizations may serve the best interests of Lane College. It is a democratic organization, organized and administered by students, with a faculty/staff advisor.

Career Pathway Services

The primary function of Career Pathway Services seeks to develop students through holistic practices that encourage academic growth; and facilitates their preparation to enter the workforce and greater society as responsible citizens and positive agents of change. The Career Pathway Services Center will engage students from their freshman year in developing a clear pathway to their career of interest. This will be accomplished through several high touch components including the Career Pathway Initiative course, Sophomore Seminar course, consultations with the Student Success Specialist, individual career advisement, and engagement in targeted field related opportunities.

Career Pathways Services Center will:

- Assist students in developing their individual career pathway upon entry into the College.
- Help students earn stackable credentials to enhance their job-preparedness for entering the market.
- Provide students with career-readiness skills that employers deem essential for success in the job market.
- Facilitate student job placements in professional careers.
- Assist graduates in entering graduate/professional schools.

Sessions are also conducted in resume preparation, job search, career selection, and interviewing techniques. The Center continually updates its files with literature concerning full-time employment, part-time employment, summer employment, internships, and graduate and professional school information. Student résumés remain on file and are referred to employers as new job opportunities become available. The Center also coordinates on-campus recruitment activities and encourages student participation in outside recruiting conferences. The Career Pathways Services Center is located on the first floor of the Chambers-McClure Academic Center (CMAC) in room 106.

Cell Phones and Other Communication Devices

All communication devices must be placed on silence inside an academic building or outside during formal, school-sponsored occasions, such as Commencement, Chapel services, public prayers, or ceremonies. Persons making or receiving calls using these devices will be asked to leave immediately and not return to that class session or event. Under extreme circumstances, the student may be referred to the Faculty-Student Hearing and Disciplinary Committee before s/he is permitted to return to class.

Children on Campus

In recognition of the family needs and responsibilities of students, faculty, and staff may bring their children to campus for limited periods of time while the employee or student is engaged in work or educational activities, with approval by the supervisor or appropriate designee. In doing so, students, faculty, and staff must recognize and respect the needs of other community members for a quiet and productive work and educational setting. No facility or office on campus is to be used regularly in lieu of paid, childcare or for unsupervised recreation for children. The adult responsible for a child is also responsible for the child's behavior and action, and is expected to ensure that the child complies with the directions of college personnel. Lane College also prohibits unauthorized pets and personnel in or outside classrooms, academic support areas, and residential facilities.

Faculty, staff, and students and other adults maintain the sole responsibility for the safety of their own children or any other children accompanying them on campus. There are risks to bringing children to the campus. Students, faculty, and staff and other adults should be aware of these risks and are responsible for any and all injuries or damages sustained to or by their children or any other children accompanying them while on Lane College campus or any properties owned or leased by Lane College, and when bringing children on college-sponsored trips or other activities. Lane College shall not be responsible or liable for any such injuries or damages unless such injuries or damages are caused by the sole negligence of Lane College's agents or employees.

The College recognizes that minors (individuals under 18 years of age) may be present on campus for a variety of legitimate reasons. They may visit as prospective students while in high school or once they graduate from high school, accompany current students and/or employees to official College activities or events, come as participants on field trips or community service projects, or come to other official College programming on campus. Whatever the reason for their presence, College employees and students are to be particularly vigilant regarding the safety and security of minors on campus. This duty increases as the College's role in their care, custody or control while on campus increases. All members of the College community are expected to be positive role models to minors by behaving in a caring, honest, respectful, and responsible manner at all times.

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This Policy requires appropriate adult supervision for all minors on campus at all times. The College believes that it is in the best interest of minors and members of the College community that minors shall not be unattended or unsupervised while on campus in any circumstance. When minors are on campus as part of an official College activity or event (such as a camp), the individuals responsible for the activity or event are responsible for ensuring minors are supervised while on campus. When minors are on campus accompanying current students and/or employees, the current student and/or employee is responsible for ensuring minors are supervised at all times while on campus and minors shall not be unattended at any time while on campus.

Non-student minors are not permitted to attend class sessions with parents or guardians who are College students, in part, because this creates the possibility for disruption in the classroom and detracts from the delivery of course information. The College has many online course offerings available in the event childcare cannot be secured for face-to-face class sessions. Students who are minors and who are currently enrolled and taking classes with the College are exempted from the supervisory requirements of this policy.

For individuals at Lane College, questions regarding this policy should be directed to the individual and/or department that has oversight over the event or activity for which someone wants to bring a minor. Individuals who fail to abide by the Policy may be subject to discipline action.

Computer Usage

It is the policy of the College that faculty, staff and students shall use technology within the scope of duties and academic work assigned and in compliance with all applicable state and federal laws. Participation in gaming and the transmission of pornographic information across the Internet is a violation of Tennessee State Law and is strictly prohibited. Additionally, no member of the College community may, under any circumstances, use Lane College computers or networks to libel, slander, or harass any other person.

Limited recreational usage and game playing that is not part of an authorized and assigned research or instructional activity may be allowed within the parameters of each computer laboratory's rules. Lane College computing and network services are not to be used for extensive or competitive recreational game playing. Recreational game players occupying a seat in any of the computer laboratories must give up that seat when others need to use the computer or facility for academic or research purposes.

This policy is strictly enforced. Failure to abide by this policy will result in disciplinary action and or prosecution to the fullest extent of the law.

Counseling Center

The Counseling Center is a place for students to focus and clarify personal and career goals. The purpose of Counseling Services is to help students grow in self-understanding; become self-reliant; develop strong personal values, social skills, and a sense of ethics; establish and enhance relationships; and be responsible participants in the College community and the broader society. The Counseling Center is located on the first floor of Saunders Hall, Room 109.

The Center, through a trained, experienced, and professional staff, offers a variety of services in a relaxed and confidential environment. The Counseling Center has outreach programs, including group and individual counseling, peer counseling, seminars/workshops, and support groups. The Center also provides resource materials for faculty and staff. The Counseling Center has an open-door policy, but students are encouraged to make appointments with the staff via email: sabond@lanecollege.edu or (731) 426-7562.

Disability Support Services

The Lane College Office of Disability Support Service provides accommodations for students with disabilities to assist them in making their college experience successful and positive. In compliance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disability Act of 1990 (ADA), the college will make reasonable accommodations, which is coordinated through the Office of Counseling and Disability Support Service for those students in pursuit of a degree at Lane College. Students with disabilities are encouraged to initiate contact with the College as early as possible to discuss individual needs.. To request accommodations, please apply and complete the application at

Application for Reasonable Accommodations <https://forms.office.com/r/JvPtHcLAYH>

Application and documentation material can be submitted to the Director of Counseling and Disability Support Service electronically at dss@lanecollege.edu , or faxed to 731-426-7587 or mailed to

Lane College Office of Disability Support Services
545 Lane Avenue
Jackson, TN 38301

Electronic Data Processing Security Policy

Lane College relies heavily on its electronic data processing systems and computers to meet its operational, financial, and informational requirements. It is essential that these systems and machines be protected from misuse and unauthorized access. It is also essential that the College's computers and computer systems and the data that are stored on these systems be operated and maintained in a secure environment and in a responsible manner.

To this end, the following are violations of College Policy:

1. Deliberate, unauthorized attempts to access or use the College's computers, computer facilities, networks, systems, programs, or data; or the unauthorized manipulation of the College's computer systems, programs, or data.
2. Deliberate, unauthorized use of Lane College's facilities or equipment.
3. Deliberate, unauthorized activity that causes Lane's computers, computer facilities, systems, programs, or data to be accessed or used; and
4. Deliberate activity (conducted in the course of one's employment with the College or in the course of one's enrollment as a student at the College) which causes non-Lane College owned computers, computers facilities, systems, programs, or data to be accessed or used in an unauthorized manner.

Any such violations of college policy by any College employee or student constitute theft and/or unauthorized use of college property. Such offenses by students constitute non-academic misconduct and will be subject to disciplinary action. The College may report the activity to appropriate law enforcement authorities if it appears that the activity is a violation of local, state or federal law.



Food Services

The Dining Hall is located in Phillips Hall. The College provides dining facilities for residential students. The cost for meals is included in the cost for room and board. All residential students are issued identification cards that are also used as meal cards for entrance into the Dining Hall. The semester meal plan includes nineteen (19) meals each week.

Meals are served at the following hours:

Monday through Friday	
Breakfast	7:00 a.m. – 9:00 a.m.
Lunch	11:00 a.m. - 2:00 p.m.
Dinner	4:30 p.m. - 7:00 p.m.
Saturday	
Brunch	10:00 a.m. - 1:00 p.m.
Dinner	5:00 p.m.- 6:30 p.m.
Sunday	
Brunch	10:00 a.m. - 2:00 p.m.
Dinner	5:00 p.m. - 6:30 p.m.
<i>No meals will be served during the 10:30 – 11:00 a.m. and 4:00 – 4:30 p.m. windows.</i>	

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Students may take meals from the Dining Hall only in cases of illness and when permission has been given by the Student Health Center staff. When presenting a permission slip for a carry-out meal, the student must present a meal card. Commuting students may purchase meals in the Dining Hall. The cost for meals is posted in the Dining Hall.

Snack and vending machines are also available in each residence hall, the Campus Center, the Health and Physical Education Building, and the lower level of the Student Union Building.

Identification Card

Lane College Issues Identification Cards (ID) to all students at the time of registration. The following regulations apply to college-issued ID cards:

1. ID Cards are not transferrable. Therefore, students may not lend them to others or use the ID card of another person. This is a violation of the Code of Student Rights, Responsibilities, and Conduct, and violators are subject to a disciplinary hearing.
2. Lost or stolen ID Cards should be returned to the Office of Campus Safety and Security.
3. To obtain a new ID card, the student must pay for a duplicate ID card. The cost is \$25.00.
4. ID Cards must be presented to attend College-sponsored/campus activities.
5. ID Cards should be carried at all times and must be presented to on-campus Security and other College officials upon request.
6. Residential students must present their ID card to residential staff upon entrance and exit after curfew hours.

Insurance Programs

Student Accident and Health - Lane College students are provided excess accident insurance coverage. The insurance policy will pay those expenses that are in excess of expenses that have been paid or are payable by the student's primary insurance carrier. The cost of this insurance is included in mandatory fees. Students are encouraged to obtain primary medical insurance through their parents or some other source.

Property and Casualty (Optional) - *The College does not assume any responsibility for losses to personal belongings as a result of theft, fire, smoke, water, and/or other causes.* This coverage may be provided through homeowners' insurance or through other outside sources. This coverage is strictly optional and additional information may be obtained from the Office of Student Affairs. Coverage may be obtained through other external vendors.

Intercollegiate Athletics

The Intercollegiate Athletics Program provides a competitive sports program that serves both male and female student-athletes. The College is a Division II member of the National Collegiate Athletic Association (NCAA), and a member of the Southern Intercollegiate Athletic Association Conference (SIAC). The Athletic Department sponsors twelve varsity sports:

1. Football
2. Baseball
3. Basketball (male and female)
4. Cross-country (male and female)
5. Tennis (male and female)
6. Track (male and female)
7. Volleyball (female)
8. Softball (female)

Lane Institute

Lane College is committed to developing the "whole student." The purpose of Lane Institute is to achieve this priority by leading the institution in holistic high impact practices embedded within the academic work toward a student's completion of their first 60 hours of general education requirements and co-curricular activities. In particular, this initiative embodies two strategic themes:

- Promote student success through meaningful interactions to prepare students for life in a global society; and
- Stimulate intellectual and creative discovery through scholarship, teaching and research.

Laptop Computer Usage

In the classroom, laptops are to be used only for notetaking or activities directed by the faculty in that classroom. If students use them for any other purpose, e.g., work for other courses, web-surfing, game-playing, or communicating with others, the student will be asked to close down her/his laptop computer, and leave the room. In the computer labs, students must observe the Information Technology (IT) Acceptable Use Policy.

Library/Learning Resource Center

The Lane College Library/Learning Resource Center (LLRC), located in the Chambers-McClure Academic Center, serves as the academic hub of the campus. The LLRC was designed to provide a mixture of both traditional and technologically enhanced services. The first floor contains twelve (12) classrooms, and the Technology Learning Center (TLC), which houses forty (40) computers. The Contemporary Collection, the special collections, the periodicals collection, the Writing Center, TRIO Lab, the Media Center, and the Technical Services Room are located on the second and third floors. Housing a collection of over 154,000 volumes of print and non-print resources, the Lane College Library/Learning Resource Center (LLRC) offers students and faculty exceptional resources for independent study and research. The LLRC holds its collection through careful selection of books and materials that support the College's academic curriculum. The LLRC provides access to a large number of electronic databases from vendors such as EBSCOhost, JSTOR, NewsBank, Facts on File, and the remaining numbers are made available through statewide databases, Tennessee Electronic Library (TEL). Other collection features include access to approximately 470,358 electronic books, a non-book media collection with over 1,341 items in various formats. The library provides open stacks for easy and accessible retrieval of materials. Sections are designed for individual study, small group-study rooms, seminar/viewing rooms, and computer facilities. Wireless internet is available throughout the LLRC and CMAC.

The Lane College Library/Learning Resource Center has a web version library system, LibraryWorld.com, which provides acquisition, cataloging, serials, and circulation modules. The online catalog can be accessed through any web browser, either on or off campus, and links are available through the library's website. All computers in the LLRC support Internet access and offer word processing and e-mail capabilities. Access to online databases, e-books, and other electronic resources is available throughout either on or off campus.

Special collections include the Negro Heritage Collection, the Teacher Education Curriculum Center, the Graduate School Catalog Collection, the Haitian Art Collection, the Bishop Isaac Lane Exhibition Room, and the Lane College Archival Room. The Periodical Department provides access to full text newspapers, magazines, and scholarly journals. The Media Center houses academic materials in a variety of audio/visual formats (DVDs, videocassettes, CDs, etc.) as well as media equipment for audio and video productions and presentations.

The Lane College Library/Learning Resource Center is a member of the West Tennessee Academic Library Consortium (WETALC) and TENN-SHARE, resource-sharing programs with other member libraries throughout west Tennessee and the state. Membership in TENN-SHARE provides access to the Tennessee Electronic Library (TEL), a core package of electronic databases made available to library users in Tennessee.

The LLRC opens during the following hours:

Regular Session	
Monday - Thursday	8:00 a.m. – 11:00 p.m.
Friday	8:00 a.m. – 5:00 p.m.
Saturday	Noon – 4:00 p.m.
Sunday	6:00 p.m. – 10:00 p.m.
Summer Session	
Monday - Thursday	8:00 a.m. – 7:00 p.m.
Friday	8:00 a.m. – 5:00 p.m.
Saturday & Sunday	Closed

*The Lane College Library is closed to the public between semesters.
The library is closed on all official holidays.*

Mass Communication Building

The Mass Communication Building is located in Shy Hall and provides equipment for the training of students who are enrolled in Mass Communication courses. Students engaged in practical training in the Mass Communication area use the equipment to complete assignments and projects. The facility is a functioning lab that contains PCs, Adobe software, video cameras, DSLR cameras, audio and video editing equipment, television and radio studios.

Media Center

The Media Center provides several services and opportunities for students to complete their academic studies and preparations. The Center offers the following hardware for presentations in classrooms and other meetings/assemblies: laptops, LCD projectors, overhead projectors, televisions, DVD and VCR equipment, tape duplicator, cassette players/recorders, CD players, transparency and laminating production, etc. The Center also circulates videos, audio cassettes, and CDs, and houses a non-circulating collection of rare vinyl 78 rpm and 33-1/3 rpm record albums.

Publications

Student publications are valuable aids in establishing and maintaining an atmosphere of free, responsible discussion and of intellectual exploration on the campus. The College, as owner of all student publications, encourages development of free discussion of current issues and concerns. Authorized student publications will maintain high standards of literary merit and journalistic responsibility. The President of the College has final authority and responsibility in matters relating to student publications. However, he may exercise this authority through a designee(s).

Lane College is the publisher of all official student publications. Its rights rest upon the authority of the Board of Trustees and the President of the College. The constitutional right of freedom of the press is recognized for all student publications. Consistent with this right is the exercise of journalistic ethics and responsibility.

Support for student publications is provided through the general institutional budget annually. No student organization is permitted to accept donations or contributions from outside sources in order to fund publications, unless specific advanced approval is granted by the President.

Other Publications

The Offices of Institutional Advancement, Alumni Affairs, and Admissions coordinate several publications designed to keep alumni, friends, potential students, and supporters of the College abreast of College programs and major activities. All publications are reviewed by the Publications Committee for accuracy and consistency.

Religious Life

Lane College has a longstanding and rich religious heritage. Its religious programs are dedicated to enriching the living/learning experience and providing a spiritual life program that integrates faith and learning and fosters spiritual development. The College believes that spiritual growth is an important part of the development of the individual. Religious life at the College is viewed as a quality-filled experience, rather than a specific and narrow range of separate activities. Religious programs of learning, worship, and service have the purpose of illuminating life and making life more meaningful.

College Assembly/Chapel is held every Wednesday at 11:00 a.m. Students, faculty, staff, and administrators are encouraged to participate in an hour of spiritual uplift. A program observed annually is Religious Emphasis Week. The Office of Student Affairs coordinates the program. While the College is affiliated with the Christian Methodist Episcopal Church, the College makes no attempt to impose specific denominational views upon students, faculty, or staff.

All students are required to attend a minimum of ten (10) College Assembly/Chapel services per semester. Students failing to meet this requirement may not be permitted to graduate until the requirement has been met.

Student Government Association

The Lane College Student Government Association (SGA) is a sanctioned College organization that fosters student involvement in the quality of student life at the College. The primary goals of the SGA are as follows: to provide a forum for the expression of student ideas; to serve as an intermediary between the student and the College community; to promote intellectual dialogue; and to secure student enrichment.

The SGA participates in a wide range of activities and its purposes are intimately related to all facets of campus life: (1) to promote the individual and collective interests of the student body; (2) to further the democratic process through student representation in institutional governance; (3) to cultivate student leadership and encourage student participation in all phases of institutional governance; (4) to convey students' views to the College faculty and administration; (5) to assist in the coordination and development of student activities; (6) to promote good relations and communications among students, faculty, and the administration; and (7) to promote school spirit and traditions.

STEM Center

The STEM Center is a computer-equipped laboratory designed to enhance the teaching and learning experience in the areas of science, technology, engineering, and mathematics. Students may receive additional assistance from student mentors and from professors who spend part of their office hours in the Center. Students may also use the resources found in the Center to complete their homework and class assignments. In addition, professors may use the Center as a meeting place for their classes.

Student Health Center

The Lane College Health Services is designed to further the equality of the educational opportunity by providing holistic care and access to health services including, but not limited to: health equity, eliminating health disparities in wellness, promoting healthy behaviors, eliminating preventable diseases, disability and injury. These efforts will contribute to the educational aim of our community by promoting student retention and academic success.

The Health Center offers out-patient services to students with minor illnesses and injuries. Referrals are made for services not available at the Health Center. Activities that promote good physical and emotional well-being are provided. The Health Center is staffed by a Licensed Practical Nurse.

All students are required, on forms provided by the College, to have on file in the Health Center, documentation of a complete physical examination and immunization record.

Technology Learning Center

The Technology Learning Center, located in the Chambers-McClure Academic Center (CMAC), provides forty computers in Jacoby Jones Lab, and Twenty (20) computers in TRIO Lab for students, faculty, and staff use, along with twelve (12) classrooms and five (5) offices. The Technology Learning Center became a wireless environment in 2005. The Technology Learning Center is open Monday through Friday from 8:00 am to 5:00 pm.

Writing Laboratory

Writing laboratories are designed to provide additional intensive practical applications to the course work in General Studies English classes. When required by the instructor, these laboratory experiences will constitute a portion of the final course grade in certain General Studies English courses. In these instances, the student is required to make a satisfactory score on the exit examination. The writing laboratory is located in Greer Armour.

Residential Life



Lane College offers its residents the opportunity for a rich experience in group living and strives to provide an atmosphere conducive for living and learning. The College operates nine (9) residential facilities. The female residential facilities are: Hamlett, Orchards, and Jennie E. Lane Halls. The male residential facilities are: Graves, Edens, Alumni, and Harper Halls. Co-ed (male and female) residential facilities are Cleaves and Smith Halls. These facilities are managed by Area Coordinators, Resident Assistants, and Residential Security Officers twenty-four hours a day.

Our Core Values for the Department of Housing & Residence Life are:

- **Integrity**
- **Professionalism**
- **Respect**
- **Customer Service**
- **Accountability**

Each residence hall has staff with the responsibility of managing, supervising, and maintaining the building as a functional unit. Each residence hall room is equipped to provide cable television and Internet service. Students' concerns, questions, and problems should be directed to the Housing and Residence Life Director and/or the Vice President for Student Affairs.

Students must furnish linen, pillows, blankets, soap, towels, paper towels, toilet tissue, and rugs as may be desired by the individual. Microwave ovens, hot plates, popcorn poppers, broilers, and similar devices used for preparing food are not to be used in individual rooms in residence halls. The College is not responsible or liable for loss of, or damage to, students' personal property or for failure or interruption of water or utilities. Students are encouraged to secure personal property insurance.

In the event of fire, power failure, or inclement weather conditions that affect utilities, each student is expected to abide by rules of safety. In the case of fire, students should follow guidelines that are posted in each residence hall.

Lane College complies with the Fair Housing Act and Section 504 of the 1973 Rehabilitation Act in allowing students the use of service and emotional support animals that are approved as an accommodation.

Emotional Support Animal (ESA)

The Disability Support Services provides reasonable accommodations for students with disabilities. Under the Fair Housing Act (FHA), an Emotional Support Animal (ESA) may be approved while living in on-campus housing on a case-by-case basis when there is a documented need.

Students residing in on-campus housing requesting the ESA accommodation must complete a request for accommodations application with DSS and schedule an appointment. Students who have not completed the ESA approval process and are residing in on-campus housing with an animal, are in violation of the Lane College Student Code of Conduct and will be subject to disciplinary actions.

Submitting Documentation:

- Reasonable supporting documentation consists of medical documentation diagnosing a disability by a qualified professional (physician, psychiatrist, psychologist, physician's assistant, or nurse practitioner) specific to the individual with a disability, and information that a relationship or connection between the disability and the need for the assistance animal can alleviate the impact of the disability. This is particularly the case where the disability is non-observable, and/or the animal provides therapeutic emotional support. You can email, fax, mail, or drop off in person the documentation to DSS using the following contact information:

Disability Support Services Lane College
545 Lane Avenue
Jackson, TN 38301
Phone: (731) 426-7562
Fax: (731) 426-7587
Email: dss@lanecollege.edu
Hours: Monday – Friday: 8 a.m. – 4:30 p.m.

ESA Committee Next Step Decision Processes:

Once documentation has been received by the DSS, the ESA Committee will meet and review each student request to determine accommodation approval. The ESA Committee will make a decision within 30 calendar days of receipt of an ESA request on whether an accommodation will be granted. Please see the information below on the types of decisions:

- Pending Decision Process:** The ESA Committee may need additional information from the qualified professional who completed the form for clarification purposes. An ESA Committee member will contact the qualified professional. After receiving the updated information, the ESA Committee will move forward to either approve or deny the request.
- Approval Decision Process:** Once the ESA Committee has approved the ESA request, the DSS representative to the ESA Committee will notify the student by phone and email. The student is required to attend an Animal Housing Guidelines Review Meeting. After the review meeting, the student will complete forms needing signatures during the appointment and receive copies of all signed forms. **The following remaining required document information is to be completed at least 7 days before the animal moves into on-campus housing.**
- The Lane College Housing and Residence Life Animal Ownership Agreement Form** must be reviewed, completed, and signed. You must also provide the documentation listed above before the animal is allowed to move into on-campus housing. The Agreement Form includes important information on Standards for approved animals, animal care & guidelines, cleaning and damage, animal liability, areas off limits to animals, removal of animal, conflicting disabilities/roommate, and the complaint process.
- City of Jackson Animal Registration
https://jacksontn.gov/government/departments/animalservices/animal_control
- Vaccination certificate/Shot Record showing Rabies Vaccination & Rabies Tag (depending on type of animal)
- Current color picture of Animal
- The Service and Emotional Support Animal Roommate Agreement Form** must be completed by each roommate and turned into Housing and Residence Life prior to the animal occupying the assigned space. Responses on the roommate agreement form may result in a new room assignment for the student and their animal. If a new room assignment is required after housing has been filled for the academic year, students may experience a slight delay in receiving a newly assigned living space. Please be patient with Housing and Residence Life staff during this time as they seek to provide a suitable housing experience for you and your animal.

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Denial Decision Process:

The ESA Committee may decide that a requested ESA is not necessary and/or reasonable under the FHA. Once the ESA committee denies the request, this information will be communicated to the student by phone and email. The student can choose to appeal the decision and provide additional information to the ESA Committee. Upon receipt of the appeal, the ESA Committee will reconvene and review all of the relevant information and choose to either grant the appeal, modifying the initial decision, or deny the appeal and maintain the initial decision. The ESA Committee's decision shall be final. If the ESA's appeal request is approved after the initial denial decision, the DSS representative will initiate the approval decision process.

- **The Assistance Animals Complaint Form** is available to assist with reporting disruptive behavior in regard to a Service Animal or an Emotional Support Animal. Once the form is completed and submitted, the ESA Committee will meet and make a decision based on the complaint and notify the complainant and offending party.

Service and Emotional Support Animals (ESA) Housing Guidelines

Lane College is committed to accommodating persons with disabilities who require the assistance of service or emotional support animals; however, the college is also mindful of the health and safety concerns of the campus community. Set forth below are specific requirements and guidelines concerning the appropriate use of, and protocols associated with, Service Animals and Emotional Support Animals. The Service and Emotional Support Animal Committee which consists of a representative from Disability Support Services (DSS), Counseling Center, Housing & Residence Life and Dean of Students reserves the right to amend this policy as circumstances require.

Definitions

- **Disability:** According to the Americans with Disabilities Act of 1990 (ADA), any person who has a physical or mental condition which substantially limits one or more life activities (such as walking, seeing, hearing, working or learning) meets the definition of an individual with a disability. Individuals with a record of such a condition, or individuals who are regarded as having such a condition are also entitled to protection from discrimination. Acceptable documentation of a disability can be from either a medical or mental health professional.
- **Service Animal** ADA defines a service animal as any dog or miniature horse that is trained to do work or perform tasks for the benefit of an individual with a disability, including but not limited to, guiding individuals with impaired vision, alerting individuals who are hearing impaired to intruders or sounds, providing minimal protection or rescue work, pulling a wheelchair or fetching dropped items. A service animal must be registered through the Office of Disability Support Services.
- **Emotional Support Animal** An emotional support animal is an animal selected to play an integral part of a person's treatment process that demonstrates a good temperament and reliable, predictable behavior. An emotional support animal is prescribed to an individual with a disability by a physician or mental health professional. An emotional support animal is not a service animal. Emotional Support animals are only permitted in housing, not in other campus buildings.
- **Pet** A pet is an animal kept for companionship. A pet is not considered a service animal or a therapy/emotional support animal, and, therefore, is not covered by this policy. Residents are not permitted to keep pets on Lane College property or in college on-campus housing.

Service and Emotional Support Animals in Lane College Housing Requests

The request to have an emotional support animal reside in campus housing must be submitted each academic year. The student must notify Housing & Residence Life and the DSS in writing if the animal is no longer needed as an emotional support animal or is no longer in the residence hall. In order to substitute one animal with a different animal, the student must file a new request.

The following information will be needed after the emotional support animal is approved and at least 7 days before the animal moves in:

1. Vaccination Certificate/Shot Record
2. Current Color Picture of Animal

Standards for Approved Service or Emotional Support Animals

As a person who has been approved for a Service or Emotional support animal, you have the responsibility to keep your animal in a healthy and sanitary condition at all times. All approved service or emotional support animals must comply with

applicable laws regarding animals and their treatment and care. You understand that this agreement could be withdrawn if you fail to abide by the requirements listed below:

Dogs and Domestic Cats

- All required immunizations must be up to date and a copy of the immunizations must be on file with the Housing & Residence Life office.
- Dogs and cats must be licensed, and a copy of the license must be on file with the Housing & Residence Life office.
- A copy of the veterinarian's report must be on file with the Housing & Residence Life office.
- The animal must wear a collar with current rabies tags at all times. The owner must have her/his animal on a leash whenever the animal is not inside the residence room (i.e., when transitioning the animal to a vehicle). Dogs and cats must never be allowed to run freely.
- Dogs and cats must possess friendly and sociable characteristics. A specific dog and cat can be restricted from the premises by the Service and the Emotional Support Animal Committee based on any confirmed threatening behavior.
- Obedience and training programs are highly recommended for dogs.

Any Other Animal

- To be considered on a case-by-case basis.
- Dangerous, poisonous, and/or illegal animals are not permitted as these would not be considered a reasonable accommodation in a community living environment.

Standards of Conduct and Disciplinary Offenses

The approval of students' application for admission and their completion of the registration process at Lane College certify their willingness/agreement to abide by the standards of scholarship and conduct, policies, and regulations of the College. Failure or refusal to comply with the standards, policies, and regulations established by the College will subject offenders to disciplinary action, which may include dismissal from the College.

Possession of Firearms and Other Weapons or Explosives

Possession, use, or distribution of explosives (including fireworks, ammunition, etc.), guns (including air, BB guns, handguns, rifles, shotguns, ammunition, etc.) or other weapons or dangerous objects such as arrows, axes, machetes and explosive devices while on College property is prohibited. Any student(s), group of students, or student organization(s) found in violation may subject the student(s) or student organization(s) to disciplinary action and separation from the College.

Student Complaint Policy and Procedures

Lane College is committed to maintaining a learning environment that promotes student academic excellence and personal development. If a student has a complaint/grievance against a member of the faculty or professional staff, other than a grade grievance or a claim of Title IX (sexual harassment or discrimination, each of which has a separate procedure outlined in the *Student Handbook*), the student shall take the following steps:

Department/Area Level

1. The student and faculty/professional staff member will meet to attempt resolution of the complaint.
2. If the matter is not resolved, the student and the faculty member/professional staff will then meet with the Division Chairperson/supervisor who will act as a facilitator, to determine if resolution is possible.
3. If the faculty/professional staff member is not accessible for any reason (illness, on leave, refuses to meet with student), or if the student fears reprisal, the student may initiate the process by first meeting with the Division Chairperson/supervisor.
4. In any case, if the matter is not resolved, the student must notify (in writing) the faculty/professional staff member or Division Chairperson/supervisor within twenty (20) calendar days from the date the student knew or should reasonably have known about the matter.
5. If the above-named persons are not available or cannot be contacted, the student must submit in writing her/his intention to pursue the process at the Divisional/Unit level. The written statement must be sent to the Division Chairperson/supervisor within the same twenty (20) day period noted above.
6. If the student wishes to pursue the matter immediately, the Division Chairperson/supervisor must schedule a meeting between the faculty member/professional staff member and the aggrieved student within ten (10) working days after being contacted by the student and it must be held within fifteen (15) days of such contact. The student and

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faculty/professional staff member will be informed in writing by the Division Chairperson/supervisor of the outcome of the meeting.

If the grievance is against the Division Chairperson/supervisor, the student may begin the complaint process at the College/Unit level.

College/Unit Level

1. If the issue is not resolved at the Divisional level, within fifteen (15) working days of the Divisional level meeting, the student shall schedule a meeting with the Vice President for Academic Affairs or the Vice President for Student Affairs and will provide, in writing, the rationale for the complaint.
2. The Vice President for Academic Affairs or the Vice President for Student Affairs will convene a meeting to attempt to effect a reconciliation between the two parties within fifteen (15) calendar days of receiving the student's written rationale for the grievance. Pertinent documentation provided by the faculty or professional staff member and/or the student shall form the basis for the discussion at this stage. The faculty or professional staff member and the student may be assisted in the meeting by an advisor. The advisor must be from within the College community and cannot speak for the faculty/professional staff member or the student. The advisor can only advise the parties they represent.
3. The Vice President for Academic Affairs or Vice President for Student Affairs will render a written decision within fifteen (15) working days of the College-level meeting.

Off-Campus Authorities

To the extent possible, students should seek a resolution of such matters through the institution's complaint procedure before involving others.

State of Tennessee Complaint Procedures

Should the institution not be able to resolve the student complaint, the student has the right to contact the state of Tennessee and its appropriate agency to determine the course of action. Complaints can be filed with the following agencies in Tennessee:

- Complaints related to the application of state laws or rules related to approval to operate or licensure of a particular professional program within a postsecondary institution shall be referred to the appropriate State Board (i.e., State Boards of Health, State Board of Education, and so on) within the Tennessee State Government and shall be reviewed and handled by that licensing board (<http://www.tn.gov>, and then search for the appropriate division).
- Complaints related to state consumer protection laws (e.g., laws related to fraud or false advertising) shall be referred to the Tennessee Division of Consumer Affairs and shall be reviewed and handled by that Unit (<http://www.tn.gov/consumer>).

Southern Association of Colleges and Schools Commission on Colleges (SACSCOC)

Allegations regarding noncompliance with accreditation standards, policies, and procedures may be made to SACSCOC, 1866 Southern Lane, Decatur, GA 30033-4097. The Commission's complaint policy, procedure and the Complaint form may be found on their website, <http://www.sacscoc.org/pdf/081705/complaintpolicy.pdf>.

Missing Student Notification Policy and Procedures

Effective August 14, 2008, the Higher Education Opportunity Act of 2008 requires any institution participating in a Title IV federal student financial aid program that maintains on-campus housing facilities to establish a missing student notification policy and related procedures (20 USC 1092(j) Section 488 of the Higher Education Opportunity Act of 2008.)

Lane College cares deeply about the safety and well-being of everyone on its campus - every student, faculty member, staff member and/or visitor. The College considers the creation and maintenance of a safe and secure environment essential to a place where student-learning is encouraged and supported.

The purpose of this policy is to establish procedures to guide the College's response to reports of missing resident students. Reports of commuter students may also be made to the Department of Security who can then notify and assist the appropriate law enforcement authority in an investigation of the missing student.

Lane College students who are eighteen (18) years of age or older or who are legally emancipated have the opportunity to identify an individual or individuals to be contacted by the Office of Student Affairs whenever circumstances indicate that the student may be missing or otherwise endangered. In the event the student is under eighteen (18) years of age and is not emancipated, the College is required to make any missing student notification to the custodial parent(s) or guardian(s).

It is the responsibility of students residing on-campus to update any changes of their contact information through the student portal in the CAMS student information system.

Any reports of a missing student should be directed to the Office of Campus Safety and Security in person or by telephone at **731.426.7531**. An investigation into the circumstances surrounding the student being reported missing will be promptly initiated by the Office of Campus Safety and Security and the Office of the Dean of Students. Nothing herein shall prohibit the investigation of a report of a student missing before a specific amount of time has elapsed. Investigative steps may include, but are not limited to:

1. Calling the student's personal cell phone on record.
2. Entering the student's residence hall room.
3. Checking the student's class schedule and visiting scheduled classes.
4. Contacting faculty members regarding class absences.
5. Contacting known friends, roommates, acquaintances, and place(s) of work, if any.
6. Checking vehicle registration records for vehicle information and searching the vicinity for registered vehicles.

If the missing student is not located within twenty-four (24) hours of the initial report, the College is required by law to file a report with the **Jackson Police Department**. Nothing herein shall prohibit the prompt notification of the **Jackson Police Department** of a report of a student missing in fewer than twenty-four (24) hours.

Once the Office of Campus Safety and Security and/or the **Jackson Police Department** has been notified and makes a determination that a student who is the subject of a missing person report is indeed missing, the Vice President for Student Affairs or designee shall initiate the emergency contact procedure using the student's designated emergency contacts.

Following notification of the **Jackson Police Department**, the College will cooperate in the investigation and offer assistance necessary to locate the missing student.

Title IX/Sexual Assault Policy

Lane College is committed to maintaining an academic environment free from any form of sexual misconduct or sexual assault. Sexual misconduct is socially irresponsible and violates the rights of other individuals. Nothing an individual does, say or wears give another individual the right to assault someone. Sexual assault is a crime and will be dealt with accordingly. Sexual assault involves any act of forced, coerced, or non-consensual sexual intercourse or sexual contact. An individual is unable to give informed consent if they are asleep, intoxicated, unconscious, or in some other way physically or emotionally unable. Sexual assault is also the term used to define any unwanted touching of an intimate part of another person.

Definition of Sexual Assault

Sexual assault, including rape, occurs when a person is forced or coerced physically, verbally or by deception into any type of sexual conduct or contact with another person whether the assailant is a friend, acquaintance or stranger. Sexual offenses, as defined in the Tennessee Code Annotated, Chapter 13, Part 5, includes aggravated rape, rape, aggravated sexual battery, sexual battery, and statutory rape.

Acquaintance rape is a form of sexual assault that includes manipulation within a relationship. This manipulation includes using acquaintance to gain trust and take advantage of the victim's vulnerability. Acquaintance rape includes:

- Having sexual relations against the victim's will and without the victim's consent.
- Having sexual relations with someone who is drunk or high and therefore unable to give consent.
- Using physical force or threats of physical force to coerce the victim into sexual relations.
- Using emotional manipulation and/or threats to coerce the victim into sexual relations.

Facts About Sexual Assault

- Sexual assault can happen to anyone of any age, race, gender, and socioeconomic background at any time or place.
- Sexual offenders can be of any age, race, class, or occupation.
- Sexual assault occurs as frequently during the day as it does at night.
- Acquaintance rape by a friend, new acquaintance, or co-worker
- Statistics show that 50% of sexual assaults occur in or around a victim's home; and 50% during the day.
- Every two (2) minutes, someone in the United States is sexually assaulted.
- 44% of the victims are under age 18.
- 80% of the victims are under age 30.
- Each year, there are about 207,754 victims of sexual assault in the United States.
- 54% of sexual assaults are not reported to police.
- Approximately 2/3 of assaults are committed by someone known to the victim.

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- 38% of rapists are a friend or acquaintance.
- Up to 60% of sexual assault offenders reported being under the influence of alcohol.
- 40% of victims of sexual assault had been drinking alcohol.

Prevalence

College students of traditional age are vulnerable to being victims of sexual assault. The new setting coupled with sexual impulses and peer pressure may lead to dangerous experimenting with new freedoms. Acquaintance rape is prevalent on college campuses. Acquaintance rape refers to the fact that the victim knows the assailant prior to the rape. The assailant may be a friend or significant other or someone who knows the victim from living in the same residence hall or apartment complex or having a class together.

Most sexual assaults involve the use of alcohol by both the assailant and the victim. The mood-altering effects of alcohol reduce inhibitions, as well as the ability to assess dangerous situations and safeguard one's self. Sexual conduct when the victim is intoxicated is sexual assault because a person is unable to give informed consent when drunk. Intoxication of the assailant does not diminish responsibility.

How to Help Prevent Sexual Assault

There is no absolute way to protect yourself against sexual assault, but there are simple common-sense precautions that can help minimize risk. Be aware of your surroundings and don't let alcohol or any other drugs cloud your judgment. Be assertive and always demonstrate that you are in control.

- Keep your doors and windows locked when you leave your apartment or automobile.
- Watch your keys. Don't lend them. Don't leave them. Don't lose them. Don't put your name and address on your key ring.
- Know your limits when it comes to using alcohol.
- Don't prop open self-locking doors.
- Lock your door and your windows, even if you leave for just a few minutes.
- Always watch for unwanted visitors; know who is on the other side of the door before you open it.
- Walk with confidence. The more confident you look, the stronger you appear.
- Keep out of isolated areas such as underground garages, offices after business hours, and apartment laundry rooms.
- There is safety in numbers; walk with a companion or with a group at night. Stay in well-traveled well-lit areas.
- Trust your instincts. If you feel uncomfortable in your surroundings, leave.
- Have your key ready to use before you reach the door – home, car, or work.
- Park in well-lit areas and lock the car, even if you will only be gone for a few minutes.
- Drive on well-traveled streets, with doors and windows locked.
- Never hitchhike or pick up a hitchhiker.
- Keep your car in good shape with plenty of gas in the tank.
- In the event of car trouble, call for help on your cellular phone. If you don't have a phone, put the hood up, lock the doors, and put a banner in the rear window that says, "Help. Call Police."
- Be careful about revealing personal information (address, location, etc.) on social media sites.

What to Do if You are a Victim of Sexual Assault

Any student who believes that she/he has been sexually assaulted or that an act of sexual assault has taken place may notify any Campus Security Authority, such as the Vice President for Student Affairs, the Director of Campus Safety and Security, a Counselor, a Nurse, a Residential Life staff member, a faculty advisor, or an athletic coach. Any one of these people will immediately notify the Vice President for Student Affairs/Dean of Students that an accusation of sexual assault has been made.

The College recognizes that a sexual assault is more than an assault on an individual's body, but is also an invasion on the individual's dignity and sense of self. Out of respect for the individual choices available to a sexual assault victim and to support her/his privacy needs after an incident, the College leaves the decision to file a formal student complaint, a formal sexual harassment complaint, or criminal charges up to the individual victim. Resources for assistance will be discussed, but all members of the College community will abstain from demanding that the victim report, not report, or under-report a sexual assault. The College reserves it right to investigate an incident using all available information from any source and will cooperate with the efforts of local, state, and federal law enforcement agencies to apprehend individuals who may have committed acts of sexual assault.

The College encourages a sexual assault victim to take the steps listed below. In the event the victim is physically or psychologically unable to make his/her own decisions, normal emergency medical and psychological procedures will be followed, including taking the victim to the hospital and calling a member of the Counseling staff.

The following steps are those which Lane College encourages all victims to consider:

1. The victim is advised to immediately contact a friend, Residential Monitor, Counselor, Nurse, College faculty or staff, or someone with whom they feel safe.
2. The victim is advised to seek medical attention at Jackson-Madison-County General Hospital or Regional Hospital in order to protect an individual's own health and to attend to any injuries, possible pregnancy, or infections (sexually transmitted diseases). Emergency Room personnel are trained in the collection of physical evidence, which will be helpful and necessary if a victim should choose, then or at a later time, to utilize the legal avenues available in prosecuting his/her assailant.
3. The victim is advised to not change clothes, shower, bathe, or douche and if possible, not to urinate in order to preserve all evidence. In addition, victims are advised to save all clothing, linens, or other items that may have been touched by the assailant so they may be given to the Jackson City Police or Madison County Sheriff Department for evidence.
4. The victim is advised to contact the Jackson Police Department or Madison County Sheriff
5. Department immediately following an assault. Institutional employees will assist the victim in notifying the authorities, if the student requests the assistance of these personnel. Once the assault is reported to law enforcement officials, the police will file charges if the evidence warrants such action.
6. The victim is advised to alert the appropriate administrative personnel of the College of the assault as soon as possible in order to assure that the victim and other potential victims have a safe campus environment after an incident. At Lane College, this official is the Director of Campus Safety and Security. Reporting a sexual assault does not commit a victim to filing a complaint with the College. The information will be kept confidential to the fullest extent permitted by law. Incidents of sexual assault may be reported by the victim or by another individual who shall serve as a liaison with the Office of Student Affairs. The liaison could be any faculty, administrative, or professional staff member at Lane College. This person may assist the victim during any investigative proceedings. If the victim wishes, action will be taken to assure her/his safety. These actions could include: relocation to another room or residence hall, changing of room locks, contact professors, adjusting class schedules, and assisting with filing a legal protection order against an assailant. The victim is also advised to consider whether she/he wishes to file a formal complaint with College authorities.
7. The victim is advised to utilize as many of the following services as will be helpful: the Counseling Center, Health Center, Office, College of the Dean of Students, Chaplain, Women's Rape and Resource Center (WRAP), Tennessee Coalition Against Domestic and Sexual Violence, and S.S. Wolfe Counseling. Services are also available in other counties adjacent to Madison County.
8. When applicable, the accused student will receive a written notification of the charge(s) against him/her or the alleged violation. The notice will cite the accuser/complainant, witnesses, date, time, and place of the hearing.

Jurisdiction

Lane College reserves the right to pursue adjudication of an incident of sexual assault apart from and independent of any legal recourse a student might choose. An individual who decides against filing a criminal complaint does not relinquish the right to an institutional investigation. Sanctions which might be imposed upon an assailant by the College are not predicated upon, or limited to, those which might be administered through a court of law. The College makes no attempt to shield members of the Lane College Community from the law, nor does it initiate involvement in legal proceedings against a member of the Community. Membership in the Lane College Community does not exempt anyone from local, state, or federal laws, but rather imposes the additional obligation to abide by all of the College's policies.

Lane College also reserves the right to hold its students and employees accountable for acts of sexual assault at all times and places. The jurisdiction of the Lane College Sexual Assault Policy includes campus property, off-campus property, as well as any College-sponsored event which takes place off-campus (i.e., athletic event, concert tour, trip, conference, retreat, etc.). The jurisdiction of this policy also includes any conduct which occurs off-campus which is deemed to have a negative impact on the campus.

Title IX Disciplinary Hearing Process and Disciplinary Sanctions

When a report of sexual assault is filed with Lane College Title IX Coordinator, the following hearing procedures will be followed:

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1. The administrative judicial hearing will follow this procedural guide for conducting a hearing: The Title IX Coordinator or the designee of the Title IX Coordinator will assume responsibility for making the determination as to the responsible or not responsible of the accused student and recommending the sanction for the said offense. In some instances, a faculty/staff member may be asked to participate in the hearing.
2. The Title IX Coordinator or her designee will notify, in writing, the accuser and other appropriate persons of the decision and sanction imposed. If the student is found responsible, a copy of the notification will be sent to the Vice President for Student Affairs/Dean of Students.

Procedures for Title IX Disciplinary Hearings

Judicial Councils are fact-finding bodies and their hearings are not intended to simulate a court of law. Therefore, the parties involved present at the hearings of any judicial body will be the following:

- The accused, the accuser, witnesses, and representatives for the accused and accuser.
- At least a quorum of the members of the judicial body must be present. No person shall attend the hearing that is not herein defined. If an open hearing is desired by the accused, she/he should make this request to the Chair of the judicial council within 24 hours prior to the start of the hearing. If a member of the judicial body is responsible for a case being brought before the judicial body, that member must disqualify herself/himself from the case.

Guidelines for Conducting the Hearing

The Chairperson of the judicial body will convene and preside over the hearing according to the following guidelines:

1. The hearing begins when all are seated and ready commence.
 - a. The Chair asks both the accused and the accuser if they are ready.
 - b. The Chair stresses the confidential nature of the proceedings and reminds those present that they are obliged to speak the truth whenever they are speaking during the hearing.
 - c. The Chair asks both the accused and accuser if there is any member of the Council either wishes to challenge.
 - d. The Chair calls the hearing to order and reads the charge(s) that has (have) been filed by the accuser.
 - e. The Chair asks the plea of the accused. If the accused pleads responsible, the Chair excuses the parties and the Council members confer on the sanction to be imposed for said violation.
 - f. The recorder, elected by the body, maintains a written record of the proceedings. The accuser then opens her/his case. The accuser presents her/his opening remarks, states the nature of the accusation(s) and, in a brief statement, outlines the major elements of her/his case. The accuser then calls her/his witnesses, if any, one at a time. After each witness testifies, the accused may cross examine the witness if she/he wishes to do so. The members of the Council may also question each witness if they have questions after which the accuser calls the next witness. The members of the Council may also question the accuser if they have any questions.
2. The accused now follows the same procedures as above, namely direct examination, cross examination, and questions by the members of the Council.
3. After all presentations from the accuser, the accused, and their witnesses, the floor is opened to the members of the Council by the Chair. The members may ask direct questions to the accuser, the accused, and their witnesses for the purpose of clarification.
4. The accuser presents her/his closing remarks (summarizing the prior testimonies, how they relate to the case, etc).
5. The accused presents her/his closing remarks in a like manner.
6. After hearing from all parties, the Chair dismisses them and the members of the Council make their decision on the facts of the case (as below) based upon a majority of the quorum secret vote.
 - a. Responsible: There is sufficient evidence to believe that the accused committed the violation.
 - b. Not Responsible: There is insufficient evidence to believe that the accused committed the violation.
7. After the Council has determined whether the accused student is responsible or not responsible, the Chair reconvenes all parties to hear the decision, the sanction recommended, and the appeal procedures.
8. The Chair, within 24 hours, shall send a written notification of the decision to the Title IX Coordinator. If the accused student is found responsible, the Title IX Coordinator or her designee will send a copy of the sanction to the student and appropriate College personnel.

The sanction may include but is not limited to any of the following: loss of housing contract, restitution, mandatory counseling, probation, suspension or expulsion.

Procedure for Title IX Appeal

Both the accused and the accuser may file an appeal within three (3) business days after receipt of the written notification of the Title IX Coordinator's decision.

The decision of the Title IX Coordinator and Disciplinary Committee may be appealed to the Appeals Committee consisting of the Vice President for Academic Affairs, the Vice President for Student Affairs and the President of the Student Government Association. The Appeals' Committee decision may be appealed to the President of Lane College.

Rights of the Victim of a Sexual Assault

In an effort to be sensitive to the needs of a victim of sexual assault, the following are basic rights to which every victim is entitled:

1. The right to be believed. The Lane College administration and staff are committed to listening to the victim's situation and taking the complaint seriously.
2. The right to safety. If the victim feels that she/he continues to be in a dangerous situation, Lane College personnel will work with the victim to insure her/his safety.
3. The right to not be academically penalized. At the victim's discretion (and with the victim's consent), contact will be made with professors to explain absences from class, missed assignments, etc.
4. The right to advocacy. Lane College offers staff members (Campus Counselor, College Nurse, and Campus Chaplain) who are available to serve as the victim's advocate through judicial and recovery processes.
5. The right to confidentiality. All matters regarding sexual assault will be handled in a confidential and respectful manner.

If You Know Someone Who has been the Victim of Sexual Assault

If you know someone who has been the victim of sexual assault, the following are suggestions of things that you can do to help:

1. Be supportive. Give the person the opportunity to express and talk about her/his feelings, fears and reactions as she/he chooses.
2. Encourage the individual to seek medical attention as soon as possible. It is important to encourage an individual not to bathe, wash, or change clothes immediately following a sexual assault before seeking medical attention. Seeking medical attention is both to safeguard the health of the victim and to preserve valuable evidence should she/he decide to report the attack and prosecute the assailant.
3. Suggest that the individual talk with someone trained to help sexual assault victims. The list of on- campus and off-campus resources can be found at the end of this document.
4. Encourage the individual to report the assault to both the Jackson Police Department and the Vice President for Student Affairs.

Education and Prevention Programs

Lane College takes very seriously the important role which education and prevention programs play in a safe campus environment. The College is committed to providing this type of programming for its community. This commitment is exemplified through a Title IX seminar provided by the Title IX Coordinator and Vice President for Student Affairs, the Counseling Office, the Lane College Sexual Harassment Policy, the Lane College Sexual Assault Policy, and the Statement of Rights and Responsibilities in the Student Handbook. Additionally, pamphlets and other resource materials can be found in the Office of Counseling Services.

Reports

Lane College believes that a well-informed community can better prevent the incidence of sexual assault. The Division for Student Affairs, in conjunction with the Office of the Title IX Coordinator, will give timely notice to the College community when an assault or attempted assault is reported on campus so that the community can take appropriate steps to prevent this type of activity in the future. This notice will be given through the e2Campus Emergency Notification System, email, postings, or a combination of these communication vehicles.

The name of the victim will not be released by the Vice President for Student Affairs in any notifications to the community members informing them of information pertaining to the offense. Also, such notifications will not include information that would cause the victim to be notified. Thus, the College will strive to balance its concerns for the privacy of victims of sexual assault with its duty to warn members of the Lane College community when serious crimes are reported.

Campus Security

The College is committed to campus security that prevents or at least reduces criminal activity. Close attention is paid to campus lighting and building security. The College employs a security staff to provide surveillance including the checking for unlocked or blocked open doors. The College also utilizes camera surveillance systems in all of its residential facilities. All buildings are equipped with a burglary alarm system. The buildings are armed and monitored daily by an outside vendor.

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Additional information about campus security can be found in the Lane College Safety Manual and Campus Safety Pocket Guide.

Resources

The following individuals and agencies can be contacted for assistance in the event that a sexual assault occurs. The decision of who is called rests solely with the victim, although the College encourages victims to follow the emergency procedures outlined earlier in this Policy in the section entitled, Emergency Procedures and Reporting Options.

On-Campus

- Mrs. Sherrill Berry Scott | Title IX Coordinator | 731.426.7522
- Mr. Darryl K. McGee | Deputy Title IX Coordinator | 731.425.2550.
- Ms. Kelly R. Boyd | Title IX Investigator | 731.426.2547
- Mr. Samuel Bond | College Counselor | 731.426.7619
- Ms. Alicia Moore | College Nurse | 731.265.6604
- **Reverend Freeman McKindra** | College Chaplain | 731.426.7612

Off-Campus

- Emergency, 9-911
- Jackson Police Department, 731-425-8400
- Madison County Sheriff's Department, 731-423-6000
- Jackson-Madison County General Hospital, 731-541-5000 or <https://www.wth.org/>
- WO/MEN's Resource and Rape Assistance Program (WRAP), (800) 273-8712 or <http://www.wraptn.org/>
- Tennessee Coalition to end Domestic and Sexual Violence, (800) 289-9018 or <https://www.tncoalition.org/>.
- The Tennessee Sex Offender Registry can be accessed by using the following web address:
<https://www.tn.gov/tbi/general-information/tennessee-sex-offender-registry.html>

Protection Against Retaliation

Retaliation against anyone seeking information on Title IX/Sexual Assault or serving as a witness is forbidden. If you feel that you are being retaliated against, you may report the matter to the persons listed above. Appropriate disciplinary action will be taken against anyone found to be taking retaliatory action.

ACADEMIC REGULATIONS

Academic Advisement

Every student is assigned an academic advisor. The advisor is responsible for guiding the student in academic matters. Students are expected to meet with their academic advisor at least twice per academic semester. Every aspect of the registration process must be facilitated through the academic advisor. Students will not be permitted to register for any course nor drop or add a course without the consent of the academic advisor.

A student may not withdraw from a course **during** the last two weeks of the semester except in cases of emergency. Exceptions may be granted only by the Vice President for Academic Affairs.

Academic Clemency

Academic clemency provides an opportunity for persons to apply for a new undergraduate academic beginning at Lane College by disregarding their prior academic record. This policy permits students to begin their college studies again with no credits attempted and no quality points earned. Academic clemency may be awarded to a student only once and is applicable only to students enrolled and credits earned at Lane College. Academic clemency may be referred to academic bankruptcy, academic amnesty, academic renewal, or academic pardon at other institutions.

The following criteria and conditions apply to a student eligible for academic clemency:

1. Prior to applying for admission, at least five years must have elapsed since the end of the semester in which the applicant was last in attendance for credit at any college or university.
2. The applicant must apply no later than the end of the first semester following re-entry and must provide written justification why academic clemency should be granted.
3. The Academic Clemency Committee will review the application and make recommendations to the Vice President for Academic Affairs.
4. If an applicant is granted academic clemency, no prior academic credits may be used as part of a degree program; however, the prior record, including probation and suspension, remains a visible part of the student's transcript.
5. If academic clemency is granted, the date of academic clemency is entered on the transcript along with a statement prohibiting the use by Lane College of previously earned credits and quality points to meet degree requirements, to compute the grade point average, or to determine graduation status.
6. The student will have status as an entering freshman, and will begin a new record showing no credits attempted and no quality points earned.
7. A student will not be allowed credit by examination for courses lost in academic clemency.
8. Academic clemency does not affect accumulated financial aid history. Accumulated semester and award limits include all semesters of enrollment at any college or university.

Note: In some cases, graduate schools and professional schools may compute the undergraduate grade point average over all hours attempted when considering applications for admissions. Therefore, courses and grades from the initial enrollment period, i.e., prior to academic clemency, may be used for some future evaluation.

Academic Integrity

Any student found guilty of being dishonest on any examination or academic assignment will be given a grade of zero for the work concerned, and will be reported to the Vice President for Academic Affairs for further disciplinary action.

Adding and Dropping Courses

In order to ensure a seat in desired classes, all returning students are strongly encouraged to pre-register for a given semester during the designated period. Every effort will be made to honor students' pre-registration schedules. However, the Registrar and/or the Vice President for Academic Affairs reserve the right to adjust pre-registration schedules based on seating availability and other factors. If a student pre-registers for certain courses that have a prerequisite, the Registrar and the Vice President for Academic Affairs reserve the right to drop the student from the course until the prerequisite has been fulfilled. Students who receive grades below a "C" in general education core courses in Math and English, will be automatically re-enrolled in these classes in the subsequent semester.

Students seeking to add a course to their schedule after the registration period has ended must follow these steps:

2. Consult with their faculty advisor on all course changes.
3. Secure a Change of Schedule Form from the Registrar.

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4. Fill out the data required on the Form, including full name, student number, course number, and section number;
5. Obtain signatures from instructors for all classes (if needed).
6. Obtain the signature of the Advisor, Vice President for Academic Affairs (if needed); and,
7. Return the Form to the Registrar's Office for insertion into the student's permanent record.

All schedule changes involving the addition of a course must take place within one week from the beginning date of classes. After this period of time, a student may withdraw from a course, but no new courses can be added.

Adjustment in Tuition for Students Who Withdraw from Courses

Students enrolled in more than sixteen (16) or fewer than twelve (12) credit hours who drop one or more courses before the last day to add/drop classes, but not all of the courses in which they enrolled, may receive an adjustment in tuition and fees. This adjustment will be based on the number of credit hours above sixteen (16) or below twelve (12) which are dropped. Students whose original course load is between twelve (12) and sixteen (16) in the fall and/or spring semesters are not entitled to an adjustment if their credit hour total remains in that range after adding/dropping one (1) or more courses. No refund is awarded to any student after the last day to ADD courses. Six (6) for summer session.

Advanced Placement

Applicants who have participated in the Advanced Placement Program of the College Entrance Examination Board (CEEB) while in high school may receive college credit with a score of 3 or more. Lane College's CEEB Code Number is 1395. Contact the Admissions Office for specific courses that may apply.

Application for Degree

A candidate for a degree must file a formal application for the degree in the Office of the Registrar and pay the graduation fee in the Cashier's office after successful completion of 88 credit hours.

Prior to receiving clearance for graduation, each graduating senior must have a completed résumé on file in the Career Pathway Services Center.

Auditing Courses

Any regularly enrolled full-time student may audit courses by paying the auditing fee, provided the student has the approval of the advisor and instructor. Any person who is not a regularly enrolled full-time student may, subject to approval by the Vice President for Academic Affairs and the President, audit courses by paying a fee of \$50.00 per course. No credit will be given for audited courses. Auditors must pay the required fees during the registration period.

Class Attendance

All students are expected to attend classes regularly. Prompt and regular attendance is to be regarded as an obligation as well as a privilege. Participation of students in class sessions is considered an important part of the instructional procedure, and it is assumed that each student has something to contribute and something to gain from such participation.

Absences are counted from the first scheduled meeting of classes. Those students who are permitted to enter classes during the late registration period are responsible for making up all class work missed. Students who come to class after the time for a class to begin will be admitted to class but marked late. Three late markings will be considered as an absence from class. ***Students not attending the first class meeting of a course may be dropped from the course to make space available for other students.***

Students will be allowed to make up class work missed if the absence was caused by a documentable illness, participation in college-sponsored activities, or required military training. It is the responsibility of the student to contact their individual instructors in this regard. In other instances, the instructor has discretionary powers concerning make-up work.

Students may be allowed as many unexcused absences in a semester as there are credit hours for the course. When the number of unexcused absences exceeds twice the credit hours, students may be requested to withdraw from the course, or their grade may be lowered. Instructors reserve the right to require more stringent, but not more lenient attendance.

Even though students have been officially excused, their grade in courses may be affected by excessive absences which prevent normal progress. In instances where students incur a combination of excused and unexcused absences that exceed twenty percent of the total number of class sessions scheduled in a semester, their grade may be lowered or they may be requested to withdraw from the course.

Withdrawal from a class is the prerogative of the student, but a request to withdraw by an instructor is tantamount to a warning of a failing grade for the course. If the student's absences are excessive after the date for withdrawing without penalty, the instructor will request that the student withdraw and give a grade of either "WF" or "WP" on the final grade sheet. Students will not be allowed to process drop slips after the deadline. Each week, instructors are required to report to the Vice President for Academic Affairs the names of all students who are absent. Instructors are not required to give make-up examinations for unexcused absences.

Classification

A *regular student* is one who has met all requirements for admission and who is pursuing a course of study leading to either the Bachelor of Arts or the Bachelor of Science degree. The cumulative earned credit hours listed below designates a student's classification.

CREDIT HOURS	
Freshman	1 - 29
Sophomore	30 - 59
Junior	60 - 89
Senior	90 +

Students are strongly encouraged to complete the general education core curriculum during the first two years. Students who have been in residency at the College for at least three years must complete the general education core curriculum before being admitted to senior classification.

College Level Examination Program (CLEP)

Scores of the College Level Examination Program (CLEP) will be evaluated and credit assigned to the appropriate areas. No grade will be entered on the transcript. An applicant may not receive more than 31 semester hours of CLEP credit. Hours counted as a result of these examinations will count toward graduation but will not be computed in the student's grade point average (GPA). A minimum score of 50 on CLEP examinations is required for awarding credits.

Commencement

Commencement Exercises are held in April at the end of the spring semester. Candidates are expected to be present for these exercises. If candidates cannot be present, they should notify the Vice President for Academic Affairs, in writing, not less than two weeks before Commencement.

Candidates who are able to meet their degree requirements within the academic calendar year may participate in spring commencement exercise. No student will be allowed to participate in commencement exercises until all financial obligations to the College have been met.

Completion of Degree Requirements

Students who take 16 or more hours per semester for four consecutive academic years of two semesters each may expect to complete all the requirements for the degree by the end of their fourth year. Students who become irregular in their attendance or take fewer than the hours suggested above can expect to spend more than four academic years completing degree requirements.

Students who complete degree requirements within four years from the date of initial matriculation will not be held responsible for meeting new or added requirements. Students whose enrollment is interrupted for two or more consecutive regular semesters will follow the applicable catalog at the time of the last entry.

It is the policy of Lane College to comply with the Family Educational Rights and Privacy Act (FERPA), also known as the Buckley Amendment, and, in so doing, to protect the confidentiality of personally identifiable educational records of students and former students. Students have the right to inspect and review information contained in their educational records, to challenge the contents of their educational records, to have a hearing if the outcome of the challenge is unsatisfactory, and to submit explanatory statements for inclusion in their files if the decision of the hearing panel is unacceptable to the student. Except as otherwise stated by policy, Lane College may disclose directory information to any person requesting it without the consent of the student. Directory information includes the student's name, address, telephone number, date and

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place of birth, major field of study, recognized activities, dates of attendance, degrees and awards received, and the most recent previous educational agency or institution attended by the student. Lane College provides each student the opportunity to refuse to allow disclosure of any designated directory information.

Confidentiality of Student Records

It is the policy of Lane College to comply with the Family Educational Rights and Privacy Act (FERPA), also known as the Buckley Amendment, and, in so doing, to protect the confidentiality of personally identifiable educational records of students and former students. Students have the right to inspect and review information contained in their educational records, to challenge the contents of their educational records, to have a hearing if the outcome of the challenge is unsatisfactory, and to submit explanatory statements for inclusion in their files if the decision of the hearing panel is unacceptable to the student. Except as otherwise stated by policy, Lane College may disclose directory information to any person requesting it without the consent of the student. Directory information includes the student's name, address, telephone number, date and place of birth, major field of study, recognized activities, dates of attendance, degrees and awards received, and the most recent previous educational agency or institution attended by the student. Lane College provides each student the opportunity to refuse to allow disclosure of any designated directory information.

Course Availability

Lane College reserves the right to cancel any class during the first week of the semester in which enrollment does not materialize. Students will be allowed and encouraged to enroll in another class in these instances.

In the event a class that has begun meeting must be canceled because of the inability of the instructor to continue, the College will put forth every effort to identify a qualified instructor to assume that responsibility prior to cancelling the class. However, if a class is canceled by the College after the last day to add courses and no alternate instructor can be identified, the student will be issued a tuition credit equal to the cost of that class only if the student was assessed charges for credits in excess of sixteen (16) credit hours, or if the student's course load drops below twelve (12) credit hours. In the instance of a student who meets neither requirement, no assessment will be made for credit hours in excess of sixteen (16) if the class is taken in a subsequent semester. Only a student who has a credit balance will be eligible for a monetary refund. ***Six (6) for Summer Session.**

Course Load

The normal course for a regular full-time student is sixteen (16) credit hours per semester. The minimum load for a full-time student is twelve (12) credit hours per semester. Any student who enrolls in fewer than twelve (12) credit hours per semester is classified as a part-time student. Eighteen (18) credit hours per semester is the maximum load for a full-time student, except for graduating seniors.

The Vice President for Academic Affairs may approve extra hours for seniors, providing the following conditions are met:

1. the student's grade point average for the previous semester was 3.00 or above; and
2. the student could complete all requirements for the degree within a two (2) semester period. Seniors meeting these conditions will be limited to a maximum of twenty (20) hours in one semester, and limited to a total of 38 hours in two semesters.

Students must enroll in at least six credit hours to be eligible for a student loan. For financial aid purposes, students enrolled in six (6) credit hours will be considered $\frac{1}{2}$ time; nine (9) credit hours $\frac{3}{4}$ time; and twelve (12) credit hours – full time.

Summer Course Load

The normal course load for students enrolled in one summer term is between six (6) and nine (9) credit hours. Any student with a grade point average of 2.5 for the previous semester or a cumulative grade point average of 2.8 may take up to nine (9) credit hours in one summer term. The Vice President for Academic Affairs may approve extra hours for seniors, provided the following conditions are met: the student's grade point average for the previous semester was 3.0 or above, or the student's cumulative grade point average is 2.8 or above; and the student can complete all requirements for their degree at the end of the summer term.

Credit Hour Policy

Credit hours are used by Lane College to calculate, record, and interpret the number of earned credits that students accumulate as they fulfill degree requirements. Credit hours are awarded when students demonstrate knowledge, skills, and proficiencies at a level and in a form that meets or exceeds that expected of a typical student after studying for this specified

amount of time. The value of a credit hour can be determined by contact time, the educational experience and out-of-class preparation by the student.

Definition of a Credit Hour A credit hour is an amount of work represented in expected learning outcomes and verified by evidence of student achievement. The credit hour value for a course is determined primarily by the amount of instruction time, the intensity of the educational experience, and the amount of outside preparation required by the student. The following are generally accepted standards:

1. At least fifteen (15) contact hours of recitation, lecture, discussion, seminar or similar experience, as well as a minimum of thirty (30) hours of student homework is required for each credit hour.
2. At least an equivalent amount of work as outlined in item one above for other academic activities, including laboratory courses, internships, recitals and other academic work leading to the awarding of credit.
3. Intensive format courses, such as summer school, will be required to meet the minimum contact hours appropriate with the amount of credit awarded.
4. Internships / practical / field experiences must require a minimum of forty-five (45) clock hours of work for each credit hour;
3. Assignment In determining the amount of coursework to achieve learning competencies and outcomes, Lane College will take into account student work, academic calendars and individual program disciplines.

Disclosure of Graduation Rates

It is the policy of Lane College to comply with the Student Right-to-Know Act and to disclose graduation and completion rates for the Lane College student body in general, and student-athletes in particular.

Distance Education Guidelines

Lane College provides access to quality, affordable, life-long learning opportunities through a variety of instructional strategies, educational programs, and diverse learning environments that are strategically developed to promote economic growth and enhance the quality of life for the citizens of the region. Through the implementation of distance learning programs, students can enroll in classes with the flexibility and opportunity to complete degree programs in a manner that best fits their needs.

Distance education at Lane College is defined as a formal educational process in which the majority of the instruction (interaction between students and instructors and among students) in a course occurs when students and instructors are not in the same physical location. Instruction may be synchronous or asynchronous. A distance education course is any course in which students may complete more than 50% of the requirements through Internet access to the course web site. Distance education courses at Lane College may be classified as Online or Hybrid. Web-Enhanced courses are not classified as distance education courses. The definitions for these learning formats are described below:

Online (synchronous or asynchronous) – These courses are delivered one hundred percent (100%) electronically.

Hybrid – These courses are delivered fifty percent (50%) to ninety-nine percent (99%) electronically.

Web-enhanced – These courses are traditional, seated courses in which:

- no more than twenty-five percent (25%) of assignments and course content are completed electronically and
- web-enhanced content may not replace the required on-campus contact hours. Web-enhanced courses are classified as traditional education courses.

Definition of Correspondence Education - Correspondence education is a formal educational process, where the institution provides instructional materials, by mail or electronic transmission, including examinations on the materials, to students who are separated from the instructor. Interaction between the instructor and the student is limited, is not regular or substantive, and is primarily initiated by the student; courses are typically self-paced.

Identification of Students - Lane College does not charge any additional fees for the costs that may be directly incurred with the verification of student identity for students enrolled in distance education courses. However, students enrolled in distance education courses may be required to present a valid photo ID and have access to a computer with Internet access and web cam capabilities. This may result in direct costs to the student not imposed by the College.

The final exam (if applicable) must be proctored. Any other exams/assessments may be proctored as determined by the instructor. A proctored assessment is defined as an examination, assignment, or other verbal assessment that is taken in the presence of the instructor, an approved proctor, or via video recording. Instructors are responsible for choosing the method of assessment for their distance education students. Instructors, approved proctors, and proctoring software shall require

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students to show a valid photo ID. Requirement to use video/audio during virtual class meeting in synchronous or asynchronous courses will be determined at course level by course instructor.

Password Protection - All courses with electronic content are password protected and each student enrolled in the course is given a username and password to the course.

Student Privacy - In order to protect the privacy of students enrolled in distance and correspondence education courses or programs, the faculty will not publicly post any grades or personal information for any student. Grades must be posted securely, visible only by each individual student, in his/her password-protected student grade book.

To further protect the privacy of students, all faculty must contact students using the secure communication system in the Learning Management System (LMS) or through College provided email accounts for both faculty and students. Lane College currently licenses Blackboard Ultra as the LMS. Students may adjust the settings in their password protected Blackboard Ultra account to receive communications only in their Blackboard Ultra inbox or also receive email in their Lane College email inbox and other designated private email accounts. Students have the ability to view their entire communication history in their Blackboard Ultra inbox and delete emails as desired. As with any other password protected email account, other individuals cannot access or view the message history.

Enrollment and Attendance - Lane College reports accurate headcount enrollment on its annual Institutional Profile to SACSCOC. For enrollment purposes, attendance in online courses is defined as having regular and substantive interaction between student and teacher. Regular Substantive Interaction /Regular and Effective Contact:

- Is central in determining whether a course is distance education rather than correspondence education.
- Is needed in every course that is fully online and in the online elements of courses otherwise on-site.
- Must be demonstrable and documented.
- Is vital to a college's relationship with the U.S. Department of Education for student financial aid eligibility.
- Is key to quality education and the student outcomes required by the SACSCOC Accreditation Standards.

Last Date of Student Attendance - Consistent with federal regulations pertaining to federal financial aid eligibility, each instructor will document and report the last date of attendance for all students who stopped attending class, including students who withdrew themselves. The last date of attendance is the actual date that a student actively participated in the class activities that faculty can document in case of an audit. For face-to-face classes, documentation is based on taking class attendance and the class roster. For distance education classes, documentation is based on participation in academically- related activities such as:

- Submitting an academic assignment
- Taking an exam, an interactive tutorial, or computer-assisted instruction
- Attending a study group that is assigned by the institution
- Participating in an online discussion about academic matters
- Initiating contact with a faculty member to ask a question about the academic subject studied in the course

Course Equivalence - Courses taught via web-based formats are equivalent to the courses taught in the traditional format.

Program Length and Courses of Study - All programs, regardless of method of delivery, adhere to equivalent program length and courses of study as defined by the College.

Accreditation - Distance and correspondence education courses and programs at Lane College are required to comply with the SACSCOC Principles of Accreditation.

Netiquette Guidelines for Online Learning

It is important to recognize that the online classroom is in fact a classroom, and certain behaviors are expected when you communicate with both your peers and your instructors. These guidelines for online behavior and interaction are known as netiquette.

Remember that your password is the only thing protecting you from pranks or more serious harm.

- Don't share your password with anyone.
- Change your password if you think someone else might know it.
- Always log out and close the browser when you are finished using the system.
- When communicating online, you should always:
- Treat your instructor and classmates with respect in email or any other communication.

- Always use your professors' proper title: Dr. or Prof., or if in doubt use Mr. or Ms.
- Use clear and concise language.
- Remember that all college level communication should have correct spelling and grammar (this includes discussion boards).
- Avoid slang terms and texting abbreviations such as "u" instead of "you."
- Use standard fonts such as Ariel, Calibri, or Times new Roman and use a size 10 or 12 pt. font
- Avoid using the caps lock feature AS IT CAN BE INTERPRETTED AS YELLING.
- Limit and possibly avoid the use of emoticons like :).
- Be cautious when using humor or sarcasm as tone is sometimes lost in an email or discussion post, and your message might be taken seriously or sound offensive. Be careful with personal information (both yours and others').
- Do not send confidential information via e-mail.

Email Netiquette

When you send an email to your instructors or classmates, you should:

- Use a descriptive subject line.
- Be brief.
- Think before you send the e-mail to more than one person. Does everyone really need to see your message?
- Be sure you really want everyone to receive your response when you click, "reply all."
- Be sure that the message's author intended for the information to be passed along before you click the "forward" button

Message Board Netiquette

- Make posts that are on topic and within the scope of the course material.
- Take your posts seriously and review and edit your posts before sending.
- Be as brief as possible while still making a thorough comment.
- Always give proper credit when referencing or quoting another source.
- Be sure to read all messages in a thread before replying.
- Don't repeat someone else's post without adding something of your own to it.
- Avoid short, generic replies such as, "I agree." You should include why you agree or add to the previous point.
- Always be respectful of others' opinions even when they differ from your own.
- When you disagree with someone, you should express your differing opinion in a respectful, non-critical way.
- Do not make personal or insulting remarks.
- Be open-minded.

Examinations/Assessments

Tests and examinations are given throughout the semester in most courses. Mid-semester and final examinations/assessments are given on a scheduled basis. No student shall be exempt from the final examination in courses that require it. A senior in the final semester may be excused from the final examination in any course in which the instructor approves the senior's exemption. Some courses use methods other than examinations for evaluation of student performance as indicated in the instructor's course outline. All seniors will take a Senior Exit Examination/Major Field Test in their major area.

Grade Appeal Process

A student has a right to challenge any grade they feel was assessed in error. The appeal procedure for a student with a complaint about grading requires contact with the instructor involved. If the matter is not resolved at this level, the student should contact the Department Chair then the Division Chair in which the course is offered. If the matter is not resolved at the Division level, the student should submit a written petition to the Vice President for Academic Affairs. Either the student or the instructor may appeal the decision of the Vice President for Academic Affairs with a written request to the Academic Appeals Committee.

A student must register a complaint within forty-five days of receiving the grade. Any grade appeal not initiated during this timeframe will remain on the transcript of the student. Special considerations may be made by the Vice President for Academic Affairs.

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Changes in a grade will be recorded in the Registrar's Office by the instructor involved with the prior approval of the Vice President for Academic Affairs.

Grade Point Average

To determine a student's progress toward a degree and scholastic standing, the grade point average (GPA) is calculated at the end of each semester and immediately prior to graduation. This calculation relies on quality points derived from the grade assigned to each course. Grades are available online at the close of each semester.

The GPA is computed by the following formula:
$$\text{GPA} = \frac{\text{Total quality points earned}}{\text{Credit hours associated with the quality points awarded}}$$

Grading System & Quality Points Grade			
A	Excellent	90 - 100	4
B	Good	80 - 89	3
C	Average	70 - 79	2
D	Fair	60 - 69	1
F	Failure	0 - 59	0
I	Incomplete		N/A
P	Passing		N/A
	Instructor cannot complete course		N/A
WP	Withdrew Passing		N/A
WF	Withdrew Failing		N/A
W	Withdrew		N/A

The grade of "I" (Incomplete) indicates that work in a particular course is incomplete. This grade (I) will be awarded only in exceptional cases when illness or other unavoidable reasons prevent the student from taking the final examination or completing a major class project.

A student receiving the grade "I" will be given one calendar year from the date of receipt of the "I" to remove the condition. If this grade is not removed by the student within the allotted time, the Registrar will be empowered to change the grade to an "F." Special consideration may be made by the Vice President for Academic Affairs in consultation with the President of the College.

All work must be completed and submitted at least three weeks prior to the end of the semester. It is the student's responsibility, and not that of the College, to make arrangements with the instructor for the removal of an incomplete grade in time for the work to be evaluated and for the grade to be submitted to the Registrar's Office.

Instructors submitting a grade of "I" to the Registrar's Office must file the following: (a) incomplete form with appropriate signatures; (b) a written statement of the work required to remove the condition; and (c) a grade range for the student upon completion of the course, i.e. I/B or C. This should reflect the student's progress in the class aside from the incomplete assignment or examination.

In computing grade point averages, the credit hours for which the grade of "I" has been given will be included in the total number of hours attempted.

No credit hours are earned for courses marked "W" or "WP," and they are not counted in determining the student's scholastic standing.

No credit hours are earned for courses which a grade of “F” or “WF” is assigned, but the hours are counted in determining the student’s scholastic standing.

Graduation Requirements

To graduate, a student must: (1) complete at least 124 semester hours; and (2) earn an overall cumulative grade point average of 2.00 or better in all work counted toward the degree.

Approximately half of the required 124 semester hours must be taken in the General Studies curriculum. A minimum grade of “C” must be made in each of the following General Studies courses: ENG 131/ENG 132/ENG 133 (Composition I/Composition II/ Composition); ENG (200 level Literature courses); and MAT 125/126/130 (Algebra I/Algebra II/ Contemporary Math).

Honors

General Honors

In recognition of superior scholastic attainment, three grades of general honor are awarded at graduation. Only those candidates who have been in residence at the College for at least four (4) semesters, or 62 hours, will be eligible for honors. The three highest honor distinctions are as follows:

DISTINCTION	CUMULATIVE G.P.A.
Summa cum laude	4.00 - 3.80
Magna cum laude	3.79 - 3.50
Cum laude	3.49 - 3.00

Freshmen Honors

Those freshmen whose cumulative averages for the year are 3.00 or better and based upon at least thirty (30) semester hours of credit are eligible for Freshmen Honors.

Presidential Scholars, Dean’s List, and Honor Roll

Any regular full-time student whose grade point average for a given semester is 3.70 to 4.00 is eligible for the Presidential Scholars List. Any regular full-time student whose grade point average for a given semester is 3.50 to 3.69 is eligible for the Dean’s List. Any regular full-time student whose grade point average for a given semester is 3.00 to 3.49 is eligible for the Honor Roll.

Independent Study

A student will be allowed to take a course on an independent basis if the following conditions are met:

1. A written proposal must be developed by the student in conjunction with the instructor.
2. The proposal must be signed by the instructor and approved by the Division Chair and the VicePresident for Academic Affairs.
3. The course proposal must be filed and dated by the Registrar at the time of registration.
4. The student must meet on a regular basis with the instructor and make progress reports on the proposed work.
5. The proposal must involve the course syllabus and must meet all of the major objectives of the course.
6. Completed work from the course must be available for perusal by the Division Chair and the Vice President for Academic Affairs.
7. A student may not enroll in more than two independent courses during a semester or one independent course during a summer session.

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8. Independent courses are not to be used as a convenience for a student who is unable to schedule classes because of period conflict. These courses are to be approved only for exceptions when a student's progress toward their degree program is hampered. Thus, only upper-class students (usually seniors) will be approved for Independent Study.
9. Students may not retake courses on an independent study basis in which they have failed or received an unsatisfactory grade (e.g., "D" in a major course or other course in which a minimum grade of "C" is required)
10. Certain courses may not be taken on an independent study basis

Major Field of Concentration

All students working toward a degree are required to designate a major field of concentration and complete the prescribed courses set forth by the particular area. A minimum grade of "C" must be made in each course that is counted toward the major. This requirement includes elective courses as well as required courses. Students should decide as early as possible the major area they intend to pursue, since each area has specific requirements.

Minor Field of Concentration

A minor field of concentration is not required for graduation. However, a student may elect to designate a minor field of concentration in certain degree areas and complete the course requirements for that area. An overall average of "C" must be maintained in the minor field. Some areas specify a minimum grade of "C" for each course that counts toward the minor. In these areas, this requirement must be met. Students should consult with faculty advisors in their major field before selecting a minor.

Permanent Student Records

A student's permanent record may contain all or some of the following information:

1. Demographic information (name, address, telephone number, date of birth, citizenship, parent's or guardian's name, social security number, photograph).
2. Basis of admission (application, record of previous studies, letters of recommendation, test results, etc.).
3. Enrollment information (program of study, dates of attendance, course taken, grades received).
4. Results of petitions and appeals filed by the student.
5. Medical information.
6. Financial information (charges, payments, awards, debts).

Prerequisites

A prerequisite is a condition of enrollment that a student is required to fulfill in order to demonstrate current readiness for enrollment in a course or educational program.

Many courses offered by the College require the completion of prerequisite courses taken at Lane College, or the equivalent at another accredited institution. Students are advised to consult the course descriptions found in the current Catalog for the identification of the prerequisites for a course.

Prior Learning Assessment

Lane College values the diversity of our students. This diversity includes the unique experiences, interests, and intellectual pursuits that lead to the acquisition of knowledge that may be at the college level. College-level learning is the same, whether acquired in the traditional college classroom or through non-collegiate sources. This equivalency is validated by academically sound and rigorous prior learning assessment methods. PLA credits awarded by Lane College are equivalent to the same credits awarded for traditional classroom-based college-level learning.

Definition of Prior Learning Assessment

Prior learning assessment (PLA) is a term used to describe learning gained outside a traditional academic environment. Put another way, it is learning, and knowledge students acquire while living their lives, such as by working, participating in employer training programs, serving in the military, studying independently, volunteering or doing community service, and studying open-source courseware. In short, PLA is the evaluation and assessment of an individual's life learning for college credit, certification, or advanced standing toward further education or training. PLA is not confined to portfolio assessment, which is simply one type of PLA (as are CLEP tests, ACE evaluations, challenge exams, etc.).

What experiences may qualify for Prior Learning Assessment at Lane College

- Professional Work Experiences
- Military

- Training Classes
- Professional Skills Workshops and Seminars
- Volunteerism
- Qualifying Life Experiences

How much does it cost?

There is a one-time \$150.00 fee for Prior Learning Assessment (PLA) course and a \$75 per credit fee applied to your program. The PLA course fee is non-refundable.

Who can answer questions about Prior Learning Assessments?

After you have been admitted to Lane College, you will be assigned an Academic Advisor. Speak with your Academic Advisor about whether your experience can qualify for college credit.

How many Prior Learning credits can be applied to my academic program?

Associate's Degree up to 30 credit hours.

Bachelor's Degree up to 60 credit hours.

How to qualify for credits

These are the most common ways to qualify for credits. The final decision for the credit awarded resides with the faculty academic review committee (VP Academic Affairs, Division Chair, and Registrar).

- Certificates
- CLEP Credit (limited to 15 hours)
- Licenses
- Transfer Credit
- Military Credit
- Create a Professional Training Portfolio

Steps:

1. Contact your Academic Advisor.
2. Determine with your Academic Advisor what areas qualify for Prior Learning Assessments.
3. Determine with your Academic Advisor the number of credits to request.
4. Make a formal Prior Learning Assessment Request by enrolling in the PLA Course.
5. Enrollment in the PLA Course is \$150.00 (non-refundable).

PLA Course Process:

1. Student writes an essay about what they know about the topic and/or uploads supporting documents*.
2. Student is assigned an academic expert evaluator.
3. Academic Evaluator will follow-up with the student and conduct a telephone interview.
4. Academic Evaluator will review all materials, submit a written report, and make a recommendation for the number of credits.

Student will be billed \$75.00 for each credit that is applied.

Standards for Awarding PLA Credit

Requirements for PLA credit to be awarded: Academic credit will be awarded to:

- Admitted students.
- Students who have consulted with an academic advisor about the possibility seeking PLA credit.
- Students who have declared an academic program.
- Courses directly applicable to curriculum requirements of the declared program. Changing majors will result in a reassessment of the applicability of the PLA credit.
- PLA credit will be awarded with:
- A letter grade of "P" will be assigned for credit granted. Because no grade is assigned other than "P," no Quality Points will be awarded to count toward GPA.

****NOTES***

Create a Professional Training Portfolio.

This portfolio will include a description of an institutional or corporate training course, the date it was completed, number of hours of training and other essential information, such as a course description.

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Write an experiential learning essay on an approved topic.

An experiential essay may be written on a list of approved topics using Kolb's experiential model. The essay must demonstrate any knowledge gained from experience.

Repeating a Course

Students who fail any course or make a "D" in a course for which a minimum grade of "C" is required must repeat that course at its next offering. Students must indicate to the Registrar's Office at registration that they are repeating a course. Courses may be repeated to improve a grade of "C" or below in any course taken at Lane College. Credit hours will be counted as earned only one time.

Please note that students receiving funds through Veteran's Program will not receive benefits for repeating courses with a grade of "D" or higher, unless specified by their degree/program requirements. A student who makes an unsatisfactory grade may not repeat that course at another institution. Students will receive credit hours for a repeat course if the previous grade was an "F." If the previous grade was a "D" or higher, then the student will receive additional quality points that reflect the difference between the initial grade and the subsequent grade. A student may not repeat a course more than twice if repeating for the purpose of obtaining a higher grade. Exceptions may be made by the Vice President for Academic Affairs in consultation with the President of the College. Students may not count for credit a grade below "C" in their major subject. ***All repeat courses must be taken at Lane College.***

Residency Requirements

The last year (two semesters or 31 credit hours) of a student's work must be completed at Lane College. At least one-half of the work in the major field must be taken at Lane College. Exceptions to this policy are recommended to the President by the Vice President for Academic Affairs in consultation with the Registrar and the Academic Cabinet.

State Authorization Reciprocity Agreement (SARA)

Lane College is a participating institution of the federally recognized national Council for State Authorization Reciprocity Agreement (NC-SARA), a voluntary regional approach to state oversight of distance education. Through NC-SARA membership, Lane College can deliver distance education courses and programs in NC-SARA member states. Forty-nine states, excluding California, are members of NC-SARA who adheres to a common set of standards for postsecondary distance education.

Complaint Resolution Policies and Procedures for Non-Tennessee Resident Students in State Authorization Reciprocity Agreement (SARA) States.

The National Council for State Authorization Reciprocity Agreement (NC-SARA) is a voluntary agreement among member states and U.S. territories that authorizes colleges and universities to offer online degree programs in states other than their own. Student complaints relating to consumer protection laws that involve distance education offered under the terms and conditions of the State Authorization Reciprocity Agreement (SARA), must first be filed with the institution to seek resolution.

Complainants not satisfied with the outcome of the Institution's internal process may appeal, within two years of the incident about which the complaint is made, to the Tennessee Higher Education Commission

<https://www.tn.gov/thec/bureaus/student-aid-and-compliance/postsecondary-state-authorization/request-for-complaint-review.html>

For purposes of this process, a complaint shall be defined as a formal assertion in writing that the terms of SARA or the laws, standards or regulations incorporated by the SARA Policies and Standards <https://nc-sara.org/resources/guides> have been violated by the institution operating under the terms of SARA. Students residing in non-SARA states should consult their respective State of residence for further instruction for filing a complaint. For a list of SARA member States, please visit the NC-SARA website <https://nc-sara.org/directory>.

Professional Licensure Disclosures

Prospective and current students should be aware that licensure and certification requirements vary from state to state and are subject to change. Lane College has not made a determination whether the College's programs will meet all requirements in each state. The college highly recommends that students who are not Tennessee residents and considering an academic program leading to licensure or certification in state other than Tennessee to contact the appropriate licensing agency or board of that state and the Lane College relevant academic department for applicable requirements, rules, and regulations prior to enrollment.

Students with Academic Deficiencies

Lane College recognizes that students enter college with a wide range of skills. Some entering freshmen may require more academic enrichment than others in order to succeed in college-level courses. The College, therefore, provides support services in English, Reading, and Mathematics to all first-time and transfer students, and others with identified needs.

Students enrolled in ENG 131/132/133 (Composition I/Composition II/Composition, and/or MAT 133 (Algebra), may be required to attend the Writing Center and/or the Mathematics Lab, respectively.

Taking Courses at Other Institutions

A Lane College student who wishes to enroll in one or more courses at another college or university during the summer or regular semester must receive prior permission from their advisor and the Vice President for Academic Affairs. Courses may be taken only at appropriately accredited institutions of higher learning.

A written statement indicating the reason for the request must be executed in advance. It is the student's responsibility to secure a catalog description of the requested course (s) from other institutions.

Only students who are in good academic standing may receive credit for courses completed at other institutions. Students may not repeat a course at other institutions for which he/she received an unsatisfactory grade at Lane. Grades earned at other institutions do not affect the cumulative grade point average at Lane, and only credit hours for grades of "C" or better will be accepted for transfer credit.

This policy is intended primarily for students who wish to pursue courses at other institutions during the summer and does not supersede the residence requirements that the last year of a student's work must be completed at Lane College.

Transcripts

Official transcripts are housed in the Registrar's Office and will be furnished only upon the request of the student. A student may request transcripts at a fee of \$5 per copy. Transcripts will be withheld if the student or alumnus has an unsettled financial obligation to the College. Transcripts requested by current students at the end of a semester will be held until final grades are available.

Students or graduates who wish to change the name reflected on their official transcript must send a written request to the Office of the Registrar and provide legal documentation that verifies the change, such as a marriage license or a divorce decree.

Withdrawal from Courses

Students who withdraw from one or more courses, but not from the College, should secure withdrawal forms from the Office of the Registrar and obtain the signatures of their advisor, instructors, and the department or division chair. In instances where the instructor is not available, the signature of the Vice President for Academic Affairs or an advisor is sufficient. The grade in each course shall be "W" if the student withdraws in any semester or summer session. A student who withdraws from a course after the date indicated on the academic calendar will receive the grade of "WP" if their average in the course at the time of withdrawal is at least a "D," otherwise the grade of "WF" is to be awarded.

In case a student withdraws from one or more courses during a semester, no credit is given for any work done in the course or courses during that semester. Failure to officially withdraw from a course may result in a grade of "F" being assigned by the instructor at the end of that semester.

Withdrawal from the College

Students who withdraw from the College for any reason must complete the following steps:

1. Secure a withdrawal form from the Office of Academic Affairs or the Office of the Registrar.
2. Complete the personal data information, list the courses registered for the semester, and check the reason(s) for withdrawal.
3. Obtain the signatures of the Office of Loan Management and the Registrar; and,
4. Submit the withdrawal form to the Office of the Academic Affairs. That Office will forward the form to the Registrar for placement in the permanent record.

It is important for each student who withdraws from the College to complete the steps indicated above. Failure to do so may result in the assignment of the grade "F" in the courses in which the student was enrolled. If a student leaves the College before the end of a semester without officially withdrawing, the official date of withdrawal will be set by the earliest date on which it was determined that the student had no intention of returning to class.

SATISFACTORY ACADEMIC PROGRESS POLICY

The U.S. Department of Education (34 CFR Section 668.34) revised the requirements for Colleges & Universities to define and implement Satisfactory Academic Progress (SAP) standards for students receiving Title IV Federal Financial Aid. As required, the Lane College SAP policy for Title IV students is the same or stricter than the College's standards for students enrolled in the same educational program who are not receiving Title IV funds. These requirements apply to the following programs: The Federal Pell Grant, the Federal Supplemental Educational Opportunity Grant, the Federal TEACH Grant, Federal Work Study, Subsidized Direct Student Loans, Unsubsidized Direct Student Loans, Parent PLUS Loans, all Tennessee Student Assistance Awards, all TELS Awards, and all Institutional Aid.

Satisfactory Academic Progress (SAP) measures a student's completion of coursework toward a degree. Students who do not complete classes in which they are enrolled or fail to achieve the minimum standards for grade point average may lose their eligibility for all types of federal, state, and institutional aid. SAP is measured both qualitatively (GPA) and quantitatively by a completion standard or pace based on attempted and earned credit hours. ***Students are no longer automatically placed on financial aid probation for not complying with satisfactory academic progress standards. Students not meeting satisfactory academic progress standards are placed on financial aid suspension. All students must successfully appeal financial aid suspension to be placed on financial aid probation and remain eligible to receive federal financial assistance from the College.***

The Office of Academic Affairs, in conjunction with the Office of Financial Aid, monitors the academic progress of each student to determine if that student meets academic requirements as well as federal and state guidelines that govern the administration of student financial assistance. Prior to the disbursement of any federal financial aid, the Office of Financial Aid must confirm that all students receiving federal financial aid are meeting these standards.

SAP is evaluated annually, at the end of the spring semester (May), of each academic year and is comprised of three components. Failure to comply with any component may result in academic sanction and a loss of financial aid eligibility. The components are as follows:

- Qualitative Measure: Minimum Cumulative Grade Point Average (CGPA)
- Quantitative Measure: Minimum Completion Standard for Attempted Credit Hours (APCR)
- Maximum Timeframe for Degree Completion

Qualitative Measure of Academic Progress

A Lane College student must maintain a cumulative grade point average (CGPA) that satisfies the academic standards established by the college. The qualitative measure of academic progress is based on semesters of enrollment; attempted credit hours; and the cumulative GPA. Students are expected to enroll full-time (at least twelve credit hours) to be eligible to receive full financial assistance. Equivalent qualitative and quantitative measures of academic progress are also required of part-time students receiving federal financial aid

Minimum Cumulative Grade Point Average (CGPA)

End of Semester	Total Attempted Credit Hours	Minimum Cumulative Grade Point Average (CGPA)
1	12-17	1.60
2	18-35	1.70
3	36-47	1.85
4	48-60	2.00
5-12	61 and above	2.00

Coursework assigned a letter grade of A, B, C, D, or F contributes to the cumulative GPA. Grades of *W* (withdrawal), *WP* (withdrawal passing), *WF* (withdrawal failing), *F* (failed), and *I* (incomplete), do reflect completion of courses; the hours assigned to courses are only counted in attempted credit hours. ***At the end of four (4) semesters or at the end of the second academic year, a student must have a cumulative GPA of at least a 2.00.***

Quantitative Measure of Academic Progress

Students must adhere to the minimum specified academic progress completion rate (ACPR) specified in the chart below for all credit hours attempted or accepted as transfer credit by Lane College. This percentage includes all credit hours attempted, regardless of whether or not financial aid was received. **Students enrolled full-time are required to take a minimum of twelve (12) hours; students must complete/pass 67% of all credit hours attempted with grades of A, B, C, or D. Enrollment status for financial aid is defined based on hours enrolled at the end of the College's 100 percent fee refund period.**

Minimum Completion Standard for Attempted Credit Hours (Full-time)

End of Semester	Minimum Requirement Attempted Credit Hours	Minimum Academic Progress Completion Rate (APCR) Cumulative Credit Hours Earned/Total Attempted Credit Hours
	At Least:	
1	12	67%
2	24	67%
3	36	67%
4	48	67%
5	60	67%
6	72	67%
7	84	67%
8	96	67%
9	108	67%
10	120	67%
11	132	67%
12	144-186	67%

Minimum Completion Standard for Earned Credit Hours

End of Semester	Minimum Requirement Cumulative Credit Hours Earned
1	9
2	18
3	27
4	36
5	48
6	60
7	72
8	84
9	96
10	108
11	116
12	124

Change of Major

Students who change majors are subject to the same SAP requirements. All coursework taken by a student previously enrolled in another major(s) is included in the qualitative and quantitative components of SAP.

Failure to Comply with Satisfactory Progress Standards

Financial Aid Suspension

Students who fail to satisfy any of SAP standard requirements at the end of each SAP evaluation period are placed on financial aid suspension. A student on Financial Aid Suspension at the end of the spring semester is not eligible for financial aid during the summer. The student is denied all types of federal and state aid (grants, work study, and loans) until the deficiency has been removed and the student is in good SAP standing. The student must pay his or her educational expenses from personal funds during the time period financial aid is suspended. This policy applies to all students at Lane College receiving financial aid.

Students who do not meet SAP standard requirements may exercise one of the following options to restore eligibility for financial aid:

1. Attend the following summer term(s) without receiving financial aid and meet the minimum satisfactory academic progress requirements by the end of the summer term. **The student returns to good standing and will be eligible for financial aid during the next semester.**
2. Appeal the financial aid suspension to the SAP Appeal Committee (See procedures below).

Appeal Procedures

Students who fail to meet the Satisfactory Academic Progress standard requirements may appeal the suspension of their student financial assistance. A letter of appeal must contain an explanation of the mitigating circumstances that impacted negatively upon the student's ability to meet the required standards. Examples of such circumstances are: (1) death/prolonged illness of an immediate family member, (2) medical illness by the student that created undue hardship, (3) natural disasters or other acts of God beyond the control of the student (i.e. hurricanes, storms, etc.) or other personal or family matters/situations that may have negatively impacted the student's ability to meet the required standards.

Appeal Process

1. The student must submit a completed *SAP Appeal Form* to the Academic Retention and Monitoring Office addressed to:
SAP Appeal Committee/Office of Financial Aid Lane College
545 Lane Avenue
Jackson, TN 38301
2. The student **must** attach all necessary supporting documents (grade change, current academic transcript, doctor's statement, death certificate, accident report, etc.) to the written appeal request.
3. The student's completed SAP Appeal Packet will be reviewed within **two** weeks of submission. **Incomplete submission of any of the requested documentation within the requested time frame, will result in a denial of the appeal due to lack of sufficient evidence.**
4. The student will be notified in writing of the Committee's decision to approve or deny the Appeal.

Students are to submit all financial aid appeals to the office of financial aid no later than fifteen (15) business days after the official notification of their financial aid suspension status. No exceptions.

Students notified of suspension of financial aid during the registration period must submit a written letter of appeal along with the requested documentation to the office of financial aid within seven (7) business days of the notification in order to have a decision made regarding their financial aid eligibility for the current semester.

Financial Aid Probation

Financial Aid Probation is no longer granted automatically. A student must successfully appeal financial aid suspension in order to be placed on financial aid probation and remain eligible to receive federal financial assistance from the College. Upon review of a student's Appeal Packet, the SAP Appeal Committee may make one of the following three determinations:

1. **The student is placed on financial aid probation without an academic Plan.** After review of the Appeal Packet and the student's academic record, the SAP Appeal Committee determines that the student should be able to meet SAP standards by the end of the subsequent semester without an academic plan. The SAP Appeal Committee reviews probationary students at the end of each subsequent semester.
2. **The student is placed on financial aid probation with an Academic Plan.** After review of the Appeal Packet and the student's academic record, the SAP Appeal Committee determines that the student will require more than one

semester to meet SAP standards; it may place the student on probation and develop an academic plan for the student. The College monitors the student's progress at least twice a semester and at the end of each semester to ensure that the student is meeting the requirements of the Academic Plan. As long as the student is meeting the requirements of the Academic Plan, the student is eligible to receive Title IV financial aid.

3. **The student is placed on financial aid probation with an Academic Plan after a subsequent appeal of their original probationary status.** The SAP Appeal Committee may consider an additional appeal from a student initially placed on financial probation without an Academic Plan. After review of the subsequent Appeal Packet, the Committee may extend the probationary status of the student by placing him/her on an Academic Plan.

Appeal Denial

After review of the Appeal Packet and the student's academic record, the SAP Appeal Committee may determine that the student should remain on financial suspension and ineligible to receive any Title IV funds. They must make arrangements pay all educational expenses from personal resources and/or non-federal sources (i.e., private loans, etc.). All decisions rendered by the SAP Appeal Committee are *final* and not subject to further review.

Incomplete Courses

Students with incompletes must adhere to the academic policy associated with removal of the incompletes within a specified time period. The credit hours assigned to the "I" (incomplete) are counted in attempted credit hours and in the APCR evaluation.

Maximum Timeframe Measure for Degree Completion

Students are eligible to receive financial assistance for a limited period while pursuing a degree. A student must not exceed 150 percent of the number of credits it takes to obtain a degree. Credit hours are cumulative hours. The minimum credit hours required to receive a degree is 124 credits. Therefore, students may not exceed 186 attempted credit hours in order to remain eligible for financial aid. Students who exceed 186 attempted credit hours are considered ineligible for financial aid based on excessive hours. *In some limited instances, a student may be granted an extension in maximum timeframe.*

Transfer Students

Transfer students are required to meet the same satisfactory academic progress requirements as Lane College students. All accepted transfer credit hours will be included in credit hours attempted and earned to determine academic progress toward degree completion. We do not count the grades on those transfer credits toward the qualitative measure (i.e., CGPA). At initial enrollment, a transfer student not meeting SAP requirements may be placed on financial aid probation only after a successful appeal.

Readmission

Readmitted students (students who previously attended Lane College) must meet the same satisfactory academic progress requirements. Readmitted students with transfer credits from other institutions will be evaluated based on transferable credit hours attempted and earned plus credit hours previously attempted and earned at Lane College. Upon readmission, a readmitted student not meeting SAP requirements may be placed on financial aid probation only after a successful appeal.

Reinstatement of Financial Aid

Appeal Approval

If the SAP Appeal Committee determines that the student is eligible for reinstatement of financial aid, they will be considered for aid available at the time of reinstatement. The student will be reviewed again at the end of the following semester and will be subject to the same required standards as previously stated, unless otherwise stated in the SAP Committee letter of reinstatement. The SAP Committee may recommend the development of an *Academic Plan* (AP) for the student. This Academic Plan outlines the specific requirements the student must fulfill in order to satisfy the College's satisfactory academic progress standards within a specified timeframe. The student's academic progress will be evaluated at least twice during the semester, and at the end of each academic semester to ensure that they are making progress according to their AP.

Prior Satisfactory Academic Progress Status

Students on financial aid probation under the prior SAP rules and regulations are evaluated at the end of the next semester using the new standards for satisfactory academic process. A student not meeting SAP requirements may be placed on financial aid probation only after a successful appeal.

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Financial Aid Appeal Limits

Students are allowed to appeal financial aid suspension twice during his or her academic career at the College, unless special and extenuating circumstances justify one additional appeal. The student must provide information explaining what has changed to permit him/her to make satisfactory progress at the next evaluation period. The College may request additional documentation when a particular circumstance warrants it. A student is limited to one probationary period per appeal unless they are following an academic plan. Therefore, a student may be placed on probation more than once during their academic career.

Financial Aid Committee

A college-appointed Financial Aid Committee will conduct an annual review of the SAP Policy to ensure federal compliance and timely dissemination of relevant financial aid information to students.

Repeat Courses

Students are allowed to repeat a previously passed course (grade of “D”) only twice. Only the highest-grade counts toward the qualitative measure of SAP. All repeated courses count toward attempted hours and the ACPR evaluation. Repeating a course(s) with a grade of “D” more than once, affects enrollment status (i.e., student classification). Students are allowed to retake previously failed courses (grade of “F”) until successful completion; all repeats of previously failed courses are counted in attempted credit hours and in the APCR evaluation.

Withdrawal from Courses

Withdrawals from course(s) with grades of W, WP, or WF (after the official add/drop period) are counted in attempted credit hours and in the APCR evaluation.

ACADEMIC GOOD STANDING POLICY AND SANCTIONS

All students must demonstrate academic progress toward completion of a given course of study each year. This policy is intended to assure that a student will meet the minimum grade point average requirement for graduation by the time the student has attempted all courses required for completion of a major. A student is considered in academic good standing if they maintain a cumulative grade point average (CGPA) and earns sufficient credit hours according to the following academic requirements.

Cumulative Grade Point Average Requirements(Associate of Arts & Associate of Science)

The cumulative grade point average (CGPA) for students enrolled in any Associate Degree programs must be a 2.0. The academic probation and suspension policies will be enforced for a student in these degree programs if the CGPA is less than a 2.0.

Table 1
Cumulative Grade Point Average Requirements
(Bachelor of Arts & Bachelor of Science programs)

Classification	Total Attempted Credit Hours	CGPA Probation	CGPA Dismissal
First Year	29 hours or less	Less than 1.50	Less than 1.50 after matriculating two semesters.
Sophomore	At least 30-59 hours	Less than 1.85	Less than 1.85 after matriculating four semesters.
Junior	At least 60- 89 hours	Less than 2.00	After one semester on probation and less than 2.00
Senior	At least 90 hours	Less than 2.00	After one semester on probation and less than 2.00

Academic Probation and Suspension

Any student who is not making satisfactory academic progress at the completion of any one semester (fall, spring, and summer) is subject to academic probation, and remains on academic probation as long as the cumulative grade point average is less than that required for academic good progress.

A student who fails to maintain academic progress will be placed on academic sanction and is subject to a loss of eligibility to receive certain state and federal student assistance (See Financial Aid Satisfactory Academic Progress Policy). All students are evaluated for academic sanctions (i.e., probation, and suspension) at the end of each semester (fall, spring, and summer).

Types of Academic Sanctions

Academic Warning

A student who fails to meet the CGPA requirement will be placed on academic warning the subsequent semester. At the conclusion of the semester on academic warning, the student must achieve the minimum or higher CGPA requirement to be considered in good academic standing.

Intervention Measures

1. Course schedules will be reviewed to ensure that students are taking a reasonable course load.
2. A bi-weekly progress report will be completed which contains information on class attendance; performance on quizzes, examinations and assignments; and other pertinent feedback.

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3. Individual conferences will be scheduled with each student. These conferences should be used to determine whether any problems impede the student's class performance.
4. A progress summary report will be maintained.

Academic Probation

If the student does not achieve the minimum CGPA at the conclusion of the semester that they are on academic warning, the student will be placed on academic probation and will not be considered in academic good standing.

Intervention Measures

1. Course schedules will be reviewed to ensure that students are taking a reasonable course load.
2. A bi-weekly progress report will be completed which contains information on class attendance; performance on quizzes, examinations and assignments; and other pertinent feedback.
3. Individual conferences will be scheduled with each student. These conferences should be used to determine whether any problems impede the student's class performance.
4. A progress summary report will be maintained.

Academic Suspension

After the completion of the probationary semester, if the student fails to meet the required cumulative GPA, the student will be subject to a 1-year suspension. The student may re-apply in a subsequent semester through the normal admissions process. They may appeal the academic suspension.

Academic Suspension Appeal Process

A student who fails to make satisfactory academic progress may be suspended from the College. They will also lose eligibility for financial aid once suspended. A student who fails to maintain satisfactory academic progress may appeal their suspension by taking the following steps:

1. Obtain from the Registrar's Office their official Grade Point Average and a list of courses in which a grade below "C" was received.
2. Challenge any grade they feel is assessed/ recorded in error. Changes in grades will be recorded in the Registrar's Office by the instructor involved, with the prior approval of the Division Chair and Vice President for Academic Affairs.

Students may also appeal their suspension or financial aid ineligibility for one of the following conditions:

1. Death of an immediate relative of the student (e.g., parent, sibling, child).
2. An injury or serious illness of the student (medical documentation required).
3. Other extenuating circumstances (documentation required).

Written appeals must be completed by the student; all documents must accompany the appeal and a summary of the reasons for the appeal must be included. If a student's status changes as a result of the appeal process, the suspension or probation will be lifted.

Reinstatement after Academic Suspension

A student dismissed for poor scholarship (i.e., academic suspension) may be reinstated by the Admissions and Recruitment Committee only after the expiration of at least one academic year (e.g., a student suspended in the fall would be eligible for readmission the next fall) from the time of dismissal. This restriction does not apply to the summer term immediately after determination that the student is not meeting academic progress requirements.

The student must make written application to the Admissions and Recruitment Committee at least one month prior to the beginning of the semester for which reinstatement is requested, using such forms as the Committee may provide. A student reinstated enters on academic probationary status and must maintain compliance with academic progress standards. A student failing to meet these requirements will be dismissed from the College.

A student who applies for, and is subsequently granted reinstatement does not automatically qualify for financial aid (See Financial Aid Appeal Process).

A student dismissed for low scholarship (academic suspension) may not receive transfer credit for work taken elsewhere during the semester following separation.

The Admissions and Recruitment Committee has discretionary powers in all cases not covered by the rules stated herein. The College reserves the right to address any administrative matters affecting the determination of satisfactory progress. These matters shall be referred to the President of the College.

Part-time Students

Academic progress for part-time students is evaluated on a pro-rated basis using the same standards as full- time students. Academic progress for full-time students who attend the College for only one semester during a given academic year will be evaluated as part-time students.

Sophomore Proficiency Examination

The Sophomore Proficiency Examination is an examination that measures knowledge gained in English Composition , Introduction to Literature and math courses. All Lane College students, including transfer students, must take the Sophomore Proficiency Examination (SPE) prior to entering the junior year. Students must pass all parts of the examination with a score of 70 or better on each section to graduate. To increase chances for passing all parts of the examination, students are encouraged to study and prepare.

Student Responsibilities

Students are responsible for meeting the requirements of the College for the degree and major selected. Major advisors will assist students in planning for their programs, but the responsibility for completing the proper curriculum rests with the student.

ACADEMIC DIVISIONS AND PROGRAMS-ASSOCIATE DEGREES

Degrees Offered

The College offers two Associates degrees, in addition to the Bachelor of Arts and Bachelor of Science; Associate of Arts and Associate of Science. The Associate of Arts is awarded to students whose major field is Media Strategies, Religion, or Sociology. The Associate of Science is awarded to students whose major field is Business Administration.

SUMMARY OF MAJOR REQUIREMENTS

Core Requirements	Associate in Arts		Associate in Science	
	Courses	Hours	Courses	Hours
Orientation	1	1	1	1
Freshman Enrichment	2	2	2	2
Career Pathways	1	1	1	1
Sophomore Seminar	1	1	1	1
Language Arts/Communications	2	6	2	6
Social And Behavior Sciences	2	6	2	6
Humanities and Fine Arts	2	6	1	3
Mathematics	1	3	2	6
Physical and Life Science	1	3	2	6-8
Foreign Language	1	3	1	3
Health and Fitness	1-2	2	1-2	2
TOTAL	15 -16 courses	34 hours	16-17 courses	37-39 hours

ASSOCIATE IN ART AND ASSOCIATE IN SCIENCE DEGREES GENERAL EDUCATION CURRICULUM REQUIREMENTS

Language Arts/Communications, 2 Courses (6 Hours)

ENG 133: English Composition

SPC 230: Foundations of Speech or COM 260: Interpersonal Communication

Social and Behavior Science, 2 Courses (6 Hours)

SOC 131: Introduction to Sociology (Required)

Choose 1 Course from the following:

CRJ 131: Introduction to Criminal Justice	SOC 136: Social Problems
ECO 131: Microeconomics	PER 231: Introduction to Physical Education
GEO 231: World Geography	PSC 231: American Government
HIS 131: American History I	HIS 132: American History II
HIS 231: World History I	HIS 232: World History II
EDU 230: Foundations of Education	PSY 130: Introduction to Psychology
PSY 131: Educational Psychology	PSY 230: Human Growth and Development

Humanities and Fine Arts

ENG 200-level: Literature Options **(Required)**. Choose one:

ENG 203: Poetry: from Oral Tradition to Spoken Word	ENG 206: Survey of Multicultural Literature
ENG 204: Survey of American Literature	ENG 207: Survey of Literature and Pop Culture
ENG 205: Survey of African American Literature	

Choose an additional course from the following (A.A.):

ART 125: Survey of Art in Western Civilization	MUS 125: Survey of Music in Western Civilization
ENG Course 222 or Higher	REL 130: World Religions
REL 131: Old Testament	REL 132: New Testament
REL 231: History of the Black Church	PHL 131: Introduction to Philosophy
PHL 132: Ethics	PHL 133: Logic

Mathematics

MAT 130: Contemporary Math (A.A.)MAT 133 College Algebra (A.S.)

MAT 233: Probability and Statistics (A.S.)

Physical and Life Science

Choose one course from the following (A.A.):

BIO 131: Biological Science or PHY 131: Physical Science

Choose two courses from the following (A.S.)

BIO 131: Biological Science, PHY 131: Physical Science, BIO 141: General Biology I, BIO 142: General Biology II,

BIO 341: Environmental Biology, CHE141: General Chemistry I, CHE 142: General Chemistry II

Foreign Language

Choose one course from the following:

FRE 130: Conversational French or SPN 130: Conversational Spanish

Health and Fitness

Choose one of the following:

PER 222: Conditioning Exercises or PER 236: First Aid and Safety

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Major Requirements:

In addition to the general education requirements, each student is required to complete a minimum of 24 credit hours of their major requirements:

Associate of Science in Business Administration Associate of Arts in Media Strategies
Associate of Arts in Religion Associate of Arts in Sociology
Associate of Arts in Interdisciplinary Studies
Associates of Science in Interdisciplinary Studies

ASSOCIATE IN SCIENCE DEGREE REQUIREMENTS

MAJOR: BUSINESS ADMINISTRATION

Mission Statement

The focus of this program is to prepare students for entry-level positions in the business world or leading to a bachelor's degree. This degree provides foundational knowledge in the major functional areas of business, along with current and marketable administrative skills. The general studies courses ensure college-level competences in the arts and sciences.

Goals

1. Identify and classify current business concepts, principles and practices.
2. Develop, execute and apply basic business calculations to demonstrate basic financial literacy.
3. Communicate business concepts effectively in both written and oral format using clear, concise language appropriate to the audience.
4. Demonstrate the interrelationship of the functional areas of business including management, marketing, organizational behavior, computer and software systems, accounting and finance.
5. Identify issues and challenges related to ethics in current business.
6. Work as an effective team member and leader to develop a business plan and research specific business goals.

Objectives

Graduates of this program with an earned 2.0 GPA or above will be able to:

1. Exhibit and understanding of basic theory and practice of business and business administration.
2. Utilize analytical, problem solving, and decision-making skills applicable to business and business administration.
3. Demonstrate proficiency in the use and interpretation of data and information as applied to the various applications in business administration.

Business Administration Course Requirements:

Business Core	Credit Hours	Prerequisites
ACT 101-Fundamentals of Accounting	3	none
ECO 131-Macroeconomics	3	MAT 126
BUS 131-Principles of Management	3	ENG131
<i>Select five (5) Courses from the following areas:</i>		
ACT 131-Principles of Accounting I	3	MAT 126
ACT 132-Principles of Accounting II	3	ACT 131
MKT 131-Principles of Marketing	3	MAT 126
MKT 231-Consumer Behavior	3	MKT 131
ECO 132-Principles of Microeconomics	3	ECO 131
ECO-Money and Banking	3	ECO 132
FIN 131-Principles of Business Finance	3	MAT 126
FIN 231-Principles of Investment	3	FIN 131
General Education requirement for AS degree	37-39 Hours	
Business Courses or electives for AS degree	24 Hours	
Total Hours	61-63 Hours	

ASSOCIATE IN ARTS DEGREE REQUIREMENTS

MAJOR: SOCIOLOGY

Mission Statement

The Lane College Sociology AA program mission is to prepare students for employment in entry-level positions. It also provides students with credentials for acceptance to BA degree programs.

Goals

1. To acquaint the student with the major sociological concepts, theories, perspectives, methods, and knowledge, including culture, social structure, interaction, and change.
2. To foster the student's sociological imagination, the exploration of the relationship between an individual and the wider domestic as well as global society, including past and present social events.
3. To further develop the student's critical-thinking ability, which enables them to draw inferences from theories and data, recognize unstated assumptions, deduce conclusions from available information, and interpret and weigh evidence as to whether the conclusions drawn are correct. Students will also be able to evaluate the strengths of comparable arguments, apply sociological knowledge to new problems, read and interpret tables of data and graphs, and recognize the strengths and limitations of both quantitative and qualitative data.

Objectives

Students graduating with a 2.0 GPA or better will be able to:

1. Critically assess cultural and social developments at the and global levels;
2. Successfully secure employment in entry-level positions; and
3. Successfully apply for admission to BA degree programs.

Sociology Course Requirements:

Sociology Core	Credit Hours	Prerequisites
SOC 131-Introduction to Sociology	3	none
SOC 132-Social Stratification and Inequality	3	SOC 131
SOC 136-Social Problems	3	SOC 131
SOC 231-Deviance	3	SOC 131
SOC 232-Social Psychology	3	SOC 131
SOC 248-Social Organizations	3	SOC 131
<i>Students must complete (2) courses from following list:</i>		
EDU 230-Foundations of Education	3	ENG 131
PSY 130-Introduction to Psychology	3	EDU 230
PSY 230-Human Growth and Development	3	PSY 131
General Education requirement for AA degree	34 Hours	
General Electives	3	
Sociology Courses or electives for AA degree	27 Hours	
Total Hours	61 Hours	

ASSOCIATE IN ARTS DEGREE REQUIREMENTS

MAJOR: MASS COMMUNICATIONS/MEDIA STRATEGIES

Mission Statement

The Lane College Media Strategies AA program mission is to prepare students for employment in entry-level positions. It also provides students with credentials for acceptance to BA degree programs.

Goals

1. To acquaint the student with an introduction to the basic types, principles, and practices of media;
2. To foster the student's understanding of the theories and practices of writing across various mass media; and
3. To further develop the student's written and verbal communication skills so that the student can communicate across various media platforms.

Objectives:

Students who complete the Media Strategies major with a 2.0 GPA or above will be able to:

1. Write clearly and accurately for broadcast, print, internet, and social media;
2. Understand the function and effect of social media in a democratic society; and
3. Successfully apply for admission to BA degree programs.

Media Strategies Course Requirements:

Mass Communication Core	Credit Hours	Prerequisites
COM 131-Introduction to Mass Communications	3	none
COM 135-Introduction to Media Writing	3	
DIG 131-Introduction to Digital Media Strategies	3	
COM 233-Editorial Writing & Interpreting	3	COM 131
CSC 140-Introduction to Web Design	3	
<i>Students must complete (2) courses from Core Electives:</i>	6	
General Education requirement for AA degree	34 Hours	
General Electives	6	
Mass Communication Courses or electives for AA degree	27 Hours	
Total Hours	61 Hours	

ASSOCIATE IN ARTS DEGREE REQUIREMENTS

MAJOR: RELIGION

Mission Statement

The Lane College AA in religion program is designed to provide persons with a general interest in the Christian faith with a basic understanding of what it means to be Christian in our time and in local and global contexts.

Goals

1. To acquaint the student with the basic knowledge of the Christian texts, beliefs, history, ethics, and practice.
2. To facilitate theological, philosophical, and ethical reflection on the Christian texts, beliefs, history, ethics, and practice.
3. To enhance the student's written and verbal abilities to articulate the understanding of Christian texts, beliefs, history, ethics, and practice.

Objectives

Students graduating with a 2.0 GPA or better will be able to:

1. Understand and articulate effectively about Christian texts, beliefs, history, ethics, and practice.
2. Utilize their understanding about the Christian texts, beliefs, history, ethics, and practice in professional ministry settings.
3. Prepare for careers in ministry or BA degree programs

Religion Course Requirements:

Religion Core	Credit Hours	Prerequisites
PHL 131-Introduction to Philosophy	3	none
PHL 132-Principles of Ethics	3	PHL 131
REL 237-Introduction to Christian Theology	3	
REL 233 Christian Ethics	3	
REL 234 Church History	3	
General Education requirement for AA degree		34 Hours
General Electives	12	
Religion Courses or electives for AA degree		27 Hours
Total Hours		61 Hours

ASSOCIATE OF ARTS/SCIENCE DEGREE REQUIREMENTS

MAJOR: INTERDISCIPLINARY STUDIES

Mission Statement

The Lane College Interdisciplinary AA program mission is to prepare students for employment in entry-level positions. It also provides students with credentials for acceptance to BA degree programs.

AA and AS in INT combine choices from two departments across divisions boundaries leading to an associate degree.

Goals

1. To acquaint the student with an introduction to multiple perspectives and thinking strategies.
2. To foster the student's exploration in creative expression of problem solving and examination of real-world issues.
3. To facilitate the student's capacity to integrate knowledge and personal abilities to attain a level of sufficient competence.

Objectives

Students graduating with a 2.0 GPA or better will be able to:

1. Use multiple thinking strategies to examine real-world issues.
2. Integrate knowledge and personal abilities to attain a level of competence.
3. Understand the importance and influence of diversity.
4. Successfully secure employment in entry-level positions; and
5. Successfully apply for admission to BA degree programs.

Interdisciplinary Studies Course Requirements:

Interdisciplinary Studies Core	Credit Hours	Prerequisites
General Education requirement	34-39 Hours	
Area of Interest (Individualized)	24-27 Hours	
Total Hours	61 Hours	

Individualized Area of Interest combine courses from two departments across divisions boundaries leading to an associate degree as approved by the INT advisor. No more than 12 hours may be from the same discipline.

ACADEMIC DIVISIONS AND PROGRAMS- BACHELOR DEGREES

ACADEMIC DIVISIONS

LIBERAL STUDIES	
MAJORS English French Interdisciplinary Studies Mass Communication Music Physical Education Religion	MINORS Art English French Mass Communication Music Physical Education Religion Spanish
BUSINESS, SOCIAL AND BEHAVIORAL SCIENCES	
MAJORS Business Administration Criminal Justice History Sociology	MINORS Business Administration Criminal Justice History Sociology
NATURAL AND PHYSICAL SCIENCES	
MAJORS Biology Chemistry Computer Science Mathematics Physics	MINORS Biology Chemistry Computer Science Mathematics Physics

Degrees Offered

The College offers two baccalaureate degrees, the Bachelor of Arts and the Bachelor of Science. The Bachelor of Arts is awarded to students whose major field is Criminal Justice, English, History, French, Interdisciplinary Studies, Mass Communication, Music, Religion, or Sociology. The Bachelor of Science is awarded to students whose major field is Biology, Business Administration, Chemistry, Computer Science, Mathematics, Physical Education, or Physics.

Summary of Major Requirements

Major	Major Hours	General Education Core	General Elective Hours	TOTAL
Biology	47 or 48	61	15 or 16	124
Business Administration	42	54	28	124
Chemistry	52	53	19	124
Computer Science	44	53	27	124
Criminal Justice	39	54	31	124
English	52	45	27	124
French	42	48	34	124
History	33	54	37	124
Interdisciplinary Studies - General	54-66	45	13-25	124
Interdisciplinary Studies - Education	78			
Mass Communication	45	45	34	124
Mathematics	38	53	33	124
Music	56	45	23	124
Physical Education	53	45	20	124
Physics	39	53	32	124
Religion	36	45	43	124
Sociology	36	54	34	124

General Studies

General Studies Curriculum

The General Studies Curriculum comprises the courses required of all students and is intended to prepare them “with skills and knowledge replete with value and meaning for the student’s fulfillment in competitive livelihoods and for successful living.” This curriculum provides the foundation for study in whatever area the student chooses to major.

All students seeking a degree from Lane College must complete this core of courses, with the following exceptions:

1. Students whose physical condition does not permit them to take the required physical education courses may substitute them with less strenuous courses. The acceptable course is PER 260 – Fitness for Life. A physician’s statement may be required in such cases.
2. All students are required to complete an orientation course, ORN 110, to help them make a successful transition from high school to college. However, transfer students with 31 or more hours are not required to take this course.
3. Students who demonstrate computer literacy comparable to that required in CSC 131 – Introduction to Computers, may request a placement examination to test out of this course. Students who test out of CSC 131 do not receive credit for the course but will have an additional 3-credit hour elective. The Vice President for Academic Affairs may approve the waiver, upon recommendation of the Computer Science Faculty.
4. Students must demonstrate proficiency in a second language in order to graduate from Lane College. Students with no foreign language experience must take either French 130, or Spanish 130.
There are two possibilities for waiving foreign language requirements: (a) students with two or more years of French or Spanish in high school may request a placement examination and may test out of the foreign language requirement if the score is high enough; and (b) bilingual students who can demonstrate oral and written proficiency in both English and their second language may request that the foreign language requirement be waived. In either case, no credit is given for foreign language courses waived. The student may use those three credit hours toward additional electives. The Vice President for Academic Affairs may approve the waiver, upon recommendation from the French or Spanish faculty.

Mathematics Placement

Lane College students who will earn an Associates of Science degree, Bachelor of Science degree and/or any student who must take a calculus course are required to complete the ALEKS Placement Test in order to determine which math class they will be eligible to take.

This ALEKS Placement Test uses the AI-driven web-based software ALEKS PPL. In using this software, the goal is to provide students an opportunity to improve their math placement and college math readiness. In addition, **by taking this test, you may be able to “test out” of one or two lower-level course number math courses.**

In order to “test out”, students must earn an appropriate score as listed in the table below. Only a proctored ALEKS placement test score can be used for official math placement. You will need a webcam to complete a proctored exam from home. Locations and other information needed to register and complete the ALEKS Placement Test will be provided later.

About the ALEKS Math Placement Test

Each test consists of approximately 30 questions and takes about 60-90 minutes to complete. However, you will have three hours to finish the test.

Answers are free-form (not multiple-choice) and require an input that is either a number, expression, graph or some other type of mathematical quantity. Most questions require you to work out the problem on a piece of paper to determine the final answer. You then input the answer using the keyboard and mouse.

A calculator is provided within ALEKS for those questions where one is needed. No outside devices, notes, textbooks, or other materials are allowed during the test.

Placement Table

Note: Each student must fulfill the minimum prerequisite score to enroll in the class.

Minimum ALEKS Placement Test Score Prerequisite	Courses you are permitted to take
Below 45	*MAT 133 College Algebra with Coreq. MAT 111 Corequisite Support for MAT 133
46-60	MAT 133 (no Coreq. Required)
61-75	MAT 136 College Trigonometry
76-100	MAT 240 Calculus I

- Corequisite Support for MAT 133 College Algebra is taken concurrently with a section of MAT 111. Students testing out of MAT 133 and/or 136 will not receive transcript credit for these courses. Instead, they must take an additional 3 or 6 credit hours of general electives to reach the minimum required number of credit hours to graduate in their program.

GENERAL EDUCATION CURRICULUM

LEARNING OUTCOMES

The Learning Outcomes for the General Education Curriculum are as follows.

COMMUNICATION:

Students will develop the ability to speak and write clearly, thoughtfully and appropriately. They will have the skills to both express well-supported points of view and describe factual content in social, academic and professional environments.

PROBLEM SOLVING:

Students will learn to collaborate appropriately with others to gather information and ideas that aid in solving problems in a variety of contexts. Students will create solutions based on evidence, including quantitative data, clearly communicate problem and its solution using words, mathematical equations, figures, and tables effectively.

SCIENTIFIC REASONING:

Students will understand the nature of scientific knowledge and be able to grasp important concepts regarding the interactions between elements of the natural world. Students will become aware of the impacts of humans on their biological and physical surroundings.

CULTURAL and RELIGIOUS AWARENESS:

Students will appreciate the contributions of many cultures with respect to our social, artistic and religious environments as well as understand the historical background and ethical implications of individual and collective choices.

SELF-EFFICACY:

Students will be able to practice self-management in the service of professional tasks, including learning. Students will recognize the value of timeliness and an appetite to excel individually.

CRITICAL INQUIRY (thinking):

Students will be able to develop the disposition and skills to gather, organize, refine, analyze and evaluate critical information and ideas.

GENERAL STUDIES CORE CURRICULUM

Course descriptions for each course in the General Studies Core Curriculum are found in the respective major/minor areas in which those courses are housed.

FUNDAMENTAL SKILLS

COMMUNICATION
PROBLEM SOLVING
SCIENTIFIC REASONING
CULTURAL and RELIGIOUS AWARENESS
SELF-EFFICACY
CRITICAL INQUIRY (thinking):.

COURSE	TITLE	HOURS	TOTAL	PREREQUISITE(S)
ORN 110	Orientation	1		
CPI 101	Introduction to Career Pathways	1		
LCC 120	Freshman Reading Seminar	1		
LCC 112	Freshman Enrichment Seminar	1		
LCC 210	Sophomore Seminar	1		
CSC 131	Introduction to Computers	3		
FIN 150	Personal Financial Management	2		MAT 130 or MAT 133
			10	

LANGUAGE ARTS

COMMUNICATION
PROBLEM SOLVING
CULTURAL and RELIGIOUS AWARENESS
SELF-EFFICACY
CRITICAL INQUIRY (thinking):.

COURSE	TITLE	HOURS	TOTAL	PREREQUISITE(S)
ENG 133	Composition	3		
Select one of				
ENG 203 or	Poetry			
ENG 204 or	Survey of American Literature			
ENG 205 or	Survey of African American Literature			
ENG 206 or	Survey of Multicultural Literature			
ENG 207 or	Survey of Literature and Popular Culture	3		ENG 133
ENG 222 or	Survey of World Literature			
ENG 242 or	Women's Literature			
ENG 243	Literature and Film			
SPC 230	Foundations of Speech	3		ENG 133

			9	
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MATHEMATICS

COMMUNICATION
 PROBLEM SOLVING
 SCIENTIFIC REASONING
 SELF-EFFICACY
 CRITICAL INQUIRY (thinking)

COURSE	TITLE	HOURS	TOTAL	PREREQUISITE(S)
Select one of				
MAT 130 (non-STEM)	Contemporary Math	3		
MAT 133 (STEM)	College Algebra	3		
			3	

NATURAL SCIENCES

COMMUNICATION
 PROBLEM SOLVING
 SCIENTIFIC REASONING
 SELF-EFFICACY
 CRITICAL INQUIRY (thinking)

COURSE	TITLE	HOURS	TOTAL	PREREQUISITE(S)
Select one of		3		
BIO 131 or	Biological Science	3		
PHY 131	Physical Science			
			3	

FOREIGN LANGUAGES

COMMUNICATION
 CULTURAL and RELIGIOUS AWARENESS:
 CRITICAL INQUIRY (thinking)

COURSE	TITLE	HOURS	TOTAL	PREREQUISITE(S)
Select one of				
FRE 130 or	Conversational French			
SPN 130	Conversational Spanish	3		
			3	

HISTORY					
COMMUNICATION CULTURAL and RELIGIOUS AWARENESS CRITICAL INQUIRY (thinking).					
COURSE		TITLE	HOURS	TOTAL	PREREQUISITE(S)
Select one of					
HIS 131 or	U.S. History I				
HIS 231 or	World History I		3		
HIS 331	Black History I				
Select one of					
HIS 132 or	U.S. History II				U.S. History I
HIS 232 or	World History II		3		World History I
HIS 332	Black History II				Black History I
				6	

RELIGION				
COMMUNICATION PROBLEM SOLVING CULTURAL and RELIGIOUS AWARENESS SELF-EFFICACY CRITICAL INQUIRY (thinking)				
COURSE	TITLE	HOURS	TOTAL	PREREQUISITE(S)
REL 130	World Religions	3		
Choose one of				
REL 131 or	Old Testament or	3		
REL 132 or	New Testament or			
REL 231	History of the Black Church			
			6	

FINE ARTS/HUMANITIES				
COMMUNICATION PROBLEM SOLVING CULTURAL and RELIGIOUS AWARENESS SELF-EFFICACY CRITICAL INQUIRY (thinking)				
COURSE	TITLE	HOURS	TOTAL	PREREQUISITE(S)
Select one of				
ART 125	Survey of Art in Western Civilization			
ART 131 or	African Non-Western Art			
MUS 125 or	Survey of Music in Western Civilization			
MUS 121 or	Introduction to Music Theory	3		
MUS 334 or	World Music			
MUS 446	African American Music			
			3	

PHYSICAL EDUCATION

COMMUNICATION
SCIENTIFIC REASONING
CULTURAL and RELIGIOUS AWARENESS
SELF-EFFICACY
CRITICAL INQUIRY (thinking)

COURSE	TITLE	HOURS	TOTAL	PREREQUISITE(S)
Select one				
PER 222 or	Conditioning Exercise			
PER 326	First Aid and Safety	2		
			2	
TOTAL CREDITS =	45			

Notes on General Studies Core Curriculum

- Computer Science** – *Chemistry, Computer Science, Mathematics, and Physics majors* will take CSC 132 instead of CSC 131.
- Education** – All INT (Education Track) must take **BIO 143**
- English** – **All students must take ENG 133.** Students may choose one of the following to fulfill the English literature requirement: ENG 203, ENG 204, ENG 205, ENG 206, ENG 207, ENG 222, ENG 243.
- Natural Science**—*Biology and Physical Education majors* will take BIO 141 and BIO 142. *Biology and Chemistry majors* will take CHE 141 and 142. *Biology Chemistry, Computer Science, Mathematics, and Physics majors* will take PHY 241 and PHY 242. *All other majors* will take PHY 131 or BIO 131.
- Mathematics** – *Biology, Business, Chemistry, Computer Science, Education, Mathematics, Physics, Physical Education, and Sociology majors* will take MAT 133. *Biology, Chemistry, Computer Science, Mathematics, and Physics majors* will also take MAT 136. *All other majors* will take MAT 130. Students may place out of MAT 133 and/or MAT 136 courses with a satisfactory score on placement test.
- Foreign Language**—All students must select a one semester conversational course in French or Spanish.
- Religion**— **All students take REL 130.** Students may choose one of the remaining three courses for the second religion required course: REL 131, REL 132, or REL 231.
- Fine Arts**— All students choose one of the following courses: ART 125, ART 131, MUS 125, MUS 130, MUS 334, or MUS 431. **Music majors** will choose from the ART options.
- Physical Education**—*Physical Education majors* will take PER 115-Beginning Swimming, Other majors take PER 222 or PER 326.
- History** – Non-History majors may choose between two sections of U.S. History (HIS 131/132), World History (HIS 231/232) or Black History (HIS 331/332). Both courses must be taken sequentially.



DIVISION OF LIBERAL STUDIES AND EDUCATION



The Division of Liberal Studies comprises the core of the liberal arts curriculum of the College, and includes the courses in languages, education, literature, music, art, drama, speech, communication arts, religion, and philosophy. The Division offers courses required of all students as well as courses in the major areas of English, French, Interdisciplinary Studies, Mass Communication, Music, Physical Education, and Religion. The Division of Liberal Studies offers minors in Art, English, Foreign Languages, Music, Mass Communication, Physical Education, and Religion

Objectives

The Division of Liberal Studies provides students with an education in the Liberal Arts which is broad in scope, excellent in quality, and inclusive of the disciplines that are basic for the education curriculum. Graduates from the Division will:

1. Understand advanced concepts, terminology, methodology, subject matter, problems, and issues from multiple academic disciplines.
2. Communicate knowledge using the principles of multiple academic disciplines.
3. Develop writing, speaking, analyzing, and computing skills.
4. Recognize the importance of individual disciplines as a means to address problems and to generate knowledge.
5. Define value systems and codes of personal ethics through examination of the religions of the world, with special emphasis of the doctrines; and
6. Ponder the philosophical questions of human existence.

All students are required to take courses in Composition, Literature, Religion, Speech, and the Fine Arts; as well as one class in Orientation, as delineated in the description of the General Studies Curriculum. The Division of Liberal Studies includes in the content of its courses skills necessary for students to:

1. Develop proficiency in the basic skills of reading, writing, listening, speaking, and communication.
2. Develop independent reasoning, critical and creative thinking, and problem-solving skills.
3. Define value systems and codes of personal ethics through examination of religions of the world, with special emphasis on the doctrines of the Christian faith.
4. Cultivate an awareness of, and an appreciation for, diverse cultural heritages and an understanding of how they relate to each other.
5. Develop an understanding of the creative process and of the need for aesthetic judgment; and
6. Participate in society as informed and responsible citizens who have the skills necessary to obtain satisfying jobs and participate in the process of devising solutions to the world's problems.

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2021 - 2022

The following General Studies Core courses are offered through the Division of Liberal Studies:

COURSE	TITLE	CR
ORN 110	Orientation	1
ART 125	Survey of Art in Western Civilization	3*
ART 131	African & Non-Western Art	3*
MUS 125	Survey of Music in Western Civilization	3*
MUS 130	Introduction to Music Theory	3*
MUS 334	World Music	3*
MUS 431	African American Music	3*
FRE 130	Conversational French	3*
SPN 130	Conversational Spanish	3*
REL 130	World Religions	3***
REL 131	Old Testament	3***
REL 132	New Testament	3***
REL 231	History of the Black Church	3***
ENG 133	English Composition	3
ENG 203	Poetry: From Oral Tradition to Spoken Word	3*
ENG 204	Survey of American Literature	3*
ENG 205	Survey of African American Literature	3*
ENG 206	Survey of Multicultural Literature	3*
ENG 207	Survey of Literature and Pop Culture	3*
ENG 222	Survey of World Literature	3*
ENG 242	Women in Literature	3*
ENG 243	Literature and Film	3*
SPC 230	Foundations of Speech	3
PER 222	Conditioning Exercises	2
PER 326	First Aid and Safety	2

All students are required to take two credit hours of physical education regardless of the major area chosen.

** Students must select one.*

***Students must select a two-course sequence.*

****Students must take REL 130 and one additional course in religion (REL 131, REL 132, or REL 231) to satisfy the two-course religion requirement.*

INTERDISCIPLINARY STUDIES

The Interdisciplinary Studies Program (INT) provides each student with the opportunity to create a degree plan that is individualized and unique, while maintaining high academic standards. The INT is designed to meet the needs of creative, intellectually curious, academically motivated students for whom the traditional disciplinary offerings may not meet their needs or interest.

The program provides students with knowledge of interdisciplinary techniques that enhance problem-solving skills, critical thinking, and the ability to understand issues from multiple perspectives. INT Academic Advisors work with students to create a program of study that is individually tailored to meet the educational and career interests and goals of each student. An INT degree prepares students for many different careers and for entry into a variety of graduate programs.

Objectives

Students who complete the interdisciplinary studies major will:

1. Use multiple thinking strategies to examine real-world issues, explore creative avenues of expression, solve problems, and make consequential decisions;
2. Integrate knowledge and personal abilities to attain a level of competence sufficient for productive citizenship and sustained learning;
3. Understand and articulate the importance and influence of diversity within and among cultures and societies;
4. Pursue graduate degrees or employment in a selected field; and,
5. Utilize their generalist degree to pursue graduate study in a variety of areas.

A major in Interdisciplinary Studies requires 38 credit hours as indicated on the curriculum chart. Students seeking a generalist degree can major in Interdisciplinary Studies.

Tracks

The INT Program has three tracks that make up the course of study for the INT degree.

Generalist: - Programs commonly combine choices from two or more departments, and may cross division boundaries. Based upon the degree pursued there is a maximum number of credit hours that may be earned from the same discipline.

Specialist: - Programs commonly consist of a Certificate program, or a pre-defined program sequence within INT.

Education: - This track houses the program of study for students seeking a career in education.

Requirements for the Major in Interdisciplinary Studies

A major in Interdisciplinary Studies General Track requires 124 credit hours. This includes at least 42 semester hours, but no more than 54 semester hours in an individualized Area of Interest (approved by the INT advisor). In addition to 45 credit hours of general education courses. The student must earn a "C" or better in each major course. The exact program must be established by the student and their designated advisor.

Interdisciplinary Studies Curriculum (Generalist)

Course #	General Education Core	Cr	Prerequisite	Course #	Major Core Courses	Cr	Prerequisite
ORN 110	Orientation	1		INT 131	Intro to Interdisciplinary Studies	3	
LCC 112	Freshman Reading Seminar	1		INT 231	Special Topics	3	
LCC 120	Freshman Enrichment Seminar	1		INT 431	Interdisciplinary Studies SR Thesis	3	
LCC 210	Sophomore Seminar	1		INT 432	Interdisciplinary Studies SR Project	3	
CPI 101	Intro to Career Pathways	1				12	
CSC 131	Introduction to Computers	3					
FIN 150	Personal Fin. Management	2	MAT 130/133				
REL 130	World Religions	3					
REL 131, 132 or 231	Old Testament, New Testament or History of the Black Church	3					
ENG 133	English Composition	3					
ENG 200s	Literature Options	3	ENG 133	Course	Major Area of Interest	Cr	Prerequisite
SPC 230	Foundations of Speech	3	ENG 132		42-54 semester hours in individualized areas of interest (approved by the INT advisor)	42-54	
MAT 130/133	Contemporary Math/College Algebra*	3				42 - 54	
BIO/PHY 131	Biological/Physical Science	3					
HIS 131/231/331	U.S., World or Black History I	3					
HIS 132/232/332	U.S., World or Black History II	3	HIS 131, 231				
FRE/SPN I30	Conversational French/Spanish	3					
ART/MUS	Fine Arts GenEd Options	3			MAJOR CORE HOURS	12	
PER 222/326	Conditioning Exercises/First Aid & Safety	2			MAJOR AREA OF INTEREST	42-54	
GENERAL EDUCATION CORE	GENERAL EDUCATION CORE	45			GENERAL ELECTIVE	13-25	
					TOTAL HOURS	124	

- *Determined by Area of Interest

Academic Pathway for Interdisciplinary Studies – Generalist Track

Freshman Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
ORN	110	Freshman Orientation	1	MAT/		200-level Math Course/General Electives	3
MAT	130/133	Contemporary Math/College Algebra	3	ENG	200s	Literature Options	5
ENG	133	English Composition	3	INT	131	Intro to Interdisciplinary Studies: Foundations	3
BIO/PHY	131	Biological/Physical Science	3	REL	131/132/231	Old/New Test/History Black Church	3
REL	130	World Religions	3	FRE/SPN	130	Conversational French/Spanish	3
LCC	120	Freshman Enrichment Seminar	1	CPI	101	Intro to Career Pathways	1
LCC	112	Freshman Reading Seminar	1				
		Total	15			Total	16
Sophomore Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
		Electives	5	HIS	132/232/332	U.S./World/Black History II	3
HIS	131/231/331	U.S./World/Black History I	3	INT	231	Special Topics	3
CSC	131	Introduction to Computers	3	SPC	230	Foundations of Speech	3
FIN	150	Personal Financial Management	2	ART/MUS		Fine Arts Gen Education Options	3
PER	222/236	Conditioning Exercises/Firs Aid & Safety	2			Electives	3
		Total	15			Total	15
Junior Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
		Major Area of Interest	16			Major Area of Interest	16
		Total	16			Total	16
Senior Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
INT	431	Interdisciplinary Studies Senior Thesis	3	INT	432	Interdisciplinary Studies Senior Project	3
		Major Area of Interest	6-12			Major Area of Interest	5-11
		General Electives	1-7			General Electives	1-7
		Total	16			Total	15

Interdisciplinary Studies Curriculum (Education Track)

Course #	General Education Core	Cr	Prerequisite	Course #	Major Core Courses	Cr	Prerequisite
ORN 110	Orientation	1		ENG 237	Children's Literature	3	ENG 133
LCC 120	Freshman Enrichment Seminar	1		ENG 350	Literacy I	3	EDU 230
LCC 112	Freshman Reading Seminar	1		ENG 351	Literacy II	3	EDU 350
LCC 210	Sophomore Seminar	1		PSY 331	Human Growth & Development	3	PSY 131
FIN 150	Personal Fin. Management	2	MAT 133	PSY 131	Education Psychology	3	EDU 230
REL 130	World Religions	3		PHY 131	Intro to Philosophy	3	
REL 231	History of the Black Church	3		PSY 332	Exceptional Learner	3	PSY 131
ENG 133	Composition	3		PER 335	School Health	3	
ENG 200s	Gen Ed Literature Options	3	ENG 133	HIS 231	World History I	3	
SPC 230	Foundations of Speech	3	ENG 131	GEO 231	World Geography	3	
MAT 133	College Algebra	3		SOC 131	Intro to Sociology	3	
BIO 143	Science in Education	3		EDU 230	Foundations of Education	3	ENG 131
PHY 131	Physical Science	3		EDU 231	Technology for Educators	3	
HIS 131	U.S. History I	3		EDU 232	Curriculum & Instruction	3	Field experience
HIS 132	U.S. History II	3	HIS 131	EDU 330	Classroom Management	2	EDU 230
FRE/SPN 130	Conversational French/Spanish	3		EDU 332	Test & Measurement	2	EDU 230, and MAT 125/126
ART/MUS	Fine Arts Gen Ed options	3		EDU 333	Elementary Social Studies	3	Field experience
PER 222/326	Conditioning Exercises/First Aid & Safety	2		EDU 334	Teaching Elementary Science	3	EDU 332
				EDU 337	Teaching Elementary Math	3	Field experience
				EDU 338	Reading & Writing	3	Field experience
				EDU 340	Multicultural Settings	3	
					Major Electives	18	
	GENERAL EDUCATION CORE	45			MAJOR CORE HOURS	79	
					MAJOR CORE HOURS	79	
					GENERAL EDUCATION	45	
					TOTAL HOURS	124	

Academic Pathway for Interdisciplinary Studies – Education Track

Freshman Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
ORN	110	Freshman Orientation	1	CPI	101	Intro to Career Pathway	1
MAT	133	College Algebra	3	ENG	200s	Literature Options	3
ENG	133	English Composition	3	BIO	143	Biological Science in Education	4
PHY	131	Physical Science	3	HIS	132	U.S. History II	3
HIS	131	U.S. History I	3	FRE/SPN	130	Conversational French/Spanish	3
LCC	112	Freshman Reading Seminar	1	ART/MUS		Fine Arts Gen Ed Options	3
LCC	120	Freshman Enrichment Seminar	1				
		Total	15			Total	16
Sophomore Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
PER	222/326	Conditioning Exercises/First Aid & Safety	2	REL	231	History of Black Church	3
REL	130	World Religions	3	HIS	231	World History I	3
SPC	131	Foundations of Speech	3	SOC	131	Intro to Sociology	3
EDU	230	Foundations of Education	3	PSY	131	Education Psychology	3
FIN	150	Personal Financial Management	2	PSY	331	Human Growth & Development	3
PHL	131	Intro to Philosophy	3	LCC	210	Sophomore Seminar	1
		Total	16			Total	16
Junior Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
EDU	333	Elem Social Studies	3	GEO	231	World Geography	3
EDU	334	Teaching Elementary Science	3	EDU	351	Literacy II: Literacy Instruction for Grades 2-5	3
EDU	337	Teaching Elementary Math	3	EDU	231	Technology for Educators	3
EDU	232	Curriculum & Instruction	3	PER	335	School Health & Nutrition	3
EDU	350	Literacy I: Emergent Literacy Methods	3	ENG	237	Children's Literature	3
EDU	330	Classroom Management	2			Elective	1
		Total	17			Total	16
Senior Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
PSY	330	Exceptional Learner	3			Electives	12
EDU	340	Multicultural Settings	3				
EDU	338	Reading and Writing	3				
EDU	332	Test & Measurement	2				
		Electives	5				
		Total	16			Total	12

ENGLISH

The study of literature and its assorted periods and genres is an indispensable part of a liberal arts education. Through the English curriculum, students will learn to think critically on the human experience that literature presents as they explore the questions that various poems, plays, short stories, and novels raise. Further, from Composition I forward, students practice the use of formal writing and expression in order to organize their thoughts, provide and incorporate researched evidence for their claims, and support their arguments.

Objectives

Students majoring in English will be able to:

1. Excel in writing and oral communication through the study and analysis of literature and the techniques of composition.
2. Develop skills necessary for perceptive reading, critical thinking, and effective writing and speech.
3. Develop skills necessary to succeed in graduate study or careers in education, law, medicine, ministry, library science or communication, among other career options.
4. Have the ability to write clear, practically error-free prose; and
5. Demonstrate the ability to use primary texts, reference sources, and periodicals in preparing research.

Requirements for the Major in English

A major in English requires 124 credit hours. This includes 11 required major courses (33 credit hours), and 2 elective major courses (6 credit hours). Before taking courses in the major or minor areas, English majors and minors must complete the Composition sequence, and Introduction to Literature. These prerequisite courses do not count toward the English major or minor. English majors or minors must earn a “C” or better in the Composition, Literature, and in major and minor courses. (Students are advised to take survey courses in sequence.)

Requirements for the Minor in English

A minor in English requires 21 hours. Minors are required to take ENG 231– American Literature I, ENG 232 – American Literature II, ENG 331 – British Literature I, ENG 332 – British Literature II, ENG 335 – Shakespeare, and ENG 330 - African-American Literature I. English minors must also take one additional elective English course at or above the 200 level.

English Curriculum

Course #.	General Education Core	Cr	Prerequisite	Course No.	Major Courses	Cr	Prerequisite
ORN 110	Orientation	1		ENG 200	Intro to English Studies	2	
CPI 101	Intro to Career Pathway	1		ENG 231	American Literature I	3	ENG 221
LCC 112	Freshman Reading Seminar	1		ENG 232	American Literature II	3	ENG 231
LCC 120	Freshman Enrichment Seminar	1		ENG 234	Grammar & Syntax	3	ENG 133
LCC 210	Sophomore Seminar	1					
CSC 131	Introduction to Computers	3		ENG 238	Greek and Roman Drama or	3	ENG 200s
FIN 150	Personal Fin. Management	2	MAT 130	ENG 239	Survey of Modern Drama		
REL 130	World Religions	3		ENG 331	British Literature I	3	ENG 200s
REL 131 132 or	Old Testament, New Testament,	3		ENG 332	British Literature II	3	ENG 331
ENG 133	English Composition	3		ENG 333	Literary Criticism	3	ENG 200s
ENG 200s	Literature Options	3	ENG 133	ENG 335	Shakespeare	3	ENG 200s
SPC 230	Foundations of Speech	3	ENG 133	ENG 330	African American Literature	3	ENG 200s
MAT 130	Contemporary Math	3		ENG 430	African American Literature II	3	ENG 330
BIO/PHY 131	Biological/Physical Science	3		ENG 341	World Literature I	3	ENG 200s
HIS 131, 231 or	U.S., World or Black History I	3		ENG 342	World Literature II	3	ENG 341
HIS 132, 232 or	U.S., World or Black History II	3	HIS 131, 231 or	ENG 431	Contemporary Literature	3	
FRE/SPN 130	Conversational French/Spanish	3		ENG 400	Senior Seminar	2	
PER 222/326	Conditioning Exercises/First Aid & Safety	2			ENG Electives	9	
					MAJOR HOURS	52	
					GENERAL EDUCATION	45	
	GENERAL EDUCATION CORE	45			GENERAL ELECTIVES	27	
					TOTAL HOURS	124	

Academic Pathway for English

Freshman Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
ENG	133	English Composition	3	CSC	131	Introduction to Computers	3
MAT	130	Contemporary Math	3	ENG	200s	Literature Options	3
ORN	110	Freshman Orientation	1	ART/MUS		Fine Arts Gen Ed Options	3
BIO/PHY	131	Biological/Physical Science	3	REL	131/132/ 231	Old/New Test/History Black Church	3
REL	130	World Religions	3	CPI	101	Intro to Career Pathway	1
LCC	112	Freshman Reading Seminar	1	PER	222/326	Conditioning Exercises/First Aid & Safety	2
LCC	120	Freshman Enrichment Seminar	1				
		Total	15			Total	15
Sophomore Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
ENG	200	Introduction to English Studies	2	LCC	210	Sophomore Seminar	1
FIN	150	Personal Financial Management	2	ENG	234	Grammar & Syntax	3
FRE/SPN	130	Conversational French/Spanish	3	ENG	238/239	Greek & Roman Drama or Survey of Modern Drama	3
HIS	131/231/ 331	U. S./World/Black History I	3	HIS	123/23 2/332	U. S./World/Black History II	3
		General Electives	3			General Electives	6
SPC	230	Foundations of Speech	3				
		Total	16			Total	16
Junior Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
ENG	231	American Literature I	3	ENG	232	American Literature II	3
ENG	331	British Literature I	3	ENG	332	British Literature II	3
ENG	341	World Literature I	3	ENG	342	World Lit II	3
		General Electives	7	ENG	333	Literary Criticism	3
						Electives	3
		Total	16			Total	15
Senior Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
ENG	330	African American Literature	3	ENG	400	Senior Seminar	2
ENG	335	Shakespeare	3	ENG	430	African American Lit II	3
ENG		English Electives	6	ENG	431	Contemporary Lit	3
		General Electives	4	ENG		English Electives	3
						General Electives	4
		Total	16			Total	15
						TOTAL	124

FRENCH

The degree program in French is designed to prepare students with a sound background in a language other than their own. Students with a second language are in increasing demand in industry and government, including the Foreign Service. French majors are also encouraged to pursue opportunities to study and live abroad in French-speaking countries.

Objectives

Students who complete the French major will:

1. Experience excellence in written and oral communication through the study and analysis of literature and techniques of composition in French.
2. Acquire experience in the French Language so that students will be able to demonstrate the ability to use primary texts, bibliographical sources, and periodicals for research and other purposes.
3. Engage in the exploration of innovative ideas, through teaching and research; and,
4. Be prepared for graduate study, or career opportunities in multi-national businesses and non-profit organizations in different areas, including, but not limited to, international relations, marketing, and translation.

Requirements for the French Major

A major in French requires 42 credit hours. This includes 13 required major courses (39 credit hours); and 1 elective major course (3 credit hours) as indicated in the curriculum chart.

Students without prior exposure to French are encouraged to select French as a major. FRE 131 and 132- Elementary French I and II will count toward satisfying the General Studies foreign language requirement, but will not count toward the degree in French.

Requirements for the French Minor

A minor in French requires 18 credit hours that must include both Intermediate French I & II. French minors may select four (4) additional French courses at or above the 300 level to complete the minor. As many as 12 credits toward the minor may be earned through a Lane-approved study abroad program in a French-speaking country. At least one course at the 300 level must be taken at Lane College to complete the minor.

French Curriculum

Course No.	General Education Core	Cr	Prerequisite	Course No.	Major Courses	Cr	Prerequisite
ORN 110	Orientation	1		FRE 231	Intermediate French I	3	FRE 132
CPI 101	Intro to Career Pathway	1		FRE 232	Intermediate French II	3	FRE 231
LCC 112	Freshman Reading Seminar	1		FRE 311	Phonetics and Pronunciation	3	FRE 232
LCC 120	Freshman Enrichment Seminar	1		FRE 312	Intensive Readings French Lit	3	FRE 232
LCC 210	Sophomore Seminar	1		FRE 322	Conversation and Oral	3	FRE 311
CSC 131	Introduction to Computers	3		FRE 323	Advanced French Grammar	3	FRE 322
FIN 150	Personal Fin. Mgt	2	MAT 130	FRE 331	Survey of French Literature	3	FRE 312
REL 130	World Religions	3		FRE 332	Survey of French Literature II	3	FRE 312
REL 131 132 or	Old Testament, New Testament or History of the Black Church	3		FRE 333	French for Business	3	FRE 331
ENG 133	English Composition	3		FRE 431	French Civilization	3	FRE 331
ENG 200s	Literature Options	3	ENG 133	FRE 432	Francophone Literature and	3	FRE 431
SPC 230	Foundations of Speech	3	ENG 133	FRE 461	Methods/Math for Teaching	3	Senior
MAT 130	Contemporary Math	3		FRE 480	Senior Seminar	3	Senior
BIO /PHY131	Biological /Physical Science	3		FRE	French Elective	3	
HIS 131/ 231/331	U.S., World or Black History I	3					
HIS 132/ 232/332	U.S., World or Black History II	3	HIS 131, 231 or 331				
FRE 131	Elementary French I	3					
FRE 132	Elementary French II	3					
ART/MUS	Fine Arts Gen Ed Options	3					
PER 222/326	Conditioning Exercises/First Aid & Safety	2					
					MAJOR HOURS	42	
					MAJOR HOURS	42	
					GENERAL EDUCATION	48	
	GENERAL EDUCATION CORE	48			GENERAL ELECTIVE	34	
					TOTAL HOURS	124	

Academic Pathway for French

Freshman Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
ORN	110	Orientation	1	CSC	131	Introduction to Computers	3
MAT	130	Contemporary Math	3	ENG	200s	Literature Options	3
ENG	133	English Composition	3	CPI	101	Intro to Career Pathway	1
BIO/PHY	131	Biological/Physical Science	3	FRE	132	French II	3
FRE	131	French I	3	ART/MUS		Fine Arts Gen Ed options	2
LCC	120	Freshman Enrichment Seminar	1	PER	222/326	Conditioning Exercise/First Aid & Safety	3
LCC	112	Freshman Reading Seminar	1				
		Total	15			Total	15
Sophomore Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
FRE	231	Intermediate French I	3	FRE	232	Intermediate French II	3
SPC	230	Foundations of Speech	3				
HIS	131/231/331	U.S./World/Black History I	3	HIS	132/232/332	U.S./World/Black History II	3
		General Electives	3	REL	131/132/231	Old/New Test/History Black Church	3
REL	130	World Religions	3			General Electives	6
				LCC	210	Sophomore Seminar	1
		Total	15			Total	16
Junior Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
FRE	311	Phonetics and Pronunciation	3	FRE	322	Conversation and Oral Grammar	3
FRE	312	Intensive Reads in French Lit	3	FRE	333	French for Business	3
FRE	331	Survey of French Literature I	3	FRE	332	Survey of French Literature II	3
FIN	150	Personal Financial Management	2			General Electives	7
		General Electives	5				
		Total	16			Total	16
Senior Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
FRE	323	Advanced French Grammar	3	FRE	432	Francophone Lit and Culture	3
FRE	461	Meth & Mat Teach French, 7 - 12	3	FRE	480	Senior Seminar	3
FRE	431	French Civilization	3			General Electives	10
		French Electives	3				
		General Electives	3				
		Total	15			Total	16

MASS COMMUNICATION

The Department of Mass Communication is committed to a pedagogy that emphasizes skills as critical consumers of knowledge and information, as well as producers of this knowledge. The Department prepares students to function effectively in, and contribute to, a world that is changing at a rapid pace and is communication-intensive and technology-driven.

Mass Communication students receive hands-on experience and training in the use of equipment and technology to enhance their writing and verbal communication skills, apply theories in the use of presentations of images and information, and demonstrate their understanding of the uses of communication technologies and how they influence people in a global society.

Students must choose between the Generalist or the Broadcasting track.

Objectives

Students who complete the Mass Communication major at Lane College will have:

1. The ability to write clearly and accurately for broadcast, print, cable, internet, and social media.
2. Understanding of the function and effect of mass media in a democratic society.
3. Knowledge about the technological, economic, and human factors that are involved in the production of print and broadcast media; and,
4. Knowledge, skills, and experience in print, broadcast, and public relations.

Requirements for the Mass Communication Major

Mass Communication majors are required to take 45 credit hours in Mass Communication as follows: 24 credit hours in major core courses; 21 credit hours of major electives for the Generalist; 3 hours track course and 18 hours of major electives for the Broadcasting track. All Mass Communication majors and minors must demonstrate the ability to effectively use word processing software.

Students with a major or minor in Mass Communication must complete the required English Composition courses with a minimum grade of "C" in each course. At the discretion of the major advisor, students with a satisfactory grade in Composition I may be allowed to take introductory Mass Communication courses before successfully completing Composition II. All Mass Communication majors are encouraged to complete at an internship before graduation.

Requirements for the Mass Communication Minor

Mass Communication minors must take 18 credit hours, 12 of which are specified: COM 131, COM 132, COM 135, and COM 236. Students may select the remaining 6 hours from major elective courses.

Mass Communication Curriculum

Course No.	General Education Core	Cr	Prerequisite	Course No.	Major Core	Cr	Prerequisite
ORN 110	Orientation	1		COM 131	Intro to Mass Communications	3	ENG 131/132
CPI 101	Intro to Career Pathway	1		COM 132	Intro to Comm. Theory	3	COM 131
LCC 112	Freshman Reading Seminar	1		COM 135	Introduction to Media Writing	3	COM 131
LCC 120	Freshman Enrichment Seminar	1		COM 236	Online Journalism	3	COM 131
LCC210	Sophomore Seminar	1		COM 260	Interpersonal Comm. Theory	3	COM 131
CSC 131	Introduction to Computers	3		COM 337	Media Law & Ethics	3	COM 131, 135
FIN 150	Personal Fin. Mgt.	2	MAT 130	COM 470	Integrated Media	3	COM 131, 212
REL 130	World Religions	3		DIG 131	Intro. to Digital Media Strategies	3	COM 131
REL 131/	Old Testament, New Testament	3					
ENG 133	English Composition	3			MAJOR CORE	24	
ENG 200s	Literature Options	3	ENG 133				
SPC 230	Foundations of Speech	3	ENG 131	Course No.	General Track	Cr	Prerequisite
MAT 130	Contemporary Math	3			COM Electives	21	
BIO/PHY 131	Biological/Physical Science	3					
HIS 131, 231 or 331	U.S., World or Black History I	3		Course No.	Broadcasting Track	Cr	Prerequisite
HIS 132, 232 or 332	U.S., World or Black History II	3	HIS 131, 231 or 331	COM 212	Intro to Broadcasting	3	COM 131
FRE/SPN 130	Conversational French/Spanish	3		COM	COM General/Electives	18	COM 131
ART/M US	Fine Arts Gen Ed Options	3			BROADCASTING TRACK	21	
PER	Health & Fitness Gen Ed Options	2					
					MAJOR HOURS	45	
					GENERAL EDUCATION	45	
	GENERAL EDUCATION	45			GENERAL ELECTIVE HOURS	34	
					TOTAL HOURS	124	

Academic Pathway Mass Communication – General Track

Freshman Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
ORN	110	Orientation	1	CSC	131	Introduction to Computers	3
MAT	130	Contemporary Math	3	ENG	200s	Literature Options	3
ENG	133	English Composition	3	BIO/PHY	131	Biological/Physical Science	3
COM	131	Intro to Mass Communication	3	HIS	132/232/332	U. S./World/Black History II	3
HIS	131/231/331	U. S./World/Black History I	3	SPC	230	Foundations of Speech	2
LCC	112	Freshman Reading Seminar	1	CPI	101	Intro to Career Pathway	1
LCC	120	Freshman Enrichment Seminar	1				
		Total	16			Total	15
Sophomore Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
FRE/SPN	130	Conversational French/Spanish	3	LCC	210	Sophomore Seminar	1
ART/MUS		Fine Arts Gen Ed Options	3			General Electives	3
REL	130	World Religions	3	REL	132/232/332	Old/New Test/History Black Church	3
COM	132	Intro to Comm Theory	3	COM	236	Online Journalism	3
FIN	150	Personal Finance Management	2	COM	260	Interpersonal Communication	3
PER		Health & Fitness Gen Ed Options	2	COM	135	Intro to Media Writing	3
		Total	16			Total	16
Junior Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
DIG	131	Intro. to Digital Media Strategies	3	COM	337	Media Law	3
COM	132	Intro to Comm Theory	3	COM		Major Electives	6
COM		Major Electives	6			GENERAL ELECTIVES	6
		General Electives	4				
		Total	16			Total	15
Senior Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
COM	260	Interpersonal Comm. Theory	3	COM	470	Integrated Media	3
COM	270	Radio Announcing	3	COM		Major Electives	3
COM		Major Electives	6			General Electives	9
		General Electives	3				
		Total	15			Total	15

Academic Pathway Mass Communication – Broadcasting Track

Freshman Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
LCC	112	Freshman Reading Seminar	1	CSC	131	Intro to Computers	3
LCC	120	Freshman Enrichment Seminar	1	ENG	200s	Literature Options	3
ORN	110	Orientation	1	BIO/PHY	131	Biological/Physical Science	3
MAT	130	Contemporary Math	3	SPC	230	Foundations of Speech	3
ENG	133	English Composition	3	CPI	101	Intro to Career Pathway	1
COM	131	Intro to Mass Communications	3	HIS	132/232/332	U. S./World/Black History II	3
HIS	131/231/331	U. S./World/Black History I	3				
			Total			Total	16
Sophomore Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
FRE/SPN	130	Conversational French/Spanish	3	LCC	210	Sophomore Seminar	1
ART/MUS		Fine Arts Gen Ed Options	3	COM	135	Introduction to Media Writing	3
REL	130	World Religions	3	REL	131/132/231	Old/New Test/History Black Church	3
COM	132	Intro to Comm Theory	3	COM	236	Online Journalism	3
FIN	150	Personal Finance Management	2			General Electives	3
PER		Health & Fitness Gen Ed Options	2	COM	260	Interpersonal Comm	3
			Total			Total	16
Junior Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
COM		Major Electives	3	COM		Major Electives	6
DIG	131	Intro to Digital Media Strategies	3	COM	337	Media Law	3
COM	212	Intro to Broadcasting	3	COM		Major Electives	6
		General Electives	7				
			Total			Total	15
Senior Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
COM		Major Electives	6	COM	470	Integrated Media	3
		General Electives	9	COM		Major Electives	3
						General Electives	9
			Total			Total	15

MUSIC

The Department of Music is committed to providing the most productive experience for students who wish to study music. The Department has established the following goals to achieve its mission: 1) promotion of an understanding and appreciation for music in various forms for all students as a vital part of a liberal arts education; 2) encouragement of intellectual and individual creativity through exposure to a variety of musical experiences; and 3) examination of African Americans and the ways in which music has permeated various cultures of the world.

Students in music may choose an emphasis in performance, (voice, piano, woodwinds, etc.) and/or pursue Music Education as an option.

Objectives

Upon graduating, students majoring in Music will be able to:

1. Perform repertoire and technical exercises of standard “classical” works in various styles by major composers from the major periods of music history, including works of African American composers;
2. Demonstrate basic skills of musicianship at the piano.
3. Exhibit knowledge of musical terminology, principles of music theory and structure, the history and literature of music, and basic reference works.
4. Exhibit effective written and oral communication skills regarding musical compositions, performances, and experiences; and,
5. Understand the role of the musician in service to the community and to the broad career opportunities for a vocation in Music.

Requirements for the Music Major

The major in Music requires 124 semester hours. Incoming freshmen and transfer students must take a theory placement test. Some may be required to complete 130 – Introduction to Music Theory. This course does not count toward the major or minor degree program in music.

Music majors must complete eight semesters of an ensemble, i.e., Band or Choir, and eight semesters of Applied Music study on a single instrument or voice. The required courses for the music major are indicated in the curriculum chart.

All Music majors and minors are required to attend recitals and other concerts as required by the Music faculty. No credit is awarded for Recital/Concert attendance, which is graded on a Pass/Fail basis. Students must pass each semester in order to fulfill their graduation requirement.

All Music majors will give a half recital (30 minutes in length) in their junior year, and a full-length (45 minutes to an hour in length) Senior Recital. Music minors may give a half recital or appear before a jury composed of the Music faculty.

Requirements for the Music Minor

The minor in Music requires 27 semester hours. Music minors must complete four semesters of an ensemble, i.e., Band or Choir, and four semesters of Applied Music study on a single instrument or voice. Music minors must also complete MUS 131, MUS 132, MUS 323, MUS 331, and MUS 332.

Music Curriculum

Course #	General Education Core	Cr	Prerequisite	Course #	Major Courses	Cr	Prerequisite
ORN 110	Orientation	1		MUS	Ensemble	8	
CPI 101	Introduction to Career Pathways	1		MUS 141/142/143	Applied Music	4	
LCC 120	Freshman Reading Seminar	1		MUS 341/342/343	Advanced Applied Music	3	MUS 141/142/143
LCC 112	Freshman Enrichment Seminar	1		MUS 441	Degree Recital	1	MUS 341/342/343
LCC 210	Sophomore Seminar	1		MUS 118/116	Class Piano/Voice I	1	
CSC 131	Introduction to Computers	3		MUS 119/117	Class Piano/Voice II	1	MUS 118/116
FIN 150	Personal Fin. Mgt	2	MAT 130	MUS 131	Music Theory I	3	
REL 130	World Religions	3		MUS 132	Music Theory II	3	MUS 131
REL 131 / 132	Old Testament, New Testament	3		MUS 231	Music Theory III	3	MUS 132
ENG 133	English Composition	3		MUS 232	Music Theory IV	3	MUS 231
ENG 200s	Literature Options	3	ENG 133	MUS 221	Instruments I	2	MUS 132
				MUS 222	Instruments II	2	MUS 132
SPC 230	Foundations of Speech	3	ENG 133	MUS 321	Counterpoint	2	MUS 232
MAT 130	Contemporary Math	3		MUS 323	Conducting I	2	MUS 232
BIO/PHY 131	Biological/Physical Science	3		MUS 331	Music History I	3	MUS 232
HIS 131, 231 or 331	U.S., World or Black History I	3		MUS 332	Music History II	3	MUS 331
HIS 132, 232 or 332	U.S., World or Black History II	3	HIS 131, 231 or 332	MUS 333	Form and Analysis	3	MUS 232
FRE/SPN 130	Conversational French/Spanish	3		MUS 422	Orchestration	2	MUS 232
ART/MUS	Fine Arts/Gen Ed Options	3		MUS 424	Gen Music Methods/Math	2	MUS 132
PER	Health & Fitness Gen Ed Option	2		MUS 425/426	Vocal/Instrumental Meth & Materials	2	MUS 132
				MUS 431	African American Music	3	
					MAJOR COURSES	56	
					MAJOR HOURS	56	
					GENERAL EDUCATION CORE	52	
					GENERAL ELECTIVE	19	
	GENERAL EDUCATION CORE	45			TOTAL HOURS	124	

Academic Pathway for Music – Instrumental Concentration

Freshman Year							
Semester I				Semester II			
Dept.	No.	Course	Cr	Dept.	No.	Course	Cr
ORN	110	Orientation	1	CSC	131	Introduction to Computers	3
LCC	112	Freshmen Enrichment Seminar	1	MAT	130	Contemporary Math	3
LCC	120	Freshmen Reading Seminar	1	CPI	101	Intro to Career Pathways	1
ENG	133	English Composition	3	REL	130	World Religions	3
BIO/PHY	131	Biological/Physical Science	3	MUS	141	Applied Instrument	1
MUS	111	Marching Band	1	MUS	112/114	Concert/Stage & Jazz Band	1
MUS	141	Applied Instrument	1	MUS	119	Class Piano II	1
MUS	131	Music Theory I	3	MUS	132	Music Theory II	3
MUS	118	Class Piano I	1				
		Total	15			Total	16
Sophomore Year							
Semester I				Semester II			
Dept.	No.	Course	Cr	Dept.	No.	Course	Cr
ENG	200s	Literature Options	3	FIN	150	Personal Finance Management	2
HIS	131/231/331	US/World/Black History I	3	HIS	132/232/332	US/World/Black History II	3
REL	131/132/231	Old /New Test/History Black Church	3	LCC	210	Sophomore Seminar	1
MUS	111	Marching Band	1	MUS	112/114	Concert/Stage & Jazz Band	1
MUS	141	Applied Instrument	1	MUS	141	Applied Instrument	1
MUS	231	Music Theory III	3	MUS	232	Music Theory IV	3
MUS	221	Instruments I	2	MUS	222	Instruments II	2
				PER		Health & Fitness Gen Ed Options	2
		Total	16			Total	15
Junior/Senior Year (Odd)							
Semester I				Semester II			
Dept.	No.	Course	Cr	Dept.	No.	Course	Cr
FRE/SPN	130	Conversational French/Spanish	3	ART	125/131	Survey of Art in Western Civ/African Non-Western Art	3
SPC	230	Foundations of Speech	3	MUS	321	Counterpoint	2
MUS	111	Marching Band	1	MUS	112/114	Concert/Stage & Jazz Band	1
MUS	341	Advanced Applied Instrument	1	MUS	341	Advanced Applied Instrument	1
MUS	331	Music History & Literature I	3	MUS	332	Music History & Literature II	3
MUS	333	Form & Analysis	3			General Electives	6
		General Electives	2				
		Total	16			Total	16
Junior/Senior Year (Even)							
Semester I				Semester II			
Dept.	No.	Course	Cr	Dept.	No.	Course	Cr
MUS	111	Marching Band	1	MUS	112/114	Concert/Stage & Jazz Band	1
MUS	341	Advanced Applied Instrument	1	MUS	441	Senior Recital	1
MUS	422	Orchestration	2	MUS	426	Instrumental Music Methods & Materials	2
MUS	323	Conducting I	2	MUS	431	African American Music	3
MUS	424	General Music Methods & Materials	2			Electives	7
		Electives	8				
		Total	16			Total	14

Academic Pathway for Music – Vocal Concentration

Freshman Year							
Semester I				Semester II			
Dept.	No.	Course	Cr	Dept.	No.	Course	Cr
ORN	110	Orientation	1	CSC	131	Introduction to Computers	3
LCC	112	Freshmen Enrichment Seminar	1	CPI	101	Intro to Career Pathways	1
LCC	120	Freshmen Reading Seminar	1	MAT	130	Contemporary Math	3
BIO/PHY	131	Biological/Physical Science	3	REL	130	World Religions	3
ENG	133	English Composition	3	MUS	119	Class Piano II	1
MUS	113	Choir	1	MUS	113	Choir	1
MUS	143	Applied Voice	1	MUS	143	Applied Voice	1
MUS	131	Music Theory I	2	MUS	132	Music Theory II	2
MUS	118	Class Piano I	1				
		Total	15			Total	16
Sophomore Year							
Semester I				Semester II			
Dept.	No.	Course	Cr	Dept.	No.	Course	Cr
ENG	200s	Literature Options	3	LCC	210	Sophomore Seminar	1
HIS	131/231/331	U.S./World/Black History I	3	HIS	132/232/332	U.S./World/Black History II	3
REL	131/132/231	Old /New Test/History Black Church	3	FIN	150	Personal Finance Management	2
MUS	113	Choir	1	MUS	113	Choir	1
MUS	143	Applied Voice	1	MUS	143	Applied Voice	1
MUS	231	Music Theory III	3	MUS	232	Music Theory IV	3
MUS	221	Instruments I	2	MUS	222	Instruments II	2
		Total	16			Total	15
Junior/Senior Year (Odd)							
Semester I				Semester II			
Dept.	No.	Course	Cr	Dept.	No.	Course	Cr
FRE/SPN	130	Conversational French/Spanish	3	ART	125/131	Survey of Art in Western Civ/African Non-Western Art	3
SPC	230	Foundation of Speech	3	MUS	321	Counterpoint	2
MUS	113	Choir	1	MUS	113	Choir	1
MUS	343	Advanced Applied Voice	1	MUS	343	Advanced Applied Voice	1
MUS	331	Music History & Literature I	3	MUS	332	Music History & Literature II	3
MUS	333	Form & Analysis	3	PER		Health & Fitness Gen Ed options	2
		General Electives	2			General Electives	4
		Total	16			Total	16
Junior/Senior Year (Even)							
Semester I				Semester II			
Dept.	No.	Course	Cr	Dept.	No.	Course	Cr
MUS	113	Choir	1	MUS	113	Choir	1
MUS	343	Advanced Applied Voice	1	MUS	441	Senior Recital	1
MUS	422	Orchestration	2	MUS	425	Vocal Music Methods & Materials	2
MUS	323	Conducting I	2	MUS	431	African American Music	3
MUS	424	General Music Methods & Materials	2			Electives	7
		Electives	8				
		Total	16			Total	14

Academic Pathway for Music – Piano Concentration

Freshman Year							
Semester I				Semester II			
Dept.	No.	Course	Cr	Dept.	No.	Course	Cr
ORN	110	Orientation	1	CSC	131	Introduction to Computers	3
LCC	112	Freshmen Enrichment Seminar	1	MAT	130	Contemporary Math	3
LCC	120	Freshmen Reading Seminar	1	CPI	101	Intro to Career Pathways	1
BIO/PHY	131	Biological/Physical Science	3	REL	130	World Religions	3
ENG	133	English Composition	3	MUS	117	Class Voice II	1
MUS		Ensemble	1	MUS		Ensemble	1
MUS	142	Applied Piano	1	MUS	142	Applied Piano	1
MUS	131	Music Theory I	2	MUS	132	Music Theory II	2
MUS	116	Class Voice I	1				
		Total	15			Total	15
Sophomore Year							
Semester I				Semester II			
Dept.	No.	Course	Cr	Dept.	No.	Course	Cr
ENG	200s	Literature Gen Ed options	3	SPC	230	Foundations of Speech	3
		Electives	3	PER		Health & Fitness Gen Ed Options	2
REL	131/132/231	Old /New Test/History Black Church	3	LCC	210	Sophomore Seminar	1
MUS		Ensemble	1	MUS		Ensemble	1
MUS	142	Applied Piano	1	MUS	142	Applied Piano	1
MUS	231	Music Theory III	3	MUS	232	Music Theory IV	3
MUS	221	Instruments I	2	MUS	222	Instruments II	2
				FIN	150	Personal Finance Management	2
		Total	16			Total	15
Junior/Senior Year (Odd)							
Semester I				Semester II			
Dept.	No.	Course	Cr	Dept.	No.	Course	Cr
FRE/SPN	130	Conversational French/Spanish	3	ART	125/131	Survey of Art in Western Civ/African Non-Western Art	3
HIS	131/231/331	U.S./World/Black History I	3	HIS	132/232/332	U.S./World/Black History II	3
		Electives	2			Electives	3
MUS		Ensemble	1	MUS		Ensemble	1
MUS	342	Advanced Applied Piano	1	MUS	342	Advanced Applied Piano	1
MUS	331	Music History & Literature I	3	MUS	332	Music History & Literature II	3
MUS	333	Form & Analysis	3	MUS	321	Counterpoint	2
		Total	16			Total	16
Junior/Senior Year (Even)							
Semester I				Semester II			
Dept.	No.	Course	Cr	Dept.	No.	Course	Cr
MUS		Ensemble	1	MUS		Ensemble	1
MUS	342	Advanced Applied Piano	1	MUS	441	Senior Recital	1
MUS	422	Orchestration	2	MUS	425/426	Vocal /Instrumental Music Methods & Materials	2
MUS	423	Conducting	2	MUS	431	African American Music	3
MUS	424	General Music Methods & Materials	2			Electives	7
		Electives	8				
		Total	15			Total	14

PHYSICAL EDUCATION

The Department of Physical Education broadens the understanding of human movement as it pertains to physical activity, exercise, and sport-skills performance. The Department's goal is to provide students with a solid understanding of health and human performance that will help them become competent and productive leaders in a variety of professional roles within the exercise and fitness arenas. Students in Physical Education may pursue several career paths, including physical therapy, sports medicine, teaching, recreation and leisure, and coaching.

Objectives

Students graduating with a major in Physical Education will be able to:

1. Demonstrate an understanding of movement concepts, principles, strategies, and tactics as they apply to the learning and performance of physical activities.
2. Demonstrate an understanding of the value of physical activity for health, enjoyment, self-expression, and/or social interaction; and,
3. Demonstrate knowledge of the basic functions of the human body and its systems.

Requirements for the Physical Education Major

Students who major in the area of Physical Education are required to complete a total of thirty-nine (39) credit hours in the major, including 32 required credit hours, and seven (7) credit hours to be selected from physical education electives.

Requirements for the Physical Education Minor

Students who minor in the area are required to complete a total of eighteen (18) semester hours which will include a combination of Health Education and Physical Education courses.

Physical Education Curriculum

Course #	General Education Core	Cr	Prerequisite	Course #	Major Courses	Cr	Prerequisite
ORN 110	Orientation	1		BIO 344	Human Anatomy & Phys 1	4	BIO 141
LCC 112/120	Enrichment Seminar	1		BIO 345	Human Anat & Phys II	4	BIO 344
CPI 101	Career Pathways	1		PER 222	Conditioning Exercise	2	
LCC 120	Reading Seminar	1		PER 231	Introduction to P.E.	3	
LCC 210	Sophomore Seminar	1		PER 233	Teach/Coach Individual Sports	3	PER 231
REL 130	World Religion	3		PER 236	Nutrition	3	
REL 131/132 or 231	Old Testament, New Testament or History of Black Church	3		PER 323	Advanced Swimming	2	PER 215
ENG 133	Composition I	3		PER 325	Adapted P.E.	3	PER 231
ENG 20X	Survey of Literature Options	3		PER 326	First Aid and Safety	2	
SPC 230	Foundations of Speech	3		PER 331	Kinesiology	3	PER 310
FIN 150	Personal Fin. Mgt.	2		PER 340	Physiology of Exercise	3	PER 310
MAT 133	College Algebra	3		PER 327	Motor Learning / Develop	3	
MAT 136	Trigonometry	3	MAT 133		Human Anatomy Physical Education Sport	3	
BIO 141	General Biology I	4		PER 234	Teach/Coach Team Sports	3	PER 231
BIO 142/L	General Biology II	4	BIO 141	PER 328	Sports Injuries Prev/Care	3	
HIS 131, 231 or 331	U.S., World or Black History I	3		PER 115	Beginning Swimming	1	
HIS 132, 232 or 332	U.S., World or Black History II	3	HIS 131, 231 or 331	PER 215	Intermediate Swimming	1	PER 115
FRE/SPN 120	Conversational French/Spanish	3					
CSC 131	Introduction to Computers	3			Major Courses	46	
ART/MUS	Fine Arts Gen. Ed options	3			Physical Education Electives	7	
					MAJOR HOURS	53	
					GENERAL EDUCATION CORE	51	
					GENERAL ELECTIVE HOURS	20	
	GENERAL EDUCATION CORE	51			TOTAL HOURS	124	

Academic Pathway for Physical Education

Semester I				Semester II			
Dept.	No.	Course	Cr	Dept.	No.	Course	Cr
ORN	110	Orientation	1	PER	222	Conditioning Exercise	2
LCC	112/120	Enrichment/Reading Seminar	2	CPI	101	Introduction to Career Pathways	1
ENG	133	Composition	3	BIO	142/L	General Biology II/Lab	4
BIO	141/L	General Biology I/Lab	4	HIS II132/232/332		U.S./World/Black History II	3
HIS131/231/331		U.S./World/Black History I	3	PER	231	Introduction to Physical Education	3
PER	326	First Aid/CPR	2	MAT		College Algebra	3
		Total	15			Total	16
SOPOHOMORE YEAR							
Semester I				Semester II			
Dept.	No.	Course	Cr	Dept.	No.	Course	Cr
PER	310	Human Anatomy for Physical Education/Sports	3	PER	327	Motor Development	3
ENG	20X	English Literature Options	3	LCC	210	Sophomore Seminar	1
REL 131/132/231		Old/New Test/History Black Church	3	REL	130	World Religions	3
BIO	344/L	Anatomy & Physiology I/Lab	4	ART/MUS		Select from Fine Arts Gen Core Options	3
PER	233	Teach/Coach Individual Sports	3	BIO	345/L	Anatomy & Physiology II/Lab	4
				PER	115	Beginning Swimming	1
		Total	16			Total	15
JUNIOR YEAR							
Semester 1				Semester II			
Dept.	No.	Course	Cr	Dept.	No.	Course	Cr
PER	215	Intermediate Swimming	1	PER	234	Teach/Coach Team Sports	3
PER	325	Adapted Physical Education	3	PER	236	Nutrition	3
PER	340	Physiology of Exercise	3	CSC	131	Introduction to Computers	3
SPC	230	Foundations of Speech	3	PER	328	Sport Injuries Prevention/Care	3
FIN	150	Personal Financial Management	2	PER	323	Advanced Swimming	2
		Elective	3			Elective	2
		Total	15			Total	16
SENIOR YEAR							
Semester 1				Semester II			
Dept.	No.	Course	Cr	Dept.	No.	Course	Cr
FRE/SPN	131	Conversational French or Spanish	3			Kinesiology	3
MAT	136	Trigonometry	3			Elective	13
		Elective	9				
		Total	15			Total	16

RELIGION

The Department of Religion offers classes which provide students the opportunity to both study the history of many religions and develop the critical thinking skills necessary to understand the role of religion in the contemporary world. Additionally, students are encouraged to consider the ways in which religion and the Christian Church, in particular, have helped to shape history and modern-day society. Students completing this course of study are generally prepared to move forward to graduate work in religion, philosophy and a number of other disciplines.

Objectives

Graduates majoring in Religion will be able to:

1. Relate religious ideas and concepts to other forms of knowledge and interpretative frameworks;
2. Reflect on the diversity of religious ideas in distinct historical and cultural contexts;
3. Understand the values of the Black expressions of religion, focusing on the Black Church;
4. Understand the literary-critical methods of Bible study and promote Biblical literacy; and,
5. Follow careers in ministry and/or graduate religious studies.

Requirements for the Religion Major

A major in Religion requires 36 semester hours, including 6 required courses (24 credit hours) as indicated in the curriculum chart. The remaining 18 hours must be selected from Religion or Philosophy courses. Students should consult with their academic advisor before registering each semester.

Requirements for the Religion Minor

A minor in Religion requires 18 credit hours, including PHL 131 -- Introduction to Philosophy. The remaining 12 hours must be selected from Religion and Philosophy courses.

Religion Curriculum

Course #	General Education Core	Cr	Prerequisite	Course No.	Major Courses	Cr	Prerequisite
ORN 110	Orientation	1		REL 132	New Testament	3	
CSC 131	Introduction to Computers	3		REL 231	History of the Black Church	3	
FIN 150	Personal Fin. Mgt	2		REL 233 or	Christian Ethics or	3	REL 131, REL
REL 130	World Religions	3		REL 310	Seminar	3	REL 132
REL 131	Old Testament	3		REL 335	Life and Teachings of Jesus	3	REL 132
ENG 133	Composition	3		PHL 131	Introduction to Philosophy	3	
ENG 203-243	Literature Survey Course	3		REL/PHL	REL and PHL Electives	18	
LCC 120	Freshman Reading Seminar	1					
LCC 112	Freshman Enrichment Seminar	1					
SPC 230	Foundations of Speech	3					
MAT 130	Contemporary Math	3					
CPI 101	Introduction of Career Pathways	1			MAJOR COURSES	36	
BIO 131/PHY 131	Biological Science Physical Science	3					
PHY 131		3					
HIS 131, 231 or	U.S., World or Black History I	3					
HIS 132, 232 or	U.S., World or Black History II	3	HIS 131, 231 or				
FRE/SPN I	Conversational French/Spanish	3					
LCC 210	Sophomore Seminar	1					
Art/Music	Fine Arts	3					
		2					
PER 222/236	Conditioning Exercise/First Aid and Safety	2			MAJOR HOURS	36	
					GENERAL EDUCATION CORE	45	
					GENERAL ELECTIVE	43	
	GENERAL EDUCATION CORE	45			TOTAL HOURS	124	

Academic Pathway for Religion

Freshman Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
ENG	133	Composition	3	ENG	200s	Literature	3
MAT	130	Contemporary Math	3	CSC	131	Introduction to Computers	3
MAT	111	Essential Math Lab	0	ENG	203-243	Literature Survey Course	3
BIO/PHY	131	Biological/ Physical Science	3	REL	131	Old Testament	3
REL	130	World Religions	3	PER	222/236	Conditioning Exercise/First Aid and Safety	2
LCC	120	Freshman Reading Seminar	1	CPI	101	Introduction to Career Pathways	1
LCC	112	Freshman Enrichment Seminar	1				
ORN	110	Orientation	1				
		Total	15			Total	15
Sophomore Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
FRE/SPN	130	Conversational French/Spanish	3	SPC	230	Foundations of Speech	3
LCC	210	Sophomore Seminar	3	REL	237	Introduction to Christian Theology	3
HIS	131/231 /331	U. S./World/Black History I	3	HIS	132/232 /332	U. S./World/Black History II	3
REL	132	New Testament	3	REL	231	History of the Black Church	3
ART/MUS		Fine Arts Gen Ed Options	3	PHL	131	Introduction to Philosophy	3
				LCC	210	Sophomore Seminar	1
		Total	16			Total	16
Junior Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
REL	233	Christian Ethics	3	REL	335	Life of Jesus	3
FIN	150	Personal Financial Management	2	PHL	132	Principles of Ethics	3
		Religion Electives	3			General Electives	10
		General Electives	8				
		Total	16			Total	16
Senior Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
REL	310	Senior Seminar	3			Religion Electives	3
		Religion Electives	3			General Electives	12
		General Electives	9				
		Total	15			Total	15

DIVISION OF BUSINESS, SOCIAL AND BEHAVIORAL SCIENCES



The purpose of the Division of Business, Social and Behavioral Sciences is to develop communication, technical, human relations, and analytical skills of students to enhance successful entrance in their chosen careers and/or professional and graduate endeavors. The objectives of the Division are to offer majors in Business Administration, Criminal Justice, History, and Sociology; to prepare students for further training in graduate and professional schools; to prepare students to successfully compete in the job market; and to introduce and orient students in their development of leadership skills to be utilized in a dynamic and competitive environment.

The Division offers General Studies Curriculum courses in History (U.S., Black and World History), Social and Behavioral Sciences (various options to satisfy three-hour requirements), and FIN 122-Personal Financial Management.

The Division is organized into the following major areas: (1) Business Administration; (2) Criminal Justice; (3) History; and (4) Sociology. Minors are also offered in Business Administration, Criminal Justice, History, and Sociology.

Pre-Law

A student can obtain the courses required for admission to law school by completing one of the degree programs of the College. Anyone desiring to participate in the pre-law program should contact the Chair of the Division of Business, Social, and Behavioral Sciences for additional information especially regarding the selection of courses to prepare for admission and entrance examinations for law school.

BUSINESS

The mission of the Department of Business is to produce students who will become business leaders with a strong commitment to their communities. In doing so, the Department is committed to preparing students with a solid foundation in each of the functional areas of business: accounting, finance, marketing, and management.

Students are encouraged to specialize in one of four available concentrations: management, accounting, marketing, and finance. A concentration in one of these specialties will equip students to gain a better and more detailed understanding of the complex nature of the corporate environment in the 21st century

Objectives

Students graduating with a degree in Business will:

1. Have acquired sound scholarship of knowledge and skills in the area of Business Administration.
2. Enter a business career with satisfactory training in methods, techniques, and principles of modern business.
3. Be prepared for further studies in graduate and professional schools.
4. Have an understanding of the social, economic, and cultural environment in which businesses operate; and,
5. Have practical management learning experiences through cooperative and/or internship programs.

General Studies Core

The area of Business offers FIN 150 – Personal Financial Management which is a general studies core requirement for all Lane College students. Business majors must also take this course. It is not counted as a core requirement or an elective in the Business major curriculum – it is counted as a general education core requirement.

Requirements for the Business Administration Major

Business Administration majors are required to successfully complete 57 credit hours in the business core courses as indicated in the curriculum chart for general business. Business Administration majors are strongly encouraged to complete a 12-credit hour concentration in one of the key business functional areas: accounting, finance, marketing, or management.

Requirements for the Business Administration Minor

Minors in Business are required to take seven courses or 21 credit hours of major courses. The College offers a minor in business administration that is designed to offer a basic understanding of key business topics for students who are not earning a business degree. Students majoring in business may not earn this minor.

Requirements:

To receive a minor in business administration, a student must complete MGT 210 (Principles of Management), ACT 210 (Principles of Accounting), MGT 210 (Quantitative Methods of Business), ECO 210 (Principles of Macroeconomics), FIN 210 (Principles of Business Finance) and two course from the Elective Courses in Accounting, Finance, Management or Marketing. A “C” (2.0) grade or better must be earned in each course that is counted toward the minor.

No more than two, 3-credit hour courses used to satisfy the requirements of the minor may be from transfer credits. A minimum of 9-credit hours must be taken in courses taught by faculty in the Department of Business at Lane College.

An internship credit, even if the internship was in the field of business, may not be used to satisfy a requirement of the business minor.

Registration for courses offered by the Department of Business is on a space available basis; the Department of Business cannot guarantee completion of the major or minor.

Additional Details:

No business student may earn both a major and a minor in business. Concentrations are available for business majors wishing to concentrate their studies in a particular functional area of business.

FIN 150 (Personal Finance) is a required course in the Common Educational Core and, although taught by the Department of Business, will not count toward any major or minor requirement in business.

Requirements for the Business Administration Concentration

Students may choose a **concentration in Accounting, Finance, Marketing, or Business Management**. A concentration consists of a minimum of 12 credit hours over and above the Business major requirements.

Accounting Concentration (12 hours)	
Required Courses	
ACT 310	Intermediate Accounting I
ACT 320	Intermediate Accounting II
Elective Accounting Courses (2 Courses)	
ACT 110	Fundamentals of Accounting
ACT 120	Introduction to Financial Statement Analysis
ACT 330	Cost Accounting I
ACT 410	Federal Tax I
ACT 420	Federal Tax II
ACT 430	Auditing Theory and Practice
ACT 440	Advanced Accounting
ACT 450	Governmental and Not-for-Profit Accounting
ACT 460	Accounting Seminar
Finance Concentration (12 hours)	
Required Course	
FIN 330	Financial Management
FIN 320	Financial Institutions and Markets
FIN 420	International Corporate Finance
Elective Finance Courses (3 Courses)	
FIN 410	Financial Asset Management
FIN 340	Bank Management
FIN 460	Financial Planning Seminars and Applications

Marketing Concentration (12 hours)	
Required Courses	
MKT 310	Consumer Behavior
MKT 420	Marketing Research
Elective Marketing Courses (2 Courses)	
MKT 410	International Marketing
MKT 330	Professional Selling
MKT 460	Marketing Management Seminar
MKT 340	Sports Marketing
Business Management Concentration (12 hours)	
Required Courses (4 courses)	
ECO 241	Managerial Economics
HCM 131	Management for Healthcare Organizations
MGT 230	Introduction to Business Modeling and Decision Analysis
MGT 340	Management of Technology

Business Curriculum (General)

Course No.	General Education	Cr	Prerequisite	Course No.	Major Courses	Cr	Prerequisite
ORN 110	Orientation	1		ACT 210	Principles of Accounting I	3	MAT 133
CSC 131	Introduction to Computers	3		ACT 220	Principles of Accounting II	3	ACT 210
CPI 101	Introduction to Career Pathways	1		ACT 340	Managerial Accounting	3	ACT 220
LCC 112	Freshman Enrichment Seminar	1		MGT 210	Principles of Management	3	ENG 133
LCC 120	Freshman Reading Seminar	1		MGT 320	Quantitative Methods	3	MAT 133
LCC 210	Sophomore Seminar	1		MGT 220	Managerial Communications	3	ENG 133
FIN 150	Personal Fin Mgmt	2	MAT 133	MGT 330	Production & Operation Management		MAT 233
REL 130	World Religions	3		MGT 320	Management Information Systems	3	ACT 210, MGT 210
REL 131/132 or 231	Old Testament, New Testament or History of the Black Church	3		MGT 410	Business Law	3	MGT 320 ACT 210
ENG 133	Composition	3		ECO 220	Principles of Microeconomics	3	MAT 133
Select one ENG 203, 204, 205, 206, 207*, 222, 242, 243	Introduction to Literature	3	*ENG 133	ECO 210	Principles of Macroeconomics	3	MAT 133
SPC 230	Foundations of Speech	3	ENG 131	ECO 310	Money and Banking	3	ECO 220
MAT 133	Algebra I	3		FIN 210	Principles of Business Finance	3	MAT 133
				FIN 310	Principles of Investments	3	FIN 210
BIO 131 or PHY 131	Biological Science or Physical Science	3		MAT 233	Probability & Statistics	3	MAT 133
				MKT 210	Principles of Marketing	3	MAT 133
HIS 131, or 231 or 331	U.S., World or Black History I	3		MKT 320	Promotion and Advertising	3	MKT 210
HIS 132, 232 or 332	U.S., World or Black History II	3	HIS 131, 231 or 331	MGT 480	Business Policy	3	SENIOR
FRE130/SPN130	Conversational French/Conversational Spanish	3		MGT 440	Business Research Methods	3	Senior
ART 120 or MUS 120	Art Appreciation Music Appreciation	3			MAJOR COURSES	57	
PER 222 or	Conditioning Exercise	2					
PER 326	First Aid and Safety	2			GENERAL EDUCATION CORE	45	
					GENERAL ELECTIVE HOURS	22	
	GENERAL EDUCATION CORE	45			TOTAL HOURS	124	

Curriculum Pathway for Business Administration (General)

Freshman Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
ORN	110	Orientation	1	MAT	133	Algebra I	3
LLC	112	Freshman Enrichment Seminar	1	BIO/PHY	131	Biological/Physical Science	3
LLC	120	Freshman Reading Seminar	1	CSC	131	Introduction to Computers	3
ENG	133	Composition I	3	ENG	200's	Literature Option	3
ART/MUS		Fine Arts Gen. Ed. option	3	REL	131/132/ 231	Old/New Testament/ History of the Black Church	3
FRE/SPN	130	Conversational French/Spanish	3	CPI	101	Introduction to Career Pathways	1
REL	130	World Religion	3				
		Total	15			Total	16
Sophomore Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
HIS	131/231/ 331	U.S./World/Black History I	3	HIS	132/232/ 332	U.S./World/Black History II	3
PER	222/326	Conditional Exercise/First Aid and Safety	2	MKT	210	Principles of Marketing	3
FIN	150	Personal Financial Management	2	ECO	220	Principles of Microeconomics	3
ECO	210	Principles of Macroeconomics	3	MGT	220	Managerial Communications	3
SPC	230	Foundations of Speech	3	FIN	210	Principles of Business Finance	3
LCC	210	Sophomore Seminar	1				
		Total	14			Total	15
Junior Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
ACT	210	Principles of Accounting I	3	ACT	220	Principles of Accounting II	3
MGT	210	Principles of Management	3	MGT	330	Production Operations	3
MAT	233	Probability & Statistics	3	MGT	320	Quantitative Methods	3
FIN	310	Principles of Investments	3				
		General Electives	3			General Electives	9
		Total	15			Total	18
Senior Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
ACT	340	Managerial Accounting	3	MGT	480	Business Policy	3
MGT	310	Management Information Systems	3	MGT	410	Business Law	3
ECO	310	Money and Banking	3	MGT	440	Business Research Methods	3
MKT	320	Promotion and Advertising	3				
		General Electives	3			General Electives	6
		Total	15			Total	15

Business Curriculum (Accounting Concentration)

Course #	General Education Core	Cr	Prerequisite	Course #	Major Courses	Cr	Prerequisite
ORN 110	Orientation	1		ACT 210	Principles of Accounting I	3	MAT 133
CSC 131	Introduction to Computers	3		ACT 220	Principles of Accounting II	3	ACT 210
FIN 150	Personal Financial Management	2		ACT 340	Managerial Accounting	3	ACT 220
CPI 101	Introduction to Career Pathways	1		MGT 210	Principles of Management	3	ENG 133
LCC 112	Freshman Enrichment Seminar	1		MGT 320	Quantitative Methods	3	MAT 133
LCC 120	Freshman Reading Seminar	1		MGT 220	Managerial Communications	3	ENG 133
LCC 210	Sophomore Seminar	1		ECO 210	Principles of Macroeconomics	3	MAT 133
REL 130	World Religions	3		ECO 220	Principles of Microeconomics	3	ECO 210
REL 131/132/231	Old/New Testament/Hist. of the Blk Church	3		ECO 310	Money and Banking	3	ECO 220
ENG 133	Composition I	3		MGT 330	Production & Operation Mgmt.	3	MAT 233
ENG 200's	Literature Option	3	ENG 133	FIN 210	Principles of Business Finance	3	MAT 133
SPC 230	Foundations of Speech	3	ENG 133	FIN 310	Principles of Investments	3	FIN 210
MAT 133	Algebra I	3	ENG 131	MGT 480	Business Policy	3	Senior
BIO 131 or	Biological Science	3		MGT 410	Business Law	3	MGT 320 ACT 210
PHY 131	Physical Science	3	MAT 125	MAT 233	Probability & Stat	3	MAT 133
HIS 131/231/331	U.S./World/Black History I	3		MKT 210	Principles of Marketing	3	MAT 133
HIS 132/232/332	U.S., World or Black History II	3		MKT 320	Promotion and Advertising	3	MKT 210
FRE/SPN I	French/Spanish I	3		MGT 310	Mgmt. Info. Systems	3	ACT 220 MGT 210
ART/MUS	Fine Arts Gend Ed option	3	HIS 131/231/331	MGT440	Business Research Methods	3	Senior
PER 222/336	Conditioning Exercise/First Aid and Safety	2			Major Hours	57	
FRE/SPN 130	Conversational French/Spanish				Accounting Hours	12	
					General Education Core	45	
					General Elective Hours	10	
	General Education Core	45			Total Hours	124	

Academic Pathway for Business (Accounting)

Freshman Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
ORN	110	Orientation	1	MAT	133	College Algebra I	3
LLC	112	Freshman Enrichment Seminar	1	BIO/PHY	131	Biological/Physical Science	3
LLC	120	Freshman Reading Seminar	1	CSC	131	Introduction to Computers	3
ENG	133	Composition	3	ENG	200's	Literature Option	3
ART/MUS		Fine Arts Gen Ed option	3	REL	131/132/ 231	Old/New Testament/Hist of the Blk Church	3
SPN/FRE	130	Conversational Spanish/French	3	CPI	101	Career Pathways	1
REL	130	World Religion	3				
		Total	15				16
Sophomore Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
HIS	131/231/ 331	U.S./World/Black History I	3	HIS	132/232/ 332	U.S./World/Black History II	3
PER	222/326	Conditional Exercise/First Aid and Safety	2	MKT	210	Principles of Marketing	3
FIN	150	Personal Financial Management	2	ACT	220	Principles of Accounting II	3
ACT	210	Principles of Accounting I	3	MGT	220	Managerial Communications	3
SPC	130	Foundations of Speech	3	FIN	210	Principles of Finance	3
LCC	210	Sophomore Seminar	1				
		Total	14			Total	15
Junior Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
ECO	210	Principles of Macroeconomics	3	ECO	220	Principles of Microeconomics	3
ACT	310	Intermediate Account I	3	ACT	320	Intermediate Accounting II	3
MAT	233	Probability and Statistics	3	MKT	320	Promotion and Advertisement	3
MGT	210	Principles of Management	3	MGT	320	Quantitative Methods	3
		General Elective	3	FIN	310	Principles of Investments	3
						General Elective	3
		Total	15			Total	18
Senior Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
ACT	340	Managerial Accounting	3	ACT		Accounting Elective	3
MGT	330	Production and Operations Management	3	MGT	480	Business Policy	
MGT	310	Management Information Systems	3	MGT	440	Business Research Methods	
ACT		ACT Electives	3	MGT	410	Business Law	
		General Elective	3			General Elective	

Business Curriculum (Finance Concentration)

Course #	General Education Core	Cr	Prerequisite	Course #	Major Courses	Cr	Prerequisite
ORN 110	Orientation	1		ACT 210	Principles of Accounting I	3	MAT 133
CSC 131	Introduction to Computers	3		ACT 220	Principles of Accounting II	3	ACT 210
FIN 150	Personal Financial Management	2		MGT 210	Principles of Management	3	ENG 131
CPI 101	Introduction to Career Pathways	1		MGT 320	Quantitative Methods	3	MAT 133
LCC 112	Freshman Enrichment Seminar	1		MGT 220	Managerial Communications	3	ENG 133
LCC 120	Freshman Reading Seminar	1		MGT 330	Production & Operation Management	3	MAT 233
LCC 210	Sophomore Seminar	1		MGT 480	Business Policy	3	Senior
REL 130	World Religions	3					
REL 131/132/231	Old/New Testament/Hist of the Blk Church	3					
ENG 133	English Composition	3					
ENG 221	Literature	3					
CSC 131	Introduction to Computers	3		MGT 410	Business Law	3	MGT 320 ACT 210
SPC 230	Foundations of Speech	3	ENG 133	ECO 220	Principles of Microeconomics	3	MAT 133
MAT 133	Algebra I	3		ECO 210	Principles of Macroeconomics	3	MAT 133
BIO/PHY 131	Biological/Physical Science	3	MAT 125	FIN 210	Business Finance	3	MAT 133
				MAT 233	Probability & Stat	3	MAT 133
HIS 131/231/331	U.S./World/Black History I	3		MKT 210	Principles of Marketing	3	MAT 133
HIS 132/232/332	U.S./World/Black History II	3		MGT 310	Mgmt. Info. Systems	3	ACT 220/MGT 210
FRE/SPN I	French/Spanish I	3		MGT440	Business Research Methods	3	Senior
ART/MUS	Fine Arts Gen Ed Option	3			Major Courses	57	
PER 222/336	Conditioning Exercise/First Aid and Safety	2			Finance Courses	12	
					General Education Core	45	
					General Elective Hours	10	
	General Education Core	45			Total Hours	124	

Academic Pathway for Business (Finance)

Freshman Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
ORN	110	Orientation	1	MAT	126	College Algebra	3
LLC	112	Freshman Enrichment Seminar	1	BIO / PHY	131	Biological / Physical Science	3
LLC	120	Freshman Reading Seminar	1	CSC	131	Introduction to Computers	3
ENG	133	Composition I	3	ENG	200's	Literature Option	3
REL	130	World Religions	3	REL	131/132/231	Old/New Testament/Hist of the Blk Church	3
ART/MUS		Fine Arts Option	3	CPI	101	Career Pathways	1
PER	222/336	Conditioning Exercise/First Aid and Safety	3				
		Total	15			Total	16
Sophomore Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
HIS	131/231/331	U.S./World/Black History I	3	HIS	132/232/332	U.S./World/Black History II	3
PER 222/326		Conditional Exercise/First Aid and Safety	2	MKT	210	Principles of Marketing	3
ACT	210	Principles of Accounting I	3	ACT	220	Principles of Accounting II	3
SPC	130	Foundations of Speech	3	MGT	220	Managerial Communications	3
LCC	210	Sophomore Seminar	1	FIN	210	Principles of Finance	3
FIN	150	Personal Financial Management	2				
		Total	14			Total	15
Junior Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
ECO	210	Principles of Macroeconomics	3	ECO	220	Principles of Microeconomics	3
MAT	233	Probability & Statistics	3	ECO	320	Money and Banking	3
FIN	210	Principles of Finance	3	MKT	210	Principles of Marketing	3
MGT	210	Principles of Management	3	FIN	310	Principles of Investments	3
FIN		General Elective	5	FIN		FIN Elective	3
						General Elective	3
		Total	17			Total	18
Senior Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
FIN		FIN Electives	6	MGT	480	Business Policy	3
MGT	410	Business Law	3	MGT	410	Business Law	3
MGT	330	Prod & Operations Management	3	FIN		FIN Elective	3
MGT	310	Management Information Systems	3	MGT	440	Business Research Methods	3
						General Electives	2
		Total	15			Total	15

Business Curriculum (Marketing Concentration)

Course #	General Education Core	Cr	Prerequisite	Course #	Major Courses	Cr	Prerequisite
ORN 110	Orientation	1		ACT 210	Principles of Accounting I	3	MAT 133
CSC 131	Introduction to Computers	3		ACT 220	Principles of Accounting II	3	ACT 210
FIN 150	Personal Financial Management	2		ACT 340	Managerial Accounting	3	ACT 220
CPI 101	Introduction to Career Pathways	1		MGT 210	Principles of Management	3	ENG 133
LCC 112	Freshman Enrichment Seminar	1		MGT 320	Quantitative Methods	3	MAT 133
LCC 120	Freshman Reading Seminar	1		MGT 220	Managerial Communications	3	ENG 132
LCC 210	Sophomore Seminar	1		MGT 330	Production & Operation Mgmt.	3	MAT 233
REL 130	World Religions	3		MGT 480	Business Policy	3	Senior
REL 131/132/231	Old/New Testament/Hist of the Blk Church	3		MGT 410	Business Law	3	BUS 133/ACT 131
ENG 133	English Composition	3		MGT 31-	Mgmt. Info. Systems	3	ACT 210 MGT 210
ENG 221	Literature	3		ECO 210	Principles of Macroeconomics	3	MAT 133
CSC 131	Introduction to Computers	3		ECO 220	Principles of Microeconomics	3	MAT 133
SPC 230	Foundations of Speech	3	ENG 133	ECO 310	Money and Banking	3	
MAT 133	Algebra I	3		FIN 210	Principles of Business Finance	3	MAT 133
BIO 131 or	Biological Science			FIN 310	Principles of Investments	3	FIN 210
PHY 131	Physical Science	3		MAT 233	Probability & Statistics	3	MAT 133
HIS 131/231/331	U.S., World or Black History I	3		MKT 210	Principles of Marketing	3	MAT 133
HIS 132/232/332	U.S., World or Black History II	3	HIS 131/231/331	MKT 320	Promotion and Advertising	3	MKT 210
FRE/SPN 130	Conversational French/Spanish	3		MGT 440	Business Research Methods	3	Senior
ART/MUS	Fine Arts Option	3			Major Courses	57	
PER 222/336	Conditioning Exercise/First Aid and Safety	2			Marketing Analytics	3	
				MKT 310	Consumer Behavior	3	MKT 210
				MKT 420	Marketing Research	3	MKT 210
					Marketing Electives	9	
					General Education Core	45	
					General Elective Hours	13	
	General Education Core				Total	124	

Academic Pathway for Business (Marketing)

Freshman Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
ORN	110	Orientation	1	MAT	133	Algebra I	3
LLC	112	Freshman Enrichment Seminar	1	CSC	131	Introduction to Computers	3
LLC	120	Freshman Reading Seminar	1	BIO/PHY	131	Biological / Physical Science	3
ENG	133	Composition I	3	ENG	200's	Literature Option	3
HIS	131/231/331	U.S./World/Black History I	3	REL	131/132/231	Old/New Testament/Hist of the Blk Church	2
ART/MUS		Fine Arts Option	3	CPI	101	Career Pathways	1
PER	222/336	Conditioning Exercise First Aid and Safety	2				
		Total	14			Total	15
Sophomore Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
HIS	131/231/331	U.S./World/Black History I	3	HIS	132/232/332	U.S./World/Black History II	3
PER 222/326		Conditional Exercise/First Aid and Safety	3	MKT	210	Principles of Marketing	3
ACT	210	Principles of Accounting I	3	ACT	220	Principles of Accounting II	3
SPC	130	Foundations of Speech	3	MGT	220	Managerial Communications	3
LCC	210	Sophomore Seminar	1	FIN	210	Principles of Finance	3
FIN	150	Personal Financial Management	2				
		Total	15			Total	15
Junior Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
ECO	210	Principles of Macroeconomics	3	MGT	210	Principles of Management	3
MAT	233	Probability & Statistics	3	ECO	220	Principles of Microeconomics	3
FIN	210	Principles of Finance	3	MKT	320	Promotion and Advertising	3
MKT	210	Principles of Marketing	3	FIN	310	Principles of Investments	3
FIN		General Elective	5	MKT		Marketing Elective	3
		Total	17			General Elective	3
						Total	18
Senior Year							
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
FIN	210	Principles of Finance	3	MGT	480	Business Policy	
MGT	310	Management Information Systems	3	MGT	410	Business Law	
MGT	330	Prod. & Operations Management	3	MKT		MKT Elective	
MKT	420	Marketing Research	3	MGT	440	Business Research Methods	3
MKT		Marketing Elective	3			General Elective	
		Total	15			Total	15

Business Curriculum (Business Management Concentration)

Course No.	General Education Core	Cr	Prerequisite	Course No.	Major Courses	Cr	Prerequisite
ORN 110	Orientation	1		ACT 210	Principles of Accounting I	3	MAT 133
CSC 131	Introduction to Computers	3		ACT 220	Principles of Accounting II	3	ACT 210
				ACT 340	Managerial Accounting	3	ACT 220
FIN 150	Personal Financial Management	2		MGT 210	Principles of Management	3	ENG 133
CPI 101	Introduction to Career Pathways	1		MGT 320	Quantitative Methods	3	MAT 133
LCC 112	Freshman Enrichment Seminar	1		MGT 220	Business Communications	3	ENG 133
LCC 120	Freshman Reading Seminar	1		MGT 330	Production & Operation Management	3	MAT 233
LCC 210	Sophomore Seminar	1		MGT 480	Business Policy	3	Senior
REL 130	World Religions	3		MGT 410	Business Law	3	MGT 220 ACT 210
REL 131/132/231	Old/New Testament/Hist of the Blk Church	3		ECO 210	Principles of Macroeconomics	3	MAT 133
ENG 133	English Composition	3		ECO 220	Principles of Microeconomics	3	MAT 133
				ECO 310	Money and Banking	3	ECO 220
ENG 221	Literature	3	ENG 133	FIN 210	Business Finance	3	MAT 133
				FIN 310	Principles of Investments	3	FIN 210
				MAT 233	Probability & Statistics	3	MAT 133
SPC 230	Foundations of Speech	3	ENG 133	MKT 210	Principles of Marketing	3	MAT 133
				MKT 320	Promotion and Advertising	3	MKT 310
MAT 133	Algebra I	3		MGT 320	Mgmt. Info. Systems	3	ACT 220 MGT 320
BIO 131 or PHY 131	Biological Science Physical Science	3		MGMT 440	Business Research Methods	3	Senior
HIS 131, 231 or 331	U.S., World or Black History I	3			Major Course	57	
HIS 132, 232 or 332	U.S., World or Black History II	3	HIS 131,231,331		Management Courses	12	
FRE/SPN 130	Conversational French/Spanish	3					
ART/MUS PER 222 or PER 336	Fine Arts Gen Ed Option Conditioning Exercise First Aid and Safety	3 2			General Education Core	45	
					General Electives Hours	10	
	General Education Core	45			Total Hours	124	

LANE COLLEGE ACADEMIC CATALOG
2021 - 2022

Freshman Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
ORN	110	Orientation	1	MAT	133	Algebra I	3
LLC	112	Freshman Enrichment Seminar	1	CSC	131	Introduction to Computers	3
LLC	120	Freshman Reading Seminar	1	BIO/PHY	131	Biological/Physical Science	3
ENG	133	Composition I	3	ENG	200's	Literature Option	3
HIS	131/231/ 331	U.S./World/Black History I	3	REL	131/132 /231	Old/New Testament/Hist of the Blk Church	2
ART/MUS		Fine Arts Option	3	CPI	101	Career Pathways	1
PER	222/336	Conditioning Exercise/First Aid & Safety	2				
		Total	16			Total	15
Sophomore Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
HIS	131/231/ 331	U.S./World/Black History I	3	HIS	132/232 /332	U.S./World/Black History	3
PER	222/326	Conditional Exercise/First Aid & Safety	3	MKT	210	Principles of Marketing	3
ACT	210	Principles of Accounting I	3	ACT	220	Principles of Accounting II	3
SPC	130	Foundations of Speech	3	MGT	220	Managerial Communications	3
LCC	210	Sophomore Seminar	3	FIN	210	Principles of Finance	3
FIN	150	Personal Financial Management					
		Total	15			Total	15
Junior Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
ECO	210	Principles of Macroeconomics	3	MGT	210	Principles of Management	3
MAT	233	Probability & Statistics	3	ECO	220	Principles of Microeconomics	3
FIN	210	Principles of Finance	3	MKT	320	Promotion and Advertising	3
MKT	210	Principles of Marketing	3	FIN	310	Principles of Investments	3
FIN			3	MKT		Marketing Elective	3
		General Elective	3			General Elective	3
		Total	18			Total	18
Senior Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
FIN	210	Principles of Finance	3	MGT	480	Business Policy	3
MGT	310	Management Information Systems	3	MGT	410	Business Law	3
MGT	330	Prod & Operations Management	3	MKT		MKT Elective	3
MKT	420	Marketing Research	3	MGT	440	Business Research Methods	3
ACT			3				
		Total	15			Total	12

Changes to Course Number and Sequences
BUS prefix changed to MGT to reflect Management concentration
(Effective August 2015)

Specific Curriculum Changes

Current Course Number and Name	Recommended Course Number *New Courses
ACT 131 Principles of Accounting I	ACT 210 Principles of Accounting I
ACT 132 Principles of Accounting II	ACT 220 Principles of Accounting II
ACT 231 Intermediate Accounting I	ACT 310 Intermediate Accounting I
ACT 232 Intermediate Accounting II	ACT 320 Intermediate Accounting II
ACT 233 Cost Accounting I	ACT 330 Cost Accounting
ACT 333 Managerial Accounting I	ACT 340 Managerial Accounting
ACT 334 Computer Applications in Accounting	ACT 350 Accounting Information Systems
ACT 331 Federal Tax I	ACT 410 Federal Tax I
ACT 332 Federal Tax II –	ACT 420 Federal Tax II
ACT 431 Auditing Theory/Practice	ACT 430 Auditing Theory/Practice
ACT 432 Advanced Accounting	ACT 440 Advanced Accounting
ACT 434 Government & Not-for-Profit Accounting	ACT 450 Government & Not-for-Profit Accounting
ACT 435 Accounting Internship	Deleted course
	ACT 460 Accounting Seminar *
	MGT 210 Principles of Management
BUS 130- Principles of Management	MGT 220 Spreadsheet Modeling*
BUS 133 Quantitative Methods	MGT 230 Managerial Communications
BUS 134 Business Communications	MGT 310 Management Information Systems
BUS 232 Production and Operations Management	MGT 320 Organizational Behavior*
BUS 300 Management Information Systems	MGT 330 Business Ethics*
	MGT 340 Entrepreneurship *
	MGT 350 Entrepreneurship Development
	MGT 360 Quantitative Methods
BUS 331 Business Policy	MGT 370 Production and Operations Management
BUS 332 Human Resource Management	MGT 380 Human Resource Management
BUS 334 Business Law	MGT 390 Business Law
	MGT 440 Business Research Methods
	MGT 460 Management Seminar*
	MGT 480 Strategic Management*
ECO 131 Principles of Macroeconomics	ECO 210 Principles of Macroeconomics
ECO 132 Principles of Microeconomics	ECO 220 Principles of Microeconomics
ECO 231 Money and Banking	ECO 310 Money and Banking
	ECO 320 Managerial Economics*

FIN 122 Personal Financial Management	FIN 150 Personal Financial Management
FIN 131 Principles of Finance	FIN 210 Principles of Finance
FIN 231 Principles of Investment	FIN 310 Principles of Investment
FIN 330 Financial Institutions and markets	FIN 320 Financial Institutions and markets
FIN 332 Financial Management	FIN 330 Financial Management
FIN 334 Bank Management	FIN 340 Bank Management
FIN 333 Financial Asset Management	FIN 410 Financial Asset Management
FIN 335 International Corporate Finance	FIN 420 International Finance
FIN 336 Financial Planning Seminars and Applications	FIN 430 Financial Planning Seminars and Applications
	FIN 460 Finance Seminar*
MKT 131 Principles of Marketing	MKT 210 Principles of Marketing
MKT 231 Consumer Behavior	MKT 310 Consumer Behavior
MKT 232 Promotion and Advertising	MKT 320 Promotion and Advertising
MKT 331 Professional Selling	MKT 330 Professional Selling
MKT 334 Sports Marketing	MKT 340 Sports Marketing
MKT 233 International Marketing	MKT 410 International Marketing
MKT 332 Marketing Research	MKT 420 Marketing Research
	MKT 430 Marketing Analytics*
MKT 333 Marketing Management Seminar	MKT 460 Marketing Seminar

CRIMINAL JUSTICE

The Department of Criminal Justice provides students with a foundation for direct entry into criminal justice- related careers and further study in graduate and professional schools. The curriculum focuses on critical analysis of issues of crime and justice, paying careful attention to social policy.

Objectives

At the completion of the Criminal Justice program, graduates will:

1. Have knowledge of the judicial system of the nation.
2. Have knowledge of those conditions and circumstances that can prevent criminal behavior.
3. Understand factors leading to rehabilitating offenders; and,
4. Be prepared for employment opportunities in a variety of criminal justice fields including law enforcement, probation, juvenile services, private security, public administration/planning, counseling, research, regulatory agencies, and entrance to law school.

Requirements for the Major in Criminal Justice

As indicated in the curriculum chart, a major in Criminal Justice requires 39 credit hours (13 courses) in the area of Sociology and Criminal Justice.

Requirements for the Minor in Criminal Justice

The minor in Criminal Justice requires eighteen (18) hours to include CRJ 131, CRJ 331, CRJ 332, and CRJ 433. The remaining courses may be taken as Criminal Justice electives.

Criminal Justice Curriculum

Course #	General Education Core	Cr	Prerequisite	Course #	Major Courses	Cr	Prerequisite
ORN 110	Orientation	1		SOC 131	Introduction to Sociology	3	
CSC 131	Introduction to Computers	3		CRJ 131	Intro to Criminal Justice	3	
FIN 150	Personal Fin. Management	2	MAT 130	CRJ 231	Police Admin. & Mgmt.	3	CRJ 131/SOC 131
REL 130	World Religions	3		CRJ 234	Issues in Juvenile Justice	3	CRJ 131/SOC 131
REL 131/132/231	Old/New Testament/History of Black Church	3		CRJ 330	Constitutional Law	3	CRJ 131/SOC 131
ENG 133	Composition	3		CRJ 331	Criminal Investigation	3	CRJ 131/SOC 131
200's	Literature Option		ENG 133	CRJ 332	Criminology	3	CRJ 131/SOC 131
				CRJ 335	Corrections	3	CRJ 131/SOC 131
SPC 230	Foundations of Speech	3	ENG 131	CRJ 336	Basic Criminal Procedures	3	CRJ 131/SOC 131
MAT 130	Contemporary Math	3		CRJ 337	Methods/CJ Research	3	CRJ 131/SOC 131
BIO/PHY 131	Biological/Physical Science	3		CRJ 410	Court & Judicial Process	3	Junior
				CRJ 420	Seminar /Criminal Justice	3	Junior
HIS 131/231/331	U.S./World/Black History I	3		CRJ 433	Criminal Law	3	Senior
HIS 132/232/332	U.S./World/Black History II	3	HIS 131/231/331				
FRE/SPN 133	Conversational French/Spanish	3			MAJOR COURSES	39	
ART/MUS	Fine Arts Gen Ed Option	3					
PER 222/326	Conditional Exercise/First Aid & Safety	2					
CPI 101	Introduction to Career Pathways	1					
LCC 112	Freshman Enrichment Seminar	1					
LCC 120	Freshman Reading Seminar	1			MAJOR HOURS	39	
LCC 210	Sophomore Seminar	1			GENERAL EDUCATION	45	
					GENERAL ELECTIVE	40	
	GENERAL EDUCATION CORE	45			TOTAL HOURS	124	

Academic Pathway for Criminal Justice

Freshman Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
ORN	110	Orientation	1	CSC	131	Introductions to Computers	3
CPI	101	Introduction to Career Pathways	1	ENG	133	Composition	3
LCC	112	Freshmen Enrichment Seminar	1	REL	130	World Religion	3
LCC	120	Freshmen Reading Seminar	1				
MAT	130	Contemporary Math	3	HIS	132/232/332	U. S./World/Black History II	3
HIS	131/231/ /331	U. S./World/Black History I	3	FIN	150	Personal Financial Management	2
ART/MUS		Fine Arts Option	3	PER	222/326	Conditioning Exercise or First Aid & Safety	2
SPN/FRE	130	Conversational Spanish or French	3				
		Total	16			Total	16
Sophomore Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
BIO/PHY	131/131	Biological/Physical Science	3	CRJ/SOC	131/131	Introduction to Criminal Justice/Sociology	3
ENG	200's	Literature Option	3	CRJ	231	Police Administration and Management	3
REL	131/132/ /231	Old/New Testament/Hist of the Blk Church	3	CRJ 234	234	Issues in Juvenile Justice	3
CRJ/SOC	131/131	Introduction to Criminal Justice/Sociology	3	SOC	232	Foundations of Speech	3
SPC	230	Foundations of Speech	3	SOC	136/231	Social Problems and Change/Social Deviance	3
		Total	15			Total	15
Junior Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
CRJ	332	Criminology	3	SOC	434	Social Theory	3
CRJ	331	Criminal Investigation	3	CRJ	336	Basic Criminal Procedure	3
CRJ	330	Constitutional Law	3	CRJ	337	Methods of Criminal Justice Research	3
CRJ	335	Corrections	3	CRJ	341/342	Introduction to Criminalistics/Forensic Science	3
CRJ	345/347	Security Administration/Security Law	3	CRJ	338	Ethics in Criminal Justice	3
		Total	15			Total	15
Senior Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
CRJ	410	Court and Judicial Process	3	CRJ	315	Probation and Parole	3
CRJ	420	Seminar in Criminal Justice	3	CRJ	320	Community Based Corrections	3
				CRJ	370	Victimology	3
CRJ	433	Criminal Law	3	CRJ	405	Drugs and Society	3
CRJ	435	Tort Law	3	CRJ	365	Special Populations in Corrections	3
CRJ	321	Criminal Justice Internship I	3				
CRJ	340	Juvenile Corrections	3	CRJ	322	Criminal Justice Internship II	3
		Total	18			Total	18

HISTORY

The Department of History aims to help students better understand the world in which they live, how it works, and the dynamics of historical and social change. Additionally, the Department prepares history majors to pursue graduate studies, law, and careers in historical preservation, government, business and teaching.

Objectives

Students graduating with a degree in History will:

1. Know the major aspects of History and facts that are important in the development of civilization.
2. Understand the social, economic, and political trends in History, both past and present.
3. Be prepared for teaching in the area of History;and,
4. Have a strong foundation for pursuing further studies in graduate and/or professional schools.

Requirements for Major/Minor

A major in History requires 33 credit hours, including 5 required HIS courses (15 credit hours), GEO 231, (3 credit hours) and 5 elective courses (15 credit hours) to be chosen from History and Political Science, as indicated in the curriculum chart. History/Political Science electives are available to students as three (3) possible tracks or emphases: American History (HIS 230, HIS 233, HIS 333, HIS 433 and PSC 231); Black History (HIS 233, HIS 333, HIS 335, HIS 431 and HIS 432), and World History (HIS 234, HIS 334, HIS 337, HIS 338 and HIS 434).

A minor in History requires 18 hours to include: HIS 231, HIS 232, HIS 430, and 9 hours of electives.

History Curriculum

Course #	General Education Core	Cr	Prerequisite	Course #	Major Courses	Cr	Prerequisite
ORN 110	Orientation	1		GEO 231	World Geography	3	
CSC 131	Introduction to Computers	3		HIS 131	U.S. History I	3	
FIN 150	Personal Financial Management	2	MAT 130	HIS 132	U.S. History II	3	HIS 131
REL 130	World Religion	3		HIS 331	Black History I	3	
REL131/132/231	Old/New Testament/Hist of Blk Church	3		HIS 332	Black History II	3	HIS 331
ENG 133	Composition	3		HIS 430	Research Seminar	3	Senior
ENG 200's	Literature Option	3	ENG 133	HIS/PSC	History/Political Science Electives	15	
SPC 230	Foundation of Speech	3	ENG 133		MAJOR COURSES	33	
MAT 130	Contemporary Math	3					
BIO/PHY 131	Biological/Physical Science	3					
HIS 231	World History I	3					
HIS 232	World History II	3	HIST 231				
FRE/SPN 133	Conversational French/Spanish	3					
ART/MUS	Fine Arts Options	3					
PER 222/326	Conditioning Exercise/First Aid & Safety	2					
CPI 101	Introduction to Career Pathways	1					
LCC 112	Freshmen and Enrichment Seminar	1					
LCC 120	Freshmen Reading Seminar	1					
LCC 210	Sophomore Seminar	1					
					MAJOR HOURS	33	
					GENERAL EDUCATION	45	
					GENERAL ELECTIVE	46	
	GENERAL EDUCATION CORE	45			TOTAL HOURS	124	

Academic Pathway for History

Freshman Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
ORN	110	Orientation	1	CPI	101	Introduction to Career Pathways	1
LCC	112	Freshmen Enrichment Seminar	1	MAT	130	Contemporary Math	3
LCC	120	Freshmen Reading Seminar	1	BIO/PHY	131	Biological/Physical Science	3
ENG	133	Composition	3	HIS	232	World History II	3
HIS	231/	World History I	3	REL	131/132 /231	Old/New Testament/Hist of the Blk Church	3
ART/MUS		Fine Arts Option	3	PER	222/326	Conditioning Exercises /First Aid & Safety	2
CSC	131	Introduction to Computers	3				
		Total	15			Total	15
Sophomore Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
FRE/SPN	133	Conversational French/Spanish	3	LCC	136	Sophomore Seminar	2
ENG	200's	Introduction to Literature	3	SPC	230	Foundations of Speech	3
HIS	131	U. S. History I	3	FIN	150	Personal Financial Management	2
GEO	231	World Geography	3	HIS	132	U. S. History II	3
REL	130	World Religions	3			General Electives	6
		Total	15			Total	16
Junior Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
HIS	331	Black History I	3	HIS		Major Elective Course	3
				HIS	332	Black History II	3
HIS/PSC		History/Political Science Electives	6	HIS/PSC		History/Political Science Electives	6
		General Electives	7			General Electives	3
		Total	16			Total	15
Senior Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
HIS	430	Research Seminar	3	HIS/PSC		History/Political Science Electives	3
		General Electives	13			General Electives	13
		Total	16			Total	16

SOCIOLOGY

The Department of Sociology provides an integrated program of instruction in the understanding of human culture and social organization. Sociology seeks to describe how human social behavior changes and is organized.

The Department prepares students to pursue graduate study and employment in Sociology and research, but also in a number of other fields, including criminal justice, law, social work, public health, and government.

Objectives

Students graduating with a degree in Sociology will:

1. Understand major sociological concepts, theories, perspectives, methods, and knowledge, including culture, social structure, interaction, and change.
2. Comprehend the world beyond the single dimensionality of any cultural view, recognize the value of other cultural perspectives, and understand the relationship between power and perspective.
3. Understand group behavior and the social forces operating in society including the structures, processes, and functions or dysfunctions of social organizations and institutions.
4. Be able to identify major social problems in American society; and critically examine and analyze contemporary social issues.
5. Understand that the United States is a multicultural nation, and the world has become a small village; and that a person's life is affected by what is happening within a community/state/country and by events taking place worldwide.
6. Be able to think critically and assess information about society using sociological concepts and a social science mode of argument.
7. Understand and be able to apply statistical concepts and conduct research; and,
8. Be prepared to continue their education in professional or graduate study beyond the bachelor's degree.

Requirements for the Major in Sociology

A major in Sociology requires the completion of 124 credit hours, including 8 required courses (24 credit hours), MAT 233 – Probability and Statistics (3 credit hours), and three Sociology elective courses (9 credit hours).

Requirements for the Minor Sociology

A minor in Sociology requires the completion of a minimum of 21 credit hours of course work in Sociology. The required courses for a minor in Sociology consist of the following: SOC 131, SOC 132, SOC 231, SOC 232, SOC 430, SOC 432, and one SOC elective.

Sociology Curriculum

Course #	General Education Core	Cr	Prerequisite	Course #	Major Courses	Cr	Prerequisite
ORN 110	Orientation	1		SOC 131	Introduction to Sociology	3	
CSC 131	Introduction to Computers	3		SOC 132	Social Strat. & Inequality	3	SOC 131
FIN 150	Personal Fin. Management	2	MAT 133	SOC 136	Social Problems & Change	3	SOC 131
REL 130	World Religions	3		SOC 231	Social Dev & Control	3	SOC 131
REL 131/132/231	Old/New Testament/Hist of the Blk Church	3		SOC 232	Social Psychology	3	SOC 131
ENG 133	Composition	3		SOC 344	The Family	3	SOC 131
ENG 200's	Literature Option	3	ENG 133	SOC 430	Social Research Methods	3	SOC 131/MAT 233
				SOC 432	Social Theory	3	SOC 131
SPC 230	Foundations of Speech	3	ENG 133	MAT 233	Probability & Statistics	3	MAT 133
MAT 133	College Algebra	3		SOC	Sociology Electives	9	SOC 131
BIO/PHY 131	Biological/Physical Science	3			MAJOR COURSES	36	
HIS 131/231/331	U.S./World/Black History I	3					
HIS 132/232/332	U.S./World/Black History II	3	HIS 131/231/331				
FRE/SPN 133	Conversational French/Spanish	3					
ART/MUS	Fine Art Gen Ed Option	3					
PER 222/326	Conditioning Exercise/First Aid & Safety	2					
CPI 101	Introduction to Career Pathways	1			MAJOR HOURS	36	
LCC 112	Freshman Enrichment Seminar	1			GENERAL EDUCATION CORE	45	
LCC 120	Freshman Reading Seminar	1			GENERAL ELECTIVE HOURS	43	
LCC 210	Sophomore Seminar	1					
	GENERAL EDUCATION	45			TOTAL HOURS	124	

Academic Pathway for Sociology

Freshman Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
ORN	110	Orientation	1	CPI	101	Introduction to Career Pathways	1
LCC	112	Freshman Enrichment Seminar	1	MAT	133	College Algebra <i>or higher</i>	3
ENG	133	Composition	3	REL	130	World Religions	3
LCC	120	Freshman Reading Seminar	1	HIS	132/232/332	U. S./World/Black History II	3
HIS	131/231/331	U. S./World/Black History I	3	FRE/SPN	130	Conversational French/Spanish	3
ART/MUS		Fine Arts Gen Ed Option	3	BIO/PHY	131	Biological/Physical Science	3
CSC	131	Introduction to Computers	3				
		Total	15			Total	16
Sophomore Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
REL	131/131/231	Old/New Testament/Hist of the Blk Church	3	ENG	200's	Literature Option	3
PER	222/326	Conditioning Exercise/First Aid & Safety	3	LCC	210	Sophomore Seminar	1
SPC	230	Foundations of Speech	3	FIN	150	Personal Financial Management	2
SOC	131	Introduction to Sociology	3	SOC	136	Social Problems & Change	3
MAT	233	Probability & Statistics	3			General Electives	3
		Total	15			Total	15
Junior Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
SOC	132	Social Stratification & Inequality	3	SOC	344	The Family	3
SOC	231	Social Deviance & Control	3	SOC		Sociology Electives	6
SOC	232	Social Psychology	3			General Electives	7
		General Electives	7				
		Total	16			Total	16
Senior Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
SOC	430	Social Research Methods I	3	SOC	432	Contemporary Social Theory	3
SOC		Sociology Electives	6			General Electives	12
		General Electives	7				
		Total	16			Total	15

DIVISION OF NATURAL AND PHYSICAL SCIENCE



The Division of Natural and Physical Sciences is committed to promoting scientific, synthesizing the process, content, and interdisciplinary nature of these disciplines. The Division is also committed to providing students with the necessary courses for meeting the requirements of the General Studies Curriculum in the sciences.

The goal of the Division of Natural and Physical Sciences is to provide students with opportunities to develop their maximum intellectual potential through a variety of curricular offerings.

Objectives

Graduates in this program will:

1. Understand and appreciate their environment.
2. Have an appreciation for the scientific method and demonstrate its applicability in solving practical problems of life.
3. Be prepared to pursue graduate and professional education, including training in teaching in elementary and high schools, or to enter the professional workplace.
4. Understand how to make informed decisions about increasingly complex scientific and technological issues affecting their communities.

The Division strives to develop students' critical thinking skills; to enhance their verbal and written communication abilities; to encourage reasoned debate on scientific and technical issues; and to instill civic responsibilities. The Division pursues these efforts in a vital, collaborative learning community of students, faculty, and staff, centered on student-active, investigative curricula in the classroom, field, and laboratory. In this active, collaborative learning environment, students have the opportunity to develop their skills and abilities through intensive study, hands-on work, one-on-one interaction with faculty, and group interactions with other students. Students will develop skills to make informed decisions on increasingly complex scientific and technological issues affecting their communities.

The Division of Natural and Physical Sciences is organized into the following areas: (1) Biology; (2) Chemistry; Mathematics; (4) Physics; and (5) Computer Science. Majors and minors are offered in all of these areas.

The following General Studies Curriculum courses are offered through the Division of Natural and Physical Sciences:

COURSE	TITLE	CREDIT HOURS
MAT 130	Contemporary Math	3
MAT 133	College Algebra	3
MAT 140	College Trigonometry	3
BIO 131	Biological Science	3
PHY 131	Physical Science	3
CSC 131	Introduction to Computers	3
CSC 132	Foundations of Computing	3



Pre-Professional Training **(Pre-Medical, Pre-Dental, or Pre-Nursing Training)**

Students interested in pre-medicine or pre-dentistry are urged to complete the requirements for the Bachelor of Science degree. Each student, with the aid of an advisor, should arrange a program that will fulfill the requirements of the particular professional school they plan to attend. It is recommended that these students major in Biology or Chemistry. They should strive to maintain at least a "B" average in their course work. The following science courses are suggested:

Pre-Medical Training

COURSE NUMBER	TITLE
BIO 141	General Biology I
BIO142	General Biology II
BIO 443	Biochemistry
CHE 141	General Chemistry I
CHE 142	General Chemistry II
CHE 243	Organic Chemistry I
CHE 244	Organic Chemistry II
MAT 240	Calculus I
MAT 241	Calculus II
PHY 241	Physics I
PHY 242	Physics II
PSY 130	Introduction to Psychology
SOC 131	Introduction to Sociology

Pre-Physician Assistant

COURSE NUMBER	TITLE
BIO 141	General Biology I
BIO142	General Biology II
BIO 443	Biochemistry*
CHE 141	General Chemistry I
CHE 142	General Chemistry II
CHE 243	Organic Chemistry I
CHE 244	Organic Chemistry II
MAT 233	Prob. and Statistics
PHY 241	Physics I
PHY 242	Physics II
PSY 130	Introduction to Psychology
SOC 131	Introduction to Sociology

Pre-Dental Training

COURSE NUMBER	TITLE
BIO 141	General Biology I
BIO142	General Biology II
CHE 141	General Chemistry I
CHE 142	General Chemistry II
CHE 243	Organic Chemistry I
CHE 244	Organic Chemistry II
PHY 241	Physics I
PHY 242	Physics II

Pre-Nursing/Pre-Physician Assistant Training

COURSE NUMBER	TITLE
BIO 141	General Biology I
BIO142	General Biology II
BIO 344	Human Anatomy and Physiology I
BIO 345	Human Anatomy and Physiology II
BIO 347	Microbiology
CHE 141	General Chemistry I
CHE 142	General Chemistry II
MAT 233	Probability and Statistics
PER 236	Nutrition
PSY 130	Introduction to Psychology
SOC 131	Introduction to Sociology

BIOLOGY

Objectives

The Biology Program is designed to stimulate and challenge students to develop skills in concept learning, understand the strategies of investigation, communicate ideas, and accept responsibilities of scientific leadership. Graduates in the Program will:

1. Develop critical thinking, reading, and communication skills at the highest level.
2. Understand the basic laws, principles, and current theories of Biology from the cellular to the ecosystem level; and,
3. Enter graduate, professional schools, or pursue positions in the private sector.

The Biology curriculum includes courses in Mathematics, Physics, and Chemistry. Students graduating from the program will earn a Bachelor of Science Degree and a minor in Chemistry. Additional courses are available for students to prepare them for admission into medicine, dentistry, or other professions.

Requirements for the Major in Biology

A major in Biology consists of 44 credit hours of courses in Biology and related courses in Chemistry and Physics, as indicated in the curriculum chart.

Requirements for the Minor in Biology

A minor in Biology consists of 16 credit hours in Biology with a minimum grade of "C" in each course offered for the minor. The following courses are required of all Biology minors: BIO 141, BIO 142, and 8 credit hours of upper division elective courses.

Biology Curriculum

Course No.	General Education Core	Cr	Prerequisite	Course No.	Major Courses	Cr	Prerequisite
ORN 110	Orientation	1		MAT 233/240	Probability and Statistics/Calculus I	3/4	Mat 133/136
CPI 101	Career Pathways	1		BIO 225	Scientific Writing	2	ENG 132
LCC 120	Freshmen Reading Seminar	1		BIO 243/L	Molecular Biology/Lab	4	BIO 142
LCC 112	Freshman Enrichment Seminar	1		BIO 341	Ecology and Environmental Bio	4	BIO 142
LCC 210	Sophomore Seminar	1		BIO343	Genetics	4	BIO 142
CSC 131	Introduction to Computers	3		CHE 243/L	Organic Chemistry I/Lab	4	CHE 142
FIN 150	Person Fin. Management	2	MAT 126	CHE 244/L	Organic Chemistry II/Lab	4	CHE 243
REL 130	World Religions	3		PHY 241	General Physics I	4	MAT 140
REL 131/132/231	Old/New Testament/Hist of the Blk Church	3		PHY 242	General Physics II	4	PHY 241
ENG 133	Composition	3		BIO 315	Biology Seminar I	1	BIO 225
ENG 200's	Literature Option	3	ENG 133				
SPC 230	Foundations of Speech	3	ENG 133				
MAT 133	College Algebra	3			BIO/PHY/CHEM ELECTIVES	12	
MAT 136	Trigonometry	3	MAT 126				
BIO 141/L	General Biology I/Lab	4			MAJOR COURSES	47/48	
BIO 142/L	General Biology II/Lab	4	BIO141				
CHE 141/L	General Chemistry I/Lab	4					
CHE 142/L	General Chemistry II/Lab	4	CHE 141				
HIS 131/231/331	U.S./World/Black History I	3					
HIS 132/232/332	U.S./World/Black History II	3	HIS 131/231/331				
FRE /SPN 130	Conversational French/Spanish	3			MAJOR HOURS	47/48	
ART/MUS	Fine Arts Option	3			GENERAL EDUCATION CORE	61	
PER 326/ 222	First Aid and Safety/ Conditioning and Exercise	2			GENERAL ELECTIVE HOURS	15/16	
TOTAL		61			TOTAL	124	

Academic Pathway for Biology

Freshman Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
ENG	133	Composition	3	BIO	142/L	General Biology II/Lab	4
MAT	133	College Algebra	3	MAT	136	College Trigonometry	3
ORN	110	Orientation	1	CSC	131	Computer Science	3
BIO	141/L	General Biology I/Lab	4	ENG	2XX	Literature	3
REL	130	World Religions	3	CPI	120	Intro to Career Pathways	1
LCC	112	Freshman Reading Seminar	1	PER	225/326	First Aid and Safety/Conditioning Exercise	2
LCC	120	Freshman Enrichment Seminar	1				
		Total	16			Total	16
Sophomore Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
MAT	233/240	Probability and Statistics or Calculus I	3 or 4	CHE	142/L	General Chemistry II/Lab	4
CHE	141/L	General Chemistry I/Lab	4	BIO	243/L	Molecular Biology/Lab	4
HIS	131/231/331	U. S./World/Black History I	3	HIS	132/232/332	U. S./World/Black History II	3
FIN	150	Personal Finance	2	SPC	230	Foundations of Speech	3
BIO	225	Scientific Writing	2	LCC	221	Sophomore Seminar	1
		Total	15 or 16			Total	15
Junior Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
FRE/SPN	130	French/Spanish Conversation	3	REL	131/132/231	Old/New Testament/Hist of Blk Church	3
BIO	341	Ecology and Environmental Biology	4	BIO	343	Genetics	4
CHE	243/L	Organic Chemistry I/Lab	4	CHE	244/L	Organic Chemistry II/Lab	4
PHY	241/L	Physics I/Lab	4	PHY	242/L	Physics II/Lab	4
BIO	315	Biology Seminar I	1				
		Total	16			Total	15
Senior Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
BIO/CHE/PHY		Major Electives	8	BIO/CHE/PHY		Major Electives	4
BIO	316	Biology Seminar II	1			General Electives	9/10
ART/MUS		Fine Arts Gen Ed Option	3				
		General Electives	4				
		Total	16			Total	13/14

CHEMISTRY

The role of the Chemistry Department is to develop the ability of students to apply the techniques of critical analysis to the solution of problems. The Department strives to prepare majors with a thorough and rigorous background in chemistry.

Objectives

At the completion of the program, graduates of Chemistry will be able to:

1. Apply principles and theories of Chemistry.
2. Develop habits of accurate notation and evaluation of laboratory data.
3. Become successful in graduate and professional schools, and careers in the industry and teaching profession; and,
4. Understand and develop an appreciation of the significance of chemical phenomena in our daily lives.

Requirements for the Major in Chemistry

A major in Chemistry consists of 42 semester hours of Biology, Chemistry, Mathematics, and Physics courses. Ten (10) 4-credit hour courses; and two (2) 1-credit hour seminars as indicated on the curriculum chart.

Chemistry majors may select a minor from one of the following areas: (1) Biology; (2) Mathematics; (3) Physics; or (4) Computer Science. Courses required for a minor are listed under requirements for each area.

Requirements for the Minor in Chemistry

A minor in Chemistry shall consist of 16 hours of Chemistry with a minimum grade of "C" in each course. The required courses are: CHE 141, CHE 142, CHE 243, and CHE 244.

Chemistry Curriculum

Course No	General Education Core	Cr	Prerequisite	Course No.	Major Courses	Cr	Prerequisite
ORN 110	Freshmen Orientation	1		BIO 225	Scientific Writing	2	
CSC 132	Foundations of Computing	3		CHE 243/L	Organic Chemistry I/Lab	4	CHE 142
FIN 150	Personal Fin. Mgt	2	MAT 133	CHE 244/L	Organic Chemistry II/Lab	4	CHE 243
REL 130	World Religions	3		CHE 110	Scientific Literacy and Critical Problem Solving	1	CHE 141 Co-requisite
REL 131/132/231	Old/New Testament/Hist of the Blk Church	3		CHE 311	Chemistry Seminar	1	JR and consent
ENG 133	Composition	3		CHE 345/L	Quantitative Analysis I/Lab	4	CHE 142, MAT 125/126
ENG	Literature (Choice)	3		CHE 346/L	Quantitative Analysis II/Lab	4	CHE 345
				CHE 440/L	Instrumental Analysis/Lab	4	CHE 346
SPC 230	Foundations of Speech	3	ENG 131	CHE 446/L	Inorganic Chemistry/Lab	4	CHE 345 and MAT 241
MAT 133	College Algebra	3		CHE 447/L	Physical Chemistry I/Lab	4	MAT 140
MAT 136	Trigonometry	3		CHE 448/L	Physical Chemistry II/Lab	4	MAT 136
CHE 141/L	General Chemistry I/Lab	4	MAT 126	MAT 240	Calculus I	4	MAT 136
CHE 142/L	General Chemistry II/Lab	4		MAT 241	Calculus II	4	MAT 240
HIS	History I	3	CHE 141	PHY 241/245	General Physics I/Gen. Physic I w/ Cal	4	MAT 136
HIS	History II	3		PHY 242/246	General Physics II/Gen. Physics II w/Cal	4	
FRE/SPN	Conversational French/Spanish	3			Major Courses	52	
ART/MUS	Fine Arts Gen Ed Option	3					
PER	Physical Education Option	2			Major Hours	52	
LCC 112	Freshmen Enrichment Seminar	1			General Education Core	53	
LCC 120	Freshmen Reading Seminar	1					
CPI 101	Introduction to Career Pathways	1			General Elective Hours	19	
LCC 210	Sophomore Seminar	1					
	General Education Cores	53			Total Hours	124	

Academic Pathway for Chemistry

Freshman Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
ORN	110	Freshman Orientation	1	CPI	101	Introduction to Career Pathways	1
ENG	133	Composition	3	ENG	200's	Literature Option	3
CHE	141/L	General Chemistry I/Lab	4	CHE	142/L	General Chemistry II/Lab	4
CHE	110	Scientific Literacy and Critical Problem Solving	1	FIN	150	Personal Financial Management	2
MAT	133	College Algebra	3	MAT	136	College Trigonometry	3
LCC	120	Freshman Reading Seminar	1	SPC	230	Foundations of Speech	3
LCC	112	Freshman Enrichment Seminar	1				
PER		Physical Education (Choice)	2				
		Total	16			Total	16
Sophomore Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
CHE	243	Organic Chemistry I	4	CHE	244	Organic Chemistry II	4
MAT	240	Calculus I	4	MAT	241	Calculus II	4
BIO	225	Scientific Writing	2	LCC	210	Sophomore Seminar	1
REL	130	World Religion	3	REL		Religion (Choice)	3
HIS		History I	3	HIS		History II	3
				CHE	311	Chemistry Seminar I	1
		Total	16			Total	16
Junior Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
CHE	345	Quantitative Analysis I	4	CHE	346	Quantitative Analysis II	4
PHY	241	Gen. Physics I	4	PHY	242	Gen. Physics II	4
FRE/SPN		Conversational French/Spanish	3	CSC	132	Foundations of Computing	3
ART/MUS	120	ART/MUS	3			General Electives	5
		General Electives	2				
		Total	16			Total	16
Senior Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
CHE	447	Physical Chemistry I	4	CHE	448	Physical Chemistry II	4
CHE	440	Instrumental Analysis	4	CHE	446	Advanced Inorganic Chemistry	4
		General Electives	6			General Electives	6
		Total	14			Total	14

COMPUTER SCIENCE

The Computer Science program is designed to provide a broad introduction to the field within the context of a liberal arts education. The curriculum emphasizes the interrelationship between the computer and other disciplines. Because computers will continue to be of central importance to society, the Computer Science program emphasizes the acquisition of marketable knowledge and skills for professional careers in computer systems, programming languages, software engineering, and database design and analysis.

Objectives

Students graduating with a degree in Computer Science will be able to:

1. Understand strategies for effective design, and their application in configuring computingsystems;
2. Understand the principles of computer science and problem solving; and,
3. Be competitive in the computing job market or enter graduate programs in computing.

General Studies

The area of Computer Science offers the courses, CSC 131 – Introduction to Computers and CSC 132 – Foundations of Computing. CSC 131 is a general studies requirement for all Lane College students except Computer Science, Mathematics, and Physics majors. Students majoring in Computer Science, Mathematics, and Physics take CSC 132 as a general studies requirement.

Requirements for the Major in Computer Science

Majors in Computer Science are required to complete 44 credit hours in Computer Science and Mathematics, including 32 required credit hours and 12 credit hours of electives, as indicated in the curriculum chart. Twelve hours of Computer Science electives can be selected from any of the following Computer Science courses:

COURSE NUMBER	TITLE
CSC 110	Personal Computer Systems Repair (1 credit hour)
CSC 233	Data Communication and Computer Networks
CSC 236	Introduction to Digital Computer Design
CSC 237	Intro to Computer Systems and Assembly Language
CSC 239	Visual Programming
CSC 333	Computer Graphics
CSC 334	Information Systems and Design
CSC 336	Software Engineering and Project Management
CSC 339	Database Management Systems I
CSC 340	Database Management Systems II
CSC 434	Operating Systems II

Requirements for the Minor in Computer Science

A minor in Computer Science shall consist of 18 credit hours of Computer Science. The required Computer Science courses are CSC 133 and CSC 136. The remaining 12 hours may be selected from any other Computer Science courses at or above the 200 level.

Computer Science Curriculum

Cr.	General Education Core	Cr	Prerequisite	Course No.	Major Courses	Cr	Prerequisite
ORN 110	Orientation	1		CSC 133	Programming I	3	CSC 132
LCC 120	Freshmen Reading Seminar	1		CSC 136	Programming II	3	CSC 133
LCC 112	Freshmen Enrichment Seminar	1		CSC 332	Data Structures & AI	3	CSC 136
CPI 101	Introduction to Career Pathways	1					
LCC 210	Sophomore Seminar	1		CSC 431	Computer Org / Arch.	3	MAT 230, CSC
CSC 132	Foundations of Computing	3					332
MAT 133	College Algebra	3	MAT 130/	CSC 433	Operating Systems I	3	CSC 332
MAT 136	College Trigonometry	3	133				
FIN 150	Personal Financial Management	2		CSC 435	Survey of Prog Lang	3	CSC 332
REL 130	World Religions	3		CSC 439	Senior Project	3	SR Status
REL 131/132/231	Old/New Testament/Hist of the Blk Church	3		MAT 230	Discrete Math	3	MAT 133
ENG 133	Composition	3		MAT 240	Calculus I	4	MAT 136
ENG 200's	Literature Option	3	ENG 133	MAT 241	Calculus II	4	MAT 240
SPC 230	Foundations of Speech	3	ENG 131		CSC Electives	12	
PER 222/326	Conditioning Exercise/First Aid and Safety	2			MAJOR HOURS	44	
HIS 131/231/331	U.S./World/ Black History I	3					
331			MAT 133				
HIS 132, 232 or	U.S., World or Black History II	3					
332			PHY 241				
FRE/SPN 130	Conversation French/Spanish	3			Major Hours	44	
ART/MUS	Art/Music, chosen from approved list	3			General Education Core	53	
PHY 241/L	Physics I	4	HIS 131, 231 or		General Electives	27	
PHY 242/L	Physics II	4	331				
	General Education Core	53			Total Hours	124	

Academic Pathway for Computer Science

Freshman Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
ENG	133	Composition	3	ENG	200's	Literature Option	3
MAT	133	College Algebra	3	MAT	136	College Trigonometry	3
ORN	110	Orientation	1	CSC	133	Programming I	3
CSC	132	Foundations of Computing	3	REL	131/132/ 231	Old/New Testament/Hist of the Blk Church	3
LCC	120	Freshmen Reading Seminar	1	ART/MUS		Fine Arts Gen Ed Option	3
LCC	112	Freshmen Enrichment Seminar	1	CP	101	Career Pathways	1
FRE/SPN	130	Conversational French/Spanish	3				
		Total	15			Total	16
Sophomore Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
CSC	136	Programming II	3	SPC	230	Foundations of Speech	3
MAT	240	Calculus I	4	MAT	241	Calculus II	4
REL	130	World Religions		CSC	332	Data Structures and Algorithms	3
HIS	131/231/ /331	US/World/Black History I	3	HIS	132/232/ 332	U.S./World/Black History II	3
FIN	150	Personal Finance	3	PER	222 or 326	First Aid and Safety or Conditioning Exercise	2
				LCC	210	Sophomore Seminar	1
		Total	16			Total	16
Junior Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
PHY	241/L	Physics I/Lab	4	MAT	230	Discrete Mathematics	3
CSC	435	Survey of Programming Language	3	PHY	242/L	Physics II/Lab	4
CSC		Major Elective	3	CSC	431	Computer Organization and Architect	3
		General Electives	6	CSC	433	Operating System I	3
				CSC		Major Elective	3
		Total	16			Total	16
Senior Year							
Semester I				Semester II			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
CSC		Major Elective	3	CSC	439	Senior Project	3
		General Electives	12	CSC		Major Elective	3
						General Electives	9
		Total	15			Total	15

MATHEMATICS

The department of Mathematics produces highly competent Mathematics graduates by providing a rigorous and balanced curriculum that serves the needs of majors and other students as a part of the General Studies core curriculum. The Department's goal is to enhance the students' intellectual abilities by developing and refining their mathematical thinking skills (logical reasoning, generalization, and abstraction) and their communication skills to convey mathematical knowledge, and technology skills for mathematical research and inquiry.

Objectives

Students graduating with a degree in Mathematics will:

1. Understanding the fundamental concepts of mathematics that are necessary for functioning effectively in society.
2. Demonstrate the understanding and skills necessary to gainfully use mathematics in business, industry, and government.
3. Emphasize the importance of mathematics in research and its use as a computational tool in the sciences.
4. Be competitive for careers in mathematics, and graduate and professional schools.

Requirements for the Majors in Mathematics

Majors in Mathematics are required to complete forty-four (44) credit hours in mathematics, including twenty (38) in mathematics (exclusive of MAT 133 and MAT 140) and six (6) in Computer Science (exclusive of CSC 132) as indicated in the curriculum chart. Note that MAT 133, MAT 136, and CSC 132 do not count toward the Mathematics major.

Requirements for the Minor in Mathematics

Minors in Mathematics are required to complete twenty-one (21) semester hours, exclusive of MAT 130 and MAT 140. All Mathematics minors must take the following courses: MAT 240, MAT 241, MAT242, and MAT 314. The remaining six (6) hours may be selected from courses in the Mathematics and/or Physics and/or Computer Science curriculum, approved by the Mathematics faculty.

Mathematics Curriculum

Course #	General Education Core	Cr	Prerequisite	Course #	Major Courses	Cr	Prerequisite
ORN 110	Orientation	1		MAT 240	Calculus I	4	MAT 136
LCC 120	Freshmen Reading Seminar	1		MAT 241	Calculus II	4	MAT 240
LCC 112	Freshmen Enrichment Seminar	1		MAT 340	Calculus III	4	MAT 241
CPI 101	Introduction to Career Pathways	1		MAT 242	Linear Algebra	3	MAT 136
LCC 210	Sophomore Seminar	1		MAT 310	Math Seminar	1	JR, consent
CSC 132	Foundations of Computing	3		MAT 341	Differential Equations	4	MAT 241
MAT 133	College Algebra	3		CSC 133	Programming I	3	CSC 132
MAT 136	College Trigonometry	3	MAT 132	CSC 136	Programming II	3	CSC 133
FIN 150	Personal Financial Management	2	MAT 131	MAT/PHY/CSC	Electives	12	
REL 130	World Religions	3					
REL 131/132/231	Old/New Testament/Hist of the Blk Church	3			Major Courses	38	
ENG 133	Composition	3					
ENG 200's	Literature Option	3	ENG 133				
SPC 230	Foundations of Speech	3	ENG 133				
PER 222/326	Conditioning Exercise/First Aid & Safety	2					
HIS 131/231/331	U.S./World/ Black History I	3					
HIS 132/232/332	U.S./World/Black History II	3					
FRE/SPN 130	Conversational French/Spanish	3					
ART/MUS	Fine Arts Option	3			Major Hours	38	
PHY 241/L	Physics I	4			General Education Core	53	
PHY 242/L	Physics II	4			General Elective Hours	33	
	General Education Core	53			Total Hours	124	

Academic Pathway for Mathematics

Freshman Year							
Semester 1				Semester 2			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
ORN	110	Orientation	1	MAT	136	Trigonometry	3
LCC	120	Freshman Reading Seminar	1	CPI	101	Introduction to Career Pathways	1
LCC	112	First-year Enrichment Seminar	1	REL	130	World Religions	3
MAT	133	College Algebra	3	ART/MUS		Fine Arts Gen Ed Option	3
CSC	132	Foundations of Computing	3	REL	131/132/231	Old/New Test/History of the Blk Church	3
ENG	133	Composition	3	ENG	200's	Literature Option	3
FRE/SPN	130	Conversational French/Spanish	3				
		Total	15			Total	16
Sophomore Year							
Semester 1				Semester 2			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
PHY	241	Physics I/Lab	4	LCC	210	Sophomore Seminar	1
MAT	240	Calculus I	4	PHY	242	Physics II/Lab	4
SPC	230	Foundations of Speech	3	MAT	241	Calculus II	4
PER	222/326	Conditioning Exercise/First Aid	2	CSC	133	Programming I	3
HIS	131/231/331	U.S./World/Black History I	3	HIS	132/232/332	U.S./World/Black History II	3
		Total	16			Total	15
Junior Year							
Semester 1				Semester 2			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
CSC	251	Programming II	3	MAT	230	Discrete Mathematics	3
MAT	340	Calculus III	4	MAT	242	Linear Algebra	3
FIN	150	Personal Finance Management	2	MAT	341	Differential Equations	4
MAT	233	Probability and Statistics	3			General Electives	6
		General Electives	3				
		Total	15			Total	16
Senior Year							
Semester 1				Semester 2			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
MAT	310	Math Seminar	1	MAT	333	Modern Geometry	3
MAT	430	Advanced Calculus I	3	MAT	431	Advanced Calculus II	3
MAT	335	Abstract Algebra	3			General Electives	10
		General Electives	8				
		Total	15			Total	16

PHYSICS

The Department of Physics is designed to enhance the student's intellectual skills through the study of Physics. The curriculum is designed to reflect both the integral character of Physics in liberal arts and its essential role in engineering and technology. It prepares students with theoretical constructs to solve engineering and technology-related programs, and focuses on the principles of modern and classical Physics.

Objectives

Students graduating with a degree in Physics will:

1. Know basic principles and theories of physics.
2. Develop essential skills such as critical thinking, logical reasoning, problem analysis and solution, and the techniques in experimental physics, that are necessary for success in graduate and professional schools and for careers in industry and teaching; and,
3. Appreciate and understand the significance of the principles of physics in our daily lives.

Requirements for the Major in Physics

A major in Physics will consist of 35 credit hours, including 20 in Physics (14 required and 6 electives) and 15 credit hours of Mathematics courses, as indicated in the curriculum chart. A minimum grade of "C" must be made in all courses in the major area.

The Physics electives must be chosen from the following courses:

COURSE NUMBER	TITLE	CREDIT HOURS
PHY 333	Electronics	4
PHY 335	Thermal Physics	3
PHY 435	Optics	3
PHY 445	Solid State Physics	3
PHY 455	Quantum Mechanics	3

Requirements for the Minor in Physics

A minor in Physics consists of 18 credit hours of Physics courses. The required courses for a minor in Physics are the following:

COURSE NUMBER	TITLE	CREDIT HOURS
PHY 241	Physics I	4
PHY 242	Physics II	4
PHY 251	Modern Physics	4
	Physics Electives	6

Physics Curriculum

Course No.	General Education Core	Cr	Prerequisite	Course No.	Major Courses	Cr	Prerequisite
ORN 110	Orientation	1		PHY 251	Modern Physics	4	PHY 242
LCC 120	Freshman Reading Seminar	1		PHY 301	Math Methods of Physics	3	MAT 240
LCC 112	Freshman Enrichment Seminar	1		PHY 331	Classical Mechanics	3	PHY 242,301 or consent
CPI 101	Introduction to Career Pathways	1		PHY 345	Electromagnetism	3	PHY 242,301
LCC 210	Sophomore Seminar	1		PHY	Physics Seminar	1	
CSC 132	Foundations of Computing	3		MAT 242	Linear Algebra	3	MAT 136
MAT 133	College Algebra	3		MAT 240	Calculus I	4	MAT 136
MAT 136	College Trigonometry	3	MAT 133	MAT 241	Calculus II	4	MAT 240
FIN 150	Personal Financial Management	2	MAT 133	MAT 340	Calculus III	4	MAT 241
REL 130	World Religions	3		MAT 341	Differential Equations	4	MAT 241
REL 131/132/231	Old/New Testament/Hist of the Blk Church	3		PHY	Physics Electives	6	
ENG 133	Composition	3			Major Courses	39	
ENG 200's	Literature Option	3	ENG 133				
SPC 230	Foundations of Speech	3	ENG 133				
PER 222 or 326	Conditioning Exercise or First Aid and Safety	2					
HIS 131/231/331	U.S./World/Black History I	3					
HIS 132/232/332	U.S./World/Black History II	3	HIS 131/231/331				
FRE/SPN 130	Conversation French/Spanish	3					
ART/MUS	Fine Art	3			Major Hours	39	
PHY 241/L	Physics I	4	MAT 136		General Education Core	53	
PHY 242/L	Physics II	4	PHY 241		General Elective Hours	32	
	General Education Core	53			Total Hours	124	

Academic Pathway for Physics

Freshman Year							
Semester 1				Semester 2			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
ORN	110	Orientation	1	MAT	136	Trigonometry	3
LCC	120	Freshman Reading Seminar	1	CPI	101	Introduction to Career Pathways	1
LCC	112	Freshman Enrichment Seminar	1	REL	130	World Religions	3
MAT	133	Algebra	3	ART/MUS		Fine Arts Option	3
CSC	132	Foundations of Computing	3	REL	131/132/ 231	Old/New Testament/Hist of the Blk Church	3
ENG	133	Composition	3	ENG	200's	Literature Option	3
FRE/SPN	130	Conversational French/Spanish	3				
		Total	15			Total	16
Sophomore Year							
Semester 1				Semester 2			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
PHY	241	Physics I	4	LCC	210	Sophomore Seminar	1
MAT	240	Calculus I	4	PHY	242	Physics II	4
SPC	230	Foundations of Speech	3	MAT	241	Calculus II	4
PER	222/326	Conditioning Exercise/First Aid & Safety	2	PHY	301	Math Methods of Physics	3
HIS	131/231/ 331	U.S./World/Black History I	3	HIS	132/232/ 332	U.S./World/Black History II	3
		Total	16			Total	15
Junior Year							
Semester 1				Semester 2			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
PHY	251	Modern Physics	4	PHY	331	Classical Mechanics	3
MAT	340	Calculus III (O) or general electives (E)	4	MAT	242/341	Linear Algebra (O) or Diff Eq (E)	4
FIN	150	Personal Finance Management	2			General Electives	8
		General Electives	6				
		Total	16			Total	15
Senior Year							
Semester 1				Semester 2			
Dept.	No.	Course	Cr.	Dept.	No.	Course	Cr.
PHY	345	Electromagnetism	3	PHY	311	Physics Seminar	1
MAT	340	Calculus III (O) or general electives	4	MAT	242/341	Linear Algebra (O) or Diff Eq (E)	3
PHY		Major Elective	3	PHY		Major Elective	3
		General Electives	6			General Electives	8
		Total	16			Total	15

INTELLECTUAL PROPERTY POLICY

The Lane College Policy on Intellectual Property promotes free and creative expression; the exchange of ideas and knowledge; the preservation of traditional academic practices and academic freedom; and the establishment of principles and procedures for the ownership of copyrightable and patentable materials.

This policy covers all types of intellectual property including, but not limited to, writings, art works, musical compositions and performances, software, literary works, trademarks, discoveries, and inventions.

Definition

"Work for Hire" is defined as a work prepared by faculty or an employee within the scope of his or her employment. Such work is supported by a direct allocation of institutional resources such as time, facilities, and monies; or such work is commissioned by the College.

Policy

Ownership of intellectual property will be deemed to be held by the College when:

1. the property is created as a work for hire.
2. work is commissioned by the College.
3. property results from research that is supported by a federal grant or third party; and,
4. work is created on Lane College time with the use of college facilities or support

Intellectual property will be owned by the creator when:

1. it is unrelated to the employee's job responsibilities.
3. incidental or insignificant use of college resources have been involved in the creation of the work;
4. the intellectual property has been developed outside the defined area of research or expertise of the creator;
5. the development has been made on the personal, unpaid time of the creator; and,
6. the intellectual property is embodied in a professional/scholarly, educational, literary, musical, or artistic work in the author's field of expertise.

Notwithstanding the creator's ownership rights, the College reserves the right to royalty-free use of textbooks, manuals, and manuscripts that have been published in the professional literature for use in the College's teaching, research, and service programs.

Joint ownership will likely occur when a work is created by multiple employees. Examples include such items as multimedia courseware and distance-learning materials where various faculty, staff, and students have contributed to the final product. In cases of joint ownership, the proceeds of any commercialization of the product will be shared by the parties pursuant to a formal agreement only after the college has recouped any direct costs incurred for equipment, materials, and costs paid to third parties.

Courseware

The College will assert limited rights of ownership when the development of courseware is self-initiated by faculty. That is, primary ownership will remain with the creator; however, Lane College will pay no royalty, rental fee, or other consideration when that courseware is used for instruction at the College. Additionally, the creator is prohibited from using the courseware in a manner that competes in a substantial way with the for-credit offerings of Lane College.

Legal Protection

If intellectual property belongs to the College, the administration will secure the copyright, patent, or trademark. Individuals who own a created work must secure protection themselves, and at their own expense.

Disputes

Any dispute that arises under this policy shall be reviewed by a Faculty/Staff/Student Welfare Committee. Their recommendation will be presented to the President of the College who will make the final decision on disputed matters.

COURSES OF INSTRUCTION

NOTE: Specific courses are offered yearly, in even numbered years and odd numbered years.

F indicates courses offered in Fall

S indicates courses offered in Spring

(A) Indicates courses offered All years

(E) Indicates courses offered in Even numbered years

(O) Indicates courses offered on Odd- numbered years

*Students should consult their academic advisor about course rotation.

ACCOUNTING

ACT 110: Fundamentals of Accounting 3 Credits

Description: Covers the basic concepts and principles of accounting, along with introduction and usage of account terminology. The technical aspects of accounting are practiced through recording, classifying, and summarizing the financial information that arises within a business enterprise. The accounting cycle, including statement presentation, is examined along with such areas as sales, purchases, cash, receivables, and payroll. **Prerequisite:** Open to students who have not completed ACT 131 or higher, with a grade of "C" or better. **Offered:** F/S (A)

ACT 120: Introduction to Financial Statement Analysis 3 Credits

Description: This course takes an in-depth look into company financial statements and shows how this information can be analyzed and used to aid many individuals including creditors, investors, and managers in their business decisions. It equips students with a wide array of tools and techniques useful in many fields of management. Students will develop a comprehensive understanding of each of the four financial statements and their purposes. Students will also become familiar with such financial analysis tools as vertical and horizontal analysis. Basic ratios in each of the following areas will be introduced: liquidity, solvency, and profitability. **Offered:** S (A)

ACT 210: Principles Accounting I 3 Credits

Introduces the basic concepts and principles of financial accounting for proprietorships, partnerships and corporations. Emphasis is placed on collecting, summarizing, analyzing, and reporting financial information. Topics include the accounting cycle, conceptual framework, preparation of financial statements, and understanding the role and responsibilities of accountants in business. **Prerequisite:** MAT 125/126. **Offered:** F/S (A)

ACT 220: Principles of Accounting II 3 Credits

A continuation of ACT 210. Emphasis is placed on financial accounting reporting requirements; advanced corporate transactions; and managerial accounting for decision- making. **Prerequisite:** ACT 210. **Offered:** F/S (A)

ACT 310: Intermediate Accounting I 3 Credits

A continuation of the study of financial accounting principles with in-depth coverage of theoretical concepts and financial statements. Topics include generally accepted accounting principles and statements of extensive analyses of balance sheet components. **Prerequisite:** ACT 220. **Offered:** F (A)

ACT 320: Intermediate Accounting II 3 Credits

A continuation of ACT 310. Emphasis is place on special problems, which may include leases, bonds, investments, ratio analyses, present value applications, accounting changes, and corrections. **Prerequisite:** ACT 310. **Offered:** S (A)

ACT 330: Cost Accounting 3 Credits

Introduces principles and techniques used to describe and account for costs. Topics include analysis of manufacturing direct materials, direct labor, and overhead application methods, including activity-based techniques; job order, process and standard costing systems; cost- volume-profit, absorption and variable costing; joint and by-product cost allocation; normal and standard costing methods of valuation. **Prerequisite:** ACT 220. **Offered:** S (O)

ACT 340: Managerial Accounting 3 Credits

Emphasis is placed on the use of accounting data in managerial decision-making. Topics include budgeting and internal reporting as tools in the planning and controlling functions. Performance evaluation, strategic control systems, activity-based management, and relevant costing are among the topics covered. **Prerequisite:** ACT 220 **Offered:** S (O)

ACT 350: Accounting Information Systems 3 Credits

This course covers microcomputer applications in financial and managerial accounting to improve productivity in a business environment. This course provides a working knowledge of industry standard software packages and their use in accounting. Emphasis is placed on using integrated accounting software to analyze complex business transactions. Topics include the following computerized functions: automated billing and collection systems, integrated general ledger, accounts receivable, accounts payable, inventory, payroll, depreciation, preparation of financial statements. This course may not be used to satisfy an accounting elective requirement; it may be used to satisfy a general elective requirement for business majors. **Prerequisite:** ACT220. **Offered:** S (E)

ACT 410: Federal Tax I* 3 Credits

An introductory course in taxation. This course covers relevant laws governing individual income taxation. Emphasis is placed on filing status, exemptions for dependents, including the study of gross income, exclusions, business and non-business deductions, credits, property transactions, accounting periods and methods, deferred compensation and computation of tax. **Prerequisite:** ACT 210. **Offered:** F (O)

ACT 420: Federal Tax II* 3 Credits

This course introduces the relevant laws governing business and fiduciary income taxes. Emphasis is placed on corporations, partnerships, estates, trusts, and gifts. Topics include tax depreciation, accounting periods and methods, valuation and liquidity problems, and tax administration and practice. **Prerequisite:** ACT 410 **Offered:** S (E)

ACT 430: Auditing Theory/Practice* 3 Credits

Provides the overall framework to prepare and conduct an internal or external audit. Emphasis is placed on collecting data from working papers, arranging and systematizing the audit, and writing the audit report. **Prerequisite:** ACT 320.

ACT 435: Accounting Internship* 3 Credits

Supervised accounting work experience in business establishments, institutions, or other organizations. Students are required to gain prior approval to enroll in the Internship course. **Prerequisite:** Senior standing.

ACT 440: Advanced Accounting* 3 Credits

Focus is placed on the analysis of complex and specialized accounting problems and practices. Topics include equity method of accounting for investments; business combinations, partnerships, branch and consignment, estates and trusts, price-level adjusted statements, segment reporting, interim statements and foreign currency transactions. **Prerequisite:** ACT 320.

ACT 450: Gov. & Not-for-Profit Acct.* 3 Credits

Introduces financial accounting principles and procedures applicable to governmental and not-for-profit organizations. The topics include budgetary accounting procedures and fund accounting with emphasis on governmental entities, schools, hospitals and voluntary health and welfare organizations. **Prerequisite:** ACT 220.

ACT 460: Accounting Seminar 3 Credits

This course is designed for an individual student at the recommendation of their professor and is only available to those seniors with a specialized future career or educational goal in mind. Such a course could include a special service-learning project or a research paper on a specific topic of interest to the student. **Prerequisite:** The course would require approval of the student's advisor with the individual course outline receiving approval of the Professor, Division Chair, and Vice President of Academic Affairs (in keeping with Lane College's Independent Study policy).

ART

ART 125: Survey of Art in Western Civilization 3 Credits

A survey course designed to acquaint students with the art of various cultures and with the ideas and techniques basic to the arts of architecture, sculpture, painting, and related crafts; to develop greater appreciation of these forms of artistic expression. **Offered:** Fall/Spring (A)

ART 130: Beginning Drawing* 3 Credits

An introduction to drawing with emphasis on the individual development of perception and the portrayal of visual forms using several different drawing media.

ART 131 African/Non-western Art 3 credits

Exploration of African and Non-Western art, heritage and culture. A survey of cultures and societies outside of Western culture focusing on African, Near East, Far East, Islander and Pre-Colombian Americas.

ART 230: Intermediate Drawing* 3 Credits

A continuation and expansion of the work in ART 130. Students will be introduced to more varieties of drawing media and more sophisticated techniques. Emphasis will be placed on design and the development of a personal drawing esthetic with reference to historical models. **Prerequisite: ART 130.**

ART 231: Fundamentals of Art 3 Credits

Acquaints students with the elements and principles of art. Designed to prepare the student to carry on a creative art program for young beginners. Oriented toward two-dimensional work. Students will have hands-on experience with beginning phases of drawing and painting. **Prerequisites: EDU 230 and PSY 131. Offered: S (A)**

ART 232: Beginning Painting* 3 Credits

An introduction to painting techniques in a variety of media. **Prerequisite: ART 130.**

ART 330: Advanced Drawing* 3 Credits

An expanded study of the space and form relationships with class content directed at understanding various approaches to drawing and illustration. Students will research historic drawing styles. **Prerequisite: ART 230.**

ART 332: Intermediate Painting* 3 Credits

An expansion and continuation of ART 232. Students will learn more techniques and begin to develop skill in composition. Classes will include discussion of historical styles of painting. **Prerequisite: ART 232.**

ART 333: Art Survey* 3 Credits

A study of the visual and functional arts of the world, using a variety of approaches, both with scholarship and in the studio. Particular emphasis is placed upon an esthetic philosophy and an understanding of various media. Students will visit art galleries, make work, discuss design principles, and conduct research. **Prerequisites: ART 120 or 231, ART 230.**

ART 334: Basic Design* 3 Credits

Students will learn basic design factors and processes. The problem-solving approach will be utilized to stimulate visual perception and encourage inventive manipulation of tools, materials, and techniques. Development of vocabulary and strategy for professional practice will be emphasized through lectures, discussion, and critiques. **Prerequisites: ART 120 or 231, ART 230.**

ART 433: Special Art Topics* 3 Credits

For the student who wishes to expand knowledge and skill in a particular area of art. Curriculum to be designed in conjunction with the instructor. **Prerequisite: Junior status and consent of department chair.**

BIOLOGY

BIO 131: Biological Science 3 Credits

A survey course introducing principles of biology through a study of the plant and animal kingdoms. Emphasis will be placed on cellular biology, gross anatomy, reproduction, heredity, and ecology. This course is designed to meet the needs of non-science majors. Three lectures per week. **This class is unsuitable for STEM majors. Offered: F/S**

BIO 141/142: General Biology I, II 4 Credits

A study of the fundamental principles of biology, followed by a survey of the animal and plant kingdoms. Emphasis is on the chemical basis of life, morphology, physiology and reproduction. The two semesters must be taken in sequence. Three lectures and one laboratory experience per week. **Offered: F/S**

BIO 143 Biological Science for Education 4 Credits

A survey course introducing principles of biology through a study of the plant and animal kingdoms. Emphasis will be placed on the scientific method, cellular biology, reproduction, heredity, and ecology. This course is designed to meet the needs of non-science majors. Three lectures per week and one laboratory experience per week. **This class is unsuitable for STEM majors. Offered: S**

BIO 221 Biology Laboratory Techniques and Data Analysis 2 credits

This lab-based course will offer hands-on experiences with common techniques in the biology laboratory. Practice using equipment, such as the microscope, microcentrifuge and many measuring devices will provide data that can be analyzed to

connect to the principles of the science. Students, working in teams, will plan and execute a research project using suitable "wet lab" and instrumental techniques. Should data analysis demonstrate a significant result, eventual publication would be encouraged and supported. **Offered F/S A/E/O**

BIO 225 Scientific Writing 2 credits

A course to develop students' skills in the specific task of scientific writing. The students will write intensively on scientific topics and receive detailed feedback on their grammar and clarity in conveying information. **Prerequisite: ENG132. Offered (A) F/S**

BIO 241 Comparative Vertebrate Anatomy 4 Credits

A study of the evolutionary development of organ systems of vertebrates. Complete dissection of representatives of the major vertebrate groups. Three lectures and one laboratory experience per week. **Prerequisites: BIO 141 and 142. Offered: *As needed**

BIO 242: Embryology 4 Credits

A descriptive approach to the formation of germ cells, fertilization and the development of organ systems, with some reference to experimental morphogenesis. Three lectures and one laboratory experience per week. **Prerequisites: BIO 141 and BIO 142. Offered: S *As needed**

BIO 243: Molecular Biology 4 Credits

Molecular biology is a rapidly growing field that deals with the interactions of proteins and DNA to control cell growth, division, and development. Topics covered focus on the organization of genomes and the molecular mechanisms controlling DNA replication and repair, transcription, and protein synthesis in both prokaryotes and eukaryotes. There is an emphasis on experimental design and data analysis with appropriate readings from the primary literature. **Prerequisites: BIO 141 and BIO 142. Offered: F/S (A)**

BIO 244 Plant Biology 4 credits

Plants serve as the structural basis for all terrestrial habitats and provide the vast majority of captured energy to all of the organisms in those ecosystems. In addition, plants have originated a great many material goods, from clothing to houses, to musical instruments, and also inspire both therapeutic and recreational pharmaceuticals. The biology of plants, from photosynthesis to flowering, has enormous ecological and economic consequences, and this course will connect the structure, function and evolution of plants to cultural applications. Three hours of discussion and 2 hours of laboratory experience per week. **Prerequisites: BIO 141 and 142. Offered: * As needed**

BIO 315 and BIO 316: Biology Seminars I-II 1 Credit

Students will present oral and written reports on recent advances and problems in biology. One hour per week. **It is recommended that students take one seminar course at a time. Prerequisites: BIO 142, BIO 225, and junior status. Offered: (A) F/S**

BIO 330: Teaching Elementary Science 3 Credits

Current developments in both process and content. Examination of new curriculum materials and involvement in learning experiences appropriate for elementary grades. Includes experience in working with audio-visual materials in presenting basic science concepts. **Prerequisites: BIO 131, PHY 131 (or equivalent), and EDU230. Offered: S**

BIO 331: Methods of Teaching Natural Science 3 Credits

Designed for students who plan to certify in secondary education. Focus on methods, materials, use of technology in creating and using those materials, and concerns related to one of the sciences. **Prerequisites: EDU 230, PSY 131 and 16 hours of science. Offered: S**

BIO 341: Ecology and Environmental Biology 4 Credits

A study of the environment from the ecological point of view, showing the inter-relations of organisms to their environment, both physical and biological. Four lectures per week. **Prerequisite: BIO 131 or BIO 142. Offered: F * or as needed**

BIO 342: Histology and Histo-Technique 4 Credits

A study of the structure, function and distribution of animal tissues, and the routine methods of preparation of animal tissue slides. Three lectures and one laboratory experience per week. **Prerequisites: BIO 141 and BIO 142. Offered: F *As needed**

BIO 343: Genetics 4 Credits

A study of the fundamental principles of heredity, with emphasis on Mendelian genetics, Genetics of sex and recent developments in the field. Three lectures and one laboratory experience per week. **Prerequisites: BIO 141 and BIO 142. Offered: S *or as needed**

BIO 344/345: Human Anatomy and Physiology I and II 4 Credits

A study of the structure and function of the human body. This course is designed to meet the needs of majors in Biology and Health and Physical Education. Three lectures and one laboratory experience per week. **These classes should be taken in sequence, with BIO 344 being a prerequisite for BIO 345. Prerequisites: BIO 141/ 142. Offered: S/F.**

BIO 346: Parasitology 4 Credits

A study of the morphology, life cycle and distribution of parasitic protozoa, helminths and arthropods. Three lectures and one laboratory experience per week. **Prerequisites: BIO 141/142. Offered: *As needed**

BIO 347: General Microbiology 4 Credits

A study of micro-organisms morphology, classification, physiology, and their relationship to fermentation, food, soil fertility, disease and industry. Three lectures and one laboratory experience per week. **Prerequisites: CHE 141/142 and BIO 141/142. Offered: F *As needed**

BIO 348/ BIO 348L: Evolution 4 credits

Evolution helps students to make sense of biology and to explain the natural world. Topics include: the basic mechanisms of microevolution—selection, inheritance, and development; how natural selection has resulted in organisms with reproductive success; macro evolutionary processes, such as speciation and extinction; key events in evolution throughout the geological record; and coevolution and evolutionary medicine, which integrate and contrast micro- and macroevolution. **Prerequisites: BIO141 and BIO 142 or BIO 131 with the permission of the instructor. Offered *As needed**

BIO 442: Cell Physiology 4 Credits

A study of the physiochemical properties of protoplasm, the chemical dynamics of life, and energy transformations. Three lectures and one laboratory experience per week. **Prerequisites: BIO 141/142 and CHE 243/244. Offered: S *As needed**

BIO 443: Biochemistry 4 Credits

The course will include the chemistry of amino acids, peptides, proteins, lipids, steroids, nucleic acids, nucleoproteins, and carbohydrates. Carbohydrate, amino acid and lipid metabolism will be discussed with emphasis on reaction mechanisms. Three lectures and one laboratory experience per week. **Prerequisites: BIO 141/142; CHE 243/244. Offered: S *as needed**

BIO 444: Contemporary Issues in Experimental Biology 4 Credits

This course will acquaint students with methods, techniques, and responsible conduct of biological research. It will develop the student's basic research ability, with emphasis on data collection, organization, interpretation, and evaluation of research. Particular current issues in the biological sciences may be selected and explored at the discretion of the instructor. **Prerequisites: BIO141/142 or equivalent. Senior-status or consent of the instructor. Offered: F *As needed**

BIO 445: Human Genetics 4 credits

Human genetics is the study of how genetic inheritance takes place in the human species. This discipline now commands a central place in the field of science, for it is an integral part of several overlapping scientific fields. Topics include human gene organization and expression, chromosome structure, karyotyping, chromosomal aberrations, sex determination and sex chromosome abnormalities, patterns of single gene inheritance, linkage analysis, human gene mapping, inborn errors in metabolism, human population genetics, polymorphic cell surface antigens, multifactorial inheritance, genetics of cancer, prenatal diagnosis, and uses of recombinant DNA technology in medical genetics. **Prerequisites: BIO 141, BIO 142, and BIO 343 (Genetics) or the permission of the instructor.**

BIO 445L (Laboratory)

BIO 445L includes a set of selected exercises designed to reinforce concepts discussed in the lecture component of the course, BIO 445.

BUSINESS

ACT 110: Fundamentals of Accounting 3 Credits

Description: Fundamentals of Accounting covers the basic concepts and principles of accounting, along with the introduction and usage of accounting terminology. The technical aspects of accounting are practiced through recording, classifying, and

summarizing the financial information that arises within a business enterprise. The accounting cycle, including statement presentation, is examined along with such areas as sales, purchases, cash, receivables, and payroll. This course is not open to students who have completed ACT 210 or higher, with a grade of "C" or better. **Offered: F/S (A)**

ACT 120: Introduction to Financial Statement Analysis 3 Credits

Description: This course takes an in-depth look into company financial statements and shows how this information can be analyzed and used to aid many individuals including creditors, investors, and managers in their business decisions. It equips students with a wide array of tools and techniques useful in many fields of management. Students will develop a comprehensive understanding of each of the four financial statements and their purposes. Students will also become familiar with such financial analysis tools as vertical and horizontal analysis. Basic ratios in each of the following areas will be introduced: liquidity, solvency, and profitability. **Offered: S (A)**

ACT 210: Principles Accounting I 3 Credits

Introduces the basic concepts and principles of financial accounting for proprietorships, partnerships and corporations. Emphasis is placed on collecting, summarizing, analyzing, and reporting financial information. Topics include the accounting cycle, conceptual framework, preparation of financial statements, and understanding the role and responsibilities of accountants in business. **Prerequisite: MAT 125/126. Offered: F/S (A)**

ACT 220: Principles of Accounting II 3 Credits

A continuation of ACT 210. Emphasis is placed on financial accounting reporting requirements; advanced corporate transactions; and managerial accounting for decision-making. **Prerequisite: ACT 210. Offered: F/S (A)**

ACT 310: Intermediate Accounting I 3 Credits

A continuation of the study of financial accounting principles with in-depth coverage of theoretical concepts and financial statements. Topics include generally accepted accounting principles and statements of extensive analyses of balance sheet components. **Prerequisite: ACT 220. Offered: F (A)**

ACT 320: Intermediate Accounting II 3 Credits

A continuation of ACT 310. Emphasis is placed on special problems, which may include leases, bonds, investments, ratio analyses, present value applications, accounting changes, and corrections. **Prerequisite: ACT 310. Offered: S (A)**

ACT 330: Cost Accounting 3 Credits

Introduces principles and techniques used to describe and account for costs. Topics include analysis of manufacturing direct materials, direct labor, and overhead application methods, including activity-based techniques; job order, process and standard costing systems; cost-volume-profit, absorption and variable costing; joint and by-product cost allocation; normal and standard costing methods of valuation. **Prerequisite: ACT 220. Offered: S (O)**

ACT 340: Managerial Accounting 3 Credits

Emphasis is placed on the use of accounting data in managerial decision-making. Topics include budgeting and internal reporting as tools in the planning and controlling functions. Performance evaluation, strategic control systems, activity-based management, and relevant costing are among the topics covered. **Prerequisite: ACT 220 Offered: S (O)**

ACT 350: Accounting Information Systems 3 Credits

This course covers microcomputer applications in financial and managerial accounting to improve productivity in a business environment. This course provides a working knowledge of industry standard software packages and their use in accounting. Emphasis is placed on using integrated accounting software to analyze complex business transactions. Topics include the following computerized functions: automated billing and collection systems, integrated general ledger, accounts receivable, accounts payable, inventory, payroll, depreciation, preparation of financial statements. This course may not be used to satisfy an accounting elective requirement; it may be used to satisfy a general elective requirement for business majors. **Prerequisite: ACT 220. Offered: S (E)**

ACT 410: Federal Tax I* 3 Credits

An introductory course in taxation. This course covers relevant laws governing individual income taxation. Emphasis is placed on filing status, exemptions for dependents, including the study of gross income, exclusions, business and non-business deductions, credits, property transactions, accounting periods and methods, deferred compensation and computation of tax. **Prerequisite: ACT 210. Offered: F (O)**

ACT 420: Federal Tax II* 3 Credits

This course introduces the relevant laws governing business and fiduciary income taxes. Emphasis is placed on corporations, partnerships, estates, trusts, and gifts. Topics include tax depreciation, accounting periods and methods, valuation and liquidity problems, and tax administration and practice. **Prerequisite:** ACT 410 **Offered:** S (E)

ACT 430: Auditing Theory/Practice* 3 Credits

Provides the overall framework to prepare and conduct an internal or external audit. Emphasis is placed on collecting data from working papers, arranging and systematizing the audit, and writing the audit report. **Prerequisite:** ACT 310. **Offered:** F (E)

ACT 440: Advanced Accounting* 3 Credits

Focus is placed on the analysis of complex and specialized accounting problems and practices. Topics include equity method of accounting for investments; business combinations, partnerships, branch and consignment, estates and trusts, price-level adjusted statements, segment reporting, interim statements and foreign currency transactions. **Prerequisite:** ACT 320. **Offered:** S (O)

ACT 450: Governmental & Not-for-Profit Acct.* 3 Credits

Introduces financial accounting principles and procedures applicable to governmental and not-for-profit organizations. The topics include budgetary accounting procedures and fund accounting with emphasis on governmental entities, schools, hospitals and voluntary health and welfare organizations. **Prerequisite:** ACT220. **Offered:** F (O)

ACT 460: Accounting Seminar 3 Credits

Prerequisite: ACT 220 & Senior Business Majors. **Offered:** As Needed

ECO 210: Principles of Macroeconomics 3 Credits

An introduction to acquaint the student with economic analysis of aggregate employment, income, and prices are related to economic problems. Topics include major schools of economic thought; aggregate supply and demand; economic measures, fluctuation, and growth; money and banking; stabilization techniques; and international trade, national income accounting, and fiscal and monetary policy. **Prerequisite:** MAT126. **Offered:** F/S

ECO 220: Principles of Microeconomics 3 Credits

An in-depth analysis of individual, business and industry choices in the market economy. Topics include the price mechanism, supply and demand, optimizing economic behavior, costs and revenue, market structures, factor markets, income distribution, market failure, and government intervention, the economics of production and cost, and analysis of firm behavior in various market models, resources markets and the international economy, and other related topics. **Prerequisite:** ECO 210. **Offered:** F/S

ECO 310: Money and Banking 3 Credits

Analysis of the relationship between money and economic activity with emphasis on monetary theory, commercial banking, and financial markets and interest rates. The interface of monetary policy, fiscal policy and debt management is also covered. **Prerequisite:** ECO 220. **Offered:** F (A)

ECO 320: Managerial Economics 3 Credits

Managerial Economics (Economics for Managers) is an intermediate level course which develops simple, practical quantitative tools and intermediate microeconomic concepts for business students. It uniquely integrates the discipline to other managerial functions, including accounting, finance, human resource management and marketing. Managerial Economics uses a problem-solving approach to teach students how to make better business decisions. **Prerequisite:** ECO 220. **Offered:** S (A)

FIN 150: Personal Financial Management* 2 Credits

Treatment of problem areas of major concern in business, marketing, and financing. Among the topics included are personal credit management, personal consumer economics, personal finance, personal monetary and banking, personal risk management, and personal small business management. **Prerequisite:** MAT 126. **This course will not be accepted as an elective or core course for business majors.** **Offered:** F/S (A)

FIN 210: Principles of Finance 3 Credits

Emphasizes financing and investment decisions made by financial managers. Topics include time value of money, financial analysis, valuation of securities, alternative sources of short and long-term financing, operations of financial markets. **Prerequisites:** MAT 126. **Offered:** F (A)

FIN 310: Principles of Investment* 3 Credits

Principles governing the proper investment of personal and institutional funds, information sources, security analysis, exchanges and regulation. **Prerequisite:** FIN 210.

FIN 320: Financial Institutions and Markets* 3 Credits

A general study of the nature of financial institutions and markets in the United States and their interactions. How and why the institutions evolved, how they fit within the financial system, how they operate, their current impact, and their future role. **Prerequisite:** FIN 210.

FIN 330: Financial Management* 3 Credits

A continuation of Business Finance. Topics included are capital budgeting, cost of capital and capital structure, and valuation of firm, dividend policy, and special managerial finance issues, e.g., merger, acquisitions, and divestitures. **Prerequisite:** FIN 210.

FIN 340: Bank Management * 3 Credits

This course includes analysis and discussion of cases in commercial bank management. The loan function is emphasized, also the management of liquidity reserves, investment for income, sources of funds. Bank objectives, functions, policies, organization, structure, and regulations are considered. **Prerequisite:** ECO 220.

FIN 410: Financial Asset Management* 3 Credits

A detailed analysis of the investigation of corporate securities as long-term investment. Investigation of the techniques for security valuation and portfolio management, with discussion of financial institution investment procedures. Considers mechanics, markets, institutions, and instruments important to the investment process. **Prerequisite:** FIN 310.

FIN 420: International Corporate Finance* 3 Credits

Covers questions and issues which concern financial management of international corporations. Analysis of the financing of investment abroad and the management of assets in varying financial environments. The foreign investment decision, cost of capital and financial structure for multi-national decision-making, management of foreign subsidiary working capital, and financial control of multi-national operations. **Prerequisite:** FIN 210.

FIN 460: Financial Planning Seminars and Applications* 3 Credits

Applications of personal financial planning tools to actual problems using interactive tools and information software designed to help plan, invest, and manage money. Students will analyze, choose, and defend their ideas and the course of action. Financial planning tools are also examined in conjunction with their related cases. **Prerequisite:** Senior Business majors & Instructor Approval

MGT 110: Introduction to Business 3 Credits

This course is designed to help students develop a basic understanding of business principles, processes, practices, and strategies. It will enable students to use business theories and concepts to better understand current business issues and their broad implications to stakeholders. It covers major concepts in management, marketing, finance, general economics, and accounting. Students will increase their understanding of fundamental business strategies. **Prerequisite:** NONE. **Offered:** F/S (A)

MGT 210: Principles of Management 3 Credits

This course will provide an introduction to the basic concepts of management and organizations. Core areas of study will include the basic functions of management: planning, organizing, directing, and controlling. **Prerequisite:** ENG 131. F/S (A)

MGT 220: Managerial Communications 3 Credits

The purpose of this course is to provide students with a conceptual framework and specific tools for communicating in complex business environments and accomplishing strategic academic and professional business goals. This core course provides writing, oral and collaborative skills necessary for future business courses, internships, and professional positions as well as fundamentals in both oral and written business communications. The application of grammar, syntax, and style of various forms of business communication are introduced including organizational communication, persuasion, and interviewing. **Prerequisite:** ENG132. **Offered:** F/S (A)

MGT 230: Introduction to Business Modeling and Decision Analysis 3 Credits

Description: The course will provide students with spreadsheet knowledge that is essential for applications in accounting, finance, management, marketing, and production operations. Students will learn how to develop spreadsheet models for

business analysis including cash flow, budget allocation, resource planning, pricing, and advertisement. **Prerequisite- MAT 125**

MGT 250: Management for Healthcare Organizations 3 Credits

Description: This course is an overview of the health care delivery systems in the United States. It is designed to acquaint beginning health care management students with the social, political, economic, demographic, and technological forces that shape the structure, operation, and outcomes of the United States health care system. **Prerequisite- MGT 210, MGT 220**

MGT 310: Management Information Systems 3 Credits

Prerequisites- ACT 220, MGT 210. Offered: F/S (A)

MGT 320 : Quantitative Methods 3 Crédits

Prerequisite- MAT 126. Offered: F/S (A)

MGT 340: Management of Technology 3 Credits

Description: This course links the business management with many areas of technology; such as mechanical, electrical, computer science, and information technology. The scope of the course is to imbed these areas of technology in each stage of new product life cycle and service development. This course let the students have hands – on - skill for managing technical business and projects including product and service design with all technical aspects during product life cycle, as well as optimizing their sequence of operations. The course also covers the required stages that involve in the development of new products and adding values to existing ones. In this course, the students get knowledge on the design phase and the manufacturing processes for a wide variety of products and services. **Prerequisites- MGT 210, MGT 320**

MGT 380: Human Resource Management 3 Credits

This course investigates management, procurement, development, maintenance, compensation, and utilization of an effective workforce. It also provides insight into a variety of functions considered essential to the personnel function of institutions, including: job analysis, recruiting, selection, motivation, training, evaluation, and career development. Special attention is paid to federal hiring requirements and the issues of health and safety. **Prerequisites: MGT 210 and MGT 220- Offered: S (A)**

MGT 410: Business Law 3 Credits

Prerequisites: MGT 360, ACT 210. Offered: F/S (A)

MGT 480: Business Policy 3 Credits 3

This course will provide an integrative learning experience through the presentation of advanced material and study of administrative policy cases. It will also provide insight into administrative processes in conditions of uncertainty. The total organizational environment, including social, economic, ethical, political and technological influences, will be assessed. This the capstone course for all business majors. **Seniors Only, Offered: F/S (A)**

MKT 210: Principles of Marketing 3 Credits

The marketing function of the firm from the standpoint of the decision-maker. The marketing variables of products, channels, prices, and promotion as related both to the profitability of the firm and the satisfaction of customers. **Prerequisite: MAT 126. Offered: F (A)**

MKT 310: Consumer Behavior 3 Credits

A detailed study of the forces which shape the process of consumer motivation and decision making. Topics include theoretical models of consumer choice processes and the influences of culture, lifestyle, and demographics on the consumer. Emphasis on creating a link between some behavioral concepts and marketing strategy. **Prerequisite: MKT 210. Offered: F (E)**

MKT 320: Promotion and Advertising* 3 Credits

Advertising as a communications tool in marketing management. Develops an understanding of the role of advertising under diverse marketing conditions. The nature of communications process and its relationship to advertising. Topics include advertising budget, media planning, the advertising agency, the creative process, and evaluation and control of advertising. **Prerequisite: MKT 210.**

MKT 330: Professional Selling* 3 Credits

Professional selling will recognize that today's salesperson faces a skeptical, well-educated, and sophisticated buyer, and that the professional salesperson must be far more than a purveyor of goods and services. Professional selling will attempt to

harmonize techniques and strategies with personality development. Topics include behavioral theories, ethics, a model of the selling process, and management of the sales force. **Prerequisite:** MKT 210.

MKT 360: Sport Marketing* 3 Credits

The basic marketing concepts to the sports industry. Fundamental marketing techniques such as advertising, sales, promotion, fund raising, and journalism will be explored in relation to sports. **Prerequisite:** MKT 210.

MKT 410: International Marketing* 3 Credits

An examination of various factors surrounding the conduct of business in foreign lands. Emphasis on the problems and decisions facing managers of international marketing across national boundaries, the environment in which international marketing takes place, and ways of integrating and coordinating marketing programs in diverse markets. **Prerequisite:** MKT 210.

MKT 420: Marketing Research 3 Credits

This course covers research methodology with the emphasis on the application of social science techniques of research to marketing problems. Critical evaluation of various sources of information, research procedures, and methods of utilizing research findings is required. An individual or group research project provides practical application of the methods studied. **Prerequisites:** MKT 131 and MAT 233. **Offered:** S (O)

MKT 430: Marketing Analytics 3 credits

This course examines how firms use information and quantitative tools to compete in distinctive ways. Uniquely blending the art and science of marketing, cases are combined with Excel, Qualtrics, and SPSS lab exercises to help students apply quantitative tools (ROI, NPV, statistical sampling theory, simulation and regression analysis) to the marketing decision making process.

MKT 460: Marketing Management Seminar* 3 Credits

An open-ended discussion approach to contemporary marketing problems relative to the internal operation and external environment of the firm. **Prerequisites:** MKT 210 and senior classification.

CHEMISTRY

CHE110: Scientific Literacy and Critical Problem Solving 1 Credit

The course will provide a student with understanding of how to navigate scientific problems. The course will especially focus on assisting the student in learning how to sort, organize and group information so that it can be easily interpreted into a focused approach which will include steps to solve problems as well as attaining justifiable answers to such problems. The course will also encourage critical thinking skills, emboldening the student to think independently under both broad and restricted conditions. Students who successfully complete this course should have a renewed confidence in their approach to scientific problems as well as future science courses. **Co-requisite** CHE 141. **Offered** F/S (A)

CHE 141: General Chemistry I 4 Credits

A systematic treatment of the fundamental chemical principles and theories, and their application, with particular reference to atomic and molecular theories, laws of chemical combination, periodic classification of the elements, properties of gases, liquids, solids, and solutions. Three lectures and one laboratory experience per week. **Co-requisites:** MAT 125/126. **Offered:** Fall (A)

CHE 142: General Chemistry II 4 Credits

A continuation of CHE 141, which includes thermo-chemistry, changes of state, chemical kinetics, chemical equilibrium, electrochemistry, and a brief introduction to organic chemistry. Three lectures and one laboratory experience per week. **Prerequisite:** CHE 141. **Offered:** S (A)

CHE 243 and CHE 244: Organic Chemistry I and II 4 Credits

A two-semester course that presents a systematic study of the important classes of organic compounds, both aliphatic and aromatic. Emphasis is placed on structures, properties, preparations, and reaction mechanisms. Three lectures and one laboratory experience per week. **Prerequisite:** CHE 142. **Offered:** F/S, respectively (A)

CHE 310: Special Topics in Chemistry 3 Credits

Covers special topics in chemistry and chemistry-related areas. Content varies by instructor, semester and/or student interest. Course topics can include Trending Science, Introductory Computational Chemistry & Data Analytics, Environmental

Chemistry, Organometallic Chemistry, Polymer Chemistry, Nano-science and Petroleum Chemistry. **Prerequisite:** CHE 142, MAT 136. **Offered:** F/S (A)

CHE 311 Chemistry Seminar I 1 Credit

These courses will be designed to give students an opportunity to present and discuss recent developments in the field of chemistry. Students will visit research laboratories and industries within the area. **Prerequisite:** Junior status and consent of the instructor. **Offered:** F/S (A)

CHE 320: Undergraduate Research in Chemistry I 2 Credits

Selected research projects under the supervision of the chemistry staff. **Prerequisites:** Junior status and consent of the instructor. **Offered:** F (A) or as needed

CHE 343: Pharmaceutical Chemistry Credits

This course will provide an introduction to the drug discovery and development process. It will draw on and expand upon material covered in introductory organic chemistry. Labs using pharmacy technician resources will be discussed in the classroom as well as through online instruction. Students will also gain experience through professional mentorship. Students are taught academic and career pathway skills. After completion of this course, students will be able to (1) understand molecular structure and bonding, functional groups, synthesis and analysis of pharmaceutical agents and metabolites; (2) know the classification and nomenclature of organic pharmaceutical compounds; (3) have proficiency in reading and understanding primary pharmaceutical literature. (4) acquire knowledge and necessary practical skills and attitude required for success in pharmaceutical fields. The curriculum meets national standards for registration in specialty pharmacy services and retail call centers. The ultimate purpose of this course is to prepare students for certification in the field, by a Department of Labor registered Apprenticeship program for pharmacy technicians. **Prerequisites:** CHE244. **Offered as needed.**

CHE 345: Quantitative Analysis I 4 Credits

A unified study of theories and practices of analytical chemistry with laboratory exercises in gravimetric and volumetric techniques of analysis. Three lectures and one laboratory experience per week. **Prerequisites:** CHE 142 and MAT 133. **Offered:** F or as needed

CHE 346: Quantitative Analysis II 4 Credits

A continuation of CHE 345. This course includes electro-analytical and optical methods of analysis. Three lectures and one laboratory experience per week. **Prerequisite:** CHE 345. **Offered:** S or as needed

CHE 420: Undergraduate Research in Chemistry II* 2 Credits

A continuation of CHE 320. Selected research projects under the supervision of the chemistry staff. **Prerequisite:** CHE 320.

CHE 440: Instrumental Methods of Analysis 4 Credits

This course involves the study of the principles and practices of absorption and emission spectroscopy, and electro-analytical techniques. Three lectures and one laboratory experience per week. **Prerequisite:** CHE 346 **Offered:** F (E)

CHE 445: Advanced Organic Chemistry 4 Credits

Electronic interpretation of organic reactions, reaction mechanisms, organ metallic compounds, chemistry of natural products, and study of spectrophotometric techniques. Three lectures and one laboratory experience per week. **Prerequisites:** CHE 243 and CHE 244. **Offered:** S (O)

CHE 446: Advanced Inorganic Chemistry 4 Credits

A detailed study of quantum theory and atomic structure, chemical bonding, periodic trends, coordination compounds, and properties of elements. Three lectures and one laboratory experience per week. **Prerequisites:** CHE 345 and MAT 241. **Offered:** F (O)

CHE 447: Physical Chemistry I 4 Credits

Study of the laws and theories concerning the properties of gases, liquids, and solids. This course includes an introduction to thermodynamics, chemical equilibrium, kinetics, thermo-chemistry, and atomic and molecular structure. Three lectures and one laboratory experience per week. **Prerequisites:** CHE 345, MAT 240 **Offered:** F (O) or as needed

CHE 448: Physical Chemistry II 4 Credits

Study of the laws and theories concerning the properties of gases, liquids, and solids. This course will present an introduction to quantum mechanics; including quantum theory, properties of particles and waves, wave mechanics and applications to

simple systems — the particle in a box, the harmonic oscillator, the rigid rotor and the hydrogen atom. Atomic and molecular spectroscopy as well as computational modeling of atoms will be introduced. Three lectures and one laboratory experience per week. **Prerequisites:** CHE 345, PHY 241, MAT 241 **Offered:** S (O)*or as needed

COMPUTER SCIENCE

CSC 110: Personal Computer Systems Repair* 1 Credit

Designed for majors and non-Computer Science majors. Basic technical skills related to the function and operation of major elements of personal computer systems, and methods to localize and correct common hardware and software problems. Hands-on experience with Personal Computer (PC) systems, with special emphasis on how systems are configured, modified, and expanded to meet new requirements. **Not open to CSC, MAT, or PHY majors. Offered:** S (O).

CSC 121: Exploring Robotics 3 Credits

This course is an interdisciplinary introductory course in Robotics. This course emphasizes Robotics on mathematical foundations for computing, fundamentals of programming and basic concepts of artificial intelligence.

CSC 131: Introduction to Computers 3 Credits

This course develops fundamental computer skills for key application programs to increase personal and professional productivity. Skill areas covered include use of word processing, spreadsheet, presentation, database and Internet-related software. Key computer components, including the CPU, memory, hard drive and input and output devices, are covered to provide a foundation for decisions about software and hardware purchases, upgrades, maintenance and repair. **Not open to CSC, MAT, or PHY majors. Offered:** F/S (A).

CSC 132: Foundations of Computing 3 Credits

This course provides an overview of the many disciplines within computer science, including data representation of text, numbers, audio, and images; computer hardware and software, including operating systems and programming languages; and data organization within databases. This course reviews critical concepts to better prepare CSC, MAT, and PHY majors as they continue their studies in programming and other areas of computer science. **Offered:** F/S (A)

CSC 133: Programming I 3 Credits

An overview of hardware and software in computer systems. Techniques of problem analysis and algorithm development, program design, coding, testing, and debugging using high- level programming languages such as C++, or other contemporary programming languages are examined. **Prerequisite:** CSC 132. **Offered:** F/S (A)

CSC 136: Programming II 3 Credits

Continuation of CSC 133. The course will offer advanced concepts of program design and implementation. Presents programming structure, data types, control structures, algorithm analysis, and provides an introduction to object-oriented programming. **Prerequisite:** CSC 133. **Offered:** F/S (A)

CSC 233: Data Communications and Computer Networks 3 Credits

This course explores the principles and techniques of data communications and gives special emphasis to networks and distributed systems. The ISO Reference Model for open systems interconnection will be investigated and the function and operation of each protocol layer will be analyzed in detail. **Prerequisite:** CSC 136. **Offered:** S (A)

CSC 236: Introduction to Digital Computer Design 3 Credits

This course presents the logic design of functional digital units; design of computer subsystems: register transfer, bus structure, timing and control; and design of processor memory, arithmetic, and I/O units. **Prerequisite:** CSC 132. **Offered:** F (O)

CSC 237: Introduction to Computer Systems and Assembly Language* 3 Credits

Study of the internal organization of the Computer and its Assembler Language. Students are required to write several programs and achieve successful computer execution. **Prerequisite:** CSC 136. **Offered:** S (O)

CSC 239: Visual Programming 3 Credits

Presents the object-oriented methods and design concepts, languages and systems for object- oriented development, object-oriented programming environments, and application of object-oriented techniques. Students learn to formulate object solutions to practical problems through use of one of the object-oriented programming languages such as JAVA, Visual Basic, Visual C++, and future Visual Languages. **Prerequisite:** CSC 136 **Offered:** F (E)

CSC 332: Data Structures and Algorithms 3 Credits

Concentrates on the way data can be organized and addressed. Data structures such as lists, linked lists, records, stacks, queues, trees, and graphs are explained in terms of their basic structures and in the way they can be used in practical programming problems. **Prerequisites:** CSC 136 **Offered:** F/S (A)

CSC 333: Computer Graphics 3 Credits

Introduction to concepts in computer graphics, techniques in two and three-dimensional graphics, and advanced techniques such as shading, animation, and polygon filling. **Prerequisites:** CSC 332 **Offered:** F (O)

CSC 334: Information Systems and Design 3 Credits

Presentation of file organization, data base systems, and the Information Systems development cycle. Thus, users and designers of systems must understand how data are stored and retrieved; writing programs for special problems in different fields of study, and group or individual case studies. **Prerequisite:** CSC 136. **Offered:** Spring (A)

CSC 336: Software Engineering and Project Management 3 Credits

This course provides: an overview of software engineering, from the specification phase to the maintenance phase; an overview of configuration management, from configuration identification to criteria for selecting configuration items; an overview of software assurance, from the quality system to software system procedures; and an overview of project management, from project initiation and identification to post project evaluation and audit. **Prerequisites:** CSC 136 and CSC 334. **Offered:** F (A)

CSC 339: Database Management Systems I 3 Credits

A study of database and management systems that include data models like relational, hierarchical and network; and their organizational theory in database design, data languages, integrity and security of database. **Prerequisite:** CSC 332. **Offered:** F (A)

CSC 340: Database Management Systems II* 3 Credits

Continuation of CSC 339, with a focus on SQL programming language. **Prerequisite:** CSC 339.

CSC 420: Digital Forensics 3 credits

This course presents an overview of the principles and practices of digital investigation. The fundamentals and importance of digital forensics will be emphasized. Students will learn different techniques and procedures that enable them to perform a digital investigation, including data acquisition, computer forensic analysis, e-mail investigations, image file recovery of FAT, NTFS, EXT3, and HFS/HFS+. **Prerequisite:** grade of "C" or better in CSC 332. **Offered:** S or *as needed

CSC 421: Fundamentals of Cybersecurity 3 credits

This course covers the fundamentals of cybersecurity. It introduces many different areas of security such as cryptography, malicious code, authentication and access control, trusted computer systems, operating systems and network security. **Prerequisite grade of "C" or better in CSC 236. Offered:** S or *As needed

CSC 431: Computer Organization and Architecture 3 Credits

A study of organization of computers, including logic design, processors, control unit and micro- programming. **Prerequisites:** CSC 136 and CSC 332. **Offered:** S (A)

CSC 433: Operating Systems I 3 Credits

Functions and implementation of operating systems such as linking and loading; resource allocations; virtual memory; scheduling; multi- tasking and synchronization, etc. **Prerequisite:** CSC 332. **Offered:** S (A)

CSC 434: Operating Systems II* 3 Credits

Continuation of CSC 433, with emphasis on UNIX operating systems. **Prerequisite:** CSC 433.

CSC 435: Survey of Programming Languages 3 Credits

The comparing of various programming languages in order to determine what characteristics they share, including writing different problems in different languages. Also, determining which languages are best for a particular problem using available computer system and macro computers. **Prerequisites:** CSC 136 and CSC 332. **Offered:** Fall (O)

CSC 439: Senior Project 3 Credits

Individual study, programming, and presentation of special topics in computer science. **Prerequisite:** Senior status. **Offered:** S (A)

CRIMINAL JUSTICE

CRJ 131: Intro. to Criminal Justice 3 Credits

History, theory and structure of the criminal justice system in the United States with emphasis on the nature of the law, police, courts, and parole. Penal and criminal procedure law will be introduced. **Offered: F/S (A)**

CRJ 231: Police Administration and Mgt. 3 Credits

The role of police in American society will be analyzed. Topics include nature of police subculture, professionalism, personnel selection, unionism, and operational trends. **Prerequisites: CRJ 131 and SOC 131. Offered: F/S (A)**

CRJ 234: Issues in Juvenile Justice 3 Credits

This course deals with the philosophy and methods of criminal justice programs for the prevention and control of youth crime. It will discuss the history of the juvenile justice system, police handling of juveniles, the juvenile court, detention, and treatment of juvenile offenders. **Prerequisite: CRJ 131 and SOC 131. Offered: S (A)**

CRJ 315: Probation and Parole 3 Credits

Analysis of history, structure, and function of probation and parole systems in the United States; pre-sentence investigations; offender selection and classification; offender supervision; and agency administration. **Prerequisite: CRJ 235**

CRJ 320: Community-based Corrections 3 Credits

Examination of contemporary redefinition of correctional functions emphasizing development and use of community resources; diversion of offenders from the criminal justice system; nontraditional correctional programs. **Prerequisite: 335**

CRJ 321 and CRJ 322: Criminal Justice Internship I and II 3 Credits

Field experience in a local, state, or federal criminal justice agency. The student will learn through observation and work experience. **Prerequisite: Consent of instructor required.**

CRJ 330: Constitutional Law 3 Credits

An analysis of the historical development of the relationships of the U. S. Constitution to the state and the individual. This course examines the effect of the due process clause of the Fourteenth Amendment in the application of the Bill of Rights to the states through a study of the leading Supreme Court decisions pertaining to Criminal Justice. **Prerequisites: CRJ 131, SOC 131, and junior status, or consent of instructor. Offered: F (A)**

CRJ 331: Criminal Investigation 3 Credits

Deals with the theory and practice of investigative methodology in law enforcement. It will consider techniques and procedures of evidence collection and presentation and the use of crime laboratories. **Prerequisites: CRJ 131, SOC 131. Offered: F (A)**

CRJ 332: Criminology 3 Credits

This course defines crime; the nature and causes of crime; methods used in dealing with crime and criminals; early forms of punishment; the police; the courts; penal and reformatory institutions; the juvenile court. **Prerequisites: CRJ 131 and SOC 131. Offered: F (A)**

CRJ 335: Corrections 3 Credits

Analysis of theories of crime and delinquency; examination of rehabilitative services of corrections as a social process; view of formal and informal types of detention systems including centers, training schools, and half-way houses; a study of relationships to the criminal system and to the criminal justice system and application to practice. **Prerequisites: CRJ 131 and SOC 131. Offered: F (A)**

CRJ 336: Basic Criminal Procedures 3 Credits

Course deals with the procedural aspects of criminal law; process of enforcement, investigation-trial and trial procedures, sentencing, appeals, and post-conviction reviews. **Prerequisites: CRJ 131 and SOC 131. Offered: S (A)**

CRJ 337: Methods of Criminal Justice Research 3 Credits

An examination of the role and process of research as it serves the Criminal Justice system. Presentations and discussions of the literature with emphasis on the use of research and analysis in formulating and evaluating criminal justice. **Prerequisites: CRJ 131 and SOC 131. Offered: F (A)**

CRJ 338: Ethics in Criminal Justice 3 Credits

This course covers the principles of justice and ethics; ethics and the law, police and ethical standards, ethics and courts. **Prerequisites: CRJ 131 and SOC 131. Offered: S (A)**

CRJ 340: Juvenile Corrections 3 Credits

Examination of historical and contemporary efforts to reduce juvenile delinquency through institutional and community-based programs; innovative programs; evaluation of program effectiveness. **Prerequisites: CRJ 335**

CRJ 341: Introduction to Criminalistics* 3 Credits

Principles and applications of various investigative techniques to determine criminal evidence including fingerprints, polygraph, firearms, toxicology, ballistic and clandestine activities. **Prerequisites: CRJ 131 and SOC 131.**

CRJ 343: Forensic Science* 3 Credits

An introduction to the methods used by crime laboratories such as blood sampling, fingerprints, etc., and the chemical and physical interpretation of data obtained. **Prerequisites: CRJ 131, SOC 131, and BIO 131.**

CRJ 345: Security Administration* 3 Credits

Theories of management with emphasis on leadership and interaction of individuals, groups, managers and the organization as a whole. Discussion centered on organizations with security responsibilities, including government agencies, college campuses, corporate activities and the military. **Prerequisites: CRJ 131 and SOC 131.**

CRJ 347: Security Law 3 Credits

An analysis of the legal background of private and proprietary security. Critical current legal issues in the private security field will be evaluated. **Prerequisites: CRJ 131 and SOC 131. Offered: S (A)**

CRJ 370: Victimology 3 Credits

Examination of the alleged perpetrator-victim relationship and societal reaction to victims including victim services, restitution, and compensation. **Prerequisite: CRJ 332 (Criminology)**

CRJ 365: Special Populations in Corrections 3 Credits

This course focuses on unique needs and issues of specialized inmate populations. The class also addresses management strategies and programming necessary to humanely incarcerate these groups and to prepare them for successful reintegration into free society. Focus populations will include the medically and mentally ill, the mentally challenged, female offenders, juveniles convicted as adults, the elderly, high risk inmates, and those with unique or non-mainstream religious needs. **Prerequisites: CRJ 335**

CRJ 405: Drugs and Society 3 Credits

Examination of the pharmacological effects of and different categories of drugs. Different theories of drug use are discussed, as well as, the historical development of drug laws. Various harms associated with drug use are explored in addition to the consequences of drug prohibition. Lastly, students are expected to understand the different methods of drug research and development. **Prerequisite: CRJ 332 (Criminology) and Junior status**

CRJ 410: Court and Judicial Process 3 Credits

A study of the modern concepts of laws and crimes as they relate to the judicial process, punishment, and rehabilitation. **Prerequisite: CRJ 131, SOC 131, and Junior status. Offered: F (A)**

CRJ 420: Seminar in Criminal Justice 3 Credits

Intensive interdisciplinary study of selected current issues in the field of criminal justice. A major written project is required. **Prerequisite: CRJ 131, SOC 131, and Instructor consent. Offered: S (A)**

CRJ 425: Tort Law 3 Credits

Tort law governs the protection of persons and property against physical harm, whether intentional or negligent, under a variety of doctrines, including trespass, nuisance, negligence, deceit, conversion, etc. **Prerequisite: CRJ 336 (Basic Criminal Procedure) and senior status.**

CRJ 433: Criminal Law 3 Credits

Course deals with the legal principles involved in the preservation and protection of life and property. It includes the elements and proofs in crimes and the rules of criminal liability. **Prerequisite: CRJ 131, SOC 131, or Junior status with Instructor consent. Offered: S (A)**

ECONOMICS

ECO 210 Principles of Macroeconomics 3 Credits

An introduction to acquaint the student with economic analysis of aggregate employment, income, and prices are related to economic problems. Topics include major schools of economic thought; aggregate supply and demand; economic measures, fluctuation, and growth; money and banking; stabilization techniques; and international trade, national income accounting, and fiscal and monetary policy. **Prerequisite:** MAT 126. **Offered:** F/S

ECO 220 Principles of Microeconomics 3 Credits

An in-depth analysis of individual, business and industry choices in the market economy. Topics include the price mechanism, supply and demand, optimizing economic behavior, costs and revenue, market structures, factor markets, income distribution, market failure, and government intervention, the economics of production and cost, and analysis of firm behavior in various market models, resources markets and the international economy, and other related topics. **Prerequisite:** ECO 210. **Offered:** F/S

ECO 241: Managerial Economics 3 Credits

Managerial Economics is an intermediate level course which develops simple, practical quantitative tools and intermediate microeconomic concepts for business students. It uniquely integrates the discipline to other managerial functions, including accounting, finance, human resource management and marketing. Managerial Economics uses a problem-solving approach to teach students how to make better business decisions.

ECO 310 Money and Banking 3.Credits

Analysis of the relationship between money and economic activity with emphasis on monetary theory, commercial banking, and financial markets and interest rates. The interface of monetary policy, fiscal policy and debt management is also covered. **Prerequisite:** ECO 220. **Offered F (A)**

ECO 320 Managerial Economics 3 Credits

Managerial Economics (Economics for Managers) is an intermediate level course which develops simple, practical quantitative tools and intermediate microeconomic concepts for business students. It uniquely integrates the discipline to other managerial functions, including accounting, finance, human resource management and marketing. Managerial Economics uses a problem-solving approach to teach students how to make better business decisions. **Prerequisite:** ECO 220. **Offered S (A)**

EDUCATION

EDU230 Foundations of Education 3 Credits

Surveys the historical, social, philosophical, and psychological foundations of the American school system with emphasis on an introduction to the teaching profession. Provides observation and participation in a public school. A 30-hour field experience is required. This course is a prerequisite of all education course work and admittance to the Teacher Education Program. Fee charged. **Prerequisite:** ENG131 **Offered:** F/S(A)

EDU231 Technology for Educators 3 Credits

Focuses on media and specific technologies appropriate to teachers in the educational setting, both for instructional purposes and administrative tasks. It includes exposure to and use of various equipment, materials, and software, including Internet and Microsoft Office. Computer-assisted instruction and management techniques are presented.

EDU232 Elementary Curriculum & Instruction 3 Credits

Focuses on effective instructional methods and curriculum models for K-5 teachers. Common Core Standards and best practices in creating enthusiastic learning environments and writing learning plans are explored. Using data to inform instruction is addressed as part of the planning component. A 20-hour field experience is required.

EDU 310: Skills Seminar * 1 Credit

A course addressing the general communications and mathematics skills required by those taking standardized tests. Emphasis on language, critical thinking, and mathematical skills needed to score well on the GRE General Test, PRAXIS, and the General Knowledge portions of the LSAT, MCAT, GMAT, etc. Team taught by specialists in language, mathematics, and study skills. Recommended for all students contemplating graduate or professional school. **Prerequisite:** Advanced Junior status (75 hours).

EDU330 Classroom Management 2 Credits

Focuses on the major traditional and current behavior management theories and strategies. Prepares the candidate to use effective strategies for developing a safe but invigorating classroom climate. Prerequisite: EDU230

EDU332 Tests and Measurements 2 Credits

Examines test construction and application of evaluation principles related to K-12. Emphasis on reading, interpreting, and using data from a variety of assessments including standardized and teacher-made achievement tests. State standards will be studied in relationship to both formative and summative assessment as instructional tools. **Prerequisites: EDU230, MAT 125/126, and PSY131**

EDU333 Teaching Elementary Social Studies (FE) 3 Credits

An interdisciplinary approach to social studies instruction is presented identifying the contributions of the ten themes of social studies and the social science areas; integrating the various elementary subjects; and aligning the national, state, and local curriculum standards in lesson planning and instructional formation. The course analyzes current trends in instructional strategies to accommodate differing learning styles, abilities, and interests and apply learning theories and principles of child development to instructional planning that includes long and short-range goals appropriate for students. Methods to assist the learning of social studies by students with special needs, including English language learners, are included. An emphasis is placed on student participation in lessons, higher-order thinking, visual and performing arts, technology, language arts, inquiry-based models, authentic assessment, and project-based learning. **A 10-hour field experience required. Fee charged.**

EDU334 Teaching Elementary Science (FE) 3 Credits

Focuses on current trends, strategies, and materials for teaching science in grades K-5. The constructivist approach to teaching science is emphasized, along with inquiry-based learning and the guided discovery method. A 10-hour field experience in K-5 setting is required. **Fee charged. Prerequisites: EDU332**

EDU 335: Field Experiences in Integrated Curriculum 1 Credit

A five-week sustained field experience, where the integrated curriculum lessons candidates developed during the first 7 weeks of the course are taught; two in-field faculty led observations per candidate; faculty project evaluation of integrated curricula project, and; final three week, on- campus seminar where candidates and faculty evaluate in-field experiences, candidates present project findings from their intensified field- based integrated curricula experience, and peer candidates evaluate perceived strengths and weaknesses of their peers' projects. **Prerequisites: EDU 332; Co-requisite: EDU 334 Offered: S (A)**

EDU336: Teaching in Middle Schools 3 credits

A course designed to acquaint prospective teachers with the philosophy and objectives of the Middle School concept. Emphasis given to understanding methods, use of technology, and materials used in grades 5-8, with a focus on human development and learning. **Prerequisite: EDU 230. Offered: S (A)**

EDU337 Teaching Elementary Mathematics (FE) 3 Credits

Focuses on current trends, strategies, and materials for teaching mathematics in grades K-5. The constructivist approach to teaching math is emphasized, along with hands-on learning and conceptual understanding of math concepts. A 10-hour field experience in K-5 setting is required. Fee charged.

EDU338 Reading and Writing (FE) 3 Credits

Focuses on the integration of reading and writing instruction throughout the K-5 curriculum. Emphasis is placed on the objectives, developmental skills, materials, techniques, and the processes of assessing, diagnosing, and correcting reading and writing skills. Instruction includes a holistic view of literacy development. A 20-hour field experience in both diagnosis and remediation in an elementary school is required. **Fee charged.**

EDU 350 Literacy I 3 Credits

This is the first course in the sequence of literacy courses for the EPP program. The course will initiate the process of building a knowledge base in regard to the State literacy standards. The course will also address teacher knowledge required for effective curriculum design, instruction, and evaluation of emergent learners from birth through 1st grade and the wide range of children with exceptional needs, inclusive of English Language Learners. The components of emergent literacy include oral language development, phonological and phonemic awareness, the alphabetic principle, high frequency vocabulary development, decoding, and emergent spelling pattern and writing strategies. **There is a Field component required.**

EDU 351 Literacy II 3 Credits

This course will address teacher knowledge and skills required for effective curriculum design, instruction, and evaluation of elementary literacy learners from 2nd through 5th grades, and children with exceptional needs (including English Language Learners). The topics include theory, research, curriculum/instruction, evaluation as they relate to the components of literacy (spelling/word work, vocabulary, fluency, comprehension) and the language art (reading, writing, listening, speaking, viewing, visually representing). There is a Field component required. **Prerequisites:** EDU 350.

EDU 401: Field Experience I 3 Credits

This course allows students to observe and interact with teachers, students, and other support personnel in a school setting. Extensive experiences in structured observations are followed by tutoring and cooperative learning group instruction. Field experience placement is administered by the Office of Teacher Education. Thirty clock hours of field experience are required. (Note that this does not include travel time to and from the schools.) **Prerequisites:** Junior or Senior status, EDU 230, PSY 131, and consent of Teacher Education Coordinator Offered: F/S (A)

EDU 420: Education Seminar 2 Credits

This course will be taught in conjunction with EDU- 430 Enhanced Student Teaching. Focus on application and analysis of teaching knowledge in the classroom. No other courses may be taken during the semester of student teaching. **Prerequisite:** Completion of all requirements except student teaching.

EDU 430: Enhanced Student Teaching 10 Credits

A comprehensive course under close supervision in which the student teacher learns to foster student/teacher relationships and to demonstrate mastery of instructional techniques and materials. **Prerequisites:** EDU 420

EDU 435 Education Certification 3 Credits

Education certification course is designed to prepare students for success on the Tennessee Licensure exam and the development of the edTPA portfolio. This course will offer content lecture, test-taking strategies, and timed practice tests.

ENGLISH

ENG 131: Composition I 3 Credits

A writing course that begins with a review of the complex paragraph. Emphasis is on outlining, organizing thoughts, and the writing of essays. The course concludes with the writing of critical essays in a variety of modes, e.g., description, narration, exemplification, classification comparison/contrast, and definition. **Offered:** F/S (A)

ENG 132: Composition II 3 Credits

A writing course that begins with the writing of persuasive and analytic essays. Emphasis is on research techniques. The course concludes with the writing of a research paper. **Prerequisite:** Grade of “C” or better in ENG 131. **Offered:** F/S (A)

ENG 133: English Composition 3 Credits

English-133 will teach the essential skills of college writing across the curriculum. Students will learn to formulate debatable and defensible thesis claims and to support these claims with organized and convincing arguments. The course will also emphasize research techniques, documentation, and citation practices, and writing in response to scholarly opinions. The corequisite Composition Lab (ENG-111) will also be utilized to assure students possess the grammatical fluency and organizational skills to engage productively with any given argument. **Offered:** F/S (A)

ENG 200: Introduction to English Studies 2 Credits

This course is designed to introduce English majors to the opportunities and challenges of English as a field of study. The course will focus on the history of English as an academic discipline, the concepts, and techniques for interpreting literary and cultural texts, contemporary research practices, and the exploration of career opportunities in the field of English. **Prerequisite:** English 200-level literature course with C or better. **Offered:** Fall (A).

ENG 203: Poetry: From Oral Tradition to Spoken Word 3 Credits

This course explores the importance and influence of poetry from the earliest oral traditions and epics that immortalize ancient cultures and poetry that reflects the concerns of emerging nations and changing cultures. Innovations in poetry throughout significant ideological movements will be highlighted, concluding with an exploration and analysis of current popular spoken word artists. **Prerequisite:** Minimum grade of “C” in ENG 132 or in ENG 133. **Offered:** F/S (A)

ENG 204: Survey of American Literature 3 Credits

In this survey course of American literature, students will study how diverse writers represented, challenged, and helped to create the dominant cultural mythologies that remain powerfully influential in our nation today. During the semester we will

read a wide array of American authors. Through guided discussion and independent research, we will strengthen our ability to read and write critically about literary texts, and we will gain a deeper appreciation of American literary history as a rich terrain of contested values that can help us to understand who we are today. **Prerequisite: Minimum grade of “C” in ENG 132 or in ENG 133. Offered: F/S (A)**

ENG 205: Survey of African American literature 1900s and beyond 3 Credits

This course will survey and examine the writings of African Americans from the 1900s to the Present. Students will examine the uneasy relationship between race and writing. **Prerequisite: Minimum grade of “C” in ENG 132 or ENG 133. Offered: F/S (A)**

ENG 206: Survey of Multicultural Literature 3 Credits

Study of literature with accurate representations of diverse cultures that go beyond national and ethnic boundaries. Students will develop a deeper understanding of issues concerning diversity, multiculturalism, and ethnicity in response to our 21st century global context. **Prerequisite: Minimum grade of “C” in ENG 132 or ENG 133. Offered: F/S (A)**

ENG 207: Survey of Literature & Popular Culture 3 Credits

This course will examine the complex intersections of literature and popular culture. Through the analysis of various cultural “texts”—pop music, comic books, television, and advertising – alongside contemporary literary works, students will learn to define and engage critically with “popular culture” and to describe the role of literature within it. **Prerequisite: Minimum grade of “C” in ENG 132 or in ENG 133. Offered: F/S (A)**

ENG 221: Introduction to Literature 3 Credits

An introduction to the elements of poetry, drama, and narrative fiction, and the critical concepts useful in discussing such works. **Prerequisite: Minimum grade of “C” in ENG 132. Offered: F/S (A)**

ENG 222: World Literature 3 Credits

A survey of world literature from ancient times to the present, with representative masterpieces from various periods and cultures that have significantly influenced the minds of mankind. **Prerequisite: ENG 200s. Offered: F (E)**

ENG 231: American Literature I 3 Credits

An exploration of a variety of perspectives of the American experience from the Colonial Period, the century beyond, and the cultural and ideological complications leading up to and during the American Civil War. **Prerequisite: ENG 200-level literature course with “C” or better Offered: F (A)**

ENG 232: American Literature II 3 Credits

An exploration of a variety of American experiences following the Civil War and the literary changes as seen through the lens of realism, naturalism, modernism, post-modernism and beyond. **Prerequisite: ENG 200-level literature course with “C” or better Offered: S(A)**

ENG 234: Grammar and Syntax 3 Credits

This course focuses on the study and usage of modern English grammar, including the parts of speech and the analysis of English sentence structure **Prerequisite: Minimum grade of “C” in ENG 133 Offered: S (O)**

ENG 235: Advanced Composition* 3 Credits

A practical course offering additional instruction and experience in the techniques of effective written communication. **Prerequisite: ENG 133**

ENG 236: Adolescent Literature 3 Credits

Adolescent Literature is a course designed to expose students to a variety of literature especially written for and about young adults (12-18) in grades 7-12, with emphasis on the examination, selection, and utilization of such literature. **Prerequisite: ENG 200-level literature course with “C” or better.**

ENG 237: Children’s Literature, 3 Credits

A study of literature written for children from K – 8, with emphasis on selecting, arranging, and teaching literature to children. An examination of the No Child Left Behind Act, Reading First Programs, and Common Core Standards. Required of students who certify in Elementary Education. **Prerequisite: English 200-level with a C or better. Offered: S (A)**

ENG 238: Greek and Roman Drama 3 Credits

Study and analysis of background, form, content, and oral performance of classic drama. **Prerequisite: ENG200s. Offered: Spring (O)**

ENG 239: Survey of Modern Drama 3 Credits

Reading and analysis of aims, techniques, and problems of dramatic literature. **Prerequisite:** ENG 200s. **Offered:** S (E)

ENG 242: Women in Literature 3 Credits

This course examines the ways in which women negotiated the nexus of race, class, and gender through writing in a field that was overrun with men. Female writers have a lot of intellectualism to add to literary discourse and sought to influence their own destinies. We will exam the literary history of women in an ever-changing historical landscape that seeks to minimize and claim that women's history is ahistorical— nonexistent and can only be defined in their relationship to men.

Prerequisite: Minimum grade of "C" in ENG 132.or ENG 133. **Offered** F(E)

ENG 243 Literature and Film 3 Credits

This course seeks to explore the complex interplay between literature and film. Historically, films have be based upon various literary genres--short stories, plays, novels, and poems. There will be a high-level of reading in this course. We will read novels and analyze their film adaptations. Moreover, we will actively read film reviews and film theory. This means doing the requisite readings before class and discussions. Student writings will include their own reviews of films they watch outside of class sessions, analyses of the dramatic, cinematic, narrative aspects of films, and comparisons of literary works to their cinematic adaptations. **Prerequisite:** Minimum grade of "C" in ENG 132.or ENG 133 **Offered** F (E)

ENG 330: African American literature I—Beginnings to 1919 3 Credits

This course explores various literary genres written by African Americans. African American Literature I traces its beginnings from the latter half of the 18th century when the African American population was still an enslaved one to the early 20th century when nationalism was on the rise in the U.S.A. Through the study of poetry, prose, and drama, students will explore the influences early African American writers have had on literature both within and outside the literary canon. **Prerequisite:** English 200-level literature or consent of the instructor. **Offered:** F (O)

ENG 331 British Literature I 3 Credits

This class examines influential British literature from its beginnings to the end of the eighteenth century. Students will be exposed to literature from the Old and Middle English periods to the Enlightenment. Noteworthy literary periods such as the Elizabethan, Jacobean, Commonwealth, and Restoration periods will be highlighted. **Prerequisite:** English 200-level with a C or better; **Offered:** F (A)

ENG 332: British Literature II 3 Credits

This survey class explores compelling texts from nineteenth century British literature to contemporary British literature. The course will begin with an exploration of the Romantic period and its major writers, followed by an examination of the Victorian period and its writers, and end with reviewing works of the modernist twentieth century British writers and later post-modernist British writers. **Prerequisite:** ENG 331 **Offered:** S (A)

ENG 333: Literary Criticism 3 Credits

This course introduces students to the concept of literary theories and their critical applications to the literary genres.

Prerequisite English 200-level literature with a C or better **Offered** S (A)

ENG 335: Shakespeare 3 Credits

A study of the selected Shakespearean comedies, histories, and tragedies. **Prerequisite:** English 200-level literature with a C or better **Offered:** F (E)

ENG 336: The Novel 3 Credits

A study of representative novels from the eighteenth-century to the present, with special attention to the development of the form. **Prerequisite:** English 200-level literature with a C or better.

ENG 337: The Short Story 3 Credits

A course that focuses on the history and development of the short story as a genre. Early prose narrative forms such as the fabliau and the fable are examined as antecedents of the "prose tale" defined by Poe. Key authors of short fiction from the nineteenth century to the present are surveyed. **Prerequisite:** English 200-level literature with a C or better.

Offered: S (E)

ENG 338: Creative Writing 3 Credits

This course will introduce students to the art and craft of creative writing, particularly in the genres of poetry and short fiction. While studying a variety of contemporary writers, students will produce original poems and stories to be workshopped in class by their peers. The course will culminate in a revised portfolio of students' creative works. **Prerequisite:** English 200-level literature with a C or better

ENG 339 Southern Literature--Voices of the South 3 Credits

This course highlights the large influence Southern writers have on American Literature and Culture. Their works not only celebrate life in the cerebral south; they also perpetuate hidden ideologies concerning "pure blood," race, finer womanhood, and all of the social hierarchies imaginable. With all of its problems, southern culture is brought to life through the beauty of words. There is so much richness in southern literature that is certainly worth exploring and developing an appreciation for a history and culture of people that indeed dared to be different. Their local color and regionalism are all charming aspects of their undying love and support of the south. We will read texts written before, during, and after the Civil War to query what exactly was at stake. **Prerequisite: English 200-level literature with a C or better Offered: S (E)**

ENG 340 Black Women Writers 3 Credits

For many women of color invisibility has been a great concern and a constant reality. This course will examine literature written by Black Women Writers. It investigates representations of black women and pays particular attention to the ways in which black womanhood is characterized through intersectional paradigms of race, gender, sexuality, and social class. Furthermore, this course queries how selected authors render black female characters in ways that perpetuate, contest, and/subvert stereotypical images of black women. Lastly, this course is to challenge and destabilize the terms "woman" and "normatively." **Prerequisite: English 200-level literature with a C or better Offered: F (O)**

ENG 341: World Literature I 3 Credits

A study of enduring literature from around the world beginning with the earliest poetry and drama of ancient civilizations, followed by literature from the Middle Ages, and ending with literature from the Renaissance. The class will explore various genres from various regions so students can be exposed to the rich and varied influence of the earliest literary antecedents.

Prerequisite: ENG 200-level literature course with "C or better Offered: F(E)

ENG 400: Senior Seminar 2 Credits

This is research and writing methods course designed to reinforce the research training the student has learned from freshman to junior year. It includes research methods, use of primary and secondary sources, and MLA format. Its aim is to equip English majors with the requisite academic skills necessary to produce a significant piece of independent critical research work as they prepare to go to graduate school or to the job market. The completion of a research project will be the culmination of this seminar. **Prerequisites: English graduating senior Offered: Spring (A)**

ENG 342: World Literature II 3 Credits

This class explores significant literature and ideas that influenced writers from the seventeenth century to present time, spanning cultures from around the world. Movements such as the Enlightenment, Romanticism, Modernism, and Post-Modernism will be emphasized. **Prerequisite: ENG 200-level literature course with "C" or better Offered: S(O)**

ENG 430: African American literature II—1920 to the Present 3 Credits

African American Literature II resumes where African American Literature I ended. African American Literature II begins in the 1920s and explores the cultural revolution that was taking place in the USA, particularly in Harlem, New York. This course explores the cultural and political explosions that occurred in black communities across the country. Historically, African American literature was looked upon as a movement of resistance, yet it evolved into a movement in response to the marginalization and continued disenfranchisement of African Americans within the United States. This is a writing and reading intensive course. **Prerequisite: English 200-level literature and ENG 330 with "C" or better Offered: S(E)**

ENG 431: Contemporary Literature 3 Credits

This course studies the types and trends of contemporary literature through the study of various influential writers. **Prerequisite: English 200-level with a C or better Offered: F (E)**

ENG 433: Special Topics in English 3 Credits

A course designed to explore specific research interests of students and/or faculty. Topics vary depending on the demand. **Prerequisite: Consent of the instructor.**

ENG 434: The Harlem Renaissance 3 Credits

The Harlem Renaissance, also sometimes called the New Negro Renaissance or the New Negro Movement, refers generally to an important artistic and sociocultural moment in world history during which Black writers, musicians, and artists of the 1900s and late 1930s produced a body of work remarkable for its breadth and complexity of themes. Interdisciplinary in nature, this course will focus on literary texts considered within the contexts of history, sociology, politics, autobiography, music, and the visual arts. Through our readings, we will explore the genesis and meaning of this exciting moment in cultural history, attempting to come to a deeper understanding of what compelled the movement and why the legacies of the Harlem

Renaissance continue to influence African American literature and culture. **Prerequisite:** English 200-level literature with a C or better **Offered:** F (E)

ENG 435: African Literature 3 Credits

This course will explore varying literatures of Africa as well as the European conquest of Africa and the subsequent effects on African culture. The African Literature Course will engage students in the study of a variety of African literary genres as a means of understanding the impact of colonialism, race, ethnicity, class, and gender as well as the conflict between tradition and modernity. The course will also help students view African cultures within the context of world cultures as a whole.

Prerequisite: English 200-level literature with a C or better.

FINANCE

FIN 150: Personal Financial Management* 2 Credits

Treatment of problem areas of major concern in business, marketing, and financing. Among the topics included are personal credit management, personal consumer economics, personal finance, personal monetary and banking, personal risk management, and personal small business management. **Prerequisite:** MAT 126. *This course will not be accepted as an elective or core course for business majors.* **Offered:** F/S (A)

FIN 210: Principles of Finance 3 Credits

Emphasizes financing and investment decisions made by financial managers. Topics include time value of money, financial analysis, valuation of securities, alternative sources of short and long- term financing, operations of financial markets.

Prerequisites: MAT 126. **Offered:** F (A)

FIN 310: Principles of Investment* 3 Credits

Principles governing the proper investment of personal and institutional funds, information sources, security analysis, exchanges and regulation. **Prerequisite:** FIN 210.

FIN 320: Financial Institutions and Markets* 3 Credits

A general study of the nature of financial institutions and markets in the United States and their interactions. How and why the institutions evolved, how they fit within the financial system, how they operate, their current impact, and their future role. **FIN 210.**

FIN 330: Financial Management* 3 Credits

A continuation of Business Finance. Topics included are capital budgeting, cost of capital and capital structure, and valuation of firm, dividend policy, and special managerial finance issues, e.g., merger, acquisitions, and divestitures. **Prerequisite:** FIN 210.

FIN 340: Bank Management * 3 Credits

This course includes analysis and discussion of cases in commercial bank management. The loan function is emphasized, also the management of liquidity reserves, investment for income, sources of funds. Bank objectives, functions, policies, organization, structure, and regulations are considered. **Prerequisite:** ECO 220.

FIN 410: Financial Asset Management* 3 Credits

A detailed analysis of the investigation of corporate securities as long-term investment. Investigation of the techniques for security valuation and portfolio management, with discussion of financial institution investment procedures. Considers mechanics, markets, institutions, and instruments important to the investment process. **Prerequisite:** FIN 310.

FIN 420: International Corporate Finance* 3 Credits

Covers questions and issues which concern financial management of international corporations. Analysis of the financing of investment abroad and the management of assets in varying financial environments. The foreign investment decision, cost of capital and financial structure for multi-national decision making, management of foreign subsidiary working capital, and financial control of multi-national operations. **Prerequisite:** FIN 210.

FIN 460: Financial Planning Seminars and Applications* 3 Credits

Applications of personal financial planning tools to actual problems using interactive tools and information software designed to help plan, invest, and manage money. Students will analyze, choose, and defend their ideas and the course of action. Financial planning tools are also examined in conjunction with their related cases. **Prerequisite:** Senior Business majors & Instructor Approval.

FRENCH

FRE130: Conversational French 3 Credits

This course is designed to introduce beginning students to a basic understanding of the modern French language and culture. Course centers on speaking, pronunciation, and daily expressions—the acquisition and development of interpersonal and interpretive communication with vocabulary and structure through practical task-oriented application. Learners will interact and negotiate basic meaning in spoken and written conversations and understand, interpret, and analyze what is heard and read to enhance the use of French for enrichment. Students will also use the language to investigate, explain, and reflect on the concept of culture through comparisons of the French culture and their own. **Offered: F/S (A)**

FRE 131/132: French I and II 3 Credits

A course designed to acquaint beginning students with elements of pronunciation, comprehension, reading, and writing.

FRE 311: Phonetics and Pronunciation* 3 Credits

Introduction to the International Phonetic Alphabet (IPA). Practical application through reading in poetry and prose. Introduction to basic principles of pronunciation of French: the obstacles encountered by American speakers, articulation, rhythm and pitch. **Prerequisite: FRE 232.**

FRE 312: Intensive Readings in French Literature 3 Credits

Techniques in literary analysis using prose masterpieces in French. Selected readings to give students acquaintance with important personalities, movements, and ideas in French literature. **Prerequisite: FRE 232.**

FRE 322: Conversation and Oral Grammar * 3 Credits

Development of conversational skills in French through a systematic study of grammar, usage and vocabulary. Readings related to issues in French speaking countries and USA. **Prerequisite: FRE 311.**

FRE 323: Advanced French Grammar, Composition and Conversation* 3 Credits

This course is designed to enhance student proficiency in spoken, written French, oral exercises and translation from English into French. Concentration on writing, conversation, and structural difficulties. Reading and discussion of cultural material of an interdisciplinary nature. **Prerequisite: FRE 322.**

FRE 331: French Literature I* 3 Credits

A study of French literature from its beginning through the French Revolution. Literary Analysis will take into account the political, social, and intellectual history of the Ancient régime. Topics discussed include education, and religion. Course conducted in French. **Prerequisite: FRE 312.**

FRE 332: French Literature II* 3 Credits

A study of French literature of the 19th and 20th centuries. Emphasis placed on the political and aesthetic movements which influenced literature in France. Along with a study of Romanticism, Realism, Symbolism, Surrealism, and other literary movements, topics of discussion will include women, race, and revolution. Course conducted in French. **Prerequisite: FRE 312.**

FRE 333: French for Business* 3 Credits

Study of the commercial terminology in the cultural context of the Francophone business world. Understanding and writing French for business in international arena. Reading and oral presentations of topics of current interest from marketing, finance, agriculture, communications, transport, real estate, economics, and environment using technical vocabulary. **Prerequisite: FRE 331 or FRE 332.**

FRE 431: French Civilization* 3 Credits

Introduction to French history and society from origins of France to the Fifth Republic; interrelation of socio-political developments to cultural movements in French art and thought. **Prerequisite: FRE 331.**

FRE 432: Francophone Literature and Culture* 3 Credits

Introduction through literature to nations and people whose indigenous cultures have been influenced by French language and civilization, readings in French. **Prerequisite: FRE 431.**

FRE 433: Afro-French Novel* 3 Credits

The study of the evolution of novels written in French by writers native to Africa, Haiti and the Caribbean Islands. **Prerequisite: Senior status**

FRE 434: Afro-French Literature* 3 Credits

Introduction to oral literature of spoken French outside France, e.g., Africa, Haiti and the Caribbean Islands through study of folktales, proverbs, novel, theater, essays, and short stories. Survey of 20th Century black writers in French. **Prerequisite: Senior status**

FRE 435: Poetry of Negritude* 3 Credits

An introduction to the poetry of contemporary Francophone-Africa, Haiti and Caribbean Islands. **Prerequisite: Senior status**

FRE 461: Methods and Materials for Teaching French, 7-12* 3 Credits

Introduction to the theories of foreign language acquisition, rationale for proficiency. Oriented instruction in grades 9-12; principles of language instruction in grades 7-12; principles of instruction in all four skill areas; guidelines for assessment classroom management, techniques for the development of cultural awareness as related to other disciplines and current issues; observation in French language classes. **Prerequisite: Senior status**

FRE 471: Introduction to Linguistics* 3 Credits

Introduction to the scientific analysis: phonetics and phonology, morphology, syntactic unities, syntax, disciplinary and interdisciplinary topic in linguistics: topology and universals, communication systems, psycho linguistics, sociolinguistics, historical linguistics, anthropological linguistics. **Prerequisite: FRE 331**

FRE 480: Senior Seminar* 3 Credits

An in-depth study of a subject selected according to the special interest(s) of the students and faculty.

Prerequisite: Senior status

FRE 481: Study Abroad* 3 Credits

A period of study in a French-speaking country is strongly encouraged for qualifying students. In co- operation with the committee on Studies Abroad, and under the guidance of a French language faculty member, students may travel and study in countries where French is the major or official language. **Prerequisite: A minimum of 12 credit hours of 300 or 400 level French courses.**

GEOGRAPHY

GEO 231: World Geography 3 Credits

A systemic study of regional areas of the world. The climatic, ecological and environmental factors as they affect human adjustment. **Offered: S (A)**

HISTORY

HIS 111,211, 311,411: Special Topics in History 1 Credit

Designed to promote academic excellence through the intense study of history, science, literature, religion, the arts, social sciences, popular culture, and particularly African American history and culture. **Prerequisite: Consent of Instructor.**

HIS 131: U.S. History I 3 Credits

A survey of American history from the Age of Discovery to the Civil War Reconstruction Period. **Offered: F (A)**

HIS 132: U.S. History II 3 Credits

A survey of American history from the period of Reconstruction to the Modern Era. **Prerequisite: HIS 131. Offered: S (A)**

HIS 230: Tennessee History* 3 Credits

Special emphasis is given to the political, social, economic, and educational developments of the State of Tennessee from its early beginnings to the present. **Prerequisite: ENG 132, HIS 132.**

HIS 231: World History I 3 Credits

An introductory survey of world history from earliest civilizations, which places equal emphasis on the development of different world regions, including China, India, Africa, Europe, and the Middle East. **Offered: F (A)**

HIS 232: World History II 3 Credits

A survey of the modern world which places equal emphasis on the history and development of different regions, including China, India, Africa, Europe, the Americas, and the Middle East, with special emphasis on colonialism and imperialism. **Prerequisite: HIS 231. Offered: S (A)**

HIS 233: The Harlem Renaissance 3 Credits

This course focuses on the historical origins and artistic output associated with the New Negro or Harlem Renaissance. Special attention will be paid to the twentieth century Great Migration and reconstruction of black identity, and the impact of the Harlem Renaissance on American culture. **Prerequisite: HIS 132 or consent of Instructor.**

HIS 234: History of Women 3 Credits

This course deals with women's experience in world civilizations from earliest times to the present. The differing experiences of women based on class, race, and ethnicity will be a core of the course. Women's political, socio- cultural, and economic contributions will also be addressed. **Prerequisite: HIS 232 or consent of Instructor.**

HIS 233, HIS 333, HIS 433: Topics in American History I, II, and III* 3 Credits

This course will allow for topically based instruction contingent upon student interest in American history and upon faculty expertise. **Prerequisite: HIS 132.**

HIS 234, HIS 334, HIS 434: Topics in World History I, II, and III* 3 Credits

This course will allow for topically based instruction contingent upon student interest in world history areas and faculty expertise. **Prerequisite: HIS 232.**

HIS 331/332: Black History I and II 3 Credits

A survey of the history of Black Americans from the period of slavery to the present. **Offered: F/S (A)**

HIS 333: The Civil Rights Movement 3 Credits

This course examines the structure and dynamics of the African American Civil Rights Movement in the United States from the 1954 Brown vs. Board of Education Supreme Court decision to the Black Power Movement of the 1970s. **Prerequisite: HIS 132 or consent of the Instructor.**

HIS 334: History of Latin America and the Caribbean 3 Credits

This is a survey course in Latin American and Caribbean history from the first human settlement to modern times. It places special emphasis on European imperialism, the slave plantation system and the challenges of the post-emancipation and independence periods. **Prerequisite: HIS 232 or consent of the Instructor.**

HIS 335: African History* 3 Credits

A survey of African history and civilization from earliest times to the present. **Prerequisite: HIS 231 or consent of Instructor.**

HIS 336: Methods of Teaching Social Sciences 3 Credits

Fundamental considerations in teaching social studies, with emphasis on selection, evaluation, organization, and presentation of materials. Focus also on use of technology in the creation of teaching materials and delivery methods in the social sciences classroom. **Prerequisite: EDU 230. Offered: Spring (A)**

HIS 337: Twentieth Century Europe* 3 Credits

A survey of the history, politics, and social climate of Europe since World War I. **Prerequisite: HIS 232.**

HIS 338: Twentieth Century Asia* 3 Credits

A survey of the history, politics, and social climate of Asia since World War I. **Prerequisite: HIS 232.**

HIS 430: Research Seminar* 3 Credits

Each major is required to present a well-organized documented research project on a subject of their choice as a fulfillment for one of the requirements for a major. **Prerequisite: Senior status and History major.**

HIS 431: History of the African Diaspora 3 Credits

This course is concerned with the dispersal of Africans that started in the 17th century with the forceful capture and transfer of the enslaved to the Middle East, Europe and the Americas, and their ongoing resistant responses to oppression. **Prerequisite: HIS 132 or consent of Instructor.**

HIS 432: Black Historiography 3 Credits

This course is designed to introduce students to the history of black historical writing. Students will study important contributions to the field by pioneers such as Carter G. Woodson and W.E. B. DuBois, and explore seminal works and socio-political perspectives advanced by major black scholars. **Prerequisite: HIS 132 or consent of Instructor.**

HIS 433: Topics in American History 3 Credits

This course will allow for topically based instruction contingent upon student interest in American history, and upon faculty expertise. **Prerequisite: HIS 132 or consent of Instructor.**

HIS 434: Topics in World History 3 Credits

This course will allow for topically based instruction contingent upon student interest in world history, and upon faculty expertise. **Prerequisite: HIS 232 or consent of Instructor**

INTERNATIONAL STUDY ABROAD

INT 460: Study Abroad*12 Credits

Intensive semester of study abroad, to include exposure to and analysis of social, political, cultural, and economic climate of a foreign country. **Prerequisite: Senior status and recommendation of Foreign Languages Studies staff.**

INTERDISCIPLINARY STUDIES

INT 130: Intro to Interdisciplinary Studies* 3 Credits

An introduction to the interdisciplinary approach through topic-based course grounded in examination of various ideas through the lens of ideology and culture.

INT 230: Topics in Interdisciplinary Studies* 3 Credits

A topically based and interdisciplinary in nature survey course contingent upon areas of interest and faculty expertise. **Prerequisite: So/Jr/Sr standing**

INT 310: Lane College Innovation Lab 3 credits

A project-based interdisciplinary research and development lab driven by selected high-performing students from across disciplines to collaborate, design, build, and deploy novel solutions to address the community's pressing challenges as well as improve the condition of all humanity. Students will learn to take a system approach to analyzing and designing a solution to a complex challenge in domains such as education, healthcare, energy, or sustainability. The deliverable of the course will be an applied-based project that is informed by research. This course conducts its projects in partnership with local, regional, as well as national organizations and companies with opportunities of collaboration with similarly structured team from Arizona State University. This is a repeatable course. **Offered: F/S (A)**

INT 431: Interdisciplinary Studies Senior Thesis* 3 Credits

This course allows Generalist and Specialist Interdisciplinary Studies majors to bring together, assimilate, and synthesize ideas and thoughts from their areas of interest. Students will develop an individualized cross-disciplinary Senior Thesis that will serve as the basis of their programmatically required Senior Project. **Prerequisite: Senior Standing**

INT 432: Senior Project* 3 Credits

This course is designed for senior interdisciplinary studies majors and consists for completion and presentation of a project and portfolio demonstrating the approved Senior Thesis previously developed in INT 431. Both the project and portfolio should illustrate how students have constructed themselves as interdisciplinary scholars and is prepared in consultation with course instructor. This course must be taken in the student's last semester before graduation.

INT 460: Study Abroad* 12 Credits

Intensive semester of study abroad, to include exposure to and analysis of social, political, cultural, and economic climate of a foreign country. **Prerequisite: Senior status and recommendation of Foreign Languages Studies staff.**

AVS 101 Academic Success 1 credit

The course emphasizes academic success strategies that include intensive advising, mandatory academic tutoring sessions, and peer mentoring. **Offered: F/S**

AVS 301 Graduate/Professional School Prep Course 1 credit

Graduate School Prep Course is a 1-credit interdisciplinary course designed to assist upper-level students prepare for graduate and professional school admission. The course will include test-taking strategies, studying for graduate and professional school exams researching graduate schools and researching funding sources. **Prerequisite: Junior or Senior status. Offered: F**

ORN 110: Orientation 1 Credit

The freshman orientation course is designed to help freshmen and new students in their academic and social adjustment to the College. All students who are required to enroll in this course must earn a satisfactory grade before being cleared for graduation. **Offered: F/S**

CPI 101: Introduction to Career Pathways 1 Credit

. Offered: F/S

LCC 112: Freshman Enrichment Seminar 1 Credit

. Offered: F/S

LCC 120: Freshman Reading Seminar 1 Credit

. Offered: F/S

LCC 210: Sophomore Seminar 1 Credit

. Offered: S

MASS COMMUNICATIONS

COM 131: Mass Communications 3 Credits

An introduction to the basic types, principles, and practices of journalism and the mass media. **Prerequisite: ENG 131. Offered: F/S (A)**

COM 132 Introduction to Communication Theory 3 Credits

An overview of communication theory and the role it plays in the study of communication. Students are introduced to different ways of thinking about communication as influenced by cultural, historical, and academic perspectives.

Prerequisite: COM 131 Offered: F

COM 135: Introduction to Media Writing 3 Credits

Theory and practices of writing across the various mass media. Emphasis will be placed on developing news writing skills for the print, electronic, and related media, noting the different styles and formats of these media. **Prerequisite: COM 131. Offered: F/S (A)**

COM 210: Practical Journalistic Experience I 1 Credit

Practical, on-campus, supervised internship on the student newspaper, yearbook, or in the Public Relations Office. **Prerequisite: COM 131. Offered: Fall (A)**

COM 212: Introduction to Broadcasting 3 Credits

An introduction to the theories and studio production techniques of radio and television production. This course will be a lecture and practical course where student will learn the basics of radio and television production, editing and camera operation. This course will prepare students for advanced radio and television classes. **Prerequisite: COM 131 Offered: F/S**

COM 236: Online Journalism 3 Credits

An introduction to the Internet, with emphasis on understanding the functions and uses of this new technology of computer communication and its applicability to basic research and news reporting techniques. **Prerequisite: COM 135. Offered: S (A)**

COM 260: Interpersonal Communication 3 Credits

The study of message transaction usually between two people, also known as dyadic communication, which works toward creating and sustaining shared meaning. In this course, students will examine identity needs, social needs and practical needs of communication between and among people. The concepts of perception, the self, culture, identity, verbal communication, nonverbal communication, listening, emotions, sharing personal information, conflict, close relationships and technology will be studied in depth. **Prerequisite: COM 131 & COM 135 Offered: F**

COM 270 Broadcast Announcing 3 Credits

Study of tools needed to become a more effective broadcast communicator, with emphasis on the role of the announcer in all broadcast situations, field or anchor position. This will be a practical course where students will work with faculty and staff

and shadow sports broadcasting and radio production students during productions. **Prerequisite:** COM 135 & COM 212
Offered: F

COM 310: Mass Media Internship I* 3 Credits

Off-campus internship either in print journalism, the electronic media, or in speech communication and theater. The student will work under the direct management of a supervisor and with oversight from a faculty coordinator. **Prerequisite:** Junior Status, and prior approval.

COM 330: Writing for the Print Media 3 Credits

Principles and practices of writing for the print media with emphasis on news. Includes lectures, in-class writing exercises and out-of-class assignments. **Prerequisite:** COM 135, 233. **Offered:** F (A)

COM 331: Photojournalism 3 Credits

The application of photography to publication illustration with assignments in spot news, sports, pictorial features, and photo editing. Emphasis on understanding the principles, tools, and techniques necessary to become effective photojournalists. Includes recent technological advances and changes, to color and digital photography. **Prerequisite:** COM 135. **Offered:** S (O)

COM 332: Principles of Public Relations 3 Credits

An introduction to the principles and practices of public relations. **Prerequisite:** COM 131, 135. **Offered:** F (A)

COM 333: Special Topics 3 Credits

A seminar format course requiring research, gathering information, critically analyzing and presenting findings and results of research conducted by media specialists in the course of the semester, students will be required to research, write and present “mini-papers” either individually or in groups. **Prerequisites:** COM 131. **Offered:** F (A)

COM 334 Writing for Broadcast Media 3 Credits

Instruction and practice in gathering, evaluating and writing news for the broadcast media. **Prerequisite:** COM 135 **Offered:** F (A)

COM 335: Writing for Public Relations 3 Credits

Extensive practice in the institutional writing of persuasive messages for placement in various media. Writing types include press releases, press kits, speeches, and other type writing. The writing techniques presented will prepare students for writing careers in public relations. **Prerequisite:** COM 135 and COM 332. **Offered:** S

COM 337: Media Law and Ethic 3 Credits

Study of the legal rights and responsibilities of the media; case studies of libel, invasion of privacy, contempt of court, copyright, free press/fair trial, and other First Amendment issues. Ethical problems and issues in print and broadcast journalism, advertising, public relations, and new technologies will be discussed in relation to basic theories and functions of mass communication. Comparison of legal and ethical rights will be emphasized. **Prerequisite:** COM 131 and COM 135 **Offered:** S (A)

COM 341 Television Editing 3 Credits

Theory and techniques for video editing. This will be an intense practical course where students will learn to shoot and edit video and audio for news and sports packages and film. **Prerequisites:** COM 212 **Offered:** S

COM 410: Mass Media Internship II* 3 Credits

Off-campus internship either in print journalism, electronic media, or speech communication. The student will work under the direct management of a supervisor with oversight from a faculty coordinator. **Prerequisite:** COM 310; Senior Status.

COM 432: Writing for the Broadcast Media 3 Credits

Instruction and practice in gathering, evaluating and writing news for the broadcast media. **Prerequisite:** COM 135 **Offered:** F (A)

COM 433: Radio and Television Announcing* 3 Credits

Study of tools needed to become a more effective broadcast communicator, with emphasis on the role of the announcer in all broadcast situations, live and/or recorded. **Prerequisite:** COM 135

COM 435: Broadcast Production* 3 Credits

Theories and techniques in the preparation of broadcast programming. Emphasis on the production of radio music and news formats, and the development, writing, directing and production of basic television program types. **Prerequisites:** COM 212, 432

COM 437: Public Relations Strategies and Campaigns* 3 Credits

Application of the basic principles and concepts of public relations to tasks and problem-solving, presented through case studies and issue management evaluation. Emphasis will also be placed on hands-on experience in preparing full-blown public relations campaigns. **Prerequisites:** COM 332, 335

COM 439: Survey of Electronic Media* 3 Credits

Survey of communication and telecommunications technologies, including operational theories as well as practical applications. Includes providing a total introductory approach to the study of the electronic media and cable systems, the telecommunications landscape, and computer technology. Emphasis on the history and organization of the industry, programming practices, equipment, distribution networks, and business practices, including legal, regulatory and ethical considerations. **Prerequisite:** COM 131, 333

COM 470 Integrated Media 3 Credits

An advanced course which serves as the department's capstone. Students will work in groups to create a total multimedia package that includes webpage, video, audio, scripts and photography. **Prerequisites:** COM 135 **Offered:** S

DIG 131 Introduction to Digital Media Strategies 3 Credits

This course will focus on writing and creating content for various social media platforms. The goal of the course is to engage users, deliver messages, and build relationships. **Offered:** S

MATHEMATICS

MAT 110 Math Lab Experience 0 credit

Co-requisite Course for MAT 130 Contemporary Math -- This course is required for students who make below a 41 on the ALEKS Placement Test. This course must be taken concurrently with Contemporary MAT 130. Topics that will be emphasized are sets, logic, algebraic concepts, personal finance, measurements, counting methods, basic probability, an introduction to statistics, and problem solving. **F/S**

MAT 111 Essential Math Lab 0 credit

Co-requisite Course for MAT 133 College Algebra -- This course is required for students who make below a 41 on the ALEKS Placement Test. This course must be taken concurrently with College Algebra MAT 133. Topics that will be emphasized are fundamental operations, factoring, fractions, exponents, radicals, quadratics, linear equations, systems of linear equations, and graphs. **F/S**

MAT 130 Contemporary Math 3 credits

This course is intended to give an overview of topics in mathematics together with their applications and is taken primarily by students who earn a non-science degree (e.g., Associates of Arts, Bachelor of Arts degree) or by students who are not required to take Calculus. The course includes sets, logic, algebraic concepts, personal finance, measurements, counting methods, basic probability, an introduction to statistics, and problem solving. **F/S (A)**

MAT 133 College Algebra 3 credits

Starting with properties of exponents and culminating with a thorough study of exponential and logarithmic functions, this course will provide the necessary foundational algebraic skills for success in the Calculus sequence. Other major topics include linear equations, system of linear equations, quadratic equations, circles, inverse functions, transformations of graphs, and matrices. Based upon placement test score, co-requisite lab course may be required **Offered:** **F/S (A)**

MAT 136: College Trigonometry 3 Credits

A basic course in College Trigonometry ranging from measurement of angles to the study of complex numbers on the plane. This course will provide the necessary trigonometric background for success in the Calculus sequence. Other major topics include right triangle relationships, College Trigonometry on the unit circle, solving trigonometric equations, trigonometric identities, inverse trigonometric functions, and an introductory study of conics. **Prerequisite:** Grade of "C" or better in MAT 133, acceptable placement test score, or consent of instructor. **Offered:** **F/S**

MAT 230: Discrete Mathematics 3 Credits

A study of logic, sets, relations, Boolean algebra, graph theory, and trees. Prerequisites: A minimum grade of “C” in MAT 133 or consent of the instructor. **Offered: S (A)**

MAT 233: Probability and Statistics 3 Credits

Basic statistical concepts, elementary probability theory, probability distribution, sampling and sampling distributions; expected values, correlation and regression analysis, tests of hypothesis, and statistical inferences and interpretation of tabular reports. **Prerequisite: MAT 133. Offered: F (A)**

MAT 240: Calculus I 4 Credits

This first course in calculus reviews the Cartesian plane and functions, and introduces limits, continuity, differentiation and integration. **Prerequisite: A minimum Grade of “C” in MAT 136 Offered: F/S(A)**

MAT 241: Calculus II 4 Credits

This second course in calculus provides application of differentiation and integration to min-max problems, volumes and areas; extends integration and differentiation to logarithmic, exponential and trigonometric functions; and introduces some integration techniques. **Prerequisite: A minimum grade of “C” in MAT 240. Offered: S(A)**

MAT 242: Linear Algebra 3 Credits

An introduction to basic operations with matrices, vectors, and linear equations; including: vector spaces, scalar and vector products, spaces of dimensions, linear transformations, bilinear and quadratic forms and infinite series of matrices. **Prerequisite: Minimum grade of “C” in MAT 136. Offered: Spring (O)**

MAT 310, MAT 311, MAT 410 and MAT 411: Mathematics Seminars I-IV* 1 Credit

These courses are designed for students to give oral and written presentations of special topics in mathematics or the history of mathematics. **Prerequisite: Junior status with consent of the instructor.**

MAT 330: Teaching Elementary Mathematics (K-6) 3 Credits

Methods and materials of teaching mathematics at the elementary level, including the appropriate use of technology in those methods and creation of materials. Designed to introduce the prospective elementary school teacher to the basic essentials of arithmetic, and some concepts of Mathematics from a pedagogical perspective. This course is also available to in-service teachers. **Prerequisites: EDU 230 and MAT 125/126. Offered: S (A)**

MAT 331: Methods of Teaching Secondary Math (7-12) 3 Credits

Designed for students who plan to certify in secondary education. Focus on methods, materials, the use of technology in those methods and materials, and concerns related to the subject area. **Prerequisites: EDU 230, PSY 131, and 12 hours of mathematics. Offered: S (A)**

MAT 333: Modern Geometry 3 Credits

Advanced plane geometry, synthetic and analytic projective geometry and its relationships to Euclidean and other geometries. **Prerequisite: A minimum grade of “C” in MAT 242. Offered: S (E)**

MAT 335: Abstract Algebra 3 Credits

Consideration of fundamental mathematical systems and concepts of modern algebra, including the well- ordering principle, integral domains, groups, rings, fields, and methods of congruence. **Prerequisite: MAT 241. Offered: F (O)**

MAT 340: Calculus III 4 Credits

Indefinite series and approximate computation, partial derivatives and differentiation with applications, multiple integration, and differential equations. **Prerequisite: A minimum grade “C” in MAT 241. Offered: F (O)**

MAT 341: Differential Equations 4 Credits

Classification and solution of common types of elementary differential equations including methods and solutions of ordinary differential equations of first order, and of higher orders with emphasis upon geometrical and physical applications. **Prerequisite: A minimum grade of “C” in MAT 241. Offered: S (E)**

MAT 430: Advanced Calculus 3 Credits

Real numbers and Euclidean N-space, continuous functions, differentiable functions of one variable, of several variables, and Riemann integral. **Prerequisite: Grade of “C” or better in MAT 242 and MAT 340. Offered: S (E)**

MAT 431: Advanced Calculus II 3 Credits

Classical Lebesgue Integral, power series, curve, surfaces, and integral theorem, divergence, theorems of Green and Stokes. Some applications. **Prerequisite: Minimum of grade of “C” in MAT 430. Offered: S (O)**

MARKETING

MGT 110: Introduction to Business 3 Credits

This course is designed to help students develop a basic understanding of business principles, processes, practices, and strategies. It will enable students to use business theories and concepts to better understand current business issues and their broad implications to stakeholders. It covers major concepts in management, marketing, finance, general economics, and accounting. Students will increase their understanding of fundamental business strategies. **Prerequisite- NONE. Offered: F/S (A)**

HCM 131: Management for Healthcare Organizations 3 Credits

This course is an overview of the health care delivery systems in the United States. It is designed to acquaint beginning health care management students with **the social, political, economic, demographic, and technological forces that shape the structure, operation, and outcomes of the United States health care system.**

MGT 210: Principles of Management 3 Credits

This course will provide an introduction to the basic concepts of management and organizations. Core areas of study will include the basic functions of management: planning, organizing, directing, and controlling. **Prerequisite: ENG 131. F/S (A)**

MGT 220: Managerial Communications 3 Credits

The purpose of this course is to provide students with a conceptual framework and specific tools for communicating in complex business environments and accomplishing strategic academic and professional business goals. This core course provides writing, oral and collaborative skills necessary for future business courses, internships, and professional positions as well as fundamentals in both oral and written business communications. The application of grammar, syntax, and style of various forms of business communication are introduced including organizational communication, persuasion, and interviewing. **Prerequisite: ENG 132. Offered: F/S (A)**

MGT 230: Spreadsheet Modeling 3 Credits

The course will provide students with spreadsheet knowledge that is essential for applications in accounting, finance, management, marketing, and production operations. Students will learn how to develop spreadsheet models for business analysis including cash flow, budget allocation, resource planning, pricing, and advertisement.

MGT 250: Management for Healthcare Organizations 3 Credits

Description: This course is an overview of the health care delivery systems in the United States. It is designed to acquaint beginning health care management students with the social, political, economic, demographic, and technological forces that shape the structure, operation, and outcomes of the United States health care system. **Prerequisite- MGT 210, MGT 220**

MGT 310: Management Information Systems 3 Credits

Prerequisites- ACT 220, MGT 210. Offered: F/S (A)

MGT 320 : Quantitative Methods 3 Credits

Prerequisite- MAT 126. Offered: F/S (A)

MGT 340: Management of Technology 3 Credits

This course links the business management with many areas of technology; such as mechanical, electrical, computer science, and information technology. The scope of the course is to imbed these areas of technology in each stage of new product life cycle and service development. This course let the students have hands – on - skill for managing technical business and projects including product and service design with all technical aspects during product life cycle, as well as optimizing their sequence of operations. The course also covers the required stages that involve in the development of new products and adding values to existing ones. In this course, the students get knowledge on the design phase and the manufacturing processes for a wide variety of products and services.

MGT 380: Human Resource Management 3 Credits

This course investigates management, procurement, development, maintenance, compensation, and utilization of an effective workforce. It also provides insight into a variety of functions considered essential to the personnel function of institutions, including: job analysis, recruiting, selection, motivation, training, evaluation, and career development. Special attention is paid to federal hiring requirements and the issues of health and safety. **Prerequisites: MGT 210 and MGT 220- Offered: S (A)**

MGT 410: Business Law Credits 3 Credits

Prerequisites: MGT 360, ACT 210. Offered: F/S (A)

MGT 480: Business Policy 3 Credits

This course will provide an integrative learning experience through the presentation of advanced material and study of administrative policy cases. It will also provide insight into administrative processes in conditions of uncertainty. The total organizational environment, including social, economic, ethical, political and technological influences, will be assessed. **This the capstone course for all business majors. Seniors Only, Offered: F/S (A)**

MKT 210: Principles of Marketing 3 Credits

The marketing function of the firm from the standpoint of the decision-maker. The marketing variables of products, channels, prices, and promotion as related both to the profitability of the firm and the satisfaction of customers. **Prerequisite: MAT 126. Offered: F/S (A)**

MKT 310: Consumer Behavior 3 Credits

A detailed study of the forces which shape the process of consumer motivation and decision making. Topics include theoretical models of consumer choice processes and the influences of culture, lifestyle, and demographics on the consumer. Emphasis on creating a link between some behavioral concepts and marketing strategy. **Prerequisite: MKT 210.**

MKT 320: Promotion and Advertising* 3 Credits

Advertising as a communications tool in marketing management. Develops an understanding of the role of advertising under diverse marketing conditions. The nature of communications process and its relationship to advertising. Topics include advertising budget, media planning, the advertising agency, the creative process, and evaluation and control of advertising. **Prerequisite: MKT 210.**

MKT 330: Professional Selling* 3 Credits

Professional selling will recognize that today's salesperson faces a skeptical, well-educated, and sophisticated buyer, and that the professional salesperson must be far more than a purveyor of goods and services. Professional selling will attempt to harmonize techniques and strategies with personality development. Topics include behavioral theories, ethics, a model of the selling process, and management of the sales force. **Prerequisite: MKT 210.**

MKT 360: Sport Marketing* 3 Credits

The basic marketing concepts to the sports industry. Fundamental marketing techniques such as advertising, sales, promotion, fund- raising, and journalism will be explored in relation to sports. **Prerequisite: MKT 210.**

MKT 410: International Marketing* 3 Credits

An examination of various factors surrounding the conduct of business in foreign lands. Emphasis on the problems and decisions facing managers of international marketing across national boundaries, the environment in which international marketing takes place, and ways of integrating and coordinating marketing programs in diverse markets. **Prerequisite: MKT 210.**

MKT 420: Marketing Research 3 Credits

This course covers research methodology with the emphasis on the application of social science techniques of research to marketing problems. Critical evaluation of various sources of information, research procedures, and methods of utilizing research findings is required. An individual or group research project provides practical application of the methods studied. **Prerequisites: MKT 210 and MAT 233.**

MKT 430: Marketing Analytics 3 Credits

Prerequisite: MKT 210.

MKT 460: Marketing Management Seminar* 3 Credits

An open-ended discussion approach to contemporary marketing problems relative to the internal operation and external environment of the firm. **Prerequisites: MKT 210 and senior classification.**

MUSIC

MUS 103, MUS 203, MUS 303, MUS 403: Elective Class Piano I-IV* 1 Credit

Emphasis is on the performance and enjoyment of music as an avocation. Specific areas of instruction are determined by students' interests, but may include chord study, church music, lead sheet notation, jazz harmony, and functional keyboard skills. Increasing emphasis on more advanced skills in keyboard performance and comprehensive musicianship with each class. **Open to students majoring in areas other than Music. Prerequisite: Consent of the instructor**

MUS 110: Band Techniques* 1 Credit

A course designed to teach band organization, administration, and rehearsal techniques of the marching and concert bands, including pageantry and band literature.

MUS 111 Marching Band 1 Credit

Field and parade marching and performance of selected band repertoire. This is a repeatable course. **Prerequisite: Consent of the instructor. One credit hour each semester. Offered: F (A)**

MUS 112A: Concert Band: Symphonic Band 1 Credit

Study and performance of a wide range of literature representative of various styles, composers, and eras. Offered in the Spring semester only. This is a repeatable course. **Prerequisite: Consent of the instructor. Offered: S (A)**

MUS 112B: Concert Band: Percussion Ensemble 1 Credit

Provide students a quality musical experience for those students who play wind and percussion instruments. Also provide an opportunity for future music educators to gain practical experience playing their primary or secondary instrument and gain exposure to quality repertoire. This is a repeatable course. **Offered: S**

MUS 112C: Concert Band: Woodwind Ensemble 1 Credit

Provide students a quality musical experience for those students who play wind and percussion instruments. Also provide an opportunity for future music educators to gain practical experience playing their primary or secondary instrument and gain exposure to quality repertoire. This is a repeatable course. **Offered: S**

MUS 112D: Concert Band: Brass Ensemble 1 Credit

Provide students a quality musical experience for those students who play wind and percussion instruments. Also provide an opportunity for future music educators to gain practical experience playing their primary or secondary instrument and gain exposure to quality repertoire. This is a repeatable course. **Offered: S**

MUS 113: Concert Choir 1 Credit

Study and performance of a wide range of choral literature representative of various styles, composers, and eras. This is a repeatable course. **Prerequisite: Consent of the instructor. Offered: F/S**

MUS 116: Class Voice* 1 Credit

Emphasis is on voice development and group discussion of techniques. One group lesson per week. **Prerequisite: Permission of the instructor. Open to students majoring in areas other than Music and to Music majors and minors whose major instrument is not voice.**

MUS 118: Class Piano I* 1 Credit

A course stressing basic musicianship using a variety of activities centered around the development of keyboard skills. Specific areas of study include modes, major and minor scales, blues scales, all triads, lead sheet notation, rhythm, sight reading, and repertoire. **Required of all Music majors and minors, except piano majors. Offered: F/S**

MUS 119: Class Piano II 1 Credit

A continuation of Class Piano I. Emphasis is on the study of harmony in traditional as well as modern practices. Specific areas of study include seventh chords, chord inversions, voicing of chords, modulation, and chord progressions. **Prerequisite: MUS 118. Offered: F/S**

MUS 120: Music Appreciation 2 Credits

A survey course designed to acquaint students with the historical and cultural aspects of music and the relationship of music to other arts, to develop discriminating listening habits, and to develop understanding of this form of artistic expression. **Offered: F/S (A)**

MUS 125: Survey of Music in Western Civilization 3 Credits

A survey course designed to acquaint students with the historical and cultural aspects of music and the relationship of music to other arts, to develop discriminating listening habits, and to develop understanding of this form of artistic expression. **Offered: F/S (A)**

MUS 130: Introduction to Music Theory 3 Credits

Designed to broaden the musical background in written theory, rhythm studies, ear training and sight singing. Study of the fundamentals of music to include all scales, modes, key signatures, intervals, triads, dominant seventh chords, and basic terminology. Does not count toward the music major or minor. Open to all students who want to learn to read music.

MUS 131: Music Theory I 3 Credits

Introduction to the theory of music. Study of diatonic harmony and melody including scales, intervals, four-part writing using triads, seventh chords and their inversions, study of melody construction and harmonization in vocal and instrumental styles. Includes ear training and sight-singing. **Offered: F/S**

MUS 132: Music Theory II 3 Credit

Continuation of Music 131. Study of diatonic harmony and melody including scales, intervals, four-part writing using triads, seventh chords and their inversions, study of melody construction and harmonization in vocal and instrumental styles. Includes ear training and sight-singing. **Prerequisite: Minimum grade of "C" in MUS 131. Offered: F/S**

Applied Music Courses 1 Credit

The courses listed below provide private instruction in the student's medium of performance, i.e., piano, voice, or any instrument of the band. Emphasis is placed on developing a high level of performance for both teaching and public performance. A one-hour lesson each week and ten hours practice per week is required. Music major or permission of the instructor

MUS 141: Applied Music: Instrumental 1 Credit

MUS 142: Applied Music: Piano 1 Credit

MUS 143: Applied Music: Voice 1 Credit

MUS 144: Secondary Applied 1 Credit

Emphasis is on developing performance and techniques. One half-hour session per week and five hours of practice. **Prerequisite:** Consent of the instructor. Open to students majoring in areas other than Music and to Music majors and minors on an instrument/ voice other than their primary instrument/voice.

MUS 223: Diction for Singers 2 credits

Dictions for Singers focuses on intensified, systematic study of phonetics as it applies to singing in Italian, German, French and British and Neutral American English. Through study of the International Phonetic Alphabet (IPA), students will increase and strengthens their proficiency and performance of the entire spectrum of vocal repertory such as art songs, operatic, choral as well as musical theatre in Italian, German, French and English. **Prerequisite:** Minimum grade of "C" in MUS 132. **Offered: F**

MUS 224: Choral Music Literature 3 credits

A broad survey of choral repertoire from the medieval period to contemporary compositions. This course includes study and analysis of multiple level choral ensembles; effective concert programming; administration and librarianship unique to choral ensembles; traditional and digital procurement as well as knowledge of legal usage of choral materials in various settings. **Prerequisite:** Minimum grade of "C" in MUS 132. **Offered: S**

MUS 231: Music Theory III 3 Credits

A continuation of MUS 132. Study of chromatic harmony and melody including modulation, borrowed and altered chords, and twentieth-century harmony. **Prerequisite: Grade of "C" or better in MUS 132. Offered: F (A)**

MUS 232: Music Theory IV 3 Credits

A continuation of MUS 231. Study of chromatic harmony and melody including modulation, borrowed and altered chords, and twentieth-century harmony. **Prerequisite: Minimum grade of "C" in MUS 231. Offered: S (A)**

MUS 235: Fundamentals of Music 3 Credits

Focus on rudiments leading to performance at the beginner's level. It includes an elementary study of music theory, the keyboard, pre-band instruments, eurythmics, listening, singing, creative activities, the rhythm band, and the Orff and Kodaly approaches to music education. **Prerequisite: EDU 230 and PSY 131. Offered: F(A)**

MUS 431: African American Music* 3 Credits

History of African American music. Covers African music, its influence on European composers, creation of various African American musical forms during slavery, and 20th century African American composition forms and composers.

MUS 221: Instruments I* 2 Credits

Fundamental techniques of teaching and playing woodwind instruments. Emphasis is placed on various aspects of tone production, breath support, fingerings, embouchure, finger position, hand position, reed, intonation, and pedagogical

information on each instrument. In addition, the selection and care of instrument and basic repertoire for each instrument is studied. The woodwind instruments will include all single reeds and flute. The double reeds will be discussed. **Offered: F.**

MUS 222: Instruments II* 2 Credits

Fundamental techniques of teaching and playing the brass and percussion instruments. Emphasis is placed on various aspects of tone production, breath support, embouchure, hand position, stick position, intonation, and pedagogical information on each instrument. In addition, the selection and care of instrument and basic repertoire for each instrument is studied. The percussion instruments will focus on the snare, timpani and mallets **Offered: S.**

MUS 323: Conducting I* 2 Credits

Beginning techniques in conducting band, chorus, and orchestra. Introduction to score reading. **Prerequisite: MUS 232.**

MUS 331: Music History & Literature I* 3 Credits

The history of music from its beginning to 1800. Emphasis on styles, forms, influences, contributions, and literature.

Prerequisite: MUS 232 or consent of the instructor.

MUS 332: Music History & Literature II * 3 Credits

The study of music from 1801 to the present. **Prerequisite: MUS 232 or consent of instructor.**

MUS 333: Form and Analysis* 3 Credits

A study of the organization, analytical techniques, and styles of various periods in music history from the standpoint of harmony and structural analysis. **Prerequisite: MUS 232.**

MUS 334: World Music 3 credits

A survey of selected musical traditions of the world. By looking at selected communities in detail, to better understand that music is connected to culture and cannot be understood without an awareness of cultural contexts. This course will also develop a musical vocabulary and listening skills through exposure to recordings, lectures and assignments about stylistic elements, and analysis. **Prerequisite: MUS 132 Music Theory II or MUS 120: Music Appreciation. Offered: S**

MUS 415: Stage Band* 1 credit

Study and performance of popular and dance music. Admission by audition. **Prerequisite: consent of the instructor.**

MUS 422: Orchestration* Credits

Scoring for band, orchestra, and choral groups. Exploration of timbres, ranges, nomenclature, and limitations of widely used instruments. **Prerequisite: MUS 232.**

MUS 321: Counterpoint* 2 Credits

A course concerned with the techniques used in contrapuntal composition of the 18th century and a comparative study of the literature of the Baroque period. **Prerequisite: MUS 232.**

MUS 423: Conducting II* 2 Credits

Intermediate and advanced techniques in conducting band, chorus, and orchestra. Emphasis is on literature, organizational management, and special score problems. Laboratory experience with experience with ensembles. **Prerequisite: MUS 323.**

MUS 424: General Music Methods and Materials* 2 Credits

Concerned with skills, administration, and materials for teaching music for grades 1-12. **Prerequisites: EDU 230, EDU 336, and PSY 131.**

MUS 425: Vocal Music Methods and Materials* 2 Credits

Focus on the specific methods and materials of teaching vocal music. Emphasis is on classroom management skills, organization of choral programs, and methods of teaching vocal methods. **Prerequisite: EDU 230.**

MUS 426: Instrumental Methods and Materials* 2 Credits

Focus on the approaches, skills, and materials used in developing instrumental groups at all levels 1-12. Emphasis is on classroom management skills, organization of instrumental programs, and methods of teaching instrumental music.

Prerequisites: EDU 230, EDU 336, and PSY 131.

MUS 441: Senior Recital 1 Credit

Required of students majoring in Music. A public performance of literature representative of various styles, composers, and eras. This course is a culmination six to seven semesters of Applied Music

MUS 465: Special Topics in Music* 3 Credits

A course designed to explore specific research interests of students and/or faculty. Topics will vary depending on the demand.
Prerequisite: Junior status (music majors only) and consent of instructor.

PHYSICAL EDUCATION

PER 109: Volleyball 1 Credit

A study of rules, regulations, and fundamental skills of volleyball. **Offered: F/S (A)**

PER 110: Basketball 1 Credit

A study of rules, regulations, and fundamental skills of Basketball. **Offered: F/S (A)**

PER 111: Bowling* 1 Credit

Fundamentals and techniques of bowling, scoring and basic rules, regulations, and games of bowling. **Offered: F/S (O)**

PER 112: Power Walking * 1 Credit

A quick-pace fitness workout designed to encourage continued life-long exercise. **Offered F/S (A)**

PER 113: Golf 1 Credit

Fundamentals and techniques of golf, scoring and basic rules, regulations, and games of golf. **Offered: F/S (A)**

PER 114: Aerobics 1 Credit

A study of basic skills in aerobic exercise. **Offered: F/S (A)**

PER 115: Beginning Swimming 1 Credit

Students will learn and demonstrate water safety, rules and regulations, basic strokes and some fundamental swimming skills.
Prerequisite: Physical Education major. Offered F/S (A)

PER 116: Tennis-Table Tennis* 1 Credit

A study of rules, regulations, and fundamental skills. **Offered: S (O)**

PER 118: Flag Football 1 Credit

A study of rules, regulations, and fundamental skills. **Offered: F (A)**

PER 119: Soccer

1 Credit

Introduces the fundamentals techniques of soccer, basic rules, and regulations. **Offered: F (A)**

PER 120, PER 220, PER 320, PER 420: Intercollegiate Football I-IV 1 Credit Offered: F (A)

PER 121: Modern/Dance/ Jazz Dance 1 Credit

Introduction to basic dance technique and movement improvisation; a study of motion as an art, group relationships in improvisation, and discussion of choreographic ideas. **Offered: F/S (A)**

PER 130: Basic Weight Training 1 Credit

This course focuses on fundamentals, techniques, and various weightlifting methodologies as a means to enhance strength, endurance, and flexibility. It is involved in developing a safe and practical program of strength enhancement that attains results. **Offered: F/S (A)**

PER 131: Basic Weight Training II 1 Credit

The course focuses on teaching intermediate techniques of weight training involving developing strength, endurance and aspects of weight control. **Prerequisite: PER 130. Offered F/S (A)**

PER 132: Basic Weight Training III 1 Credit

The course focuses on teaching advanced techniques of weight training involving developing strength, endurance and aspects of weight control. **Prerequisite: PER 131. Offered F/S (A)**

PER 141, PER 241, PER 341, PER 441: Intercollegiate Basketball I-IV 1 Credit Offered: S (A)

PER 142, PER 242, PER 342, PER 442: Intercollegiate Tennis I-IV 1 Credit Offered: S (A)

PER 143, PER 243, PER 343, PER 443: Intercollegiate Track and CC I-IV 1 Credit Offered: F (A)

PER 144, PER 244, PER 344, PER 444: Intercollegiate Baseball I-IV. 1 Credit Offered: S (A)

PER 145, PER 245, PER 345, PER 445: Intercollegiate Softball I-IV 1 Credit Offered: S (A)

PER 147, PER 247, PER 347, PER 447: Cheerleading I-IV 1 Credit Offered: F/S (A)

PER: 150 Karate/Self-Defense* 1 Credit

This course focus on learning and improving basic and fundamental techniques in karate and self- defense as well as principles, law, and philosophy in terms of avoidance of conflicts. This is accomplished by participating in various exercise programs as a means to enhance the ability of self-defense. **Offered: F/S (A)**

PER 214: Aerobics II* 1 Credit

Students will be exposed to intermediate skills of aerobic exercise. **Prerequisite: PER 114. Offered F/S (A)**

PER 215: Intermediate Swimming 1 Credit

Endurance will be increased by the coordination of strokes, diving, and different styles of swimming for synchronized and other related skills. **Offered: S (A)**

PER 221: Social and Contemporary Dance * 2 Credits

This course gives instruction in the fundamentals of social and contemporary dancing, emphasizing the execution of basic movements, analyses and timing of movements. Emphasis will be put on skills and techniques for dances suggested by students. **Offered: F (E)**

PER 222: Conditioning Exercise 2 Credits

This course is designed to develop a basic understanding of how and when the body moves and the strengthening of the muscles. It will do this through the teaching of jogging techniques and other endurance activities working toward total fitness. **Offered: F/S (A)**

PER 223: Elementary Games 3 Credits

Presents methods and materials in teaching physical fitness, sports, rhythmic movements, singing, running, and storytelling games in the lower grades. Recognition of skills appropriate for age level. Designated clinical hours required. **Prerequisite: EDU 230, Physical Education major. Offered: F/S (A)**

PER 231: Introduction to Physical Education 3 Credits

An orientation course explaining the history, philosophy, and nature of health and physical education including legal responsibilities. Survey of available material for health and physical education instruction. Designated clinical hours required. **Prerequisite: Physical Education major. Offered: F/S (A)**

PER 233: Methods of Teaching and Coaching Individual Sports/Activities 3 Credits

The course is designed to assist students by developing and evaluating their skill and knowledge of selected individual sports and activities. Emphasis placed on designing, implementing and assessing individual sports and activities. **Prerequisite PER 231. Offered: F (A)**

PER 234: Methods of Teaching and Coaching Team Sports/Activities 3 Credits

The course is designed to assist students by developing and evaluating their skill and knowledge of elected team sports and activities. Emphasis placed on designing, implementing and assessing team sports and activities. **Prerequisite PER 233. Offered: S (A)**

PER 236: Nutrition 3 Credits

Introduction to principles of nutrition with implications for and applications to food selection and planning of adequate diets for individuals and families. A study of foods which help to prevent deficiencies and a careful study of the chemical and physiological factors governing metabolism during infancy, childhood, and normal adult life. **Offered: S (A)**

PER 250: Inter. Karate/Self-Defense* 1 Credit

This course is a continuation course of PER 150 (Karate/Self-Defense). It is an enhancement on learning and improving fundamental and some advanced techniques in karate and self-defense as well as principles, law, and philosophy in terms of avoidance of conflicts. This is accomplished by participating in various exercise programs as a means to enhance the ability of self-defense. **Offered: S (O)**

PER 260: Fitness for Life 3 Credits

A study of the general nature and structure of exercise and fitness, and health as it pertains to the individual. The purpose of this course is to assist the individual in gaining an understanding of the effects of exercise, sports and physical activity on

optimal health, wellness, and fitness. Emphasis is placed on development of healthy lifestyle through planning a personal exercise program. **Offered: F/S (A)**

PER 314: Aerobics III* 1 Credit

Students will be exposed to advanced skills of aerobic exercise. **Offered F/S (A)**

PER 322: Stunts and Tumbling * 3 Credits

This course covers basic knowledge, techniques, and practices of fundamental skills of stunts and tumbling. Students work basically on the mats and on the floor. **Offered: F (O)**

PER 323: Advanced Swimming/Lifeguard Training. 2 Credits

Advanced life saving techniques will be taught including approaches, carries, and releases. Student will demonstrate techniques used in rescuing a drowning individual. Prerequisite: **Physical Education Major and PER 215. Offered: F/S (A)**

PER 324: Sports Officiating 2 Credits

A survey of the coaching fields of football, basketball, baseball, track and field; in methods of teaching fundamentals with an analysis of offensive and defensive techniques. A detailed study of rules and techniques, in officiating, with explanation of the common problems encountered.

PER 325: Adapted Physical Education 3 Credits

This course is a study of procedures and practices for programs that meet the needs of exceptional children, and those who, by reasons of mental, social, or physical disabilities, cannot successfully participate in the regular physical education program.

Prerequisite: PER 231. Offered: F (A)

PER 326: First Aid and Safety 2 Credits

Designed for prospective teachers and coaches to gain knowledge and ability about how to handle common emergencies that may arise in the home, at the school, while swimming or boating, on the playground or athletic field, and in the gymnasium. Demonstration and practice in the general first aid care of emergencies, including CPR. Identification of potential hazards and preventive techniques. **Offered: F/S (A)**

PER 327: Motor Development/ Learning 3 Credits

This course introduces student to major concepts of motor development and motor learning. It includes application of these concepts to the teaching/coaching of motor skills. The course introduces the basic understanding of motor skill development from infancy to older adulthood. The course further explores the concepts in motor learning and development and how variation in motor, cognitive, and social abilities affect individual acquisition of motor skills. The expected experiential outcome will be the preparation, development, and implementation/teaching of developmentally appropriate movement activities to infants, school-aged children, and up to older adults. **Prerequisites: Physical Education Major. Offered: F/S (A)**

PER 328: Sport Injury/Prevention and Care 3 Credits

The course is designed to introduce the student to basic athletic training techniques. Laboratory experience is provided.

Prerequisite: PER 310. Offered F/S

PER 330: Coaching Philosophies and Strategies of Sports 3 Credit

The course involves methods of coaching, developing, organizing, implementing and assessing athletic sports programs in schools and colleges. It emphasizes different philosophies and strategies of different sports. **Offered. S (A).**

PER 331: Kinesiology 3 Credits

A study of bones, joints, ligaments and muscles and their functions in the various movements involved in games, sports, and general activities of daily living. **Prerequisite: Physical Education major, PER 301. Offered S (A)**

PER 333: Organization of Festivals Playgrounds, and Recreation* 3 Credits

This course considers organizational patterns and administrative problems involved in various types of play activities for preschoolers, school children, and adults. It emphasizes methods, materials and techniques of presenting festivals, demonstrations and special celebrations.

PER 334: Personal and Community Hygiene* 3 Credits

An analysis of personal health problems; biological basis of life; attitude toward health; effects of fatigue; and the use of habit-forming drugs. Additionally, the following will be emphasized: prevention and control of communicable diseases, control of water and food supply, waste disposal, good practices in heating, lighting, ventilation, and public health administration.

PER 335: School Health and Nutrition 3 Credits

Emphasizes good health, wellness, and nutrition procedures. Provides general knowledge of procedures to prevent the contamination and spread of disease, with responsibilities of the student, teacher and the parent. Explores the relationship of the use of drugs to the effectiveness of ineffectiveness of the student performance. Designated clinical hours required. **Prerequisite:** EDU 230, Physical Education majors. **Offered:** S (A)

PER 337: Organization and Administration of Recreation * 3 Credits

This course considers organization patterns and administration problems involved in the various types of operating recreational groups and agencies; forms or organization; finances and budgets; personnel; public relations, sport facility development; legal concerns; marketing techniques, psycho-social implication; and sports. **Prerequisites:** Introduction to Recreation and Program Leadership in Recreation.

PER 338: Introduction to Recreation* 3 Credits

This course covers the history and philosophy of the recreation and parks movement. It will include the foundations of recreation and the basic concepts underlying the organization of leisure and recreation activity.

PER 339: Methods of Teaching Physical Education 3 Credits

Emphasizes health and physical education activities differentiated according to capacities, needs, interest, and development of pupils; study and evaluation of current methods and units of course material; development of program goals, program design, and management techniques. **Prerequisites:** EDU 230 and PER 231. **Offered:** F (A)

PER 340: Physiology of Exercise 3 Credits

A study of physical efficiency and physiological principles involved in human exercise. Emphasis will be placed on the responses of the respiratory, cardiovascular and muscular systems. **Prerequisite:** Physical Education major, PER 231, PER 222, and PER 301.

PER 350: Fitness Testing/Exercise Prescription 3 Credits

The course is designed to provide the student with the knowledge of fitness testing and designing exercise and/or rehabilitation programs that are appropriate for people who are apparently healthy or who have medical clearance to exercise. **Prerequisite:** PER 222, PER 310, PER 328 and PER 340.

PER 450: Advanced Techniques in Athletic Training* 3 Credits

The course is designed to provide the student with advanced knowledge and understanding of athletic training protocol including counseling, education, therapeutic modalities, rehabilitation techniques, organization and administration of an athletic training facility. **Prerequisite:** PER 310 and PER 328.

PER 451: Assessment Procedures in Athletic Training* 3 Credits

The course is designed to provide the student with knowledge and skills necessary to perform evaluation and implement rehabilitation protocol to injured athletes. **Prerequisite:** PER 310, PER 328 and PER 450.

PER 452: Field Experience in Athletic Training 3 Credits

The course is designed to provide the student with hands-on experience under the supervision of a certified athletic trainer. This includes assisting during practice and/or game situations as directed by the Head Athletic Trainer. There are designated field experience hours as designed by the Head Athletic Trainer. **Prerequisite:** PER 310, PER 328, PER 450 and PER 451.

PHILOSOPHY

PHL 131: Introduction to Philosophy 3 Credits

An introduction to the basic problems in philosophy. Emphasis on representative philosophical sources.

PHL 132: Principles of Ethic s 3 Credits

A course examining some of the major ethical theories of Western philosophy and their relevance to contemporary ethical problems.

PHL 133: Logic* 2 Credits

Classical and modern analysis of the forms of reasoning, immediate and syllogistic inference, deduction and induction, and foundations of the scientific method. **Prerequisite:** PHL 131 and junior standing.

PHL 331: Critical Thinking and Problem Solving* 3 Credits

A course designed to assist students in acquiring thinking and problem-solving skills as they prepare for standardized tests as well as the problems of life. **Prerequisite: Junior status.**

PHYSICS

PHY 111/REL 111 Galileo and the Church 1 Credit

A role-playing game team taught by the religion and physics departments exploring the ideas behind the 1616 hearings of the Catholic Church examining Galileo's views of cosmology and the 1632-1633 trial of Galileo for heresy. Students are assigned roles of faculty and Cardinals in the conservative faction of Aristotle and Aquinas, the Lincean faction of (Prince Federico) Cesi and Galileo, a moderate faction of undecideds, as well as other indeterminate Cardinals and the Pope. Students will use primary texts written by Aristotle and Galileo, the declarations of the Council of Trent, and the Bible to debate the issues. There will be two labs studying telescopes and parallax. **PHY 111 is cross listed as REL 111**

PHY 131: Physical Science 3 Credits

A survey course introducing various laws and concepts of physical science. Emphasis will be placed on principles of physics, chemistry, meteorology, astronomy, and geology. This course is designed to meet the needs of non- science majors. May not be used as an elective by science majors. Three lectures per week. **This class is unsuitable for STEM majors. Offered: F/S (A)**

PHY 241: Physics I 4 Credits

The classical physics topics of motion, forces, momentum, energy, waves, and thermal physics will be studied through the use of basic problem-solving skills, algebra, and laboratory experiences. Three lectures and one laboratory experience per week. **Prerequisite: MAT 136 Offered: F/S (A)**

PHY 242: Physics II 4 Credits

In classical physics, topics of electromagnetism, circuits, and optics will be studied, and the modern physics topics of relativity, quantum mechanics and the atom will be introduced. Problem solving and laboratory skills will continue to be stressed. Three lectures and one laboratory experience per week. **Prerequisite: Grade of "C" or better in PHY 241. Offered: F/S (A)**

PHY 251: Modern Physics 4 Credits

Major topics covered in this course are relativity, quantum theory of light, wave nature of matter, and an introduction to quantum mechanics, solid state physics, and nuclear physics. Three lectures and one laboratory experience per week. **Prerequisite: PHY 242. Offered: F (A) or as needed**

PHY 301: Math Methods of Physics 3 Credits

An introduction to advanced techniques of applied mathematics used in Physics and Chemistry, including applied linear algebra, ordinary differential equations, and Laplace's Transforms. **Prerequisite: MAT 240. Offered: S (A) or as needed**

PHY 311 1 Credit

Investigation of a topic of current interest in Physics selected by the students in consultation with a Physics faculty. **Prerequisite: PHY 242, Juniors or Seniors only. Offered as needed**

PHY 331: Classical Mechanics 3 Credits

This course will cover statics and dynamics of particles and rigid bodies, Lagrange's and Hamilton's equations, fluid statics, and vibrations. **Prerequisites: PHY 242 and PHY 301, or consent of the instructor. Offered: S (A) or as needed**

PHY 333: Electronics 4 Credits

This course is designed to provide the students with a basic understanding of electronic devices and circuits. The topics covered are DC and AC circuits, diode circuits and semiconductor devices, and amplifiers. Three lectures and one laboratory experience per week. **Prerequisite: PHY 242.**

PHY 335: Thermal Physics 3 Credits

The topics covered in this course are the study of equation of the state, the laws of thermo- dynamics, kinetic theory, and statistical mechanics. **Prerequisite: PHY 242. Offered: S (A) or as needed**

PHY 345: Electromagnetism 3 Credits

The major topics covered in this course are vector analysis, electrostatic and magneto static fields, Maxwell's equations, and uniform plane wave propagation. **Prerequisite: PHY 242 and PHY 301. Offered: F (A) or as needed**

PHY 435: Optics 3 Credits

A course in modern optics covering geometrical, wave and modern optics with application to atomic spectroscopy and lasers. **Prerequisite: PHY 242.**

PHY 445: Solid State Physics 3 Credits

An introduction to solid state physics including topics on crystal structures, electron and mechanical waves in crystals, semiconductors, and electric and magnetic properties of solids. **Prerequisite: PHY 242 and 301 or consent of the instructor. Offered S (A) or as needed**

PHY 455: Quantum Mechanics 3 Credits

An introduction to quantum mechanics including topics on wave mechanics, Schrodinger equation and its application for a box, barrier, square well, harmonic oscillator and the hydrogen atom. **Prerequisite: PHY 331 and 345 or consent of the instructor. Offered: S (O)**

POLITICAL SCIENCE

PSC 231: American Government* 3 Credits

Study of the origins of the American system of government, framing of the constitution, privileges underlying constitutional government, citizenship, civil rights, political institutions, national executive, congressional organizational and functions, and judicial process.

PSC 232: American City Government* 3 Credits

State and local government, role of state in federal system, political institutions, elections, organizations, functions and problems of state government. **Prerequisite: PSC 231.**

PSYCHOLOGY

PSY 130: Introduction to Psychology 3 Credits

The science of behavior as it is used to help the student develop insight into their own psychological processes and those of others. Stresses psychological knowledge and procedures applicable in the solution of personal and social problems.

PSY 131: Educational Psychology 3 Credits

The study of psychological principles of learning and evaluation of learning from pre-school through high school age. Emphasis is upon developing a model for teaching and the application of theory to the classroom. Attention is given to educational research materials and techniques. **Prerequisite: EDU 230. Offered: S (A)**

PSY 230: Human Growth and Development 3 Credits

The physical and psychological growth and development of the human organism with emphasis upon childhood. Explores both principles and characteristics of growth and development in areas such as behavior and language patterns, cognitive growth, and self-concept. **Prerequisite: PSY 131. Offered: F (A)**

PSY 330: The Exceptional Learner 3 Credits

A survey course with an overview of the field of special education, including the historical perspective of the field. Emphasis is placed on the characteristics and education of children and growth in each area of exceptionality. **Prerequisite: PSY 131. Offered: F (A)**

RELIGION

REL 111/PHY 111 Galileo and the Church 1 Credit

A role-playing game team taught by the religion and physics departments exploring the ideas behind the 1616 hearings of the Catholic Church examining Galileo's views of cosmology and the 1632-1633 trial of Galileo for heresy. Students are assigned roles of faculty and Cardinals in the conservative faction of Aristotle and Aquinas, the Lincean faction of (Prince Federico) Cesi and Galileo, a moderate faction of undecideds, as well as other indeterminate Cardinals and the Pope. Students will use primary texts written by Aristotle and Galileo, the declarations of the Council of Trent, and the Bible to debate the issues. There will be two labs studying telescopes and parallax. **PHY 111 is cross listed as REL 111**

REL 130: World Religions 3 Credits

This course is designed to acquaint students with the basic tenets, ideologies, and concepts of the major religions of the world. **Offered: F/S (A)**

REL 131: Old Testament 3 Credits

A study of the books and the theology of the Old Testament. Attention will be given to the origins and development of the Old Testament, including authors, major personalities, and major themes of the books. **Offered: F/S (A)**

REL 132: New Testament 3 Credits

An introduction of the New Testament. Includes the origins and development of the books, including authors, dates, personalities, and major themes. **Offered: F/S (A)**

REL 231: History of the Black Church 3 Credits

A detailed study of the origin, development, and ministry of the Black Church in the United States, including study of the lives and works of outstanding Black Church leaders and theologians. **Offered: F/S (A)**

REL 232: The Psychology of Religion 3 Credits

An examination of religious experience, its relationship to various aspects of human life, major religious and psychological schools of thought. **Offered: F (E)**

REL 233: Christian Ethics 3 Credits

An intensive study of the Judeo-Christian ethic and the theological basis of social action with emphasis on the relationship between situations and principles. **Offered: S (E)**

REL 234: Church History 3 Credits

A study of the history of the Christian Church from the time of Jesus of Nazareth until today. Special attention will be given to historical periods and events in the life of the Church. **Offered: F (E)**

REL 237: Introduction to Christian Theology 3 Credits

This course is designed to acquaint students with concepts of Christian Theology. This course will address the doctrine of God, Christology, the Trinity and pneumatology (Holy Spirit); the nature of revelation. **Offered: S (E)**

REL 310: Seminar in Religion I* 3 Credits

An upper-level seminar dealing with special topics to be announced. **Prerequisite: REL 131 and REL 132 and/or consent of the instructor.**

REL 335: Life and Teachings of Jesus 3 Credits

A study of the major events, teachings, and historical background of the life of Jesus of Nazareth. **Prerequisite: REL 132. Offered: F (O)**

REL 336: African Religious Tradition 3 Credits

A study of traditional African religious practices. **Offered: F (O)**

REL 410: Seminar in Religion II* 3 Credits

Continuation of Seminar I.

REL 431: Blacks in the Bible 3 Credits

A study of Africans, early Hebrews, and New Testament characters from the African culture. This course will acquaint students with various characters who descended from the African culture, as well as the contributions these individuals made to the oral/written tradition of the Old and New Testament times. **Prerequisite: REL 131 or REL 132 Offered: S (E)**

REL 432: Homiletics—From Slavery to the 21st Century Pulpit 3 Credits

An intensive study of the Black preaching tradition from slavery to the 21st century. This course is designed to enhance the basic preaching skills and at the same time create an awareness of the uniqueness of Black homiletics. **Prerequisites: Student must be in the ministry, or consent of instructor; SPC 230. Offered: S (E)**

REL 434: Independent Studies in Religion 3 Credits

Directed readings and research project for senior Religion majors. **Prerequisite: Senior status and consent of the instructor.**

SOCIOLOGY

SOC 131: Introduction to Sociology 3 Credits

This course surveys the major issues sociologists study, including gender and sex roles, socialization, politics race and ethnicity, crime and drugs, poverty and homelessness, and social class and inequality. Students will consider whether sociological methods, insights, and theories are useful for understanding their lives and communities. **Offered: F/S (A)**

SOC 132: Social Stratification and Inequality 3 Credits

A critical examination of how people are ranked into various strata, based on their class, status, and/or position of power; this course focuses on the relationships between social inequality and race, gender, age, and ethnicity. **Prerequisite: SOC 131. Offered: F (A)**

SOC 136: Social Problems & Change 3 Credits

A critical examination of the major social problems in American society, including the concentration of economic and political power; poverty; prejudice, discrimination, and their multiple manifestations; unequal education; mal-distribution of health care; environmental abuse; militarism and war; and family related problems. **Prerequisite: SOC 131. Offered: S (O)**

SOC 231: Social Deviance and Control 3 Credits

A study of deviance and social control; this course emphasizes the various types, prevalence, and causes of deviant behavior. Special attention is paid to how deviance is constructed, perceived, and/or explained by moral entrepreneurs and others, and to the relativity of deviance. **Prerequisite: SOC 131. Offered: F (A)**

SOC 232: Social Psychology 3 Credits

An examination of people's perceptions, attitudes, intentions, behaviors, and how they are formed and shaped by continuous interaction between self and society. Special attention is paid to personality formation; culture and social structure; socialization and learning; social interaction and social influence; small-group dynamics; morality in thought and action; positive social action; aggression, power, leadership and control; and the social psychologies of race, gender, and the internet. **Prerequisite: SOC 131. Offered: F (A)**

SOC 234: Introduction to Anthropology 3 Credits

With a focus on both social and physical anthropology, this course pays special attention both material and non-material culture; social structure, forms of communication, and relationships with the physical environment. **Prerequisite: SOC 131.**

SOC 248: Social Organizations 3 Credits

A comprehensive study of organizations, including their forms, structures, characteristics, dynamics or processes, leadership, environments, theories, and inter-organizational relationships, this course examines organizations as rational systems, natural systems, and/or open systems. **Prerequisite: SOC 131. Offered: F (A)**

SOC 330: Special Topics in Sociology* 3 Credits

This course is an intensive interdisciplinary study of selected current sociological/anthropological issues. A professional written project or paper is required. **Prerequisites: SOC 131, Junior/Senior status or consent of instructor.**

SOC 331: Feminist Theories and Women's Studies 3 Credits

This class explores the theoretical assumptions undergirding the oppression and subordination of women by men, and the patriarchal system that men control. **Prerequisite: SOC 131.**

SOC 338: Race and Ethnicity 3 Credits

An examination of the problems arising from the asymmetric relationships between various races and ethnic groups of the world. Special attention is paid to the problems of racial inequality, prejudice and discrimination, and the social and economic conditions of African Americans and other minority groups in the United States. **Prerequisite: SOC 131 or consent of instructor.**

SOC 344: The Family 3 Credits

This course focuses on the study of the family and family life cross-culturally and historically. It explores theoretical perspectives on the family, including systems theory, feminism, resource theory, and Marxism. Topics include kinship, gender, courtship, parenting, family violence, and divorce. **Prerequisites: SOC 131 Junior/Senior status or consent of instructor. Offered: S (A)**

SOC 345: Introduction to Demography and Ecology 3 Credits

A study of population structures and processes (birth, death, migration), and the ecological relationships between populations and their environments, this course pays special attention to basic demographic methods and theories. **Prerequisite:** SOC 131.

SOC 353: Sociology of the Global System 3 Credits

An analysis of the dynamics of the global corporate world (IMF, World Bank, multinational corporations, etc.) political and economic exchanges, and international relations. **Prerequisites:** SOC 131 or Junior/Senior status or instructor consent.

SOC 430: Social Research Methods 3 Credits

This course surveys quantitative and qualitative research methods, as well as basic and applied approaches, and their individual strengths and weaknesses. Survey design, conceptualization and operationalization are emphasized. **Prerequisites:** SOC 131 and MAT 233 or its equivalent. **Offered:** Fall (A)

SOC 432: Social Theory 3 Credits

This course explores contemporary theoretical approaches (functionalism, conflict theory, symbolic interaction, exchange and rational-choice theory, ethno-methodology, phenomenology, modernism and other postmodernist works) within the context of the main ideas of sociology's founding fathers. **Prerequisites:** SOC 131 and SOC 132. **Offered:** S (A)

SOC 436: Social Movements, Conflicts and Change 3 Credits

Interdisciplinary and comparative analyses of the major theories, models, sources, processes, patterns, and consequences of social change, including the major political, economic and social development changes (including industrialization, deindustrialization, and globalization) taking place in the U.S. and abroad. **Prerequisites:** SOC 131.

SPANISH

SPN 131 and SPN 132: Elementary Spanish I and II 3 Credits

Study of pronunciation, oral-aural practice. An introduction to Spanish grammar and dictation, translation, conversation, and readings dealing with aspects of Spanish culture. **Offered:** F/S (A)

SPN 231 and SPN 232: Intermediate Spanish I and II* 3 Credits

A continuation of Spanish SPN 131 and SPN 132. Oral-aural ability acquired in the first year further development. Reading and writing stressed.

SPN 331: Spanish Literature* 3 Credits

A study of Spanish literature from the beginning of the 18th century to the 21st century will be discussed and important works of literature in the Spanish Language.

SPN 332: Spanish Literature II 3 Credits

A rapid survey of all aspects of Spanish and Spanish-American culture and civilization. Historical background, major contributions of the Spanish world in art and literature, and modern customs and conditions.

SPN 333: Spanish Composition and Conversation* 3 Credits

Conversation and composition develop fluency in the oral usage as well as grammar usage of the Spanish Language.

SPN 334: Survey of Spanish Culture 3 Credits

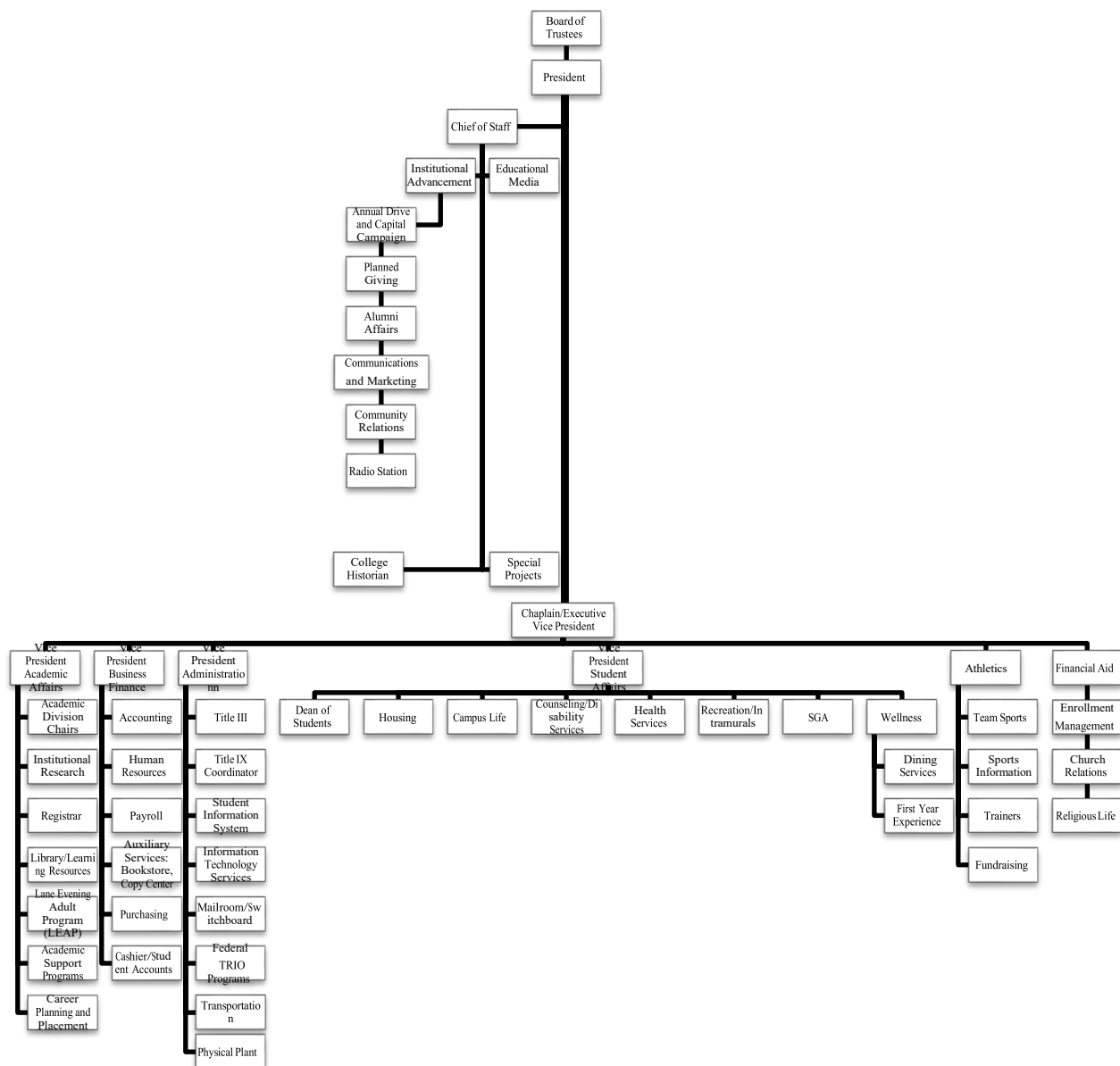
This course provides a survey of various aspects of Spanish culture and civilization. Taught in Spanish.

SPEECH

SPC 230: Foundations of Speech 3 Credits

The study and practice of basic elements of voice, articulation, pronunciation, and nonverbal communication. Strong emphasis on the preparation and delivery of extemporaneous speeches as well as constructive listening. **Prerequisites:** ENG 131. **Offered:** F/S (A)

Lane College Organizational Chart



ADMINISTRATION, STAFF AND FACULTY

OFFICE OF THE PRESIDENT DR. LOGAN HAMPTON, PRESIDENT

Hampton, Logan C. (2014) B.S., M.A., Ed. D., President
Samuels, Darlette Carver (1994) B.A., M.S., Chief of Staff
Donnell, Richard H. (1999) B.S., J.D., Senior Advisor to the President
Haley, Chico (2009) B.S., Lab Tech/Multimedia Coordinator

ACADEMIC AFFAIRS DR. DARYLL H. COLEMAN, VICE PRESIDENT

Blackmon, Terry (2003) B.A., Registrar
Coleman, Daryll (2010) B.A.; M.T.S., Vice President for Academic Affairs
Douglas, Kelvin (2010) B.S., M.D., Blackboard and Online Coordinator
Jackson, Carleen Payne (2008) B.A., M.A., Ph.D., Director of Lane Institute;
Lebby, Kimberly (2018) B.S., M.S., Ph.D., Assistant Vice President for Institutional Research and Effectiveness
McGoughy, Wilisha (2016) B.S., M.B.A., Associate Registrar
McKindra, Freeman (2017) B.A., MDV, Director, Office of First Year
Perry, Eric (2017) B.A. Administrative Assistant
Phillips, Jason (2015) B.A., M.A., Writing Lab Coordinator
Richardson, Melinda (2007) B.A., M.S. Coordinator, Academic Services/ Veterans Affairs/ SEVIS PDSO
Transou Sr., Steve D. () Academic Success Advisor
Wang, Lan (2001) B.A., M.S.L.S., Librarian

ADMINISTRATION MRS. SHERRILL BERRY SCOTT, VICE PRESIDENT

Bates, Steven (2010), Physical Plant Staff
Beasley, Tamera (2019), B.S., Switchboard/Mailroom Staff
Cathey, Donna (2015), B.S., Switchboard/Mail Room Staff
Chapman, Peirria (2008), Physical Plant Staff
Chavis, Mack D. (2017) B.S., Director of Physical Plant
Currie, Sharon (2007) A.S., B.S., M.B.A., Administrative Assistant to Administration
Douglas, Elgenor (1993) B.A., Computer Services Technician
Mitchell III, Earnest (1996) B.S., Associate Vice President for Information Technology
Scott, Sherrill Berry (1976) B.S., M.B.A., Vice President for Administration/Title III Administrator

BUSINESS AND FINANCE MS. TANGELA POOLE, CHIEF FINANCIAL OFFICER

Anderson, Regina (1998) B.A., Director of Financial Aid
Brown, Corrie (2021)
Clark, Melinda (2012) B.A., M.B.A., Payroll Accountant
Gooch, Lorenzo (2018) B.A., M.B.A., M.P.A., Director of Student Accounts
Jowers-Bedwell, Tonya (2017) B.A., Compliance Budget Officer
Mathai, Wilson, CPA (2016) B.S., M.B.A.,
McNeil, Brionna (2020) B.A., Accounts Payable
Mebane, Tracey (2014) A.A., B.A., M.B.A., Human Resource Administrator and Special projects
Poole, Tangela (2019) B.S., B.A., M.B.A., Controller
Ray, Shelia (2013) B.S., M.B.A., MHSA, Assistant Director of Financial Aid

STUDENT AFFAIRS MR. DARRYL MCGEE, VICE PRESIDENT

Anderson, Kimberly (2015) Head Women's Basketball Coach

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Barbour, Patrick (2018) B.A., M.A.T., Head Baseball Coach
Brown, Vyron (2018) B.S., M.S., Head Football Coach
Burroughs, Derrick (2014) B.A. Director of Athletics
Freeman, Jennifer (2016) B.A., M.B.A., Administrative Assistant
Giles, Quentin (2015) B.S., B.S., Assistant Director of Campus Life
Joy, Steven (2015) B.A., M.A., Chief of Security
Page, Ricardo (2020) B.S., M.A., Head Cross Country Coach/Head Track and Field Coach
Shelby, Takeshia (2019) B.S., M.S., Assistant Athletic Director/Director of Athletic Compliance
Smith, Fisher (2007) B.S., Associate Director of Wellness
Sylvester, James (2016) Director of Food Services
Turner, Andre (2021) B.S., Head Men's Basketball Coach
Worthington, Joel (2020) B.S., M.A., Head Softball Coach/Sports Information Director

INSTITUTIONAL ADVANCEMENT MRS. DARLETTE CARVER SAMUELS, VICE PRESIDENT

Laster, Braylin (2017) B.S., Interim Director of Alumni Affairs
Peoples, Lisa (2016) B.S., Director of Annual Fund
Samuels, Darlette Carver (1994) B.A., M.S., Vice President for Institutional Advancement

COLLEGE FACULTY

Blackmon, Terry W. (2003) *Registrar*; B.A., Georgetown University
Wang, Lan (2001) *Librarian*; B.A., Hunan Normal University, China; M.S.L.I.S., Simmons College

TEACHING FACULTY

Adjei, Francis (2021) *Assistant Professor of Mathematics*; B.Ed., University of Cape Coast; M.S., Youngstown State University; Ph.D., University of Texas
Adhikari, Kamal (2018) *Assistant Professor of Mathematics*; B.S., M.S. Tribhuvan University, Nepal; Ph.D. Southern Illinois University Carbondale
Anderson, Monique (2021) *Assistant Professor of Business*; B.S., California State Polytechnic University; M.B.A., Belhaven College
Anyanwu, Bede (2002) *Assistant Professor of Criminal Justice/Department Chair of Criminal Justice*; B.A., M.A., University of Central Oklahoma; J.D., Michigan State University; Ed. D., Oklahoma State University
Appiah-Tutu Osei, Christopher (2003) *Assistant Professor of English*; B.A., University of Ghana; M.A., Ph.D., University of Connecticut
Boada, Richard (2021) *Assistant Professor of English*; B.A., Bellarmine University; M.A., University of Louisville; Ph.D., University of Southern Mississippi
Bond, Susan (2010) *Associate Professor of Religion*; B.A., Purdue University; M. Div. Christian Theological Seminary; M.A., Ph.D., Vanderbilt University
Brooks, Samone Polk (2000) *Instructor of English*; B.A., Fisk University; M.Ed., University of Minnesota; Further study: University of West Georgia
Carter, Nathaniel (1974) *Associate Professor of Religion*; B.A. Lane College; M. Div., Phillips School of Theology; M.A., Fisk University
Chachere, Karen (2010) *Associate Professor of English/Program Coordinator of Interdisciplinary Studies*; B.S. University of Wisconsin; M.A. Chicago State University; Ph.D. Illinois State University
Chukwuma, Godwin (2009) *Associate Professor of Sociology*; B.S., M.S., Alabama A&M University; Ph.D., Mississippi State University
Coleman, Daryll (2010) *Assistant Professor of Religion/Vice President for Academic Affairs (acting)*; B.A. Haverford College; M.T.S., Southern Methodist University
Das, Tirthanath (2013) *Assistant Professor of Physics*; B.A., Delhi University; M.S., Delhi University; M.S., Southern Illinois University Carbondale; Ph.D., Southern Illinois University Carbondale
Drew, Maxwell (2013) *Assistant Professor of Computer Science*; B.S.E., University of Florida; M.A.T., University of Florida; Ph.D., Texas A&M University
Farrakhan-Gooch, Aminah (2017) *Associate Professor of Chemistry*; B.S., Rust College; Ph.D., Jackson State University
Gaber, Farag (2005) *Assistant Professor of Chemistry/Department Chair of Chemistry*; B.S., El-Fateh University, Libya; M.S., University of Missouri-Columbia; M.S., Mississippi State University

- Giberson, Louis** (2011) *Assistant Professor*; A.A., Lewis and Clark Community College; B.A., Greenville College; M.F.A. Memphis College of Art
- Gray, Andrew** (2015) *Instructor of English*; B.A. Union University; M.F.A. University of Montana
- Griffith, Dylan** (2021) *Assistant Professor of Music*; B.A., Spelman College; M.M., Belmont University.
- Hart, Michael** (2021) *Assistant Professor of English*; B.A, Rice University; M.A., Pennsylvania State University; Ph.D., Pennsylvania State University
- Henning, James** (2019) *Instructor of Music*;
- Henning, Karen** (2017) *Assistant Professor of Music/Division Chair, Liberal Studies and Education (acting)*; B.M., Lambuth College; M.M., Austin Peay State University
- Hicks, Clarice N.** (2010) *Instructor of History*; B.A. Lane College; M.A., Southern University and A&M College
- Horn, Kai** (2020) *Assistant Professor of Religion*; B.S., Paul Quinn College; M.Div., Christian Theological Seminary; D. Min., Interdenominational Theological Center
- Jackson, Carleen Payne** (2008) *Assistant Professor of History/Director of Lane Institute*; B.A., Stillman College; M.A., New York University; Ph.D., University of the West Indies, Mona, Jamaica. Further study: Auburn University
- Jefferson, Christopher** (2021) *Assistant Professor of Music*; B.S., Tennessee State University; M.S.E., Arkansas State University
- Jeong, Ki Tai** (2005) *Assistant Professor of Computer Science*; B.S., Dankook University, Seoul, Korea; M.S., Ph.D., University of North Texas
- Jimerson, Anita** (2014) *Assistant Professor of English*
- Jones, Andrew** (2012) *Assistant Professor of Business*; B.S., University of Tennessee at Martin; M.B.A., Harvard University
- Jones-Carter, Candace** (2016) *Associate Professor of Biology*; B.S., Tennessee State University; Ph. D., Meharry Medical College
- Kiessling, Peter** (2020) *Assistant Professor of Physical Education*
- Lebby, Kimberly** (2018) *Assistant Professor of Biology/Assistant Vice President for Institutional Research and Effectiveness*; B.S., Clemson University; Ph.D., Florida A&M University
- Li, Ang** (2021) *Assistant Professor of Mathematics*; B.S., Southeast Missouri State University; Ph.D., University of Houston
- Liang, Sheldon** (2019) *Assistant Professor of Computer Science/Department Chair of Computer Science*
- Mayberry, Kristyn** (2021) *Assistant Professor of Education*; B.S., University of Tennessee at Chattanooga; M.Ed., University of Tennessee at Chattanooga; Ed.D, Trevecca Nazarene University
- MacCarthy, Elijah** (2020) *Associate Professor of Mathematics*
- Maust, John** (2017) *Instructor of Spanish*; B.A., The University of New Orleans; M.A., The University of New Orleans
- Mbughuni, Azaria** (2015) *Assistant Professor of History/ Division Chair of Business and Social and Behavioral Sciences*; Ph. D., Howard University
- McMurtrey, Danya** (2010) *Assistant Professor of English*; B.A., Louisiana State University; M.A., Tennessee State University
- Mputubwele, Makim** (1999) *Associate Professor of English/Department Chair of English*; B.A., Université Nationale du Zaïre; M.A., Indiana University; Ph.D., Purdue University
- Oglesby, David** (2021) *Assistant Professor of Mass Communications*; B.A., University of West Florida; M.F.A., Chapman University
- O’Kere, Harold** (2010) *Assistant Professor of Accounting*; B.S., M.B.A., University of Central Oklahoma; D.B.A., Argosy University
- Owens, Cassandra** (2008) *Assistant Professor of Religion Department Chair of Religion*; B.S., Clark-Atlanta University; M. Div., Interdenominational Theological Center; Ed.D., Union University; Further study: Interdenominational Theological Center
- Pogge, James** (2010) *Assistant Professor of Mathematics*; B.S., The University of Iowa; M.S., Northern Illinois University; Ph.D., Southern Illinois University Carbondale
- Rainbow, Alexis** (2017) *Assistant Professor of Music and Choir Director*; B.M., Oberlin Conservatory; M.Mus., Cleveland Institute of Music at Case Western Reserve University
- Ramawy, Sandra** (2011) *Assistant Professor of Music/SACSCOC Re-Affirmation Coordinator*; B.M., Boston Conservatory of Music; M.M., D.M.A., University of Texas at Austin
- Ribota, Alessandra** (2021) *Assistant Professor of Spanish*; B.A., M.Ed., Ph.D., Texas A&M University
- Rivas, Paul** (2014) *Assistant Professor of History*; of
- Rookstool, William** (2012) *Assistant Professor of Sociology/Department Chair of Sociology*; B.A., Concord University; M.A., Marshall University; ABD, Walden University

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- Sklenksy, Diane** (2010) *Assistant Professor of Biology/Department Chair of Biology*; B.A., University of California at Berkeley; Ph.D., Cornell University
- Sloan, Jo** (2012) *Assistant Professor of Physical Education/Department Chair of Physical Education*; B.A., Lincoln Memorial University, M.A., Union College, M.S.S., United States Sports Academy, Ph.D., The University of Southern Mississippi
- Theus, Linda** (2010) *Assistant Professor of Information Technology/Department Chair of Business*; B.S., Lane College; M.Ed., Memphis State University. Ed. D., University of Memphis
- Thompson, Larry** (2021) *Associate Professor of Biology*; B.S., Livingstone University; M.S., The University of Alabama; Ph.D., The University of Alabama
- Ude, Mba** (2008) *Associate Professor of Chemistry*; B.S., M.S., University of Nigeria–Nsukka; M.S., London Metropolitan University, London, United Kingdom; Ph.D., University of London, London, United Kingdom
- Van Stry, Melanie** (2011) *Associate Professor of Biology/Division Chair of Natural and Physical Sciences*; B.S., Boston College; M.A., Ph.D., Boston University
- Waller, Cell** (2017) *Assistant Professor of Education/Director of Educator Preparation Program*; B.A., Christian Brothers University; M.A.Ed., Union University; Ed.D., Union University
- Washington, Demi** (2020) *Assistant Professor of Mass Communications/Department Chair of Mass Communications (acting)*;
- Watt, Kenneth** (2014) *Assistant Professor of Physical Education*; M.S., Missouri Baptist University
- Williams, Eric** (2021) *Assistant Professor of Education/field Experience and Clinical Practice Coordinator*, B.S. Lambuth College; M.Ed., Freed Hardiman University
- Willis, Patrick** (2015) *Instructor of Criminal Justice*; B.S., Bethel University, M.S., Bethel University
- Wolff, Nicholas** (2010) *Associate Professor of Physics/Department Chair of Physics*; B.S. University of Nebraska-Lincoln; M.S., Ph.D., University of Illinois at Urbana-Champaign
- Wolford, Gilbert** (2021) *Assistant Professor of Sociology*; B.S., Cameron University; M.A., University of Oklahoma; Ph.D., University of Oklahoma
- Woods, Danianese** (2021) *Assistant Professor of Mass Communications*; B.A., University of Memphis; M.A., University of Memphis; Ph.D., University of Southern Mississippi
- Wu, Junhua** (2010) *Associate Professor of Mathematics/Department Chair of Mathematics*; M.S., Ph.D., University of Delaware

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